

***Collin County Community College District Board of Trustees***

2025-06-X

June 24, 2025

Resource: Melissa Irby  
Chief Financial Officer

**AGENDA ITEM:** Report Out of the Finance and Audit Committee and Consideration of Approval of the Facilities Fee Schedule Effective September 1, 2025

**DISCUSSION:** Board Policy GD (Local) establishes the guidelines for the use of District facilities by community groups and organizations. The Facilities Fee Schedule was last approved by the Board on August 27, 2024.

Proposed fees are listed on the attachment, including increased fees for events, police, technical, housekeeping, or facility support.

The increase in fees offsets the cost of Collin employees managing the leasing and staging of external events. The District will review facility usage fees every year.

GD (Local) gives the District President the authority to waive the facility use rental fee if the use serves an appropriate College District or public purpose. The District is charged with being a good steward of taxpayer funds, so it is essential that the District recovers the costs associated with hosting and staging events for external patrons to avoid the gifting of public funds.

**DISTRICT PRESIDENT'S RECOMMENDATION:** The District President recommends approval of the of the Facilities Fee Schedule effective September 1, 2025.

**SUGGESTED MOTION:** This item comes as a motion and second out of committee. A suggested motion would be, "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the Facilities Fee Schedule effective September 1, 2025."