



## Governing Board Special Meeting

**2120 N. Wilbur Rd.**  
**Spokane Valley, WA 99206**  
**May 21, 2026 at 0800 hours**

### AGENDA

**\*\*\*This meeting will be offered in person and online\*\*\***

<https://us02web.zoom.us/j/88180663611?pwd=aDFqb0I5YS91WVc0RzdYNk1pQVJDUT09>

Meeting ID: 881 8066 3611

Passcode: 180186

(253) 215 8782

Any member of the public shall have the right to provide oral comment to the SREC Governing Board during the Open/Public Comment portion of the meeting. Those wishing to speak at that time need to sign up on the sheet posted inside the meeting room, or in the chat session, once signed in remotely to the meeting. A maximum time not more than three (3) minutes shall be allowed for each speaker.

Agenda items may be added to the agenda or taken out of sequence.

- 1. Call to Order**
- 2. Consent Agenda**
  - a. Minutes from the April 16, 2026 special meeting.
- 3. Action Items**
  - a. 2026 Budget Amendment – Lori Markham
  - b. Bylaws – Lori Markham
  - c. Fire CAD Amendment – Dusty Patrick
  - d. Motorola Microwave Annual Maintenance – Dusty Patrick
- 4. New Business**
  - a. BARS Report – Lori Markham
  - b. SREC Member and Funding Policies – Lori Markham
  - c. SREC Reserve Policy – Lori Markham
- 5. Old Business**
  - a. City of Spokane – Lori Markham
  - b. Facility Update – Lori Markham
- 6. Executive Session**
- 7. Staff Reports**
  - a. Operations – Kim Arredondo
    - i. Operations Report – <https://infoqram.com/1pddjk1krnrqz6bmz0gwdkvl6ukk7kvidz>
  - b. Technical – Dusty Patrick
  - c. Finance – Tim Henry
  - d. Human Resources – Jeff Tower
  - e. Administration – Lori Markham
    - i. Project Status - <https://infoqram.com/1p6k3z1g0rg6yps5k1lrnr2lqic3w2p5zy3>
- 8. Open/Public Comment**
  - a. Speakers sign in onsite and are allowed 3 minutes each to address the Board
- 9. Adjourn**

*Spokane Regional Emergency Communications gets the right resources to the right location with an uncompromising focus on responder and citizen safety.*

Special Meeting Minutes  
Spokane Regional Emergency Communications Governing Board  
April 16, 2026

**1. Call to Order and Roll Call**

Chief Frank Soto called the meeting to order at 8:01 a.m. The following Board members were in attendance:

Board Members

Chief Frank Soto, Jr. – Spokane Valley Fire Department (Chair)  
Chief Dave Ellis – Spokane Valley Police Department (Vice Chair)  
Chief Cody Rohrbach – Spokane County Fire District 3  
Assistant Chief Howard Johnson – Spokane County Fire District 4  
Gayne Sears – Citizen Representative

Staff

Lori Markham, Executive Director  
Kim Arredondo, Deputy Director  
Dusty Patrick, Technical Services Director  
Tim Henry, Finance Manager  
Jeff Tower, HR Manager  
Jenni Folden, Finance Analyst

Auxiliary Partners

Brian Werst, WBM  
Jeff Galloway, WBM  
Matt Vinci, SCFD9

**2. Consent Agenda**

- a. February 19, 2026, Special Meeting  
Howard Johnson motioned to approve the February 19, 2026, special meeting minutes. Dave Ellis seconded. All were in favor. Motion carried.

**3. Action Items**

- a. SREC Bylaws  
Lori Markham explained the bylaws were presented at February's Board meeting and there are added changes to now match the Charter adopted by the BoCC (Board of County Commissioners) earlier this week. The updates were provided in the Board packet. After a lengthy discussion, the group decided to have a clean version included in the packet for the next Board meeting for review and action.
- b. Ednetics New Facility Technology  
Dusty Patrick stated the quote was included in the Board packet. The quote is for the audio visual, security cameras, access controls, network gear, server, infrastructure, etc., all the components necessary to make the system work. There were multiple bids, it has been budgeted for, and fits within the current timeline. The total cost is \$2,477,870.46 including tax. Cody Rohrbach motioned to approve entering into contract with Ednetics. Dave Ellis seconded. All were in favor. Motion carried.
- c. Tyler Payroll Software  
Lori Markham stated the renewal was included in the Board packet. This is the annual renewal for the payroll software SREC uses and is over \$50,000 so needs Board

approval. Howard Johnson motioned to approve the renewal. Dave Ellis seconded. All were in favor. Motion carried.

#### 4. New Business

No new business.

#### 5. Old Business

##### a. City of Spokane

Lori Markham stated meetings continue with the City's Communications Director and SREC has asked for a timeline from the City of Spokane. The BoCC received a letter from Mayor Lisa Brown regarding the timeline for the decommissioning of the phone system at the CCB (combined communications center) and Lori would like to discuss a response.

Frank Soto asked that this topic pause so the Board can move to agenda item #6 Executive Session before legal needs to leave the meeting.

#### 6. Executive Session

As allowed by RCW 42.30.110 (1)(f), it is not anticipated that the Board will take action at the conclusion of the executive session. Chair Soto closed the meeting at 8:23 a.m. and estimated the Board would open the meeting in 5 minutes.

The meeting moved to open session at 8:33 a.m., and no action was taken.

#### 7. Old Business

##### a. City of Spokane

Frank Soto read the letter from Mayor Lisa Brown. There are two asks: one, the phone system at the CCB is not decommissioned prior to June 1, 2026, and two, the City is to receive 100% of the 911 excise tax apportionment upon the phone system go-live, not October 2026. After discussion the Board agreed the City was aware of the decommissioning of the phone system as it is needed for SREC to stand up at the new facility. Lori reiterated the City of Spokane has been provided with several options. The first request in the letter has already been met, the phone system will not be decommissioned prior to June 1, 2026. Additionally, the ILA (interlocal agreement) was not built around intent of funds but the sum total of costs. Lori reminded the group that the original two year look through was still coming in short and the County stated they would fill that delta, roughly \$700,000. Frank reiterated that there is an ILA in place. The Board agreed to have Lori draft a response and send to the Board for approval before sending to the City of Spokane.

##### b. Facility Update

Lori Markham explained they are in the final decision-making phase and interior framing and construction is underway. If anyone would like a tour, please let Lori or Dusty know.

#### 8. Staff Reports

##### a. Operations

Kim Arredondo stated that staffing is going well and academies are planned for May and June. Kim presented the operational report. The non-emergency call triage is going well and the greeting has been updated to identify it as an AI assistant. There will be more media outreach and education to the public and SREC will continue working with Prepared Live to refine the process.

Dave Ellis asked why there has been a disparity in the vacancy rate between law and fire dispatch and what is being done to address it. Kim answered the training in law dispatch is longer and more taxing, the training process has been refined and some cultural issues addressed and has seen better success since becoming SREC.

b. Technical

Dusty Patrick explained radio reprogramming is about 85% complete. The CAD project is moving along and a timeline is being reviewed internally and hopefully finalized in the next couple of weeks. The GIS group is working with DEM (Department of Emergency Management) to launch their new Code Red alerting system, called Regroup. Ryan Eckersley was invited to ACCIS to present the accomplishments at SREC and participate in some of their panels. Gerald London from the radio shop was nominated and received second place for technician of the year for 2025 from WA APCO-NENA. Bryce Leming from the IT group was awarded the 2025 technician of the year from WA APCO-NENA.

c. Finance

Jenni Folden stated 2025 filing is almost complete with the County and work continues on 2026.

d. Human Resources

Jeff Tower stated the insurance review was done in March and a large portion of the discussion surrounded the insurance for the new facility. Union contracts expire this year, so scheduling for negotiations will begin.

e. Administration

Lori Markham explained with the change in the charter and the Board composition the current calendar invites for the SREC Governing Board meetings will be cancelled and new ones will be sent out. Lori reminded the group that until SREC is in the new facility the Board meetings are special Board meetings and the May Board meeting will be held at the Spokane Valley Fire Department Administration, Commissioner's Room. Lori asked the Board to please submit in writing who their designated proxies will be. Lori stated that Jason Healey won the EMS award for Spokane County and Shealton Veo won the 2025 critical incident award for WA APCO-NENA. Lori added in the packet is a case study by Motorola featuring SREC's usage of the App Armor platform. Also, included in the packet was a project status report and timeline and this will be provided in the monthly packets.

## 9. Open/Public Comment

Chief Tom Williams made a public comment that it has been a rough journey and has tried to maintain professionalism and partnerships and was disappointed that he did not hear about the BoCC decision to amend the Charter removing the City of Spokane from the SREC Governing Board until this morning.

## 10. Adjourn

The meeting adjourned at 9:05 a.m.

The next regular Governing Board meeting is scheduled for May 21, 2026, at 8:00 a.m.

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Board Member  
Governing Board

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Board Member  
Governing Board

**Spokane Regional Emergency Communications  
2026 Budget and Capital Improvement Plan Amendment**

Action by the Governing Board of the Spokane Regional Emergency Communications

The board approves an Amendment to the fiscal year 2026 budget and capital improvement Plan as attached at a regular meeting on the 21<sup>st</sup> of May 2026. See official minutes.

2026 Budget Amendment

<b>Resources</b>	<b>2026-Current</b>	<b>2026-Revised</b>	<b>Change \$</b>
Intergovernmental-Sales Tax	\$ 8,298,481	\$ 16,000,000	\$ 7,701,519
Intergovernmental-Excise Tax	2,749,240	3,912,380	1,163,140
Intergovernmental-Excise Tax prior period	-	482,549	482,549
Charges for Member Agencies Services	5,615,162	5,615,162	-
Charges for Contracted Services	4,361,462	2,895,677	(1,465,785)
County RMS Reimbursement		1,350,000	1,350,000
County CR Reimbursement		700,000	700,000
Intergovernmental-State Grant	65,000	65,000	-
Investment Earnings	750,000	450,000	(300,000)
Miscellanies Income	25,000	25,000	-
<b>Total Operating Resources</b>	<b>\$ 21,864,345</b>	<b>\$ 31,495,768</b>	<b>\$ 9,631,423</b>
Financing	\$ 2,886,000	\$ -	\$ (2,886,000)
Committed Balance Use	12,500,000	12,500,000	-
Assigned Fund Balance Use	7,500,000	8,344,000	844,000
<b>Total Resources</b>	<b>\$ 44,750,345</b>	<b>\$ 52,339,768</b>	<b>\$ 7,589,423</b>
<b>Uses Operating</b>			
Salaries and Benefits	\$ 14,990,689	\$ 20,111,702	\$ 5,121,013
Supplies & Services	8,877,417	8,906,990	29,573
RMS Implementation Costs	-	1,350,000	1,350,000
<b>Total Operating Expenses</b>	<b>\$ 23,868,106</b>	<b>\$ 30,368,693</b>	<b>\$ 6,500,587</b>
<b>Uses Capital</b>			
Radio Replacement Program	\$ 500,000	400,000	\$ (100,000)
Vehicle Replacement	125,000	-	(125,000)
Radio Infrastructure Plan	525,000	-	(525,000)
Facility Replacement	20,000,000	21,571,000	1,571,000
<b>Total Capital Expenses</b>	<b>\$ 21,150,000</b>	<b>\$ 21,971,000</b>	<b>\$ 821,000</b>
<b>Total Financing &amp; Reserve Contributions</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>
<b>Total Uses</b>	<b>\$ 45,018,106</b>	<b>\$ 52,339,693</b>	<b>\$ 7,321,587</b>
<b>Net Resources over Uses</b>	<b>\$ (267,761)</b>	<b>\$ 75</b>	<b>\$ 267,836</b>

**SPOKANE REGIONAL EMERGENCY COMMUNICATIONS ("SREC")  
CIP SIX YEAR PLAN  
FY-2026-2031**

Project ID	DESCRIPTION	FY 2026 REQUEST	FY 2027 REQUEST	FY 2028 REQUEST	FY 2029 REQUEST	FY 2030 REQUEST	FY 2031 REQUEST	6 - YEAR TOTAL
<b>MAJOR EQUIPMENT PLAN</b>								
MEQ 1	Radio Replace & Add Program	400,000	500,000	500,000	500,000	-	-	1,900,000
MEQ 2	Information Technology Plan	-	130,000	125,000	146,250	-	-	401,250
MEQ 4	Vehicle Replacemnt	-	80,000	-	80,000	-	-	160,000
MEQ 5	Radio System Infrastructure Replacement	-	525,000	-	-	2,500,000	2,492,200	5,517,200
<b>TOTAL MEQ</b>		<b>400,000</b>	<b>1,235,000</b>	<b>625,000</b>	<b>726,250</b>	<b>2,500,000</b>	<b>2,492,200</b>	<b>7,978,450</b>
<b>CAPITAL PROJECTS</b>								
CIP 1	CIP 1 Technology Plan Refresh	-	-	-	-	-	1,500,000	1,500,000
CIP 2	Facility Replacement	21,571,000	2,922,486	-	-	-	-	24,493,486
CIP 3	CIP 3 Radio System Microwave Replacement	-	-	4,000,000	4,000,000	-	-	8,000,000
CIP 4	CIP 4 CAD Hardware Replacement	-	-	-	-	1,500,000	-	1,500,000
<b>TOTAL CAPITAL PROJECTS</b>		<b>21,571,000</b>	<b>2,922,486</b>	<b>4,000,000</b>	<b>4,000,000</b>	<b>1,500,000</b>	<b>1,500,000</b>	<b>35,493,486</b>
<b>TOTAL CIP</b>		<b>21,971,000</b>	<b>4,157,486</b>	<b>4,625,000</b>	<b>4,726,250</b>	<b>4,000,000</b>	<b>3,992,200</b>	<b>43,471,936</b>

**SPOKANE REGIONAL EMERGENCY COMMUNICATIONS PUBLIC AUTHORITY  
SECOND AMENDED BYLAWS**

**1. NAME**

Spokane Regional Emergency Communications (“SREC”), a Public Development Authority, was established by Spokane County, Washington, pursuant to RCW 35.21.730 through 35.21.757 and Resolution/Ordinance No. 2018-0245 adopted by the Spokane Board of County Commissioners on March 27, 2018, and as subsequently amended. These Second Amended Bylaws (the “Amended Bylaws”) are subject to any limitations herein and the Ordinance/Resolution and Charter of SREC.

