



**AGENDA**  
**PSERN OPERATOR BOARD OF DIRECTORS MEETING**  
**May 28, 2026**

**Location:** PSERN Conference Room 19717 62<sup>nd</sup> Ave S, E102, Kent, WA 98032

**Virtual meeting:** Microsoft Teams (details below)

**Date:** Thursday, May 28, 2026

**Time:** 2:30 p.m. – 3:30 p.m.

**Microsoft Teams Meeting:** Members of the public are invited to participate in the meeting in person at the location above or virtually by telephone or video by using the following phone number and meeting ID: 1-323-433-2132 Meeting ID: 143906052#.

**Directors:** Vonnie Mayer, Chair, Jacob Adams, Chief Ian Huri in for Undersheriff Jesse Anderson, Commissioner Chris Elwell, Kurt Triplett, Chief Dan Yourkoski

**Alternates:** Diane Carlson, Jake Hammock, Kristin Meitzler

- |    |                                |                  |
|----|--------------------------------|------------------|
| 1. | Call to Order – Meeting Chair  | 2:30 p.m.        |
| 2. | Roll Call – Tracey Doss        | 2:30 p.m.        |
| 3. | Public Comment – Meeting Chair | 2:31 – 2:32 p.m. |

Board Chairperson to open floor for public comment. Members of the public are invited to address the Board of Directors for a period not to exceed three minutes.

- |    |                                |                  |
|----|--------------------------------|------------------|
| 4. | Consent Agenda – Meeting Chair | 2:32 – 2:34 p.m. |
|----|--------------------------------|------------------|

**Note:** Directors can request to have any item removed from the consent agenda.

- a. Approve March 26, 2026, Meeting Minutes
- b. Approve Accounts Payable Detail
- c. Approve Payroll & Benefits Detail

***(Decision: Approve the Consent Agenda)***

- |    |                                         |                  |
|----|-----------------------------------------|------------------|
| 5. | Action Register Review – Meeting Chair  | 2:34 – 2:36 p.m. |
| 6. | Executive Director Report – Jeremy Hurd | 2:36 – 2:45 p.m. |



7. 2027 Draft Operating and Capital Budgets – Tracy Plouse 2:45 – 2:55 p.m.
8. Non-Represented Compensation Study – Jeremy Hurd 2:55 – 3:02 p.m.
9. Public Safety Radio Definition – Jeremy Hurd 3:02 – 3:07 p.m.

***(Decision: Approve a revised methodology for determining public safety radio quantities whereby all radios associated with Fire departments, law enforcement agencies and Emergency Medical Services be designated as “Public Safety”.)***

10. Operations Committee Report – Assistant Chief Lombard 3:07 – 3:10 p.m.
11. Board of Directors Report - Board Officers 3:10 - 3:12 p.m.
12. Review New Action Items - Meeting Chair 3:12 - 3:15 p.m.

Adjourn

Next Meeting: June 25, 2026 @ 2:30



PSERN Board of Directors  
Agenda Item #4

Title: Consent Agenda

PSERN Operator Board of Directors Meeting Date: May 28, 2026

PSERN Staff Contact: Tracey Doss, Administrator

---

Appendix A – March 26, 2026, Special Meeting Minutes

Appendix B – Accounts Payable Detail

Appendix C – Payroll & Benefits Detail

Paid from Checking 7919 Accounts Payable (Appendix B)	\$2,878,183.63
Paid from Checking 0447 Payroll & Benefits (Appendix C)	\$745,910.48
<b>TOTAL</b>	<b>\$3,624,094.11</b>

**MOTION:** Approve the Consent Agenda.



**MINUTES**  
**PSERN OPERATOR BOARD OF DIRECTORS MEETING**  
**March 26, 2026**

**Location:** PSERN Conference Room 19717 62<sup>nd</sup> Ave S, E102, Kent, WA 98032

**Virtual meeting:** Microsoft Teams (details below)

**Date:** Thursday, March 26, 2026

**Time:** 2:30 p.m. – 3:30 p.m.

**Microsoft Teams Meeting:** Members of the public are invited to participate in the meeting in person at the location above or virtually by telephone or video by using the following phone number and meeting ID: 1-323-433-2132 Meeting ID: 143906052#.

**Directors Present:** Vonnie Mayer, Chair, Jacob Adams, Chief Ian Huri in for Undersheriff Jesse Anderson, Diane Carlson in for Kurt Triplett, Chief Dan Yourkoski

**Attendees:** Spencer Bahner, Tom Bloomingdale, Daydra Denson, Creighton Donovan, Tracey Doss, Sean Douglas, Adrian Englet, Matt Fuller, Andy Kancel, Assistant Chief Chris Lombard, Laura Marungo, Amy McGinness, Ric Myers, Nic Prior, Bob Potts, Alex Rampley, Gary Rishi, Josh Saran, Bryan Sheward, Mike Webb, Heather Wong

1. Call to Order – Meeting Chair 2:30 p.m.
2. Roll Call – Tracey Doss 2:30 p.m.

No quorum was established, the Chair proceeded with the agenda.

3. Public Comment – Meeting Chair 2:31 – 2:32 p.m.

Board Chair opened the floor for public comment.

No public comments.

4. Executive Session – Board Officers 2:32 – 2:47 p.m.

***Closed session for the purpose of evaluating the qualifications of applicants for the Executive Director position pursuant to RCW 42.30.110(g).***

Quorum was established at 2:35.

Executive session convened at 2:35 and ended at 2:47.

The regular meeting resumed at 2:48.

5. Executive Director Recruitment – Meeting Chair 2:48 – 2:50 p.m.

Motion to make an offer to Jeremy Hurd as the new executive director of PSERN was made by Chief Ian Huri. Second by Jacob Adams. Members unanimously approved the motion.

Motion to authorize the Board Chair to negotiate a starting date and salary within the PSERN pay grade 49 range, and to work with PSERN staff to make an offer to the candidate on behalf of the Board of Directors was made by Chief Ian Huri. Second by Diane Carlson. Members unanimously approved the motion.

6. Consent Agenda – Meeting Chair 2:50 – 2:51 p.m.

**Note:** Directors can request to have any item removed from the consent agenda.

- a. Approve January 22, 2026, Meeting Minutes
- b. Approve the March 12, 2026 Special Meeting Minutes
- c. Approve Accounts Payable Detail
- d. Approve Payroll & Benefits Detail

Motion to approve the Consent Agenda made by Chief Ian Huri. Second by Jacob Adams. Members unanimously approved the motion.

7. Action Register Review – Meeting Chair 2:51 – 2:55 p.m.

Mike Webb updated the Board on the progress of the open action items and requested that item 28 be closed. A new action item will be opened for PSERN staff to do outreach and report back to the Board recommendations for any further activity regarding in-building coverage.

8. Executive Director Report – Mike Webb 2:55 – 3:01 p.m.

Mike Webb provided an update on the staffing, projects, and initiatives, and operations of the PSERN Operator since the last meeting of the Board in January.

9. Q4 2025 Financial Results – Mike Webb 3:01 – 3:09 p.m.

Mike Webb gave an overview of the 4<sup>th</sup> quarter 2025 financial results.

10. Capital Funding Requirements & Plan – Mike Webb 3:09 – 3:23 p.m.

Mike Webb outlined the future capital funding requirements and provided some potential options once the existing set-aside funds have been exhausted.

The Chair commented that growing the user base is what the Board and PSERN should be focused on and not continuing to add rate increases to the users.

11. Operations Committee Report – Assistant Chief Lombard 3:23 – 3:25 p.m.

Assistant Chief Lombard updated the Board on the activities of the Operations Committee including work on encryption and noting that some of the committee members participated in the Executive Director interviews.

12. Board of Directors Report - Board Officers 3:25 - 3:25 p.m.

No Board Officers reports.

13. Review New Action Items - Meeting Chair 3:25 - 3:26 p.m.

One action item was added to the log to bring proposed next steps for in-building coverage to the Board.

Adjourn 3:26 p.m.

Next Meeting: May 28, 2026 @ 2:30

Appendix B - Accounts Payable Detail

PSERN Operator

Check Register - Consent Agenda.1  
 Check Issue Dates: 3/17/2026 - 5/17/2026

Page: 1  
 May 18, 2026 07:43AM

Check Issue Date	Merchant Name	Payee	Amount	Invoice Number	Description	Invoice GL Account Title
03/17/2026	WA Department of Revenu	WA Department of Revenu	248.21	05012026BL SQUAK MT	Business License - Squak	Misc Services - Corp Admin
03/17/2026	WA Department of Revenu	WA Department of Revenu	248.21	05012026BL TOP HAT	Business License - Top Hat	Misc Services - Corp Admin
03/17/2026	WA Department of Revenu	WA Department of Revenu	248.21	05012026BL MCDONALD	Business License - McDon	Misc Services - Corp Admin
03/17/2026	WA Department of Revenu	WA Department of Revenu	248.21	05012026BL SOBIESKI	Business License - Sobies	Misc Services - Corp Admin
03/17/2026	AWC Employee Benefit Tru	AWC Employee Benefit Tru	57,449.77	80115	Benefits March 2026	Benefits
03/19/2026	Navia Benefits	Navia Benefits	1,874.93	031726.1	FSA	FSA Payable
03/25/2026	Caselle Inc	Caselle Inc	2,267.38	INV-16924	April 2026 Invoice	Software Related - Admin
03/25/2026	Puget Sound Energy	Puget Sound Energy	578.80	0984 FEB 2026	Utilities	Utilities - Sites
03/25/2026	Puget Sound Energy	Puget Sound Energy	727.55	2055 FEB 2026	Utilities	Utilities - Sites
03/25/2026	Puget Sound Energy	Puget Sound Energy	493.98	2022 FEB 2026	Utilities	Utilities - Sites
03/25/2026	Puget Sound Energy	Puget Sound Energy	303.07	1636 FEB 2026	Utilities	Utilities - Sites
03/25/2026	Puget Sound Energy	Puget Sound Energy	402.59	6976 FEB 2026	Utilities	Utilities - Sites
03/25/2026	Puget Sound Energy	Puget Sound Energy	375.14	7206 MAR 2026	Utilities	Utilities - Sites
03/25/2026	Puget Sound Energy	Puget Sound Energy	716.20	6745 MAR 2026	Utilities	Utilities - Sites
03/25/2026	Seattle City Light	Seattle City Light	349.45	8288 FEB 2026	Utilities - Sites	Utilities - Sites
03/25/2026	Ziplyfiber	Ziplyfiber	140.72	8245 MAR 2026	Site Utilities	Utilities - Sites
03/25/2026	Paychex	Paychex	110,576.45	03262026 PAYROLL PAYA	03/26/2026 PAYROLL PAY	Payroll Payable
03/25/2026	Paychex	Paychex	752.30	032626 GARNISHMENT P	03/26/2026 Garnishment P	Garnishment Payable
03/25/2026	Paychex	Paychex	35,789.61	03262026 TAXPAY	03/26/2026 Payroll Taxes P	Payroll Taxes Payable EE
03/25/2026	Paychex	Paychex	12,736.39	03262026 TAXPAY	03/12/2026 Payroll Taxes P	Payroll Taxes Payable ER
03/25/2026	Paychex	Paychex	56.10	03262026 PAYCHEX PER	03/26/2026 Paychex Perks	Benefits Payable EE
03/26/2026	Puget Sound Energy	Puget Sound Energy	672,197.08	110097190	Maloney Ridge Maint. Cont	DO NOT USE Set-Aside Services
03/26/2026	McKinstry Co. LLC	McKinstry Co. LLC	979.94	10319186	HVAC Repairs and Mainten	HVAC Maintenance
03/26/2026	McKinstry Co. LLC	McKinstry Co. LLC	7,327.98	10319346	HVAC Repairs and Mainten	HVAC Maintenance
03/26/2026	McKinstry Co. LLC	McKinstry Co. LLC	916.30	10319489	HVAC Repairs and Mainten	HVAC Maintenance
03/26/2026	City of Redmond	City of Redmond Cashier	1,144.15	FTI0001058	Annual Rent Increase	GASB 87 Clearing - Leases
03/26/2026	Washington State Patrol	Washington State Patrol	6,251.94	00186686	PSERN-27 King Lake Feb	GASB 87 Clearing - Leases
03/26/2026	Washington State Patrol	Washington State Patrol	6,251.94	00186697	PSERN-27 King Lake Mar	GASB 87 Clearing - Leases
03/26/2026	South King Fire & Rescue	South King Fire & Rescue	2,011.36	APRIL2026	Lease April 2026	GASB 87 Clearing - Leases
03/26/2026	City of Bellevue	City of Bellevue	4,534.20	55347	March 2026 Lease	GASB 87 Clearing - Leases
03/26/2026	City of Bellevue	City of Bellevue	1,210.00	55348	March 2026 Lease	GASB 87 Clearing - Leases
03/26/2026	Navia Benefits	Navia Benefits	995.54	032426.1	FSA	FSA Payable
03/26/2026	King County Finance	King County Finance	485.39	148534	Snow Plowing Services	Road Maintenance
03/26/2026	Motorola Solutions, Inc.	Motorola Solutions, Inc.	427.15	8282290422	Multiplexer, All Band, APX8	Site Parts/Supplies
03/26/2026	Paychex	Paychex	-49.36	7172025 PAYCHEX PERK	07/17/2025 Paychex Perks	Benefits Payable EE
03/26/2026	Paychex	Paychex	426.16	2026032301	03/26/2026 PAYROLL PRO	Payroll Processing
03/26/2026	Northwest Tower Engineeri	Northwest Tower Engineeri	5,000.00	6200	WO 24-005-05 LW/IT BP	DO NOT USE Set-Aside Services
03/26/2026	Strategic Government Res	Strategic Government Res	9,321.65	2026-000056	Executive Director Recruit	Consulting Svcs - EE Related
03/26/2026	Strategic Government Res	Strategic Government Res	-9,321.65	2026-000056	Executive Director Recruit	Consulting Svcs - EE Related
03/26/2026	IBEW Local 77	IBEW Local 77	2,122.74	DUES FEB 2026	IBEW Local 77 Union Dues	Union Dues Payable
03/27/2026	WFT Company Two LLC	WFT Company Two LLC	9,655.00	WFT APRIL 2026	Kent Facility Lease	GASB 87 Clearing Kent Office

