

GOVERNMENT CODE  
CHAPTER 2203. USE OF STATE PROPERTY

Sec. 2203.001. REPORTING USE OF STATE VEHICLE; PENALTIES. (a) A person who uses a state-owned automobile or truck shall, for each day that the vehicle is used, submit a separate written report of the use to the head of the state agency, including a department, institution, board, or commission of the state, in charge of the vehicle.

(b) The report must be made daily on a form prescribed by the General Services Commission.

(c) A report filed under this section must show:

- (1) the purpose for which the vehicle was used;
- (2) the mileage traveled;
- (3) the amounts of gasoline and oil consumed;
- (4) the passengers carried; and
- (5) other information necessary to a proper record of the use of the vehicle.

(d) A report filed under this section is an official state record and is subject to inspection by a state official who is authorized to audit or inspect claims, accounts, or records of a state agency.

(e) A person commits an offense if the person does not file a report as required by this section on or before the 10th day after the date on which the person uses the vehicle. An offense under this subsection is punishable by a fine of not less than \$5 nor more than \$100.

Added by Acts 1993, 73rd Leg., ch. 268, Sec. 1, eff. Sept. 1, 1993. Amended by Acts 1995, 74th Leg., ch. 76, Sec. 5.38(a), eff. Sept. 1, 1995.

Sec. 2203.002. STATE POSTAGE METERS. (a) A state department, board, commission, or educational institution that installs a postage meter shall place on the machine an imprint plate stating that:

(1) the mail carried by the postage is official state mail; and

(2) there is a penalty for the unlawful use of the postage meter for a private purpose.

(b) A state department, board, commission, or educational institution shall pay for the imprint plate and its installation from the state department's, board's, commission's, or educational institution's appropriation for postage and contingent expenses.

Added by Acts 1993, 73rd Leg., ch. 268, Sec. 1, eff. Sept. 1, 1993.

Sec. 2203.003. STATE PROPERTY UNDER CONTROL OF THE DAUGHTERS OF THE CONFEDERACY, TEXAS DIVISION, AND THE DAUGHTERS OF THE REPUBLIC OF TEXAS. (a) The Daughters of the Confederacy, Texas Division, and the Daughters of the Republic of Texas each may charge admission to state property over which each organization has custody or control. This subsection does not apply to the Alamo.

(b) An organization that charges admission under this section shall set the fee in an amount that it determines serves the best interest of the state and the public.

(c) The organization may maintain and operate, or may contract with another person for the operation of, a concession on state property under its control. The concession may be operated in any manner the organization considers necessary for the best interest of the state and the public.

(d) The organization shall hold separately in trust all admission fees and profits from the operation of concessions at each property. The money may be spent only to maintain and repair the state property and furnishings at the property at which the money is received.

Added by Acts 1993, 73rd Leg., ch. 268, Sec. 1, eff. Sept. 1, 1993.

Sec. 2203.004. REQUIREMENT TO USE STATE PROPERTY FOR STATE PURPOSES. State property may be used only for state purposes. A person may not entrust state property to a state officer or employee or to any other person if the property is not to be used for state purposes.

Added by Acts 1999, 76th Leg., ch. 1499, Sec. 1.33, eff. Sept. 1, 1999.

Sec. 2203.005. VENDING MACHINES AUTHORIZED. (a) In a state-owned or state-leased building or on state-owned or state-leased property that is not served by a vendor operating under the supervision of the Texas Commission for the Blind, a vending machine may be located in the building or on the property only with the approval of the governing body of the state agency

that has charge and control of the building or property. The approval must be recorded in the minutes of a meeting of the governing body.

(b) The state agency shall file with the General Services Commission a copy of all contracts between the state agency and the vendor related to the vending machine and a written description of the location of the vending machine.

(c) All rentals, commissions, or other net revenue the state agency receives in connection with the vending machine shall be accounted for as state money and deposited to the credit of the general revenue fund unless the disposition of the revenue is governed by other law. The state agency shall account for the revenue received under this section in the agency's annual report.

(d) In a state-owned or state-leased building or on state-owned or state-leased property that is served by a vendor operating under the supervision of the Texas Commission for the Blind, a vending machine may be located and operated in the building or on the property only under a joint contract with the owners of the vending machine and the vendor operating under the supervision of the Texas Commission for the Blind.

Added by Acts 1999, 76th Leg., ch. 1499, Sec. 1.33, eff. Sept. 1, 1999.