TENTATIVE AGENDA
RAYTOWN BOARD OF ALDERMEN
JUNE 3, 2025
REGULAR SESSION NO. 4
RAYTOWN CITY HALL
10000 EAST 59TH STREET
RAYTOWN, MISSOURI 64133
7:00 P.M.
AND
ONLINE ZOOM WEBINAR

ZOOM.US/JOIN
WEBINAR ID: 811 7254 0466
PASSCODE: 628907

Invocation/Pledge of Allegiance
Roll Call

Public Comments

Comments from the Mayor
Comments from the City Administrator
Committee Reports

STUDY SESSION

Parks & Recreation Annual Report
Dave Turner, Parks & Recreation Director

LEGISLATIVE SESSION

1. CONSENT AGENDA
All matters listed under the Consent Agenda are considered to be routine by the Board of Aldermen and will be enacted by one motion without separate discussion or debate. An item designated for the Consent Agenda may be removed from the Consent Agenda at the request of the Mayor or an Alderman, where there is no objection by the remaining members of the Board. If there is an objection to removal of an item from the Consent Agenda, the item may be removed by a motion and vote of the Board.

1a. Approval of the Minutes from the May 20, 2025 Board of Aldermen meeting
1b. Approval of the Minutes from the May 27, 2025 Board of Aldermen Special Session

REGULAR AGENDA

NEW BUSINESS

2. R-3713-25: A RESOLUTION AUTHORIZING AND APPROVING AN AGREEMENT BY AND BETWEEN ADP AND THE CITY OF RAYTOWN, MISSOURI FOR HUMAN RESOURCES INFORMATION SYSTEMS SOFTWARE IN AN AMOUNT NOT TO EXCEED $28,613.33 FOR FISCAL YEAR 2024-2025. Point of Contact: Deewayne Hord, Human Resources Director.

