



City of Leavenworth
100 N. 5th Street
Leavenworth, Kansas 66048

CITY COMMISSION STUDY SESSION
COMMISSION CHAMBERS
TUESDAY, AUGUST 18, 2026 6:00 P.M.

Welcome to your City Commission Study Session
Please turn off or silence all cell phones during the meeting
Meetings are available for viewing on YouTube

STUDY SESSION:

1. Presentation from Leavenworth Main Street Program (pg. 02)
2. Geographic Information System (GIS) Discussion (pg. 03)
3. Sanitary Sewer and Stormwater Rate Discussion (pg. 04)
4. Fire Employee Preparation Group Captain Discussion (pg. 07)

**STUDY SESSION POLICY REPORT
PRESENTATION BY
LEAVENWORTH MAIN STREET PROGRAM**

AUGUST 18, 2026

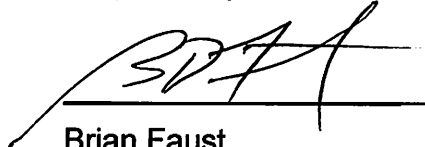
ISSUE:

Samantha Carpenter, Executive Director of Leavenworth Main Street Program will present an annual report to the City Commission.

WORK SESSION
Geographic Information System (GIS) Discussion

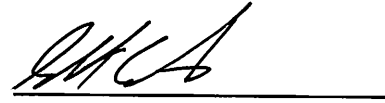
August 18, 2026

Prepared By:

A handwritten signature in black ink, appearing to read 'B. Faust', written over a horizontal line.

Brian Faust
Public Works Director

Reviewed By:

A handwritten signature in black ink, appearing to read 'S. Peterson', written over a horizontal line.

Scott Peterson,
City Manager

The City of Leavenworth's GIS Division has been doing and creating many amazing things that benefit our residents and businesses as well as enhance staff's ability to collect, in real time, data from ongoing projects.

Mitch Braget, our GIS Coordinator, is here this evening to demonstrate a number of enhancements to our system.

WORK SESSION
Sanitary Sewer and Stormwater Rate Discussion

August 18, 2026

Prepared By:



Brian Faust
Public Works Director

Reviewed By:



Scott Peterson,
City Manager

As a follow-up to the July 21st work session, staff is looking to finalize possible increases in both the Sanitary and Stormwater fees for 2027.

BACKGROUND – Sanitary:

The City of Leavenworth will need to design and construct a new Wastewater Treatment Facility to address both our aging facility and federally mandated discharge limits. The estimated cost for this project is \$120 million. To help cover the cost of the new plant, sanitary sewer rates will need to increase.

Based on the discussion on July 21st, the Finance Department has programmed into the budget a yearly rate increase of 11.5% starting in 2027.

BACKGROUND – Stormwater:

The city adopted a stormwater fee that took effect in 2018. The fee for a single-family residential property was set at \$84/year. Commercial and industrial properties are charged a higher rate. Rates have not increased since adoption. To keep up with rising construction costs, the stormwater fee needs to increase by approximately 36% to have the same purchasing power as in 2018.

Options presented in July included:

- Increase the fee by 36% - from \$84 to \$114 for residential with a similar percentage increase for commercial and industrial properties.
- Increase the fee by a lesser amount to help cover a portion of the increased cost.
- Keep the rates unchanged.

Impact on residential rates:

- No Increase: Rate remains at \$84/year
- 12% Increase: New rate is \$94/year (an increase of 84¢ per month)
- 24% Increase: New rate is \$104/year (an increase of \$1.67 per month)
- 36% Increase: New rate is \$114/year (an increase of \$2.50 per month)

RECOMMENDATION:

Staff recommends the following:

- Sanitary rates increase by 11.5% starting in 2027
- Stormwater fees increase by 36% in 2027 to help address the growing list of stormwater projects across the city. This will bring in an additional \$481,000 per year (enough to address between one and three stormwater projects – depending on the magnitude of the projects).