**2. DEFINITIONS**

Unless a different meaning is plainly required by the context, words and phrases used in this agreement shall have the meanings attributed to them in RCW 35.21, 38.52, 39.34 and 82.14, provided that in case of any conflict, Spokane County Ordinances shall control:

"9-1-1 Communication Services" means the regional organization for 9-1-1 call taking and radio dispatch for law enforcement, fire and EMS providers within Spokane County and other service areas as specified by contract.

"Charter" means the Articles of Organization of SREC County Resolution 2018-0245 and all subsequent amendments.

"Customer" means organizations that enter into a contract for specific services with SREC and may or may not have voting representation on the SREC Governing Board.

"General purpose governmental jurisdiction" means the state, a city, county, or Fire Protection District.

"Radio System and Services" means a countywide radio communications infrastructure comprised of public safety systems.

**3. PARTICIPATION**

As defined, Customers within the geographical boundaries of Spokane County may participate in the operation of SREC for the purpose of integrated 9-1-1 Communication Services and the regional Radio System and Services.

Organizations who are neither general purpose governmental jurisdictions nor public service providers may join SREC as Customers for consolidated 9-1-1 dispatch and the regional Radio System and Services upon approval of Customer status by the Board and execution of separate service level agreements.

**4. GOVERNING BOARD COMPOSITION, AUTHORITY AND RESPONSIBILITIES**

**4.1. Composition**

The Board shall consist of the individuals established in Article VII of the Charter.

## **4.2. Authority and Responsibilities**

The Board shall have the authority and responsibilities as established in Article VII of the Charter

## **4.3. Conditions**

All members of the Board shall serve without compensation from SREC. Members may only serve for such time they are duly appointed to the Board and acting in the capacity they represent.

## **4.4. Modification and Replacement**

Membership and structure of the Board may only be modified through an amendment to the Forming Resolution and Charter, recommended by a majority of four (4) voting members or greater of the Board to the Board of County Commissioners.

The Board may, in the event of a permanent vacancy on the Board, solicit the appointment of a replacement member from the appointing authority. In the event the appointing authority fails to appoint a replacement within sixty (60) days of the Board's request, the Board may select a person to fill that vacancy.

# **5. OFFICERS, ELECTIONS, TERMS AND DUTIES**

## **5.1. Board Offices**

5.1.1. Nomination and Election of Officers - A majority of the Board shall select a Chair and Vice-Chair. The duties of the Chair are set forth in Article 6 of these Amended Bylaws.

5.1.2. Terms of Officers - The term of office for Chair and Vice-Chair shall be one (1) year.

5.1.3. Removal of Officers - The Chair or Vice-Chair may be removed, with or without cause, by a majority vote of the Board, after providing thirty (30) days' written notice to the person to be removed.

5.1.4. Vacancies in Offices - Vacancies for Chair shall be filled by the Vice-Chair and the resulting vacancy of the Vice-Chair shall be filled immediately by the regular election procedure in 5.1.1 for the unexpired portion of the term.

5.1.5. Executive Committee - The Executive Committee shall be comprised of the immediate Past Chair, the current Chair, the Vice-Chair of the Board, and, if appointed by vote of the Board, the Spokane County CEO.

## **5.2. Meetings and Meeting Notices**

5.2.1. Regular Meetings - The Board shall meet not less than quarterly. The time and place of regular meetings of the Board shall be established by the Board on or before January of each year.

5.2.2. Special Meetings - Special meetings may be called at any time by the Chair or by a majority of the Board. Written notice of the special meeting shall be given based on the requirements established in RCW 42.30.080. The notice shall specify the time and place of the meeting and the business to be transacted.

5.2.3. Executive Sessions and Closed Meetings - The Board may convene an executive session pursuant to RCW 42.30.110 or a closed meeting pursuant to RCW 42.30.140(4)(a).

### **5.3. Quorums**

Four (4) members of the Board constituting four votes shall constitute a quorum for the transaction of business requiring a vote.

### **5.4. Voting**

Every voting Board member, or board member designated as an alternative member, shall be entitled to vote on all issues before SREC at duly convened meetings under Section 5.2. A majority is defined as four (4) voting members and is required for passage or affirmation. An alternative member shall be designated in writing by each Customer. Each Customer shall be limited to a voting member attending a meeting on behalf of the Customer and voting on behalf of the Customer to no more than three (3) times per calendar year.

### **5.5. Parliamentary Procedure**

Unless otherwise governed by the provisions of these Bylaws or the laws of the State of Washington, Roberts Rules of Parliamentary Procedure shall govern the conduct of all Board meetings. The Chair or his/her designee shall be the parliamentarian.

### **5.6. Board Acting As a Body**

The Board shall act as a body in making its decisions and announcing them. No member shall speak, or act, for the Board without prior authorization of the Board except as otherwise provided for in these Amended Bylaws. At all times, the Board will strive to reach consensus on matters requiring a decision. Where consensus cannot be reached, and where customized solutions designed to meet the different needs of participating agencies cannot be created, the Board shall vote. All votes require a majority to pass as defined in Section 5.2 and in the Charter.

### **5.7. Record of Board Meetings**

The proceedings of the Board meetings shall be recorded and maintained in accordance with RCW 42.30.035(1) and RCW 42.30.110(2). The minutes shall consist primarily of a record of the action(s) taken. Prior to the adoption of the minutes, copies of the proposed minutes shall be forwarded to all Board members prior to the next regular meeting for their reference and/or correction. At the next regular meeting, the Board shall consider the minutes for adoption or necessary corrections.

## 5.8. Advisory Committees

The Chair, from time to time, may appoint Board members and other interested private citizens and representatives of groups and organizations to serve on standing or special committees. At the time of the appointment of such members, the Chair shall state the objective of the Committee and the date upon which a report shall be issued to the Board. Recommendations of such committees shall be considered as advisory only.

5.8.1. Financial Subcommittee - The purpose of the Financial Subcommittee is to review and provide recommendations to the Board regarding operating budgets and funding, cost share distributions, funding of long-term capital debt and other financial matters deemed appropriate by the Board. SREC Membership of the Financial Subcommittee shall consist at a minimum of four (4) positions: Member of the Executive Committee of the Board, Finance Director of Spokane County or designee, SREC Finance Manager, SREC Executive Director. The Finance Subcommittee will review and approve a yearly budget before presenting and recommending it to the Governing Board for a vote. (See Section 5.8.1 and Section 9 below.)

5.8.2. Operations Subcommittees - Three Operations Subcommittees will convene for the purpose of providing subject matter expertise, clarifying user expectations, and formulating continual improvements in the center based on Strategic Planning initiatives. The Operations Subcommittees shall be:

5.8.2.1. Law Operations Subcommittee: All Police Chiefs, Sheriff, or Operations Designees, Executive Director or designee, SREC Operational staff as requested.

5.8.2.2. Fire Service Operations Subcommittee: All Fire Chiefs or Operational Designees, Executive Director or designee, SREC Operational staff as requested.

5.8.2.3. Technical Operations Subcommittee: One Fire Chief, one Police Chief, the Sheriff or Designee, Executive Director or designee, SREC Technical Services Manager or operational designee as requested.

## 6. DUTIES OF THE CHAIR

The Chair shall preside at all meetings of the Board. In the event of the Chair's absence or inability to preside, the Vice-Chair shall assume the duties of presiding over the meetings of the Board.

The Chair shall act as a spokesperson for the Board and shall act as its representative at meetings with other organizations, committees and other such activities unless such representative shall otherwise be authorized by the Board; provided, however, the Chair may delegate to any Board member the duty of being a representative for the Board. The Chair or his/her designated Board member acting as a representative shall make no pronouncements that will obligate or commit SREC except as provided by these Amended Bylaws or pursuant to the authorization of the Board.

## **7. AUTHORITY AND RESPONSIBILITIES OF THE EXECUTIVE DIRECTOR**

The Executive Director shall have the authority and responsibilities to administer the programs of SREC and policies adopted by the Board, and in particular shall:

- Prepare for consideration and adoption by the Board a proposed annual budget of revenues and expenditures for SREC for the next calendar year.
- Prepare for consideration and adoption by the Board a proposed annual work plan for SREC, called a Strategic Plan, and previous year's work plan performance.
- Through service agreements, provide regional 9-1-1 Communication Services, law and fire dispatch service, and regional Radio System and Services using current service level agreements and interlocal agreements as a baseline starting point.
- Have the authority to hire, discipline, and discharge SREC personnel in accordance with personnel policies.
- Subject to approval of the Board, negotiate and execute any collective bargaining agreements with SREC employees.
- Negotiate and execute any contracts for services in support of the Budget and/or Strategic Plan and yearly work plans up to the limit set by the SREC Governing Board policy without Board approval.
- Approve budgeted expenditures up to the limit set by the SREC Governing Board policy without Board approval.
- Administer SREC day-to-day operations consistent with policies adopted by the Board.
- Ensure the effectiveness of operational subcommittees.

## **8. FINANCING**

For 9-1-1 Communication Services and Radio System Services, so as to ensure appropriate funding of SREC facilities, equipment and property related to 9-1-1 Operations, Enhanced 9-1-1, Next Generation 9-1-1, Computer Aided Dispatch (CAD), Regional Radio Systems and Crime Check services, the Board shall consider recommendations from the SREC Financial Subcommittee. These financing recommendations shall include consideration of the options for funding of long-term capital debt, equipment replacement, and ongoing operations as established under appropriate agreements and resolutions. These financial options shall also include cost allocation formulas, rates, and appropriate charges for services provided to founding public agencies and customers.

## **9. BUDGETING**

For regional 9-1-1 Communication Services, regional Radio System and Services the SREC Financial Subcommittee shall meet at least twice a year. The first meeting will be in the first

quarter of the year to review the previous year's revenues and expenses to determine if SREC is meeting the key principles and concepts established under appropriate financing agreements and resolutions. The second meeting will occur in the third quarter of the year to review preliminary baseline budget for the following year. Based on recommendations from the Financial Subcommittee, the Director of SREC shall recommend the preliminary budget to the Board on or before the end of July of each year. This budget shall include: proposed service levels, baseline operations budget, any proposed enhancements, recommended capital equipment acquisition, and proposed financing methodologies. The Board shall adopt the final SREC budget for the following year on or before November 1st of each year.

## **10. SERVICE AGREEMENTS**

A service level agreement (SLA) with each Customer agency shall be entered into for the provision of SREC providing consolidated 9-1-1 Communication Services and regional Radio System and Services.

These agreements will establish: 1) the scope of SREC services; 2) the financing for SREC services is based on Section 8 of these Amended Bylaws; 3) provision of termination; Insurance; and Indemnification.

## **11. INSURANCE REVIEW**

The Board shall annually review SREC's liability and other insurance coverage after providing parties to this Agreement an opportunity to comment on the adequacy of such coverage, including errors and omissions insurance for Board members.