ADJOURNMENT

Raytown Parks & Recreation Department

June 2024 – May 2025

Parks Staff

9 Park Board appointed citizens

9 Full Time Employee's

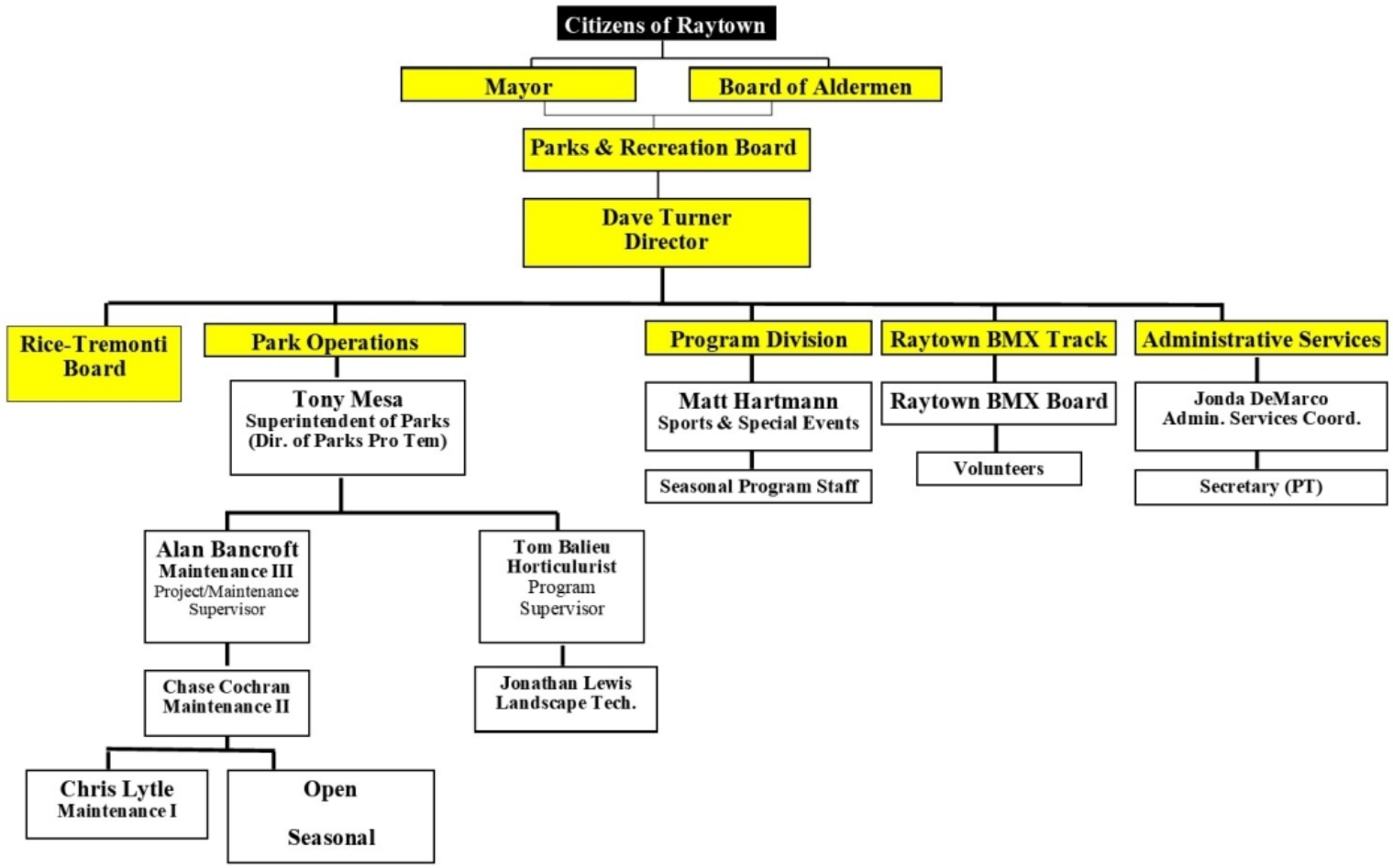
3 Administrative office

6 Maintenance staff

5 BMX Board volunteers

10 Rice-Tremonti Board volunteers

Raytown Parks & Recreation



2024 End of year Actuals

- Revenue: $1,292,713.69
- Expense: $1,295,681.96

Due to grant fund project and the reimbursement schedule, our expenses were higher than the Parks revenue for FY 2024

Revenue History

03	$1,645,219
04	$1,429,836
05	$1,513,402
06	$1,636,801
07	$1,501,404
08	$1,403,238
09	$1,330,984
10	$1,242,746
11	$1,320,402
12	$1,318,428
13	$1,233,429
14	$1,299,293
15	$1,376,751
16	$1,291,150
17	$975,450
18	$974,400
19	$1,092,857
20	$978,546
21	$1,070,528
22	$1,335,620
23	$1,219,298
24	$1,292,714

Revenue Sources End of FY2024

Revenue-$ 1,292,713.69

• Property Tax	52.1%
• Sales Tax	28.3%
• Fees and Charges	5%
• Grants	6.5%
• Sponsorship/Investments	7.6%

Expense Sources 2025 Budget

Budgeted Expenses $4,533,871

Staffing	$774,983	17.1%
Maintenance/Services	$384,788	9%
Programs/Events	$51,800	1.2%
Utilities	$51,300	1.2%
Capital Improvements (Grant Projects)	$3,215,000	70.9%

Accomplishments and CIP

- LWCF Grant award for $1,100,000 project, 50% matching
- OMNIBUS Grant award for $3,000,000, 100% fully funded
- TRIM Grant 2024 $19,000
- Tree City designation 22 years
- Security contractor for after park curfew checks
- Two new Sculpture in Raytown 2024-2026, and one in 2025-2027
- Hosting Raytown High Tennis team at Colman 2024 &2025 season
- Raytown BMX State Race 2025
- Raytown Little League at Little Blue Trace 2023-2025
- 100% Staffing of Full-time employees

Ongoing Duties and Maintenance

- Maintains 176 acres of Park land, Shelter houses, playgrounds, and sporting fields.
- Median beautification 63rd ST, Raytown Rd & 50 Hwy, 63rd ST & Blue Ridge Cut-off, Gregory & Raytown Rd, Raytown City Hall, Street Scape, and the 10 Welcome to Raytown signs.
- Monitoring Budget expenditures and revenue for FY 2025.
- Reporting and bidding projects for grant redevelopment.
- Planning and Implementing Parks events and Programs.
- Snow removal in support of Public Works and Police.
- Parks Sales Tax on upcoming election.

Popular Programs and Events

- Raytown Youth Basketball League
- 50+ Softball league
- Tennis league and lessons
- Get Outdoors Day
- Fishing Derby
- Kids Day at Kenagy
- Raytown Live Concert series
- BMX racing and National Race July 2023, and State Race 2024 &2025
- Festival of Trails September 13th, Rice-Tremonti Home

Festival of Trails
September 14, 2024

EVENT SCHEDULE

Rice-Tremonti Home
8801 E. 66th Street | 10:00am to 5:00pm

- Bake Sale (whole pies) and ice cream treats
- Blacksmith
- Buffalo Soldiers 2:00pm - 3:30pm
- Craft Fair
- Food Trucks and Dining Tent
- Home tours, scheduled periodically
- Kids Crafts
- Kids Games by Connection Point and the River Church
- Living Historians
- Messner Bee Farm
- Missouri Free Trappers
- Sophie White portrayal 11:00am - 1:30pm
- Windy Hollow Historical Band
- Wool Spinning Demonstrations
- Information Booth presented by the Raytown Chamber

Raytown Live, Greenspace in Town Center in downtown Raytown
10009 62nd Street | 6:00pm - 8:00pm

