Lewiston City Council
WORK SESSION AGENDA
November 3, 2025 - 3:00 PM
Lewiston Bell Building – Second Floor Conference Room – 215 D Street
Lewiston, Idaho 83501

Seating will be available on a first-come, first-served basis. All others who wish to observe this meeting may watch and listen to the livestream on their own device(s) by visiting the City of Lewiston's website at cityoflewiston.org.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. CITIZENS COMMENTS

This is an opportunity for individuals wishing to comment on agenda items or other matters they wish to bring to the Council's attention, excluding those scheduled for a public hearing. As there may not be another opportunity to comment once an agenda item is addressed, individuals are encouraged to speak at this time. Individuals are encouraged to discuss operational issues in advance with the Mayor. In consideration of others wishing to speak, commentary is limited to three (3) minutes.

IV. PRESENTATIONS

A. POLICE DEPARTMENT PROMOTIONAL PINNING: Recognition of Police Department personnel for recent promotions and badge pinning ceremony - Action Item (Police Chief Kuzik)

V. DISCUSSION ITEMS

Please note that identifying an item as an "Action Item" does not require the City Council to vote on that item.

A. AIRPORT PARK LEASE DISCUSSION: Update and discussion on the proposed lease with the Airport Authority Board and courses of action - Action Item (Parks and Recreation Director Glenn)

B. CITY-OWNED POOLS AND FACILITIES: Update on the conditions, operations, and future plans for City-owned pools and facilities - Action Item (Parks and Recreation Director Glenn)

VI. UNFINISHED AND NEW BUSINESS

A. CITY COUNCILOR COMMENTS: Comments shall not be related to an item currently before the City Council or an item that may come before the City Council in the foreseeable future, and shall be limited to comments, not discussion.

B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES

C. MAYOR COMMENTS

D. AGENDA TOPICS: - Action Item

VII. ADJOURNMENT - Action Item

The City of Lewiston is committed to providing access and reasonable accommodation in its services, programs, and activities and encourages qualified persons with disabilities to participate. If you anticipate needing any type of accommodation or have questions about the physical access provided at this meeting, please contact Nikki Province, ADA Coordinator, at least forty-eight (48) hours in advance of the meeting at 208-746-3671 x 6211.

PROMOTION
ANNOUNCEMENT

Please join us in congratulating Robert Kent on his promotion to Corporal.

Date: November 3rd, 2025
Time: 3:00 pm

City council meeting
215 D ST
Second floor meeting room

Robert Kent

CITY COUNCIL MEETING
AGENDA ITEM SUMMARY

ITEM TITLE AIRPORT PARK LEASE DISCUSSION	**AGENDA NO.** V. A. **AGENDA DATE:** November 3, 2025

ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.)

The Airport Authority is proposing to raise the annual lease rate to $84,800.00; parks and recreation payments show an amount of $49,190.21 was submitted from 2019-2024 and a renewal term rate paid in the amount of $12,213.53 in FY2025.

The Airport Authority seeks to update the lease to reflect fair market value in accordance with its federal grant assurances. The associated appraisal valuation may be overstated and fails to adequately consider federal use restrictions, potential future airport development needs, and provisions in the Airport Authority's governing documents.
These omissions suggest the valuation may prioritize maximum return over a realistic, constraint-based property value.

BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources)

The Airport Authority is proposing to raise the annual lease rate to $84,800.00 — a $72,586.47 increase from the term rate used in FY25. $50,190 is currently budgeted to support the Airport Lease in FY26.