ATTACHMENTS:

- Spreadsheet showing cost impact of increasing stormwater fees
- Sanitary sewer fee comparison (11.5% versus a 100% increase)

2026 Taxes - Stormwater Fee Zoning Type	Unit Annual Fee	Annual Revenue
Residential		
8992 Single family home	\$84.00	\$755,328.00
27 1 apartment in commercial building	\$84.00	\$2,268.00
11 2 apartments in commercial building	\$168.00	\$1,848.00
121 Flat fee for residential lot	\$84.00	\$10,164.00
Duplex/Multi-Family		
462 Duplex	\$168.00	\$77,616.00
2754 3 or more	\$42.00	\$115,668.00
		\$962,892.00
Commercial		
2 Flat fee for PUD lot	\$84.00	\$168.00
25 Flat fee for commercial lot	\$162.50	\$4,062.50
52 Units < 1,500	\$162.50	\$8,450.00
234 Units 1,501 - 4,500	\$337.50	\$78,975.00
147 Units 4,501 - 10,000	\$512.50	\$75,337.50
77 Units 10,001 - 20,000	\$675.00	\$51,975.00
27 Units 20,001 - 50,000	\$1,200.00	\$32,400.00
12 Units 50,001 - 100,000	\$2,075.00	\$24,900.00
4 Units 100,001 - 200,000	\$2,600.00	\$10,400.00
3 over 200,000	\$3,125.00	\$9,375.00
		\$296,043.00
Industrial		
4 Flat fee for roads	\$150.00	\$600.00
67 Flat fee for Parking Lots	\$150.00	\$10,050.00
14 Flat fee for industrial lot	\$337.50	\$4,725.00
25 Units < 4,500	\$337.50	\$8,437.50
21 Units 4,501 - 10,000	\$512.50	\$10,762.50
14 Units 10,001 - 20,000	\$675.00	\$9,450.00
11 Units 20,001 - 50,000	\$1,200.00	\$13,200.00
5 Units 50,001 - 100,000	\$2,075.00	\$10,375.00
3 Units 100,001 - 200,000	\$2,600.00	\$7,800.00
1 over 200,000	\$3,125.00	\$3,125.00
		\$78,525.00
Annual Estimate		\$1,337,460.00

12% Increase			24% Increase			36% Increase		
Unit Annual Fee	Unit Monthly Fee	Annual Revenue	Unit Annual Fee	Unit Monthly Fee	Annual Revenue	Unit Annual Fee	Unit Monthly Fee	Annual Revenue
\$94.08	\$7.84	\$845,967.36	\$104.16	\$8.68	\$936,606.72	\$114.24	\$9.52	\$1,027,246.08
\$94.08	\$7.84	\$2,540.16	\$104.16	\$8.68	\$2,812.32	\$114.24	\$9.52	\$3,084.48
\$188.16	\$15.68	\$2,069.76	\$208.32	\$17.36	\$2,291.52	\$228.48	\$19.04	\$2,513.28
\$94.08	\$7.84	\$11,383.68	\$104.16	\$8.68	\$12,603.36	\$114.24	\$9.52	\$13,823.04
\$188.16	\$15.68	\$86,929.92	\$208.32	\$17.36	\$96,243.84	\$228.48	\$19.04	\$105,557.76
\$47.04	\$3.92	\$129,548.16	\$52.08	\$4.34	\$143,428.32	\$57.12	\$4.76	\$157,308.48
		\$1,078,439.04			\$1,193,986.08			\$1,309,533.12
\$94.08	\$7.84	\$188.16	\$104.16	\$8.68	\$208.32	\$114.24	\$9.52	\$228.48
\$182.00	\$15.17	\$4,550.00	\$201.50	\$16.79	\$5,037.50	\$221.00	\$18.42	\$5,525.00
\$182.00	\$15.17	\$9,464.00	\$201.50	\$16.79	\$10,478.00	\$221.00	\$18.42	\$11,492.00
\$378.00	\$31.50	\$88,452.00	\$418.50	\$34.88	\$97,929.00	\$459.00	\$38.25	\$107,406.00
\$574.00	\$47.83	\$84,378.00	\$635.50	\$52.96	\$93,418.50	\$697.00	\$58.08	\$102,459.00
\$756.00	\$63.00	\$58,212.00	\$837.00	\$69.75	\$64,449.00	\$918.00	\$76.50	\$70,686.00
\$1,344.00	\$112.00	\$36,288.00	\$1,488.00	\$124.00	\$40,176.00	\$1,632.00	\$136.00	\$44,064.00
\$2,324.00	\$193.67	\$27,888.00	\$2,573.00	\$214.42	\$30,876.00	\$2,822.00	\$235.17	\$33,864.00
\$2,912.00	\$242.67	\$11,648.00	\$3,224.00	\$268.67	\$12,896.00	\$3,536.00	\$294.67	\$14,144.00
\$3,500.00	\$291.67	\$10,500.00	\$3,875.00	\$322.92	\$11,625.00	\$4,250.00	\$354.17	\$12,750.00
		\$331,568.16			\$367,093.32			\$402,618.48
\$168.00	\$14.00	\$672.00	\$186.00	\$15.50	\$744.00	\$204.00	\$17.00	\$816.00
\$168.00	\$14.00	\$11,256.00	\$186.00	\$15.50	\$12,462.00	\$204.00	\$17.00	\$13,668.00
\$378.00	\$31.50	\$5,292.00	\$418.50	\$34.88	\$5,859.00	\$459.00	\$38.25	\$6,426.00
\$378.00	\$31.50	\$9,450.00	\$418.50	\$34.88	\$10,462.50	\$459.00	\$38.25	\$11,475.00
\$574.00	\$47.83	\$12,054.00	\$635.50	\$52.96	\$13,345.50	\$697.00	\$58.08	\$14,637.00
\$756.00	\$63.00	\$10,584.00	\$837.00	\$69.75	\$11,718.00	\$918.00	\$76.50	\$12,852.00
\$1,344.00	\$112.00	\$14,784.00	\$1,488.00	\$124.00	\$16,368.00	\$1,632.00	\$136.00	\$17,952.00
\$2,324.00	\$193.67	\$11,620.00	\$2,573.00	\$214.42	\$12,865.00	\$2,822.00	\$235.17	\$14,110.00
\$2,912.00	\$242.67	\$8,736.00	\$3,224.00	\$268.67	\$9,672.00	\$3,536.00	\$294.67	\$10,608.00
\$3,500.00	\$291.67	\$3,500.00	\$3,875.00	\$322.92	\$3,875.00	\$4,250.00	\$354.17	\$4,250.00
		\$87,948.00			\$97,371.00			\$106,794.00
		\$1,497,955.20			\$1,658,450.40			\$1,818,945.60