- Food for purchase
- Kids Games
- Live Music – Levee Town Band 6:00pm

Raytown Live
2025 Schedule

Terry Copeland Park LWCF Project

July 2024- May 2025

TERRY COPELAND
PARK

Future Plans

- 53rd ST Demolition / Dog Park project-LWCF grant close out.
- Phase II development of 53rd ST property, Terry Copeland Park with OMNIBUS CPF grant funding.
- Redevelopment of Kenagy ADA compliance, OMNIBUS grant funding.
- Replace or redevelop aging structures at Colman and Kritser Parks.
- Plan for Sales Tax renewal/increase August 2025.
- Follow Park Board 5 year schedule for CIP and infrastructure renovations.
- Add to trail system and interconnect to larger Metro wide trail systems.
- Attract and hire quality staff to maintain and enhance the Raytown Parks Department for the enjoyment of its citizens.

Challenges of the Raytown Parks Department

- Staffing levels make it difficult to expand our duties.
- Vandalism, Ordinance violations, and Side Shows.
- Keeping Horticulture and Program staff on board.
- Sponsorships and donations for public events.
- Storage of Parks vehicles and maintenance equipment.
- Limited capabilities with revenue level.
- Trouble keeping up with aging infrastructure and facilities, playgrounds and shelter houses.
- Ongoing security violations

Budget Concerns- Fixed Expenses

2025 Expense Budget

$774,983	Personnel
$264,988	Supplies & Services
$119,800	Repairs & Maintenance
$ 57,300	Utilities
$1,217,071	**Fixed Expenses**

Parks Revenue:

2017- $975,450

2018- $974,400

2019- $1,092,857

2020- $978,546

2021- $1,070,528

2022- $1,335,620

2023- $1,219,298

2024- $1,292,714

10 Year Budget Comparison

2014 Actuals		2024 Actuals	
Revenue	$1,299,293	Revenue	$1,292,714
All PT & FT Employees	$ 601,712	All PT & FT Employees	$741,181
Staffing = 46% of Parks 2014 Revenue Budget		Staffing = 57% of Parks 2024 Revenue Budget	

City of Raytown Support

- Toni Alexander PIO has been very beneficial to Parks.
- Raytown Police giving support through staffing concerns.
- Public Works loaning equipment, machinery, and expertise.
- Finance & Administration supporting Parks long term and short term goals.

Special Thanks to Raytown volunteers: BMX Board, Rice-Tremonti Board, Connection Point Church, Chamber of Commerce, Raytown Rotary, Scouts, River Church, Graceway, High School Honor Society, and many individuals who make Raytown a better place.

MINUTES
RAYTOWN BOARD OF ALDERMEN
MAY 20, 2025
REGULAR SESSION NO. 3
RAYTOWN CITY HALL
10000 EAST 59TH STREET
RAYTOWN, MISSOURI 64133
7:00 P.M.
AND
ONLINE ZOOM WEBINAR

Mayor Michael McDonough called the May 20, 2025, Board of Aldermen Regular Meeting to order at 7:12 p.m. Timmy Hensel of River Church Family provided the invocation and led the pledge of allegiance.

Roll was called by Teresa Henry, City Clerk, and the attendance was as follows:

Present: Alderman Greg Walters, Alderman Theresa Tush, Alderman Loretha Hayden, Alderman Janet Emerson, Alderman Latrice Thomas, Alderman Theresa Garza, Alderman Josh Morales, Alderman Bonnaye Mims, Alderman Diane Krizek

Absent: Alderman Jim Aziere

Proclamations/Presentations

Mayor McDonough presented a Proclamation for Public Works Week 2025.

Public Comments

None

Comments from the Mayor

Mayor McDonough spoke on recent events and City business.

Comments from the City Administrator

Damon Hodges, City Administrator, provided an update on the City's current projects and plans.

Committee Reports

Comments were shared by Aldermen Hayden and Mims.

STUDY SESSION

Fiscal Year 2023-2024 Audit Presentation
Troutt Beeman & Co. P.C

The item was presented by Mike Groszek, of Troutt Beeman, and Michael Graham, Finance Director.

A Management Letter and Letter to those Charged with Governance, were handed out to the Board of Aldermen.

LEGISLATIVE SESSION

1. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the Board of Aldermen and will be enacted by one motion without separate discussion or debate. An item designated for the Consent Agenda may be removed from the Consent Agenda at the request of the Mayor or an Alderman, where there is no objection by the remaining members of the Board. If there is an objection to removal of an item from the Consent Agenda, the item may be removed by a motion and vote of the Board.

1a. Approval of the Minutes from the May 6, 2025 Board of Aldermen meeting

Alderman Mims, seconded by Alderman Hayden, made a motion to adopt. The motion was approved by a vote of 9-0-1.