ACTION PROPOSED

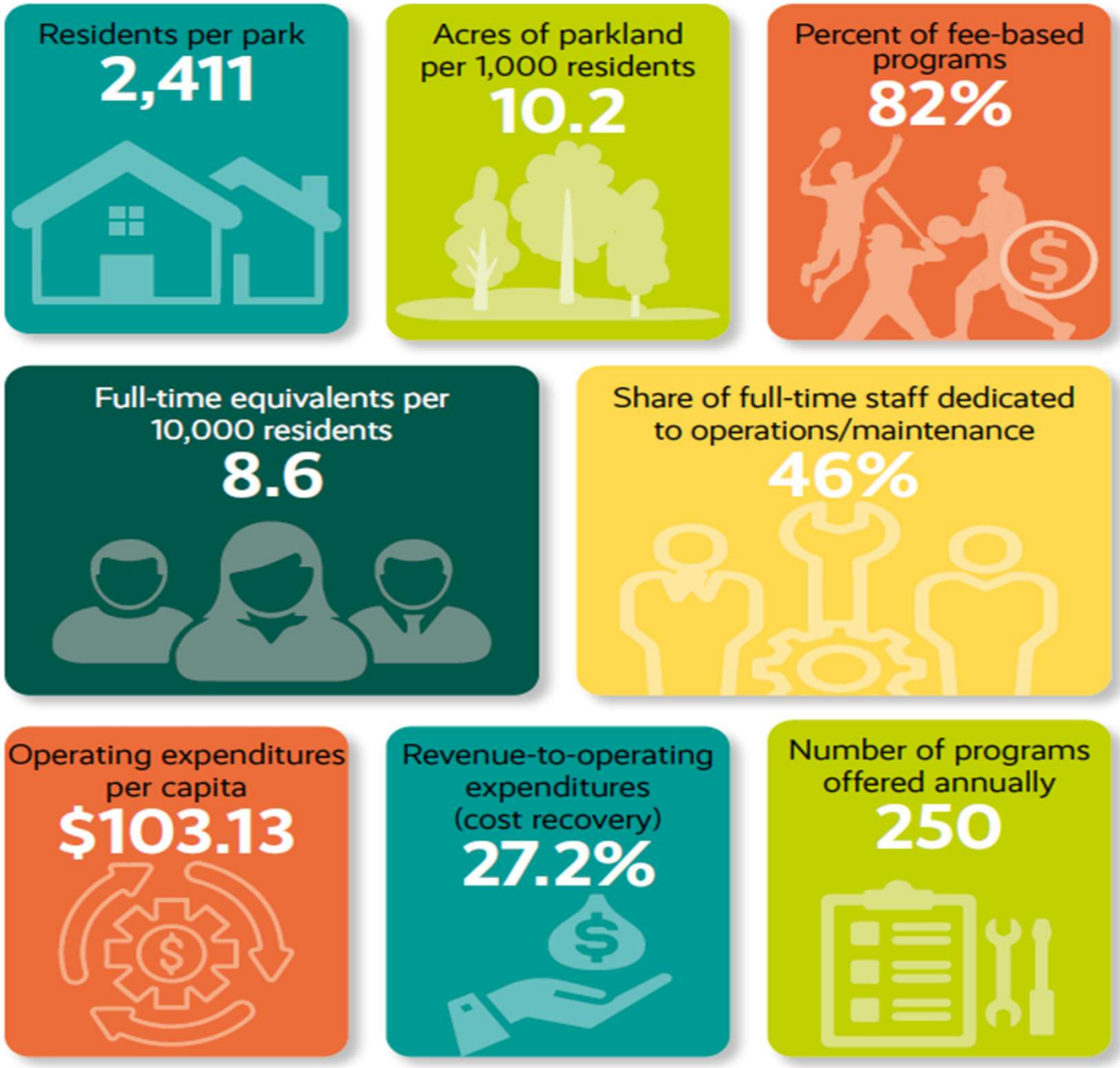
The recommended course of action is to negotiate an initial installment payment aligned with the FY26 budgeted amount of $50,190. Then work to establish three distinct operational areas in the park, divest the areas that are underutilized and solicit joint-use or consider potential surplussing acrage to reduce financial burden to the City.

