

House Concurrent Resolution

A concurrent resolution establishing the Joint Rules of the Florida Legislature for the 2020-2022 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 2020-2022 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

26 | or indirectly, by a principal for any lobbying activity.

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

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

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

49 |       (e) "Lobbyist" means a person who is employed and receives  
50 | payment, or who contracts for economic consideration, for the

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

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

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

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

75 (i) "Payment" or "salary" means wages or any other

76 | consideration provided in exchange for services but does not  
77 | include reimbursement for expenses.

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

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

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

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

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

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

99 |       (d) Representation of a client before the House of  
100 | Representatives or the Senate, or any member or committee

101 | thereof, when the client is subject to disciplinary action by  
 102 | the House of Representatives or the Senate, or any member or  
 103 | committee thereof.

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

106 |             (a) A member of the Legislature.

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

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

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

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

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

124 |         (5) When a person, regardless of whether the person is  
 125 | registered as a lobbyist, appears before a committee of the

126 Legislature, that person must submit a Committee Appearance  
127 Record as required by the respective house.

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

137

#### 138 1.2—Method of Registration

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

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

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

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

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

176 | may remove the name of a lobbyist from the list of registered  
 177 | lobbyists if the principal notifies the LRO in writing that the  
 178 | lobbyist is no longer authorized to represent that principal.

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

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

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

191 |

192 | 1.3-Registration Costs; Exemptions

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

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



201 (a) Two employees of each department of the executive  
 202 branch created under chapter 20, Florida Statutes.

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

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

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

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

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

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

223

224 1.4-Reporting of Lobbying Firm Compensation

225 (1) (a) Each lobbying firm shall file a compensation report

226 with the LRO through the LRCRS for each calendar quarter during  
227 any portion of which one or more of the firm's lobbyists were  
228 registered to represent a principal. The report must include  
229 the:

- 230 1. Full name, business address, and telephone number of  
231 the lobbying firm;
- 232 2. Registration name of each of the firm's lobbyists; and
- 233 3. Total compensation provided or owed to the lobbying  
234 firm from all principals for the reporting period, reported in  
235 one of the following categories: \$0; \$1 to \$49,999; \$50,000 to  
236 \$99,999; \$100,000 to \$249,999; \$250,000 to \$499,999; \$500,000 to  
237 \$999,999; or \$1 million or more.

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

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

250 (c) Compensation shall be reported using the accrual basis

251 of accounting.

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

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

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

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

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

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

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276	Category (dollars)	Dollar amount to use aggregating
277	0	0
278	1-9,999	5,000
279	10,000-19,999	15,000
280	20,000-29,999	25,000
281	30,000-39,999	35,000
282	40,000-49,999	45,000
283	50,000 or more	Actual amount reported

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

292 (4) A report filed pursuant to this rule must be completed

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

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

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

313

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

316 (1) Upon determining that the report is late, the LRCRS  
317 shall immediately notify the lobbying firm by e-mail as to the

318 failure to timely file the report and that a fine is being  
319 assessed for each late day. The fine shall be \$50 per day per  
320 report for each late day, not to exceed \$5,000 per report.

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

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

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

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

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

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

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

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368 lobbying firm are jointly and severally liable for any  
369 outstanding fine owed by a lobbying firm.

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

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

386

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

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

392 (2) The LRO shall make information filed pursuant to Joint



393 Rules 1.2 and 1.4 reasonably available on the Internet in an  
394 easily understandable and accessible format through the LRCRS.  
395 The LRCRS must include, but not be limited to including, the  
396 names and business addresses of lobbyists, lobbying firms, and  
397 principals; the affiliations between lobbyists and principals;  
398 and the classification system designated and identified with  
399 respect to principals pursuant to Joint Rule 1.2.  
400

401 1.7—Records Retention and Inspection and Complaint Procedure

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

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

418 | which purposes may include the imposition of sanctions against a  
419 | person subject to Joint Rule One, the Senate Rules, or the Rules  
420 | of the House of Representatives. Any employee who uses that  
421 | information for an unauthorized purpose is subject to  
422 | discipline. Any member who uses that information for an  
423 | unauthorized purpose is subject to discipline under the  
424 | applicable rules of each house.

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

427 |

#### 428 | 1.8-Questions Regarding Interpretation of Joint Rule One

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

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

449  
 450 1.9—Effect of Readoption and Revision  
 451 All obligations existing under Joint Rule One as of the last day  
 452 of the previous legislative biennium are hereby ratified,  
 453 preserved, and reimposed pursuant to the terms thereof as of  
 454 that date. The provisions of Joint Rule One are imposed  
 455 retroactively to the first day of the present legislative  
 456 biennium except that provisions new to this revision are  
 457 effective on the date of adoption or as otherwise expressly  
 458 provided herein.