Appendix B - Accounts Payable Detail

PSERN Operator

Check Register - Consent Agenda.1  
 Check Issue Dates: 3/17/2026 - 5/17/2026

Page: 2  
 May 18, 2026 07:43AM

Check Issue Date	Merchant Name	Payee	Amount	Invoice Number	Description	Invoice GL Account Title
03/27/2026	WFT Company Two LLC	WFT Company Two LLC	3,793.88	WFT APRIL 2026	CAM Charge 2026	Utilities - Kent Office
03/27/2026	WFT Company Two LLC	WFT Company Two LLC	-1,205.53	WFT APRIL 2026	CAM Charge 2025 Credit	Utilities - Kent Office
03/27/2026	Cascade Public Media	Cascade Public Media	16,423.43	APR2026LEASE	Capitol Hill Site Lease- Apri	GASB 87 Clearing - Leases
03/27/2026	Richard J Busch	Richard J Busch	382.50	203932	Legal - Leases	Legal Serv - Leases/Subleases
03/27/2026	Richard J Busch	Richard J Busch	977.50	203932	Legal - Sublease	Legal Services - Subleases
03/27/2026	Steelhead Communication	Steelhead Communication	954.76	20414	Replace obstruction lights	Tower Rigger Services
03/27/2026	Comcast	Comcast	744.03	001003650836 1342	Ethernet	Fiber/Backhaul Services
03/27/2026	Comcast	Comcast	744.67	001003650836 1342	Ethernet	Fiber/Backhaul Services
03/27/2026	Comcast	Comcast	799.33	001003470375 7304	Ethernet	Fiber/Backhaul Services
03/27/2026	Comcast	Comcast	2,679.74	001003470375 7304	Ethernet	Fiber/Backhaul Services
03/27/2026	Comcast	Comcast	798.94	001003470375 7304	Ethernet	Fiber/Backhaul Services
03/27/2026	WA State Dept. of Retirem	WA State Dept. of Retirem	9,511.99	EPP-20260323-0000088	Retirement Payable EE	Retirement Payable - EE
03/27/2026	WA State Dept. of Retirem	WA State Dept. of Retirem	9,024.38	EPP-20260323-0000088	Retirement Payable ER	Retirement Payable - ER
03/27/2026	WA State Dept. of Retirem	WA State Dept. of Retirem	1,830.78	EPP-20260323-0000088	DCP Retirement Payable E	Retirement Payable - EE
03/30/2026	The Travelers Indemnity C	The Travelers Indemnity C	-421.00	6JUB-0W95665-3-26	Travelers W/C Renewal	Benefits
03/31/2026	United States Treasury	United States Treasury	-30.00	IRSW3 2024	87-3876575 W3 Request	Misc Services - EE Related
03/31/2026	United States Treasury	United States Treasury	-30.00	IRSW2 2024	87-3876575 W2 Request	Misc Services - EE Related
03/31/2026	United States Treasury	United States Treasury	-180.00	IRS941X 2024_Q1-2 2025	87-3876575 941-X Reques	Misc Services - EE Related
03/31/2026	United States Treasury	United States Treasury	-180.00	IRS941 2024_Q1-2 2025	87-3876575 941 Request	Misc Services - EE Related
04/01/2026	The Travelers Indemnity C	The Travelers Indemnity C	421.00	6JUB-0W95665-3-26	Travelers W/C Renewal	Benefits
04/02/2026	Navia Benefits	Navia Benefits	120.69	033126.1	HRA	HRA Benefit Expense
04/02/2026	Navia Benefits	Navia Benefits	988.03	033126.2	FSA	FSA Payable
04/06/2026	AT&T Mobility	AT&T Mobility	152.39	287364223881X03272026	Wireless Service	Mobile Phone Service
04/06/2026	Lumen	Lumen	27,406.10	776652610 3340	backhaul fiber	Fiber/Backhaul Services
04/06/2026	Puget Sound Energy	Puget Sound Energy	832.32	1628 MAR 2026	Utilities	Utilities - Sites
04/06/2026	Puget Sound Energy	Puget Sound Energy	415.59	6935 MAR 2026	Utilities	Utilities - Sites
04/06/2026	Puget Sound Energy	Puget Sound Energy	10.90	1354 MAR 2026	Utilities	Utilities - Sites
04/06/2026	Puget Sound Energy	Puget Sound Energy	650.30	1792 MAR 2026	Utilities	Utilities - Sites
04/06/2026	Puget Sound Energy	Puget Sound Energy	3,575.10	8846 MAR 2026	Utilities	Utilities - Sites
04/06/2026	Puget Sound Energy	Puget Sound Energy	989.09	6901 FEB 2026	Utilities	Utilities - Sites
04/06/2026	Puget Sound Energy	Puget Sound Energy	728.69	1594 MAR 2026	Utilities	Utilities - Sites
04/06/2026	Puget Sound Energy	Puget Sound Energy	472.00	1271 MAR 2026	Utilities	Utilities - Sites
04/06/2026	Puget Sound Energy	Puget Sound Energy	985.23	1115 MAR 2026	Utilities	Utilities - Sites
04/06/2026	Puget Sound Energy	Puget Sound Energy	527.53	6778 MAR 2026	Utilities	Utilities - Sites
04/06/2026	Puget Sound Energy	Puget Sound Energy	1,412.97	8931 MAR 2026	Utilities	Utilities - Kent Office
04/06/2026	Puget Sound Energy	Puget Sound Energy	-672,197.08	110097190	Maloney Ridge Maint. Cont	DO NOT USE Set-Aside Services
04/06/2026	Puget Sound Energy	Puget Sound Energy	672,197.08	110097190	Maloney Ridge Maint. Cont	DO NOT USE Set-Aside Services
04/06/2026	SMS Cleaning	SMS Cleaning	935.10	PSE KENT-0326	Monthly Janitorial Services	Janitorial Services
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	857.01	10319547	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	1,092.60	10319546	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	894.87	10319545	HVAC Repairs and Mainten	HVAC Maintenance

Appendix B - Accounts Payable Detail

PSERN Operator

Check Register - Consent Agenda.1  
 Check Issue Dates: 3/17/2026 - 5/17/2026

Page: 3  
 May 18, 2026 07:43AM

Check Issue Date	Merchant Name	Payee	Amount	Invoice Number	Description	Invoice GL Account Title
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	1,425.61	10319538	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	900.85	10319537	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	1,124.86	10319536	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	1,616.65	10319535	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	1,581.05	10319629	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	967.50	10319924	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	1,118.56	10319925	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	1,125.48	10319926	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	844.40	10319928	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	1,125.48	10319929	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	615.55	10319937	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	664.11	10319962	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	1,140.98	10319963	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	1,363.39	10320088	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	895.86	10320089	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	-979.94	10319186	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	979.94	10319186	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	7,327.98	10319346	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	-7,327.98	10319346	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	-916.30	10319489	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	McKinstry Co. LLC	McKinstry Co. LLC	916.30	10319489	HVAC Repairs and Mainten	HVAC Maintenance
04/06/2026	Alliance 2020	Alliance 2020	63.22	5867412	Misc Services	Misc Services - EE Related
04/06/2026	City of Redmond	City of Redmond Cashier	1,144.15	FTI0001058	Annual Rent Increase	GASB 87 Clearing - Leases
04/06/2026	City of Redmond	City of Redmond Cashier	-1,144.15	FTI0001058	Annual Rent Increase	GASB 87 Clearing - Leases
04/06/2026	Snohomish County PUD	Snohomish County PUD	-641.00	0847 MAR 2026	Security Deposit Refund	Security Deposit Receivable
04/06/2026	Snohomish County PUD	Snohomish County PUD	287.59	0847 MAR 2026	Sites Utilities - Jan 2025	Utilities - Sites
04/06/2026	Snohomish County PUD	Snohomish County PUD	282.75	0847 MAR 2026	Sites Utilities - Feb 2026	Utilities - Sites
04/06/2026	Snohomish County PUD	Snohomish County PUD	258.42	0847 MAR 2026	Sites Utilities - Mar 2026	Utilities - Sites
04/06/2026	Spirit 105.3	Spirit 105.3	321.21	57016-57	Mar Site Utilities	Utilities - Sites
04/06/2026	Washington State Patrol	Washington State Patrol	6,251.94	00186686	PSERN-27 King Lake Feb	GASB 87 Clearing - Leases
04/06/2026	Washington State Patrol	Washington State Patrol	-6,251.94	00186686	PSERN-27 King Lake Feb	GASB 87 Clearing - Leases
04/06/2026	Washington State Patrol	Washington State Patrol	-6,251.94	00186697	PSERN-27 King Lake Mar	GASB 87 Clearing - Leases
04/06/2026	Washington State Patrol	Washington State Patrol	6,251.94	00186697	PSERN-27 King Lake Mar	GASB 87 Clearing - Leases
04/06/2026	South King Fire & Rescue	South King Fire & Rescue	-2,011.36	APRIL2026	Lease April 2026	GASB 87 Clearing - Leases
04/06/2026	South King Fire & Rescue	South King Fire & Rescue	2,011.36	APRIL2026	Lease April 2026	GASB 87 Clearing - Leases
04/06/2026	Northwest Snowcat Rental	Northwest Snowcat Rental	5,617.03	2322	Snow Cat Rental	Transportation Services
04/06/2026	Northwest Snowcat Rental	Northwest Snowcat Rental	4,558.15	2325	Snow Cat Rental	Transportation Services
04/06/2026	Northwest Snowcat Rental	Northwest Snowcat Rental	4,235.52	2326	Snow Cat Rental	Transportation Services
04/06/2026	Northwest Snowcat Rental	Northwest Snowcat Rental	2,274.94	2312	Snow Cat Rental	Transportation Services
04/06/2026	Northwest Snowcat Rental	Northwest Snowcat Rental	2,274.94	2312	Snow Cat Rental	Transportation Services
04/06/2026	Northwest Snowcat Rental	Northwest Snowcat Rental	3,391.73	2313	Snow Cat Rental	Transportation Services

Appendix B - Accounts Payable Detail

PSERN Operator

Check Register - Consent Agenda.1  
 Check Issue Dates: 3/17/2026 - 5/17/2026

Page: 4  
 May 18, 2026 07:43AM

Check Issue Date	Merchant Name	Payee	Amount	Invoice Number	Description	Invoice GL Account Title
04/06/2026	Cummins Sales and Servic	Cummins Sales and Servic	1,156.58	15-260316232	Generator Maintenance	Generator Maintenance
04/06/2026	Cummins Sales and Servic	Cummins Sales and Servic	885.33	01-260376011	Generator Maintenance	Generator Maintenance
04/06/2026	Cummins Sales and Servic	Cummins Sales and Servic	885.33	01-260376137	Generator Maintenance	Generator Maintenance
04/06/2026	City of Bellevue	City of Bellevue	-4,534.20	55347	March 2026 Lease	GASB 87 Clearing - Leases
04/06/2026	City of Bellevue	City of Bellevue	4,534.20	55347	March 2026 Lease	GASB 87 Clearing - Leases
04/06/2026	City of Bellevue	City of Bellevue	1,210.00	55348	March 2026 Lease	GASB 87 Clearing - Leases
04/06/2026	City of Bellevue	City of Bellevue	-1,210.00	55348	March 2026 Lease	GASB 87 Clearing - Leases
04/06/2026	King County Finance	King County Finance	485.39	148534	Snow Plowing Services	Road Maintenance
04/06/2026	King County Finance	King County Finance	-485.39	148534	Snow Plowing Services	Road Maintenance
04/06/2026	Northwest Tower Engineeri	Northwest Tower Engineeri	-5,000.00	6200	WO 24-005-05 LWIT BP	DO NOT USE Set-Aside Services
04/06/2026	Northwest Tower Engineeri	Northwest Tower Engineeri	5,000.00	6200	WO 24-005-05 LWIT BP	DO NOT USE Set-Aside Services
04/06/2026	Strategic Government Res	Strategic Government Res	9,321.65	2026-000056 01.21.2026	Executive Director Recruit	Consulting Svcs - EE Related
04/06/2026	United States Treasury	United States Treasury	30.00	940-C 12.31.2024	87-3876575 940-C Period	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	-30.00	940-C 12.31.2024	87-3876575 940-C Period	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	30.00	940-C 12.31.2024	87-3876575 940-C Period	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	30.00	940 12.31.2024	87-3876575 940 Period 12/	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	30.00	940 12.31.2024	87-3876575 940 Period 12/	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	-30.00	940 12.31.2024	87-3876575 940 Period 12/	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	240.00	941 12.31.2025	87-3876575 941 Period 03/	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	-240.00	941 12.31.2025	87-3876575 941 Period 03/	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	240.00	941 12.31.2025	87-3876575 941 Period 03/	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	240.00	941-X 12.31.2025	87-3876575 941-X Period	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	-240.00	941-X 12.31.2025	87-3876575 941-X Period	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	240.00	941-X 12.31.2025	87-3876575 941-X Period	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	30.00	W2 12.31.2024	87-3876575 W2 Period 12/	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	-30.00	W2 12.31.2024	87-3876575 W2 Period 12/	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	30.00	W2 12.31.2024	87-3876575 W2 Period 12/	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	30.00	W2-C 12.31.2024	87-3876575 W2-C Period 1	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	-30.00	W2-C 12.31.2024	87-3876575 W2-C Period 1	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	30.00	W2-C 12.31.2024	87-3876575 W2-C Period 1	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	30.00	W3 12.31.2024	87-3876575 W3 Period 12/	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	-30.00	W3 12.31.2024	87-3876575 W3 Period 12/	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	30.00	W3 12.31.2024	87-3876575 W3 Period 12/	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	-30.00	W3-C 12.31.2024	87-3876575 W3-C Period 1	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	30.00	W3-C 12.31.2024	87-3876575 W3-C Period 1	Misc Services - EE Related
04/06/2026	United States Treasury	United States Treasury	30.00	W3-C 12.31.2024	87-3876575 W3-C Period 1	Misc Services - EE Related
04/06/2026	WA Employment Security	WA Employment Security	5.36	ESD PFML 04032026	Paid Family & Medical Lea	Benefits Payable ER
04/07/2026	Xpress Solutions Inc	Xpress Solutions Inc	37.00	INV-XPR034763	Das Billing Services March	Misc Services - Corp Admin
04/08/2026	Navia Benefits	Navia Benefits	100.00	11076696	March 2026 Benefits Fee 2	Benefit Plan Administration
04/08/2026	Navia Benefits	Navia Benefits	100.00	11076697	March 2026 Benefits Fee 2	Benefit Plan Administration
04/08/2026	Paychex	Paychex	113,738.09	04092026 PAYROLL PAYA	04/09/2026 PAYROLL PAY	Payroll Payable

Appendix B - Accounts Payable Detail

PSERN Operator

Check Register - Consent Agenda.1  
 Check Issue Dates: 3/17/2026 - 5/17/2026

Page: 5  
 May 18, 2026 07:43AM

Check Issue Date	Merchant Name	Payee	Amount	Invoice Number	Description	Invoice GL Account Title
04/08/2026	Paychex	Paychex	752.30	040926 GARNISHMENT P	04/09/2026 Garnishment P	Garnishment Payable
04/08/2026	Paychex	Paychex	37,468.57	04092026 TAXPAY	04/09/2026 Payroll Taxes P	Payroll Taxes Payable EE
04/08/2026	Paychex	Paychex	13,140.49	04092026 TAXPAY	04/09/2026 Payroll Taxes P	Payroll Taxes Payable ER
04/08/2026	Paychex	Paychex	56.09	04092026 PAYCHEX PER	04/09/2026 Paychex Perks	Benefits Payable EE
04/09/2026	AWC Employee Benefit Tru	AWC Employee Benefit Tru	57,449.77	81234	Benefits April 2026	Benefits
04/09/2026	AWC Employee Benefit Tru	AWC Employee Benefit Tru	3,545.47	81234	Benefits April 2026	Benefits
04/09/2026	Navia Benefits	Navia Benefits	145.99	040726.1	FSA	FSA Payable
04/09/2026	Paychex	Paychex	483.09	2026040601	04/09/2026 PAYROLL PRO	Payroll Processing
04/10/2026	WA State Dept. of Retirem	WA State Dept. of Retirem	9,822.45	EPP-20260406-0000063	Retirement Payable EE	Retirement Payable - EE
04/10/2026	WA State Dept. of Retirem	WA State Dept. of Retirem	9,325.07	EPP-20260406-0000063	Retirement Payable ER	Retirement Payable - ER
04/10/2026	WA State Dept. of Retirem	WA State Dept. of Retirem	2,063.41	EPP-20260406-0000063	DCP Retirement Payable E	Retirement Payable - EE
04/13/2026	CDW Government	CDW Government	8,920.54	AH99K6J	Lenovo Think Pad Laptops	DO NOT USESet-Aside Cap Assets
04/13/2026	CDW Government	CDW Government	3,793.17	AH99A7M	Lenovo Think Pad Laptops	DO NOT USESet-Aside Cap Assets
04/13/2026	CDW Government	CDW Government	1,613.78	AH81P2Z	Juniper SRX345 Router	Software Related - Network
04/13/2026	Pacifica Law Group LLP	Pacifica Law Group LLP	1,036.00	105716	Legal Services	Legal Services - Corp Admin
04/13/2026	Summit Law	Summit Law	3,366.48	170070	Legal Services	Legal Services - EE Related
04/13/2026	Summit Law	Summit Law	748.00	170833	Legal Services	Legal Services - EE Related
04/13/2026	SPECTRASITE COMMUNI	SPECTRASITE COMMUNI	8,234.01	155185165	March 2026 Lease	GASB 87 Clearing - Leases
04/13/2026	Comcast	Comcast	744.03	001003168201 1342	Ethernet -Corporate Office	Fiber/Backhaul Services
04/13/2026	Comcast	Comcast	744.67	001003168201 1342	Ethernet - RCECC Dispatc	Fiber/Backhaul Services
04/13/2026	Comcast	Comcast	-1,395.47	001003168201 1342	Credit for2025 overpaymen	AP Refund Receivable
04/13/2026	Comcast	Comcast	744.03	001003397373 1342	Ethernet -Corporate Office	Fiber/Backhaul Services
04/13/2026	Comcast	Comcast	744.67	001003397373 1342	Ethernet - RCECC Dispatc	Fiber/Backhaul Services
04/13/2026	Comcast	Comcast	-1,400.62	001003397373 1342	Credit for2025 overpaymen	AP Refund Receivable
04/13/2026	United Rentals	United Rentals	5,152.89	249106772-013	Generator 40-44 KVA Tier	Generator Rental
04/13/2026	United Rentals	United Rentals	5,703.26	249106772-011	Generator 70-84 KVA - Ren	Generator Rental
04/16/2026	Lumen	Century Link	178.88	8298 APR 2026	Phone Service	Phone Service
04/16/2026	Lumen	Lumen	1,672.23	780271854 LGZA	Network IT Services	IT Network Services - Kent Ofc
04/16/2026	Lumen	Lumen	1,994.06	780064086 CKKR	backhaul fiber	Fiber/Backhaul Services
04/16/2026	Lumen	Lumen	2,397.50	780253678 J6HY	backhaul fiber	Fiber/Backhaul Services
04/16/2026	Puget Sound Energy	Puget Sound Energy	504.21	2022 MAR 2026	Utilities	Utilities - Sites
04/16/2026	Puget Sound Energy	Puget Sound Energy	301.67	1636 MAR 2026	Utilities	Utilities - Sites
04/16/2026	Puget Sound Energy	Puget Sound Energy	457.38	6976 MAR 2026	Utilities	Utilities - Sites
04/16/2026	Puget Sound Energy	Puget Sound Energy	468.68	1412 MAR 2026	Utilities	Utilities - Sites
04/16/2026	Puget Sound Energy	Puget Sound Energy	672.19	0992 MAR 2026	Utilities	Utilities - Sites
04/16/2026	Puget Sound Energy	Puget Sound Energy	508.20	7370 MAR 2026	Utilities	Utilities - Sites
04/16/2026	Puget Sound Energy	Puget Sound Energy	713.89	0505 MAR 2026	Utilities	Utilities - Sites
04/16/2026	Puget Sound Energy	Puget Sound Energy	1,145.81	8861 MAR 2026	Utilities	Utilities - Sites
04/16/2026	Puget Sound Energy	Puget Sound Energy	402.36	1891 MAR 2026	Utilities	Utilities - Sites
04/16/2026	Puget Sound Energy	Puget Sound Energy	615.53	0984 MAR 2026	Utilities	Utilities - Sites
04/16/2026	Puget Sound Energy	Puget Sound Energy	760.76	2055 MAR 2026	Utilities	Utilities - Sites

