

AMENDED

Bill No. 14083

Ordinance 26-040

Sponsor: Michael Galba

AN ORDINANCE AMENDING CHAPTER 120 OF THE CODE OF ORDINANCES BY REORGANIZING THE SPECIAL EVENTS AND COMMUNICATIONS DEPARTMENT INTO TWO DEPARTMENTS AND ENACTING A NEW ARTICLE XV AND SECTION 120.300.

Whereas, the Special Events and Communications Department shall be reorganized into two departments as considered by the City Council at its January 13, 2026, work session and such change is reflected in the 2026 operating budget

Now, Therefore, Be It Ordained by the Council of the City of Saint Charles, Missouri, as Follows:

SECTION 1. Chapter 120 of the Code of Ordinances of the City of Saint Charles, Missouri, specifically Article XIV, Section 120.290, is hereby amended to read as follows:

**Article XIV
Special Events and Promotions ~~Communications~~ Department**

Section 120.290. Department Established.

There shall be a Special Events and Promotions ~~Communications~~ Department, the Director of which shall be the Special Events and Promotions ~~Communications~~ Director, appointed by the Mayor and City Council, in accordance with Section 4.3(e) of the City Charter. The Special Events and Promotions ~~Communications~~ Department is responsible for ~~planning, implementing, coordinating, and directing media relations, social media activities, website oversight, and all City-related public relations, communications, marketing and video production activities.~~ The department is also responsible for scheduling and managing events throughout the City, as well as the planning, organizing, and executing a variety of City-sponsored events. The Director shall manage the functions of the department and coordinate with all City departments for these purposes and ~~provide guidance and recommendations to all City departments regarding communications.~~

SECTION 2. Chapter 120 of the Code of Ordinances of the City of Saint Charles, Missouri, is hereby amended by enacting a new Article XV and a new section 120.300 contained therein to read as follows:

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Article XV
Special Events and Communications and Marketing Department


Section 120.300. Department Established.

There shall be a Communications and Marketing Department, the Director of which shall be the Communications and Marketing Director, appointed by the Mayor and City Council, in accordance with Section 4.3(e) of the City Charter. The Communications and Marketing Department is responsible for planning, implementing, coordinating, and directing media relations, social media activities, website oversight, and all City-related public relations, communications, marketing and video production activities. The Director shall manage the functions of the department and coordinate with all City departments for these purposes and provide guidance and recommendations to all City departments regarding communications.

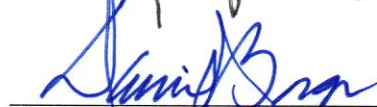
SECTION 3. It is the intention of the City Council, and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances of the City of St. Charles, Missouri, and the sections of this ordinance may be renumbered to accomplish such intention.

SECTION 4. This ordinance shall be in full force and effect from and after the date of its passage and approval.

May 19, 2026
Date Passed


Mark Hollander, Presiding Officer

5-20-26
Date Approved by Mayor

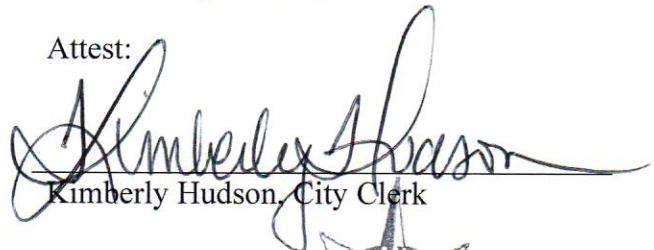

Daniel J. Borgmeyer, Mayor

Approved as to Legal Form:

Attest:


Holly Magdziarz, City Attorney

5/13/2026
Date


Kimberly Hudson, City Clerk



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AMENDED

RCA FORM (OFFICE USE ONLY)

Bill # 14083

MEETING/DATE: 5/19/2026

Regular Special Work Session

ATTACHMENT: YES NO

Report Resolution Ordinance

Request for Council Action

Ward(s): N/A

Sponsor(s): Michael Galba

Description:

An Ordinance amending Chapter 120 of the Code of Ordinances by reorganizing the Special Events and Communications Department into two departments and enacting a new Article XV and Section 120.300.

