

# ***Kitsap Public Facilities District***

KITSAP COUNTY, WASHINGTON

## **Resolution 05-2024**

**A Resolution establishing voucher approval level for invoices of no greater than \$1,000.00, under special conditions, to Executive Director Russell E. Shiplet**

**Whereas** Kitsap Public Facilities District (KPFDD) is a duly authorized municipal corporation in the State of Washington and incurs financial obligations related to the business of that corporation and

**Whereas** KPFDD was established by Resolution 07-2001, an expenditure reimbursement policy that stipulates the Board of Directors must approve payment of its financial obligations; and

**Whereas** the Board of Directors has hired Russell E. Shiplet to serve as the Executive Director of the corporation and has designated certain administrative tasks and authority to him,

**Be it resolved** that the Board of Directors authorizes Russell E. Shiplet to approve payment requests and invoices with a monetary value no greater than \$1,000.00 in the event some time restriction prevents presenting them to the Board in the Blanket Voucher at a regularly scheduled meeting, and the delay may result in a late charge or other penalty.

*Adopted at a regular and open public meeting of the Kitsap Public Facilities District on the 16th day of December 2024, the following directors being present and voting:*

APPROVED: *Erin Leedham*  
Erin Leedham, Chair

ATTEST: *Patrick Hatchel*  
Patrick Hatchel, Vice-Chair

Approved As to Form: *Brian Lawler*  
Brian E. Lawler, Legal Counsel