

House Concurrent Resolution

A concurrent resolution establishing the Joint Rules of the Florida Legislature for the 2018-2020 term.

Be It Resolved by the House of Representatives of the State of Florida, the Senate Concurring:

That the following joint rules shall govern the Florida Legislature for the 2018-2020 term:

JOINT RULES

Joint Rule One—Lobbyist Registration and Compensation Reporting

1.1—Those Required to Register; Exemptions; Committee Appearance Records

(1) All lobbyists before the Florida Legislature must register with the Lobbyist Registration Office in the Office of Legislative Services. Registration is required for each principal represented.

(2) As used in Joint Rule One, unless the context otherwise requires, the term:

(a) "Compensation" means payment, distribution, loan, advance, reimbursement, deposit, salary, fee, retainer, or anything of value provided or owed to a lobbying firm, directly or indirectly, by a principal for any lobbying activity.

26 (b) "Legislative action" means introduction, sponsorship,
27 testimony, debate, voting, or any other official action on any
28 measure, resolution, amendment, nomination, appointment, or
29 report of, or any matter that may be the subject of action by,
30 either house of the Legislature or any committee thereof.

31 (c) "Lobby" or "lobbying" means influencing or attempting
32 to influence legislative action or nonaction through oral or
33 written communication or through an attempt to obtain the
34 goodwill of a member or employee of the Legislature.

35 (d) "Lobbying firm" means any business entity, including
36 an individual contract lobbyist, that receives or becomes
37 entitled to receive any compensation for the purpose of lobbying
38 and where any partner, owner, officer, or employee of the
39 business entity is a lobbyist. "Lobbying firm" does not include
40 an entity that has employees who are lobbyists if the entity
41 does not derive compensation from principals for lobbying or if
42 such compensation is received exclusively from a subsidiary or
43 affiliate corporation of the employer. As used in this
44 paragraph, an affiliate corporation is a corporation that
45 directly or indirectly shares the same ultimate parent
46 corporation as the employer and does not receive compensation
47 for lobbying from any unaffiliated entity.

48 (e) "Lobbyist" means a person who is employed and receives
49 payment, or who contracts for economic consideration, for the
50 purpose of lobbying or a person who is principally employed for

51 governmental affairs by another person or governmental entity to
52 lobby on behalf of that other person or governmental entity. An
53 employee of the principal is not a lobbyist unless the employee
54 is principally employed for governmental affairs. The term
55 "principally employed for governmental affairs" means that one
56 of the principal or most significant responsibilities of the
57 employee to the employer is overseeing the employer's various
58 relationships with government or representing the employer in
59 its contacts with government. Any person employed by the
60 Governor, the Executive Office of the Governor, or any executive
61 or judicial department of the state or any community college of
62 the state who seeks to encourage the passage, defeat, or
63 modification of any legislation by personal appearance or
64 attendance before the House of Representatives or the Senate, or
65 any member or committee thereof, is a lobbyist.

66 (f) "Lobbyist Registration and Compensation Reporting
67 System (LRCRS)" means the online application that serves as the
68 system of record for the Lobbyist Registration Office in the
69 Office of Legislative Services and consists of the electronic
70 registration system and the electronic filing system.

71 (g) "LRO" means the Lobbyist Registration Office in the
72 Office of Legislative Services.

73 (h) "Office" means the Office of Legislative Services.

74 (i) "Payment" or "salary" means wages or any other
75 consideration provided in exchange for services but does not

HCR 30

20180

76 | include reimbursement for expenses.

77 | (j) "Principal" means the person, firm, corporation, or
78 | other entity that has employed or retained a lobbyist. When an
79 | association has employed or retained a lobbyist, the association
80 | is the principal; the individual members of the association are
81 | not principals merely because of their membership in the
82 | association.

83 | (k) "Unusual circumstances," with respect to any failure
84 | of a person to satisfy a filing requirement, means uncommon,
85 | rare, or sudden events over which the person has no control and
86 | which directly result in the failure to satisfy the filing
87 | requirement.

88 | (3) For purposes of Joint Rule One, the terms "lobby" and
89 | "lobbying" do not include any of the following:

90 | (a) A response to an inquiry for information made by any
91 | member, committee, or staff of the Legislature.

92 | (b) An appearance in response to a legislative subpoena.

93 | (c) Advice or services that arise out of a contractual
94 | obligation with the Legislature, a member, a committee, any
95 | staff, or any legislative entity to render the advice or
96 | services where such obligation is fulfilled through the use of
97 | public funds.

98 | (d) Representation of a client before the House of
99 | Representatives or the Senate, or any member or committee
100 | thereof, when the client is subject to disciplinary action by

101 the House of Representatives or the Senate, or any member or
 102 committee thereof.

103 (4) For purposes of registration and reporting, the term
 104 "lobbyist" does not include any of the following:

105 (a) A member of the Legislature.

106 (b) A person who is employed by the Legislature.

107 (c) A judge who is acting in that judge's official
 108 capacity.

109 (d) A person who is a state officer holding elective
 110 office or an officer of a political subdivision of the state
 111 holding elective office and who is acting in that officer's
 112 official capacity.

113 (e) A person who appears as a witness or for the purpose
 114 of providing information at the written request of the chair of
 115 a committee, subcommittee, or legislative delegation.

116 (f) A person employed by any executive or judicial
 117 department of the state or any community college of the state
 118 who makes a personal appearance or attendance before the House
 119 of Representatives or the Senate, or any member or committee
 120 thereof, while that person is on approved leave or outside
 121 normal working hours and who does not otherwise meet the
 122 definition of a lobbyist.

123 (5) When a person, regardless of whether the person is
 124 registered as a lobbyist, appears before a committee of the
 125 Legislature, that person must submit a Committee Appearance

126 Record as required by the respective house.

127 (6) The responsibilities of the Office and of the LRO
128 under Joint Rule One may be assigned to another entity by
129 agreement of the President of the Senate and the Speaker of the
130 House of Representatives for a contract period not to extend
131 beyond December 1 following the Organization Session of the next
132 biennium, provided that the powers and duties of the President,
133 the Speaker, the General Counsel of the Office of Legislative
134 Services, and any legislative committee referenced in Joint Rule
135 One may not be delegated.

136

137 1.2-Method of Registration

138 (1) Each person required to register with the LRO
139 must register through the LRCRS and attest to that person's full
140 legal name, business address, e-mail address, and telephone
141 number; the name, business address, e-mail address, and
142 telephone number of each principal that person represents; and
143 the extent of any direct business association or partnership
144 that person has with any member of the Legislature. If the
145 lobbyist is, or belongs to, a lobbying firm, the lobbyist must
146 state the name, address, and telephone number of the lobbying
147 firm and the e-mail address of the person responsible for the
148 submission of compensation reports. All lobbyists associated
149 with the same firm must register using the identical name,
150 address, and e-mail address of the firm in the LRCRS.