Airport Park

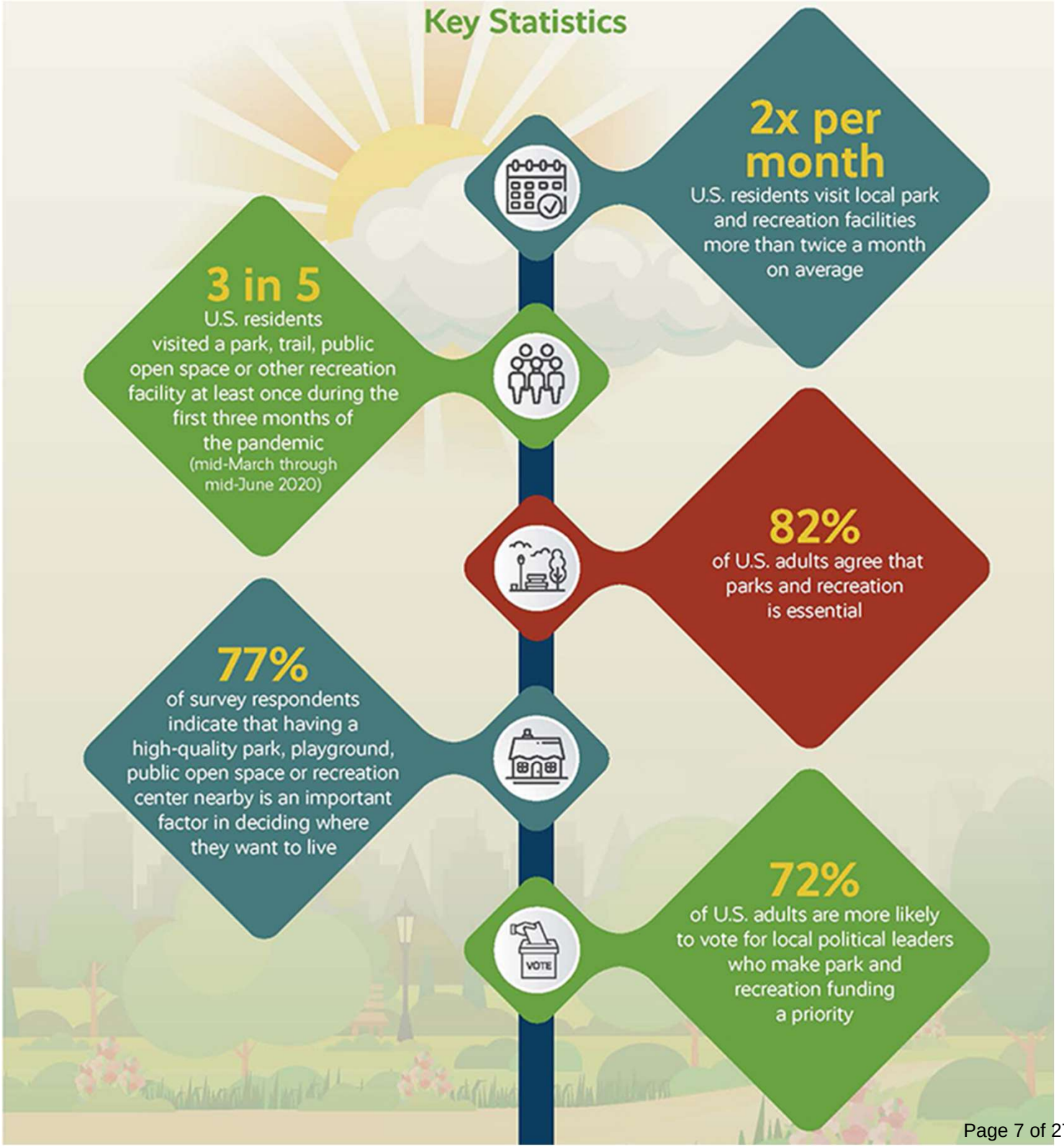
Operational Overview

Justin L. Glenn, CPRP
Director, Parks and Recreation

2025 National Recreation & Parks Association Performance Review Key Findings



2023 National Recreation & Parks Association Key Statistics



Park Description

- Estimated Airport Park land area: 16 +/- acres
- One baseball field with dugouts, four softball fields with dugouts (two of which are lighted and have announcer booths)
- Basketball court, sand volleyball court, tennis/pickleball courts, playground, gazebo, batting cage, pump track
- Paved parking lot, and a standalone building that houses a concession stand, men's and women's restroom, and an equipment storage area

Discussion

- **Proposed Rate Increase:** The Airport Authority is proposing to raise the annual lease rate from $12,213.53 to $84,800.00 — a $72,586.47 increase; the City had been paying $49,190.21 prior to FY25.

- **Compliance with Federal Requirements:** The Airport Authority seeks to update the lease to reflect fair market value in accordance with its federal grant assurances.

- **Concerns with Appraisal:** The appraised value may be overstated and fails to adequately consider federal use restrictions, potential future airport development needs, and provisions in the Airport Authority's governing documents.

- **Valuation Questioned:** These omissions suggest the valuation may prioritize maximum return over a realistic, constraint-based property value, specific to the LC Valley.

National Average for a community of our size dedicates 34% of its total parks and recreation budget to park & athletic field operations and maintenance

City of Lewiston is at 37.5%

(49% if all support agreements and cemetery included)

Expenses

Lease Years	Payment Amount
2018	$12,213.53
2019-2024	$49,190.21
2025	$12,213.53*
Proposed 2026	**$84,800.00**

*rental rate per current lease

Annual Operational Expenses	FY25
LOID	$5268.50
AVISTA	$4483.55
City of Lewiston S/WW	$215.84
Park Maintenance	$13,948.00
Capital Improvements	$3721.40
Total	**$27,637.29**

Current Utilization

National Average for a community our size is that 82% of programs offered are fee-based

City of Lewiston is at 76%

- **217 rentals generating $10,450**
  - Little League dues totaled $6,332.29
- **$16,782.29 total non-appropriated income** for FY25 as reported via CivicRec platform
- **Estimated ~140K visits annually**
  - Reservations, sports leagues and tournaments
  - “Core” neighborhood users (e.g., dog walkers, fitness/wellness, playground users etc.)

Courses of Action

The typical park and recreation agency has 10.2 acres of parkland per 1,000 residents

City of Lewiston currently averages 6.59 acres per 1,000 residents

#1 - Maintain operational control.

Offset increased lease expenses by reducing City of Lewiston contributions to support Airport revenue shortfall.

#2 - Do not renew lease agreement.

Divest/surplus/reallocate assets from Airport Park, similar to the Hathaway Park approach.

Possible negative impact to Airport and community.