Ayes: Aldermen Mims, Hayden, Garza, Morales, Thomas, Emerson, Tush, Walters, Krizek
Nays: None
Absent: Alderman Aziere

REGULAR AGENDA

NEW BUSINESS

2. **R-3710-25: A RESOLUTION** AUTHORIZING AND APPROVING AN AGREEMENT WITH MO TURF FOR NUISANCE ABATEMENT SERVICES IN AN AMOUNT NOT TO EXCEED $95,000.00 FOR FISCAL YEAR 2024-2025. Point of Contact: Diane Egger, Community Development Director.

The item was read by title only by Teresa Henry, City Clerk.

Diane Egger, Community Development Director, presented the item.

Alderman Mims, seconded by Alderman Emerson, made a motion to adopt. The motion was approved by a vote of 9-0-1.

Ayes: Aldermen Mims, Emerson, Krizek, Tush, Morales, Walters, Garza, Hayden, Thomas
Nays: None
Absent: Alderman Aziere

3. **R-3711-25: A RESOLUTION** AUTHORIZING EXPENDITURE OF ADDITIONAL FUNDS THROUGH A CHANGE ORDER WITH ROYAL CONSTRUCTION SERVICES FOR THE POLICE DEPARTMENT ANNEX BUILDING DEMOLITION AND CONSTRUCTION PROJECT IN AMOUNT NOT TO EXCEED $10,492.33 FOR A TOTAL PROJECT AMOUNT NOT TO EXCEED $560,472.33 FOR FISCAL YEAR 2024-2025. Point of Contact: Robinson Camp, Public Works Director.

The item was read by title only by Teresa Henry, City Clerk.

Robinson Camp, Public Works Director, presented the item.

Alderman Morales, seconded by Alderman Hayden, made a motion to adopt. The motion was approved by a vote of 9-0-1.

Ayes: Aldermen Morales, Hayden, Thomas, Emerson, Walters, Garza, Tush, Krizek, Mims
Nays: None
Absent: Alderman Aziere

CLOSED SESSION

Notice is hereby given that the Mayor and Board of Aldermen may conduct a closed session, pursuant to the following statutory provisions:

610.021 (2) Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore;

610.021(3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information relating to the performance or merit of an individual employee is discussed or recorded; and/or

610.021(13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment.

Alderman Garza, seconded by Alderman Emerson, made a motion to go into Closed Session. The motion was approved by a vote of 9-0-1.

Ayes: Aldermen Garza, Emerson, Morales, Tush, Krizek, Mims, Hayden, Walters, Thomas
Nays: None
Absent: Alderman Aziere

The meeting went into Closed Session at 8:15 p.m.

Alderman Mims, seconded by Alderman Hayden, made a motion to adjourn the Closed Session and return to Open Session. The motion was approved by a vote of 9-0-1.

ADJOURNMENT

Alderman Mims, seconded by Alderman Tush, made a motion to adjourn. The motion was approved by a majority of those present.

The meeting adjourned at 9:11 p.m.

_____

Teresa M Henry, City Clerk, MRCC

MINUTES
RAYTOWN BOARD OF ALDERMEN
MAY 27, 2025
SPECIAL SESSION NO. 1
RAYTOWN CITY HALL
10000 EAST 59TH STREET
RAYTOWN, MISSOURI 64133
6:00 P.M.
AND
ONLINE ZOOM WEBINAR

Mayor Michael McDonough called the May 27, 2025, Board of Aldermen Special Session Meeting to order at 6:00 p.m.

Roll was called by Teresa Henry, City Clerk, and the attendance was as follows:

Present: Alderman Loretha Hayden, Alderman Jim Aziere, Alderman Janet Emerson, Alderman Latrice Thomas, Alderman Theresa Garza, Alderman Josh Morales, Alderman Bonnaye Mims, Alderman Diane Krizek

Absent: Alderman Greg Walters, Alderman Theresa Tush

Public Comments

None

LEGISLATIVE SESSION

REGULAR AGENDA

NEW BUSINESS

1. **R-3712-25: A RESOLUTION** RATIFYING THE APPOINTMENT OF DIANE EGGER TO THE CITY ADMINISTRATOR POSITION FOR THE CITY OF RAYTOWN AND APPROVING AN EMPLOYMENT AGREEMENT BETWEEN THE CITY AND DIANE EGGER TO SERVE IN SUCH CAPACITY. Point of Contact: Mayor McDonough.

The item was read by title only by Teresa Henry, City Clerk.

Alderman Aziere, seconded by Alderman Garza, made a motion to adopt. The motion was approved by a vote of 8-0-2.

Ayes: Aldermen Aziere, Garza, Thomas, Emerson, Hayden, Morales, Krizek, Mims
Nays: None
Absent: Aldermen Walters, Tush

Diane Egger spoke regarding her appointment as the Raytown City Administrator.

