

Montgomery City Council
AGENDA REPORT

Meeting Date: January 14, 2025	Budgeted Amount: N/A
Department: Administration	Prepared By: Ruby Beaven

Subject

Consideration and possible action on a Resolution of the City of Montgomery, Texas, approving an amendment to the City of Montgomery Policies and Procedures Manual, Section III. Compensation, Reference Number 3.07, Subject: Compensation as attached as Exhibit A; and Further providing for effective date, severability, and finding and determining that the meeting at which this resolution is adopted was open to the public, that the public notice of time, place, and the subject matter of the public business to be considered was posted as required by law.

Recommendation

Staff recommends approval of the Resolution amending Section 3.07 of the Policies and Procedure Manual, as presented.

Discussion

The City of Montgomery Policies and Procedures Manual sets forth policies and procedures for the employees of the City. It is the desire from staff to maintain the most up-to-date information in the City of Montgomery Policies and Procedures Manual. Staff is requesting to institute an update to the City of Montgomery Policies and Procedures Manual for its employees.

The Human Resources Representative recently discovered a discrepancy in the Certification Pay and current practices. The City of Montgomery Policies and Procedures Manual, Section III. Compensation, Reference Number 3.07, Subject: Compensation has been amended to provide a uniform standard of practice and procedure. This also included incorporating the Certification/Education Pay Schedule that is currently being implemented. In addition, since Reference Number 3.07 was being amended, the entire section was reviewed and recommended for update to maintain the most up-to-date information on current City practices.

Approved By

City Secretary & Director of Administrative Services	Ruby Beaven	Date: 01/09/2025
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