Appendix B - Accounts Payable Detail

PSERN Operator

Check Register - Consent Agenda.1  
 Check Issue Dates: 3/17/2026 - 5/17/2026

Page: 6  
 May 18, 2026 07:43AM

Check Issue Date	Merchant Name	Payee	Amount	Invoice Number	Description	Invoice GL Account Title
04/16/2026	Puget Sound Energy	Puget Sound Energy	873.19	1818 MAR 2026	Utilities	Utilities - Sites
04/16/2026	McKinstry Co. LLC	McKinstry Co. LLC	2,075.43	10321144	HVAC Repairs and Mainten	HVAC Maintenance
04/16/2026	Sean Douglas	Sean Douglas	1,935.23	TRAVEL REIMB 03.15.26-	Reimbursement - IWCE Co	Training & Conferences
04/16/2026	Wex Bank	Wex Bank	5,060.25	111768435	March 2026 Fuel	Vehicle Fuel
04/16/2026	Spirit 105.3	Spirit 105.3	8,379.24	61872-11	March 2026 Lease	GASB 87 Clearing - Leases
04/16/2026	Washington State Patrol	Washington State Patrol	6,251.94	00186950	PSERN-27 King Lake Apr	GASB 87 Clearing - Leases
04/16/2026	Northwest Snowcat Rental	Northwest Snowcat Rental	2,062.61	2333	Snow Cat Rental	Transportation Services
04/16/2026	Northwest Snowcat Rental	Northwest Snowcat Rental	2,062.61	2333	Snow Cat Rental	Transportation Services
04/16/2026	Seattle City Light	Seattle City Light	415.10	6974 MAR 2026	Utilities - Sites	Utilities - Sites
04/16/2026	Seattle City Light	Seattle City Light	51.24	5218 MAR 2026	Utilities - Sites	Utilities - Sites
04/16/2026	Seattle City Light	Seattle City Light	1,046.06	3648 MAR 2026	Utilities - Sites	Utilities - Sites
04/16/2026	Seattle City Light	Seattle City Light	340.62	8288 MAR 2026	Utilities - Sites	Utilities - Sites
04/16/2026	Department of Transportati	Department of Transportati	260.59	JE5988 L020	Utility Site	Utilities - Sites
04/16/2026	Chelan County PUD	Chelan County PUD	103.02	6311 MAR 2026	Site Utilities	Utilities - Sites
04/16/2026	Chelan County PUD	Chelan County PUD	71.96	6311 MAR 2026	Site Utilities	Utilities - Sites
04/16/2026	Chelan County PUD	Chelan County PUD	69.79	6311 MAR 2026	Site Utilities	Utilities - Sites
04/16/2026	Tanner Electric Cooperativ	Tanner Electric Cooperativ	463.76	9623 MAR 2026	Utilities - Sites	Utilities - Sites
04/16/2026	Tanner Electric Cooperativ	Tanner Electric Cooperativ	542.14	9624 MAR 2026	Utilities - Sites	Utilities - Sites
04/16/2026	Verizon	Verizon	827.43	6139793533	Mobile Phone Service	Mobile Phone Service
04/16/2026	Puget Sound Hardware Inc	Puget Sound Hardware Inc	450.92	14962	Cormax Keyway Combinati	Site Parts/Supplies
04/16/2026	Puget Sound Hardware Inc	Puget Sound Hardware Inc	1,378.53	14963	3/8"dia.1 1/2"shackle non-k	Site Parts/Supplies
04/16/2026	Cummins Sales and Servic	Cummins Sales and Servic	998.13	01-260376352	Generator Maintenance	Generator Maintenance
04/16/2026	Cummins Sales and Servic	Cummins Sales and Servic	1,205.83	01-260376392	Generator Maintenance	Generator Maintenance
04/16/2026	Cummins Sales and Servic	Cummins Sales and Servic	1,045.08	01-260376399	Generator Maintenance	Generator Maintenance
04/16/2026	Cummins Sales and Servic	Cummins Sales and Servic	1,825.95	01-260376383	Generator Maintenance	Generator Maintenance
04/16/2026	Cummins Sales and Servic	Cummins Sales and Servic	1,045.08	01-260376792	Generator Maintenance	Generator Maintenance
04/16/2026	Cummins Sales and Servic	Cummins Sales and Servic	1,156.58	15-260316376	Generator Maintenance	Generator Maintenance
04/16/2026	Cummins Sales and Servic	Cummins Sales and Servic	1,474.90	15-260416397	Generator Maintenance	Generator Maintenance
04/16/2026	Cummins Sales and Servic	Cummins Sales and Servic	3,839.89	15-260416394	Generator Maintenance	Generator Maintenance
04/16/2026	Navia Benefits	Navia Benefits	492.47	041426.1	FSA	FSA Payable
04/16/2026	Tessco Technologies, Inc	Tessco Technologies, Inc	1,770.85	9400565684	Attenuator,150W,40dB,2.4	Tools & Supplies
04/16/2026	Motorola Solutions, Inc.	Motorola Solutions, Inc.	20,192.16	8282302562	Radio Management Softwa	Software Related - Network
04/16/2026	Washington State Ferries	Washington State Ferries	44.65	RK460814	Travel - Ferries	Parking, Tolls, Carwash
04/17/2026	WA Department of Revenu	WA Department of Revenu	1,114.58	0226 EXCISE TAX RETUR	B&O Tax Exp Subleases	B&O Tax - Subleases
04/17/2026	WA Department of Revenu	WA Department of Revenu	103.42	0226 EXCISE TAX RETUR	Interest Fee	Misc Services - Corp Admin
04/20/2026	Paychex	Paychex	1,770.59	Q1 2026 TAX LIABILITIES	WA L&I Payable EE	WA L&I Payable EE
04/20/2026	Paychex	Paychex	4,112.44	Q1 2026 TAX LIABILITIES	WA L&I Payable ER	WA L&I Payable ER
04/20/2026	Paychex	Paychex	.19	Q1 2026 TAX LIABILITIES	ER Payroll Tax Expense	ER Payroll Taxes
04/20/2026	Paychex	Paychex	-5,042.44	Q1 2026 TAX LIABILITIES	ER Payroll Tax Expense	ER Payroll Taxes
04/20/2026	Paychex	Paychex	42.76	Q1 2026 TAX LIABILITIES	ER Payroll Tax Expense	ER Payroll Taxes
04/22/2026	American Tower	American Tower	10,177.23	415007866	April 2026 Lease -North Be	GASB 87 Clearing - Leases

Appendix B - Accounts Payable Detail

PSERN Operator

Check Register - Consent Agenda.1  
 Check Issue Dates: 3/17/2026 - 5/17/2026

Page: 7  
 May 18, 2026 07:43AM

Check Issue Date	Merchant Name	Payee	Amount	Invoice Number	Description	Invoice GL Account Title
04/22/2026	American Tower	American Tower	-9,593.02	415007866	Credit applied from previou	AP Refund Receivable
04/22/2026	American Tower	American Tower	6,686.97	415008358	April 2026 Lease - Iron Hor	GASB 87 Clearing - Leases
04/22/2026	SPECTRASITE COMMUNI	SPECTRASITE COMMUNI	8,234.01	155228389	April 2026 Lease	GASB 87 Clearing - Leases
04/22/2026	Comcast	Comcast	799.33	001003675550 7304	Ethernet	Fiber/Backhaul Services
04/22/2026	Comcast	Comcast	2,679.74	001003675550 7304	Ethernet	Fiber/Backhaul Services
04/22/2026	Comcast	Comcast	798.94	001003675550 7304	Ethernet	Fiber/Backhaul Services
04/22/2026	Comcast	Comcast	68.02	001003675550 7304	Ethernet	Fiber/Backhaul Services
04/22/2026	Paychex	Paychex	113,531.51	04232026 PAYROLL PAYA	04/23/2026 PAYROLL PAY	Payroll Payable
04/22/2026	Paychex	Paychex	752.30	042326 GARNISHMENT P	04/23/2026 GARNISHMEN	Garnishment Payable
04/22/2026	Paychex	Paychex	36,347.59	04232026 TAXPAY	04/23/2026 PAYROLL TAX	Payroll Taxes Payable EE
04/22/2026	Paychex	Paychex	13,109.24	04232026 TAXPAY	04/23/2026 PAYROLL TAX	Payroll Taxes Payable ER
04/22/2026	Paychex	Paychex	56.10	04232026 PAYCHEX PER	04/23/2026 PAYCHEX PE	Benefits Payable EE
04/23/2026	Navia Benefits	Navia Benefits	384.08	042126.1	FSA	FSA Payable
04/23/2026	Paychex	Paychex	471.81	2026042001	04/23/2026 PAYROLL PRO	Payroll Processing
04/23/2026	Paychex	Paychex	481.54	2026050401	05/07/2026 PAYROLL PRO	Payroll Processing
04/23/2026	WA State Dept. of Retirem	WA State Dept. of Retirem	25.00	1721883	2025 OASI annual admin. f	Benefit Plan Administration
04/24/2026	WA State Dept. of Retirem	WA State Dept. of Retirem	9,776.47	EPP-20260420-0000042	Retirement Payable EE	Retirement Payable - EE
04/24/2026	WA State Dept. of Retirem	WA State Dept. of Retirem	9,282.45	EPP-20260420-0000042	Retirement Payable ER	Retirement Payable - ER
04/24/2026	WA State Dept. of Retirem	WA State Dept. of Retirem	2,583.95	EPP-20260420-0000042	DCP Retirement Payable E	Retirement Payable - EE
04/27/2026	Caselle Inc	Caselle Inc	2,267.38	INV-17831	May 2026 Invoice	Software Related - Admin
04/27/2026	Puget Sound Energy	Puget Sound Energy	504.28	1628 APR 2026	Utilities	Utilities - Sites
04/27/2026	Puget Sound Energy	Puget Sound Energy	23.86	8931 MAR 2026 B	Utilities - Additional charge	Utilities - Kent Office
04/27/2026	Puget Sound Energy	Puget Sound Energy	33.61	8931 MAR 2026 B	Utilities - Additional charge	Utilities - Kent Office
04/27/2026	Puget Sound Energy	Puget Sound Energy	354.41	6935 APR 2026	Utilities	Utilities - Sites
04/27/2026	Puget Sound Energy	Puget Sound Energy	523.71	1354 APR 2026	Utilities	Utilities - Sites
04/27/2026	Puget Sound Energy	Puget Sound Energy	486.46	7206 APR 2026	Utilities	Utilities - Sites
04/27/2026	Puget Sound Energy	Puget Sound Energy	1,180.95	1370 APR 2026	Utilities	Utilities - Sites
04/27/2026	Puget Sound Energy	Puget Sound Energy	811.92	6745 APR 2026	Utilities	Utilities - Sites
04/27/2026	WFT Company Two LLC	WFT Company Two LLC	9,655.00	WFT MAY 2026	Kent Facility Lease	GASB 87 Clearing Kent Office
04/27/2026	WFT Company Two LLC	WFT Company Two LLC	3,793.88	WFT MAY 2026	CAM Charge 2026	Utilities - Kent Office
04/27/2026	McKinstry Co. LLC	McKinstry Co. LLC	889.42	10322739	HVAC Repairs and Mainten	HVAC Maintenance
04/27/2026	McKinstry Co. LLC	McKinstry Co. LLC	889.42	10322740	HVAC Repairs and Mainten	HVAC Maintenance
04/27/2026	McKinstry Co. LLC	McKinstry Co. LLC	1,172.81	10322747	HVAC Repairs and Mainten	HVAC Maintenance
04/27/2026	McKinstry Co. LLC	McKinstry Co. LLC	1,135.29	10322748	HVAC Repairs and Mainten	HVAC Maintenance
04/27/2026	McKinstry Co. LLC	McKinstry Co. LLC	1,080.71	10322749	HVAC Repairs and Mainten	HVAC Maintenance
04/27/2026	McKinstry Co. LLC	McKinstry Co. LLC	566.50	10322750	HVAC Repairs and Mainten	HVAC Maintenance
04/27/2026	McKinstry Co. LLC	McKinstry Co. LLC	1,164.50	10322753	HVAC Repairs and Mainten	HVAC Maintenance
04/27/2026	McKinstry Co. LLC	McKinstry Co. LLC	843.25	10322755	HVAC Repairs and Mainten	HVAC Maintenance
04/27/2026	McKinstry Co. LLC	McKinstry Co. LLC	856.62	10322778	HVAC Repairs and Mainten	HVAC Maintenance
04/27/2026	City of Seattle	City of Seattle	34,460.57	2026 NORTHEAST LEASE	Northeast 2026 Lease Pay	GASB 87 Clearing - Leases
04/27/2026	City of Seattle	City of Seattle	22,196.90	2026 SWAN LEASE	Swan 2026 Lease Paymen	GASB 87 Clearing - Leases

Appendix B - Accounts Payable Detail

PSERN Operator

Check Register - Consent Agenda.1  
 Check Issue Dates: 3/17/2026 - 5/17/2026

Page: 8  
 May 18, 2026 07:43AM

Check Issue Date	Merchant Name	Payee	Amount	Invoice Number	Description	Invoice GL Account Title
04/27/2026	Snohomish County PUD	Snohomish County PUD	284.32	0847 APR 2026	Sites Utilities	Utilities - Sites
04/27/2026	Snohomish County PUD	Snohomish County PUD	-675.00	SNOHO 0839 MAR 2026	Security Deposit Refund	Security Deposit Receivable
04/27/2026	Snohomish County PUD	Snohomish County PUD	212.02	SNOHO 0839 MAR 2026	Sites Utilities - Dec 2025	Utilities - Sites
04/27/2026	Snohomish County PUD	Snohomish County PUD	211.83	SNOHO 0839 MAR 2026	Sites Utilities - Jan 2026	Utilities - Sites
04/27/2026	Snohomish County PUD	Snohomish County PUD	189.06	SNOHO 0839 MAR 2026	Sites Utilities - Feb 2026	Utilities - Sites
04/27/2026	Snohomish County PUD	Snohomish County PUD	209.18	SNOHO 0839 MAR 2026	Sites Utilities - Mar 2026	Utilities - Sites
04/27/2026	South King Fire & Rescue	South King Fire & Rescue	6,833.70	Q1 ANTENNA BILLINGS 2	T-Mobile for Fed.Way Q1 2	Sublease Revenue Share
04/27/2026	South King Fire & Rescue	South King Fire & Rescue	11,389.50	Q1 ANTENNA BILLINGS 2	AT&T for Fed.Way Q1 202	Sublease Revenue Share
04/27/2026	South King Fire & Rescue	South King Fire & Rescue	34,147.59	Q1 ANTENNA BILLINGS 2	Verizon for Fed. Way Q1 J	Sublease Revenue Share
04/27/2026	South King Fire & Rescue	South King Fire & Rescue	-1,222.00	Q1 ANTENNA BILLINGS 2	Dish Wireless for Fed.Way	Sublease Revenue Share
04/27/2026	South King Fire & Rescue	South King Fire & Rescue	2,011.36	MAY2026	Lease May 2026	GASB 87 Clearing - Leases
04/27/2026	Snoqualmie Timber, LLC	Snoqualmie Timber, LLC	29,321.16	2026TOLTPSERNLEASE	2026 TOLT Lease	GASB 87 Clearing - Leases
04/27/2026	Northwest Snowcat Rental	Northwest Snowcat Rental	2,062.61	2343	Snow Cat Rental	Transportation Services
04/27/2026	Northwest Snowcat Rental	Northwest Snowcat Rental	2,062.61	2343	Snow Cat Rental	Transportation Services
04/27/2026	Cummins Sales and Servic	Cummins Sales and Servic	1,098.76	15-260416524	Generator Maintenance -	Generator Maintenance
04/27/2026	Cummins Sales and Servic	Cummins Sales and Servic	1,098.76	15-260416525	Generator Maintenance -	Generator Maintenance
04/27/2026	City of Bellevue	City of Bellevue	4,534.20	55799	April 2026 Lease	GASB 87 Clearing - Leases
04/27/2026	City of Bellevue	City of Bellevue	1,210.00	55800	April 2026 Lease	GASB 87 Clearing - Leases
04/27/2026	Ziplyfiber	Ziplyfiber	140.56	8245 APR 2026	Site Utilities	Utilities - Sites
04/27/2026	Bowen Scarff Ford in Kent	Bowen Scarff Ford in Kent	76,827.78	2026 F350_9543	Vehicle2026 F350 Vin#954	DO NOT USESet-Aside Cap Assets
04/27/2026	King County Finance	King County Finance	1,125.00	11017040	KCIT iNet Other Misc Svc	Fiber/Backhaul Services
04/27/2026	Tessco Technologies, Inc	Tessco Technologies, Inc	816.66	9400570656	Site Parts/Supplies	Tools & Supplies
04/27/2026	Tessco Technologies, Inc	Tessco Technologies, Inc	281.36	9400570657	Site Parts/Supplies	Site Parts/Supplies
04/27/2026	Ideal Power Service Inc	Ideal Power Service Inc	1,868.30	5873	Electrical & Lighting - Capi	Repairs & Maintenance - Sites
04/27/2026	Northwest Tower Engineeri	Northwest Tower Engineeri	5,000.00	6215	WO 24-005-05 LWIT BP	DO NOT USE Set-Aside Services
04/27/2026	Red Wing Business Advant	Red Wing Business Advant	350.00	20260409120965	PPE equipment - Safety Su	EE Safety Supplies
04/27/2026	Strategic Government Res	Strategic Government Res	8,425.70	2026-000329	Executive Director Recruit	Consulting Svcs - EE Related
04/27/2026	IBEW Local 77	IBEW Local 77	2,296.70	DUES MAR 2026	IBEW Local 77 Union Dues	Union Dues Payable
04/27/2026	Cabot Dow Associates, Inc.	Cabot Dow Associates, Inc.	3,490.00	PSERN FEB-BILLING1 3.0	HR Consulting Services - C	Consulting Svcs - EE Related
04/27/2026	Pushpa Srinivasa	Pushpa Srinivasa	1,776.70	TRAVEL REIMB 03.11.26-0	Travel Reimburesment - Ex	Consult Svcs Corp Admin
04/28/2026	WA Department of Revenu	WA Department of Revenu	1,690.41	0126 EXCISE TAX RETUR	B&O Tax Exp Subleases	B&O Tax - Subleases
04/28/2026	WA Department of Revenu	WA Department of Revenu	15.28	0126 EXCISE TAX RETUR	Interest Fee	Misc Services - Corp Admin
04/28/2026	WA Department of Revenu	WA Department of Revenu	13.53	0226 EXCISE TAX RETUR	B&O Tax Exp Subleases	B&O Tax Exp - Retail
04/28/2026	WA Department of Revenu	WA Department of Revenu	295.92	0226 EXCISE TAX RETUR	Sales Tax Payable	Sales Tax Payable
04/28/2026	WA Department of Revenu	WA Department of Revenu	1.25	0226 EXCISE TAX RETUR	Interest Fee	Misc Services - Corp Admin
04/28/2026	WA Department of Revenu	WA Department of Revenu	27.85	0226 EXCISE TAX RETUR	Penalty Fee	Misc Services - Corp Admin
04/28/2026	WA Department of Revenu	WA Department of Revenu	1,026.48	0326 EXCISE TAX RETUR	B&O Tax Exp Subleases	B&O Tax - Subleases
04/28/2026	Steelhead Communication	Steelhead Communication	209,019.82	20484	PSERN 25004 Prime Gene	DO NOT USESet-Aside Cap Assets
04/28/2026	Steelhead Communication	Steelhead Communication	209,019.82	20484	PSERN 25004 Prime Gene	DO NOT USESet-Aside Cap Assets
04/28/2026	Steelhead Communication	Steelhead Communication	209,019.82	20484	PSERN 25004 Prime Gene	DO NOT USESet-Aside Cap Assets
04/30/2026	Navia Benefits	Navia Benefits	11.92	042826.1	HRA	HRA Benefit Expense