## **12. AMENDMENT**

These Amended Bylaws, as adopted by the Board, may be revised or amended at any regular or special meeting of the Board by a vote of the majority of the Board, except as otherwise provided in these Amended Bylaws; provided that copies of the proposed revisions or amendments shall have been available to each Board Member at least two (2) weeks prior to the regular or special meeting at which proposed revisions or amendments are to be acted upon.

## **13. DISSOLUTION**

The provisions of dissolution are established in Spokane County Resolution 2018-0245 and as subsequently amended.

## **14. SEVERABILITY**

If any provision of these Amended Bylaws or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of these Amended Bylaws which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable laws and the fundamental purpose of this agreement, and to this end the provisions of these Amended Bylaws are declared to be severable.

## **ADOPTION**

SREC Second Amended Bylaws Adopted [DATE]

Adopted by SREC at a regular meeting of the SREC Governing Board on [DATE], of which all Board members were notified and for which a quorum was present.



**City of Spokane**

**INTERLOCAL AGREEMENT  
AMENDMENT / EXTENSION**

**Title: CITY OF SPOKANE AND SPOKANE REGIONAL  
EMERGENCY COMMUNICATIONS REGARDING THE  
USE OF A FIRE DISPATCH COMMUNICATION AIDED  
DISPATCH SYSTEM**

This Interlocal Agreement Amendment / Extension is made and entered into by and between the **City of Spokane** as ("City"), a Washington municipal corporation, and **Spokane Regional Emergency Communications**, whose address is 12809 East Mirabeau Parkway, Spokane Valley, Washington 99216, as ("**SREC**"), individually hereafter referenced as a "Party", and together as the "Parties".

*WHEREAS, the parties entered into an Agreement to set forth the Parties' understanding of the terms and conditions under which the City shall allow SREC access to and use of the CAD System and IT Services; and*

*WHEREAS, additional time has been requested, so the Contract time for performance needs to be extended, thus the original Contract needs to be formally Amended and Extended by this written document; and*

*NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:*

**1. CONTRACT DOCUMENTS.**

The Contract, dated June 26, 2025, and August 5, 2025, any previous amendments, addendums and / or extensions / renewals thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

**2. EFFECTIVE DATE.**

This Contract Amendment / Extension shall become effective on January 1, 2026, and shall end April 30, 2027

**3. COMPENSATION.**

The City shall bill SREC for the use of the CAD System and related IT Services on an annual basis, For the period May 1, 2025 – April 30, 2026, the City shall bill SREC the sum of **NINETY-TWO THOUSAND NINE HUNDRED TWENTY-NINE AND 65/100 DOLLARS (\$92,929.65)**. For the period May 1, 2026 – April 30, 2027, the City shall bill SREC the sum of **NINETY-SEVEN THOUSAND SIX HUNDRED THIRTEEN AND 21/100 DOLLARS (\$97,313.21)** for everything furnished and done under this Contract Amendment / Extension. This is the maximum amount to be paid under this Amendment / Extension, and shall not be exceeded without the prior written

authorization of the City, memorialized with the same formality as the original Contract and this document.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Amendment / Extension by having legally-binding representatives affix their signatures below.

**SPOKANE REGIONAL EMERGENCY COMMUNICATIONS**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature Date

By \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

**Attachments that are part of this Agreement:**

N/A

26-013a



# SERVICE AGREEMENT

500 W Monroe St  
Chicago, IL 60661  
(800) 247-2346

Contract Number: USC000126373  
Contract Modifier: R31-DEC-25 04:38:51

Date: 14-MAY-2026

<p>Company Name: Spokane Regional Emergency Communications Attn.: Randy Langford Billing Address: 12809 E Mirabeau Pkwy City, State, Zip Code: Spokane Valley, WA 99216 Customer Contact: Randy Langford Phone: 509-477-3701</p>
--

P.O.#: N/A  
Customer #: 1036355792  
Bill to Tag#: 0034  
Contract Start Date: 01-MAY-2026  
Contract End Date: 30-APR-2028  
Payment Cycle: ANNUALLY  
Currency: USD

QTY	MODEL/OPTION	SERVICES DESCRIPTION	MONTHLY EXT	EXTENDED AMT
	SVC02SVC0001C	***** Recurring Services ***** MICROWAVE SERVICES	\$7,991.52	\$95,898.33
			Sub Total	\$7,991.53
			Taxes	\$727.23
			Grand Total	\$8,718.76
<p><b>SPECIAL INSTRUCTIONS - ATTACH STATEMENT OF WORK FOR PERFORMANCE DESCRIPTIONS</b></p> <p>USC000126373 - SREC - Aviat Care MW - 2026-2028 (2 Years)</p> <p>Aviat Care - Microwave Services</p> <p>Year 1: \$47 949.17 Year 2: \$47 949.16 Total: \$95,898.33</p> <p>IRU600V1, V2, V3, and V4 equipment will be commercially reasonable effort. This no longer includes support for Andrews Dehydrators.</p>			<p>THIS SERVICE AMOUNT IS SUBJECT TO STATE AND LOCAL TAXING JURISDICTIONS WHERE APPLICABLE, TO BE VERIFIED BY MOTOROLA SOLUTIONS</p>	

---

I have received Applicable Statements of Work which describe the Services provided on this Agreement. Motorola's Terms and Conditions are attached hereto and incorporated herein by reference. By signing below, Customer acknowledges these terms and conditions govern all Services under this Agreement.

---

AUTHORIZED CUSTOMER SIGNATURE

TITLE

DATE

---

CUSTOMER (PRINT NAME)

*Peter Haigh*

CSM

05/15/2026

---

MOTOROLA REPRESENTATIVE (SIGNATURE)

TITLE

DATE

PETER HAIGH

530-956-3598

---

MOTOROLA REPRESENTATIVE (PRINT NAME)

PHONE

Company Name : Spokane Regional Emergency  
Communications  
Contract Number : USC000126373  
Contract Modifier : R31-DEC-25 04:38:51  
Contract Start Date : 01-MAY-2026  
Contract End Date : 30-APR-2028

## Service Terms and Conditions

Motorola Solutions Inc. ("Motorola") and the customer named in this Agreement ("Customer") hereby agree as follows:

### Section 1. APPLICABILITY

These Maintenance Service Terms and Conditions apply to service contracts whereby Motorola will provide to Customer either (1) maintenance, support, or other services under a Motorola Service Agreement, or (2) installation services under a Motorola Installation Agreement.

### Section 2. DEFINITIONS AND INTERPRETATION

2.1. "Agreement" means these Maintenance Service Terms and Conditions; the cover page for the Service Agreement or the Installation Agreement, as applicable; and any other attachments, all of which are incorporated herein by this reference. In interpreting this Agreement and resolving any ambiguities, these Maintenance Service Terms and Conditions take precedence over any cover page, and the cover page takes precedence over any attachments, unless the cover page or attachment states otherwise.

2.2. "Equipment" means the equipment that is specified in the attachments or is subsequently added to this Agreement.

2.3. "Services" means those installation, maintenance, support, training, and other services described in this Agreement or applicable Statement of Work.

### Section 3. ACCEPTANCE

Customer accepts these Maintenance Service Terms and Conditions and agrees to pay the prices set forth in the Agreement. This Agreement becomes binding only when accepted in writing by Motorola. The term of this Agreement begins on the "Start Date" indicated in this Agreement.

### Section 4. SCOPE OF SERVICES

4.1. Motorola will provide the Services described in this Agreement or in a more detailed statement of work or other document attached to this Agreement. At Customer's request, Motorola may also provide additional services at Motorola's then-applicable rates for the services.

4.2. If Motorola is providing Services for Equipment, Motorola parts or parts of equal quality will be used; the Equipment will be serviced at levels set forth in the manufacturer's product manuals; and routine service procedures that are prescribed by Motorola will be followed.

4.3. If Customer purchases from Motorola additional equipment that becomes part of the same system as the initial Equipment, the additional equipment may be added to this Agreement and will be billed at the applicable rates after the warranty for that additional equipment expires.

4.4. All Equipment must be in good working order on the Start Date or when additional equipment is added to the Agreement. Upon reasonable request by Motorola, Customer will provide a complete serial and model number list of the Equipment. Customer must promptly notify Motorola in writing when any Equipment is lost, damaged, stolen or taken out of service. Customer's obligation to pay Service fees for this Equipment will terminate at the end of the month in which Motorola receives the written notice.

4.5. Customer must specifically identify any Equipment that is labeled intrinsically safe for use in hazardous environments.

4.6. If Equipment cannot, in Motorola's reasonable opinion, be properly or economically serviced for any reason, Motorola may modify the scope of Services related to that Equipment; remove that Equipment from the Agreement; or increase the price to Service that Equipment.

4.7. Customer must promptly notify Motorola of any Equipment failure. Motorola will respond to Customer's notification in a manner consistent with the level of Service purchased as indicated in this Agreement.

### Section 5. EXCLUDED SERVICES

5.1. Service excludes the repair or replacement of Equipment that has become defective or damaged from use in other than the normal, customary, intended, and authorized manner; use not in compliance with applicable industry standards; excessive wear and tear; or accident, liquids, power surges, neglect, acts of God or other force majeure events.

5.2. Unless specifically included in this Agreement, Service excludes items that are consumed in the normal operation of the Equipment, such as batteries or magnetic tapes.; upgrading or reprogramming Equipment; accessories, belt clips, battery chargers, custom or special products, modified units, or software; and repair or maintenance of any transmission line, antenna, microwave equipment, tower or tower lighting, duplexer, combiner, or multicoupler. Motorola has no obligations for any transmission medium, such as telephone lines, computer networks, the internet or the worldwide web, or for Equipment malfunction caused by the transmission medium.

5.3 This Agreement pricing provided does not take into account prevailing wage requirements. Should prevailing wage regulations be applicable to this project, the pricing shall be subject to change to reflect compliance with those regulations.

#### **Section 6. TIME AND PLACE OF SERVICE**

Service will be provided at the location specified in this Agreement. When Motorola performs service at Customer's location, Customer will provide Motorola, at no charge, a non-hazardous work environment with adequate shelter, heat, light, and power and with full and free access to the Equipment. Waivers of liability from Motorola or its subcontractors will not be imposed as a site access requirement. Customer will provide all information pertaining to the hardware and software elements of any system with which the Equipment is interfacing so that Motorola may perform its Services. Unless otherwise stated in this Agreement, the hours of Service will be 8:30 a.m. to 4:30 p.m., local time, excluding weekends and holidays. Unless otherwise stated in this Agreement, the price for the Services exclude any charges or expenses associated with helicopter or other unusual access requirements; if these charges or expenses are reasonably incurred by Motorola in rendering the Services, Customer agrees to reimburse Motorola for those charges and expenses.

#### **Section 7. CUSTOMER CONTACT**

Customer will provide Motorola with designated points of contact (list of names and phone numbers) that will be available twenty-four (24) hours per day, seven (7) days per week, and an escalation procedure to enable Customer's personnel to maintain contact, as needed, with Motorola.

#### **Section 8. INVOICING AND PAYMENT**

8.1 Customer affirms that a purchase order or notice to proceed is not required for the duration of this service contract and will appropriate funds each year through the contract end date. Unless alternative payment terms are stated in this Agreement, Motorola will invoice Customer in advance for each payment period. All other charges will be billed monthly, and Customer must pay each invoice in U.S. dollars within twenty (20) days of the invoice date.

8.2 Customer will reimburse Motorola for all property taxes, sales and use taxes, excise taxes, and other taxes or assessments that are levied as a result of Services rendered under this Agreement (except income, profit, and franchise taxes of Motorola) by any governmental entity. The Customer will pay all invoices as received from Motorola. At the time of execution of this Agreement, the Customer will provide all necessary reference information to include on invoices for payment in accordance with this Agreement.

