



State of Washington
PUBLIC DISCLOSURE COMMISSION
711 Capitol Way Rm. 206, PO Box 40908 • Olympia, Washington 98504-0908
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Toll Free 1-877-601-2828 • E-mail: pdc@pdc.wa.gov • Website: www.pdc.wa.gov

Public Disclosure Commission Statement of Understanding

Name (printed) Melanie (Kitty) Klitzke PDC Case (printed) 175195

I hereby acknowledge that I, Melanie (Kitty) Klitzke, did not
(Printed Name of Respondent)

timely file the required *Personal Financial Affairs Statement* (F-1 report) with the Public Disclosure Commission (PDC) that was due to be filed by April 15, 2025, disclosing personal financial information for calendar year 2024, thereby violating RCW 42.17A.700.

I want to avoid the time and expense resulting from a Brief Adjudicative Hearing (Brief Enforcement Hearing) before the Presiding Officer. Therefore, I am filing the F-1 report, completing the Statement of Understanding, and transmitting an electronic payment or a check or money order in the amount of \$100 for the late-filed report, in lieu of an August 7, 2025, Brief Enforcement Hearing being held.

I understand that this will resolve all issues with the PDC regarding my failure to timely file the F-1 report, provided that my missing report is completed online, and an electronic payment, check, or money order for \$100 and this signed Statement of Understanding are mailed to the PDC and postmarked on or before July 28, 2025.

I further understand that Commission staff will not be scheduling a Brief Enforcement Hearing before the Presiding Officer regarding my obligation to timely file the F-1 report that was due by April 15, 2025.

Melanie (Kitty) Klitzke

Signature of Respondent

7/23/25

Date Signed

Electronic Payment Option

Please be aware, processing fees may apply. To start the process for making an online payment, do the following:

Email an electronic copy of the signed SOU to the PDC staff member assigned to your case.

- A photo or scan of the signed SOU is acceptable. Do make sure that all parts of the SOU are within focus and readable.
- To email the signed SOU to the PDC, reply directly to the email you received regarding your enforcement case and attach the document.
- The PDC must receive the signed SOU no later than **July 28, 2025**.
 - A signed SOU is required for the terms of the agreement to be fulfilled.
 - If you send the SOU electronically, you DO NOT need to mail a hard copy of the SOU.

Once the SOU is received, PDC staff will email a payment link and further instructions about how to make a payment.

- You must send the payment, via the link, no later than **July 28, 2025**.

OR

Mail or In-Person Payment Option

- To pay by check or money order, make the draft payable to "Washington State Treasurer," write your PDC Case Number in the Memo field, and mail or deliver the payment to one of the addresses shown below:

Regular mail:

Public Disclosure Commission
PO Box 40908
Olympia, WA 98504-0908

Overnight mail or in-person delivery:

Public Disclosure Commission
711 Capitol Way S, STE 206
Olympia, WA 98501-1267

Please Note: All mailed payments or SOUs must bear a postmark date of July 28, 2025, in order to be considered valid.