

1 Introduced May 11, 2019, by Councilwoman
2 Harbison, seconded by Councilman Borchert,
3 (by request of Administration)

4 **Item No. 19-05-3274**

5
6 **ORDINANCE NO. 3942**

7 An ordinance amending Ordinance No. 3776, the Unclassified Pay Plan for
8 City of Slidell, Deputy Chief of Staff.

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10 WHEREAS, the City of Slidell adopted an Unclassified Pay Plan on June 9,
11 2015; and

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13 WHEREAS, said pay plan had grade structures and job descriptions for
14 unclassified employees; and

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16 WHEREAS, Slidell administration desires to add a title and job description
17 for the position of Deputy Chief of Staff.

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19 NOW THEREFORE, BE IT ORDAINED by the Slidell City Council that it
20 does hereby amend Ordinance No. 3776 as follows:

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22 In the Salary Administrative Guidelines, add "Deputy Chief of Staff, Grade
23 86".
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26 In the Unclassified Position Descriptions, Requirements and Qualifications, add the
27 following:

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29 "Grade 86, Deputy Chief of Staff: Works under the direction of the Chief of Staff.
30 Performs Administrative duties including accountability for the following: parks and
31 recreation, building safety, planning and permits, neighborhood empowerment, airport and
32 public operations and other related duties as assigned. Public operations responsibilities
33 include the following: budgets, resources and day-to-day direction of the municipal
34 personnel and monitoring the work performance (with the assistance of superintendents
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4 and other supervisors) including: public works, utilities, property and wastewater
5 treatment. Job duties are of a highly professional nature. Possess a thorough knowledge
6 of the City Ordinances, Personnel Policies and Civil Service Rules and Regulations.
7 Minimum education: B.S. or B.A. or equivalent municipal operations experience required
8 (i.e., four years of equivalent municipal operations experience satisfies one year of college
9 education). Five years of progressively responsible leadership experience in municipal
10 operation required.”
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17 **ADOPTED** this 11th day of June, 2019/

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20 Kim Harbison
21 President of the Council
22 Councilwoman, District F

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25 Greg Cromer
26 Mayor

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29 Thomas P. Reeves
30 Council Administrator

DELIVERED	6/14/19
9:45am	to the Mayor
RECEIVED	6/25/19
2:40 pm	from the Mayor