Appendix B - Accounts Payable Detail

PSERN Operator

Check Register - Consent Agenda.1  
 Check Issue Dates: 3/17/2026 - 5/17/2026

Page: 9  
 May 18, 2026 07:43AM

Check Issue Date	Merchant Name	Payee	Amount	Invoice Number	Description	Invoice GL Account Title
04/30/2026	Navia Benefits	Navia Benefits	1,032.60	042826.2	FSA	FSA Payable
05/05/2026	Lumen	CenturyLink	27,320.08	780658194 3340	backhaul fiber	Fiber/Backhaul Services
05/05/2026	Puget Sound Energy	Puget Sound Energy	954.80	8931 APR 2026 B	Utilities	Utilities - Kent Office
05/05/2026	Puget Sound Energy	Puget Sound Energy	546.40	1792 APR 2026	Utilities	Utilities - Sites
05/05/2026	Puget Sound Energy	Puget Sound Energy	3,024.80	8846 APR 2026	Utilities	Utilities - Sites
05/05/2026	Puget Sound Energy	Puget Sound Energy	664.95	1594 APR 2026	Utilities	Utilities - Sites
05/05/2026	Puget Sound Energy	Puget Sound Energy	477.90	1271 APR 2026	Utilities	Utilities - Sites
05/05/2026	Puget Sound Energy	Puget Sound Energy	957.75	1115 APR 2026	Utilities	Utilities - Sites
05/05/2026	Puget Sound Energy	Puget Sound Energy	477.74	6778 APR 2026	Utilities	Utilities - Sites
05/05/2026	SMS Cleaning	SMS Cleaning	935.10	PSE KENT-0426	Monthly Janitorial Services	Janitorial Services
05/05/2026	Alliance 2020	Alliance 2020	63.34	5867945	Misc Services	Misc Services - EE Related
05/05/2026	Spirit 105.3	Spirit 105.3	340.73	57016-58	Apr Site Utilities	Utilities - Sites
05/05/2026	Safeguard Business Syste	Safeguard Business Syste	364.35	9010631005	Banking supplies	Office Supplies
05/05/2026	Seattle City Light	Seattle City Light	1,950.46	SCL 6975 MAR 2026	Utilities - Sites	Utilities - Sites
05/05/2026	Department of Transportati	Department of Transportati	260.59	JE5988 L021	Utility Site	Utilities - Sites
05/05/2026	Cummins Sales and Servic	Cummins Sales and Servic	1,513.92	15-260416596	Generator Maintenance	Generator Maintenance
05/05/2026	Cummins Sales and Servic	Cummins Sales and Servic	1,513.92	15-260416599	Generator Maintenance - D	Generator Maintenance
05/05/2026	Brandon Wright	Brandon Wright	12,000.00	1912	City Works - Task 6 - Traini	Consult Svcs Network
05/05/2026	PetroCard Inc.	PetroCard Inc.	20,017.88	0585701-IN	Fuel / Diesel Delivery - Dec	Fuel/Diesel - Sites
05/05/2026	PetroCard Inc.	PetroCard Inc.	13,749.36	0585898-IN	Fuel / Diesel Delivery - Mc	Fuel/Diesel - Sites
05/05/2026	Campbell Fence Company	Campbell Fence Company	4,856.50	13293	Fence Repair	Repairs & Maintenance - Sites
05/07/2026	Navia Benefits	Navia Benefits	766.08	050526.1	HRA	HRA Benefit Expense
05/07/2026	Navia Benefits	Navia Benefits	1,146.02	050526.2	FSA	FSA Payable
05/07/2026	Bowen Scarff Ford in Kent	Bowen Scarff Ford in Kent	13,678.76	605109	Vehicle Maint. Vehicle2026	Vehicle Maintenance
05/07/2026	Paychex	Paychex	481.54	2026050401	05/07/2026 PAYROLL PRO	Payroll Processing
05/07/2026	Xpress Solutions Inc	Xpress Solutions Inc	44.00	INV-XPR035803	Das Billing Services April 2	Misc Services - Corp Admin
05/08/2026	Navia Benefits	Navia Benefits	100.00	11084628	April 2026 Benefits Fee 20	Benefit Plan Administration
05/08/2026	Navia Benefits	Navia Benefits	100.00	11085835	April 2026 Benefits Fee 20	Benefit Plan Administration
05/08/2026	WA State Dept. of Retirem	WA State Dept. of Retirem	10,003.71	EPP-20260504-0000081	Retirement Payable EE	Retirement Payable - EE
05/08/2026	WA State Dept. of Retirem	WA State Dept. of Retirem	9,696.89	EPP-20260504-0000081	Retirement Payable ER	Retirement Payable - ER
05/08/2026	WA State Dept. of Retirem	WA State Dept. of Retirem	2,516.97	EPP-20260504-0000081	DCP Retirement Payable E	Retirement Payable - EE
05/12/2026	CDW Government	CDW Government	29,794.43	A19M41W	Microsoft Azure Subscriptio	GASB 96 Clearing - SBITA
05/12/2026	Pacifica Law Group LLP	Pacifica Law Group LLP	8,978.00	106460	Legal Services	Legal Services - Corp Admin
05/12/2026	Cascade Public Media	Cascade Public Media	16,423.43	MAY2026LEASE	Capitol Hill Site Lease- Ma	GASB 87 Clearing - Leases
05/12/2026	Richard J Busch	Richard J Busch	425.00	204266	Legal - Leases	Legal Serv - Leases/Subleases
05/12/2026	Richard J Busch	Richard J Busch	3,102.50	204266	Legal - Sublease	Legal Services - Subleases
05/12/2026	Comcast	Comcast	795.92	001003990410 7304	Ethernet	Fiber/Backhaul Services
05/12/2026	Comcast	Comcast	2,667.86	001003990410 7304	Ethernet	Fiber/Backhaul Services
05/12/2026	Comcast	Comcast	795.58	001003990410 7304	Ethernet	Fiber/Backhaul Services
05/12/2026	Comcast	Comcast	740.88	001003876031 1342	Ethernet	Fiber/Backhaul Services
05/12/2026	Comcast	Comcast	741.53	001003876031 1342	Ethernet	Fiber/Backhaul Services

Appendix B - Accounts Payable Detail

PSERN Operator

Check Register - Consent Agenda.1  
 Check Issue Dates: 3/17/2026 - 5/17/2026

Page: 10  
 May 18, 2026 07:43AM

Check Issue Date	Merchant Name	Payee	Amount	Invoice Number	Description	Invoice GL Account Title
05/12/2026	Comcast	Comcast	1.40	001003876031 1342	Ethernet	Fiber/Backhaul Services
05/13/2026	Paychex	Paychex	-481.54	2026050401	05/07/2026 PAYROLL PRO	Payroll Processing
05/14/2026	AT&T Mobility	AT&T Mobility	1,032.26	287364223881X04272026	Wireless Service	Mobile Phone Service
05/14/2026	Lumen	Lumen	2,397.50	784238430 6JHY	backhaul fiber	Fiber/Backhaul Services
05/14/2026	Lumen	Lumen	1,964.08	784224532 CKKR	backhaul fiber	Fiber/Backhaul Services
05/14/2026	Lumen	Lumen	1,672.23	784247389 LGZ4	Network IT Services	IT Network Services - Kent Ofc
05/14/2026	Lumen	Century Link	178.88	LUMEN 8298 MAY 2026	Phone Service	Phone Service
05/14/2026	Puget Sound Energy	Puget Sound Energy	16.00	110097190 CHECK FEE	Returned Check Fee	Misc Services - Corp Admin
05/14/2026	Puget Sound Energy	Puget Sound Energy	379.26	1891 APR 2026	Utilities	Utilities - Sites
05/14/2026	Puget Sound Energy	Puget Sound Energy	575.14	0984 APR 2026	Utilities	Utilities - Sites
05/14/2026	Puget Sound Energy	Puget Sound Energy	658.30	2055 APR 2026	Utilities	Utilities - Sites
05/14/2026	Puget Sound Energy	Puget Sound Energy	586.04	1412 APR 2026	Utilities	Utilities - Sites
05/14/2026	Puget Sound Energy	Puget Sound Energy	694.50	0992 APR 2026	Utilities	Utilities - Sites
05/14/2026	Puget Sound Energy	Puget Sound Energy	478.42	7370 APR 2026	Utilities	Utilities - Sites
05/14/2026	Puget Sound Energy	Puget Sound Energy	628.05	0505 APR 2026	Utilities	Utilities - Sites
05/14/2026	SourcePanel	SourcePanel	1,950.00	I050426B	Consulting - SourcePanel	Consulting Svcs - EE Related
05/14/2026	Wex Bank	Wex Bank	6,420.21	112413642	April 2026 Fuel	Vehicle Fuel
05/14/2026	Wex Bank	Wex Bank	7.89	112413642	April 2026 Fuel - Car Wash	Parking, Tolls, Carwash
05/14/2026	Spirit 105.3	Spirit 105.3	8,379.24	61872-12	April 2026 Lease	GASB 87 Clearing - Leases
05/14/2026	Spirit 105.3	Spirit 105.3	1,396.07	CRISTA OCT 2025 FINAL	CRISTA FINAL MONTH LE	GASB 87 Clearing - Leases
05/14/2026	Washington State Patrol	Washington State Patrol	6,251.94	00187060	PSERN-27 King Lake May	GASB 87 Clearing - Leases
05/14/2026	Cascade Public Media	Cascade Public Media	.01	OCT2025LEASE	Capitol Hill Site Lease- Oct	GASB 87 Clearing - Leases
05/14/2026	Seattle City Light	Seattle City Light	390.77	6974 APR 2026	Utilities - Sites	Utilities - Sites
05/14/2026	Seattle City Light	Seattle City Light	313.42	8288 APR 2026	Utilities - Sites	Utilities - Sites
05/14/2026	Chelan County PUD	Chelan County PUD	91.90	6311 APR 2026	Site Utilities	Utilities - Sites
05/14/2026	Chelan County PUD	Chelan County PUD	73.79	6311 APR 2026	Site Utilities	Utilities - Sites
05/14/2026	Chelan County PUD	Chelan County PUD	69.43	6311 APR 2026	Site Utilities	Utilities - Sites
05/14/2026	Tanner Electric Cooperativ	Tanner Electric Cooperativ	479.59	9623 APR 2026	Utilities - Sites	Utilities - Sites
05/14/2026	Tanner Electric Cooperativ	Tanner Electric Cooperativ	616.12	9624 APR 2026	Utilities - Sites	Utilities - Sites
05/14/2026	Verizon	Verizon	827.07	6142305749	Mobile Phone Service	Mobile Phone Service
05/14/2026	Cummins Sales and Servic	Cummins Sales and Servic	992.82	01-260479708	Generator Maintenance - T	Generator Maintenance
05/14/2026	Cummins Sales and Servic	Cummins Sales and Servic	1,156.58	15-260416732	Generator Maintenance - S	Generator Maintenance
05/14/2026	King County Finance	King County Finance	16,646.40	2026 PSERN OPERATOR	2026 Top Hat Lease	GASB 87 Clearing - Leases
05/14/2026	King County Finance	King County Finance	27,957.63	2026 PSERN OPERATOR	2026 Ring Hill Lease	GASB 87 Clearing - Leases
05/14/2026	Tessco Technologies, Inc	Tessco Technologies, Inc	154.66	9400580386	EZ-RJ45 Cat 6 Connector	Tools & Supplies
05/14/2026	Washington State Ferries	Washington State Ferries	49.90	RK462116	Travel - Ferries	Parking, Tolls, Carwash
05/14/2026	Mission Critical Partners, L	Mission Critical Partners, L	15,479.00	27696	Project 25-212 Work order	DO NOT USE Set-Aside 2024
05/14/2026	City of Bothell	City of Bothell	19.05	SALES TAX REFUND	Refund of incorrect sales ta	Misc Services - Corp Admin
Grand Totals:			<u>2,878,183.63</u>			

Appendix C - Payroll Benefits

3/26/2026	PERS Payment	20,367.15
3/26/2026	Payroll and Taxes	159,910.85
4/9/2026	PERS Payment	21,210.93
4/9/2026	Payroll and Taxes	165,155.54
4/23/2026	PERS Payment	21,667.87
4/23/2026	Payroll and Taxes	163,796.74
5/7/2026	PERS Payment	22,217.57
5/7/2026	Payroll and Taxes	171,583.83
		<b>745,910.48</b>



PSERN Operator Board of Directors  
Action Log - Open Items

#	Date Opened	Item	Responsible	Due Date	Notes
29	12/11/25	Mike will engage an HR and salary consultant to review the non-represented positions.	Mike Webb	5/28/26	Agenda item #8
31	1/22/26	Onboarding materials for elected officials to provide them with background and information on PSERN Operator.	Operator Staff	TBD	
32	3/26/26	PSERN staff to do outreach following the completion of the in-building coverage study (action item #28) and bring recommendations and feedback to the Board on any follow ups to in-building coverage.	Operator Staff	TBD	



