

CITY OF TONGANOXIE

April 20, 2020
7:00 Regular Meeting



REMOTE MEETING – See City of Tonganoxie website at www.tonganoxie.org for more information. There may be an audio recording of the meeting which will be utilized to prepare the meeting minutes.

Honorable David Frese, Mayor

Council Members

Rocky Himpel

Jacob Dale

Lisa Patterson

Loralee Stevens

Chris Donnelly

Open Regular Meeting – 7:00 p.m.

I. Pledge of Allegiance

II. Approval of Minutes – Regular meeting dated April 6, 2020

III. Consent Agenda

- a) Review bill payments

IV. Open Agenda

Open agenda is not available during this meeting. Comments received by the City Clerk or emailed to info@tonganoxie.org by 4:00 PM on the Friday before the meeting will be reviewed and possibly shared for review by the Governing Body.

V. Old Business

VI. New Business

- a) Consider Appointment Procedure for Planning Commission Positions with Terms Expiring in 2020
- b) Consider Approval of 2020-2021 Plan Year Employee Benefit Renewals
- c) City Manager Agenda
 - 1. Urgent Needs Grant Update
 - 2. Library Project Update
 - 3. Tonganoxie Industrial Park Economic Development Grant Update
 - 4. March 2020 Financial Reports
- d) City Attorney Agenda
- e) Mayor Pro Tem Agenda
- f) City Council Agenda
- g) Mayor Agenda
 - 1. Community Events Discussion – Tonganoxie Days Status Update

VII. Information & Communications (No Action Required)

VIII. Adjourn

City Council Meeting Minutes
April 6, 2020
7:00 PM Meeting

Open Regular Meeting – 7:00 p.m.

I. Update on City Council Meeting Procedures

- Mr. Brajkovic provided an update on open meeting regulations due to restrictions on public gatherings in emergency orders related to COVID-19. Public meetings for the City of Tonganoxie will be conducted via Zoom with the agenda packet and a link for access to each meeting on the City's website. Members of the public can submit comments in writing to the City Clerk or by send an email to info@tonganoxie.org. Requests must be submitted and received on the Friday prior to the City Council meeting. The public may listen to the Zoom meetings by joining online and/or dialing in from a telephone.
- Ms. Krstulic added that any motions must be clearly stated following identification of the name of the person making and/or seconding a motion.

II. Pledge of Allegiance

- Mayor Frese opened the meeting at 7:00 p.m.
- Mayor Frese, Mr. Himpel, Mr. Donnelly, Ms. Stevens, Ms. Patterson, and Mr. Dale were participating via Zoom. City Manager George Brajkovic, Assistant City Manager Dan Porter, Public Works Director Kent Heskett, and City Attorney Anna Krstulic also were participating via Zoom.
- Mayor Frese led a moment of silence.

III. Approval of Minutes – Regular meeting dated March 16, 2020

- **Mr. Himpel made a motion to approve the minutes from the March 16, 2020 City Council meeting.**
- **Mr. Dale seconded the motion.**
- **Roll call vote of all ayes, motion carried.**

IV. Consent Agenda

- a) Review bill payments
- **Mr. Himpel made a motion to approve the consent agenda.**
- **Ms. Stevens seconded the motion.**
- **Roll call vote of all ayes, motion carried.**

V. Open Agenda

- No open agenda provided at this meeting.

VI. Old Business

- a) Public Hearing – West Village RHID District & Development Agreement
- Mr. Brajkovic introduced the item and stated that staff request the public hearing to be continued to the regular City Council meeting scheduled on May 18, 2020.
- **Mr. Donnelly made a motion to continue the public hearing to the May 18, 2020 City Council meeting.**
- **Mr. Himpel seconded the motion.**
- **Roll call vote of all ayes, motion carried.**

VII. New Business

- a) Consider Appointment of Municipal Court Judge
- Mr. Brajkovic introduced the item.

- **Mayor Frese asked the City Council to confirm his appointment of William Pray as Municipal Court Judge for the City of Tonganoxie.**
- **Ms. Patterson made a motion to confirm the Mayor's appointment of William Pray as Municipal Court Judge for the City of Tonganoxie.**
- **Mr. Dale seconded the motion.**
- **Roll call vote of all ayes, motion carried.**

b) Consider Appointment to Leavenworth County Port Authority

- Mr. Brajkovic introduced the item and explained that recent changes to the Port Authority Agreement between the City of Leavenworth and Leavenworth County resulted in the opportunity for the City of Tonganoxie to appoint a member to the Leavenworth County Port Authority Board.
- Mr. Himpel said that Leavenworth County would make its two appointments to the Board after the City of Tonganoxie makes an appointment. He recommended that Chris Donnelly would be a good candidate to serve on the Board for the City of Tonganoxie.
- Mr. Donnelly thanked Mr. Himpel and stated that he would be happy to serve on the Board.
- **Mayor Frese requested the City Council to confirm his appointment of Chris Donnelly to fill the City's position on the Leavenworth County Port Authority Board.**
- **Mr. Himpel made a motion to confirm the Mayor's appointment of Chris Donnelly to fill the City-appointed position on the Leavenworth County Port Authority Board.**
- **Ms. Patterson seconded the motion.**
- **Roll call vote of all ayes (Donnelly abstained), motion carried.**

c) Consideration of Proposed 2020 Street Infrastructure Maintenance Program and Associated Advertisements

- Mr. Brajkovic introduced the item and commented that information about the proposed projects for 2020 were included in detail in the agenda packet.
- Mr. Porter explained that the funding for street maintenance activities in 2020 totaled \$363,500, but the mill and overlay services proposed to be put out for bid needs to cost less than that total in order to cover the cost of City staff performing pothole repairs and curb replacements. He commented that the bid advertisement is structured with a base bid and two add/alternates to allow the City Council to approve contracts for less than the complete scope of work if bid prices are higher than anticipated or if revenue projections are less than anticipated.
- Mr. Himpel asked when the last time 4th Street from the east City limits towards the west was milled and what work is needed at the 4th Street bridge over Tonganoxie Creek.
- Mr. Heskett replied that the two sides of the street are proposed to be milled instead of the entire roadway and the project is proposed to end east of the 4th Street bridge over Tonganoxie Creek.
- **Mr. Himpel made a motion to authorize the advertisement of the proposed 2020 street maintenance projects as presented by staff.**
- **Mr. Dale seconded the motion.**
- **Roll call vote of all ayes, motion carried.**

d) City Manager Agenda

1. Urgent Needs Grant Update

- Mr. Brajkovic stated that the construction crew was making good progress but recently had experienced issues with staffing availability that slowed work on the project.

2. Library Project Update

- Mr. Brajkovic said that two more payments are anticipated to be made to JE Dunn prior to completion of the design-build project and expenditure of all budgeted costs.

e) City Attorney Agenda

f) Mayor Pro Tem Agenda

- Mr. Himpel shared that the Leavenworth County Commission approved the revised Table of Uses and changes to the Subdivision Regulations last week.

g) City Council Agenda

- Ms. Patterson thanked the City Manager for updates related to the impacts of COVID-19. She asked if staff check in periodically on public facilities like the Tonganoxie Public Library that are closed to public access and might not be occupied by staff.
- Mr. Brajkovic replied that he would reach out to the Library Director to ensure that they check the facility periodically.

h) Mayor Agenda

- Mayor Frese stated that he participated in a call with the Governor of Kansas last week and shared notes from the call online. He asked staff to evaluate City facilities for capacity to house patients if necessary.