Averages for July 2025 - June 2026 Provided by Waterworks												
7/30/2026 MULTIFAMILY, COMMERCIAL, NON PROFITS, GOVERNMENTAL												
Bill Item Name	Billed Usage	Amount	Number of Bills	Average # Units Billed	Usage	Average Amount	11.5% Increase *	\$ Increase/Month	\$ Increase/Year	100% Increase	\$ Increase/Month	\$ Increase/Year
SEWER	251,032.00	\$ 967,563.63	10501		23.91	\$ 92.14	\$ 102.74	\$ 10.60	\$ 127.15	\$ 184.28	\$ 92.14	\$ 1,105.68
7/30/2026 RESIDENTIAL												
Bill Item Name	Billed Usage	Amount	Number of Bills	Average # Units Billed	Usage	Average Amount	11.5% Increase	\$ Increase/Month	\$ Increase/Year	100% Increase	\$ Increase/Month	\$ Increase/Year
SEWER	460,967.38	\$ 2,602,635.33	101354		4.55	\$ 25.68	\$ 28.63	\$ 2.95	\$ 35.44	\$ 51.36	\$ 25.68	\$ 308.16

Actual Residential Bills, June - July 2026 (provided by staff)															
	Base Rate	Usage after base	Total Amount Billed	11.5% Increase *	\$ Increase/Month	\$ Increase/Year	100% Increase	\$ Increase/Month	\$ Increase/Year						
2 Person Household	\$ 13.71	3 ccf	\$ 18.36	\$ 20.47	\$ 2.11	\$ 25.34	\$ 36.72	\$ 18.36	\$ 220.32						
4 Person Household	\$ 13.71	4 ccf	\$ 32.31	\$ 36.03	\$ 3.72	\$ 44.59	\$ 64.62	\$ 32.31	\$ 387.72						

Possible Rate Increase Based on Usage										
Water Usage	2026 Rate				11.5% Increase *	\$ Increase/Month	\$ Increase/Year	100% Increase	\$ Increase/Month	\$ Increase/Year
3000 Gal	\$ 23.01				\$ 25.66	\$ 2.65	\$ 31.75	\$ 46.02	\$ 23.01	\$ 276.12
5000 Gal	\$ 36.96				\$ 41.21	\$ 4.25	\$ 51.00	\$ 73.92	\$ 36.96	\$ 443.52
7000 Gal	\$ 46.26				\$ 51.58	\$ 5.32	\$ 63.84	\$ 92.52	\$ 46.26	\$ 555.12
9000 Gal	\$ 60.21				\$ 67.13	\$ 6.92	\$ 83.09	\$ 120.42	\$ 60.21	\$ 722.52