#3 - Split park into operational areas.

Offer a shorter-term lease, seek community partners for joint-use, reducing direct cost to operate.

Example:
- Private/Public entity proposes project to operate within the park
- Parks maintains sports courts, playground and pavilion

***Recommended**

#4 - Status quo.

Parks and Recreation absorbs increased cost to operate under new lease.

Adjust FY27 Budget to account for increased cost to operate.

*Example of Recommendation

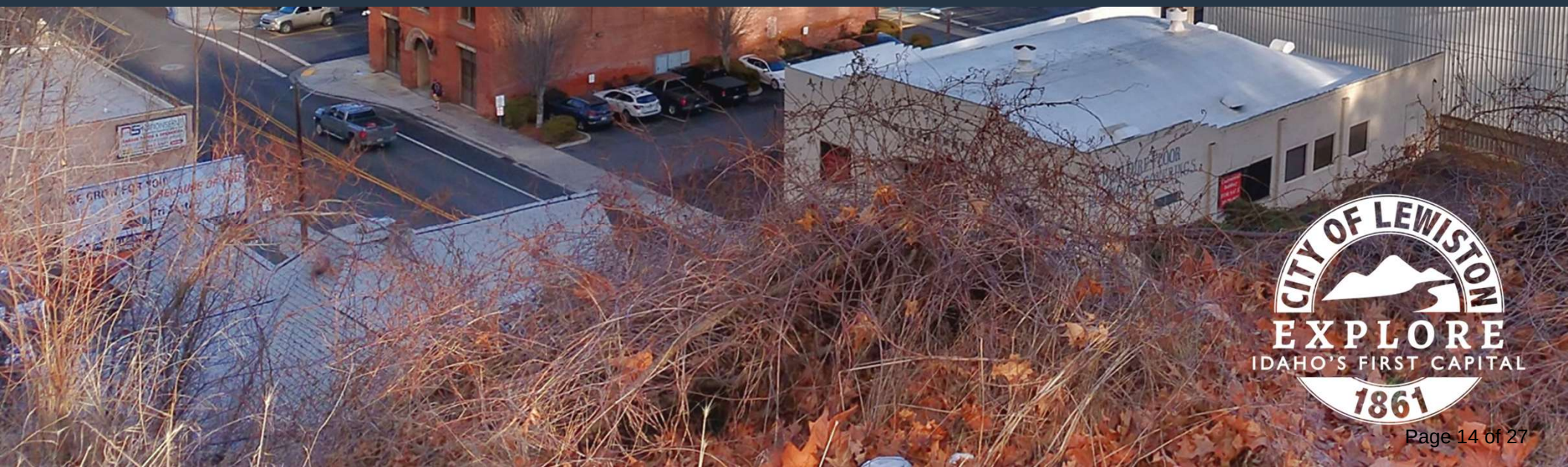
Split park into operational areas.

Offer a shorter-term lease, seek community partners for joint-use, reducing direct cost to operate.

Divest due to low utilization, high operational cost	Maintain & partner with a community stakeholder	Parks & Rec retains operations

Ex. Private investor develops, contributes to park improvements	Ex. Lewiston Little League	Ex. Supports infrastructure lifecycle reinvestment

QUESTIONS?



CITY OF LEWISTON
EXPLORE
IDAHO'S FIRST CAPITAL
1861

CITY COUNCIL MEETING
AGENDA ITEM SUMMARY

ITEM TITLE CITY-OWNED POOLS AND FACILITIES	**AGENDA NO.** V. B. **AGENDA DATE:** November 3, 2025

ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.)

Upon arrival, the new Director and Parks and Facilities Manager conducted initial assessments of both Orchards Pool and Bert Lipps Pool. The assessment of Orchards Pool identified a separation gap forming on the bottom of the pool vessel, while the evaluation of Bert Lipps Pool indicated a strong potential for restoration as a valuable community asset. Following these findings, an industry professional inspection was requested, and WMS Aquatics conducted an on-site inspection and review in July 2025, recommending load and water testing for both pools. At the end of the 2025 pool season, staff carried out filling and pressure testing at Bert Lipps Pool, along with water evaporation and leakage monitoring at both sites over a 10-day period. The testing provided valuable data on actual evaporation rates, identified necessary mechanical repairs, and pinpointed specific leakage areas in both pools. Additionally, through review of prior facility project requirements, it was noted that at a February 2025 Council Work Session, $195,000 had been approved for an Orchards Pool liner; however, this project was not executed.

BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources)

Budget impact will vary dependent on course of action approved. Current estimates will range from roughly $27K to repair one pool to $399K to modernize and repair both pool locations.

ACTION PROPOSED

Recommending approval of $398,900 from the assigned building fund to support safety, repair, and modernization projects for Bert Lipps and Orchards pools, with $372,350 and $26,550 respectively.

