

Introduced October 28, 2025, by Councilman DiSanti, seconded by Councilman Brownfield, (by request of Administration)

Item No. 25-10-3618

## ORDINANCE NO. 4263

An ordinance amending the job description for the unclassified position of chief of staff.

WHEREAS, the City of Slidell maintains job descriptions for its employees; and

WHEREAS, the City of Slidell desires to amend and clarify the job description for the unclassified position of chief of staff (aka chief administrative officer) to allow for requisite experience to substitute for higher education requirements and to clarify the scope of responsibilities and requirements.

NOW THEREFORE, BE IT ORDAINED by the Slidell City Council, in legal session convened, that the job description for the unclassified position of chief of staff (aka chief administrative officer) is amended as follows (additions underlined; deletions ~~struck through~~):

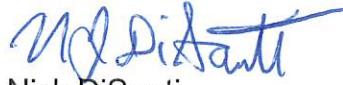
**Chief of Staff:** High Level administrative and executive position with responsibilities that include second in command of the executive branch of City Government, ~~serves as acting mayor plus~~ and has full accountability for the following City departments: Finance, Engineering, Human Resources, Planning, Building Safety, Public Operations, Permits and Animal Control, Parks and Recreation, Cultural & Public Affairs, and Airport Management. Ability to balance and weigh multiple objectives and to set priorities in changing environment is critical. The day-to-day operations and effectiveness of the City are directly impacted by this position.

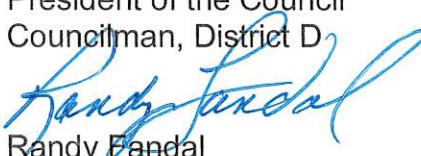
Minimum education/experience: B.S. or B.A. and either a M.A., M.S., M.P.A. or M.B.A.; other relevant graduate work helpful. At least five ten years progressively responsible managerial experience in municipal government

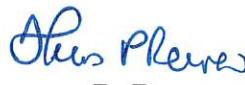
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4 expected. A master's degree is preferred. In lieu of any degree requirement, 20 or  
5 more years of managerial service with a public entity will be considered."

7 ADOPTED this 25<sup>th</sup> day of November, 2025.

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11 Nick DiSanti  
12 President of the Council  
13 Councilman, District D

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15 Randy Pandal  
16 Mayor

17   
18 Thomas P. Reeves  
19 Council Administrator

DELIVERED	11/26/25
8:30 am	to the Mayor
RECEIVED	12/1/25
9:45 am	from the Mayor