



Agenda Memo

Crest Hill, IL

Meeting Date:	November 3, 2025
Submitter:	Blaine Wing, City Administrator
Department:	Administration
Agenda Item:	Request to Create a Communications Committee

Summary: The City does not currently have a communications plan or staff member; however, we are in the process of updating several significant communications tools, including the City's website and newsletter. With quick deadlines from our vendors, it is important to be able to respond within a few days, thus having the ability to get comments and feedback from two (2) Council members would be very helpful.

Recommended Council Action: Approve the Communication Committee.

Financial Impact:

Funding Source: No

Budgeted Amount: No

Cost: No