

**From:** Reese Cook <rcook@sweenytx.gov>  
**Sent:** Saturday, August 3, 2024 12:56 PM  
**To:** Lindsay Koskiniemi <citymanager@sweenytx.gov>  
**Cc:** Dusty Hopkins <mayor@sweenytx.gov>  
**Subject:** Agenda Item Request

Hey Lindsay,

No need to reach out today or this weekend. Enjoy the rest of the weekend and we can discuss next week when you get some time.

I know I briefly mentioned a request to add some more items to consent agenda the other day when we were talking about the budget but I wanted expand my thoughts and make an agenda item request for Council to discuss.

We already moved to include the financial statement in consent agenda for review and I'd like to see, at a minimum, these items as well...

**Consent Agenda:**

- Minutes
- Financial Statement: to review YTD budget vs. actuals in "real" time for questions, comments, and direction as needed.
- Personnel Status/Vacancies: employee counts, vacancies, training and/or certification status, etc.
- Critical Equipment Report: nothing in grave detail. Just a sheet that can be updated, in 5 minutes, with RED and GREEN status on critical equipment and infrastructure. Below is an example of a super simple template I threw together
- Project Status Report: current construction status, grant status (if available), major milestones, etc.

I think you have been providing all of the information above in some form or fashion to Council, but I feel like it is usually by individual request or specific to a situation. I think this, and there may be other things, that would help give Council a snapshot and pulse on the major city items on a more regular basis at our monthly regular meetings.

My request for this initially came on the heels of us going through the budget but as I looked through some of the items in your quarterly report and a few other things that have been discussed in budget workshop or conversations you and I have had, I felt it pertinent to have something like this in front of Council so we can act with more information and make sure we're moving in the best interest of the city.

*Discuss and act if needed to include consent agenda items, including but not limited to, Minutes, Financial Statements, Personnel Status/Vacancies, Critical Equipment Report, & Project Status Report, to City Council Agendas.*

Please let me know if you have any questions and/or concerns about this request.

Thanks,  
Reese

Please note that I actually don't know the status of these items and just made all this up. Just using it as a sample example template.

MOBILE EQUIPMENT	Status	Comments
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Lawnmower 1		
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