PSERN Operator Board of Directors  
Action Log - Closed Items and Archive

#	Date Opened	Item	Responsible	Date Closed	Notes
1	4/28/22	Summary of portfolio of PSERN leases	Project Staff	6/1/22	Operator
2	4/28/22	Budget workshop to discuss 2023 budget and rate setting	Mike Webb/ Tracy Plouse	12/12/24	Draft manual was presented at the September meeting, will be discussed in October, and is on the brought for approval in December.
3	6/23/22	Operator staff will send a calendar invite for the July 11, 2022 budget workshop.	Tracy Plouse	6/24/22	
4	3/24/22	Facility recommendation and approval	Mike Webb	8/25/22	Leased approved at 8/25 meeting.
5	6/23/22	Review availability for the August and September regular Board meetings.	Board Members	7/28/22	Need to confirm quorum
6	4/28/22	Provide a report on possible changes to the Operator ILA associated with a change to the milestone at which the Operator takes over operational responsibility. Assess the Motorola contract for any concerns.	Mike Webb	9/22/22	This pertains to the proposal to set the date for operational transition and PSERN service fee commencement to something other than FSA.
7	5/26/22	Review existing procurement policy to consider issues identified in Clark Nuber phase 1 report.	Mike Webb/ Tracy Plouse	9/22/22	Procurement policy amendments approved.
8	8/25/22	Update the draft budget and service fee estimates to reflect revised CPI rates.	Tracy Plouse	9/22/22	Updated budget report provided at September meeting.
9	9/22/22	Approval of warrant vouchers (checks) needs to be added to future board meetings as a standing item. This could be done as part of a consent agenda that would also include approval of previous meeting minutes.	Mike Webb/ Tracy Plouse	10/27/22	Will be incorporated as part of consent agenda starting with October meeting
10	9/22/22	Operator staff will bring additional information on the alternatives to modifying or setting the Operator Transfer date and the associated funding requirements and approaches	Mike Webb	10/27/22	Closed, follow up item added to action log.
11	1/26/23	Mike Webb will consult with legal counsel on the wording of the motion for the Board to approve the transfer agreement prior to sending for Council approval.	Mike Webb	2/23/23	This is complete. Wording for the agreement has been provided. Pacifica advised the wording to be" it is also recommended that the Board plan to approve the Agreement, in substantially final form."
12	10/27/22	The Operator will add the decision regarding collection of service fees from agencies beginning in 2024 to a future Board meeting.	Mike Webb/ Tracy Plouse	4/27/2023	FSA will not occur until December and there is no ability for the Operator to collect fees until after FSA. Recommend this item be closed. The Board of Directors agreed that this item should be closed at the 4/27/23 meeting.
14	3/24/22	2024 budget and service fee development.	Mike Webb/ Tracy Plouse	6/22/23	Budget approved in June.
15	3/24/22	Report on proposed plan for development of sublease agreement templates to be drawn up for discussion.	Mike Webb	5/25/23	Agenda item #8 of the 5/25/2023 Board meeting.
16	10/27/22	Operator staff will prepare a draft operational support agreement between the County and the Operator.	Mike Webb	5/25/23	Recommended to close this item as there is no OSA.
17	5/25/23	The Operator has an action item to come back with some further analysis and proposed budget scenarios for the June meeting.	Tracy Plouse	6/22/23	On the June agenda.
18	7/27/23	The PSERN Operator will look into options on how it could offset the higher out of pocket maximums and deductibles for transferring employees and bring this information to the Board in August.	Operator Staff	8/24/23	Completed August 24,2023
21	4/25/24	Provide information on how PSERN explores and negotiates subleases and how fees are determined.	Adrian Englet	7/25/2024	Presented at the July meeting.
19	1/25/24	Compile and create a fiscal policy manual.	Operator Staff	12/12/2024	Manual was approved by the Board at the December 12, 2024 meeting.
20	4/25/24	Follow up with FirstNet on subleasing space on PSERN towers.	Mike Webb	1/23/2025	PSERN had initial meeting with FirstNet, waiting on FirstNet. FirstNet has indicated they are not interested in subleasing on PSERN towers at this time.

#	Date Opened	Item	Responsible	Date Closed	Notes
22	12/12/24	Board Members to provide feedback on any additional items they would like to see added to the Board Workplan or to the Project and Initiatives list to be presented at the January meeting.	Mike Webb	1/23/2025	On January agenda.
24	12/12/24	Provide additional information on the microgrid solution, other alternative energy technologies and potential grant or funding opportunities.	Mike Webb	3/18/2025	Mike has not found any grant or funding options to date.
25	1/23/25	Provide additional information on encryption to the Board, including is there any requirement to provide access to communications to the public.	PSERN Staff	5/22/2025	Agenda item # 9
26	1/23/25	Provide updates on the results of the coverage testing assessment.	PSERN Staff	5/22/2025	Agenda item # 10
23	12/12/24	Add a document review period to the financial policy manual.	Tracy Plouse/Mike Wet	6/26/2025	Financial policy manual has been updated.
13	2/24/22	Request for additional information related to In-Building Sites to include details of funding options for the remaining 10 areas recommended by the task force, any budget considerations, improvements found in Coverage Testing, impacts of additional sites on Operator rates, Operations Board and Technical Committee perspective, and impact on backhaul capacity.	Operator Staff	9/25/2025	The current plan for in-building coverage assessment work was outlined in a report to the Board at the May 2025 meeting. Determining funding requirements for additional in-building coverage sites is dependent on identifying and verifying requirements for additional sites. An A&E firm, Mission Critical Partners, has been contracted to review what areas need improved in-building coverage and what the priorities are. This includes reviewing and potentially updating the list of sites identified by the earlier in-building task force. At the completion of the current consultant project, a subsequent phase of work to determine funding and implementation timing for additional sites will be undertaken.
27	5/22/25	PSERN to provide options to resolve the Totem Lake police and fire on-street signal issues for the Board to consider as a set aside amount in the capital expenditure.	Mike Webb	9/25/25	On agenda item #10.
28	9/25/25	Complete the study to identify which areas need improved in-building coverage and plan for the next steps, including a subsequent phase of work to develop funding requirements and strategies.	Operator Staff	3/26/26	
30	12/11/25	Members will send 2 individuals to serve on the semi-finalist hiring panel to Mike and Tracey by December 19.	Board Members	12/19/25	Study is complete. Next steps are opened in action item # 32 Completed.

## PSERN Board of Directors Staff Report Agenda Item #6

**Title:** Executive Director Report – May 2026  
**Meeting Date:** May 28, 2026  
**PSERN Staff Contact:** Jeremy Hurd, Executive Director  
**Action:** Discussion

---

### **SUMMARY:**

This report provides a summary of the activities of the PSERN Operator (PSERN) since the last report to the Board at the March 26, 2026, meeting.

### **DISCUSSION:**

#### PSERN Operator Staffing

- PSERN Operator staffing currently stands at 24 out of 24 authorized in the 2025 budget.
  - Mark Hester joined PSERN as a Field Service Technician on March 30.
  - Jeremy Hurd joined the Executive Director on April 20.
- PSERN has retained an HR consulting firm, FIT HR, to audit out policies and procedures, and to assist with HR related activities such as workplace injuries and workers' comp claims.

#### Financial

- 2025 year end financial results will be discussed at the June meeting.
- A draft of the 2027 operating budget is on the agenda for discussion.
- The 2027 draft capital budget will be brought to the board in the September meeting.

#### Procurement Activity

- No procurement activity occurred in the past month.

#### Projects and Initiatives

- Kent Warehouse Lease Agreement
  - Lease negotiations continue with the landlord/owner of the Century Commerce Center warehouse.
- Encryption implementation:
  - Radio programming jobs are being pushed out to user agencies and documentation delivered.
  - Per the Ops Committee, date to 'flip the switch' for encryption has been extended to 8/18.
- The new primary generators for Maloney, Sobieski and McDonald are operational:
  - New Automatic Transfer Switches (ATS) were installed and functioning as designed.

- These three sites will be running off generator 24X7 until powerlines are restored, with the first of those at Maloney expected in late 2026.
- In-Building Coverage Assessment
  - PSERN is now able to assess in-building coverage at any location within the Primary Bounded Area through a geospatial viewer (ARCGIS Online).
- DAS migration and validation of new DAS systems:
  - As of May 20<sup>th</sup>, 1058 out of an estimated 1220 (87%) DAS systems across the County have migrated and been validated.
  - DAS migration and validation of new systems is now an ongoing work activity and explicit tracking of KCERCS migrations will not be continued.
- Lake WA Tech (Totem Lake) radio site development:
  - Engineering work is currently underway:
    - Antenna support structure design and general construction & electrical work.
    - Fiber backhaul routing confirmed (King County iNet and commercial).
    - Equipment housing (cabinets) have been ordered and estimated ship date is mid-August.
    - Motorola engineering, licensing and technical support being arranged.
  - Lease negotiations with LWTech have been sent to the landlord for review.
  - Go-live is targeted for 4<sup>th</sup> quarter 2026.

#### Operational Status and Updates

- Planning is underway for microwave equipment upgrades:
  - Upgraded hardware has been provided by Motorola.
  - Re-coordination in-progress for all microwave links due to new radios.
- Planning is underway for upgrades to MPLS network:
  - Upgraded hardware has been provided by Motorola.
  - PSERN staff will install with support from vendor Nokia.
- The Three Sisters site continues to experience power issues and is running on a temporary generator due to failure of existing prime generators, with manual switching required:
  - Motorola is attempting to source parts to enable repairs under warranty and replacement of the automatic switching system.
  - Transfer switches are installed.
  - PSERN is evaluating the need to purchase 2 new generators.

#### Radio Site Leases and Subleases

---

- AT&T Ring Hill – Renewal has been fully executed and an amendment to increase RAD Center has been drafted.
- Verizon Bellevue Station 9 – Agreement for a new collocation is with Verizon for signature.
- Valley Com – Amendments for Cambridge, Federal Way, McDonald, Skyway, and Top Hat are fully executed. Amendment for Valley Com Center is with Valley Com for review.
- PANO AI Snoqualmie Pass – Agreement for a new collocation is fully executed.
- Snoqualmie Tribe Tolt – New collocation draft agreement has been sent for review.
- Washington State Patrol Sobieski – Amendment to extend terms has been fully executed.
- Lake Washington Institute of Technology (LWIT) PSERN – Agreement has been drafted and sent to the landlord for review.
- Cougar – Access permit with King County Parks

#### PSERN Operations Committee

- The PSERN Operations Committee met on May 11.

#### Upcoming Board Meeting Topics

- June 2026
  - 2027 Operating Budget (tentative – depends on quorum)
  - 2025 End of Year Financials
- September 2026
  - 2027 Board Meeting Schedule
  - 2027 Capital Budget
- These topics are in addition to the regular standing items, including the Consent Agenda, Action Item Log, Executive Director’s report, and any additional expenditure approvals that may be required.

#### **CONCLUSION:**

This report has provided a summary of the activities of the PSERN Operator since the previous report in March 2026.

#### **SUPPORTING DOCUMENTATION:**

None.

---



## PSERN Board of Directors Staff Report Agenda Item #7

**Title:** 2027 Draft Operating and Capital Budgets  
**Meeting Date:** May 28, 2026  
**PSERN Staff Contact:** Tracy Plouse, Finance and Administrative Services Manager  
**Action:** Discussion

---

### **SUMMARY:**

This report presents a preliminary 2027 operating budget and service fee rates, a preliminary capital budget and a cash set-aside update for the Board’s review, consideration and discussion. Depending on feedback provided, final versions of these items will be brought forward for adoption by the Board at the June 2026 meeting.

### **BACKGROUND:**

#### 2026 Operating Budget and Service Fee Rates

At its June 2025 meeting, the PSERN Operator Board approved a 2026 operating budget and schedule of service fee rates, which have been used throughout PSERN’s operations to date in 2026 to calculate user service fee billing and report on overall financial performance.

The approved 2026 budget also included forecasts for 2027-2030 (4 years). These forecasts considered the start of Motorola post-warranty support costs in 2026 and the application of Rate Stabilization funds (totaling \$2.6M) over a three-year period starting in 2026.

The following numbers of radios and consoles were used in calculating service fee rates in the 2026 budget:

- Public Safety radios – 13,712
- Non-Public Safety radios – 5,195
  - *Total Radios – 18,907*
- Consoles – 143

Several decisions were made during the development of the 2024 and 2025 budgets by the Board of Directors regarding the details of how specific types of expenses would be used to calculate service fees (% split of corporate admin costs, personnel costs and network operating costs between radios and consoles). These cost allocation methods are continuing to be used in the 2027 budget and service fee development process.

#### 2027 Capital Budget

An initial view of PSERN’s future capital requirements was provided at the March 2026 meeting. That report showed an approved capital expenditure of \$4.05M for 2026 and a potential expenditure requirement of \$5.05M in 2027. The 2026 capital expenditure plan was approved by the Board at its September 2026 meeting.

The March report reflected the completion of the Maloney and Sobieski powerline replacements in 2027,

with partial funding to come from the Powerline Set-Aside (\$3M) and the Capital Set-Aside maintained by PSERN using surplus PSERN Levy funds.

A significant portion of the 2026 capital expenditure (\$2.5M) is for the implementation of a new RF site in the Totem Lake area of Kirkland. This project is forecasted to be completed in the 4<sup>th</sup> quarter of 2026. The remaining 2026 capital expenditures cover a variety of initiatives, including radio site infrastructure improvements, implementation of Genesis Genwatch, purchase of additional spare equipment and vehicle replacements. At this time, the full approved budget is expected to be used in 2026. However, it is possible that some initiatives may be delayed into 2027.

The March report also discussed the need for the organization to consider mechanisms to generate additional capital funds in future years as the existing set-asides used to fund capital expenditures are expected to be exhausted by the middle of 2029. No action has been taken to date regarding sourcing of additional capital funds.

### Cash Set-Asides

PSERN's cash classification is discussed further below. Most of the funds received from the PSERN project in the form of remaining levy funds and rate stabilization funds, have been set aside (earmarked) for specific purposes. As required by GASB policy, PSERN's accounting system consists of one proprietary (enterprise) fund and cash cannot be restricted within an enterprise fund. The cash has been internally designated as either a set-aside or available for operations. The set-aside funds will be tracked and updated as applicable expenditures are charged against them.

## **ANALYSIS AND DISCUSSION:**

### 2027 Operating Budget Considerations

A preliminary 2027 operating budget has been developed based on the 2025 and 2026 budgets and actual expenses from current operations.

Overall operating expenses have increased by 9.3%. This includes all operating expenses net of sublease and interest revenue. Network costs have increased by 12.8%, including post warranty vendor support costs. This is due to some costs being reclassified from corporate/admin costs to network, and the increased scope of PSERN's operational responsibilities for radio site maintenance after the end of the initial system warranty.

Post warranty vendor support cost estimates have been reduced from the \$1.26M forecasted in June 2026 to \$1.14M, as a result of reduction in Motorola service scope as discussed at the March 2025 meeting. PSERN has also contracted directly with OEM vendors for the microwave (Aviat) and MPLS network (Nokia) components of the system. It should be noted that some of this reduction in post warranty support costs is being used to increase network operating budget in other categories that were previously part of warranty services provided by Motorola (e.g. preventive maintenance for network equipment and radio site facilities).

The total net operating expenses prior to the application of rate stabilization funds has increased compared to 2027 forecast presented in 2026 from **\$11.8M** to **\$12.3M**. This is due primarily to an increase in utilities, fuel, generator maintenance, and premise costs for the addition of a second warehouse lease.

The following assumptions have been made in the development of the 2027 operating budget:

- Headcount is projected to be 24 FTE in 2027 and remains constant through 2031.
- Wages have been calculated using a general wage increase consistent with the projections in the

2026 budget and with progression through pay steps for eligible staff in 2027.

- Most recurring costs other than wages and benefits were escalated by 4% for 2027 (relative to 2026) and all subsequent years unless explicitly estimated, revised and/or updated.
- The following numbers of radios and consoles were used in calculating rates, which represents an increase of 745 radios (3.9%). Console quantities have increased by 1:
  - Public Safety radios – 13,722
  - Non-Public Safety radios – 5,930
    - *Total Radios – 19,652*
  - Consoles – 144
- Network operating expenses, including lease costs, have been reviewed and where possible, are based on actual costs incurred for 2025 and the first few months of 2026; however, certain expenses are still estimates and based on limited operational history and experience and will need to be adjusted as more operational experience is obtained.
- The following changes relative to the 2026 budget have been identified and addressed in the 2027 operating budget, including:
  - Addition of MPLS and microwave expenses - \$191K increase
  - Review of net lease and sub-lease expense - \$252K increase in expense
  - Review of site-related insurance - \$205K increase

Overall, the 2027 operating budget is projected to increase by 9.3% from the 2026 budget.

#### Summary of 2026 Operating Budget

Costs for post-warranty support Motorola and several other vendors started on January 1, 2026. Motorola post-warranty support costs have been budgeted based on the schedule of payments in Change Order 16 of the Motorola contract. Additional information on the set of services included in the budget estimate is provided in a report presented at the March 2025 meeting.

Rate stabilization funds (\$2.6M) have been applied in 2026 onwards to smooth out the rates by offsetting some of the post warranty support services that start in 2026, as follows: \$1.14M in 2026, \$898K in 2027, and \$580K in 2028. This results in a steady escalation in net operating expense (funded by service fees) in each of those years.

A summary of the PSERN Operator’s proposed preliminary operating budget for 2027 and projected budgets for 2028-2031 are shown in Table 1 below. A more detailed budget report can be found in Appendix A.