151 Registration is not complete until the LRCRS receives
152 authorization from the principal's representative and the
153 registration fee. Lobbyists may not authorize themselves on
154 behalf of the principal representative. Any changes to the
155 information existing in the LRCRS must be updated online in the
156 LRCRS within 15 days from the effective date of the change.

157 (2) Any person required to register must do so with
158 respect to each principal prior to commencement of lobbying on
159 behalf of that principal. The LRCRS will request authorization
160 from the principal with the principal's name, business address,
161 e-mail address, and telephone number to confirm that the
162 registrant is authorized to represent the principal. The
163 principal or principal's representative shall also identify and
164 designate the principal's main business pursuant to a
165 classification system approved by the Office, which shall be the
166 North American Industry Classification System (NAICS) six-digit
167 numerical code that most accurately describes the principal's
168 main business.

169 (3) Any person required to register must renew the
170 registration annually for each calendar year through the LRCRS.

171 (4) A lobbyist shall promptly cancel the registration for
172 a principal upon termination of the lobbyist's representation of
173 that principal. A cancellation takes effect the day it is
174 received by the LRCRS. Notwithstanding this requirement, the LRO
175 may remove the name of a lobbyist from the list of registered

176 | lobbyists if the principal notifies the LRO in writing that the
 177 | lobbyist is no longer authorized to represent that principal.

178 | (5) Should a registered lobbyist identify a scrivener's
 179 | error in their own registration in the LRCRS after submission,
 180 | they may make a written request to the LRO to correct such
 181 | error. The request must clearly identify and describe the error.
 182 | Each request will be reviewed by the Office before any changes
 183 | will be made.

184 | (6) The LRO shall retain registration information
 185 | submitted under this rule.

186 | (7) A person required to register under Joint Rule One
 187 | shall be considered a lobbyist of the Legislature for the
 188 | purposes of ss. 11.045, 112.3148, and 112.3149, Florida
 189 | Statutes.

190 |

191 | 1.3—Registration Costs; Exemptions

192 | (1) To cover the costs incurred for the administration of
 193 | Joint Rule One, each person who registers under Joint Rule 1.1
 194 | must pay an annual registration fee to the LRO. The annual
 195 | period runs from January 1 to December 31. These fees must be
 196 | paid at the time of registration.

197 | (2) The following persons are exempt from paying the fee,
 198 | provided they are designated in writing by the agency head or
 199 | person designated in this subsection:

200 | (a) Two employees of each department of the executive

201 branch created under chapter 20, Florida Statutes.

202 (b) Two employees of the Fish and Wildlife Conservation
203 Commission.

204 (c) Two employees of the Executive Office of the Governor.

205 (d) Two employees of the Commission on Ethics.

206 (e) Two employees of the Florida Public Service
207 Commission.

208 (f) Two employees of the judicial branch designated in
209 writing by the Chief Justice of the Florida Supreme Court.

210 (3) The annual fee is up to \$50 per legislative entity for
211 a person to register to represent one principal and up to an
212 additional \$10 per legislative entity for each additional
213 principal that the person registers to represent. The amount of
214 each fee shall be established annually by the President of the
215 Senate and the Speaker of the House of Representatives. The fees
216 set must be adequate to ensure operation of the lobbyists'
217 registration, compensation, and reporting functions. The fees
218 collected by the LRO under this rule shall be deposited into the
219 State Treasury and credited to the Legislative Lobbyist
220 Registration Trust Fund specifically to cover the costs incurred
221 in administering Joint Rule One.

222

223 1.4-Reporting of Lobbying Firm Compensation

224 (1) (a) Each lobbying firm shall file a compensation report
225 with the LRO through the LRCRS for each calendar quarter during

HCR 30

20180

226 any portion of which one or more of the firm's lobbyists were
227 registered to represent a principal. The report must include
228 the:

- 229 1. Full name, business address, and telephone number of
230 the lobbying firm;
- 231 2. Registration name of each of the firm's lobbyists; and
- 232 3. Total compensation provided or owed to the lobbying
233 firm from all principals for the reporting period, reported in
234 one of the following categories: \$0; \$1 to \$49,999; \$50,000 to
235 \$99,999; \$100,000 to \$249,999; \$250,000 to \$499,999; \$500,000 to
236 \$999,999; or \$1 million or more.

237 (b) For each principal represented by one or more of the
238 firm's lobbyists, the lobbying firm's compensation report must
239 also include the:

- 240 1. Full name, business address, and telephone number of
241 the principal; and
- 242 2. Total compensation provided or owed to the lobbying
243 firm for the reporting period, reported in one of the following
244 categories: \$0; \$1 to \$9,999; \$10,000 to \$19,999; \$20,000 to
245 \$29,999; \$30,000 to \$39,999; \$40,000 to \$49,999; or \$50,000 or
246 more. If the category "\$50,000 or more" is selected, the
247 specific dollar amount of compensation must be reported, rounded
248 up or down to the nearest \$1,000.

249 (c) Compensation shall be reported using the accrual basis
250 of accounting.

251 (d) Compensation reports should reflect compensation
252 received for lobbying the legislative branch only.

253 (e) If the lobbying firm subcontracts work from another
254 lobbying firm and not from the original principal:

255 1. The lobbying firm providing the work to be
256 subcontracted shall be treated as the reporting lobbying firm's
257 principal for reporting purposes under this paragraph; and

258 2. The reporting lobbying firm shall, for each lobbying
259 firm identified as the reporting lobbying firm's principal under
260 paragraph (b), identify the name, business address, and
261 telephone number of the principal originating the lobbying work.

262 (f) The senior partner, officer, or owner of the lobbying
263 firm shall certify to the veracity and completeness of the
264 information submitted pursuant to this rule; certify that no
265 compensation has been omitted from this report by deeming such
266 compensation as "consulting services," "media services,"
267 "professional services," or anything other than compensation;
268 and certify that no officer or employee of the firm has made an
269 expenditure in violation of s. 11.045, Florida Statutes.

270 (2) For each principal represented by more than one
271 lobbying firm, the Office shall aggregate the reporting-period
272 and calendar-year compensation reported as provided or owed by
273 the principal. Compensation reported within a category shall be
274 aggregated as follows:
275

HCR 30

20180

	Category (dollars)	Dollar amount to use aggregating
276	0	0
277	1-9,999	5,000
278	10,000-19,999	15,000
279	20,000-29,999	25,000
280	30,000-39,999	35,000
281	40,000-49,999	45,000
282	50,000 or more	Actual amount reported

283
 284 (3) The compensation reports shall be filed no later than
 285 45 days after the end of each reporting period. The four
 286 reporting periods are from January 1 through March 31, April 1
 287 through June 30, July 1 through September 30, and October 1
 288 through December 31, respectively. The reports shall be rendered
 289 in the identical form provided by the respective houses and
 290 shall be open to public inspection.

291 (4) A report filed pursuant to this rule must be completed
 292 and filed through the LRCRS not later than 11:59 p.m. of the day

HCR 30

20180

293 designated in subsection (3). A report not filed by 11:59 p.m.
294 of the day designated is a late-filed report and is subject to
295 the penalties under Joint Rule 1.5(1).