VIII. Information & Communications (No Action Required)

IX. Adjourn

- **Mr. Donnelly made a motion to adjourn the meeting.**
- **Mr. Dale seconded the motion.**
- **Roll call vote of all ayes, motion carried.**
- **Meeting adjourned at 7:39 p.m.**

Respectfully submitted,



Dan Porter, Assistant City Manager



City of Tonganoxie, KS

Date Range: 04/03/2020 - 04/16/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
1015	JE Dunn	04/08/2020	Regular	0	114597	47442
0641	TYLER TECHNOLOGIES	04/08/2020	Regular	0	23256	47451
0136	DELTA DENTAL PLAN OF KANSAS,IN	04/08/2020	Regular	0	2548.32	47441
0395	Leavenworth County Development Corporation	04/08/2020	Regular	0	1000	47445
0617	TBS ELECTRONICS, INC.	04/08/2020	Regular	0	747.95	47450
1002	PRAIRIE FIRE SIGNS AND GRAPHICS	04/08/2020	Regular	0	560.5	47447
0651	USA BLUE BOOK	04/08/2020	Regular	0	555.68	47452
0046	BAY BRIDGE ADMINISTRATORS, LLC	04/08/2020	Regular	0	403.85	47439
0001	911 CUSTOM	04/08/2020	Regular	0	399.97	47438
0757	KC CLEAN	04/08/2020	Regular	0	300	47444
0479	NEW DIRECTIONS BEHAVIORAL HEAL	04/08/2020	Regular	0	272.34	47446
0330	KANSAS GAS SERVICE	04/08/2020	Regular	0	257.09	47443
0542	QUILL	04/08/2020	Regular	0	204.87	47448
0594	SMITHEREEN PEST CONTROL	04/08/2020	Regular	0	198	47449
0749	BROADVOICE	04/08/2020	Regular	0	146.69	47440

Bank Code AP Bank Summary

Payment Type	Payable	Payment	Discount	Payment
	Count	Count		
Regular Checks	21	15	0.00	145,448.26
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	21	15	0.00	145,448.26

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	21	15	0.00	145,448.26
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	21	15	0.00	145,448.26

Fund Summary

Fund	Name	Period	Amount
998	Gen Fund-Pooled Cash	4/2020	145448.26
			145448.26

Memorandum

To: Tonganoxie Governing Body
George Brajkovic
Dan Porter

From: Anna M. Krstulic

Re: Planning Commission Appointments

Date: April 20, 2020

This memorandum addresses certain inconsistencies between the City Code and the Zoning Code regarding the procedure for appointments to the Planning Commission (the "Commission"), which also serves as the Board of Zoning Appeals ("BOZA"). Because the City's practice is to use the provisions set forth in the City Code, the recommendation is to amend the Zoning Code to eliminate the inconsistency and duplication.

BACKGROUND

K.S.A. 12-744 authorizes the governing body of any city to create a planning commission and to provide for the term of its members and filling vacancies. The statute requires a minimum of 5 members, and if a city planning commission plans, zones or administers subdivision regulations outside the city limits, at least 2 members must reside outside of but within 3 miles of city limits. The governing body may adopt rules and regulations providing for removal of planning commission members.

The City adopted Ordinance No. 514 on July 20, 1959 to create the Commission. The City adopted later ordinances to amend the number of Commission members and to allow the Commission to serve as the BOZA (as authorized by K.S.A. 12-759(g)).

Currently, there are two separate parts of the City Code of Ordinances that govern the Commission/BOZA:

1. City Code Section 16-101 *et seq.*

Section 16-101 of the City Code indicates that the Commission consists of 7 members, including 5 City residents and 2 who reside outside of but within 3 miles of the City's corporate limits.

Section 16-102 specifies that the Mayor shall appoint Commission members with the consent of the Governing Body at the first regular meeting in *May* of each year. Newly-appointed Commission members take office at the next regular meeting of the Commission.

Commission members are appointed to have staggered terms of 3 years each. In addition, appointments must be made so that the terms of the 2 members who reside outside City limits do not expire in the same year.

Section 16-105 provides for the Commission to serve as the BOZA, among other things.

2. Zoning Code Sections 26-010 and 30-010

Section 30-010 of the Zoning Code identifies the same requirements for composition of the Commission as set forth above.

As above, the Mayor appoints Commission members with the consent of the Governing Body, but Section 30-010.B states that terms begin in *April* and end in *March*.

Section 26-010.A through C provides for the composition, appointments, and replacement of BOZA members primarily by reference to Section 30-010.

RECOMMENDATION

The language in Sections 26-010.A-C and 30-010 is duplicative and unnecessary, particularly in light of City staff's indication that the Governing Body's practice has accorded with Section 16-101 *et seq.* In addition, portions of Section 30-010 are inconsistent with Section 16-102.

Recommend amending Section 26-010 to delete subsections A through C and amending Section 30-010 to state "Reserved." Because these sections are part of the City's Zoning Code, amendment requires consideration and recommendation of the Commission following a public hearing pursuant to state law (K.S.A. 12-749, 12-757) and Section 27-011 of the Zoning Code, which sets forth the following procedures:

- a. Governing Body or Commission files recommendations for amendment with the City Clerk;
- b. City Clerk submits the recommendations to the Commission;
- c. Commission considers the recommendations and if approved (with or without revision), sets the matter for public hearing;
- d. City Clerk publishes notice 20 days prior to public hearing stating the time and place and providing a description of the proposed amendment along with a statement that the proposed amendment is available at the City Clerk's office;
- e. Commission holds public hearing to allow interested parties to be heard, and then submits recommendations to Governing Body;

- f. Governing Body may: (1) adopt by ordinance, (2) override by 2/3 vote (i.e., 4 votes, including Mayor), or (3) return recommendation to Commission with statement specifying basis for failure to approve/disapprove. In the event of (3):
- o Commission must consider at next regular Commission meeting, and either resubmit original recommendation or submit new and amended recommendation to Governing Body;
 - o Governing Body may, by simple majority: (1) adopt or (2) amend and adopt the recommendation by ordinance, or (3) take no action.

AMK:



Office of the City Manager
AGENDA STATEMENT

DATE: April 20, 2020
To: Honorable Mayor David Frese and Members of the City Council
FROM: Dan Porter, Assistant City Manager
SUBJECT: Employee Health, Dental, and Vision Insurance Renewal Agreement for 2020-2021 Plan Year

DISCUSSION:
HEALTH

The City recently received our health insurance renewal rates from Blue Cross Blue Shield of Kansas for the 2020-2021 plan year, which runs from July 1, 2020 to June 30, 2021. The City’s plan offerings and rate structure as a group with less than 50 full-time equivalents results in a plan design organized to charge premiums based on the age of each employee and their participating dependents. As such, the benefit provider does not set premium rates that are equal for every employee, which is a common practice in larger organizations offering similar benefits.

City staff conducted an analysis of the new rates and determined that it was possible to keep the rate payment calculation the same that it has been in the past. The City’s current package currently offers four plans, and the package in the proposed renewal agreement continues to offer the same four plans with minor changes.