Contract Extension/Renewal: Yes No

Information Paper Attached: Yes No

Staff Recommendation: Approve Disapprove

Board/Committee/Commission Recommendation: Approve Disapprove

Summary:

The City Council at its January 13, 2026, work session considered a reorganization of the Special Events and Communications Department currently codified at Chapter 120, Article XIV, Section 120.290 of the Code of Ordinances. This bill amends Section 120.290 and creates a new Communications and Marketing Department as reflected in the 2026 operating budget. This new department is to be codified in a new Article XV and new Section 120.300.

The Amended Bill 14083 merely replaces the name of the resulting Special Events Department to that of Special Events and Promotions Department. The change is not substantive and there are no other changes to the bill as introduced on May 5, 2026.

Budget Impact: (revenue generated, estimated cost, CIP item, etc.)

Fiscal Impact: N/A

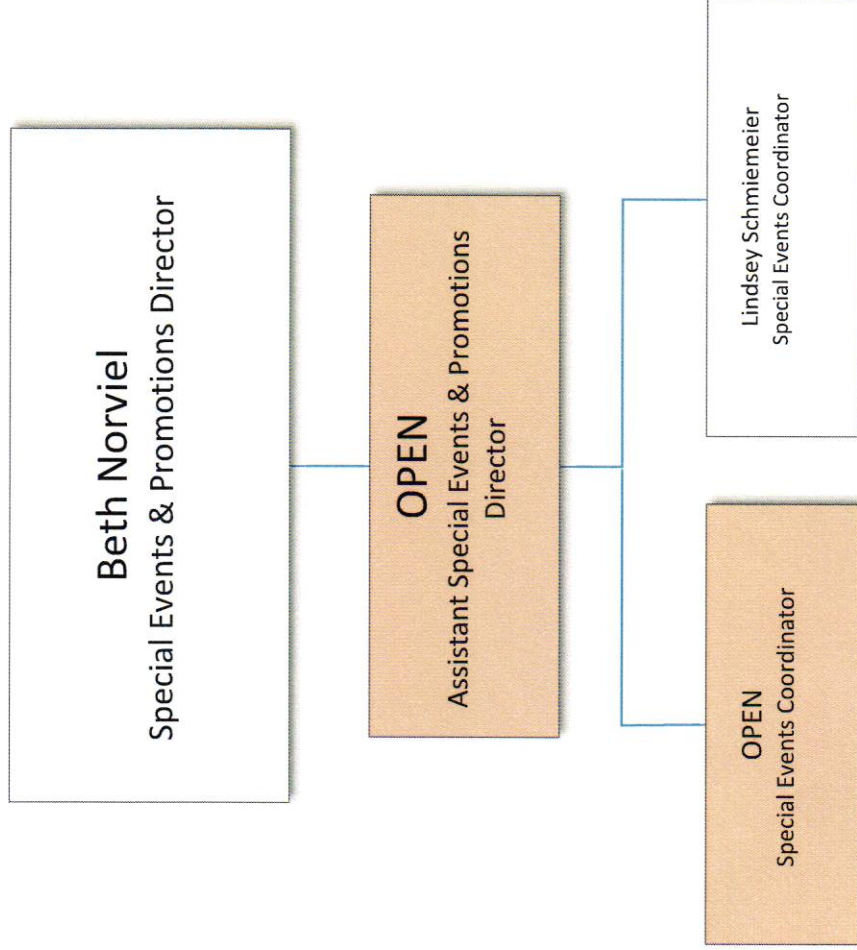
Account #: N/A

Project #: N/A

RCA prepared by: Legal Dept. Dir. Ham Finance Dir. Qw Dir. of Admin. C

City of St. Charles, Missouri

Department of Special Events and Promotions Organization Chart



Recently Hired Position

OPEN Position

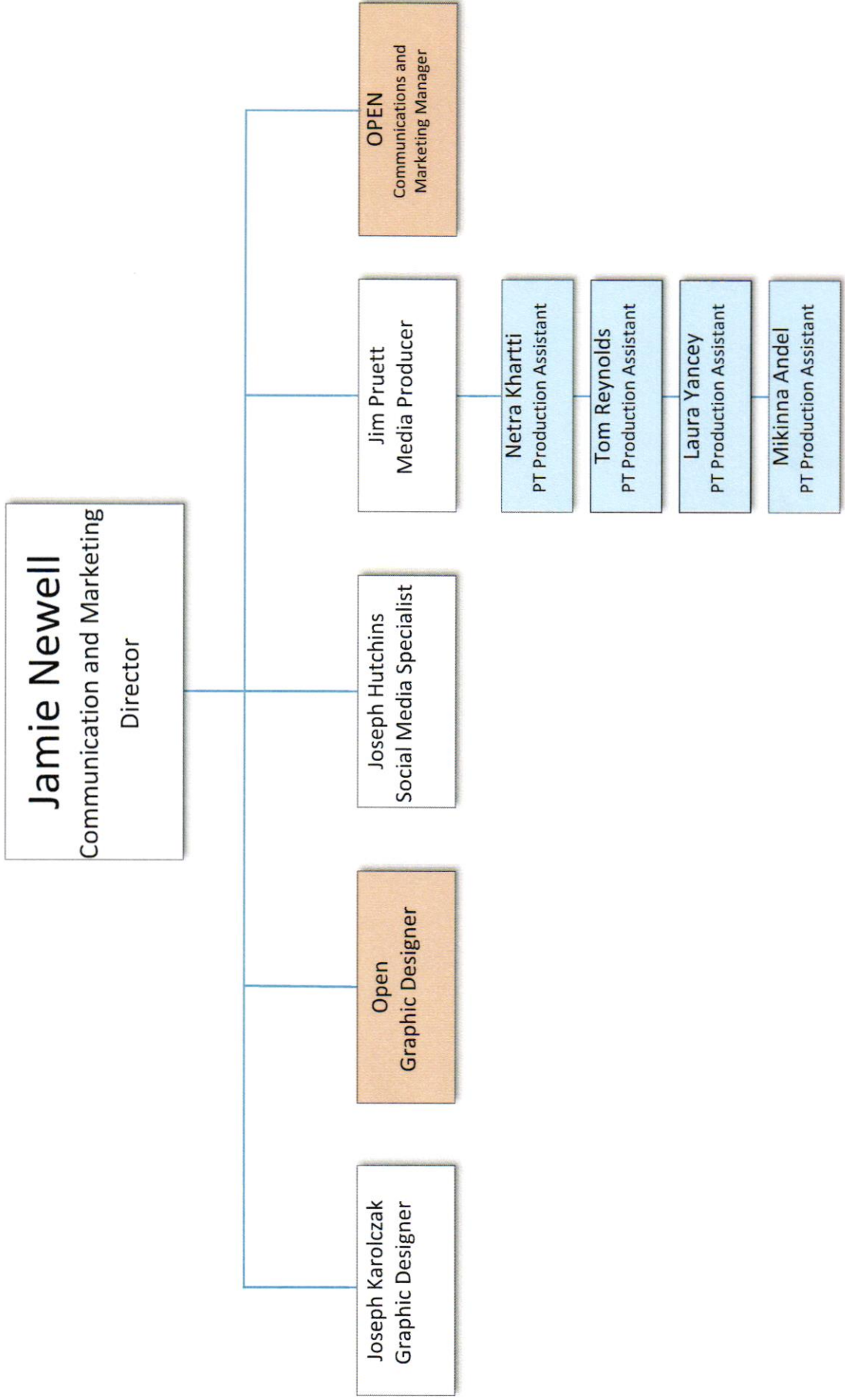
Part Time Position

Management Position

City of St. Charles, Missouri

Department of Communications and Marketing

Organization Chart



Recently Hired Position

OPEN Position

Part Time Position

Management Position