

RESOLUTION NO. 8813

A RESOLUTION introduced by City Manager Jim Colson, approving management and executive compensation plans.

WHEREAS, for the past twenty years, the City of Topeka has utilized a pay matrix structure for its management employees, with the matrix containing forty (40) grades and twenty-one (21) steps in each grade.

WHEREAS, TMC 2.25.030 provides that the city's compensation plan shall be reviewed and approved by the city council; and

WHEREAS, because City Administration also has the authority to revise and update pay plans pursuant to the Personnel Code Article IV, the respective duties of the Governing Body and City Administration are clarified in this Resolution.

NOW, THEREFORE, BE IT RESOLVED, BY THE GOVERNING BODY OF THE CITY
OF TOPEKA, KANSAS, that:

Section 1. Pursuant to recommendations contained within a recent wage comparability study of management and executive employees: (a) employee performance should be an important consideration when adjusting compensation of management and executive employees; and (b) the pay structure for management employees should be changed to a salary range model.

Section 2. The City adopts and approves the attached Management and Executive Classification and Pay Plan which provides a compensation structure for a salary range model based on market comparability and employee performance for management and executive employees. The financial impact of any compensation plan is addressed as part of the annual budget process.

Section 3. In accordance with the Personnel Code, Article IV, Section 1.A. and Section 2.B, maintenance of the Management and Executive Classification and Pay Plan within authorized

budget authority, such as adjustments for market comparability, creation of new classifications and development of Administrative Rules and Regulations related to salary administration and performance adjustments within the Plan, are duties of the Human Resources Director, under the authority of the City Manager.

ADOPTED and APPROVED by the Governing Body September 13, 2016.

CITY OF TOPEKA, KANSAS

Larry E. Wolgast, Mayor

ATTEST:

Brenda Younger, City Clerk



THE CITY OF TOPEKA MANAGEMENT AND EXECUTIVE CLASSIFICATION AND PAY PLAN

APPENDIX A

Management and Executive Structure

Job Title and Salary Grade Level	Salary Range		
	Min	Mid	Max
Level 15	\$150,720	\$188,400	\$226,080
City Manager			
Level 14	\$108,400	\$135,500	\$162,600
Deputy City Manager			
Police Chief			
Level 13	\$101,260	\$126,580	\$151,900
City Attorney			
Deputy Chief of Police			
Director of Development Coordination (Economic Development)			
Director of Finance			
Director of Public Works			
Fire Chief			
Utilities Director			
Level 12	\$87,750	\$109,690	\$131,630
Administrative Hearing Officer			
Administrative Municipal Court Judge			
City Engineer			
Deputy City Attorney			
Deputy Director of Public Works			
Deputy Fire Chief			
Director of Neighborhood Relations			
Director of Human Resources			
Director of Information Technology			
Major, Police			
Planning Director			

Level 11	\$76,040	\$95,050	\$114,060
Budget & Performance Manager			
Captain, Police			
Chief of Litigation			
Chief of Prosecution			
Deputy Director, Neighborhoods Relations			
Deputy Director, Information Technology			
Division Chief			
Fire Marshall			
Municipal Court Judge			
Shift Commander, Fire			
Superintendent of Transportation			
Water General Manager			
WPC General Manager			
Zoo Director			
Level 10	\$68,880	\$86,100	\$103,320
Assistant City Engineer			
Battalion Fire Chief (24 hour)			
Chief Accounting Officer			
City Network Engineer			
Director of Business Services			
Director Water Services			
Director, Street Maintenance & Traffic Operations			
Division Director Community Engagement			
Division Director Housing Services			
Division Director Property Code & Development Services			
Engineer III			
Human Resources Specialist IV			
Lieutenant, Police			
Manager, Human Resources			
Manager, Information Technology			
Manager, Tech/Support Groups			
Manager, Water Treatment Plant			
Public Information Officer			
Purchasing Director			
Senior Attorney			
Water System General Manager			

