

Montgomery City Council-Workshop  
**AGENDA REPORT**

<b>Meeting Date:</b> March 25, 2024	<b>Budgeted Amount:</b> See below
<b>Department:</b> Administration	<b>Prepared By:</b> Maryann Carl

**Subject**

Discussion regarding Finance Tech position.

**Discussion**

Separation of duties is a critical component of finance related tasks for any city. Government Finance best practices recommend a layered approach to finance related tasks to ensure ethical and transparent financial management. Nici has provided a great deal of support to the finance functions for the past year but with her leaving we need to add the full-time Finance Tech position to maintain the separation of duties. Attached is a sample job description for the Finance Technician. Recommended starting range is \$25-\$27/hour, \$52,000-\$56,160/annually.

**Approved By**

Finance Director	Maryann Carl	Date: 3/21/2024
City Administrator	Gary Palmer	Date: 3/21/2024