8.3 For multi-year service agreements, at the end of the first year of the Agreement and each year thereafter, a CPI percentage change calculation shall be performed using the U.S. Department of Labor, Consumer Price Index, all Items, Unadjusted Urban Areas (CPI-U). Should the annual inflation rate increase greater than 3% during the previous year, Motorola shall have the right to increase all future maintenance prices by the CPI increase amount exceeding 3%. All items, not seasonally adjusted shall be used as the measure of CPI for this price adjustment. Measurement will take place once the annual average for the New Year has been posted by the Bureau of Labor Statistics. For purposes of illustration, if in year 5 the CPI reported an increase of 8%, Motorola may increase the Year 6 price by 5% (8%-3% base)

#### **Section 9. WARRANTY**

Motorola warrants that its Services under this Agreement will be free of defects in materials and workmanship for a period of ninety (90) days from the date the performance of the Services are completed. In the event of a breach of this warranty, Customer's sole remedy is to require Motorola to re-perform the non-conforming Service or to refund, on a pro-rata basis, the fees paid for the non-conforming Service. **MOTOROLA DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**

#### **Section 10. DEFAULT/TERMINATION**

10.1. If either party defaults in the performance of this Agreement, the other party will give to the non-performing party a written and detailed notice of the default. The non-performing party will have thirty (30) days thereafter to provide a written plan to cure the default that is acceptable to the other party and begin implementing the cure plan immediately after plan approval. If the non-performing party fails to provide or implement the cure plan, then the injured party, in

addition to any other rights available to it under law, may immediately terminate this Agreement effective upon giving a written notice of termination to the defaulting party.

10.2. Any termination of this Agreement will not relieve either party of obligations previously incurred pursuant to this Agreement, including payments which may be due and owing at the time of termination. All sums owed by Customer to Motorola will become due and payable immediately upon termination of this Agreement. Upon the effective date of termination, Motorola will have no further obligation to provide Services.

10.3 If the Customer terminates this Agreement before the end of the Term, for any reason other than Motorola default, then the Customer will pay to Motorola an early termination fee equal to the discount applied to the last three (3) years of Service payments for the original Term.

#### **Section 11. LIMITATION OF LIABILITY**

Except for personal injury or death, Motorola's total liability, whether for breach of contract, warranty, negligence, strict liability in tort, or otherwise, will be limited to the direct damages recoverable under law, but not to exceed the price of twelve (12) months of Service provided under this Agreement. ALTHOUGH THE PARTIES ACKNOWLEDGE THE POSSIBILITY OF SUCH LOSSES OR DAMAGES, THEY AGREE THAT MOTOROLA WILL NOT BE LIABLE FOR ANY COMMERCIAL LOSS; INCONVENIENCE; LOSS OF USE, TIME, DATA, GOOD WILL, REVENUES, PROFITS OR SAVINGS; OR OTHER SPECIAL, INCIDENTAL, INDIRECT, OR CONSEQUENTIAL DAMAGES IN ANY WAY RELATED TO OR ARISING FROM THIS AGREEMENT OR THE PERFORMANCE OF SERVICES BY MOTOROLA PURSUANT TO THIS AGREEMENT. No action for contract breach or otherwise relating to the transactions contemplated by this Agreement may be brought more than one (1) year after the accrual of the cause of action, except for money due upon an open account. This limitation of liability will survive the expiration or termination of this Agreement and applies notwithstanding any contrary provision.

#### **Section 12. EXCLUSIVE TERMS AND CONDITIONS**

12.1. This Agreement supersedes all prior and concurrent agreements and understandings between the parties, whether written or oral, related to the Services, and there are no agreements or representations concerning the subject matter of this Agreement except for those expressed herein. The Agreement may not be amended or modified except by a written agreement signed by authorized representatives of both parties.

12.2. Customer agrees to reference this Agreement on any purchase order issued in furtherance of this Agreement, however, an omission of the reference to this Agreement will not affect its applicability. In no event will either party be bound by any terms contained in a Customer purchase order, acknowledgement, or other writings unless: the purchase order, acknowledgement, or other writing specifically refers to this Agreement; clearly indicate the intention of both parties to override and modify this Agreement; and the purchase order, acknowledgement, or other writing is signed by authorized representatives of both parties.

#### **Section 13. PROPRIETARY INFORMATION; CONFIDENTIALITY; INTELLECTUAL PROPERTY RIGHTS**

13.1. Any information or data in the form of specifications, drawings, reprints, technical information or otherwise furnished to Customer under this Agreement will remain Motorola's property, will be deemed proprietary, will be kept confidential, and will be promptly returned at Motorola's request. Customer may not disclose, without Motorola's written permission or as required by law, any confidential information or data to any person, or use confidential information or data for any purpose other than performing its obligations under this Agreement. The obligations set forth in this Section survive the expiration or termination of this Agreement.

13.2. Unless otherwise agreed in writing, no commercial or technical information disclosed in any manner or at any time by Customer to Motorola will be deemed secret or confidential. Motorola will have no obligation to provide Customer with access to its confidential and proprietary information, including cost and pricing data.

13.3. This Agreement does not grant directly or by implication, estoppel, or otherwise, any ownership right or license under any Motorola patent, copyright, trade secret, or other intellectual property, including any intellectual property created as a result of or related to the Equipment sold or Services performed under this Agreement.

#### **Section 14. FCC LICENSES AND OTHER AUTHORIZATIONS**

Customer is solely responsible for obtaining licenses or other authorizations required by the Federal Communications Commission or any other federal, state, or local government agency and for complying with all rules and regulations required by governmental agencies. Neither Motorola nor any of its employees is an agent or representative of Customer in any governmental matters.

## **Section 15. COVENANT NOT TO EMPLOY**

During the term of this Agreement and continuing for a period of two (2) years thereafter, Customer will not hire, engage on contract, solicit the employment of, or recommend employment to any third party of any employee of Motorola or its subcontractors without the prior written authorization of Motorola. This provision applies only to those employees of Motorola or its subcontractors who are responsible for rendering services under this Agreement. If this provision is found to be overly broad under applicable law, it will be modified as necessary to conform to applicable law.

## **Section 16. MATERIALS, TOOLS AND EQUIPMENT**

All tools, equipment, dies, gauges, models, drawings or other materials paid for or furnished by Motorola for the purpose of this Agreement will be and remain the sole property of Motorola. Customer will safeguard all such property while it is in Customer's custody or control, be liable for any loss or damage to this property, and return it to Motorola upon request. This property will be held by Customer for Motorola's use without charge and may be removed from Customer's premises by Motorola at any time without restriction.

## **Section 17. SOFTWARE, SUA, VIDEO AND SUBSCRIPTION SERVICES**

All software, SUA, video, and subscription services provided by Motorola are governed by the Motorola Solutions Customer Agreement available at:

[https://www.motorolasolutions.com/en\\_us/about/legal/communications\\_terms.html](https://www.motorolasolutions.com/en_us/about/legal/communications_terms.html).

## **Section 18. GENERAL TERMS**

18.1. If any court renders any portion of this Agreement unenforceable, the remaining terms will continue in full force and effect.

18.2. This Agreement and the rights and duties of the parties will be interpreted in accordance with the laws of the state in which the Services are performed.

18.3. Failure to exercise any right will not operate as a waiver of that right, power, or privilege.

18.4. Neither party is liable for delays or lack of performance resulting from any causes that are beyond that party's reasonable control, such as strikes, material shortages, or acts of God.

18.5. Motorola may subcontract any of the work, but subcontracting will not relieve Motorola of its duties under this Agreement.

18.6. Except as provided herein, neither Party may assign this Agreement or any of its rights or obligations hereunder without the prior written consent of the other Party, which consent will not be unreasonably withheld. Any attempted assignment, delegation, or transfer without the necessary consent will be void. Notwithstanding the foregoing, Motorola may assign this Agreement to any of its affiliates or its right to receive payment without the prior consent of Customer. In addition, in the event Motorola separates one or more of its businesses (each a "Separated Business"), whether by way of a sale, establishment of a joint venture, spin-off or otherwise (each a "Separation Event"), Motorola may, without the prior written consent of the other Party and at no additional cost to Motorola, assign this Agreement such that it will continue to benefit the Separated Business and its affiliates (and Motorola and its affiliates, to the extent applicable) following the Separation Event.

18.7. THIS AGREEMENT WILL RENEW, FOR AN ADDITIONAL ONE (1) YEAR TERM, ON EVERY ANNIVERSARY OF THE START DATE UNLESS EITHER THE COVER PAGE SPECIFICALLY STATES A TERMINATION DATE OR ONE PARTY NOTIFIES THE OTHER IN WRITING OF ITS INTENTION TO DISCONTINUE THE AGREEMENT NOT LESS THAN THIRTY (30) DAYS OF THAT ANNIVERSARY DATE. At the anniversary date, Motorola may adjust the price of the Services to reflect its current rates.

18.8. If Motorola provides Services after the termination or expiration of this Agreement, the terms and conditions in effect at the time of the termination or expiration will apply to those Services and Customer agrees to pay for those services on a time and materials basis at Motorola's then effective hourly rates.

18.9 This Agreement may be executed in one or more counterparts, all of which shall be considered part of the Agreement. The parties may execute this Agreement in writing, or by electronic signature, and any such electronic signature shall have the same legal effect as a handwritten signature for the purposes of validity, enforceability and admissibility. In addition, an electronic signature, a true and correct facsimile copy or computer image of this Agreement

shall be treated as and shall have the same effect as an original signed copy of this document

**Spokane Regional Emergency Communications  
Fund Resources and Uses Arising from Cash Transactions  
For the Year Ended December 31, 2025**

		<b>001 General</b>
<b>Beginning Cash and Investments</b>		
308	Beginning Cash and Investments	27,241,163
388 / 588	Net Adjustments	-
<b>Revenues</b>		
310	Taxes	-
320	Licenses and Permits	-
330	Intergovernmental Revenues	21,199,340
340	Charges for Goods and Services	8,443,852
350	Fines and Penalties	-
360	Miscellaneous Revenues	1,022,122
Total Revenues:		30,665,313
<b>Expenditures</b>		
510	General Government	-
520	Public Safety	28,742,787
530	Utilities	-
540	Transportation	-
550	Natural/Economic Environment	-
560	Social Services	-
570	Culture and Recreation	-
Total Expenditures:		28,742,787
Excess (Deficiency) Revenues over Expenditures:		1,922,527
<b>Other Increases in Fund Resources</b>		
391-393, 596	Debt Proceeds	-
397	Transfers-In	-
385	Special or Extraordinary Items	-
381, 382, 389, 395, 398	Other Resources	-
Total Other Increases in Fund Resources:		-
<b>Other Decreases in Fund Resources</b>		
594-595	Capital Expenditures	2,069,448
591-593, 599	Debt Service	64,847
597	Transfers-Out	-
585	Special or Extraordinary Items	-
581, 582, 589	Other Uses	-
Total Other Decreases in Fund Resources:		2,134,295
<b>Increase (Decrease) in Cash and Investments:</b>		<b>(211,768)</b>
<b>Ending Cash and Investments</b>		
50821	Nonspendable	-
50831	Restricted	-
50841	Committed	12,500,000
50851	Assigned	8,355,001
50891	Unassigned	6,174,393
<b>Total Ending Cash and Investments</b>		<b>27,029,394</b>

*The accompanying notes are an integral part of this statement.*

**Spokane Regional Emergency Communications  
Public Authority  
Notes to the Financial Statements  
For the Year Ending December 31, 2025**

**Note 1 – Summary of Significant Accounting Policies**

Spokane Regional Emergency Communications Public Authority (“SREC911” or the “Authority”) began providing services on July 1, 2019 and operates under the laws of the state of Washington applicable to a Public Development Authority. The Authority is a special purpose local government and provides Enhanced 911 operations and emergency dispatch services to local governments and citizens in Spokane County, Washington.

SREC is a component unit of Spokane County (the County), Washington, the primary government. SREC is fiscally dependent on the County as approval is required for debt issuance, and repayment of liabilities without County funding would be repaid almost entirely by the primary government. Therefore, financial statements are presented blended in the Spokane County annual financial report. The County’s financial statements can be obtained from the Spokane County, Financial & Management Services, 1116 W. Broadway Avenue, Spokane, WA 99260.

The Authority reports financial activity in accordance with the *Cash Basis Budgeting, Accounting and Reporting System* (BARS) Manual prescribed by the State Auditor’s Office under the authority of Washington State law, Chapter 43.09 RCW. This manual prescribes a financial reporting framework that differs from Generally Accepted Accounting Principles (GAAP) in the following manner:

- Financial transactions are recognized on a cash basis of accounting as described below.
- Component units are required to be disclosed but are not included in the financial statements (see **note** to the financial statements).
- Government-wide statements, as defined in GAAP, are not presented.
- All funds are presented, rather than a focus on major funds.
- The *Schedule of Liabilities* is required to be presented with the financial statements as supplementary information.
- Supplementary information required by GAAP is not presented.
- Ending balances are presented using classifications that are different from the ending net position classifications in GAAP.

## A. Fund Accounting

Financial transactions of the government are reported in individual funds. Each fund uses a separate set of self-balancing accounts that comprises its cash and investments, revenues and expenditures. The government's resources are allocated to and accounted for in individual funds depending on their intended purpose. The following fund types are used:

### Governmental Fund Types:

#### General Fund

This fund is the primary operating fund of the government. It accounts for all financial resources except those required or elected to be accounted for in another fund.

