

Chapter Adm 2

USE OF STATE BUILDINGS AND FACILITIES

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Adm 2.01 Managing authority. The managing authority, as defined in section 16.845, Wis. Stats., of the several state office buildings shall be the department of administration as provided in section 16.84 (1) Wis. Stats. The department of administration, when lessee, shall be the managing authority of properties leased or rented by the state of Wisconsin.

History: Cr. Register, February, 1968, No. 146, eff. 3-1-68.

Adm 2.02 Designation of state office buildings and facilities, (1) The following buildings and facilities are hereby designated as state office buildings and facilities for the purpose of use management under these rules:

- (a) State capitol building, except those rooms reserved by the legislature.
- (b) State capitol park.
- (c) Wilson street state office building and grounds.
- (d) Hill Farms state office building complex and grounds.
- (e) Milwaukee district state office building and grounds.
- (f) Eau Claire district state office building and grounds.
- (g) La. Crosse district state office building and grounds.
- (h) Wisconsin Rapids district state office building and grounds.

(2) Real properties leased or rented by the state of Wisconsin with the department of administration as lessee and agent are hereby designated as state office buildings and facilities for the purpose of use management under sections Adm 2.01, 2.03, 2.05, 2.06, 2.08, 2.09, 2.10, 2.11, 2.12 (2), 2.13 and 2.14 of these rules only.

History: Cr. Register, February, 1968, No. 146, eff. 3-1-68.

Adm 2.03 Definitions. As used in Wis. Adm. Code sections Adm 2.01 to 2.14 the following terms shall mean:

(1) The words "graphic or artistic material" includes the broadest interpretation of all items introduced to inform, educate, advertise, promote, identify, or decorate.

(2) The words "commercial enterprise" include any effort directed at personal or corporate gain, and includes any sales or solicitation to sell which do not have the approval of the department of administration.

(3) The words "political activity" include activities of partisan and nonpartisan candidates, political organizations and political parties.

(4) The words "tenant agency" include all boards, commissions, departments, or bodies connected with state government housed in a state office building or facility, or in property leased or rented by the department of administration.

History: Cr. Register, February, 1968, No. 146, eff. 3-1-68.

Adm 2.04 Public meetings. (1) The department of administration as managing authority of the several state office buildings and facilities may permit the same to be used by any governmental body or official, or any nonprofit, fraternal, religious, or veterans' organization for the purpose of governmental business, public meetings for the free discussion of public questions, or for activities of a broad public purpose if such use:

(a) Does not interfere with the prime use of the building or facility.

(b) Does not unduly burden the managing authority.

(c) Is not a hazard to the safety of the public or state employees; nor detrimental to the building or facility.

(d) Does not expose the state to the likelihood of expenses and/or damages which cannot be recovered.

(e) And is appropriate to the physical context of the building or facility.

(2) The applicant for such use shall make written request to the department of administration at least 24 hours in advance of the anticipated utilization of the building or facility. See also section Adm 2.04 (7) below. In the event of a conflict of requests by 2 or more organizations, the department of administration shall have full discretion.

(3) The applicant for such use shall be liable to the state for any injury done to its property and for any expense arising out of such use, and for such sum as the department of administration may charge for such use as provided in section 16.845, Wis. Stats.

(4) The applicant may charge a reasonable admission fee to the public, said fee subject to the approval and pursuant to the conditions of the department of administration.

(5) There shall be no discrimination because of race, religion, color, national origin, or sex in the utilization of state office buildings and facilities for government business, public meetings for free discussion of public questions, or for civic activities.

(6) The utilization of state office buildings and facilities by an organization shall not imply endorsement, approval, or approbation by the state of Wisconsin or the department of administration, nor the extension of special privilege. Likewise the refusal by the department of administration to permit use of a state office building or facility shall not be interpreted as disapproval or censure of any organization, but shall be for reasons as set forth in section Adm 2.04 (1) (a) through (e) above.

(7) The granting of permission to use a state office building or facility does not obligate the department of administration to fur-