The employer-paid portion of the monthly premium is calculated as follows:

Option D High-Deductible Plan		Option C - \$1,500 Deductible Plan	
Plan Type	% of Premium Paid by City	Plan Type	% of Premium Paid by City
Employee Only	100%	Employee Only	95%
Employee/Child	90%	Employee/Child	85%
Employee/Spouse	90%	Employee/Spouse	85%
Family	85%	Family	75%

If an employee chooses to enroll in a plan with a lower deductible (and higher premium), such as Option A or B, the City will pay the previously referenced percentage of the Option C premium, and the employee will be responsible for covering the premium cost difference, or “buying up.”

Based on this rate calculation and holding employee elections to be the same in open enrollment, the City could expect to pay an additional \$3,991 per month more than the current rate of charges, for an increase of about 12.7% per month or 6.33% more considered on an annual basis.

The other major changes besides premiums are that the Deductible for Option D plans will increase by \$500/\$1,000 and Retail Costs of Prescription Drugs for Option A, B, and C plans will increase by amounts which vary by class of prescription. These changes do not compromise the applicability of the plans for the needs of City employees, and the limited level of benefit coverage changes promises to maintain a simple open enrollment process which will allow employees to choose the best plan for their respective needs.

While rates experienced a minor increase, the level of benefit coverage offered to employees under the four plan options remained largely the same. The rate increase experienced two years ago was close to 11.5% and last year the increase was close to 2%. Based on research with other organizations of various sizes, the City is fortunate to have avoided a rate increase of closer to 15% this plan year. Additional information regarding plan changes is attached.

DENTAL

The City received dental insurance renewal rates from Delta Dental of Kansas for the 2020-2021 plan year, which runs from July 1, 2020 to June 30, 2021. The City's proposed plan offerings and rate structure changed very minimally for the upcoming plan year.

City staff analyzed the new rates and determined that it was financial feasible to keep the rate calculation the same that it has been in the past. The City currently offers two plan options based on whether the plan will cover only an employee, or the employee and their children and/or spouse. The package of plans in the proposed renewal agreement will continue to offer the same two plans with minor changes.

The employer-paid portion of the monthly premium is calculated as follows:

Plan Type	% of Premium Paid by City
Employee Only	90%
Family	80%

The rates received for the 2020/2021 plan year decreased employee only plan monthly premiums by 6.1% and family plan monthly premiums by 4.6% (\$-1.73 and \$-4.51 / month, respectively). The change in premium is based on the grouped experience of all organizations of a similar size in the extensive Delta Dental of Kansas, Inc. system of client organizations. The recent history of rate changes received by the City of Tonganoxie from Delta Dental of Kansas, Inc. since participation commenced in 2014 is found below:

Plan Type	2014 Rate Change	2015 Rate Change	2016 Rate Change	2017 Rate Change	2018 Rate Change	2019 Rate Change	2020 Rate Change
Employee Only	2.4%	0%	2.6%	0%	3%	0.9%	-6.1%
Family	1.8%	0%	2.2%	0%	2.9%	0.7%	-4.6%

Based on this rate calculation, the City can expect to pay about \$250 less in dental monthly premium contributions on an annual basis, or a decrease of about -4.8% (depending on plan selection at open enrollment). The other change in coverage is the adjustment of cleanings from 2x per year to as many times per year as desired, with the cost subject to the maximum benefit cap for the plan. This change is positive for employees. Additional information regarding plan coverage and is attached.

VISION

The City is under a multi-year vision insurance rates from VSP Vision Care for the 2020-2021 plan year, which runs from July 1, 2020 to June 30, 2021. The City's proposed plan offerings and rate structure did not change for the upcoming plan year. Premiums are between \$7.67 and \$19.94 per month and are paid entirely by employees. Staff do not propose an adjustment to the provider for this benefit.

Plan Type	% Paid by Employee	2018 Rate Change	2019 Rate Change	2020 Rate Change
Employee Only	100%	0%	2.95%	0%
Employee + One	100%	0%	2.96%	0%
Employee + Family	100%	0%	3%	0%

BUDGET IMPACT:

The City's contribution to employee insurance benefits costs is an important aspect of the City's General Fund budget and somewhat important aspect of the budget in the Utility Funds that fund a portion of related employees' personal services costs. The impact of the increases in health and dental insurance effective July 1, 2020 means that the City's 2020 budget shouldn't experience cost overruns in personal services costs and that the first half of 2021 will included corresponding cost assumptions. Staff anticipate 2021 budget

assumptions will include increased employee insurance benefit costs based on plan year renewals and current projections.

ACTIONS NEEDED:

Make a motion to authorize execution of an agreement with Blue Cross Blue Shield of Kansas for employee health insurance coverage, an agreement with Delta Dental of Kansas for employee dental insurance coverage, and an agreement with VSP Vision Care for employee vision insurance coverage for plan year 2020-2021.

ATTACHMENTS:

Health Insurance Plan Update – 2020/2021 Plan Year

Dental Insurance Plan Update – 2020/2021 Plan Year

Vision Insurance Plan Update – 2020/2021 Plan Year

cc: George Brajkovic, City Manager



BlueCare Quad Option 1	A BlueCare ClassicSG Choice 1 <i>Platinum level</i>	B BlueCare ClassicSG Choice 2 <i>Gold level</i>	C BlueCare ClassicSG Choice 3 <i>Gold level</i>	D BlueCare Simple SilverSG Choice HDHP[§] <i>Silver level</i>
Deductible	\$500 / \$1,000	\$1,200 / \$2,400	\$1,500 / \$3,000	\$4,500 / \$9,000
Coinsurance (% paid by member)	20%	30%	30%	0%
Annual out-of-pocket maximum	\$1,500 / \$3,000	\$4,500 / \$9,000	\$4,500 / \$9,000	\$4,500 / \$9,000
Home and office visits – Primary and Telemedicine	\$25	\$25	\$25	Deductible then \$0
Home and office visits – Specialists	\$50	\$50	\$50	Deductible then \$0
Emergency room	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Deductible then \$0
Inpatient hospital services	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Deductible then \$0
Preventive care	\$0 – Preventive is without cost share			
Immunizations	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Deductible then \$0
Outpatient lab, radiology and advanced imaging	\$300 paid at 100% then subject to deductible/coinsurance	\$300 paid at 100% then subject to deductible/coinsurance	\$300 paid at 100% then subject to deductible/coinsurance	Deductible then \$0
Prescription drugs – retail	\$20 / \$65 / \$100 / \$200 / Spec. Non-preferred: 25% coinsurance not to exceed \$300	\$20 / \$65 / \$100 / \$200 / Spec. Non-preferred: 25% coinsurance not to exceed \$300	\$20 / \$65 / \$100 / \$200 / Spec. Non-preferred: 25% coinsurance not to exceed \$300	Deductible then \$0
Mail order drugs *	\$50 / \$162.50 / \$250	\$50 / \$162.50 / \$250	\$50 / \$162.50 / \$250	Deductible then \$0
Pediatric dental (ages 0-19)	Cleanings and periodic evaluations covered at 100%, then subject to deductible/coinsurance	Cleanings and periodic evaluations covered at 100%, then subject to deductible/coinsurance	Cleanings and periodic evaluations covered at 100%, then subject to deductible/coinsurance	Cleanings and periodic evaluations covered at 100%, then subject to deductible
Pediatric vision (ages 0-19)	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Deductible then \$0
Outpatient rehabilitation	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Deductible then \$0
Outpatient habilitative	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Deductible then \$0
Outpatient surgery	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Deductible then \$0
Mental illness/substance use disorders – outpatient services	\$25	\$25	\$25	Deductible then \$0
Home social work visits	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Deductible then \$0

* Specialty drugs are not covered

§ HSA compliant



March 26, 2020

DAN PORTER
CITY OF TONGANOXIE
321 S DELAWARE
TONGANOXIE, KS 66086

RE: **Important Updates for Your Dental Plan – Renewal Date July 1, 2020**
Group #52575-0

Dear Dan Porter:

Delta Dental of Kansas (DDKS) is implementing the following enhancements for your 2020 dental plan to increase your employee's access to oral health care benefits.

