

Council Meeting: May 14, 2026	Prepared By: Jessica Christensen Buck, Parks and Recreation Manager Nalisha Williams, Assistant City Administrator
Topic: Heritage Park - Physical Security - Cameras, Doors, Licensing, Install - Deployment Proposal	Action Required: Approval

Summary

The proposed system includes security cameras, electronic door access controls, required software licensing, and full installation. These components are intended to work together to allow staff to monitor the building remotely and manage access without needing to be on-site for all activities.

The door access system will utilize electronic locks and card readers to manage entry. These doors can be programmed to remain unlocked during designated times, such as public hours or scheduled events, while still allowing the City to secure the building outside of those times. This flexibility is particularly important for rentals, as it allows users to access the building during approved timeframes without requiring staff to be present to unlock or secure the facility.

The camera system includes both interior and exterior cameras. Interior cameras provide visibility within the building to support monitoring of activity and use, while exterior cameras are positioned around the building to provide visibility of entrances, exits, and immediate surrounding areas. The intent of the camera layout is to provide coverage of the building itself and its primary access points. While some additional exterior areas may be visible as part of that coverage, the system is not designed to provide comprehensive surveillance of the entire park.

The number and placement of cameras and door access points have been developed to balance security needs, operational efficiency, and cost. The goal is to provide adequate coverage and control of the facility without overbuilding the system beyond what is necessary for the building's use.

Remote monitoring capabilities allow staff to oversee the facility without being physically present, while the door access system reduces the need for staff involvement in coordinating entry for rentals and events. Together, these features support a more efficient operation while maintaining security and accountability.

Financial/Budget

The total cost of the physical security system is \$86,576.25, which includes equipment, licensing, and installation. This cost is part of the overall Heritage Park Building project and will be funded through the Park Dedication Fund.

Staff anticipates upon project completion for phase 1 of Heritage Park, that \$1.5 million will be available for use in the Park Dedication Fund.

Options

1. Approve the physical security system proposal in the amount of \$86,576.25.
2. Provide staff with alternative direction.
3. Decline.

Recommendation

Approve the physical security system proposal in the amount of \$86,576.25.

Council Action

Approve the physical security system proposal in the amount of \$86,576.25.

Attachments

1. Physical Security - Cameras, Doors, Licensing Proposal