**Table 1: 2027 Budget Consolidated Operating Costs Summary – PRELIMINARY**

Puget Sound Emergency Radio Network Operator						
DRAFT 2027 Budget (with a 4 year proforma 2028-2031)						
Consolidated Operating Costs - Summary						
Description	2026	2027	2028	2029	2030	2031
Sublease Revenue Offset	(895,240)	(886,819)	(922,292)	(959,183)	(997,551)	(1,037,453)
Radio Site Facilities Costs	2,519,170	2,762,760	2,873,270	2,988,201	3,107,729	3,232,038
Interest Revenue Offset	(200,000)	(190,000)	(160,000)	(120,000)	(100,000)	(50,000)
Salaries and Benefits Costs	5,846,733	6,080,581	6,323,804	6,576,756	6,839,827	7,113,420
Employee-Related Costs	363,610	343,084	356,807	371,080	385,923	401,360
Premise Costs	248,311	283,537	294,878	306,674	318,941	331,698
Corporate Admin Costs	135,933	161,765	168,236	174,965	181,964	189,242
Radio Site Systems Costs	1,460,360	1,816,800	1,889,472	1,965,051	2,043,653	2,125,399
Network Technology Costs	1,825,600	1,970,601	2,012,171	2,064,986	2,109,284	2,154,971
<b>Total Costs</b>	<b>\$ 11,304,477</b>	<b>\$ 12,342,309</b>	<b>\$ 12,996,347</b>	<b>\$ 13,368,529</b>	<b>\$ 13,989,769</b>	<b>\$ 14,460,676</b>
Rate Stabilization Funds	\$ (1,140,455)	\$ (898,652)	\$ (580,299)	\$ -	\$ -	
<b>Grand Total After Rate Stabilization Funds</b>	<b>\$ 10,164,022</b>	<b>\$ 11,443,657</b>	<b>\$ 12,416,048</b>	<b>\$ 13,368,529</b>	<b>\$ 13,989,769</b>	<b>\$ 14,460,676</b>
<b>% Increase in net Operating Budget</b>		<b>12.6%</b>	<b>8.5%</b>	<b>7.7%</b>	<b>4.6%</b>	<b>3.4%</b>

Service Fee Rates

The proposed 2027 service fee rates for Public Safety and Non-Public Safety radios and Consoles for are provided in Table 2 below. The table shows rates before and after the application of rate stabilization funds and its effect in smoothing the rate increases over the 4 years. The 2027 service fee rates are included in the table for reference and are summarized as follows:

- Public safety radio rates increase from \$39.48/month to \$43.04/month (9.01%)
- Non-public safety rates increase from \$30.79/month to \$33.57/month (9.01%)
- Console rates increase from \$1,018.77/month to \$1,139.07/month (11.81%)

**Table 2: 2026 Budget Summary Rate Table PRELIMINARY**

<b>Puget Sound Emergency Radio Network Operator</b>						
<b>DRAFT 2027 Budget (with a 4 year proforma 2028-2031)</b>						
<b>Cost Allocation Rates - Detailed Calculation</b>						
	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>
Subtotal - Employee -Related	6,210,343	6,423,665	6,680,792	6,957,771	7,229,055	7,526,188
Subtotal - Corp Admin	184,244	255,302	265,521	276,529	287,311	299,121
Subtotal - Radio	2,829,787	3,075,823	3,198,942	3,331,567	3,461,465	3,603,741
Subtotal - Consoles	532,701	886,625	922,114	960,344	997,788	1,038,800
Subtotal - Network	1,547,400	1,700,892	1,768,975	1,842,315	1,914,147	1,992,824
	11,304,475	12,342,307	12,836,345	13,368,527	13,889,767	14,460,677
Rate Stabilization Funds	(1,140,455)	(898,652)	(580,299)	-		
<b>Total Costs</b>	<b>10,164,020</b>	<b>11,443,655</b>	<b>12,256,046</b>	<b>13,368,527</b>	<b>13,889,767</b>	<b>14,460,677</b>
Radios %	82.8%	82.8%	82.8%	82.8%	82.8%	82.8%
Consoles %	17.2%	17.2%	17.2%	17.2%	17.2%	17.2%
	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Total Costs Recovered Through Radios	8,415,809	9,475,348	10,148,008	11,069,142	11,500,729	11,973,439
Total Costs Recoverd Through Consoles	1,748,211	1,968,309	2,108,040	2,299,387	2,389,040	2,487,236
	10,164,020	11,443,657	12,256,048	13,368,529	13,889,769	14,460,676
Public Safety Radio Monthly Rate	39.48	43.04	46.09	50.28	52.24	54.38
Non-Public Safety Radio Monthly Rate	30.79	33.57	35.95	39.22	40.74	42.42
Console Monthly Rate	1,018.77	1,139.07	1,219.93	1,330.66	1,382.55	1,439.37

Proposed 2027 Capital Budget

In the report provided at the March 2026 meeting, a forecasted capital expenditure of \$5.053 M in 2027 was identified.

This forecast has not been updated since the March meeting, as no additional information has been obtained. However, the Set-Aside balances have been updated, with balances as of March 31, 2026 shown in Table 4 below.

A final capital expenditure budget will be presented to the board for approval at the September 2026 meeting. This will allow time for the new Executive Director to further develop the capital expenditure requirements.

**Table 4: Cash Set-Asides for Specific Purposes**

<b>Cash Set-Asides as of March 31, 2026</b>		
7919 Cash on Deposit U.S. Bank Operating	479,993	
0447 Cash on Deposit U.S. Bank Payroll Clearing	5,416	
0647 Cash on Deposit U.S. Bank FSA	1,256	
Cash on Deposit King County	74,079	
Cash on Deposit LGIP	14,939,197	
Petty Cash	150	
Credit Card Deposit	50,000	
<b>Total Cash on Deposit</b>	<b>\$ 15,550,090</b>	
		<b>Set-Aside Amount Available</b>
<b>Set-Asides</b>		
<b>Maloney Power Set-Aside</b>	3,000,000	
Add: Interest Earned	299,798	\$ -
Deduct: Expenditures to Date	(672,197)	\$ 2,627,601
<b>In-Building DAS Coverage Study Set-Aside</b>	1,000,000	
Add: Interest Earned	97,758	
Deduct: Expenditures to Date	(132,044)	\$ 965,714
<b>Rate Stabilization Set-Aside</b>	2,619,406	
Deduct: Expenditures to Date	(285,114)	\$ 2,334,292
<b>Capital Expenditure Set-Aside</b>	9,800,126	
Add: Interest Earned	546,021	
Deduct: Expenditures to Date	(2,253,851)	
Balance	-	\$ 8,092,296
<b>Operating Surplus Set-Aside</b>	933,950	
Add: Interest Earned	51,532	
Add: City of Seattle Cable Sales	142,141	
Deduct: Expenditures to Date	(138,119)	\$ 989,503
Petty Cash	150	150
Credit Card Deposit	50,000	50,000
<b>Total Set-Asides</b>		<b>\$ 15,059,555</b>
Interest Revenue		\$ 385,152
Cash Available for Operating Expenses		\$ 105,383
<b>TOTAL Cash Available for Operating Expenses</b>		<b>\$ 490,535</b>
		15,550,090
		-

**CONCLUSION AND RECOMMENDATION:**

This report has presented preliminary proposed 2027 operating and capital budgets for the PSERN Operator, along with proposed service fee rates. A discussion on the proposed categorization of set-aside funds on a go-forward basis has also been provided.

It is recommended that the Board review and consider the 2027 operating budget and services fees and cash set-aside proposal as presented for staff to finalize and bring forward to the Board meeting in June. Staff will further verify costs and assumptions to provide a detailed budget for the Board to approve.

**SUPPORTING DOCUMENTATION:**

Appendix A: 2027 Operating Budget Detail

**Appendix A: 2027 DRAFT Operating Budget Detail**

<b>Puget Sound Emergency Radio Network Operator</b>						
<b>DRAFT 2027 Budget (with a 4 year proforma 2028-2031)</b>						
<b>Consolidated Operating Costs - Detail</b>						
<b>Description</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>
<b>SUBLEASE REVENUE OFFSET</b>						
Sublease Revenue	(1,055,565)	(1,059,508)	(1,101,888)	(1,145,964)	(1,191,802)	(1,239,475)
Legal Services - Subleases	25,000	30,000	31,200	32,448	33,746	35,096
Consulting Services - Subleases	-	-	-	-	-	-
Postage & Shipping - Subleases	-	500	520	541	562	585
B&O Taxes - Subleases	9,636	13,046	13,568	14,111	14,675	15,262
Sublease Revenue Share	125,689	129,143	134,309	139,681	145,268	151,079
	<b>(895,240)</b>	<b>(886,819)</b>	<b>(922,292)</b>	<b>(959,183)</b>	<b>(997,551)</b>	<b>(1,037,453)</b>
<b>RADIO SITE FACILITIES COSTS</b>						
Leases - Sites	1,520,590	1,641,200	1,706,848	1,775,122	1,846,127	1,919,972
Legal Services - Leases	50,000	52,000	54,080	56,243	58,493	60,833
Insurance - Sites	675,000	729,000	758,160	788,486	820,026	852,827
Tower Inspection Services	29,120	31,490	32,750	34,060	35,422	36,839
Tower Rigger Services	70,200	75,930	78,967	82,126	85,411	88,827
Private Powerline R&M	20,800	22,500	23,400	24,336	25,309	26,322
Repairs & Maintenance - Facilities	126,500	181,560	188,822	196,375	204,230	212,400
Road Maintenance	24,960	27,000	28,080	29,203	30,371	31,586
Misc Services - Radio Site Facilities	2,000	2,080	2,163	2,250	2,340	2,433
	<b>2,519,170</b>	<b>2,762,760</b>	<b>2,873,270</b>	<b>2,988,201</b>	<b>3,107,729</b>	<b>3,232,038</b>
<b>OTHER NON-OPERATING REVENUE</b>						
<b>Interest Revenue Offset</b>	<b>(200,000)</b>	<b>(190,000)</b>	<b>(160,000)</b>	<b>(120,000)</b>	<b>(100,000)</b>	<b>(50,000)</b>
<b>SALARIES AND BENEFITS</b>						
Salaries	3,839,410	3,992,986	4,152,705	4,318,814	4,491,566	4,671,229
Overtime	361,181	375,628	390,653	406,279	422,530	439,432
Standby/After Hours Pay	170,406	177,222	184,311	191,683	199,351	207,325
Benefits	1,080,034	1,123,235	1,168,164	1,214,891	1,263,487	1,314,026
ER Payroll Taxes	382,702	398,010	413,930	430,488	447,707	465,615
Payroll Processing	13,000	13,500	14,040	14,602	15,186	15,793
	<b>5,846,733</b>	<b>6,080,581</b>	<b>6,323,804</b>	<b>6,576,756</b>	<b>6,839,827</b>	<b>7,113,420</b>

Appendix A: 2027 DRAFT Operating Budget Detail continued

Puget Sound Emergency Radio Network Operator						
DRAFT 2027 Budget (with a 4 year proforma 2028-2031)						
Consolidated Operating Costs - Detail						
Description	2026	2027	2028	2029	2030	2031
<b>EMPLOYEE RELATED COSTS</b>	-					
Office Supplies	15,000	10,000	10,400	10,816	11,249	11,699
Tech Supplies	5,000	5,200	5,408	5,624	5,849	6,083
Vehicle Fuel	65,000	73,008	75,928	78,965	82,124	85,409
Vehicle Maintenance	70,000	72,800	75,712	78,740	81,890	85,166
Vehicle Parts & Supplies	10,000	10,400	10,816	11,249	11,699	12,167
Insurance - Auto	15,770	18,136	18,861	19,616	20,401	21,217
Travel - Parking, Tolls	5,200	4,800	4,992	5,192	5,399	5,615
Training & Conferences	32,000	32,000	33,280	34,611	35,996	37,435
Safety Supplies	26,000	27,040	28,122	29,246	30,416	31,633
Mobile Phone Service	12,640	15,000	15,600	16,224	16,873	17,548
Legal Services - EE Related	50,000	36,000	37,440	38,938	40,495	42,115
Consulting Services - EE Related	50,000	32,000	33,280	34,611	35,996	37,435
Postage, shipping	2,000	1,500	1,560	1,622	1,687	1,755
Misc Services - EE Related	5,000	5,200	5,408	5,624	5,849	6,083
	<b>363,610</b>	<b>343,084</b>	<b>356,807</b>	<b>371,080</b>	<b>385,923</b>	<b>401,360</b>
<b>PREMISE COSTS</b>						
Lease Expense - Kent Office	114,237	145,932	151,769	157,840	164,154	170,720
Utilities - Kent Office	57,600	69,962	72,760	75,671	78,698	81,846
Insurance - Kent Office	57,600	48,000	49,920	51,917	53,993	56,153
Janitorial Services	12,490	13,000	13,520	14,061	14,623	15,208
Security Services	4,320	4,493	4,673	4,860	5,054	5,256
Phone Service	2,064	2,150	2,236	2,325	2,418	2,515
	<b>248,311</b>	<b>283,537</b>	<b>294,878</b>	<b>306,674</b>	<b>318,941</b>	<b>331,698</b>

Appendix A: 2027 DRAFT Operating Budget Detail continued

Puget Sound Emergency Radio Network Operator						
DRAFT 2027 Budget (with a 4 year proforma 2028-2031)						
Consolidated Operating Costs - Detail						
Description	2026	2027	2028	2029	2030	2031
<b>CORPORATE Admin COSTS</b>						
IT Network Services - Kent Ofc	21,000	21,840	22,714	23,622	24,567	25,550
Software & Tech Support - Corp Admin	52,000	42,000	43,680	45,427	47,244	49,134
Misc Services Corp Admin	1,000	1,100	1,144	1,190	1,237	1,287
GASB 87 Clearing - SBITA	33,883	35,000	36,400	37,856	39,370	40,945
Legal Services - Corp Admin	25,000	30,000	31,200	32,448	33,746	35,096
B&O Tax - Corp Admin	1,500	1,200	1,248	1,298	1,350	1,404
Consulting Services - Corp Admin	-	5,000	5,200	5,408	5,624	5,849
Audit Services	-	24,000	24,960	25,958	26,997	28,077
Cash Management/Investment Services	1,550	1,625	1,690	1,758	1,828	1,901
	<b>135,933</b>	<b>161,765</b>	<b>168,236</b>	<b>174,965</b>	<b>181,964</b>	<b>189,242</b>
<b>RADIO SITE SYSTEMS COSTS</b>						
Fire Monitoring	3,000	4,000	4,160	4,326	4,499	4,679
Fire Suppresion	60,000	90,000	93,600	97,344	101,238	105,287
Generator Maintenance	120,000	276,710	287,778	299,290	311,261	323,712
Generator Rental	10,000	10,400	10,816	11,249	11,699	12,167
DC Battery Maintenace & Repair	215,710	224,338	233,312	242,644	252,350	262,444
HVAC Maintenance	98,760	140,000	145,600	151,424	157,481	163,780
Fuel/Diesel - Sites	196,000	229,479	238,658	248,204	258,133	268,458
Utilities - Sites	225,000	286,707	298,175	310,102	322,506	335,407
E-Line / Fiber	312,090	324,574	337,557	351,059	365,102	379,706
Fuel Systems R&M	60,000	50,000	52,000	54,080	56,243	58,493
Transportation Services	15,000	30,000	31,200	32,448	33,746	35,096
Site Parts/Supplies	124,800	129,792	134,984	140,383	145,998	151,838
Misc Services - Radio Site Systems	20,000	20,800	21,632	22,497	23,397	24,333
	<b>1,460,360</b>	<b>1,816,800</b>	<b>1,889,472</b>	<b>1,965,051</b>	<b>2,043,653</b>	<b>2,125,399</b>

Appendix A: 2026 DRAFT Operating Budget Detail continued

Puget Sound Emergency Radio Network Operator						
DRAFT 2027 Budget (with a 4 year proforma 2028-2031)						
Consolidated Operating Costs - Detail						
Description	2026	2027	2028	2029	2030	2031
<b>NETWORK TECHNOLOGY COSTS</b>						
Software - Network	100,000	160,000	166,400	173,056	179,978	187,177
Tools & Supplies	67,600	60,000	62,400	64,896	67,492	70,192
Radio Management Hosting & Support	380,000	395,200	411,008	427,448	444,546	462,328
Consulting Services - Network	78,000	81,120	84,365	87,739	91,249	94,899
MSI -post warranty LMR minus Dispatch	1,200,000	666,830	673,498	686,968	693,838	700,776
MSI-post warranty Dispatch		318,801	321,989	328,429	331,713	335,030
MPLS Support	-	256,166	258,727	261,315	263,928	266,567
Microwave Support	-	32,484	33,783	35,135	36,540	38,002
	<b>1,825,600</b>	<b>1,970,601</b>	<b>2,012,171</b>	<b>2,064,986</b>	<b>2,109,284</b>	<b>2,154,971</b>
Total Costs	\$ 11,304,477	\$ 12,342,309	\$ 12,836,347	\$ 13,368,529	\$ 13,889,769	\$ 14,460,676
Rate Stabilization Funds	\$ (1,140,455)	\$ (898,652)	\$ (580,299)	\$ -	\$ -	
<b>Grand Total After Rate Stabilization Funds</b>	<b>\$ 10,164,022</b>	<b>\$ 11,443,657</b>	<b>\$ 12,256,048</b>	<b>\$ 13,368,529</b>	<b>\$ 13,889,769</b>	<b>\$ 14,460,676</b>
<b>% Increase in net Operating Budget</b>		<b>12.6%</b>	<b>7.1%</b>	<b>9.1%</b>	<b>3.9%</b>	<b>4.1%</b>
Subtotal - Employee -Related	6,210,343	6,423,665	6,680,792	6,957,771	7,229,055	7,526,188
Subtotal - Corp Admin	184,244	255,302	265,521	276,529	287,311	299,121
Subtotal - Radio	2,829,787	3,075,823	3,198,942	3,331,567	3,461,465	3,603,741
Subtotal - Consoles	532,701	886,625	922,114	960,344	997,788	1,038,800
Subtotal - Network	1,547,400	1,700,892	1,768,975	1,842,315	1,914,147	1,992,824
	11,304,475	12,342,307	12,836,345	13,368,527	13,889,767	14,460,677
Rate Stabilization Funds	(1,140,455)	(898,652)	(580,299)	-		
Total Costs	10,164,020	11,443,655	12,256,046	13,368,527	13,889,767	14,460,677



## PSERN Board of Directors Staff Report Agenda Item # 8

**Title:** Non-Represented Employee Compensation Study  
**Meeting Date:** May 28, 2026  
**PSERN Staff Contact:** Jeremy Hurd, Executive Director  
**Action:** Discussion

---

### **SUMMARY:**

This report provides, for the Board’s information and review, the results of the non-represented employee compensation study undertaken by Cabot Dow (compensation consultant). This study was undertaken as a follow up from the approval of the 2026 non-represented salary schedule approved in December 2025.

