

**SUBJECT:** Consideration and possible approval of the Memorandum of Understanding (MOU) with Port Houston in an amount not to exceed \$10,000 for a Community Resource Fair at Pasadena High School on December 6, 2025.

**BACKGROUND:** This MOU establishes a cooperative framework for organizing and executing the Pasadena Community Resource Fair to be held at Pasadena High School on December 6, 2025. The primary goal of this event is to provide valuable resources and services to Pasadena ISD families and community while fostering engagement and support. Port Houston will sponsor this free community event to connect individuals and families with non-profit organizations focused on healthcare, community services, and workforce and job opportunities.

**FINANCIAL IMPLICATIONS:** Port Houston will cover event-related expenses such as marketing, equipment rental, and other necessary supplies in the amount not to exceed \$10,000.

**RECOMMENDATION:** We recommend approval of the Memorandum of Understanding (MOU) with Port Houston in an amount not to exceed \$10,000 for a Community Resource Fair at Pasadena High School on December 6, 2025.

**CABINET MEMBER(s):** Jeremy Richardson  
Joe Saavedra  
Steven Friend

**CONTACT PERSON(s):** Jeremy Richardson

**BOARD MEETING DATE:** September 23, 2025