Community Pools

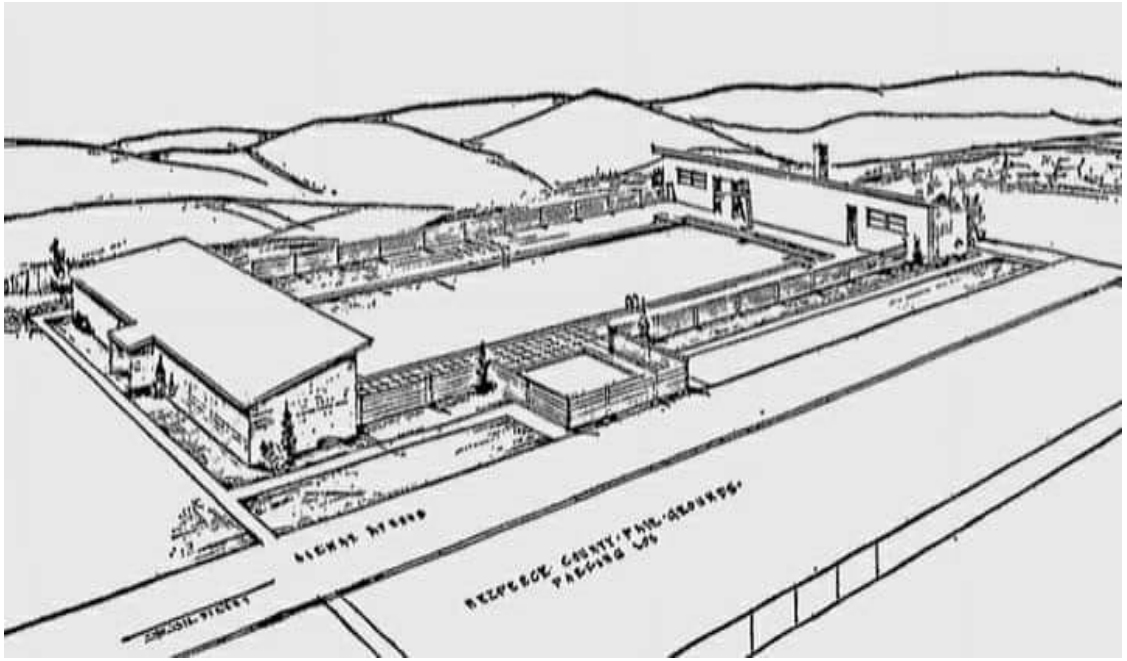
Needs Assessment Overview

Justin L. Glenn, CPRP
Director, Parks and Recreation

Bert Lipps Pool

Orchards Pool

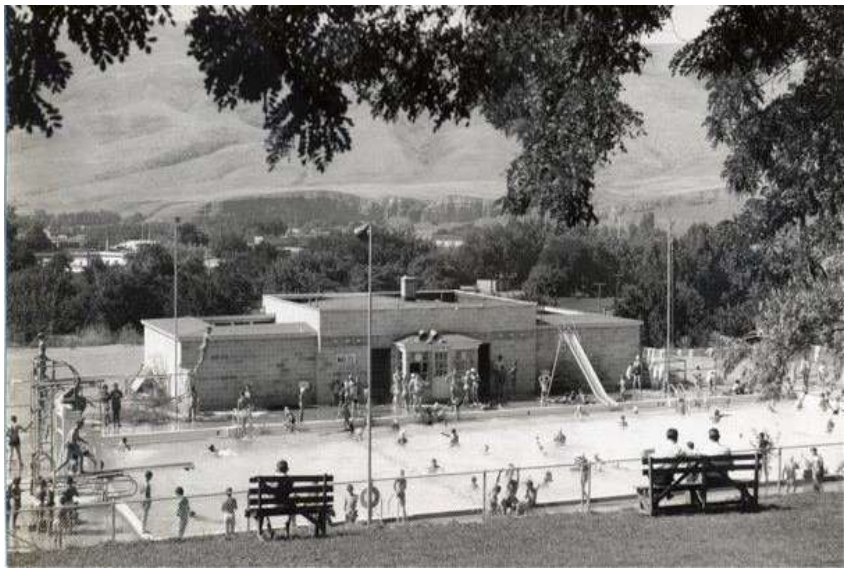
Preserving Community Institutions

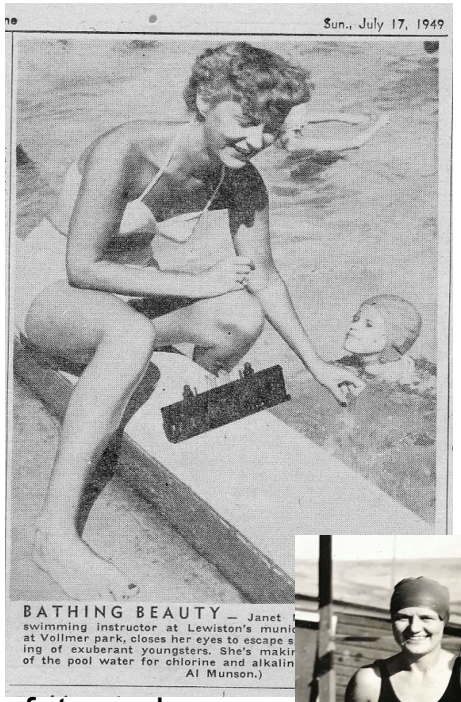


Local architect William Parr's plan for the swimming pool in the Orchards, September 1967