## B. Basis of Accounting and Measurement Focus

Financial statements are prepared using the cash basis of accounting and measurement focus. Revenues are recognized when cash is received, and expenditures are recognized when paid.

In accordance with state law and because the Authority uses Spokane County as the Treasurer, SREC911 recognizes expenditures paid during Spokane County's open period for claims incurred during the previous period.

#### C. Cash and Investments

It is the Authority's policy to invest all temporary cash surpluses. For further information see Note 3 – *Deposits and Investments*.

#### D. Capital Assets

Capital assets are assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of three years. Capital assets and inventory are recorded as capital expenditures when purchased.

#### E. Compensated Absences

Paid Time Off (PTO) may be accumulated up to 624 hours and is payable upon separation or retirement. Any PTO hour accumulated above this number are put into a Catastrophic Account. The Catastrophic Account can only be used after an employee has covered the first 24 hours of leave from the PTO or Personal Holiday. The account can grow to a maximum of 800 hours. The account will only be paid out upon retirement under the following conditions:

- The employee is 55 years old or older.
- The employee has worked for SREC or in the building for at least 15 years.
- If the employee meets those conditions, then 25% of the hours in their Catastrophic Account will be paid in a VEBA account upon separation.

Payments are recognized as expenditures when paid. Beginning in 2024, SREC911 included all leave types used but not paid at year-end, such as Administrative, Bereavement, Jury Duty, Military, and Personal Holiday, ensuring

comprehensive compliance with the updated standards for financial reporting of accrued leave obligations. The estimated cost of unpaid annual leave accrued through 2025 was \$1,632,965.

#### F. Liabilities

See Note 4 – *Long Term Liabilities* and Note 6 – *Pension Plans*.

#### G. Subscription Based Information Technology Arrangements (SBITA)

SBITAs are reported as liabilities. For more information see Note 8 – SBITA.

#### H. Restricted and Committed Portion of Ending Cash and Investments

Beginning and Ending Cash and Investments are reported as restricted or committed when it is subject to restrictions on use imposed by external parties or due to internal commitments established by The Board. When expenditures that meet restrictions are incurred, the Authority intends to use the most restricted resources first.

Commitments of Ending Cash and Investments consist of \$12,500,000 for the specific purpose of facility replacement.

### **Note 2 – Deposits and Investments**

Investments are reported at fair value. Deposits and investments by type on December 31, 2025 are as follows:

#### A. Deposits

- a. Cash on hand, held by the Spokane County Treasurer, on December 31, 2025 was \$26,996,209.

## Investments

The Authority is a voluntary participant in the Spokane County Investment Pool, an external investment pool operated by the County Treasurer. The pool is not rated or registered with the SEC, rather oversight is provided by the County Finance Committee in accordance with RCW 36.48.070. The Authority reports its investment in the pool at fair value, which is the same as the value of the pool per share. The pool does not impose liquidity fees or redemption gates on participant withdrawals. In accordance with State law, the district's governing body has a formal interlocal agreement with the district's *ex officio* treasurer, Spokane County, to have all its funds not required for immediate expenditure to be invested in the Spokane County Investment Pool (SCIP):

As of December 31, 2025, the district had the following investments:

<u>Investment Type</u>	<u>Fair Value</u>
Spokane County Investment Pool	\$27,131,190

**Interest Rate Risk.** As of December 31, 2025, the Pool's effective duration was 1.82 years. As a means of limiting its exposure to rising interest rates, securities purchased in the Pool must have a weighted average maturity, no longer than two and one-half years. The weighted-average maturity of SCIP on 12/31/25 was 1.94 years. While the Pool's market value is calculated monthly, unrealized gains and losses are not distributed to participants. The Pool distributes earnings monthly using an amortized cost methodology.

**Credit Risk.** As of December 31, 2025, the district's investment in the Pool was not rated by a nationally-recognized statistical rating organization (NRSRO). In compliance with state statutes, the SCIP Investment Policy authorizes investments in U.S. Treasury securities, U.S. agency securities, supranational institution obligations, municipal securities, certificates of deposits or bank deposits of qualified public depositories, repurchase agreements, corporate

notes, commercial paper, Direct District Notes and the Local Government Investment Pool managed by the Washington State Treasurer’s office.

It is the Authority’s policy to invest all temporary cash surpluses.

**Note 3 – Related Parties**

SREC is a component unit of Spokane County (the County), Washington, the primary government. The Authority is a special purpose local government and provides Enhanced 911 operations and emergency dispatch services to local governments and citizens in Spokane County, Washington. Employees of SREC participate in the Spokane Employees’ Retirement System (SERS), a single employer defined benefit pension plan covering employees of the City of Spokane, administered in accordance with Chapters 3.05 and 4.14 of the Spokane Municipal Code (SMC).

In 2025 SREC received \$21,199,340 from the County in Intergovernmental revenue for Enhanced 911 operations and emergency dispatch services. SREC paid the County \$1,348,396 for Information Technology Support services, \$5354 for banking fees, \$3,123 for electrical improvements, and \$2524 for property tax.

In 2025 SREC received \$8,443,852 from local agencies for emergency dispatch services:

<b><u>Related Parties</u></b>	<b><u>Received in 2025</u></b>
Spokane County Fire District 2	\$7,911
Spokane County Fire District 3	\$70,993
Spokane County Fire District 4	\$257,886
Spokane County Fire District 5	\$5,073
Spokane County Fire District 8	\$142,334
Spokane County Fire District 9	\$282,061
Spokane County Fire District 10	\$34,694
Spokane County Fire District 11	\$5,166
Spokane County Fire District 12	\$8,075
Spokane County Fire District 13	\$4,817
Airway Heights Fire District	\$104,801

Cheney, City of	\$363,475
Spokane, City of	\$2,514,537
Spokane County Law	\$3,562,232
Spokane Valley Fire District	\$1,079,800

In 2025 SREC paid local agencies \$114,861 for shared building and maintenance at the Back-up Center, \$37,244 in permitting for construction at the new facility, \$4,322 for permitting at the temporary admin facility, \$2,770 for tower utilities, \$337 for parking fees, and \$74 for training shared costs.

In 2025 SREC paid the City of Spokane \$137,615 for SERS contributions, \$1,317,376 for CCB Cost Sharing 2022-2025, \$335,823 for CAD Fire 2022-2025, \$1,920 for dumpster fees, and \$420 for LPG permits.

**Note 4 – Long-Term Liabilities**

During the year ended December 31, 2025, the following changes occurred in compensated absences:

	<b>Beginning Balance 01/01/2025</b>	<b>Additions</b>	<b>Reductions</b>	<b>Ending Balance 12/31/2025</b>
Compensated Absences	1,378,998	253,967	-	1,632,965

**Note 5 – Other Disclosures**

SREC911 has an active construction project as of December 31, 2025. The project includes retrofitting 12809 E. Mirabeau Pkwy Spokane Valley, WA. At year end the Authority’s commitments with contractors are as follows:

<b>Project</b>	<b>Spent to Date</b>	<b>Remaining Commitment</b>
12809 E Mirabeau Pkwy	\$ 10,478,415	\$ 24,521,585

## **Note 6 – Pension Plans**

### A. State Sponsored Pension Plans

Substantially all the Authority’s full-time and qualifying part-time employees participate in the following statewide retirement systems administered by the Washington State Department of Retirement Systems (DRS), under cost-sharing, multiple-employer public employee defined benefit and defined contribution retirement plans Public Employees’ Retirement System (PERS) and Public Safety Employees’ Retirement System (PSERS).

The State Legislature establishes, and amends, laws pertaining to the creation and administration of all public retirement systems.

The Department of Retirement Systems, a department within the primary government of the State of Washington, issues a publicly available Annual Comprehensive Financial Report (ACFR) that includes financial statements and required supplementary information for each plan.

The DRS ACFR may be downloaded from the DRS website at [www.drs.wa.gov](http://www.drs.wa.gov).

At June 30, 2025 (*the measurement date of the plans*), the Authority’s proportionate share of the collective net pension liabilities, as reported on the Schedule of Liabilities, was as follows:

Plan	Employer Contributions	Allocation %	Liability (Asset)
PERS 1	\$ 282,124	0.051166%	603,245
PERS 2/3	\$ 262,382	0.024723%	(943,473)
PSERS 2	\$ 467,561	0.591120%	(223,875)

### B. Local Government Pension Plans

## Plan Description

Employees of SREC participate in the Spokane Employees' Retirement System (SERS), a single employer defined benefit pension plan covering employees of the City of Spokane, administered in accordance with Chapters 3.05 and 4.14 of the Spokane Municipal Code (SMC).

Management of SERS is vested in the SERS Board, which consists of seven members—three members are elected by active employee plan members, three members are appointed by the Spokane City Council, and one member (who may not be an elected official or employee of the city) is appointed by the other six Board members.

SERS, a fiduciary fund of the City of Spokane (City), issues a publicly available annual comprehensive financial report (ACFR) that includes financial statements and required supplementary information for the plan. The SERS Annual Comprehensive Financial Report may be obtained by writing to:

Spokane Employees' Retirement System  
808 W. Spokane Falls Boulevard, Suite 604  
Spokane, WA 99201-3324

Or the SERS Annual Comprehensive Financial Report may be downloaded from the City's website at <http://www.spokanesers.org>.

At the end of fiscal year 2025, SREC had 9 employees participating in the SERS plan, the 2025 contribution rate was 11%. During 2025, SREC911 contributed \$137,615 to the SERS plan. At December 31, 2024 (the measurement date of the plan) SREC's portion of the 2024 Net Pension Liability is as follows:

Plan	Employer Contributions	Allocation %	Liability (Asset)
SERS	\$ 128,327	0.831800%	\$ 2,036,054

## **Note 7 – Risk Management**

SREC911 is a member of the Washington Cities Insurance Authority (WCIA). Utilizing Chapter 48.62 RCW (self-insurance regulation) and Chapter 39.34 RCW (Interlocal Cooperation Act), nine cities originally formed WCIA on January 1, 1981. WCIA was created for the purpose of providing a pooling mechanism for jointly purchasing insurance, jointly self-insuring, and / or jointly contracting for risk management services. As of December 31, 2025, WCIA had a total of 168 members.

New members initially contract for a three-year term, and thereafter automatically renew on an annual basis. A one-year withdrawal notice is required before membership can be terminated. Termination does not relieve a former member from its unresolved loss history incurred during membership.

Liability coverage is written on an occurrence basis, without deductibles. Coverage includes general, automobile, police, errors or omissions, stop gap, employment practices, prior wrongful acts, and employee benefits liability. Limits are \$4 million per occurrence in the self-insured layer, and \$16 million in limits above the self-insured layer is provided by reinsurance. Total limits are \$20 million per occurrence subject to aggregates and sublimits. The Board of Directors determines the limits and terms of coverage annually.

All Members are provided a separate cyber risk policy and premises pollution liability coverage group purchased by WCIA. The cyber risk policy provides coverage and separate limits for security & privacy, event management, and cyber extortion, with limits up to \$1 million and subject to member deductibles, sublimits, and a \$5 million pool aggregate. Premises pollution liability provides Members with a \$2 million incident limit and \$10 million pool aggregate subject to a \$100,000 per incident Member deductible.

Insurance for property, automobile physical damage, fidelity, inland marine, and equipment breakdown coverage are purchased on a group basis. Various deductibles apply by type of coverage. Property coverage is self-funded from the members' deductible to \$1,000,000, for all perils other than flood and earthquake, and insured above that to \$400 million per occurrence subject to aggregates and sublimits. Automobile physical damage coverage is self-funded from the members' deductible to \$250,000 and insured above that to \$100 million per occurrence subject to aggregates and sublimits.

In-house services include risk management consultation, loss control field services, and claims and litigation administration. WCIA contracts for certain claims investigations, consultants for personnel and land use issues, insurance brokerage, actuarial, and lobbyist services.

WCIA is fully funded by its members, who make annual assessments on a prospectively rated basis, as determined by an outside, independent actuary. The assessment covers loss, loss adjustment, reinsurance and other administrative expenses. As outlined in the interlocal, WCIA retains the right to additionally assess the membership for any funding shortfall.

An investment committee, using investment brokers, produces additional revenue by investment of WCIA's assets in financial instruments which comply with all State guidelines.

A Board of Directors governs WCIA, which is comprised of one designated representative from each member. The Board elects an Executive Committee and appoints a Treasurer to provide general policy direction for the organization. The WCIA Executive Director reports to the Executive Committee and is responsible for conducting the day-to-day operations of WCIA. SREC911 self-insures for unemployment compensation on a reimbursable basis. Any detailed information is reported each year on the Schedule 21.