### **BACKGROUND:**

In preparation for FSA in December 2023 and transition to directly employing staff, PSERN developed classification and pay schedules. These schedules were adopted by the Board at its October 2023 meeting.

PSERN’s Financial Policy Manual states, “to attract and retain employees necessary for providing high quality services, the Operator shall establish and maintain a competitive compensation and benefit package with the public and private sectors.”

In October 2025, the PSERN Operator executed a Collective Bargaining Agreement (CBA) with IBEW Local 77, which included an increase of 2 paygrades for all represented positions.

As part of preparing the 2026 non-represented salary schedule, PSERN management assessed the need for changes to non-represented position classifications/paygrades in response to paygrade increases for represented staff due to the CBA. More specifically, this was intended to address:

- Expectations from non-represented staff.
- Specific examples of “compression” in compensation levels, which is exacerbated by the availability of standby/on-call and overtime pay for most represented roles.

An initial set of comparator positions were identified from PSERN member cities and other similar agencies, including King County, Cities of Seattle, Bellevue, Kirkland, Kent and Redmond, Valleycom and Snohomish 9-1-1.

Similar positions were identified in these organizations for PSERN administrative positions. A comparison of compensation for these positions showed that PSERN’s 2025 paygrades were in the range of 1-3 paygrades below the comparators. However, very few valid comparators were identified for PSERN technical positions.

As a result of the assessment done in 2025, an across-the-board increase of 1 paygrade was approved for PSERN non-represented staff, effective January 1, 2026. This represented a 3.5% increase.

PSERN management also recommended that PSERN engage a HR and compensation consultant to review all non-represented positions to identify recommended compensation levels and provide recommendations to ensure competitiveness.

In January 2026, after contacting several compensation consultant firms working in the public sector, PSERN selected Cabot Dow Associates to undertake this review and assessment.

#### **DISCUSSION/ANALYSIS:**

Cabot Dow considered several utility districts and 911 PSAP organizations in King and Snohomish Counties and two other County-wide radio system operators in developing its comparators. Its report makes several notable observations and assertions:

1. The results of the survey for non-represented positions indicate that the organization's non-represented positions range from within the market to above the market for some technical positions.
2. While best efforts were made to find similar positions, the unique skills required to fulfill PSERN's mission are difficult to match, particularly in a public sector setting.
3. PSERN's salaries appear to be reasonably differentiated between different management levels.
4. PSERN's salary range spreads are much narrower than what is typically seen in the market, especially for higher level management positions.
5. PSERN's compensation appears to lead its peers in terms of compensation and benefits, especially given the small size of the organization.

The report includes exhibits that show the results of the salary survey for each non-represented position, a Conceptual Salary Schedule and a benefit comparison table.

Cabot Dow makes two recommendations for the Board to consider:

1. That the Board adopt a compensation philosophy/policy statement to help guide future compensation decisions for the organization.
2. The organization should move towards a model of pricing jobs based on models of salary differentials in order to address compression.

It should be noted that the Conceptual Salary Schedule indicates that current salaries are generally within the range of the "Market Observed % Differential" identified.

#### **RECOMMENDATIONS:**

PSERN leadership have reviewed the Cabot Dow report and based on that review, do not recommend changes to non-represented employee compensation at this time.

However, the Cabot Dow recommendations should be considered at the point that further recruitment for management and non-represented positions is undertaken.

#### **CONCLUSION:**

This report has provided, for the Board's information and review, the results of the non-represented employee compensation study undertaken by Cabot Dow (compensation consultant).

#### **SUPPORTING DOCUMENTATION:**

Attachment 1 – Cabot Dow Memo



DATE: May 11, 2026

TO: Jeremy Hurd, Executive Director, PSERN  
Mike Webb, Outgoing Executive Director, PSERN

FROM: Alexandra Sheeks, Principal Consultant

**SUBJECT: Results of Executive Director and non-represented position study  
and compensation philosophy/policy discussion**

---

In January 2026, PSERN hired Cabot Dow Associates to conduct a salary study of its Executive Director, management positions, and non-represented positions. The purpose of this memo is to communicate observations and recommendations of the salary study to Agency leadership.

***Background***

PSERN is a relatively new and unique organization. It is also a relatively small organization, with 24 FTEs and a \$10 million annual budget. Past compensation analyses have focused on comparable positions in the Agency’s partner organizations, many of which include large municipalities and 911 PSAPs. Additionally, many of PSERN’s positions and employees were transitioned from King County to the newly formed independent agency, relying on past County precedent for setting compensation. The formation of a bargaining unit for radio technician personnel created expectations for internal alignment as well. All these factors have contributed to the organization’s current compensation practices.

The present analysis of the Agency’s leadership and non-represented positions attempts to provide a balanced approach to comparable peer organizations, including similar sized municipal organizations, special purpose utility districts, independent 911 PSAP organizations throughout the west coast, and one other comparable emergency radio network.

***Survey Results – Executive Director***

The results of the survey indicate that the current Executive Director established salary range (Range 49) is 18% above the market-observed median top end of the formal salary range. Detailed results are attached in Exhibit A of this memo.

Because the study was commissioned in the midst of the Executive Director recruitment effort, no immediate changes are recommended. Instead, this information is intended to aid as a benchmark for the management and non-represented position compensation structure of the organization.

### ***Survey Results – Non-represented positions.***

The results of the survey for non-represented positions indicate that the organization’s non-represented positions range from within the market to more than 30% above the market.<sup>1</sup> While best efforts were made to find similar positions, the unique skills required to fulfill PSERN’s mission are difficult to match, particularly in a public sector setting. Some private sector data can be obtained, but not with consistency or confidence. Reviewing positions in terms of levels of responsibilities, education, experience, and certain technical capabilities was necessary to approximate a market for PSERN’s management positions. Results of the survey are shown in Exhibit B.

### ***Implications for organizational compensation structure***

While using position content matching is ideal to determine the market compensation for a position, benchmarking selected easier-to-match positions to the external market and identifying relevant compensation patterns between positions is often used to approximate compensation for unique positions. Generally, the market shows that differences between various levels of management tend to follow certain patterns, for example:

- Department Director: 100%
  - PSERN Example: Executive Director
- Deputy Department Director: 80% - 85%
  - PSERN Example: Technical Operations Manager
- Mid-Level Managers: 65% - 75%
  - PSERN Example: Engineering Manager, Facilities Manager, Field Services Manager, Finance & Administrative Manager
- Supervisors: 45% - 60%
- Lead/Analysts: 35% – 50%
  - PSERN Example: Business Analyst, Senior Administrator
- Individual contributors: 25% - 40%
  - PSERN Example: Accountant, Administrative Specialist

Based on these general market patterns, PSERN’s salaries appear to be reasonably differentiated between different management levels. These differentials become out of balance, however, when comparisons show that individually benchmarked positions are outside of defined market median parameters. A within-market parameter of 10% above or below the market median top stop suggests that salary ranges for the Executive Director (18% above market median top stop), Engineering Services Manager (16%), Facilities Manager (13%), Field Services Manager (33%), Business Analyst (29%), and Senior Administrator (17%) are above a reasonable market median for each position. Therefore, changes to these salary ranges to better reflect the market will necessitate adjustments to other position salary ranges in order to maintain appropriate salary range differentials.

It was also observed that PSERN’s salary range spreads are much narrower than what is typically seen in the market, especially for higher level management positions. PSERN’s current non-represented position

---

<sup>1</sup> For this study, and as a common practice, “within market” is defined as a salary amount that is between 10% below and 10% above the sample market median.

salary ranges have average spreads of 15% between the first step and top or fifth step. A salary range spread of 30% is more common and allows for more flexibility in hiring and retention.

Exhibit C provides a conceptual salary schedule based on desired differentials between positions that reflect similar patterns in the market and desired compensation goals around internal parity and compression, as well as a wider salary range spread between the minimum and maximum step. Salary ranges were derived by anchoring the midpoint of the salary range to the market midpoint median, then applying a 30% range spread between the minimum salary step and the maximum step of the salary range. The number of salary steps was increased to seven from five, resulting in a 4.5% increase between each step.

After applying this formula to each individual position, adjustments were made to confirm internal parity between similar positions and management levels within the Agency. The resulting salary schedule attempts to strike a balance between the market data and observed patterns in salary range differentials.

Because of certain policies and decisions currently in place, immediate changes cannot be made to individual salary positions at this time. Instead, this suggested salary structure should be seen as a model towards which the organization should move as it matures.

#### ***Additional Compensation Benefits Summary***

Exhibit D shows a summary comparison of health benefits and paid leave benefits commonly offered by similarly sized organizations and regional PSAP agencies. The King and Pierce County cities of Pacific, Newcastle, Edgewood, and Fircrest were included due their similarity in budget and number of FTEs as PSERN. PSAP organizations in King, Pierce, Snohomish, and Thurston counties were also included because of their similar scope of services.

While PSERN contributes 100% of the insurance premium for employee and dependent coverage, the average contribution portion of peer organizations is 91% for employee and dependent coverage. PSERN's paid leave lags the market slightly.

#### ***Implications for Compensation Philosophy and Policy***

PSERN's compensation appears to lead its peers in terms of compensation and health benefits, especially given the small size of the organization. While PSERN's work is recognizably critical to life and safety, fiscal sustainability and stewardship of public funds is also critical to maintain a stable organization. Compensation decisions affect expectations for the entire organization, from the top down.

It is recommended that the Board adopt a compensation philosophy/policy statement to help guide future compensation decisions for the organization. Elements of a statement may include compensation program objectives; internal versus external pay parity; type of comparable organizations used for market studies; pay positioning strategy that articulates a percentile goal for matching a determined market for salaries and allowable variation (aka targeting market median); tools for meeting short-term employee supply and demand challenges with one-time measures; and communication with employees. Total compensation analysis that factors base wages, paid leave, and health benefits into a net hourly dollar amount should be conducted in the future to acquire a more complete understanding of the organization's comparison to peer organizations.

## ***Conclusion***

PSERN's unique function, structure, and history are strong contributors to the agency's present compensation practices. Salaries appear to be high for a relatively small agency, even for one with unique specialties. Because of the nuances in matching similar organizations within the public sector, the organization should move towards a model of pricing jobs based on models of salary differentials in order to address compression. Key positions that are more easily benchmarked to the market can provide appropriate market anchors.

Unlike the private sector, public agencies are constrained by the fundamental nature of taxpayer resources and the need to balance attracting employees with necessary skill sets with fiscal responsibility. Compensation should be approached as a long-term goal and philosophy, with changes to current practices occurring over the life span of the Agency.

## ***Attachments***

Exhibit A – Executive Director Comparison

Exhibit B – Non-Represented Position Comparisons

Exhibit C – Conceptual Salary Schedule

Exhibit D – Health and Paid Leave Benefit Summary Comparison

EXHIBIT A: EXECUTIVE DIRECTOR

Comparable	Matching Position Title	2026 Formal Salary Range		
		Low	50%	High
<b>PSERN</b>	<b>Executive Director</b>	<b>\$ 240,419</b>	<b>\$ 258,681</b>	<b>\$ 278,331</b>
AWC Composite	Public Works Director	\$ 163,819	\$ 186,217	\$ 211,677
Covington Water	General Manager	\$ 233,333	\$ 271,109	\$ 315,000
Mukilteo Water & WWD	General Manager	\$ 267,708	\$ 267,708	\$ 267,708
West Sound Utility District	General Manager	\$ 175,000	\$ 175,000	\$ 175,000
LARICS	General Manager	\$ 240,100	\$ 240,100	\$ 240,100
911 PSAP Composite	Executive Director	\$ 181,098	\$ 207,092	\$ 236,818
CompAnalyst	Top Operations Executive	\$ 211,838	\$ 219,798	\$ 229,000
<b>MEDIAN</b>		<b>\$ 211,838</b>	<b>\$ 219,798</b>	<b>\$ 236,818</b>
<b>PSERN % above/(below) market</b>		<b>13%</b>	<b>18%</b>	<b>18%</b>

Note: All industries, Seattle, <25 FTEs

For Reference		25th %	50th%	75th%	Average
CompAnalyst	Top Operations Executive	211,838	219,798	229,278	220,875

<i>Suggested Range</i>	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>	<b>Step E</b>	<b>Step F</b>	<b>Step G</b>
	\$192,776	\$201,392	\$210,394	\$219,798	\$229,622	\$239,886	\$250,608

EXHIBIT B: TECHNICAL OPERATIONS MANAGER

Comparable	Matching Position	2026 Formal Salary Range		
	Title	Low	50%	High
<b>PSERN</b>	<b>Technical Operations Mgr</b>	<b>195,581</b>	<b>209,511</b>	<b>224,433</b>
AWC Composite	City Engineer	148,864	165,896	188,453
SnoCom	Radio Systems Team Mgr	155,093	179,539	207,839
Covington Water	Engineering Manager	176,675	205,279	238,514
Mukilteo Water & WWD	O&M Manager	167,328	189,117	213,744
West Sound Utility District	Operations Manager	104,411	115,113	126,913
TCOMM	Radio Systems Manager	156,687	180,928	208,920
911 PSAP Composite	Technology Operations Mgr	153,774	174,121	197,161
<b>MEDIAN</b>		<b>155,093</b>	<b>179,539</b>	<b>207,839</b>
<b>PSERN % Above/(below) median</b>		<b>26%</b>	<b>17%</b>	<b>8%</b>

	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>	<b>Step E</b>	<b>Step F</b>	<b>Step G</b>
<i>Suggested Range</i>	\$157,466	\$164,505	\$171,858	\$179,539	\$187,564	\$195,948	\$204,706

EXHIBIT B: ENGINEERING SERVICES MANAGER

Comparable	Matching Position	2026 Formal Salary Range		
	Title	Low	50%	High
<b>PSERN</b>	<b>Engineering Services Mgr</b>	<b>176,403</b>	<b>188,967</b>	<b>202,426</b>
AWC Composite	Network Administrator	108,150	123,462	140,941
SnoCom	Unit Manager	144,950	167,797	194,246
Covington Water District	CIP Supervisor	131,830	153,170	177,965
Mukilteo Water & WWD	Engineering Manager	167,328	189,117	213,744
ValleyCom	Infrastructure Manager	117,002	142,035	172,423
SouthSound911	Network Ops Sys Eng Mgr	135,184	149,040	164,317
<b>MEDIAN</b>		<b>133,507</b>	<b>151,105</b>	<b>175,194</b>
<b>PSERN % Above/(below) median</b>		<b>32%</b>	<b>25%</b>	<b>16%</b>

	Step A	Step B	Step C	Step D	Step E	Step F	Step G
<i>Suggested Range</i>	\$132,528	\$138,452	\$144,640	\$151,105	\$157,859	\$164,915	\$172,287

EXHIBIT B: FACILITIES MANAGER

Comparable	Matching Position	2026 Formal Salary Range		
	Title	Low	50%	High
<b>PSERN</b>	<b>Facilities Manager</b>	<b>176,403</b>	<b>188,967</b>	<b>202,426</b>
AWC Compositite	n/a			
SnoCom	Unit Manager	144,950	167,797	194,246
City of Bellevue	Franchise Utility Manager	117,929	138,545	162,764
T-Mobile	Sr. Facilities Manager	110,100	147,871	198,600
Array Digital Infrastructure	Asset Manager	82,069	109,001	144,771
<b>MEDIAN</b>		<b>114,015</b>	<b>143,208</b>	<b>178,505</b>
<b>PSERN % Above/(below) median</b>		<b>55%</b>	<b>32%</b>	<b>13%</b>

	Step A	Step B	Step C	Step D	Step E	Step F	Step G
<i>Suggested Range</i>	\$125,602	\$131,216	\$137,081	\$143,208	\$149,609	\$156,296	\$163,282

