

CITRUS COMMUNITY COLLEGE DISTRICT BOARD POLICY

P-3900
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USE OF COMMUNITY SERVICE FUNDS

It shall be the policy of the Citrus College Board of Trustees that:

1. All funds collected or accumulated under the authority of E.C. 82537 shall be separately accounted for on the books of the District as provided in the California Community Colleges Budget and Accounting Manual.
2. Rentals or fees collected for use of school facilities under E.C. Section 82537 shall be credited to the Capital Outlay Fund as "Rentals".
3. Expenditures from the Capital Outlay Fund shall be based on a pro rata share of costs for labor, materials and supplies, utilities, and capital improvements and equipment when use is shared between school and community purposes based on whichever of the following bases or combinations thereof are applicable to the facility and are fair and reasonable under the circumstances:
 - a. Length of time used.
 - b. Number of participants and spectators.
 - c. Portion of facility.
4. The Facilities Department shall formulate and maintain a Board of Trustees approved schedule of rental costs or fees for all college buildings and campus facilities based on Paragraph three. This schedule will be sent to the Physical Resources Committee for presentations and discussion.
5. Each and every college building and grounds shall be available for use, appropriate to its nature, by community groups or citizens in accordance with Citrus Community College District policies approved by the Board of Trustees for recreational, educational, political, economic, artistic, or moral purposes or activities.
6. Capital improvements undertaken for the purpose of providing facilities for use by both the college and by community groups may be financed jointly from Capital Outlay Fund and other funds of the District. The expenditures from the Capital Outlay Fund shall be limited to the amount which, in the finding of the Board of Trustees, represents a fair estimate of the proportion of use of such facility or improvement by the community.

Adopted 4/18/66
Revised..... 12/14/76
..... 05/17/05