- **Right Start 4 Kids (RS4K)** – Kids 12 and under receive 100% coverage, with no deductible, for all services covered under the plan, excluding orthodontics, when an in-network dentist (Delta Dental Premier or Delta Dental PPO) is seen. *If an out-of-network provider is seen, the underlying contract applies including waiting periods, deductibles and coinsurance levels.*
- **Unlimited Cleanings** – Effective at your 2020 renewal date, your plan will allow for unlimited cleanings. This includes regular/prophylaxis cleanings and periodontal maintenance cleanings.

Effective **July 1, 2020**, the premium for your dental coverage is as follows:

	<u>Current Rates</u>	<u>New Rates</u>	
Employee:	\$28.20	\$26.47	Rate Decrease
Family:	\$98.52	\$94.01	Rate Decrease

Enclosed is a policy endorsement that to indicate your acceptance of this renewal. To confirm your acceptance please sign and return the endorsement via fax to (913) 381-8312, or email to ddpkc@deltadentalks.com. **This endorsement must be returned by June 1, 2020 to ensure timely submission of your group's renewal.** Please attach a copy of the endorsement to your current contract for your records. ***If the signed endorsement is not returned prior to your renewal date shown above, your group will be re-enrolled at current benefit levels with the new rates noted above.***

We look forward to the continued opportunity to be of service to you and your employees. If you have any questions regarding your renewal or if you would like to see alternate plan design options, please feel free to contact your agent (if applicable) or your Account Executive below.

Jim Davis, Account Executive
913-327-3721; Jdavis@deltadentalks.com

cc: BUKATY COMPANIES

Welcome to Delta Dental of Kansas

With Delta Dental of Kansas you receive the expertise of the largest, most experienced dental benefits carrier in the nation, paired with our unparalleled customer service. With your employer, we have designed a dental benefit plan to help protect you and your family's oral health. Regular, preventive dental care is fundamental to making your smile last, and a healthy mouth contributes to your overall wellbeing.

CHOOSING A DENTIST

You are free to go to any dentist of your choice, but there may be a difference in the amount you pay if the dentist is not a Delta Dental in-network dentist. It is to your advantage to choose a **Delta Dental PPO™** or **Delta Dental Premier®** network dentist. Nearly 4 out of 5 dentists nationwide participate with Delta Dental, so chances are excellent your dentist is already in-network. You can search for an in-network dentist at **DeltaDentalKS.com**, on the Delta Dental mobile app or by contacting our customer service team at 800.234.3375.

MANAGING MY BENEFITS

At **DeltaDentalKS.com**, you can log in to your member account to:

- Print your member ID card
- Review your eligibility and benefit information
- See how your claims paid
- Estimate your out-of-pocket costs*
- Sign-up to receive your Explanation of Benefits (EOBs) electronically
- Access member-only discounts
- And more!

Through Delta Dental's mobile app, you can:

- Use your mobile ID card
- Find a dentist
- Estimate your out-of-pocket costs*
- Review your coverage and claims
- Take an oral health risk assessment
- Use the toothbrush timer
- And more!



**The Dental Care Cost Estimator provides an estimate and does not guarantee the exact fees for dental procedures, what your dental benefits plan will cover or your out-of-pocket costs. Estimates should not be construed as financial or medical advice. For more detailed information on your actual dental care costs, please consult your dentist and call Delta Dental of Kansas at 800-234-3375.*

Summary of Dental Plan Benefits

CITY OF TONGANOXIE

Group #52575-000-00001-00000

Effective for July 1, 2020

MAXIMUM BENEFIT(S) PER PERSON:	Benefit % Paid			
	Delta Dental PPO	Delta Dental Premier/Out-of-Network		
The Maximum Benefit for all Covered Services, for each Enrollee in any one Calendar Year is: One Thousand Five Hundred Dollars (\$1,500.00) .	100%	80%	DIAGNOSTIC & PREVENTIVE (Not Subject to Deductible)	
The Maximum Benefit for Orthodontic Services for each Enrollee is: One Thousand Dollars (\$1,000.00) during such person's lifetime. Payment for the Orthodontic Services shall be included in determining the Maximum Benefit for each Calendar Year.	100%	80%	Diagnostic:	Includes the following procedures necessary to evaluate existing dental conditions and the dental care required: <ul style="list-style-type: none"> <u>Oral evaluations</u> – two (2) times per Calendar Year. <u>Bitewing x-rays</u> – bitewings two (2) times per Calendar Year for dependents under age eighteen (18) and once (1) each twelve (12) months for adults age eighteen (18) and over. <u>Full mouth or panoramic x-rays</u> – once (1) each five (5) years.
			Preventive:	Provides for the following: <ul style="list-style-type: none"> <u>Prophylaxis</u> (Cleanings) – unlimited. <u>Topical Fluoride</u> – two (2) times per Calendar Year for dependent children under age nineteen (19). <u>Space Maintainers</u> – for dependent children under age fourteen (14) and only for premature loss of primary molars. <u>Sealants</u> – once (1) per tooth per lifetime for dependent children under age sixteen (16) when applied only to permanent molars with no caries (decay) or restorations on the occlusal surface and with the occlusal surface intact.
DEDUCTIBLE LIMITATIONS: Coverage for Diagnostic and Preventive Services are not subject to any Deductible amount. For all other covered benefits, the Calendar Year Deductible is: \$50x3			BASIC (Subject to Deductible)	
RIGHT START 4 KIDSSM (RS4K): Kids 12 and under receive coverage at 100% for all services covered under the plan. Not subject to deductible. Subject to plan's Annual Maximum, frequencies and limitations apply. Must see an in-network dentist or the plan's underlying contract applies including waiting periods, deductibles and coinsurance levels.	80%	60%	Ancillary:	Provides for one (1) emergency examination per plan year by the Dentist for the relief of pain.
	80%	60%	Oral Surgery:	Provides for extractions and other oral surgery including pre and post-operative care.
	80%	60%	Regular Restorative:	Provides amalgam (silver) restorations; composite (white) resin restorations on all teeth; and stainless steel crowns for dependents under age twelve (12).
	80%	60%	Endodontics:	Includes procedures for root canal treatments and root canal fillings. When covered, payment for root canal therapy is limited to only once (1) in any twenty-four (24) month period, per tooth.
	80%	60%	Periodontics:	a. Includes procedures for the treatment of diseases of the tissues supporting the teeth. Periodontal maintenance is unlimited if diagnosed with periodontal treatment history. b. Surgical periodontal procedures.
ELIGIBLE CHILDREN AGES: Children are eligible for coverage to age twenty-six (26) .	80%	60%	MAJOR (Subject to Deductible)	
	50%	40%	Special Restorative:	When teeth cannot be restored with a filling material listed in Regular Restorative Dentistry, provides for individual crowns.
	50%	40%	Prosthodontics:	a. Includes bridges, partial and complete dentures. b. Repairs and adjustments of bridges and dentures.
	50%	40%	ORTHODONTICS (Subject to Deductible)	
	50%	50%	Orthodontics:	Includes orthodontic appliances and treatment, interceptive and corrective, for dependent children under age nineteen (19).