EXHIBIT B: FIELD SERVICES MANAGER

Comparable	Matching Position	2026 Formal Salary Range		
	Title	Low	50%	High
<b>PSERN</b>	<b>Field Services Manager</b>	<b>176,403</b>	<b>188,967</b>	<b>202,426</b>
AWC Composite	PW Field Supervisor	100,549	112,512	125,899
SnoCom	Radio Sys Team Supervisor	135,470	156,823	181,542
Covington Water	Maintenance Supervisor	125,528	145,848	169,458
Mukilteo Water & WWD	Operations Field Supervisor	119,316	134,852	152,412
West Sound Utility	n/a			
TCOMM	n/a			
WCCCA	Facilities Svcs Supervisor	110,707	125,068	141,292
<b>MEDIAN</b>		<b>119,316</b>	<b>134,852</b>	<b>152,412</b>
<b>PSERN % Above/(below) median</b>		<b>48%</b>	<b>40%</b>	<b>33%</b>

	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>	<b>Step E</b>	<b>Step F</b>	<b>Step G</b>
<i>Suggested Range</i>	\$118,273	\$123,560	\$129,083	\$134,852	\$140,880	\$147,177	\$153,755

EXHIBIT B: FINANCE AND ADMINISTRATION MANAGER

Comparable	Matching Position	2026 Formal Salary Range		
	Title	Low	50%	High
<b>PSERN</b>	<b>Finance &amp; Admin Manager</b>	<b>164,674</b>	<b>179,463</b>	<b>195,581</b>
AWC Composite	Finance Dir/Sr Accountant	132,530	151,363	172,873
Covington Water District	Finance Manager	145,371	168,905	196,248
Mukilteo Water & WWD	Finance Manager	167,328	189,117	213,744
West Sound Utility District	Finance Manager	109,632	120,869	133,258
PSAP Composite	Financial Manager	143,205	162,474	184,337
<b>MEDIAN</b>		<b>143,205</b>	<b>162,474</b>	<b>184,337</b>
<b>PSERN % Above/(below) median</b>		<b>15%</b>	<b>10%</b>	<b>6%</b>

	Step A	Step B	Step C	Step D	Step E	Step F	Step G
<i>Suggested Range</i>	\$142,499	\$148,869	\$155,523	\$162,474	\$169,736	\$177,323	\$185,249

EXHIBIT B: BUSINESS ANALYST

Comparable	Matching Position	2026 Formal Salary Range		
	Title	Low	50%	High
<b>PSERN</b>	<b>Business Analyst</b>	<b>143,504</b>	<b>156,392</b>	<b>170,437</b>
AWC Composite	n/a			
SnoCom	Data Analyst - Operations	96,583	111,807	129,430
Covington Water	Business Analyst 2	108,430	125,988	146,390
City of Redmond	Business Analyst	99,536	115,657	134,388
City of Kirkland	Business Analyst	94,002	101,957	110,585
City of Bellevue	Business Process Analyst	88,075	103,464	121,542
King County	Business Analyst	110,094	123,949	139,547
<b>MEDIAN</b>		<b>98,060</b>	<b>113,732</b>	<b>131,909</b>
<b>PSERN % Above/(below) median</b>		<b>46%</b>	<b>38%</b>	<b>29%</b>

	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>	<b>Step E</b>	<b>Step F</b>	<b>Step G</b>
<i>Suggested Range</i>	\$99,749	\$104,208	\$108,866	\$113,732	\$118,815	\$124,126	\$129,674

EXHIBIT B: SENIOR ADMINISTRATOR

Comparable	Matching Position	2026 Formal Salary Range		
	Title	Low	50%	High
<b>PSERN</b>	<b>Senior Administrator</b>	<b>129,432</b>	<b>141,056</b>	<b>153,725</b>
AWC Composite	Office Supervisor	92,453	105,651	120,732
Covington Water	Executive Assistant	84,968	98,726	114,712
Mukilteo Water & WWD	Exec Asst/HR Admin	111,504	126,026	142,440
ValleyCom	Admin Services Mgr	106,365	129,122	156,748
<b>MEDIAN</b>		<b>99,409</b>	<b>115,838</b>	<b>131,586</b>
<b>PSERN % Above/(below) median</b>		<b>30%</b>	<b>22%</b>	<b>17%</b>

	Step A	Step B	Step C	Step D	Step E	Step F	Step G
<i>Suggested Range</i>	\$101,597	\$106,138	\$110,882	\$115,838	\$121,016	\$126,425	\$132,076

EXHIBIT B: ACCOUNTANT

Comparable	Matching Position	2026 Formal Salary Range		
	Title	Low	50%	High
<b>PSERN</b>	<b>Accountant</b>	<b>98,292</b>	<b>107,120</b>	<b>116,740</b>
AWC Composite	Accountant, Journey	86,841	98,565	111,870
SnoCom	Finance Coordinator	90,265	104,493	120,964
Covington Water	Finance Technician 3	80,954	94,058	109,283
Mukilteo Water & WWD	Accounting Assistant II	79,524	89,857	101,532
TCOMM	Payroll & Benefits Specialist	83,036	95,767	110,450
WCCCA	Accounting Specialist	92,400	95,284	98,259
<b>MEDIAN</b>		<b>84,939</b>	<b>95,526</b>	<b>109,866</b>
<b>PSERN % Above/(below) median</b>		<b>16%</b>	<b>12%</b>	<b>6%</b>

	Step A	Step B	Step C	Step D	Step E	Step F	Step G
<i>Suggested Range</i>	\$83,782	\$87,526	\$91,439	\$95,526	\$99,796	\$104,256	\$108,916

EXHIBIT B: ADMINISTRATIVE SPECIALIST

Comparable	Matching Position	2026 Formal Salary Range		
	Title	Low	50%	High
<b>PSERN</b>	<b>Administrative Specialist</b>	<b>77,257</b>	<b>84,195</b>	<b>91,757</b>
AWC Composite	Administrative Assistant	72,430	81,809	92,403
SnoCom	Administrative Assistant	73,682	85,296	98,741
Covington Water	Administrative Assistant 2	69,930	81,254	94,411
Mukilteo Water & WWD	n/a			
ValleyCom	Administrative Assistant	59,727	68,733	79,097
TCOMM	Administrative Assistant	74,659	86,102	99,299
SouthSound 911	Administrative Clerk	64,589	71,209	78,507
<b>MEDIAN</b>		<b>71,180</b>	<b>81,531</b>	<b>93,407</b>
<b>PSERN % Above/(below) median</b>		<b>9%</b>	<b>3%</b>	<b>-2%</b>

	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>	<b>Step E</b>	<b>Step F</b>	<b>Step G</b>
<i>Suggested Range</i>	\$71,508	\$74,704	\$78,043	\$81,531	\$85,176	\$88,983	\$92,960

EXHIBIT C: CONCEPTUAL SALARY SCHEDULE

PSERN Position	Current Salary Schedule Top Step	% Differential	Market Observed % Differential	Suggested Salary Schedule Top Step	% Differential	Notes
Executive Director	\$ 278,300	100%	100%	\$ 250,608	100%	
Technical Operations Mgr	\$ 224,433	81%	80-85%	\$ 204,706	82%	
Engineering Mgr	\$ 202,426	73%	65-75%	\$ 172,287	69%	
Facilities Mgr	\$ 202,426	73%	65-75%	\$ 172,287	69%	Matched to Eng Mgr
Field Services Mgr	\$ 202,426	73%	65-75%	\$ 172,287	69%	Matched to Eng Mgr
Finance & Admin Mgr	\$ 195,581	70%	65-75%	\$ 172,287	69%	Adj. for internal parity
Business Analyst	\$ 164,700	59%	35-50%	\$ 129,674	52%	
Senior Administrator	\$ 153,725	55%	35-50%	\$ 132,076	53%	
Accountant	\$ 116,740	42%	25-40%	\$ 108,916	43%	
Administrative Specialist	\$ 91,757	33%	25-40%	\$ 92,960	37%	

EXHIBIT D: BENEFIT COMPARISON TABLE

Table 1: 2026 Health Benefits

Agency	Medical				Dental/Orthodontia				Vision			
	Employee Only		Emp/Spouse/ 2 Dependents		Employee Only		Emp/Spouse/ 2 Dependents		Employee Only		Emp/Spouse/ 2 Dependents	
	Paid by Employer	Paid by Employee	Paid by Employer	Paid by Employee	Paid by Employer	Paid by Employee	Paid by Employer	Paid by Employee	Paid by Employer	Paid by Employee	Paid by Employer	Paid by Employee
PSERN	\$ 2,389	\$ -	\$ 2,389	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TCOMM	\$ 1,038	\$ -	\$ 1,938	\$ 222	\$ 54	\$ -	\$ -	\$ -	\$ 11	\$ -	\$ -	\$ -
Town of Steilacoom	\$ 799	\$ 139	\$ 2,354	\$ 415	\$ 50	\$ 8	\$ 147	\$ 26	\$ 9	\$ 2	\$ 28	\$ 5
Sno911	\$ 1,027	\$ 32	\$ 2,933	\$ 154	\$ 60	\$ 3	\$ 187	\$ 33	\$ 12	\$ -	\$ 34	\$ 2
ValleyCom	\$ 934	\$ 104	\$ 2,723	\$ 303	\$ 66	\$ -	\$ 214	\$ -	\$ 8	\$ -	\$ 26	\$ -
City of Newcastle	\$ 935	\$ 103	\$ 2,524	\$ 501	\$ 59	\$ -	\$ 183	\$ 14	\$ 9	\$ -	\$ 26	\$ -
City of Pacific	\$ 1,038	\$ -	\$ 2,827	\$ 199	\$ 52	\$ -	\$ 176	\$ 20	\$ 8	\$ -	\$ 21	\$ 2
South Sound 911	\$ 998	\$ 40	\$ 3,007	\$ 80	\$ 52	\$ -	\$ 158	\$ -	\$ 10	\$ -	\$ 29	\$ -
City of Fircrest	\$ 934	\$ 103	\$ 2,723	\$ 302	\$ 59	\$ -	\$ 196	\$ -	\$ 11	\$ -	\$ 33	\$ -
City of Edgewood	\$ 934	\$ 103	\$ 2,723	\$ 302	\$ 60	\$ -	\$ 178	\$ -	\$ 8	\$ -	\$ 23	\$ -

Agency	TOTAL Benefits					
	Employee Only			Emp/Spouse/ 2 Dependents		
	Paid by Employer	Paid by Employee	% ER Share	Paid by Employer	Paid by Employee	% ER Share
PSERN	\$ 2,389	\$ -	100%	\$ 2,389	\$ -	100%
TCOMM	\$ 1,103	\$ -	100%	\$ 1,938	\$ 222	90%
Town of Steilacoom	\$ 858	\$ 149	85%	\$ 2,530	\$ 446	85%
Sno911	\$ 1,099	\$ 35	97%	\$ 3,154	\$ 189	94%
ValleyCom	\$ 1,008	\$ 104	91%	\$ 2,963	\$ 303	91%
City of Newcastle	\$ 1,003	\$ 103	91%	\$ 2,733	\$ 515	84%
City of Pacific	\$ 1,098	\$ -	100%	\$ 3,024	\$ 220	93%
South Sound 911	\$ 1,060	\$ 40	96%	\$ 3,194	\$ 80	98%
City of Fircrest	\$ 1,004	\$ 103	91%	\$ 2,952	\$ 302	91%
City of Edgewood	\$ 1,002	\$ 103	91%	\$ 2,924	\$ 302	91%
	Average		93%			91%

EXHIBIT D: BENEFIT COMPARISON TABLES

**Table 2: Paid Leave Comparison**

Agency	Vacation (Hours)						
	Holidays (Days)	At Hire	1 year	5 years	10 years	15 years	20 years
<i>PSERN</i>	<i>14</i>	<i>96</i>	<i>96</i>	<i>120</i>	<i>160</i>	<i>160</i>	<i>200</i>
TCOMM	13	96	96	132	168	192	228
Town of Steilacoom	12	88	88	120	160	160	160
Sno911 (universal PTO)	13	192	192	240	276	276	312
ValleyCom	13	108	108	132	168	192	236
City of Newcastle	14	96	96	136	168	184	184
City of Pacific	12	120	120	160	200	200	200
South Sound 911	13	96	120	144	184	224	256
City of Fircrest	12	88	88	120	160	176	184
City of Edgewood	12	96	96	120	144	168	184
<i>Average</i>	<i>13</i>	<i>109</i>	<i>112</i>	<i>145</i>	<i>181</i>	<i>197</i>	<i>216</i>

Notes

City of Pacific offers universal PTO. 40 hours have been subtracted to normalize with other data.



## PSERN Board of Directors Staff Report Agenda Item # 9

**Title:** Definition of Public Safety Radio  
**Meeting Date:** May 28, 2026  
**PSERN Staff Contact:** Jeremy Hurd, Executive Director  
**Action:** Discussion & Decision

---

### SUMMARY:

This report discusses a proposed change to the definition of “Public Safety” radio to be used by PSERN in calculating radio end user service fees. The proposed methodology and impacts were discussed and endorsed by the Operations Committee at its March 2026 meeting

### BACKGROUND:

#### Interlocal Cooperation Agreement (ILA) Cost Allocation Model

The PSERN Operator ILA defines the cost allocation model for the recovery of operating expenses through the establishment of radio and dispatch end user service fees (Exhibit A to the ILA).

Exhibit A of the ILA states the following:

#### Public Safety and Other Radio Rates

X% of the PSERN System annual operating budget will be paid with public safety radio rates and other radio rates combined.

The other radio rate shall be 78% of the public safety radio rate.

$X\% \text{ of PSERN System annual operating budget} = [12 \times \text{the monthly public safety radio rate} \times \text{the number of public safety radios}] + [12 \times \text{the monthly other radio rate} \times \text{the number of other radios}]$ .

However, there is no definition in the ILA of “Public Safety” radio or “Other” radio.

#### Previous Practice

The practice followed by the PSERN Operator since January 2024 has Public Safety radios defined as radios that:

- Have Fire or Law Enforcement operational talkgroups programmed.
- Have the encryption feature set.

This practice was established during the PSERN Project when radios were sourced and deployed.

This methodology results in certain non-Public Safety agencies (non-Fire/EMS/Law Enforcement) agencies having a mix of “public safety” and “other” radios. This makes the effort of determining and updating the quantities of each complicated and labor-intensive. It also serves as a barrier to increasing interoperability

between Public Safety and non-Public Safety agencies as there is a higher cost for non-Public Safety radios that are interoperable.

Because end user agencies and their radio shops are responsible for sourcing and programming their radios within the technical constraints specified by PSERN, it will become more difficult for PSERN to track radio quantities using the previous methodology in future.

Agencies with both categories of radios in their inventories include schools, Public Works and Emergency Management.

#### Operations Committee Discussions

At the January 2026 Operations Committee meeting, committee members proposed that determining the application of “Public Safety” vs. “Other” rates be based on the type of agency, with only Fire departments Police/Sheriffs and Emergency Medical Services (EMS) agencies being considered “Public Safety”. PSERN Operator staff were asked to review the quantities to see what the financial impact would be.

At the March meeting, PSERN staff provided the following radio quantities as of March 2026:

- Public safety radios – 13,746
- Other radios – 5,203
- Public safety radios associated with non-Fire/Law Enforcement/EMS agencies - 325

#### **DISCUSSION/ANALYSIS:**

##### Benefits of the Revised Definition

As noted above, the benefits associated with the revised definition of “Public Safety” radio are as follows:

- Reduced financial barrier to interoperability and information sharing between “Public Safety” agencies and “Other” user agency types (“Other” agencies won’t need to pay more for radios that are interoperable).
- Reduced effort by PSERN staff and improved accuracy in determining radio quantities used to generate end user radio invoices.

It should be noted that future growth in the PSERN user base will mostly come from “Other” user agency types, so the revised definition will result in a small additional incentive to agencies considering joining PSERN.

##### Financial Impact

The radio quantities discussed at the March Operations Committee have been revised and the following is accurate as of May 1, 2026. These numbers are using the revised definition of “Public Safety” radio:

- Public Safety radios – 13,562
- Other radios – 6,048
- Public Safety radios associated with non-Fire/Law Enforcement/EMS agencies that would be re-designated - 325

The reduction in annual service fee revenue from the proposed change is therefore \$33.9K, based on 2026 service fee rates (public safety \$39.48, other \$30.79 per radio per month).

It should be noted that this reduction in revenue is more than offset by the increase in radio quantities that has occurred since June 2025 when the 2026 budget was set. Approximately 700 radios (net) have been added, which equates to a net increase of approximately \$245K in annual revenue based on 2026 rates.

**RECOMMENDATIONS AND NEXT STEPS:**

It is recommended that the board approve the following motion:

**THAT** the PSERN Operator adopt a revised methodology for determining public safety radio quantities whereby all radios associated with Fire departments, law enforcement agencies and Emergency Medical Services be designated as “Public Safety”.

**CONCLUSION:**

This report has proposed a change to the definition of “Public Safety” radio to be used by PSERN in calculating radio end user service fees and requested approval from the board.

**SUPPORTING DOCUMENTATION:**

**None**