**Note 8 – Subscription Based Information Technology Arrangements (SBITA)**

SREC911 made the final subscription payment of \$6,648 per year for Ednetics Umbrella security software. The SBITA contract is for 3 years with no stated option to extend. Effective 3/18/2024, SREC911 entered a new 3-year SBITA contract with Motorola for Rave AppArmor in the amount of \$57,600 annually.

The total amount paid for SBITAs in 2025 was \$64,248. As of December 31, 2025, the future SBITA payments are as follows:

Year ended December 31	Total
2026	\$57,600
Total	\$57,600

# Spokane Regional Emergency Communications

Schedule 01

For the year ended December 31, 2025

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
3213	001	General	3083100	Restricted Cash and Investments - Beginning	\$0
3213	001	General	3084100	Committed Cash and Investments - Beginning	\$13,700,000
3213	001	General	3085100	Assigned Cash and Investments - Beginning	\$1,250,000
3213	001	General	3089100	Unassigned Cash and Investments - Beginning	\$12,291,163
3213	001	General	3370000	Local Awards, Entitlements, Tribal Government Distributions, and Other Payments	\$21,199,340
3213	001	General	3428000	Dispatch Services	\$8,443,852
3213	001	General	3611000	Investment Earnings	\$933,547
3213	001	General	3699100	Miscellaneous Other Operating	\$88,575
3213	001	General	5280010	Dispatch Services	\$13,305,366
3213	001	General	5280020	Dispatch Services	\$5,165,300
3213	001	General	5280030	Dispatch Services	\$548,194
3213	001	General	5280040	Dispatch Services	\$9,723,927
3213	001	General	5083100	Restricted Cash and Investments - Ending	\$0
3213	001	General	5084100	Committed Cash and Investments - Ending	\$12,500,000
3213	001	General	5085100	Assigned Cash and Investments - Ending	\$8,355,001
3213	001	General	5089100	Unassigned Cash and Investments - Ending	\$6,174,393
3213	001	General	5912870	Debt Repayment - Dispatch Services	\$64,847
3213	001	General	5942860	Capital Expenditures/Expenses - Dispatch Services	\$2,069,448

**Spokane Regional Emergency Communications  
Schedule of Liabilities  
For the Year Ended December 31, 2025**

ID. No.	Debt ID Title	Description	Beginning Balance	Additions	Reductions	Ending Balance
<b>General Obligation Debt/Liabilities</b>						
263.56	Leases, SBITA, and PPPs	SBITA	121,849	-	64,249	57,600
<b>Total General Obligation Debt/Liabilities:</b>			<b>121,849</b>	<b>-</b>	<b>64,249</b>	<b>57,600</b>
<b>Revenue and Other (non G.O.) Debt/Liabilities</b>						
259.12	Compensated Absences	Compensated Absences	1,378,998	253,967	-	1,632,965
264.30	Pension Liabilities	PERS Net Pension Liability	898,565	-	295,320	603,245
264.30	Pension Liabilities	Spokane Employees' Retirement System Liability	2,267,120	-	231,066	2,036,054
<b>Total Revenue and Other (non G.O.) Debt/Liabilities:</b>			<b>4,544,683</b>	<b>253,967</b>	<b>526,386</b>	<b>4,272,264</b>
<b>Total Liabilities:</b>			<b>4,666,532</b>	<b>253,967</b>	<b>590,635</b>	<b>4,329,864</b>

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Spokane Regional Emergency Communications**Local Government Risk Assumption  
For the Year Ended December 31, 2025**

1. Self-Insurance Program Manager: Washington State Employment Security Department
2. Manager Phone: (360) 902-9450
3. Manager Email: UFTSupport@esd.wa.gov
4. How do you insure property and liability risks, if at all?
  - a. Self-insurance program with accumulated resources for some or all risks.
  - b. Belong to a public entity risk pool
  - c. Purchase private insurance
  - d. Retain risk internally without accumulating resources (i.e., risk assumption)
5. How do you provide health and welfare insurance (e.g., medical, dental, prescription drug, and/or vision benefits) to employees, if at all?
  - a. Self-insurance program with accumulated resources for some or all benefits.
  - b. Belong to a public entity risk pool
  - c. All benefits provided by health insurance company or HMO
  - d. Not applicable – no such benefits offered
6. How do you insure unemployment compensation benefits, if any?
  - a. “Reimbursable” status, with accumulated resources (i.e. self-insurance program)
  - b. “Reimbursable” status, but with no accumulated resources (i.e. risk assumption)
  - c. Belong to a public entity risk pool
  - d. Pay taxes to the Department of Employment Security (“Taxable”)
  - e. Not applicable – no employees
7. How do you insure workers compensation benefits, if any?
  - a. Approved self-insured employer
  - b. Belong to a public entity risk pool
  - c. Pay premiums to the Department of Labor and Industries
  - d. Not applicable – no employees
8. How do you participate in the Washington Paid Family & Medical Leave Program?
  - a. “Voluntary Plan” for one or both program benefits, with accumulated resources (i.e. self-insurance program)
  - b. “Voluntary Plan” for one or both program benefits, but with no accumulated resources (i.e. risk assumption)
  - c. Pay premiums to the State’s program for both benefits
  - d. Purchase private insurance
  - e. Not applicable – no employees

NEW OPTION FOR 2025 QUESTION 6. NOW NO LONGER NEED THE TABLE BELOW BECAUSE NO 'A' ANSWERS:  
 PROPOSE REMOVING THIS PAGE COMPLETELY FROM THE SUBMISSION

**Unemployment compensation – reimbursable:** The reimbursable status is considered self-insurance if funds are accumulated in advance and set aside to pay future claims. If no funds are accumulated in advance and set aside to pay future claims, then the entity is simply assuming risk and is not operating a self-insurance program. Entities must be approved for reimbursable status by the ESD. Entities report quarterly wages to the ESD. Unemployment claims are still managed, approved and paid by the ESD, but the ESD submits a quarterly claim for reimbursement to the entity for all claims paid on the entity’s behalf.

**If the local government DID NOT answer (a) to any of the above questions, then there is no need to complete the rest of this schedule.**

**If the local government answered (a) to any of the above questions, then answer the rest of the form in relation to the government’s self-insured risks and copy the table below as needed.**

	<b><u>Please list the title of the self-insurance program or type of risk covered by self-insurance:</u></b>				
	<i>Program/Risk 1</i>	<i>Program/Risk 2</i>	<i>Program/Risk 3</i>	<i>Program/Risk 4</i>	<i>Program/Risk 5</i>
Self-Insurance as a <i>formal</i> program?					
If yes, do other governments participate?					
If yes, please list participating governments.					
Self-Insure as part of a joint program?					
Does a Third-Party Administer manage claims?					
If no, does an employee or official reconcile claims payments to the information in the claims management software or other records of approved claims? (Not applicable for self-insured unemployment compensation.)					
Has program had a claims audit in last three years?					
Are program resources sufficient to cover expenses?					
Does an actuary estimate program liability?					
Number of claims paid during the period?					

Total amount of paid claims during the period?					
Total amount of recoveries during the period?					

Provide any other information necessary to explain answers to the Schedule 21 questions above.

**Spokane Regional Emergency Communications**

**Schedule 21 Questions 1-6 (unaudited)**

**For Fiscal Year Ended: 2025**

<b>Property and Liability Insurance</b>	<b>Health and Welfare Insurance</b>	<b>Unemployment Compensation Obligations</b>	<b>Workers Compensation Obligations</b>	<b>Other Risks or Obligations</b>
Belong to a public entity risk pool	All benefits provided by health insurance company or HMO	"Reimbursable" status, but with no accumulated resources (i.e. risk assumption)	Approved self-insured employer	

Washington PFML Program	Entity	Government Type
Pay premiums to the State's program for both benefits	Spokane Regional Emergency Communications	Public Development Authority

# SREC POLICY 104-1 POL

## SREC Membership

**Date: 052021**

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### GENERAL INFORMATION

The purpose of this policy is to outline membership tiers, establish a rate formula based on participation and location, and define governance representation.

#### 1. Membership Tiers

- a. **Full users:** Like most of SREC's current users, "full users" take advantage of all or most of SREC's suite of services, including Crime Check call taking, 911 call taking, dispatch (law, fire, or both), and access to radios and related services such as maintenance, software upgrades, etc.
- b. **Partial users:** Some user agencies may choose to contract with SREC for just one or two services, such as just Crime Check and 911 call taking or just radios and related services.

#### 2. Rate Formula

- a. Inside Spokane County: full or partial membership tier is based on use of services and overall impact to SREC, with the same rates for each type. SREC will conduct or retain the services to conduct a cost analysis of adding the new customer. Potential new customers shall pay for the analysis.
  - i. Call taking is paid for by 911 taxes, so charges are just for dispatch or radios and related services.
  - ii. Crime Check = cost recovery rate from the 1/10<sup>th</sup> of 1% sales tax to include equipment, FTE, and overhead
  - iii. Dispatch = Board approved rate formula – policy #
  - iv. Radios = cost recovery rate based on equipment, use, and overhead.
- b. **Outside Spokane County:** Customers will be entire dispatch systems (not individual public safety agencies). SREC determines fee based on a cost analysis. SREC will conduct or retain the services to conduct a cost analysis of adding the new customer. Potential new customers shall pay for the analysis. Rates may vary and will depend on the variables determined by the cost analysis.

#### 3. Governance Representation

- a. **Elected Officials:** The only elected official with Governance representation is the elected Spokane County Sheriff who represents the citizens of the entire county and serves as the Chief Executive of the Sheriff's department.
- b. **Governing Board:** Full users will have a voting member on the Governing Board; partial users do not.
- c. **Law Group & Fire Group:** All users will have a member(s) on Operational advisory boards.
- d. **Outside Spokane County:** If a new dispatch & communication system chooses to join SREC for full services, it would receive one governing board member for the system and one advisory board member for the system on the law and fire advisory groups.

# SREC POLICY 104-1 POL

## SREC Membership

Date: 052021

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### 4. Definitions

#### a. **Cost Analysis:**

Analysis of impacts is based on: (Includes one-time and ongoing costs)

- i. Governance
- ii. Operations
- iii. Technology
- iv. Facility
- v. Overall impact to SREC
- vi. Other as may be necessary

b. **Governance:** Full or partial, with voting implications as well as cost and service level expectations.

c. **Operations:** Protect existing members services and costs; align new customer's operating model with SREC's; workload study; staffing & training needs.

d. **Technology:** Examine systems at SREC and new agency. Call-flow approach = impacts from call receiving to dispatching to incident reporting. Both primary center and backup center.

e. **Facilities:** Furniture and space utilization; primary & backup.

f. **Financial Models:** one-time and ongoing costs from governance, operations, technology, and facility impacts. Include costs for management, training (incl. overtime), and documentation, as well as incremental technology or facility changes and Capital improvements.

g. **Scaled Analysis:** Small (i.e., radio use only) might be fully in-house; modest (i.e., small agency within SREC's existing structure) might be largely in-house with outside review; large (i.e., a neighboring county or complex agency) may require a fully structured independent analysis.

# SREC POLICY 104-X POL

## SREC Funding and Member Agency Rate Formula

**Date: 0**

**Cancels: All Previous**

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### GENERAL INFORMATION

The purpose of this policy is to outline funding and a member agency rate formula

1. Funding sources for the operation of Spokane Regional Emergency Communication System
  - a. Emergency Communications Sales and Use Tax – Transferred from Spokane County
  - b. E911 Excise Tax—Transferred from Spokane County
  - c. Interest Income—Transferred from SCIF/Spokane County
  - d. Grant Income—Transferred by Spokane County
  - e. Miscellaneous Income—Collected by SREC
  - f. Contracted Fees—Collected by SREC
  - g. Debt Financing—Spokane County
  - h. Member User Fees—Collected by SREC
2. Member Rate Formula
  - a. The cost pool will include overall budgeted expenses for operating, capital improvement, capital project reserve contribution, operating reserve contribution, and desired unrestricted fund balance.
  - b. Board approved Reserved Funds use will be applied to specific expenses
  - c. Board approved Fund Balance use will be applied to specific expenses or as otherwise authorized
  - d. Funding sources a-g from section 1 above are applied against the cost pool
  - e. The resulting unfunded amount of the cost pool is the total Member User Fee to be used in the rate formula
  - f. The Rate Formula will include two tiers
    - i. Tier one will be determined by the proportion of costs assigned between Fire and Law Enforcement
    - ii. Tier two will be an apportionment to each agency based on their calls for service.
3. Member User Fees Billing
  - a. Member agencies will be billed in January of each year
  - b. Payments due dates will be according to current SLA's
4. Contracted services or other special circumstances
  - a. Contracted services provided to agencies will be based on the cost of service including any indirect or reserve contribution requirements as determined by the board.