This is a summary of benefits only and does not bind Delta Dental of Kansas to any coverage. Subscribers are encouraged to familiarize themselves with the details of their individual plan benefits. Subscribers are responsible for any required copayments, deductibles, or fees for services not covered by their plan at the time services are performed. Please refer to the Description of Dental Care Coverage ("Benefits Booklet") for complete coverage information, including but not limited to any applicable exclusions and limitations. Coverage as described in the employer group's dental benefits contract with Delta Dental of Kansas is binding on all parties and supersedes all other written or oral communications.

**RENEWAL ADDENDUM No. 6
FOR GROUP #52575-0**

Attached to and forming a part of the Agreement To Provide Dental Care Benefits between **CITY OF TONGANOXIE** (plan #52575-0) and Delta Dental of Kansas, Inc.

It is agreed and understood that effective with the **July 1, 2020** renewal, Section I, Number 5 shall read:

TO RENEW WITH BENEFITS & RATES BELOW:			
RATES:	Employee:	\$26.47	Rate Decrease
	Family:	\$94.01	Rate Decrease

Important Updates for Your Dental Plan

- **Right Start 4 Kids (RS4K)** – Kids 12 and under receive 100% coverage, with no deductible, for all services covered under the plan, excluding orthodontics, when an in-network dentist (Delta Dental Premier or Delta Dental PPO) is seen. *If an out-of-network provider is seen, the underlying contract applies including waiting periods, deductibles and coinsurance levels.*
- **Unlimited Cleanings** – Effective at your 2020 renewal date, your plan will allow for unlimited cleanings. This includes regular/prophylaxis cleanings and periodontal maintenance cleanings.

Please acknowledge acceptance of this renewal by signing below and returning the renewal confirmation by fax to (913) 381-8312 or by email to ddpkc@deltadentalks.com by **June 1, 2020**.

Printed Name

Date

Signature

Agent's Name



Delta Dental of Kansas, Inc.

Please assist us in updating our records by providing the name & email address of your group administrator.

Contact: _____

Email: _____

WELLNESS CONNECTION – As the dental benefits experts, we're here to help educate your employees on the importance of good oral health. Visit the **Wellness Connection** on our website, www.deltadentalks.com, to download easy-to-use wellness materials.

Your Vision Benefits Summary



Get access to great eye care and eyewear with CITY OF TONGANOXIE and VSP® Vision Care.

Using your VSP benefit is easy.

- **Create an account at vsp.com.** Once your plan is effective, review your benefit information.
- **Find an eye doctor who's right for you.** The decision is yours to make—with the largest national network of private-practice doctors, it's easy to find the in-network doctor who's right for you. Visit vsp.com or call **800.877.7195**.
- **At your appointment, tell them you have VSP.** There's no ID card necessary. If you'd like a card as a reference, you can print one on vsp.com.

That's it! We'll handle the rest—there are no claim forms to complete when you see a VSP provider.

Best Eye Care

You'll get the highest level of care, including a WellVision Exam®—the most comprehensive exam designed to detect eye and health conditions. Plus, when you see a VSP provider, you'll get the most out of your benefit, have lower out-of-pocket costs, and your satisfaction is guaranteed.

Choice in Eyewear

From classic styles to the latest designer frames, you'll find hundreds of options. Choose from featured frame brands like bebe, CALVIN KLEIN, Cole Haan, Flexon®, Lacoste, Nike, Nine West, and more.¹ Visit vsp.com to find a Premier Program location that carries these brands. Plus, save up to 40% on popular lens enhancements.² Prefer to shop online? Check out all of the brands at eyeconic.com®, VSP's preferred online eyewear store.

Plan Information

VSP Coverage Effective Date: 07/01/2019

VSP Provider Network: VSP Choice

Visit vsp.com or call **800.877.7195** for more details on your vision coverage and exclusive savings and promotions for VSP members.

1. Brands/Promotion subject to change.

2. Savings based on network doctor's retail price and vary by plan and purchase selection; average savings determined after benefits are applied. Available only through VSP network doctors to VSP members with applicable plan benefits. Ask your VSP network doctor for details.

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All rights reserved. VSP, VSP Vision care for life, and WellVision Exam are registered trademarks, and "Life is better in focus." is a trademark of Vision Service Plan. Flexon is a registered trademark of Marchon Eyewear, Inc. All other company names and brands are trademarks or registered trademarks of their respective owners.

Benefit	Description	Copay
Your Coverage with a VSP Provider		
WellVision Exam	<ul style="list-style-type: none"> • Focuses on your eyes and overall wellness • Every 12 months 	\$10
Prescription Glasses		\$20
Frame	<ul style="list-style-type: none"> • \$130 allowance for a wide selection of frames • \$150 allowance for featured frame brands • 20% savings on the amount over your allowance • Every 24 months 	Included in Prescription Glasses
Lenses	<ul style="list-style-type: none"> • Single vision, lined bifocal, and lined trifocal lenses • Polycarbonate lenses for dependent children • Every 12 months 	Included in Prescription Glasses
Lens Enhancements	<ul style="list-style-type: none"> • Standard progressive lenses • Premium progressive lenses • Custom progressive lenses • Average savings of 20-25% on other lens enhancements • Every 12 months 	\$0 \$95 - \$105 \$150 - \$175
Contacts (instead of glasses)	<ul style="list-style-type: none"> • \$130 allowance for contacts; copay does not apply • Contact lens exam (fitting and evaluation) • Every 12 months 	Up to \$60
Primary EyeCare	<ul style="list-style-type: none"> • As a VSP member, you can visit your VSP doctor for medical and urgent eyecare. Your VSP doctor can diagnose, treat, and monitor common eye conditions like pink eye, and more serious conditions like sudden vision loss, glaucoma, diabetic eye disease, and cataracts. Ask your VSP doctor for details. • As needed 	\$20
Extra Savings	<p>Glasses and Sunglasses</p> <ul style="list-style-type: none"> • Extra \$20 to spend on featured frame brands. Go to vsp.com/offers for details. • 20% savings on additional glasses and sunglasses, including lens enhancements, from any VSP provider within 12 months of your last WellVision Exam. <p>Retinal Screening</p> <ul style="list-style-type: none"> • No more than a \$39 copay on routine retinal screening as an enhancement to a WellVision Exam <p>Laser Vision Correction</p> <ul style="list-style-type: none"> • Average 15% off the regular price or 5% off the promotional price; discounts only available from contracted facilities 	
Your Coverage with Out-of-Network Providers		
Get the most out of your benefits and greater savings with a VSP network doctor. Call Member Services for out-of-network plan details.		
VSP guarantees coverage from VSP network providers only. Coverage information is subject to change. In the event of a conflict between this information and your organization's contract with VSP, the terms of the contract will prevail. Based on applicable laws, benefits may vary by location. In the state of Washington, VSP Vision Care, Inc., is the legal name of the corporation through which VSP does business.		

