



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6851
February 3, 2026
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6851: Card Reader Capital Project Closeout	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Receive report. No action necessary.	

DEPARTMENT:	Public Works
STAFF:	Jason Kintner, Chief of Operations Jaime Page, Support Services Manager Merrill Thomas-Schadt, Sr. Management Analyst
COUNCIL LIAISON:	n/a
EXHIBITS:	n/a
CITY COUNCIL PRIORITY:	3. Make once-in-a-generation investments to update and modernize aging infrastructure, capital facilities, and parks.

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUIRED	\$ n/a

EXECUTIVE SUMMARY

The purpose of this agenda bill is to update the City Council on the completion of the Card Reader/Facility Access capital project.

- The Card Reader project included adding automatic keycard readers and accompanying hardware to approximately 45 doors at four City facilities.
- The Card Reader project was originally budgeted in 2024 and was intended to be funded through the City's American Rescue Plan Act (ARPA) allocation. When ARPA funds were reprioritized and fully spent by the US Treasury Department's December 2024 deadline, project managers shifted resources within the Capital Improvement Fund to complete the project.
- Funds from several facilities projects were used to cover the additional work added to the original project scope.
- The work has been completed. The card reader technology is functional at all facilities. As a result, these spaces, equipment and staff that they house are more secure and better monitored. The new system monitors controls and reduces risk by eliminating physical keys that can be lost or shared.

BACKGROUND

Prior to the COVID-19 Pandemic, City facilities were accessed and secured by antiquated building controls that relied on issuing and tracking keys among personnel and contract workers. City facilities have utilized a keycard access system for many, but not all, access points since 2020. Since then, facilities staff have prioritized expanding and completing this critical safety measure across multiple sites. In 2024, the Card Reader Project launched a multi-year effort to do so.

Areas identified as needing this enhanced security and more efficient access controls included staff-only office spaces, locations with sensitive technology equipment and tools, event and meeting rental rooms, and utility access areas. The key card system means enhanced security, precise operational control, and reliable data on how and when City facilities are accessed.

ISSUE/DISCUSSION

Keycard access has increased security, efficiency, accountability, and removed barriers to improve ADA access. As the new security system was implemented, additional locations were identified, specifically for the Mercer Island Community and Event Center. The need to provide different access for multiple users and specific functions resulted in adding additional access points to better secure equipment, workstations, and critical City equipment.

Forty-five access points were identified in the project scope of work, and as the installation progressed, many were found to require additional work to become operational. This included wiring and specialized hardware for the readers to work at auxiliary areas, and door replacement to ensure long-term compatibility with the new card reader technology.

The Card Reader Project was originally intended to be funded through the City's American Rescue Plan Act (ARPA) allocation. When ARPA funds were reprioritized to ensure they would be fully spent before the US Treasury Departments December 2024 deadline, it became necessary to shift resources within the Capital Improvement Fund to complete this project.

Staff identified budget resources from several capital facilities projects to be reallocated to the Card Reader Project to cover the additional work required. Many of these resources included unspent funds or remaining contingencies from smaller facility projects. This is detailed in the table below:

PROJECT ID	DESCRIPTION	BUDGET BEFORE AMENDMENT		INCREASE/ (DECREASE) REQUEST		BUDGET AFTER AMENDMENT	
		2025	2026	2025	2026	2025	2026
90.05.0004	City Hall Contingency	\$57,000	\$34,200	\$(30,881)	-	\$26,118	\$34,200
90.05.0006	MICEC Facility Repairs	230,280	76,380	(61,000)	-	169,280	76,380
90.05.0007	MICEC Annex Repairs	114,000	44,460	(60,000)	-	54,000	44,460
90.05.0008	Luther Burbank Facility Repairs	156,800	119,700	(10,000)	-	146,800	119,700
90.05.0009	LB Caretakers Building Repairs	37,620	43,890	(25,000)	-	12,620	43,890
90.05.0015	Facility Access Security	171,434	-	186,881	-	358,315	-
TOTAL		\$767,134	\$318,630	-	-	\$767,134	\$318,630

Overall, impacts to the projects with reduced budget were minimal.

NEXT STEPS

The work has been completed and is currently operational. No appropriation is needed as staff have reallocated existing funds within the adopted Capital Improvement Fund for this project. Staff anticipate expansion of these system improvements to the 9655 building and plan to incorporate that scope of work with the planning facility enhancements.

RECOMMENDED ACTION

Receive report. No action necessary.