296 (5) Each person given secure sign-on credentials in the
297 LRCRS is responsible for protecting the credentials from
298 disclosure and is responsible for all filings made by use of
299 such credentials, unless and until the Office is notified that
300 the person's credentials have been compromised. Each report
301 filed by electronic means pursuant to this rule shall be deemed
302 certified in accordance with paragraph (1)(f) by the person
303 given the secure sign-on credentials and, as such, subjects the
304 person and the lobbying firm to the provisions of s. 11.045(8),
305 Florida Statutes, as well as any discipline provided under the
306 rules of the Senate or House of Representatives.

307 (6) If the President of the Senate and the Speaker of the
308 House of Representatives jointly declare that the electronic
309 system is not operable, the reports shall be filed in accordance
310 with instructions on the LRCRS website which will be posted for
311 a reasonable period of time.

312
313 1.5—Failure to File Timely Compensation Report; Notice and
314 Assessment of Fines; Appeals

315 (1) Upon determining that the report is late, the LRCRS
316 shall immediately notify the lobbying firm by e-mail as to the
317 failure to timely file the report and that a fine is being

318 assessed for each late day. The fine shall be \$50 per day per
319 report for each late day, not to exceed \$5,000 per report.

320 (2) Upon submittal of the late-filed report by the
321 lobbying firm, the LRCRS shall determine the amount of the fine
322 based on the submittal date shown in the electronic receipt
323 issued by the LRCRS.

324 (3) Such fine shall be paid within 30 days after the
325 notice of payment due is transmitted by the LRCRS, unless an
326 appeal is made to the LRO. The moneys shall be deposited into
327 the Legislative Lobbyist Registration Trust Fund.

328 (4) A fine may not be assessed against a lobbying firm the
329 first time the report for which the lobbying firm is responsible
330 is not timely filed. However, to receive the one-time fine
331 waiver, the report for which the lobbying firm is responsible
332 must be filed within 30 days after the notice of failure to file
333 is transmitted by the LRCRS. A fine shall be assessed for all
334 subsequent late-filed reports.

335 (5) Any lobbying firm may appeal or dispute a fine, based
336 upon unusual circumstances surrounding the failure to file on
337 the designated due date, and may request and shall be entitled
338 to a hearing before the General Counsel of the Office of
339 Legislative Services, who shall recommend to the President of
340 the Senate and the Speaker of the House of Representatives, or
341 their respective designees, that the fine be waived in whole or
342 in part for good cause shown. The President of the Senate and

343 the Speaker of the House of Representatives, or their respective
344 designees, may, by joint agreement, concur in the recommendation
345 and waive the fine in whole or in part. Any such request shall
346 be made within 30 days after the notice of payment due is
347 transmitted by the LRCRS. In such case, the lobbying firm shall,
348 within the 30-day period, notify the LRO in writing of the
349 firm's intention to request a hearing.

350 (6) A lobbying firm may request that the filing of a
351 report be waived upon good cause shown, based on unusual
352 circumstances. The request must be filed with the General
353 Counsel of the Office of Legislative Services, who shall make a
354 recommendation concerning the waiver request to the President of
355 the Senate and the Speaker of the House of Representatives. The
356 President of the Senate and the Speaker of the House of
357 Representatives may, by joint agreement, grant or deny the
358 request.

359 (7) (a) All lobbyist registrations for lobbyists who are
360 partners, owners, officers, or employees of a lobbying firm that
361 fails to timely pay a fine are automatically suspended until the
362 fine is paid or waived and all late reports have been filed or
363 waived. The LRO shall promptly notify all affected principals,
364 the President of the Senate, and the Speaker of the House of
365 Representatives of any suspension or reinstatement. All
366 lobbyists who are partners, owners, officers, or employees of a
367 lobbying firm are jointly and severally liable for any

HCR 30

20180

368 outstanding fine owed by a lobbying firm.

369 (b) Such lobbyist may not be reinstated in any capacity
370 representing any principal until the fine is paid and all late
371 reports have been filed or waived or until the fine is waived as
372 to that lobbyist and all late reports for that lobbyist have
373 been filed or waived. A suspended lobbyist may request a waiver
374 upon good cause shown, based on unusual circumstances. The
375 request must be filed with the General Counsel of the Office of
376 Legislative Services who shall, as soon as practicable, make a
377 recommendation concerning the waiver request to the President of
378 the Senate and the Speaker of the House of Representatives. The
379 President of the Senate and the Speaker of the House of
380 Representatives may, by joint agreement, grant or deny the
381 request.

382 (8) The LRO shall notify the coordinator of the Office of
383 the failure of a lobbying firm to file a report after notice or
384 of the failure of a lobbying firm to pay the fine imposed.

385

386 1.6—Open Records; Internet Publication of Registrations and
387 Compensation Reports

388 (1) All of the lobbyist registration forms and
389 compensation reports received by the LRO shall be available for
390 public inspection and for duplication at reasonable cost.

391 (2) The LRO shall make information filed pursuant to Joint
392 Rules 1.2 and 1.4 reasonably available on the Internet in an

393 easily understandable and accessible format through the LRCRS.
394 The LRCRS must include, but not be limited to including, the
395 names and business addresses of lobbyists, lobbying firms, and
396 principals; the affiliations between lobbyists and principals;
397 and the classification system designated and identified with
398 respect to principals pursuant to Joint Rule 1.2.

399

400 1.7—Records Retention and Inspection and Complaint Procedure

401 (1) Each lobbying firm and each principal shall preserve
402 for a period of 4 years all accounts, bills, receipts, computer
403 records, books, papers, and other documents and records
404 necessary to substantiate compensation reports and registration
405 documentation.

406 (2) Upon receipt of a complaint based on the personal
407 knowledge of the complainant made pursuant to the Senate Rules
408 or the Rules of the House of Representatives, any such documents
409 and records may be inspected when authorized by the President of
410 the Senate or the Speaker of the House of Representatives, as
411 applicable. The person authorized to perform the inspection
412 shall be designated in writing and shall be a member of The
413 Florida Bar or a certified public accountant licensed in
414 Florida. Any information obtained by such an inspection may only
415 be used for purposes authorized by law, Joint Rule One, the
416 Senate Rules, or the Rules of the House of Representatives,
417 which purposes may include the imposition of sanctions against a

418 person subject to Joint Rule One, the Senate Rules, or the Rules
419 of the House of Representatives. Any employee who uses that
420 information for an unauthorized purpose is subject to
421 discipline. Any member who uses that information for an
422 unauthorized purpose is subject to discipline under the
423 applicable rules of each house.