The Orchards swimming pool in Lewiston, Idaho, was built in 1968 after a community effort and is located on land donated by the school district. The facility was planned as a second municipal pool to serve the growing Orchards neighborhood, supplementing the city's first pool, which was dedicated two decades earlier..

Preserving Community Institutions




Sun., July 17, 1949

BATHING BEAUTY — Janet
swimming instructor at Lewiston's munic
at Vollmer park, closes her eyes to escape s
ing of exuberant youngsters. She's makir
of the pool water for chlorine and alkalin
Al Munson.)

Thurs., July 14, 1955

SWIM TEAM CAPTAINS — These two youths
-captains of the Lewiston swimming team at a
esterday at the municipal swimming pool. They
an, 15, 600 3rd Ave., and Connie Hamblin, 16,
611 9th St. (Tribune photo.)

Bert Lipps Pool, built in 1947, supported generational safety and recreation opportunities to the City of Lewiston. Highlights include supporting swim teams (including a water ballet!), delivering thousands of swim lessons, first aid and CPR trainings, and was used to teach log rolling beginning in 1964. Named after Wilberta “Bert” Lipps who established the American Red Cross swimming program at the then Lewiston Municipal Pool.

Description

- Upon arrival, the new Director and Parks and Facilities Manager conducted initial assessments of Orchards Pool and Bert Lipps Pool.
  - Orchards Pool:
    - Separation gap was identified on the bottom of the vessel.
  - Bert Lipps Pool:
    - Assessment indicated a strong potential for restoration as a community asset.

- An industry professional inspection was then requested:
  - WMS Aquatics performed an on-site inspection and review in July 2025, recommending load/water testing for both pools.

- At the end of the 2025 pool season, staff conducted:
  - Filling and pressure testing at Bert Lipps Pool.
  - Water evaporation and leakage monitoring at both pools for 10 days.

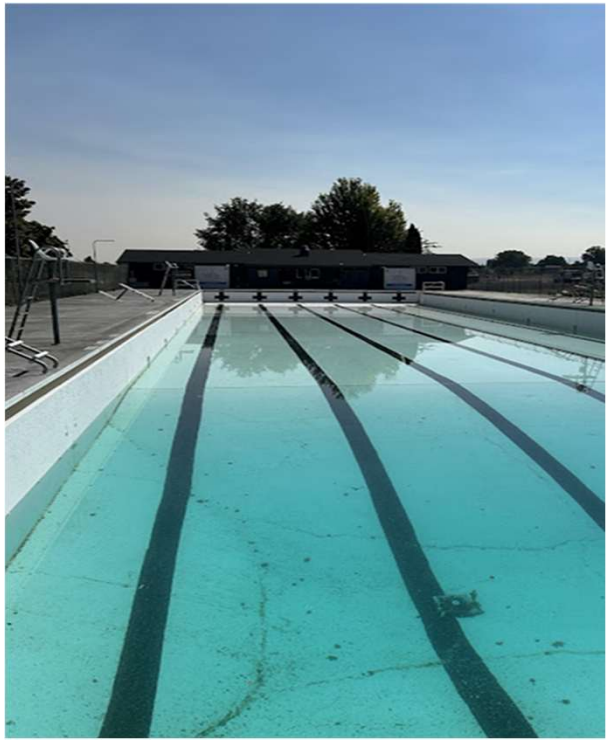
- Testing results provided:
  - Data on actual evaporation rates.
  - Identification of mechanical repair needs.
  - Discovery of specific leakage areas in both pools.

- Through review of prior year facilities project requirements, identified at a February 2025 Council Work Session, $195,000 was approved for an Orchards Pool liner but was not executed.