SREC Policy 104-X Example of Member Rate Formula (2f)

<b>TIER ONE</b>	<b>Salary &amp; Benefits</b>	<b>All Other</b>	<b>Total</b>	<b>Law %</b>	<b>Fire %</b>	<b>Law \$</b>	<b>Fire \$</b>
Gen Admin	1,252,348	1,065,449	2,317,797	50%	50%	1,158,898	1,158,898
HR/Finance	919,217	149,440	1,068,657	50%	50%	534,329	534,329
Comm&PubEd	183,569	90,498	274,066	50%	50%	137,033	137,033
ECR*	4,428,773	192,625	4,621,398	58%	42%	2,680,411	1,940,987
CC*	3,927,403	170,818	4,098,221	95%	5%	3,893,310	204,911
Disp*	6,303,782	274,176	6,577,958	45%	55%	2,960,081	3,617,877
Gen Tech	246,285	1,772,231	2,018,516	50%	50%	1,009,258	1,009,258
Radio Tech*	1,342,280	3,583,344	4,925,624	76%	24%	3,743,474	1,182,150
IT Tech	752,467	732,684	1,485,151	50%	50%	742,575	742,575
CAD*	755,579	2,225,726	2,981,305	58%	42%	1,729,157	1,252,148
Capital		400,000	400,000	50%	50%	200,000	200,000
Facility		21,571,000	21,571,000	50%	50%	10,785,500	10,785,500
<b>Total Costs</b>	<b>20,111,702</b>	<b>32,227,990</b>	<b>52,339,693</b>			<b>29,574,026</b>	<b>22,765,667</b>
Total Percentage						56.5%	43.5%
*Percentages are determined by system generated statistics.							
			<b>Total</b>			<b>Law</b>	<b>Fire</b>
<b>Board Approved 2026 User Fee</b>			<b>\$ 5,615,162</b>			<b>\$ 3,172,792</b>	<b>\$ 2,442,370</b>

<b>TIER TWO</b>	<b>2026 Incidents and Charges</b>		
<b>Law Enforcement Agency</b>	<b>Number</b>	<b>Percent</b>	<b>Charges</b>
Spokane County Sheriff's Office	67,360	35%	1,099,023
Spokane Valley PD	78,754	40%	1,284,923
Airway Heights PD	15,856	8%	258,701
Liberty Lake PD	11,139	6%	181,740
EWU PD	1,720	1%	28,063
Kalispel Tribe PD	9,853	5%	160,758
Cheney PD	9,781	5%	159,583
Totals	194,463	100%	3,172,792
Average Price per Law Call			16.32
<b>Fire Agency</b>	<b>Number</b>	<b>Percent</b>	<b>Charges</b>
Airway Heights Fire	2,364	5%	126,966
Cheney Fire	2,099	5%	112,733
FD2	154	0%	8,271
FD3	2,982	7%	160,157
FD4	4,065	9%	218,323
FD5	113	0%	6,069
FD8	2,438	5%	130,940
FD9	5,894	13%	316,555
FD10	1,073	2%	57,629
FD11	146	0%	7,841
FD12	37	0%	1,987
FD13	194	0%	10,419
SVFD	23,916	53%	1,284,480
Spokane Fire Dept	-	0%	-
Totals	45,475	100%	2,442,370
Average Price per Fire Call			53.71

# SREC POLICY 200-2 POL

## FUND BALANCE RESERVES

**Date: 082020**

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### GENERAL INFORMATION

The purpose of this policy is to ensure that Spokane Regional Emergency Communications has adequate reserve levels to provide planning flexibility, capital funding, and safeguards for unforeseen events.

#### 1. OPERATING RESERVES

- a. The target minimum operating reserve fund for Spokane Regional Emergency Communications is three (3) months of average operating costs. The calculation of average monthly operating costs includes all recurring, predictable expenses such as salaries and benefits, occupancy, office, travel, program, and ongoing professional services. The Operating Reserve fund is used to temporarily support operations in the event of an unanticipated loss in revenue or increase in expenses. (aka Rainy-Day Fund)
  - i. The amount of the operating reserve will be calculated each year after approval of the annual budget, by the Board of Directors, and included in regular financial reports.
  - ii. The operating reserve will be funded with surplus unrestricted operating funds. The Board of Directors may from time to time direct that a specific source of revenue be set aside for operating reserves.
  - iii. To use the operating reserves, the Executive Director will submit a request to the Board of Directors. The request will include the analysis and determination of the use of funds and plans for replenishment. The organization's goal is to replenish the funds used within twelve (12) months to restore the operating reserve fund to the target minimum amount.

#### 2. CAPITAL RESERVE FOR RENEWAL AND REPLACEMENT

- a. The target minimum capital reserve for renewal & replacement for Spokane Regional Emergency Communications is up to 40% of the average annual 6-year capital replacement plan budget, as determined by the Board of Directors. The calculation of average annual capital replacement plan includes all cost of equipment and services not included in within other special funding of specific project reserve. The Capital Reserve for Renewal & Replacement fund is used to ensure critical equipment replacement is not disrupted by unanticipated loss of revenue, one-time events, or increased costs.

## FUND BALANCE RESERVES 200-2 POL

Date: 082020

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- b.
  - i. The amount of the capital reserve for renewal & replacement reserve will be calculated each year after approval of the annual budget, by the Board of Directors, and included in regular financial reports.
  - ii. The capital reserve for renewal & replacement reserve will be funded with surplus restricted and or unrestricted funds. The Board of Directors may from time to time direct that a specific source of revenue be set aside for capital reserve for renewal & replacement reserves.
  - iii. To use the capital reserve for renewal & replacement reserves, the Executive Director will submit a request to the Board of Directors. The request will include the analysis and determination of the use of funds and plans for replenishment. The organization's goal is to replenish the funds used within twelve (12) months to restore the reserve fund to the target minimum amount.

### 3. CAPITAL PROJECT RESERVE (specific)

- a. The target capital project (specific) reserve for Spokane Regional Emergency Communications is determined by the Board of Directors from time to time in response to specific capital project planning requests. The Capital Project (specific) Reserve fund is to be used to fund all or part of large projects that not supported by other reserves.
  - i. The amount of the capital project (specific) reserve will be calculated during the planning and approval of the capital project, by the Board of Directors, and included in regular financial reports.
  - ii. The capital project (specific) reserve will be funded with surplus restricted or unrestricted funds. The Board of Directors may from time to time direct that a specific source of revenue be set aside for capital project (specific) reserves.
  - iii. To use the capital project (specific) reserves, the Executive Director will submit a request to the Board of Directors. The request will include the analysis and determination of the use of funds and plans for replenishment. The organization's goal is to replenish the funds as needed.

# SREC POLICY 200-X POL

## FUND BALANCE RESERVES

Date: XXXXX

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### GENERAL INFORMATION

The purpose of this policy is to ensure that Spokane Regional Emergency Communications has adequate reserve levels to provide planning flexibility, capital funding, and safeguards for unforeseen events.

#### 1. OPERATING RESERVES

- a. The target operating reserve fund for Spokane Regional Emergency Communications is two (2) months of average operating costs. The calculation of average monthly operating costs includes all recurring, predictable expenses such as salaries and benefits, occupancy, office, travel, program, and ongoing professional services. The Operating Reserve fund is used to temporarily support operations in the event of an unanticipated loss in revenue or increase in expenses. (aka Rainy-Day Fund)
  - i. The amount of the operating reserve will be calculated each year after approval of the annual budget, by the Board of Directors, and included in regular financial reports.
  - ii. The operating reserve will be funded with surplus unrestricted operating funds. The Board of Directors may from time to time direct that a specific source of revenue be set aside for operating reserves.
  - iii. To use the operating reserves, the Executive Director will submit a request to the Board of Directors. The request will include the analysis and determination of the use of funds and plans for replenishment. The organization's goal is to replenish the funds used within twelve (12) months to restore the operating reserve fund to the target amount.

#### 2. CAPITAL PROJECT RESERVE (specific)

- a. The target capital project (specific) reserve for Spokane Regional Emergency Communications is determined by the Board of Directors from time to time in response to specific capital project planning requests. The Capital Project (specific) Reserve fund is to be used to fund all or part of large projects that are not supported by other reserves.
  - i. The amount of the capital project (specific) reserve will be calculated during the planning and approval of the capital project, by the Board of Directors, and included in regular financial reports.
  - ii. The capital project (specific) reserve will be funded with surplus restricted or unrestricted funds. The Board of Directors may from time to time direct that a specific source of revenue be set aside for capital project (specific) reserves.

## BUDGETARY CONTROL AND MANAGEMENT POLICY 200-1 POL

Date: 100119

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- iii. To use the capital project (specific) reserves, the Executive Director will submit a request to the Board of Directors. The request will include the analysis and determination of the use of funds and plans for replenishment. The organization's goal is to replenish the funds as needed.

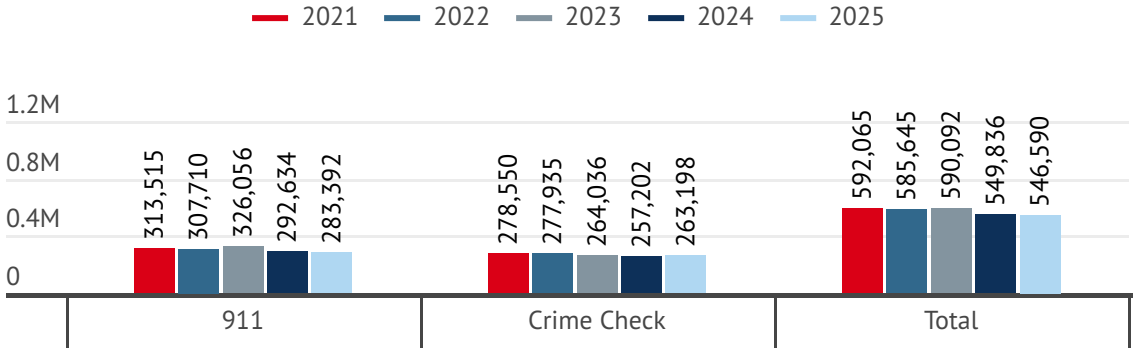
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# Board Operations Report

May 21, 2026



## 911 & Crime Check Calls Five Year Trend



Analytics now installed at the BUC. Update to stats coming soon.

## Dispatch Statistics

Law Dispatch is measured in "assists". Numbers reflect each call a dispatcher works for patrol. Fire Dispatch is measured in actual dispatches to the field.

Dispatch	Law	Fire
Year to Date	69,314	33,780
Prior YTD	68,061	34,459
+/-	1,253	-679
% Difference	1.84%	-1.97%

## Crime Check Reports

Crime Check	Phone	Online	Total
Year to Date	14,614	1,173	15,787
Prior YTD	13,517	1,774	15,291
+/-	1,097	-601	496
% Difference	8.12%	-33.88%	3.24%

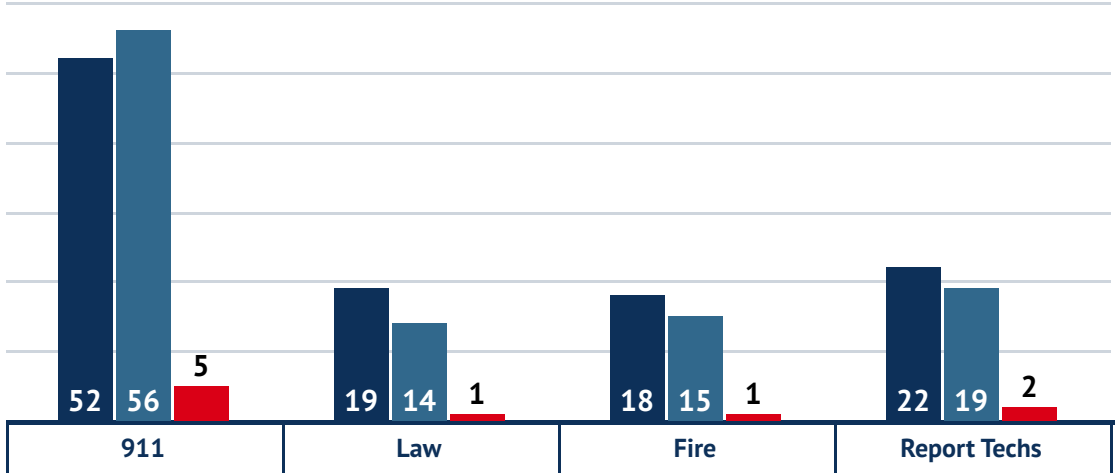
# EMD Statistics

Time shown is in seconds. Time to queue is the recognition of medics call type code to completion of key questions. Hands on Chest time is represented from call received to start of instructions for bystander compressions. IAED standard is 120 seconds or less.