424 (3) The right of inspection may be enforced by appropriate
425 writ issued by any court of competent jurisdiction.
426

427 1.8-Questions Regarding Interpretation of Joint Rule One

428 (1) A person may request in writing an informal opinion
429 from the General Counsel of the Office of Legislative Services
430 as to the application of Joint Rule One to a specific situation
431 involving that person's conduct. The General Counsel shall issue
432 the opinion within 10 days after receiving the request. The
433 informal opinion may be relied upon by the person who requested
434 the informal opinion. A copy of each informal opinion that is
435 issued shall be provided to the presiding officer of each house.
436 A committee of either house designated pursuant to section
437 11.045(5), Florida Statutes, may revise any informal opinion
438 rendered by the General Counsel through an advisory opinion to
439 the person who requested the informal opinion. The advisory
440 opinion shall supersede the informal opinion as of the date the
441 advisory opinion is issued.

442 (2) A person in doubt about the applicability or

443 interpretation of Joint Rule One with respect to that person's
 444 conduct may submit in writing the facts for an advisory opinion
 445 to the committee of either house designated pursuant to s.
 446 11.045(5), Florida Statutes, and may appear in person before the
 447 committee in accordance with s. 11.045(5), Florida Statutes.

448
 449 1.9—Effect of Readoption and Revision

450 All obligations existing under Joint Rule One as of the last day
 451 of the previous legislative biennium are hereby ratified,
 452 preserved, and reimposed pursuant to the terms thereof as of
 453 that date. The provisions of Joint Rule One are imposed
 454 retroactively to the first day of the present legislative
 455 biennium except that provisions new to this revision are
 456 effective on the date of adoption or as otherwise expressly
 457 provided herein.

458
 459 Joint Rule Two—General Appropriations Review Period and Budget
 460 Conference Committee Rules

461
 462 2.1—General Appropriations and Related Bills; Review Periods

463 (1) A general appropriations bill shall be subject to a
 464 72-hour public review period before a vote is taken on final
 465 passage of the bill in the form that will be presented to the
 466 Governor.

467 (2) If a bill is returned to the house in which the bill

468 originated and the originating house does not concur in all the
 469 amendments or adds additional amendments, no further action
 470 shall be taken on the bill by the nonoriginating house, and a
 471 conference committee shall be established by operation of this
 472 rule to consider the bill.

473 (3) If a bill is referred to a conference committee by
 474 operation of this rule, a 72-hour public review period shall be
 475 provided prior to a vote being taken on the conference committee
 476 report by either house.

477 (4) A copy of the bill, a copy of the bill with amendments
 478 adopted by the nonoriginating house, or the conference committee
 479 report shall be furnished to each member of the Legislature, the
 480 Governor, the Chief Justice of the Supreme Court, and each
 481 member of the Cabinet. Copies for the Governor, Chief Justice,
 482 and members of the Cabinet shall be furnished to the official's
 483 office in the Capitol or Supreme Court Building.

484 (5) (a) Copies required to be furnished under subsection
 485 (4) shall be furnished to members of the Legislature as follows:

486 1. A printed copy may be placed on each member's desk in
 487 the appropriate chamber; or

488 2. An electronic copy may be furnished to each member. The
 489 Legislature hereby deems and determines that a copy shall have
 490 been furnished to the members of the Legislature when an
 491 electronic copy is made available to every member of the
 492 Legislature. An electronic copy is deemed to have been made

493 available when it is accessible via the Internet or other
494 information network consisting of systems ordinarily serving the
495 members of the Senate or the House of Representatives.

496 (b) An official other than a member of the Legislature who
497 is to be furnished a copy of a general appropriations bill under
498 subsection (4) may officially request that an electronic copy of
499 the bill be furnished in lieu of a printed copy, and, if
500 practicable, the copy may be furnished to the official in the
501 manner requested.

502 (6) The Secretary of the Senate shall be responsible for
503 furnishing copies under this rule for Senate bills, House bills
504 as amended by the Senate, and conference committee reports on
505 Senate bills. The Clerk of the House shall be responsible for
506 furnishing copies under this rule for House bills, Senate bills
507 as amended by the House, and conference committee reports on
508 House bills.

509 (7) The 72-hour public review period shall begin to run
510 upon completion of the furnishing of copies required to be
511 furnished under subsection (4). The Speaker of the House of
512 Representatives and the President of the Senate, as appropriate,
513 shall be informed of the completion time, and such time shall be
514 announced on the floor prior to vote on final passage in each
515 house and shall be entered in the journal of each house.
516 Saturdays, Sundays, and holidays shall be included in the
517 computation under this rule.

518 (8) An implementing or conforming bill recommended by a
 519 conference committee shall be subject to a 24-hour public review
 520 period before a vote is taken on the conference committee report
 521 by either house, if the conference committee submits its report
 522 after the furnishing of a general appropriations bill to which
 523 the 72-hour public review period applies.

524 (9) With respect to each bill that may be affected, a
 525 member of the Senate or the House of Representatives may not
 526 raise a point of order under this rule after a vote is taken on
 527 the bill. Except as may be required by the Florida Constitution,
 528 noncompliance with any requirement of this rule may be waived by
 529 a two-thirds vote of those members present and voting in each
 530 house.

531
 532 2.2-General Appropriations and Related Bills; Definitions
 533 As used in Joint Rule Two, the term:

534 (1) "Conforming bill" means a bill that amends the Florida
 535 Statutes to conform to a general appropriations bill.

536 (2) "General appropriations bill" means a bill that
 537 provides for the salaries of public officers and other current
 538 expenses of the state and contains no subject other than
 539 appropriations. A bill that contains appropriations that are
 540 incidental and necessary solely to implement a substantive law
 541 is not included within this term. For the purposes of Joint Rule
 542 Two and Section 19(d) of Article III of the Florida

543 Constitution, the Legislature hereby determines that, after a
544 general appropriations bill has been enacted and establishes
545 governing law for a particular fiscal year, a bill considered in
546 any subsequent session that makes net reductions in such enacted
547 appropriations or that makes supplemental appropriations shall
548 not be deemed to be a general appropriations bill unless such
549 bill provides for the salaries of public officers and other
550 current expenses of the state for a subsequent fiscal year.

551 (3) "Implementing bill" means a bill, effective for one
552 fiscal year, implementing a general appropriations bill.

553 (4) (a) "Appropriations project" means a specific
554 appropriation, proviso, or item on a conference committee
555 spreadsheet agreed to by House and Senate conferees providing
556 funding for:

557 1. A local government, private entity, or privately-
558 operated program, wherein the specific appropriation, proviso,
559 or item on a conference committee spreadsheet specifically names
560 the local government, private entity, or privately-operated
561 program or the appropriation, proviso, or item is written in
562 such a manner as to describe a particular local government,
563 private entity, or privately-operated program;

564 2. A specific transportation facility that was not part of
565 the Department of Transportation's 5-year work program submitted
566 pursuant to s. 339.135, Florida Statutes;

567 3. An education fixed capital outlay project that was not

568 submitted pursuant to s. 1013.60 or s. 1013.64, Florida
 569 Statutes, unless funds for the specific project were
 570 appropriated by the Legislature in a prior year and additional
 571 funds are needed to complete the project as originally proposed;

572 4. A specified program, research initiative, institute,
 573 center, or similar entity at a specific state college or
 574 university, unless recommended by the Board of Governors or the
 575 State Board of Education in their Legislative Budget Request; or

576 5. A local water project.