Level 9	\$62,620	\$78,270	\$93,920
Architect V			
Assistant Budget Manager			
Assistant Director Water Services			
Assistant Superintendent SMT0			
Assistant to the City Manager			
Director of Customer Service			
Director of Water Meter Services			
Director of Water Plant Operations			
Management Analyst III			
Manager, Construction Inspection			
Manager, Facilities			
Manager, Fleet Services			
Manager, Laboratory Operations			
Manager, Pavement Improvements			
Manager, Street Operations			
Manager, Survey, Design & Records			
Manager, Water Customer Service			
Manager, Water Utility Infrastructure			
Manager, WPC Operations			
Network Engineer III			
Planner III			
Senior Management Analyst			
Zoo Veterinarian			
Level 8	\$56,920	\$71,150	\$85,380
Associate Attorney			
Chief Executive Aide			
Engineer II			
Facilities Supervisor			
Human Resources Specialist III			
Infrastructure Support Manager			
Manager Property Code Services			
Manager, Community Education			
Manager, Field Services			
Manager, Fire Logistics			
Manager, Neighborhood Relations			
Manager, Quality Assurance			
Manager, Special Projects			
Manager, Wellness			
Media Relations Director			
Production Specialist III			
Program Administrator			

Public Relations Specialist III			
Rehabilitation Specialist III			
System Developer III			
Technical Support Analyst II			
Traffic Operations Administrator			
Zoo Operations Manager			
Level 7	\$51,740	\$64,680	\$77,620
Accountant III			
Application Developer			
Architect IV			
City Clerk			
City Council Office Manager			
Compliance Inspector II			
Deputy Municipal Court Clerk			
Electronics Technician III			
Grants Administrator			
HRIS Analyst			
Management Analyst II			
Manager, Forestry			
Municipal Court Admin. & Court Clerk			
Paralegal III			
Paralegal IV			
Probation Officer II			
Technical Support Analyst I			
Technical Trainer I			
Level 6	\$47,040	\$58,800	\$70,560
Accountant II			
Architect III			
Assistant Attorney			
Clerical Supervisors III			
Education Specialist II			
Engineer I			
Environmental Engineering Tech III			
Human Resources Specialist II			
Manager Support			
Production Specialist II			
Production Supervisor			
Public Relations Specialist			
Rehabilitation Specialist II			
Senior Program Administrator			
Senior Program Coordinator			
Senior Project Manager			

Supervisor III			
Surveyor III			
Technical Support Analyst III			
Training Specialist II			
Level 5	\$42,760	\$53,450	\$64,140
Accountant II			
Clerical Supervisors II			
Crime Analysis Unit Coordinator			
Electrical & Instrument Mechanic III			
Engineering Technician III			
Grant Coordinator			
Legal Specialist III			
Management Analyst			
Project Coordinator			
Project Manager, WPC			
Senior Animal Control Officer			
Senior Executive Assistant			
Senior Paralegal			
Supervisor II			
User System Consultant III			
Level 4	\$38,870	\$48,590	\$58,310
Accountant I			
Accounting Specialist III			
Administrative Officer			
Architect II			
Business Services Manager			
Compliance Inspector I			
Crime Analyst			
Electronics Technician II			
Engineering Technician II			
Environmental Engineering Tech I			
Executive Assistant II			
HR Analyst I			
Human Resources Specialist I			
Legal Specialist II			
Paralegal I			
Production Specialist			
Program Coordinator			
Surveyor II			
Training Specialist I			
Wellness Coordinator			

Level 3	\$36,800	\$44,170	\$51,530
Accounting Specialist II			
Business Support Analyst			
Electronics Technician I			
Executive Assistant I			
Legal Specialist			
Public Relations Specialist I			
Surveyor I			
Zoo Keeper III			
Zoo Registrar			
Level 2	\$33,460	\$40,150	\$46,840
Environmental Engineering Tech I			
Human Resources Assistant II			
Office Specialist			
Supervisor I			
Level 1	\$30,420	\$36,500	\$42,580
Executive Assistant I			
Human Resources Assistant I			