EMD	Hands on Chest	Time to Queue (Echo)
Last Month Average	61	33
YTD Average	67.5	31.5
Prior YTD Average	60.5	29.75
% Difference	11.57%	5.88%
Goal	120	60

## Staffing Vacancies

● Budgeted ● Filled ● Training



6% total vacancies as of May 7, 2026



Next RT Academy: May 19 | Next 911 Academy: June 15

# Project Status Update

*Key milestones for SREC Projects*



SPOKANE REGIONAL  
**EMERGENCY**  
COMMUNICATIONS

May 21, 2026



# Key Milestones



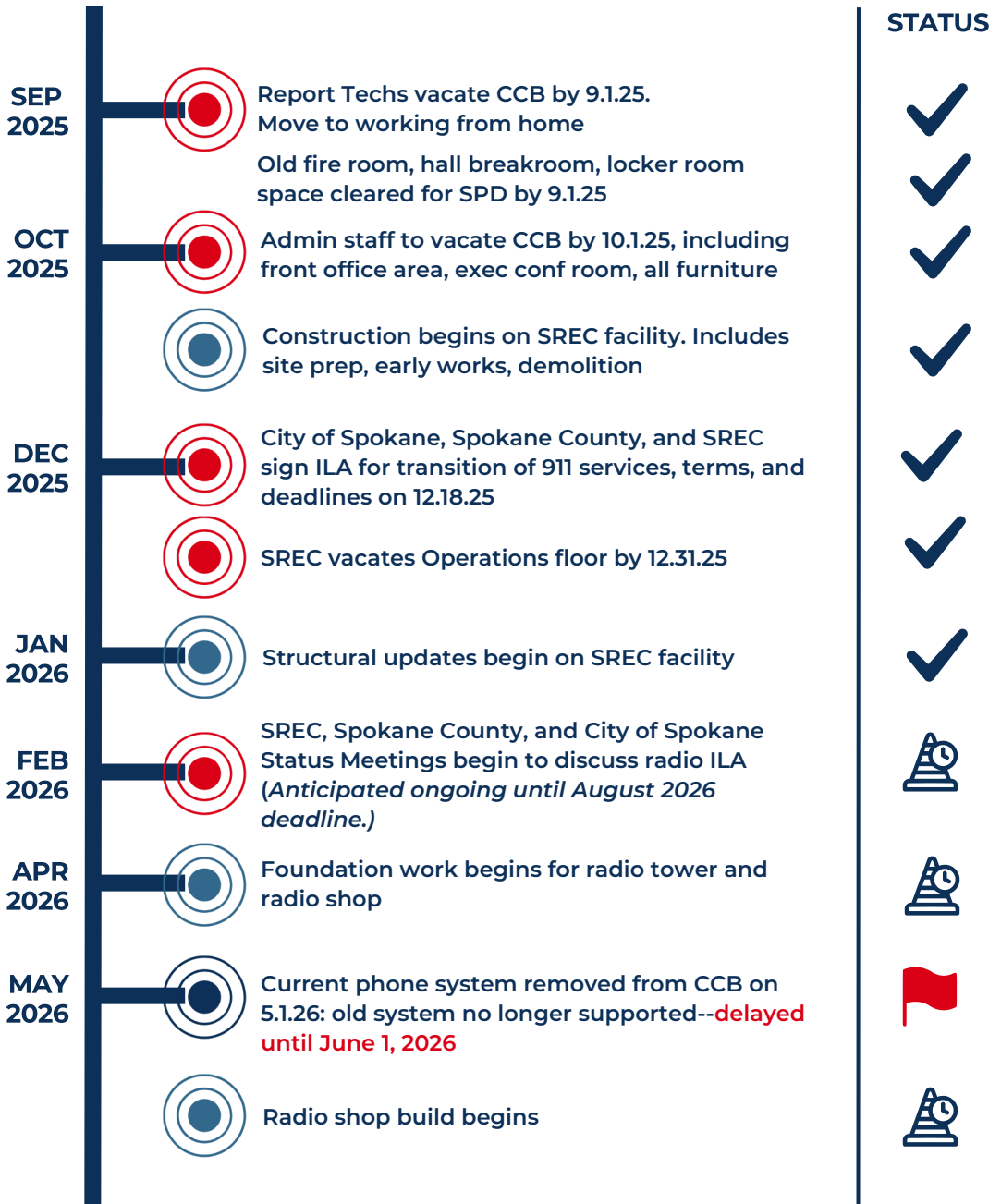
City of Spokane



SREC Facility



Technology



Not Started



In Progress



Delayed



Complete

# Key Milestones



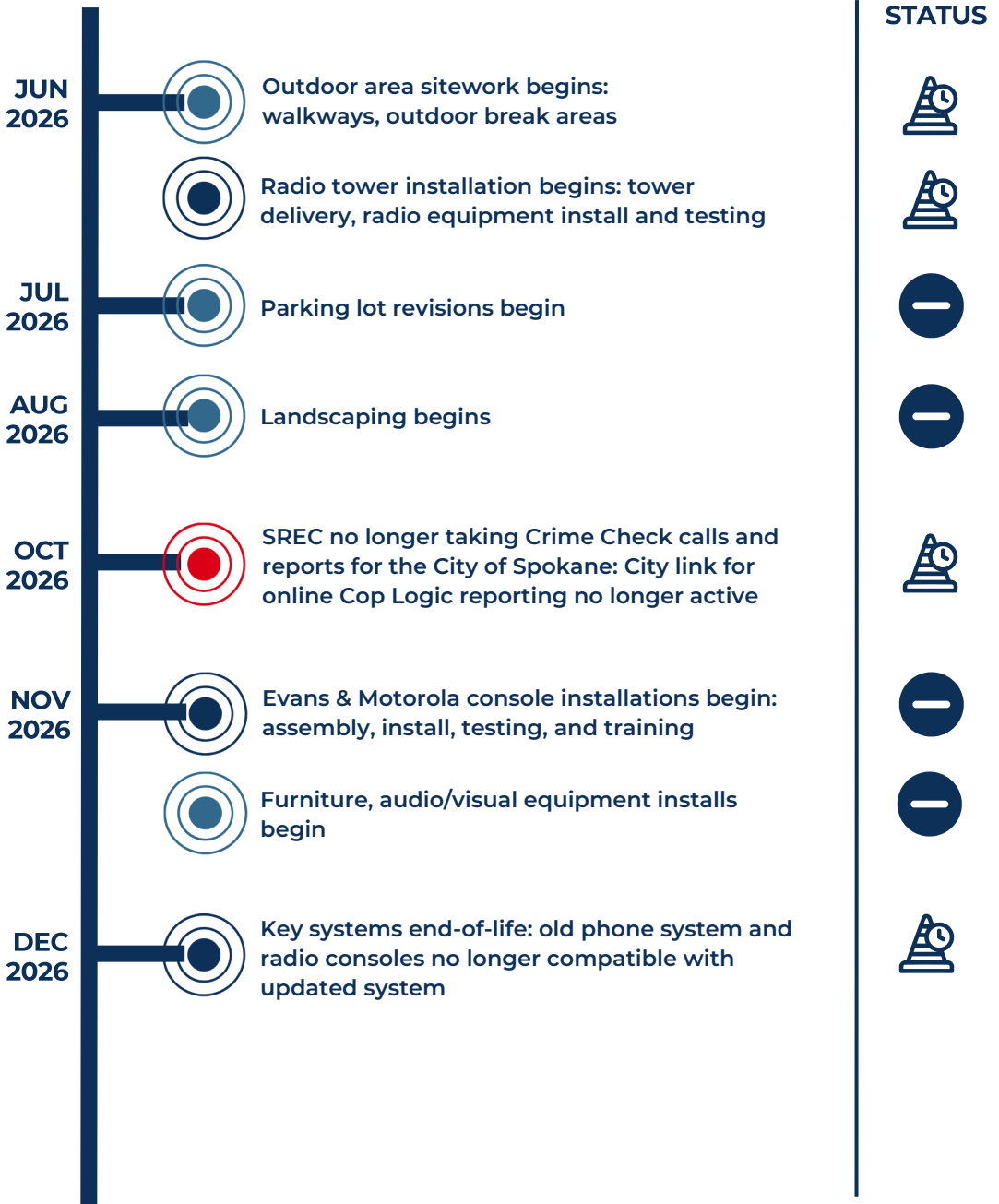
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# Key Milestones



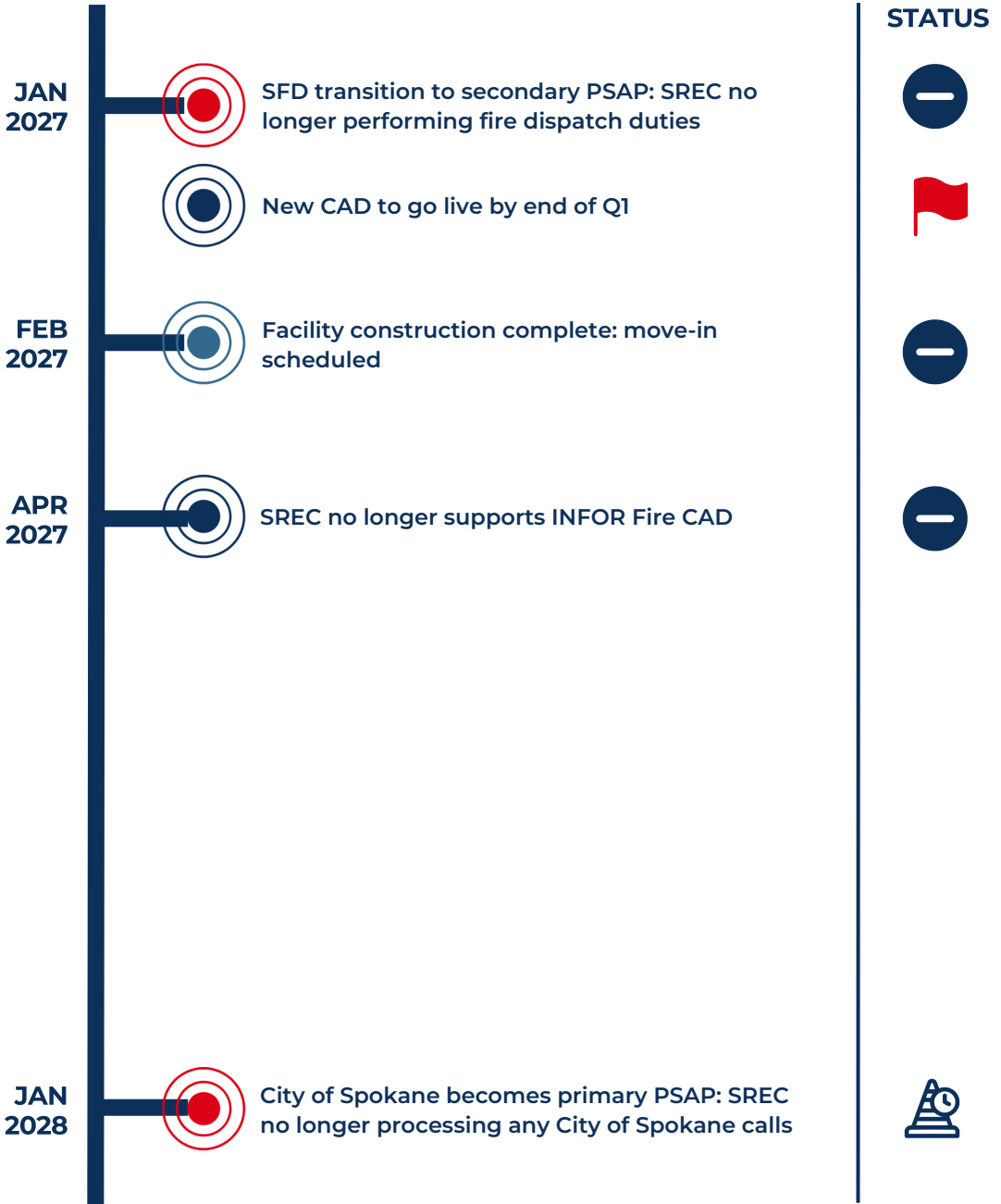
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Complete