Date: 4/16/2020

Grant Liabilities

	Projection	Actual	Remaining
1b. Public Facilities Sewer Line Const	282,514.00	-	282,514.00
1h. Engineering Design	31,421.00	31,221.00	200.00
1i. Construction Inspection	23,565.00	-	23,565.00
3a. Grant Administration	10,000.00	2,499.96	7,500.04
		-	-
		-	-
		-	-
Subtotal Grant Costs	347,500	33,721	313,779

City Liabilities

	Projection	Actual	Remaining
Publications	500.00	380.00	120.00
Legal Services	2,000.00	2,500.00	(500.00)
			-
			-
Subtotal City Costs	2,500	2,880	(380)

	Budget	Actual Costs Incurred	Balance Remaining
Total Project Liabilities	350,000	36,601	313,399

Library Project Budget Report - As of 2020-04-16

Land Acquisition Costs	Budget	Actual Costs Incurred	Balance Remaining
Land Purchase	195,149.00	192,921.94	2,227.06
Geotech	7,500.00	3,250.00	4,250.00
Special Inspections	27,629.00	17,435.49	10,193.51
Topographical Survey	3,500.00	-	3,500.00
Subtotal Land Acquisition Liabilities	233,778	213,607	20,171
Pre-Construction, Design, and Construction Liabilities - JE Dunn	Budget	Actual Costs Incurred	Balance Remaining
SAPP Design and Preconstruction JE Dunn	386,000.00	371,466.00	14,534.00
Construct and Equipt Library Facility (Design-Build Contract)	3,125,222.00	3,136,682.00	(11,460.00)
		-	-
		-	-
Subtotal Pre-Construction & Design Liabilities - JE Dunn	3,511,222	3,508,148	3,074
	Budget	Actual Costs Incurred	Balance Remaining
Total Project Liabilities (not including issuance costs)	3,745,000	3,721,755	23,245

City of Tonganoxie Financial Report

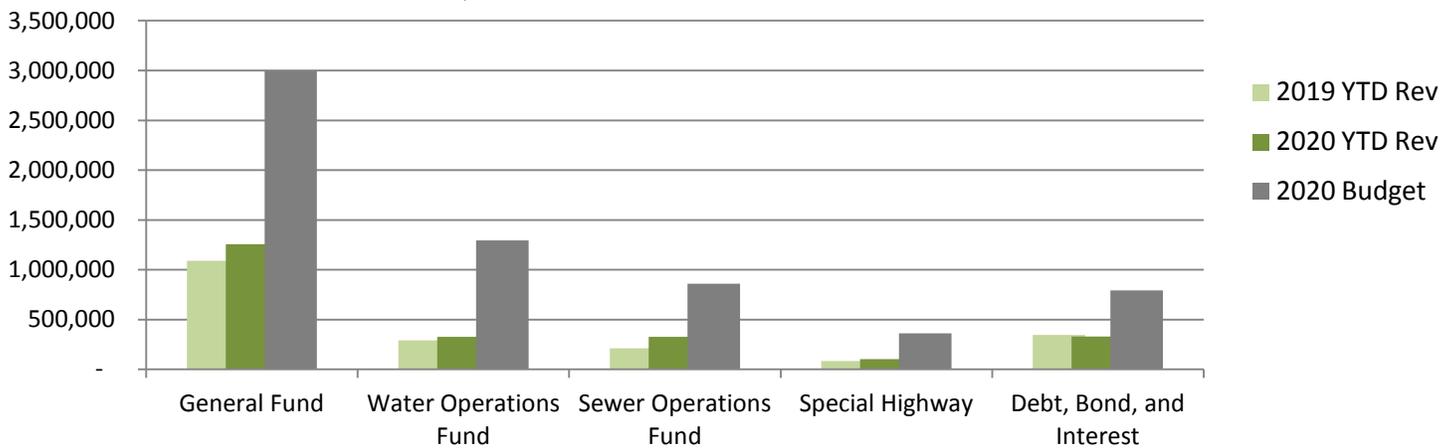
Mar-20

Highlights

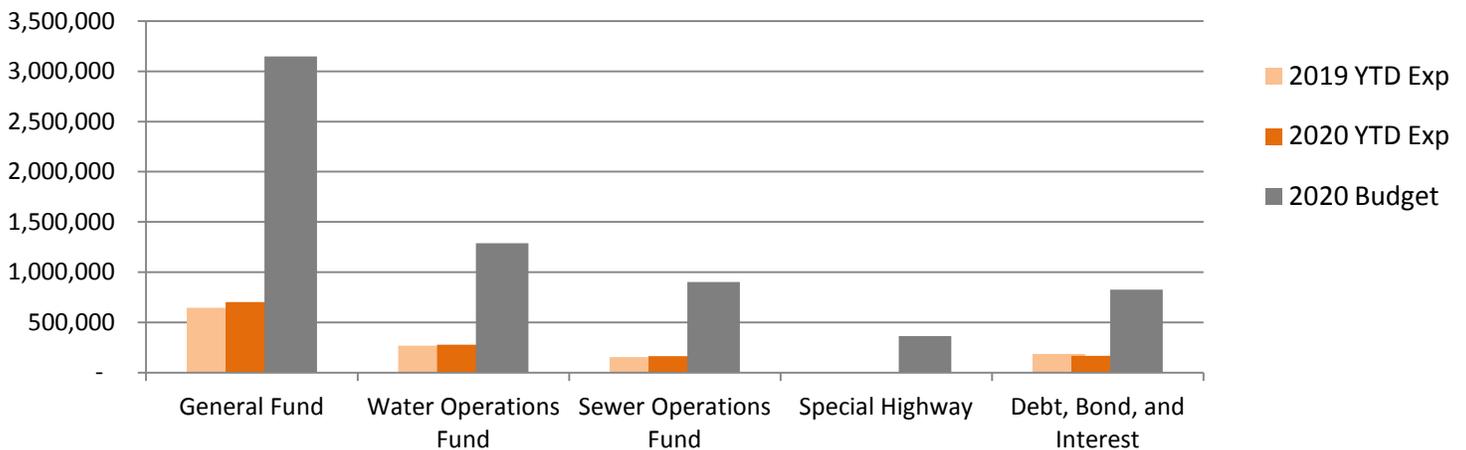
Spent 20% of budget authority in all funds YTD
Prepared for \$500,000 LVCO CR1 pmt for 2020
Paid JE Dunn through Pay App #14 on Library Proj

Received 37% of budgeted revenue YTD
Issued RFP for 2020 Street Maintenance
326 total payments in 2020

Major Fund Revenues



Major Fund Expenditures



General Fund

Principal funding mechanism for general services.

