

## Facilities Utilization Task Force Meeting Agenda

Notice is hereby given of a regular meeting of the Facilities Utilization Task Force (FUTF) of the City of West University Place to be held on **Wednesday, January 7, at 1:00 p.m.** in the **Municipal Building, 3800 University Boulevard** in the **Bill Watson Conference Room** for the purpose of considering the following agenda items

To public can attend in-person or online via Zoom. Be advised that the public attending the meeting in person or via Zoom may only have the ability to listen to the meeting. To attend the meeting via zoom, you can join at <https://us02web.zoom.us/j/88070785834>. The Meeting ID Number is **880 7078 5834**

**Note:** All agenda items are subject to action. The FUTF reserves the right to meet in a closed session on any agenda item should the need arise and, if applicable, pursuant to authorization by Title 5, Chapter 662 of the Texas Government Code.

The agenda for the meeting is as follows:

1. **Call Meeting to Order**
2. **Discussion of Related Documents**
  - a. Matters related to a discussion and deliberation of documents.
3. **Review of Task Force Goals & Objectives**
  - a. Matters related to discussion on the goals and objectives of the Task Force and to decide if any language or further clarification is needed.
4. **Discussion of the City's Communication Strategies**
  - a. Matters related to a general discussion related to the City's overall communication strategies.
  - b. Matters related to a discussion with Bianca Cuccerre, West U Communications Manager.
5. **Library Tours and Site Visits**
  - a. Matters related to a discussion and possible action on scheduling tours of libraries.
6. **Task Force Regular Business**
  - a. Matters related to discussion and action on other topics related to the Task Force's goals and objectives.
7. **Adjourn Meeting**

**In compliance with the Americans with Disabilities Act, if you plan to attend this public meeting and you have a disability that requires special arrangements, please contact City Secretary Tracylynn Garcia at 713.662.5813 at least 3 business days prior to the meeting so that reasonable accommodations can be made to assist in your participation in the meeting. The Bill Watson Conference Room is accessible by wheelchair from the west entrance and specially marked parking spaces are available in the southwest parking area.**

I certify that this notice and agenda of items to be considered by the **Facilities Utilization Task Force on January 7, 2026**, was posted on the Municipal Building bulletin board on December 31, 2025, by 6:30 p.m.

Attest: Austin Bishop, Assistant to the City Manager