DRAFT

ADJOURNMENT

Alderman Hayden, seconded by Alderman Mims, made a motion to adjourn. The motion was approved by a majority of those present.

The meeting adjourned at 6:05 p.m.

_____

Teresa M Henry, City Clerk, MRCC

DRAFT

CITY OF RAYTOWN
Request for Board Action

DATE SUBMITTED: 05/28/2025

MEETING DATE: June 3, 2025

SUBMITTED BY: **DEPARTMENT: Administration**

Document Type: Resolution

SUBJECT/REQUEST

R-3713-25: Approval of an agreement with ADP for Human Resources Information Systems Services.

BACKGROUND/JUSTIFICATION

OMNI HR provided Human Resources consulting and support for the City of Raytown in early 2025. Part of their work with the City provided notes and recommendations, which included a recommendation for implementing a modern Human Resources software system in order to streamline and update the current processes that manage employee and payroll data.

A request for bids was published on April 21, 2025 for Human Resources Information Systems (HRIS) and four (4) responses were received.

UKG	No Bid
People Guru	$28,304.30
ADP	$28,613.33
Tyler Technologies	$62,705.05

After a review and discussion of the bids that were received, staff found that ADP was the best responsive bidder and recommended entering an annual agreement with them for their HRIS software system.

RECOMMENDED MOTION

PREVIOUS ACTION

COMMISSION/COMMITTEE REVIEW

FINANCIAL IMPACT

Contractor:	ADP - Always Designing for People
Amount of Request/Contract:	$28,613.33
From Account Name and #:	City Wide, Computer Services 101-00-00-100-53644

REVIEWED BY

Damon Hodges
Michael Graham
Jennifer Baird
Teresa Henry
Teresa Henry

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Reso ADP HRIS-Payroll Software Agreement 2024-2025
2. ADP - HRIS-Payroll Bid - Summary Pages

SUPPORTING DOCUMENTS
(FOR CONTRACT ITEMS ONLY)

Document	Attached	If not attached, explain
Bid/RFP/RFQ: Summary documents for ADP bid submission	X	
Other: full bids from other companies		On File

RESOLUTION NO.: R-3713-25

A RESOLUTION AUTHORIZING AND APPROVING AN AGREEMENT BY AND BETWEEN ADP AND THE CITY OF RAYTOWN, MISSOURI FOR HUMAN RESOURCES INFORMATION SYSTEMS SOFTWARE IN AN AMOUNT NOT TO EXCEED $28,613.33 FOR FISCAL YEAR 2024-2025

WHEREAS, as recommended by the City of Raytown's Human Resources consulting firm, the City needs a modern Human Resources Information System (HRIS); and

WHEREAS, on April 21, 2025, the City of Raytown issued a Request for Proposals for HRIS and received 4 responses; and

WHEREAS, after review, ADP was selected as the successful HRIS vendor; and

WHEREAS, the Board of Aldermen find it is in the best interest of the City to authorize and approve an agreement by and between ADP and the City of Raytown for a Human Resources Information Systems Software in an amount not to exceed $28,613.33 for fiscal year 2024-2025.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF RAYTOWN, MISSOURI, AS FOLLOWS:

THAT the agreement by and between ADP and the City of Raytown for Human Resources Information Systems Software in an amount not to exceed $28,613.33 for fiscal year 2024-2025 is hereby authorized and approved; and

FURTHER THAT the City Administrator is hereby authorized to execute all documents necessary and to take any and all actions necessary to effectuate the terms of the contract and the City Clerk is authorized to attest to the same.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 3rd day of June, 2025.

_____
Michael McDonough, Mayor

ATTEST:

_____
Teresa M. Henry, City Clerk

Approved as to Form

_____
Jennifer M. Baird, City Attorney

Always Designing for People®

Presented To

City of Raytown

May 07, 2025

Presented By

Tim Kimak & Brigid Hornsby
610-486-5602
Tim.Kimak@adp.com
Brigid.Hornsby@adp.com

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Cover Letter

May 07, 2025

City of Raytown

D/B/A City of Raytown
C/O Teresa Henry, City Clerk
10000 E 59th St.
Raytown MO 64133

Dear Teresa:

We are pleased to present the City of Raytown with a proposal for ADP Workforce Now, ADP's integrated solution designed to meet the needs of your organization and help you focus on what matters – your city, your employees, and your fiscal responsibilities.

Organizations of your size generally have lean HR departments with multi-disciplined professionals that span across HR, payroll, benefits, time and labor management (TLM), talent management, recruiting, etc. This creates significant challenges for organizations struggling to access scalable technology and professionals as-needed. The need for both bandwidth and HR expertise to meet various compliance and human capital needs has driven demand for SaaS (Software as a Service) technology.

As your organization gets ready to write the next chapter in your business, taking a fresh look at existing processes, you need productivity tools that can keep pace with your plans.