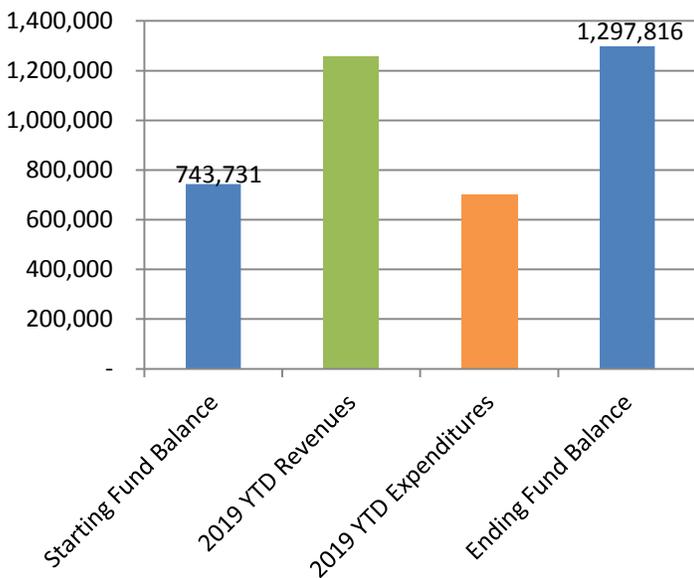
Revenue

Overall collection of 41.9% of General Fund revenue.
 Sales and Use Tax collection on track with budget and ahead of last year's pace.
 Franchise Fees were slightly more than budgeted and Court Fine collections are less than budget.
 Building Permits revenues are tracking at 77% of \$65,000 annual budget

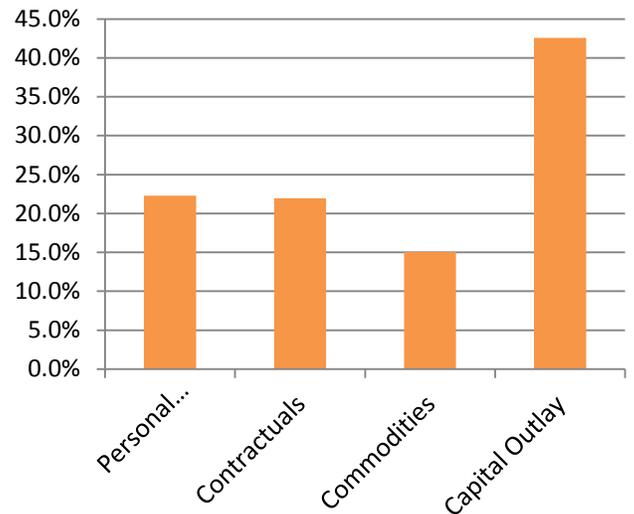
Expenditures

Overall, spent 22% of General Fund budget YTD.
 Personal Services are at 22.3% of budget.
 Capital Outlay has spent 42% of budget because of payment for one-time purchases.

Projected Fund Balance



% of Budget Spent by Category



YTD Property Tax Collections

\$ 773,550	55.1% of Budget
------------	--------------------

YTD Franchise Fee Collections

\$ 96,311	31.9% of Budget
-----------	--------------------

YTD Sales & Use Tax Collections

\$ 155,022	27.1% of Budget
------------	--------------------

YTD Building Permit Collections

\$ 50,586	77.8% of Budget
-----------	--------------------

Utility Funds

Enterprise Funds, operated in a similar manner to private enterprise, and capital funds to finance capacity and infrastructure.

Water Operations Fund

Revenue

Water Sales specifically were 25% of budget, which is slightly ahead of pace compared to the prior year.

Category	Receipts	Change from PY
Water Charges	25.2%	7.7%
Late & Reconnect Fees	22.7%	3.1%
Other Fees	27.8%	94.2%
Total	25.3%	12.6%

Sewer Operations Fund

Revenue

Sewer sales met budget projections through November. Unusual sewer inspections revenue levels are tied to the Schoolyard Townhomes development project.

Category	Receipts	Change from PY
Sewer Sales	26.5%	5.0%
Sewer Inspections	205.0%	1071.4%
Total	37.9%	53.3%

Sanitation Fund

Revenue

The total number of billed accounts continues to increase from last year, which impacts budget authority for expenditures.

Category	Receipts	Change
Sanitation Charges	27.1%	9.2%

Storm Water Fund

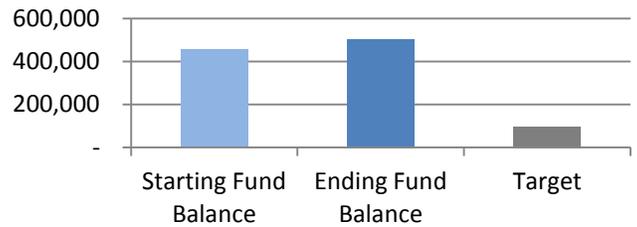
Revenue

Collected anticipated levels of revenue for part of 2018 and 2019.

Category	YTD Collections
Storm Water Charges	11,085

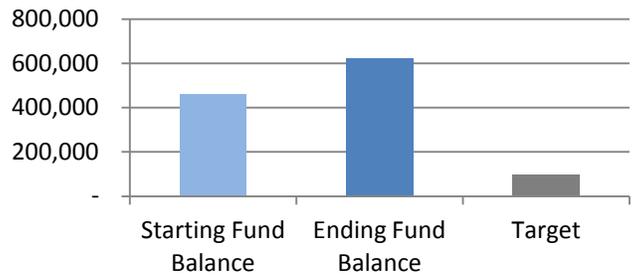
Expenditures

Commodities and capital outlay are on track with budget, while Contractuals are elevated. Budgeted transfers are only made on a quarterly basis, so only 1 quarter is recorded. Target fund balance is based on YTD revenues.



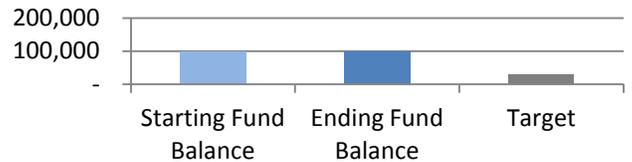
Expenditures

More expenditures in the capital outlay and commodities category are anticipated before the end of the year.



Expenditures

26.9% of budgeted expenditures. Largely a pass through budget. Potential for a 2020 budget amendment.



Expenditures

Only minor expenditures have been completed as the fund is building up available resources before addressing larger projects in 2020/2021.

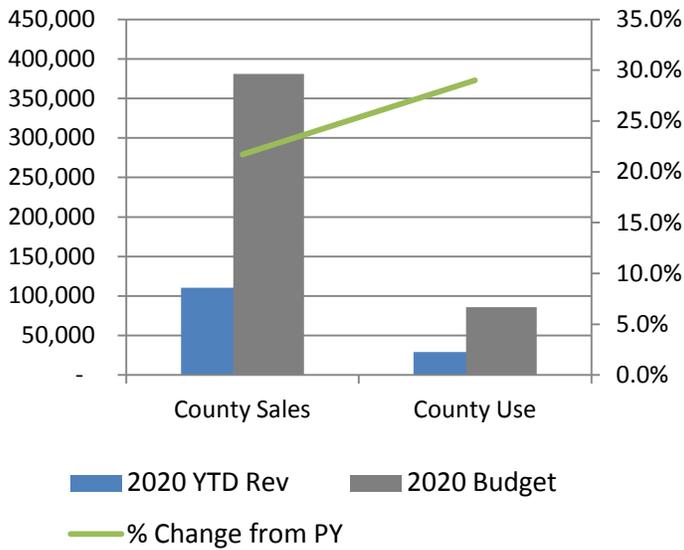
Cap Projects and Debt Funds

County Road 1 debt, capital projects, and debt service payments.

