



Agenda Memo

Crest Hill, IL

Meeting Date:	November 3, 2025
Submitter:	Blaine Wing, City Administrator
Department:	Administration
Agenda Item:	WCGL Holiday Reception 2025

Summary: In the past, the City paid for the elected officials to attend the WCGL Holiday party and if they wish to bring a guest it is the responsibility of the elected official to reimburse the City for their attendance. Registration opens on 11/13.

Learning from the recent IML conference registration, if this item gets approved every elected official agrees to the following:

- The City will ONLY pay for elected officials to attend, any guests will be paid for by the elected.
- All registrations will be done through Marybel.
- Once an elected official tells Marybel to register via email, the elected official is obligated to either attend or reimburse the City if they choose to not attend for any reason other than, they are sick or an emergency.

Recommended Council Action: Approve the WCGL Holiday Reception 2025 for elected officials to attend with the above registration and attendance guidelines.

Financial Impact: Depends on attendance.

Funding Source: General Fund

Budgeted Amount: \$1,000

Cost: Not yet known.

Attachment: Save the date flyer.