ADP Workforce Now is the flexible and comprehensive solution that will give you the power to meet any HR or payroll challenge. Think of ADP Workforce Now as the catalyst for whatever lies ahead. In one place, you will find everything you need to make sure your payroll, HR and time and attendance are working in unison. We will take care of the here-and-now details, so you can look ahead to the future.

ADP's Mission

For 75 years, ADP's mission has been to help organizations unlock their business potential with our insightful solutions. Our commitment to service excellence lies at the core of our relationship with each of our clients, whether a small, mid-sized or large organization, in one or multiple countries. We help businesses focus on and optimize the most important investment they make - their investment in their people. From recruitment to talent management to retirement, our combination of expertise and technology offers insights that help our clients leverage human capital management (HCM) to drive better business results.

Sincerely,

Tim Kimak & Brigid Hornsby

Tim Kimak & Brigid Hornsby
610-486-5602
Tim.kimak@adp.com
Brigid.Hornsby@ADP.com

Executive Summary

Whether your company has one employee or hundreds of thousands, rely on ADP to increase your productivity with cost-efficient, easy-to-use solutions that fit the City of Raytown's needs. More than 1.1 million clients trust ADP to manage their HR/payroll and benefits administration with unparalleled service and related compliance expertise.

Benefits of ADP

Broadest Offering. ADP offers the widest range of HR, talent, payroll and benefit administration solutions to help the City of Raytown meet the extensive demands of your company – all from a single source.

Flexible Solutions. ADP has easy-to-use, flexible solutions and technology that fit companies of every size and industry.

Cost-Effective Solutions. ADP offers cost-effective solutions to manage HR, payroll, benefit administration, and more, providing the City of Raytown with superior value.

Compliance Support. ADP offers unrivaled support in assisting with the City of Raytown's compliance needs.

World Class Service. ADP offers the most qualified and accessible service ensuring the City of Raytown's business needs are always met. ADP's proven implementation approach maximizes client satisfaction by helping them get up and running quickly – so they can realize the power of Workforce Now as soon as possible. ADP's commitment to world class service separates us from our competitors. That commitment enables us to provide a world class solution that clearly validates the decision of employers of every size and from every industry to outsource to ADP.

Save on Ownership Headaches with ADP Hosting Services. ADP's Hosting Services remove the day-to-day burden of IT management by assuming total responsibility for application rollout, updates, ongoing maintenance and support. The City of Raytown won't have to worry about the costs, risks and concerns associated with system ownership, such as system downtime, disaster recovery plans and technological obsolescence.

Flexible Training. ADP provides a superior training program that helps clients speed their time to benefit. We offer various training class types, including classroom, virtual and computer-based, empowering you to acquire necessary information whenever and wherever it's convenient.

Reduced Cost of Ownership. ADP clients enjoy the benefits of a premier labor management solution with a rapid return on investment and without the burden of a major capital expense. The City of Raytown continues to realize savings month after month through increased productivity, enhanced efficiency, improved employee morale and better employee retention. In addition, employers who combine an ADP labor management solution with an ADP payroll service can save up to 46% on their total cost of ownership.

ADP Trust Center

Trust is not something that occurs in a day. Trust is earned over time and through proof of action. Here at ADP, establishing and maintaining the trust and confidence of our clients is the foundation of our business model. We have been in business for 75 years and support more than 1 million clients in 140 countries.

The privacy and security of our clients' data is of the highest importance to ADP and we consider it key to maintaining our clients' trust. ADP employs industry-recognized security safeguards to help protect the personal information you provide us from loss, misuse, or unauthorized access or alteration.

We safeguard our clients' data by using the latest tools, tactics, techniques and procedures, but the job is not ours alone. There are actions the City of Raytown can take to help protect your information.

Data Driven Discoveries

Thought leadership is a vital component of the ongoing success of today's organizations and is essential to helping organizations understand not only what a company does, but also how and why.

The ADP Research Institute serves as an excellent example of our mission in action – Power organizations with insightful solutions that drive business success. One of our goals is to rise above the clutter of information in the Human Capital Management space by analyzing, benchmarking and providing insights based on our unique client data.

The work of the ADP Research Institute is based on practical and deep associate and industry expertise that will help our clients and organizations make well-informed and strategic decisions about their business and employees. Research is based on aggregated and anonymous data elements in ADP's systems that relate to employment trends and practices. See what's available at: www.adp.com/research.

ADP National Employment Report®

The ADP National Employment Report® is published monthly by the ADP Research Institute® in close collaboration with Moody's Analytics and its experienced team of labor market researchers. The ADP National Employment Report provides a monthly snapshot of U.S. nonfarm private sector employment based on actual transactional payroll data.