577 (b) The term does not include an appropriation that:

578 1. Is specifically authorized by statute;

579 2. Is part of a statewide distribution to local
 580 governments; or

581 3. Was recommended by a commission, council, or other
 582 similar entity created in statute to make annual funding
 583 recommendations, provided that such appropriation does not
 584 exceed the amount of funding recommended by the commission,
 585 council, or other similar entity.

586

587 2.3–Budget Conference Committee Rules

588 (1) For an appropriations project to be included in a
 589 conference committee report:

590 (a) The appropriations project must be included in a bill
 591 or an amendment placed into a budget conference; and

592 (b) Information required by subsections (2) and (3)

593 relating to the appropriations project must have been in writing
594 and published online prior to the passage by that chamber of the
595 bill or amendment which was placed into a budget conference.

596 (2) The information collected must include:

597 (a) A descriptive title of the appropriations project.

598 (b) The date of the submission.

599 (c) The name of the submitting member.

600 (d) The most recent year in which the appropriations
601 project received state funding, if applicable.

602 (e) Whether the most recent funding for the project had
603 been vetoed.

604 (f) The amount of the nonrecurring request.

605 (g) The amount of funding received in the prior year on a
606 recurring or nonrecurring basis.

607 (h) In what agency the project is best placed and whether
608 the agency has been contacted.

609 (i) The name of the organization or entity receiving the
610 funds as well as a point of contact for the organization or
611 entity.

612 (j) The name of the registered lobbyist of the entity
613 requesting the appropriations project.

614 (k) Whether the organization to receive the funds is a
615 for-profit entity, a not-for-profit entity, a local entity, a
616 state university or college, or other type of organization.

617 (l) The specific purpose or goal that will be achieved by

618 the funds requested.

619 (m) The activities and services that will be provided to
620 meet the intended purpose of these funds.

621 (n) Specific descriptions of how the funds will be
622 expended, including a description and the amounts to be expended
623 on: administrative costs, itemized to include the salary of the
624 executive director or project head, other salaries and benefits,
625 expenses, and consultants, contractors, or studies; operational
626 costs, itemized to include salaries and benefits, expenses, and
627 consultants, contractors, or studies; and fixed capital outlay,
628 itemized to include land purchase, planning, engineering,
629 construction, and renovation.

630 (o) The owner of the facility to receive, directly or
631 indirectly, any fixed capital outlay funding, and the
632 relationship between the owners of the facility and the entity.

633 (p) A description of the direct services to be provided to
634 citizens by the appropriations project, if applicable.

635 (q) A description of the target population to be served
636 and the number of individuals to be served by the appropriations
637 project.

638 (r) A description of the specific benefit or outcome,
639 including the methodology by which this outcome will be
640 measured.

641 (s) The amount and percentage of federal, local, and state
642 funds, excluding the funds requested for the appropriations

643 project, or other matching funds available for the
644 appropriations project.

645 (t) How much additional nonrecurring funding is
646 anticipated to be requested in future years by amount per year.

647 (u) The suggested penalties that the contracting agency
648 may consider in addition to its standard penalties for failing
649 to meet deliverables or performance measures provided for in the
650 contract.

651 (3) With respect to an appropriations project that is also
652 a local water project, the information collected must also
653 include:

654 (a) Whether alternative state funding such as the Waste
655 Water Revolving Loan, Drinking Water Revolving Loan, Small
656 Community Waste Water Drinking grant, or other funding has been
657 requested.

658 (b) Whether the project is for a financially disadvantaged
659 community, as defined in chapter 62-552, Florida Administrative
660 Code; a financially disadvantaged municipality; a rural area of
661 critical economic concern; or a rural area of opportunity, as
662 defined in s. 288.0656, Florida Statutes.

663 (c) Whether the construction status is shovel-ready.

664 (d) The percentage of construction completed and the
665 estimated completion date.

666 (4) Each chamber must collect the required information
667 described in subsections (2) and (3) in the form and manner

668 | prescribed by that chamber.

669 | (5) The portion of an appropriations project which was
670 | funded with recurring funds in the most recently enacted general
671 | appropriations act is exempt from subsections (1), (2) and (3).

672 | (6) An appropriations project may only be funded with
673 | nonrecurring funds, except that the portion of an appropriations
674 | project which was funded with recurring funds as provided in
675 | subsection (5) may be continued with or without additional
676 | nonrecurring funds.

677 | (7) The nonrecurring funding of an appropriations project
678 | in the conference committee report may be less than, equal to,
679 | or greater than the funding for the appropriations project as
680 | originally committed to the conference committee.

681 | (8) An appropriations project that was not included in
682 | either chamber's bill in accordance with subsections (1), (2)
683 | and (3) may not be included in a conference report.

684 | (9) (a) To be included in a conference committee report,
685 | all appropriations projects, except as otherwise provided in
686 | paragraph (b), must be clearly identified in the bill or
687 | amendment that will be considered by a conference committee and
688 | in any conference report.

689 | (b) An appropriations project funded with recurring funds
690 | in the most recently enacted general appropriation act that is
691 | not appropriated any additional funds is exempt from the
692 | provisions of paragraph (a).

693 (10) The conference committee must allow for public
 694 testimony regarding appropriations projects at each noticed
 695 meeting.

696 (11) Nothing in this rule shall limit either chamber's
 697 ability to apply a stricter standard to its own bills prior to
 698 the commencement of conference proceedings. This Joint Rule
 699 applies to all conference committee reports related to the
 700 General Appropriations Act and supersedes either chamber's rules
 701 that are contrary to or inconsistent with the provisions of this
 702 Joint Rule.

703

704 Joint Rule Three—Joint Offices and Policies

705

706 3.1—Joint Legislative Offices

707 (1) The following offices of the Legislature are
 708 established:

- 709 (a) Office of Economic and Demographic Research.
- 710 (b) Office of Legislative Information Technology Services.
- 711 (c) Office of Legislative Services.
- 712 (d) Office of Program Policy Analysis and Government
 713 Accountability.

714 (2) Offices established under this rule shall provide
 715 support services to the Legislature that are determined by the
 716 President of the Senate and the Speaker of the House of
 717 Representatives to be necessary and that can be effectively

718 | provided jointly to both houses and other units of the
719 | Legislature. Each office shall be directed by a coordinator
720 | selected by and serving at the pleasure of the President of the
721 | Senate and the Speaker of the House of Representatives. Upon the
722 | initial adoption of these joint rules in a biennium, each
723 | coordinator position shall be deemed vacant until an appointment
724 | is made.

725 | (3) Within the monetary limitations of the approved
726 | operating budget, the salaries and expenses of the coordinator
727 | and the staff of each office shall be governed by joint
728 | policies.

729 | (4) The Office of Legislative Services shall provide
730 | legislative support services other than those prescribed in
731 | subsections (5)-(7).