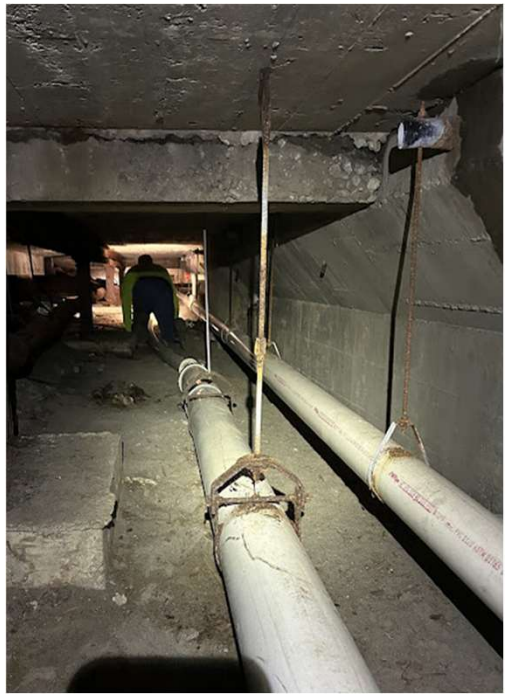
Testing Phase

Bert Lipps Pool
systems check

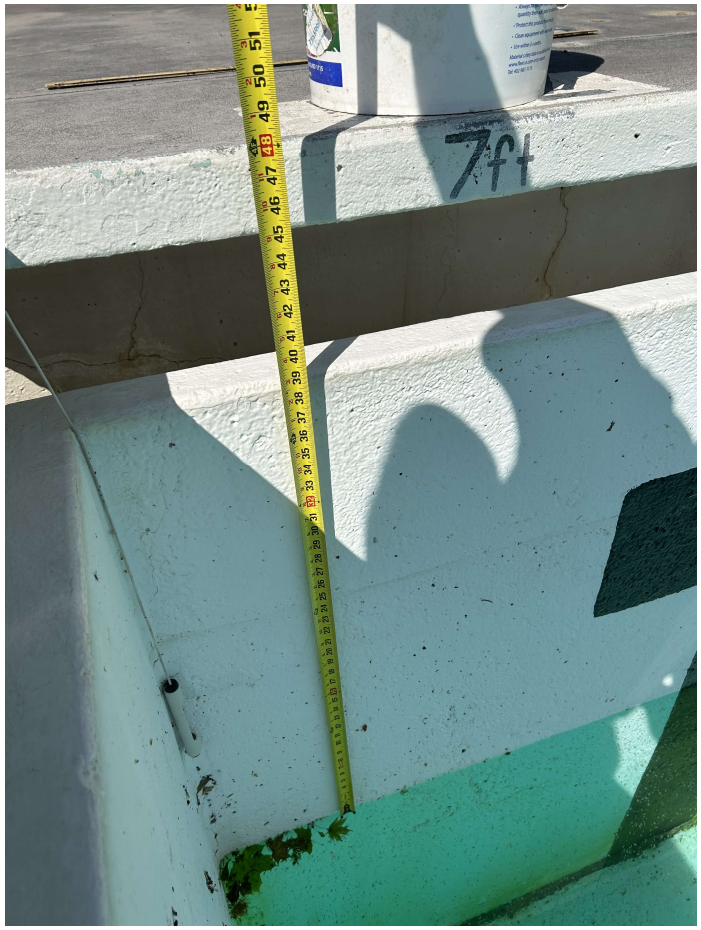
Orchards Pool water
levels monitoring



Systems Check – Bert Lipps



Water Leakage Test – Orchards Pool



Six (6) days of testing, losing around five (5) inches of water per day.

Widespread offering: 70% of park and recreation agencies nationwide offer aquatics programming

Outcomes

Orchards Pool:

- Main source of water loss identified as expansion joint leak (example: 5-inch depth loss in 24 hours).
- System stress testing revealed need for multiple flange repairs/replacements in the pump room and on the main feed to/from the surge tank.
- Safety concerns noted: pool deck heaving and slip/trip hazards within the pool house.
- Equipment, furniture, and fixtures require life-cycle replacement, including lifeguard stands and ladders needing repair or reinforcement.

Bert Lipps Pool:

- Mechanical room in good condition with no significant issues.
- Valve from pool to surge tank stops flow at 90% with a minor leak.
- Piping system to and from the pool is structurally sound, only minor joint leaks observed.
- Deck drain piping is rotted in areas and needs replacement.
- Pool vessel is structurally sound but has multiple surface leaks; a new liner and gutters would resolve these issues

Estimated Costs to Repair and Renovate

Bert Lipps	Estimated Costs
New Liner	$280,350
Pool Deck Repairs	$25,000
Pool House Reno	$52,000
Misc. Exterior Work	*$15,000
Total	**$372,350**

Orchards	Estimated Costs
Expansion Joint	$14,000
Pool Deck Repairs	$8,250
Misc. Pipe Repairs	*$4,300
Total	**$26,550**

* Denotes intent to do in-house repairs

Community pools benefit promote physical health through low-impact exercise, improving mental well-being via stress reduction and social interaction, and increase public safety by providing a supervised environment for swimming lessons and drowning prevention