ADP processes the payrolls of about half a million private establishments in the U.S. These establishments employ nearly 20% of private-sector workers. Although ADP's client base does not precisely match the distribution of employment as reported by the BLS, Moody's Analytics adjusts the ADP data to match the Current Employment Statistics survey (CES). To subscribe to receive reports monthly via email visit the following link: http://www.adpemploymentreport.com/.

ADP Compliance Resources

ADP maintains a staff of dedicated professionals who carefully monitor federal and state legislative and regulatory measures affecting employment-related human resource, payroll, tax and benefits administration, ensuring that ADP systems are updated as relevant laws evolve. For the latest information on federal and state tax law changes that may impact the City of Raytown, visit ADP Eye on Washington at www.adp.com/regulatorynews.

ADP is committed to assisting businesses with increased compliance requirements resulting from evolving legislation. Our goal is to help minimize the City of Raytown's administrative burden across the entire spectrum of employment-related payroll, tax, HR and benefits, so that you can focus on running your business. This information is provided as a courtesy to assist in your understanding of the impact of certain regulatory requirements and should not be construed as tax or legal advice. Such information is by nature subject to revision and may not be the most current information available. ADP encourages readers to consult with appropriate legal and/or tax advisors. Please be advised that calls to and from ADP may be monitored or recorded.

ADP Innovation Centers

Behind ADP innovation is a team of top talent that works solely on creating products and services for our clients' success. ADP Innovation Centers leverage technologies, such as search, mobile, social, user experience and analytics, to deliver highly automated, intelligent and predictive solutions to ADP clients.

At ADP, we've spent thousands of hours understanding how employees want to work with HR systems and reimagined the experience of using our HCM solution into fun, consumer-grade experiences, from being hired through managing pay, work schedule, benefit choices and careers – those moments that matter in everyone's life.

ADP Workforce Now®

Exclusively Prepared For:

- City of Raytown
- 4/24/2025
- Deewayne Hord
- Director

Always Designing for People®

Company Information

City of Raytown
10000 E 59th St
Raytown, MO 64133-3993
United States

Executive Contact

Deewayne Hord
Director
deewayneh@raytown.mo.us
(816) 737-6006

INVESTMENT SUMMARY

Employees	Implementation	Total Annual	Total Savings
137	$2,000.00	$28,613.33	-$14,067.60
			Saving during the promotional period.Annual savings is ($7,033.80)

Expiration

5/31/2025

** The Implementation Costs and Total Annual Investment listed out on this Investment Summary are estimates based on the services, frequencies, recurring rates and pay counts outlined on the sales order and are shown for illustrative purposes only. These numbers are not binding amounts and shall not become incorporated into or made a part of any sales order or services agreement governing the services contemplated therein.

"Easy to onboard new staff and very user-friendly for new and current staff to navigate and use. The App makes it even easier to have all your information in one easy spot. Making employees more responsible for their own information - saves time on HR and payroll departments to make simple changes employees can manage on their own. "

—Teresa Stivala, SHRM-CP
VP of Human Resources, In Flight, Inc.

ADP Sales Associate

Tim Kimak
DS MAS IB Core Prospect
tim.kimak@adp.com
610-486-5602

Deewayne Hord
Director
City of Raytown
10000 E 59th St
Raytown, MO 64133-3993
United States

Sales Order

April 24 2025 | Quote #02-2025-257175

Recurring Fees and Considerations

Number of Employees: 137 on City of Raytown

Monthly Processing	Count	Base/Rate	Monthly	Annual
Workforce Now Human Capital Management (HCM) Suite	137	$15.80	$2,164.60	$25,975.20
• Next Generation Payroll				Included
• Enhanced HR				Included
• Recruitment and Talent Acquisition				Included
• Recruiting Embedded Intelligence				Included
• Performance and Goal Management				Included
• Time and Attendance				Included
• Advanced Scheduling				Included
Employment and Income Verification				
Payroll Processing Monthly Base Fee	1	$180.00	$180.00	$2,160.00

Additional Jurisdictions (if applicable)	2+	$11.00/month
International Employees (if applicable)		$3.10 per associate per month
Courier Delivery (if applicable)		$20.00 per delivery per control
Printed Checks/Statements (if applicable)		$0.50 per printed page
Same Day - Next Day ACH (if applicable)		$0.55 per transaction

Annual Processing	Count	Base/Rate		Annual
Year End Forms, W2s or 1099s	137	$3.49		$478.13

Total Annual Investment **$28,613.33**

Other Considerations

Implementation				Total
• Implementation for Workforce Now Human Capital Management (HCM) Suite				$2,000.00

Total Setup **$11,700.00**
Discount Value **($9,700.00)**

Total Net Setup **$2,000.00**

Important Project & Billing Information

Billing for all modules bundled under Workforce Now® Next Generation Solutions will begin upon Client's first payroll processing and will be based on all uniquely paid W-2 employees paid in the previous calendar month. 1099 Contractors paid through a specific 1099 Contractor company code will be billed via a separate rate. Non-terminated employees based outside the United States will be billed separately as International Employees. The Monthly Base Fee for Payroll Processing will be billed to the Primary/Main Company Code also referred to as the Parent Control. Client acknowledges that the Per Employee Per Month fee set forth in this Sales Order is calculated in part on the assumption that Client processes payroll at a frequency other than on a weekly basis. If actual frequency of pay moves to weekly, ADP reserves the right to adjust such Per Employee Per Month fee to reflect the increase in frequency of pay.