732 | (5) The Office of Legislative Information Technology
733 | Services shall provide support services to assist the
734 | Legislature in achieving its objectives through the application
735 | of cost-effective information technology.

736 | (6) The Office of Economic and Demographic Research shall
737 | provide research support services, principally regarding
738 | forecasting economic and social trends that affect policymaking,
739 | revenues, and appropriations.

740 | (7) The Office of Program Policy Analysis and Government
741 | Accountability shall:

742 | (a) Perform independent examinations, program reviews, and

743 other projects as provided by general law, as provided by
744 concurrent resolution, as directed by the Legislative Auditing
745 Committee, or as directed by the President of the Senate or the
746 Speaker of the House and shall provide recommendations,
747 training, or other services to assist the Legislature.

748 (b) Transmit to the President of the Senate and the
749 Speaker of the House of Representatives, by December 1 of each
750 year, a list of statutory and fiscal changes recommended by
751 office reports. The recommendations shall be presented in two
752 categories: one addressing substantive law and policy issues and
753 the other addressing budget issues.

754

755 3.2—Joint Policies

756 (1) The President of the Senate and the Speaker of the
757 House of Representatives shall jointly adopt policies they
758 consider advisable to carry out the functions of the
759 Legislature. Such policies shall be binding on all employees of
760 joint offices and joint committees.

761 (2) The employees of all joint committees and joint
762 legislative offices shall be under the exclusive control of the
763 Legislature. No officer or agency in the executive or judicial
764 branch shall exercise any manner of control over legislative
765 employees with respect to the exercise of their duties or the
766 terms and conditions of their employment.

767

Joint Rule Four—Joint Committees

4.1—Standing Joint Committees

(1) The following standing joint committees are established:

(a) Administrative Procedures Committee.

(b) Committee on Public Counsel Oversight.

(c) Legislative Auditing Committee.

(2) No other joint committee shall exist except as agreed to by the presiding officers or by concurrent resolution approved by the Senate and the House of Representatives.

(3) Appointments to each standing joint committee shall be made or altered and vacancies shall be filled by the Senate and the House of Representatives in accordance with their respective rules. There shall be appointed to each standing joint committee no fewer than five and no more than seven members from each house.

(4) (a) The President of the Senate shall appoint a member of the Senate to serve as the chair, and the Speaker of the House of Representatives shall appoint a member of the House of Representatives to serve as the vice chair, for:

1. The Legislative Auditing Committee and the Committee on Public Counsel Oversight, for the period from the Organization Session until noon on August 1 of the calendar year following the general election.

793 2. The Administrative Procedures Committee for the period
 794 from noon on August 1 of the calendar year following the general
 795 election until the next general election.

796 (b) The Speaker of the House of Representatives shall
 797 appoint a member of the House of Representatives to serve as the
 798 chair, and the President of the Senate shall appoint a member of
 799 the Senate to serve as the vice chair, for:

800 1. The Legislative Auditing Committee and the Committee on
 801 Public Counsel Oversight, for the period from noon on August 1
 802 of the calendar year following the general election until the
 803 next general election.

804 2. The Administrative Procedures Committee for the period
 805 from the Organization Session until noon on August 1 of the
 806 calendar year following the general election.

807 (c) A vacancy in an appointed chair or vice chair shall be
 808 filled in the same manner as the original appointment.

809

810 4.2-~~Procedures in Joint Committees~~

811 The following rules shall govern procedures in joint committees
 812 other than conference committees:

813 (1) A quorum for a joint committee shall be a majority of
 814 the appointees of each house. No business of any type may be
 815 conducted in the absence of a quorum.

816 (2) (a) Joint committees shall meet only within the dates,
 817 times, and locations authorized by both the President of the

HCR 30

20180

818 Senate and the Speaker of the House of Representatives.

819 (b) Joint committee meetings shall meet at the call of the
820 chair. In the absence of the chair, the vice chair shall assume
821 the duty to convene and preside over meetings and such other
822 duties as provided by law or joint rule. During a meeting
823 properly convened, the presiding chair may temporarily assign
824 the duty to preside at that meeting to another joint committee
825 member until the assignment is relinquished or revoked.

826 (c) Before any joint committee may hold a meeting, a
827 notice of such meeting shall be provided to the Secretary of the
828 Senate and the Clerk of the House of Representatives no later
829 than 4:30 p.m. of the 7th day before the meeting. For purposes
830 of effecting notice to members of the house to which the chair
831 does not belong, notice to the Secretary of the Senate shall be
832 deemed notice to members of the Senate and notice to the Clerk
833 of the House shall be deemed notice to members of the House of
834 Representatives. Noticed meetings may be canceled by the chair
835 with the approval of at least one presiding officer.

836 (d) If a majority of its members from each house agree, a
837 joint committee may continue a properly noticed meeting after
838 the expiration of the time called for the meeting. However, a
839 joint committee may not meet beyond the time authorized by the
840 presiding officers without special leave granted by both
841 presiding officers.

842 (3) The presiding officers shall interpret, apply, and

843 enforce rules governing joint committees by agreement when the
844 rule at issue is a joint rule. Unless otherwise determined or
845 overruled by an agreement of the presiding officers, the chair
846 shall determine all questions of order arising in joint
847 committee meetings, but such determinations may be appealed to
848 the committee during the meeting.

849 (4) Each question, including any appeal of a ruling of the
850 chair, shall be decided by a majority vote of the members of the
851 joint committee of each house present and voting.

852

853 4.3—Powers of Joint Committees

854 (1) A joint committee may exercise the subpoena powers
855 vested by law in a standing committee of the Legislature. A
856 subpoena issued under this rule must be approved and signed by
857 the President of the Senate and the Speaker of the House of
858 Representatives and attested by the Secretary of the Senate and
859 the Clerk of the House.

860 (2) A joint committee may adopt rules of procedure that do
861 not conflict with the Florida Constitution or any law or joint
862 rule, subject to the joint approval of the President of the
863 Senate and the Speaker of the House of Representatives.

864 (3) A joint committee may not create subcommittees or
865 workgroups unless authorized by both presiding officers.

866

867 4.4—Administration of Joint Committees

868 (1) Within the monetary limitations of the approved
 869 operating budget, the expenses of the members and the salaries
 870 and expenses of the staff of each joint committee shall be
 871 governed by joint policies adopted under Joint Rule 3.2.

872 (2) Subject to joint policies adopted under Joint Rule
 873 3.2, the presiding officers shall appoint and remove the staff
 874 director and, if needed, a general counsel and any other staff
 875 necessary to assist each joint committee. All joint committee
 876 staff shall serve at the pleasure of the presiding officers.
 877 Upon the initial adoption of these joint rules in a biennium,
 878 each joint committee staff director position shall be deemed
 879 vacant until an appointment is made.

880
 881 4.5—Special Powers and Duties of the Legislative Auditing
 882 Committee

883 (1) The Legislative Auditing Committee may direct the
 884 Auditor General or the Office of Program Policy Analysis and
 885 Government Accountability to conduct an audit, review, or
 886 examination of any entity or record described in s. 11.45(2) or
 887 (3), Florida Statutes.