Courses of Action

- **Option 1:**
  - Approve rollover of previously approved **$195,000** pool liner funding.
  - Redirect additional funds to support Bert Lipps renovation/restoration project, including improvements to:
    - Deck
    - Pool house
    - Exterior areas
- **Total estimated cost:** $372,350

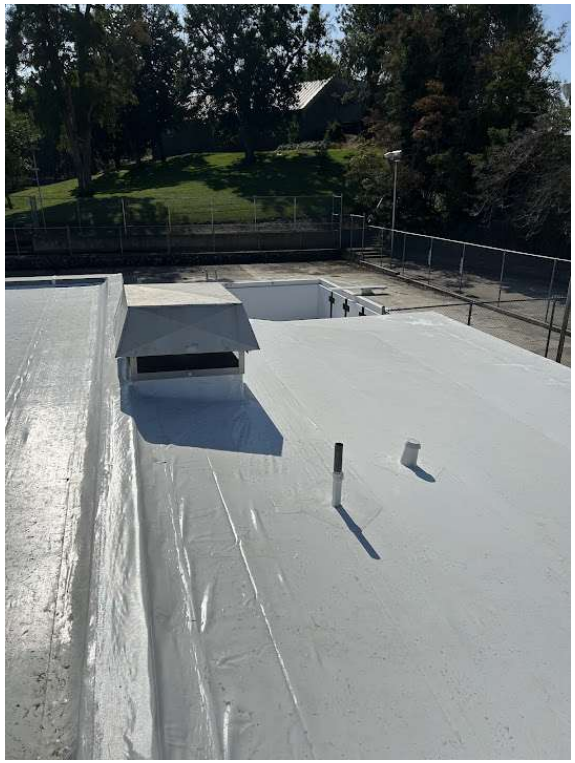
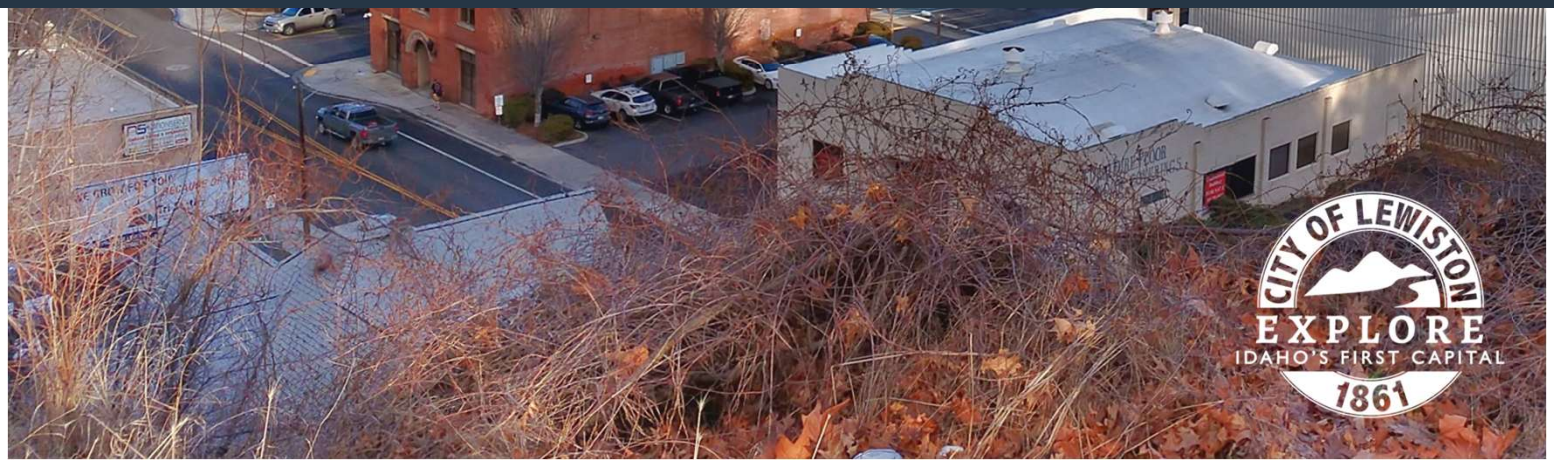
- **Option 2:**
  - Do not bring Bert Lipps Pool back online.
  - Complete only **minimum repairs** needed to support Orchards Pool for FY26 season.
- **Total estimated cost:** $26,550

- **Option 3 (Recommended):**
  - Approve funding to support both community pool locations.
  - Bring Bert Lipps Pool back online and patch Orchards Pool temporarily.
  - Provides service continuity until a long-term alternative is identified.
- **Estimated total cost:** $398,900

Protecting Assets

Identified need to prevent further damage to Bert Lipps Pool House. Installed new single membrane roof system.

As a preventative measure, executed roofing project for Bert Lipps Pool House at end of FY25.



QUESTIONS?