Capital Projects Fund

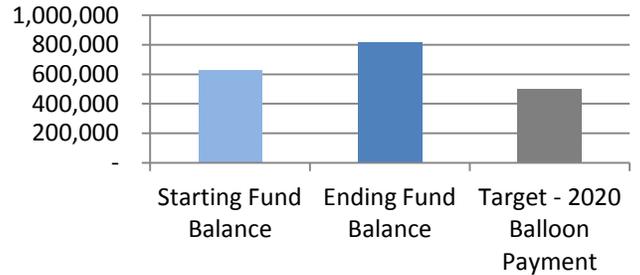
Revenue

Some revenue is derived from transfers from other funds, but the majority in this fund is from the City's share of County Sales and County Use taxes. County Sales & Use Tax are ahead of pace from last year and on track to exceed budget projections.



Expenditures

\$100,000 CR1 Debt payment was made in November 2019, with a balloon payment planned in September 2020. Fund balance was built up intentionally in advance of this payment.



Debt, Bond, and Interest Fund

Revenue

Property Tax is the largest source of revenue in this fund, and it came in at budget in 2018 and 2019. Revenue is meeting expectations so far in 2020. Certain debt service payments like the 2018A Library issuance are funded by transfers from other funds dedicated to supporting those issuances (Infrastructure Sales Tax proceeds).

Expenditures

Made all scheduled debt service payments in 2019 and Spring 2020. The next scheduled debt payment is in July.

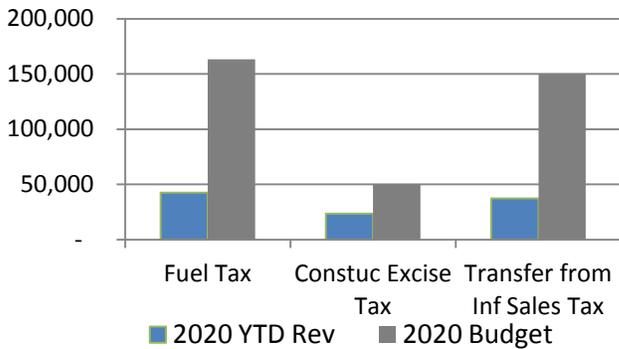
Special Revenue Funds

Funds restricted in use based on source and type of revenue collected.
Street and Infrastructure Maintenance Funds

Special Highway Fund

Revenue

The special highway fund receives funding from 3 primary sources: fuel tax distributions, construction excise taxes on development, and transfers from other funds like the Infrastructure Sales Tax Fund. In 2019, each funding source either met or exceeded budgeted collections. Through the current month, the City has collected revenue on par with budget.

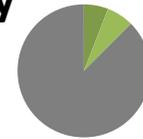


Expenditures

Major services planned for 2020 include mill and overlay and chip seal treatments. Proposals in response to the City's RFP for Mill and Overlay services are due in May 2020.

From 2018 - 2019, dedicated funding from the 3/4 cent infrastructure sales tax allowed maintenance of 34% of the City's overall street network.

2019 Activity

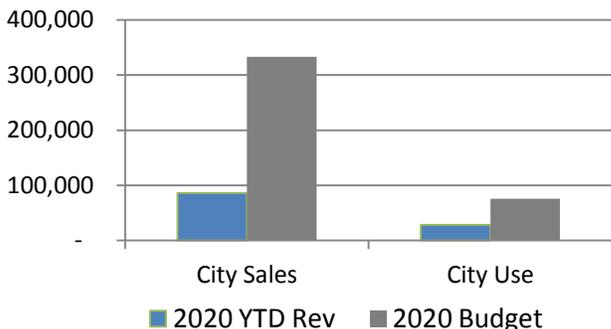


- Asphalt Rejuvenation
- Mill and Overlay or Chip Seal
- Unimpacted Network

Infrastructure Sales Tax Fund

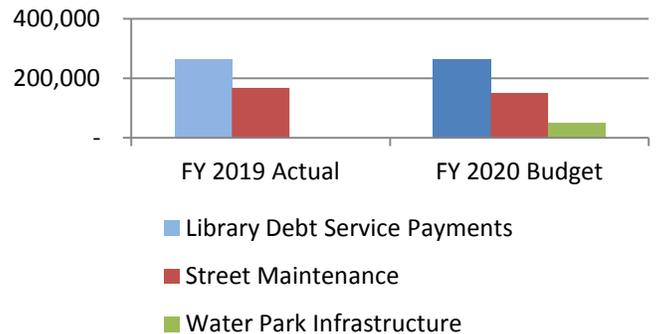
Revenue

Collections of the general purpose sales tax deducted to funding infrastructure improvements, including the construction of a new Library, on track with budget in sales tax and almost 20% over budget in use tax. The net of these two revenues is slightly over budget.



Expenditures

The first quarterly transfer of funds was completed for 2020, along with the entirety of associated debt service payments.



Special Revenue Funds

Funds restricted in use based on source and type of revenue collected.

Utility Capital Funds

Fund	Beg. Fund Balance	YTD Rev	YTD Exp	End. Fund Balance	Change
Water Capital	233,218	99,250	14,359	318,109	84,891
Sewer Capital	304,385	22,000	6,804	319,581	15,196

Public Safety Capital Funds

Fund	Beg. Fund Balance	YTD Rev	YTD Exp	End. Fund Balance	Change
Fire Capital	128,134	21,014	58,618	90,530	(37,604)
Police Capital	29,271	2,308	7,182	24,397	(4,874)

Other Funds

Fund	Beg. Fund Balance	YTD Rev	YTD Exp	End. Fund Balance	Change
Special Parks	15,702	2,216	-	17,918	2,216

Monitoring the Impact of COVID-19

Staff are examining key revenue projections in light of public orders and business activity levels. Impacts include 2020 spending & 2021 budget development.

General Fund

Revenue

Strong Position -

Sales & Use Tax - Franchise Fees - Building Permits

Average Position -

Property Tax

Experiencing Challenges -

Court Fines - Water Park Fees

Capital Projects Fund

Revenue

Strong Position -

Sales & Use Tax (so far) - Transfers from other funds

Average Position -

None

Experiencing Challenges -

None

Debt, Bond, & Interest Fund

Revenue

Strong Position -

Transfers from other funds - Reimbursements

Average Position -

Property Tax

Experiencing Challenges -

None

Infrastructure Sales Tax Fund

Revenue

Strong Position -

Sales & Use Tax

Average Position -

None

Experiencing Challenges -

None

General Fund 2020 Revenue	Amt	%
Property Tax	1,404,041	51%
Sales and Use Tax	571,180	21%
Franchise Fees	302,000	11%
Charges for Service	121,000	4%
Licenses and Permits	81,550	3%
Fines and Forfeits	144,000	5%
Grants & Other	94,796	3%
Interest	60,000	2%

City Sales & Use Tax Top Producers

Business	% of Total Collections (2019)
Brothers Market	10.2%
Leavenworth Co Trea (Vehicles)	6.0%
Caseys Retail Compa	5.7%
Westar Energy Inc	4.6%
Dollar General	3.8%
O Reilly Auto Parts	3.0%
Sonic Drive In	2.8%
ONE GAS INC	2.5%
Todds Tire LLC	2.2%
Himpel Lumber & Bui	1.8%

Business Type	Count in Top 25 (2019)
Utility	6
Restaurant	4
Auto Repair	3
Gas Station	3
Government	2
Auto Parts	1
General Store	1
Furniture	1
Grocery	1
Hardware	1
Lumber	1
Online Retailers	1