888 (2) The Legislative Auditing Committee may receive
 889 requests for audits and reviews from legislators and any audit
 890 request, petition for audit, or other matter for investigation
 891 directed or referred to it pursuant to general law. The
 892 committee may make any appropriate disposition of such requests

893 | or referrals and shall, within a reasonable time, report to the
 894 | requesting party the disposition of any audit request.

895 | (3) The Legislative Auditing Committee may review the
 896 | performance of the Auditor General and report thereon to the
 897 | Senate and the House of Representatives.

898 |
 899 | 4.6—Special Powers and Duties of the Administrative Procedures
 900 | Committee

901 | The Administrative Procedures Committee shall:

902 | (1) Maintain a continuous review of the statutory
 903 | authority on which each administrative rule is based and,
 904 | whenever such authority is eliminated or significantly changed
 905 | by repeal, amendment, holding by a court of last resort, or
 906 | other factor, advise the agency concerned of the fact.

907 | (2) Maintain a continuous review of administrative rules
 908 | and identify and request an agency to repeal any rule or any
 909 | provision of any rule that reiterates or paraphrases any statute
 910 | or for which the statutory authority has been repealed.

911 | (3) Review administrative rules and advise the agencies
 912 | concerned of its findings.

913 | (4) Exercise the duties prescribed by chapter 120, Florida
 914 | Statutes, concerning the adoption and promulgation of rules.

915 | (5) Generally review agency action pursuant to the
 916 | operation of chapter 120, Florida Statutes, the Administrative
 917 | Procedure Act.

918 (6) Report to the President of the Senate and the Speaker
919 of the House of Representatives at least annually, no later than
920 the first week of the regular session, and recommend needed
921 legislation or other appropriate action. Such report shall
922 include the number of objections voted by the committee, the
923 number of suspensions recommended by the committee, the number
924 of administrative determinations filed on the invalidity of a
925 proposed or existing rule, the number of petitions for judicial
926 review filed on the invalidity of a proposed or existing rule,
927 and the outcomes of such actions. Such report shall also include
928 any recommendations provided to the standing committees during
929 the preceding year under subsection (11).

930 (7) Consult regularly with legislative standing committees
931 that have jurisdiction over the subject areas addressed in
932 agency proposed rules regarding legislative authority for the
933 proposed rules and other matters relating to legislative
934 authority for agency action.

935 (8) Subject to the approval of the President of the Senate
936 and the Speaker of the House of Representatives, have standing
937 to seek judicial review, on behalf of the Legislature or the
938 citizens of this state, of the validity or invalidity of any
939 administrative rule to which the committee has voted an
940 objection and that has not been withdrawn, modified, repealed,
941 or amended to meet the objection. Judicial review under this
942 subsection may not be initiated until the Governor and the head

943 of the agency making the rule to which the committee has
944 objected have been notified of the committee's proposed action
945 and have been given a reasonable opportunity, not to exceed 60
946 days, for consultation with the committee. The committee may
947 expend public funds from its appropriation for the purpose of
948 seeking judicial review.

949 (9) Maintain a continuous review of the administrative
950 rulemaking process, including a review of agency procedure and
951 of complaints based on such agency procedure.

952 (10) Establish measurement criteria to evaluate whether
953 agencies are complying with the delegation of legislative
954 authority in adopting and implementing rules.

955 (11) Maintain a continuous review of statutes that
956 authorize agencies to adopt rules and shall make recommendations
957 to the appropriate standing committees of the Senate and the
958 House of Representatives as to the advisability of considering
959 changes to the delegated legislative authority to adopt rules in
960 specific circumstances.

961

962 4.7—Special Powers and Duties of the Committee on Public Counsel
963 Oversight

964 (1) The Committee on Public Counsel Oversight shall
965 appoint a Public Counsel.

966 (2) The Committee on Public Counsel Oversight may file a
967 complaint with the Commission on Ethics alleging a violation of

968 chapter 350, Florida Statutes, by a current or former public
969 service commissioner, an employee of the Public Service
970 Commission, or a member of the Public Service Commission
971 Nominating Council.

972 (3) Notwithstanding Joint Rule 4.4(2), the Committee on
973 Public Counsel Oversight shall not have any permanent staff but
974 shall be served as needed by other legislative staff selected by
975 the President of the Senate and the Speaker of the House of
976 Representatives.

977

978 Joint Rule Five—Auditor General

979

980 5.1—Rulemaking Authority

981 The Auditor General shall make and enforce reasonable rules and
982 regulations necessary to facilitate audits that he or she is
983 authorized to perform.

984

985 5.2—Budget and Accounting

986 (1) The Auditor General shall prepare and submit annually
987 to the President of the Senate and the Speaker of the House of
988 Representatives for their joint approval a proposed budget for
989 the ensuing fiscal year.

990 (2) Within the limitations of the approved operating
991 budget, the salaries and expenses of the Auditor General and the
992 staff of the Auditor General shall be paid from the

993 appropriation for legislative expense or any other moneys
 994 appropriated by the Legislature for that purpose. The Auditor
 995 General shall approve all bills for salaries and expenses for
 996 his or her staff before the same shall be paid.

997

998 5.3–Audit Report Distribution

999 (1) A copy of each audit report shall be submitted to the
 1000 Governor, to the Chief Financial Officer, and to the officer or
 1001 person in charge of the state agency or political subdivision
 1002 audited. One copy shall be filed as a permanent public record in
 1003 the office of the Auditor General. In the case of county
 1004 reports, one copy of the report of each county office, school
 1005 district, or other district audited shall be submitted to the
 1006 board of county commissioners of the county in which the audit
 1007 was made and shall be filed in the office of the clerk of the
 1008 circuit court of that county as a public record. When an audit
 1009 is made of the records of the district school board, a copy of
 1010 the audit report shall also be filed with the district school
 1011 board, and thereupon such report shall become a part of the
 1012 public records of such board.

1013 (2) A copy of each audit report shall be made available to
 1014 each member of the Legislative Auditing Committee.

1015 (3) The Auditor General shall transmit a copy of each
 1016 audit report to the appropriate substantive and fiscal
 1017 committees of the Senate and House of Representatives.

1018 (4) Other copies may be furnished to other persons who, in
 1019 the opinion of the Auditor General, are directly interested in
 1020 the audit or who have a duty to perform in connection therewith.

1021 (5) The Auditor General shall transmit to the President of
 1022 the Senate and the Speaker of the House of Representatives, by
 1023 December 1 of each year, a list of statutory and fiscal changes
 1024 recommended by audit reports. The recommendations shall be
 1025 presented in two categories: one addressing substantive law and
 1026 policy issues and the other addressing budget issues. The
 1027 Auditor General may also transmit recommendations at other times
 1028 of the year when the information would be timely and useful for
 1029 the Legislature.