ADP will assign to Client an ADP Account Manager. The Account Manager's role is to promote client satisfaction by (i) being Client's point of contact to assist with any of their service needs, (ii) determining the appropriate course of action to resolve Client requests, and (iii) escalating Client requests within ADP to the appropriate subject matter expert, if needed. Notwithstanding the foregoing, ADP reserves the right (in its sole discretion) to discontinue, modify or otherwise amend its Account Manager Model service program at any time without notice. The ADP Account Manager shall not engage with more than two named client contacts.

Client intends to use Direct Deposit and Paycard and be fully paperless for Employee Pay Statements using ADP Self Service and/or ADP Mobile App to view all Pay and W2 information. By doing so, ADP will not charge a delivery fee unless something is in fact delivered.

Promotion

Client will receive 6 months free spread over 2 years, applying to months 7-9 and 19-21 from each product/controls billing start date (also referred to as the Promotional Period). Items specifically excluded: implementation, tax and banking (including reverse wire), jurisdiction, year-end, maintenance and professional Services fees. Actual promotional value may vary based on a number of reasons, including but not limited to: start date, number of processings and employees paid during the promotional month(s). Services added after the date hereof are not eligible for the Promo.

Other

ADP's Fees for Service will be debited directly out of client's bank account of their choosing seven (7) days from invoice date. ADP will send all invoices to deewayneh@raytown.mo.us

Expiration Date: 5/31/2025

Summary

Estimated Annual Net Investment:	$28,613.33	Total Net Implementation:	$2,000.00
Estimated Annual Net Investment during promotional period:	**$21,579.53**		

The ADP Services Listed on this Sales Order are provided at the prices set forth herein and in accordance with the ADP Master Services Agreement (or other similar agreement governing ADP's services), which shall include any appendix, exhibit, addendum, schedule or other similar document attached thereto or accompanying this Sales Order. By signing below you are acknowledging and agreeing to such terms and conditions and to the listed prices.

ADP, Inc.		Client: City of Raytown	
Signature:	_____	Signature:	_____
Name:	_____	Name:	_____
Title:	_____	Title:	_____
Date:	_____	Date:	_____

Included Services

Next Generation Payroll

- Unlimited, Anytime Pay
- Tax Filing Service
- Employee Payment Services
- Employee Self Service Portal & Mobile App
- Practitioner Policy Library for configuration
- PTO Accruals, Requests & Approval Workflows
- Intelligent Insights for Employee Issue Resolution
- Expense Reimbursement (non-taxable)
- Online Reports and Pay Statements
- Group Term Life Auto Calculation
- General Ledger Interface
- Reports Library and Custom Report Writer
- Wage Garnishment Processing
- New Hire Reporting
- Conversational Virtual Assistant

Enhanced HR

- Employee Development Tracking
- Compliance Reporting
- Organization Charting
- Policy Acknowledgement
- Document Cloud
- Communication Broadcasts
- Automated Employee Experience Workflows
- Multiple Languages & Currencies
- Country Specific Workflows & Processes
- Country Specific Formatting & Custom Fields
- Employee Feedback and Sentiment Surveys
- Total Rewards Statements

Recruitment and Talent Acquisition

- Mobile-first, branded career site for applicants
- Seamless job posting on 25,000+ job sites
- Candidate communications using email and mobile text
- ZipRecruiter job slots
- Requisition management and reporting
- Talent communities
- Interview scheduling and offer letter management
- Industry and Geographic Compensation Benchmarks

Performance and Goal Management

- Custom Performance Review Templates
- 360 Degree Peer Review
- Compensation Management
- Employee Goal Management
- Manager Dashboard
- Succession Planning

Time and Attendance

- Smart Time Capture (Multiple Methods)
- Policy Based Rules Engine & Calculations
- Hourly & Salary Rules Processing
- Real Time Gross to Net Calculations
- Automated Payroll Worksheet Creation
- Mobile Access for Employees and Managers
- Standard & Custom Reports

Advanced Scheduling

- Shift Swapping
- Schedule Rules Management
- Schedule Cost Management

Employment and Income Verification

- Commercial Employment and Income Verifications
- Social Services Verification
- Workers Compensation Verifications
- Client access to Electronic Reports and Tools
- Immigration Verifications

Thank you for your consideration