



Agenda Memo

Crest Hill, IL

Meeting Date:	September 8, 2026
Submitter:	Blaine Wing, City Administrator
Department:	Administration
Agenda Item:	2026 IML Conference Approval for Dan Ritter & Blaine Wing

Summary: At the July 6th City Council meeting, City Council approved an elected officials training and conference policy. That policy does not address employees attending conferences and/or trainings, and that will be a discussion at the September 14th work session, but because the 2026 IML Conference is occurring this month, and there has been a request to discuss staff attendance, I felt it better to discuss now instead of later.

The only two (2) staff members that registered using the earlier bird discount are Community & Economic Development Director (Dan Ritter) and myself, City Administrator (Blaine Wing).

Both Dan and I are bound by the City's personnel manual, and the travel and expenses provisions, which require receipts and have lower limits than the elected officials' recently approved policy.

Recommended Council Action: Approve Dan Ritter and Blaine Wing's attendance at the 2026 IML Conference.

Financial Impact: Up to \$4,000 depending on the final costs.

Funding Source: General Fund

Budgeted Amount: \$5,000.00

Cost: Not yet finalized.

Attachments: No attachments