



# Brownsville Independent School District

Agenda Category: General Function  
Contracts/MOU Board of Education Meeting: 06/11/2024

Item Title: Memorandum of Understanding  
between Brownsville ISD and  
the City of Brownsville X Action  
Information  
Discussion

## **BACKGROUND:**

Memorandum of Understanding (MOU) is entered into by and between the City of Brownsville, Texas and the Brownsville Independent School District for the purpose of partnering to purchase an ADA compliant mobile/portable restroom and changing station that may be used for District events such as Special Olympics and other special needs extra-curricular activities.

## **FISCAL IMPLICATIONS:**

Local Funds: \$15,000.00

## **RECOMMENDATION:**

Recommend approval of the MOU to monetarily assist the City of Brownsville to purchase a portable restroom and changing station trailer that is ADA compliant that can be used to provide restroom facilities and changing services to individuals with special needs, at a cost of a one-time contribution of \$15,000.00.

**Approved for Submission to Board of Education:**

Dr. Jesus H. Chavez

**Submitted by: Superintendent**

Dr. Jesus H. Chavez

**Recommended by: Superintendent**

Miguel Salinas

**Reviewed by: Staff Attorney**

Dr. Jesus H. Chavez

**Approved by: Superintendent**

Dr. Jesus H. Chavez, Superintendent

## Roxanne Eckstein

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**From:** Will Trevino <Will.Trevino@brownsvilletx.gov>  
**Sent:** Tuesday, June 4, 2024 4:12 PM  
**To:** Roxanne Eckstein; Alan Guard  
**Cc:** Miguel Salinas; Minerva Almanza; Patricia Perez; Helen Ramirez; Dr. Jesus H. Chavez  
**Subject:** [EXTERNAL]RE: MOU - Special Needs RR and changing station

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Approved from the City's legal side.

Thanks,  
**Guillermo (Will) S. Trevino, LL.M., J.D., M.B.A.**  
City Attorney  
City of Brownsville | Office of the City Attorney  
1001 East Elizabeth Street | Brownsville, Texas 78520  
Tel: (956) 548-6070 Cell: (956) 556-5520

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**From:** Roxanne Eckstein <reckstein@bisd.us>  
**Sent:** Tuesday, June 4, 2024 4:10 PM  
**To:** Alan Guard <Alan.Guard@brownsvilletx.gov>  
**Cc:** Miguel Salinas <miguelsalinas@bisd.us>; Minerva Almanza <malmanza1@bisd.us>; Patricia Perez <pperez@bisd.us>; Will Trevino <Will.Trevino@brownsvilletx.gov>; Helen Ramirez <Helen.Ramirez@brownsvilletx.gov>; Dr. Jesus Chavez <jhchavez@bisd.us>  
**Subject:** MOU - Special Needs RR and changing station



**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon Mr. Guard,

Please see the attached proposed MOU for the Special Needs Portable Restroom and Changing Station for your legal department's review. Please advise if you all in agreement with the MOU so that we may place on our upcoming June 11 board meeting.

Thank you! Should you have any questions or comments, please contact me at (956) 698-6379.

Sincerely,

*Roxy Eckstein*

**Roxanne Eckstein | Paralegal to Miguel Salinas | Staff Attorney | Phone: 956.698.6379 | Fax: 956.714.6400**

**Brownsville Independent School District | 1900 East Price Road, Suite 302 | Brownsville, TX 78521**

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## **MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding, (hereinafter Memorandum or MOU), is entered into by and between the City of Brownsville, Texas and the Brownsville Independent School District (hereinafter BISD and/or District), for the purpose of partnering to purchase an ADA compliant mobile/portable restroom and changing station that may be used for District events such as Special Olympics and other special needs extra-curricular activities.

WHEREAS, the Parties intend to enter into an agreement setting out the arrangements that the Parties agree shall be necessary to achieve the goals and objectives of this MOU; NOW, THEREFORE, the parties agree as follows:

### **PURPOSE AND SCOPE**

The intended purpose of this MOU is to monetarily assist the City of Brownsville to purchase a portable restroom and changing station trailer that is ADA compliant that can be used to provide restroom facilities and changing services to individuals with special needs. In addition to the trailer, the City of Brownsville will also purchase a  $\frac{3}{4}$  ton vehicle that will be used to tow the trailer to various City and School District events. The estimated cost of the trailer and vehicle is approximately \$200,000.00.

### **COMMITMENTS**

The Brownsville Independent School District agrees to a one-time contribution of \$15,000.00 from the 2024-2025 general fund budget for the purchase of the mobile restroom and changing station trailer and the vehicle necessary to tow the trailer.

The City of Brownsville will partner with other organizations such as Charro Days Incorporated, to pay the balance of the cost to purchase the trailer and vehicle to tow the trailer. The City of Brownsville will own, maintain, and operate the changing station and vehicle. The City of Brownsville will make the portable restroom and changing station and towing vehicle available to BISD for District sponsored special needs events and activities.

### **FURTHER AGREEMENTS NECESSARY**

The Parties agree that this MOU is only to commit the Brownsville Independent School District to contribute \$15,000.00 for the purchase of the portable restroom and changing station trailer and towing vehicle. The parties recognize that additional agreements may be necessary to clarify the roles and responsibilities of each entity for the use of the trailer and vehicle, as well as the respective financial commitments necessary for the use of the trailer and towing vehicle.

### **MODIFICATION AND DURATION**

This Memorandum shall become effective upon signature by the Parties through their authorized officials and may only be modified by written mutual consent of the Parties. This Memorandum of Understanding shall remain in full force and effect until it is terminated in writing by mutual consent.

AUTHORIZATION AND EXECUTION

The execution of this Memorandum of Understanding by both Parties constitutes acceptance of its terms, as well as recognition of the authorizations granted to the signatories by their respective governing bodies.

IN WITNESS WHEREOF, the undersigned, being duly authorized by their respective governing bodies, executes this Memorandum of Understanding.

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Dr. Jesus Chavez, Superintendent  
Brownsville Independent School District

\_\_\_\_\_  
Helen Ramirez, City Manager  
City of Brownsville, Texas

Attested by:

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Attested by:

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