

Kitsap Public Facilities District

KITSAP COUNTY, WASHINGTON

Resolution 04-2025

A RESOLUTION establishing a Public Records Officer for the Kitsap Public Facilities District (KPDFD), under the Public Records Act, RCW 42.56.580.

WHEREAS the KPDFD is a local governmental agency operating under RCW 36.100;

WHEREAS the KPDFD is required to designate a Public Records Officer under RCW 42.56.580, to serve as a point of contact for members of the public requesting the disclosure of public records and to oversee the KPDFD's compliance with RCW 42.56.

BE IT RESOLVED that the Kitsap Public Facilities District Board of Directors appoints Executive Director Russell E. Shiplet as the Public Records Officer, who shall undertake such actions as are necessary to establish and maintain the required procedures for compliance with the Public Records Act.

Adopted at a regular and open public meeting of the Kitsap Public Facilities District on the 15th day of December 2025, the following directors were present and voted:

APPROVED: *Erin Leedham*

Erin Leedham, Board Chair

ATTEST: *Patrick Hatchel*

Patrick Hatchel, Board Vice Chair

APPROVE AS

TO FORM: *Brian Lawler*

Brian Lawler, Legal Counsel