1030 (6) A copy required to be provided under this rule may be
 1031 provided in an electronic or other digital format if the Auditor
 1032 General determines that the intended recipient has appropriate
 1033 resources to review the copy. Copies to members, committees, and
 1034 offices of the Legislature shall be provided in electronic
 1035 format as may be provided in joint policies adopted under Joint
 1036 Rule 3.2.

1037
 1038 Joint Rule Six—Joint Legislative Budget Commission

1039
 1040 6.1—General Responsibilities

1041 (1) The commission, as provided in chapter 216, Florida
 1042 Statutes, shall receive and review notices of budget and

CODING: Words ~~stricken~~ are deletions; words underlined are additions.

HCR 30

20180

1043 personnel actions taken or proposed to be taken by the executive
1044 and judicial branches and shall approve or disapprove such
1045 actions.

1046 (2) Through its chair, the commission shall advise the
1047 Governor and the Chief Justice of actions or proposed actions
1048 that exceed delegated authority or that are contrary to
1049 legislative policy and intent.

1050 (3) To the extent possible, the commission shall inform
1051 members of the Legislature of budget amendments requested by the
1052 executive or judicial branches.

1053 (4) The commission shall consult with the Chief Financial
1054 Officer and the Executive Office of the Governor on matters as
1055 required by chapter 216, Florida Statutes.

1056 (5) The President of the Senate and the Speaker of the
1057 House of Representatives may jointly assign other
1058 responsibilities to the commission in addition to those assigned
1059 by law.

1060 (6) The commission shall develop policies and procedures
1061 necessary to carry out its assigned responsibilities, subject to
1062 the joint approval of the President of the Senate and the
1063 Speaker of the House of Representatives.

1064 (7) The commission, with the approval of the President of
1065 the Senate and the Speaker of the House of Representatives, may
1066 appoint subcommittees as necessary to facilitate its work.

1067

1068 6.2—Organizational Structure

1069 (1) The commission is not subject to Joint Rule Four. The
 1070 commission shall be composed of seven members of the Senate
 1071 appointed by the President of the Senate and seven members of
 1072 the House of Representatives appointed by the Speaker of the
 1073 House of Representatives.

1074 (2) The commission shall be jointly staffed by the
 1075 appropriations committees of both houses. The Senate shall
 1076 provide the lead staff when the chair of the commission is a
 1077 member of the Senate. The House of Representatives shall provide
 1078 the lead staff when the chair of the commission is a member of
 1079 the House of Representatives.

1080
 1081 6.3—Notice of Commission Meetings

1082 Not less than 7 days prior to a meeting of the commission, a
 1083 notice of the meeting, stating the items to be considered, date,
 1084 time, and place, shall be filed with the Secretary of the Senate
 1085 when the chair of the commission is a member of the Senate or
 1086 with the Clerk of the House when the chair of the commission is
 1087 a member of the House of Representatives. The Secretary of the
 1088 Senate or the Clerk of the House shall distribute notice to the
 1089 Legislature and the public, consistent with the rules and
 1090 policies of their respective houses.

1091
 1092 6.4—Effect of Adoption; Intent

1093 | This Joint Rule Six replaces all prior joint rules governing the
 1094 | Joint Legislative Budget Commission and is intended to implement
 1095 | constitutional provisions relating to the Joint Legislative
 1096 | Budget Commission existing as of the date of the rule's
 1097 | adoption.

1098 |
 1099 | Joint Rule Seven—Qualifications of Members
 1100 |

1101 | 7.1—Residency

1102 | (1) A member shall be a legal resident and elector of his
 1103 | or her district at the time of election and shall maintain his
 1104 | or her legal residence within that district for the duration of
 1105 | his or her term of office. While a member may have multiple
 1106 | residences, he or she shall have only one legal residence. The
 1107 | legal residence of a member at a designated location is
 1108 | demonstrated by a totality of the circumstances. Factors to be
 1109 | considered include, but are not limited to:

1110 | (a) Where one claims to reside, as reflected in statements
 1111 | to others or in official documents;

1112 | (b) The abandonment of a prior legal residence, as
 1113 | evidenced by moving from or selling a prior legal residence;

1114 | (c) The abandonment of rights and privileges associated
 1115 | with a prior legal residence;

1116 | (d) Where one is registered as a voter;

1117 | (e) Where one claims a legal residence for a homestead

1118 exemption;

1119 (f) Where one claims a legal residence for a driver
1120 license or other government privilege or benefit;

1121 (g) The transfer of one's bank accounts to the district
1122 where one maintains a legal residence;

1123 (h) Where one's spouse and minor children maintain a legal
1124 residence, work, and attend school;

1125 (i) Where one receives mail and other correspondence;

1126 (j) Where one customarily resides;

1127 (k) Where one conducts business affairs;

1128 (l) Where one rents or leases property; and

1129 (m) Where one plans the construction of a new legal
1130 residence.

1131 (2) In accordance with Section 3 of Article X of the
1132 Florida Constitution, a vacancy in office occurs when a member
1133 fails to maintain a legal residence within his or her district
1134 as required at the time of election.

1135 (3) In accordance with Section 2 of Article III of the
1136 Florida Constitution, each house of the Legislature shall be the
1137 sole judge of the qualifications of its members, including
1138 whether a member no longer satisfies his or her qualifications
1139 for office.

1140 (4) Each member shall affirm in writing that he or she is
1141 a legal resident and elector of his or her district based on the
1142 provisions of this Joint Rule. Each member shall file the

1143 written affirmation with the Secretary of the Senate or the
 1144 Clerk of the House of Representatives before the convening of
 1145 Organization Session following each general election. For a
 1146 member who is elected pursuant to a special election, the member
 1147 must execute the written affirmation before or concurrent with
 1148 taking the oath of office and provide such affirmation to the
 1149 Secretary of the Senate or the Clerk of the House of
 1150 Representatives. The form of the written affirmation shall be
 1151 prescribed by the Secretary of the Senate and the Clerk of the
 1152 House of Representatives for members of their respective house
 1153 of the Legislature.

1154
 1155 Joint Rule Eight—Adjourning and Reconvening of Each House of the
 1156 Legislature and Providing for Adjournment Sine Die

1157
 1158 8.1—Adjourning and Reconvening
 1159 Pursuant to Section 3(e) of Article III of the Florida
 1160 Constitution, during any legislative session, each house of the
 1161 Legislature may, without consent from the other house, determine
 1162 its respective dates and times for adjourning and reconvening
 1163 daily sittings.

1164 8.2—Adjournment Sine Die
 1165 (1) During regular sessions, both houses of the
 1166 Legislature shall adjourn sine die by concurrent resolution or
 1167 concurrent motions or on the 60th day at 11:59 p.m., unless

HCR 30

20180

1168 | extended.

1169 | (2) During special sessions, both houses shall adjourn
1170 | sine die by concurrent resolution or concurrent motions or upon
1171 | reaching the hour on which the special session is adjourned sine
1172 | die by operation of the proclamation, unless extended.