2026 Sewer Fee Calculation

1 unit = 1 ccf = 748 Gal

2026 Base R \$ 13.71 includes 2 units

Additional Units = \$4.65/unit

Example:

Resident Use 7000 gal/month = 7000/748 = 9 units

Monthly Cost = \$13.71 + (9-2)(\$4.65)=\$46.26

* Our 2027 Draft Budget already includes this rate increase, 11.5%

**STUDY SESSION POLICY REPORT
FIRE EMPLOYEE PREPARATION GROUP CAPTAIN DISCUSSION**

AUGUST 18, 2026

Prepared By:



Scott Peterson
City Manager

BACKGROUND:

The Employee Preparation Committee (Preparation Committee) has been working to prepare the requirements and structure for discussions with City employee groups. Since this is a new process for the City, the Leavenworth Fire Department will be used as the first employee group for discussions and representation before other employee groups will be considered. The Preparation Committee is prepared to present a resolution adopting the discussion process with Firefighter and Driver positions within the Leavenworth Fire Department. However, we have reached a point of clarification that requires the City Commission's involvement; namely, whether fire department employees in the position of Captain should be included in the employee group.

The law is very clear that supervisory status is not based on title or rank alone. Based upon our research, and by carefully applying legal tests to determine if Captains are indeed supervisors, the Preparation Committee and city attorneys largely agree that Captains in the Leavenworth Fire Department are supervisors, and function as such. Fire Captains occupy a different position than Firefighters, Drivers, and other non-supervisory personnel.

As part of the Department's command structure, Captains direct personnel and operations during their assigned shifts and may exercise supervisory authority over employees represented in the group. Captains provide evaluations for the Firefighters and Drivers under their command. They may also provide oral and verbal warnings to their direct reports. Captains also periodically serve as Battalion Chiefs when one or more are on leave. However, the distinction of Captains as supervisors does not necessarily preclude them from joining Leavenworth's employee group serving the Leavenworth Fire Department.

Kansas law makes clear that there is a distinction between supervisory employees and non-supervisory employees and generally excludes supervisors from representation in labor unions. Under the Public Employer-Employee Relations Act (PEERA), a supervisory employee generally exercises independent judgment in responsibly directing employees or has authority relating to assignments, discipline, grievances, or other personnel actions. K.S.A. 75-4322(b). However, the City of Leavenworth is choosing not to adopt PEERA, and as such Leavenworth should not be

bound by the requirements of PEERA.

Many communities that the Preparation Committee has researched generally exclude Captains or their equivalents from employee groups/labor unions. However, there are examples, such as Coffeyville and Sedgwick County, that appear to designate Captains as supervisors and allow them to be represented along with the rank-and-file. Lawrence, KS, which is the model for Leavenworth's employee group organization, has both Lieutenants and Captains. Lieutenants are allowed in Lawrence's employee group, but Captains are not. Based on the Preparation Committee's research, Leavenworth's Captains fall somewhere in between Lawrence's Captains and Lieutenants.

The reason for this distinction is clear: the foremost loyalty of a supervisor should be to their organization. Allowing them to be members of the same employee group as those they are assigned to supervise could provide a conflict of interest for them. Organizations are generally wary of creating divided loyalties among their supervisory staff. However, it is fair to note that the Fire Captains for Leavenworth have largely been the driving force behind this effort, and the impacts of keeping them out of the process moving forward are worthy of the Commission's consideration. The Preparation Committee would advise against allowing two separate employee groups, one made of the rank-and-file firefighters and drivers, and a separate one composed of the Captains, as this would create two separate groups that the City would need to hold discussions with, and would likely not solve the concerns presented with having Captains in the same employee group as the rank-and-file anyways.

The Preparation Committee is asking the City Commission to render a decision on whether Fire Captains will be allowed to be included in the Leavenworth employee group for the Leavenworth Fire Department moving forward. It is the opinion of the Preparation Committee and the City Attorneys that either decision the City Commission makes is defensible; it really comes down to what the City Commission views is the right course of action.

Based upon the Commission's consensus, we will proceed with a vote at the next available meeting, either August 25th, or September 8th, depending on what additional work is needed from the Preparation Group and City Attorneys.

DISCUSSION:

Consider whether Fire Captains should be included as members of the Fire Employee Group.