

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

2026-06-3

June 23, 2026

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, 2026
- DISCUSSION:** Board Policy GD (Local) establishes guidelines for the use of District facilities by community groups and organizations. The Facilities Fee Schedule was last approved by the Board on June 24, 2025.
- Proposed fees are listed on the attachment, including increased fees for events, media use fee, cost recovery fee, and parking spaces.
- 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 Facilities Fee Schedule effective September 1, 2026.
- SUGGESTED MOTION:** "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, 2026."