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

462  
 463 2.1—General Appropriations and Related Bills; Review Periods

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

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

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

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

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

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

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

493 Legislature. An electronic copy is deemed to have been made  
494 available when it is accessible via the Internet or other  
495 information network consisting of systems ordinarily serving the  
496 members of the Senate or the House of Representatives.

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

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

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

518 computation under this rule.

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

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

532

533 2.2-General Appropriations and Related Bills; Definitions

534 As used in Joint Rule Two, the term:

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

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

543 Two and Section 19(d) of Article III of the Florida  
544 Constitution, the Legislature hereby determines that, after a  
545 general appropriations bill has been enacted and establishes  
546 governing law for a particular fiscal year, a bill considered in  
547 any subsequent session that makes net reductions in such enacted  
548 appropriations or that makes supplemental appropriations shall  
549 not be deemed to be a general appropriations bill unless such  
550 bill provides for the salaries of public officers and other  
551 current expenses of the state for a subsequent fiscal year.

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

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

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

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

568 3. An education fixed capital outlay project that was not  
 569 submitted pursuant to s. 1013.60 or s. 1013.64, Florida  
 570 Statutes, unless funds for the specific project were  
 571 appropriated by the Legislature in a prior year and additional  
 572 funds are needed to complete the project as originally proposed;

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

577 5. A local water project.

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

579 1. Is specifically authorized by statute;

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

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

587

588 2.3—Budget Conference Committee Rules

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

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



593 (b) Information required by subsections (2) and (3)  
594 relating to the appropriations project must have been in writing  
595 and published online prior to the passage by that chamber of the  
596 bill or amendment which was placed into a budget conference.

597 (2) The information collected must include:

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

599 (b) The date of the submission.

600 (c) The name of the submitting member.

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

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

605 (f) The amount of the nonrecurring request.

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

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

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

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

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

618 (l) The specific purpose or goal that will be achieved by  
619 the funds requested.

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

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

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

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

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

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

642 (s) The amount and percentage of federal, local, and state

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

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

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

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

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

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

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

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

667 (4) Each chamber must collect the required information

668 described in subsections (2) and (3) in the form and manner  
669 prescribed by that chamber.

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

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

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

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

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

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

693 provisions of paragraph (a).

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

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

704

705 Joint Rule Three—Joint Offices and Policies

706

707 3.1—Joint Legislative Offices

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

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

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

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

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

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

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

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

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

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

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

755

### 756 3.2-Joint Policies

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

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

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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



793 the general election.

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

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

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

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

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

810

#### 811 4.2-~~Procedures~~ in Joint Committees

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

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

817 (2) (a) Joint committees shall meet only within the dates,

818 times, and locations authorized by both the President of the  
819 Senate and the Speaker of the House of Representatives.

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

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

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

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

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

853

#### 854 4.3—Powers of Joint Committees

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

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

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

867

868 4.4—Administration of Joint Committees

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

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

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

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

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

893 | committee may make any appropriate disposition of such requests  
 894 | or referrals and shall, within a reasonable time, report to the  
 895 | requesting party the disposition of any audit request.

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

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

902 | The Administrative Procedures Committee shall:

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

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

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

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

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

918 Procedure Act.

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

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

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

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

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

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

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

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

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

967 (2) The Committee on Public Counsel Oversight may file a

968 | complaint with the Commission on Ethics alleging a violation of  
 969 | chapter 350, Florida Statutes, by a current or former public  
 970 | service commissioner, an employee of the Public Service  
 971 | Commission, or a member of the Public Service Commission  
 972 | Nominating Council.

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

978 |  
 979 |                                 Joint Rule Five—Auditor General

980 |  
 981 | 5.1—Rulemaking Authority

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

985 |  
 986 | 5.2—Budget and Accounting

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

991 |         (2) Within the limitations of the approved operating  
 992 | budget, the salaries and expenses of the Auditor General and the



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

998

## 999 5.3-Audit Report Distribution

1000 (1) A copy of each audit report shall be submitted to the  
1001 Governor, to the Chief Financial Officer, and to the officer or  
1002 person in charge of the state agency or political subdivision  
1003 audited. One copy shall be filed as a permanent public record in  
1004 the office of the Auditor General. In the case of county  
1005 reports, one copy of the report of each county office, school  
1006 district, or other district audited shall be submitted to the  
1007 board of county commissioners of the county in which the audit  
1008 was made and shall be filed in the office of the clerk of the  
1009 circuit court of that county as a public record. When an audit  
1010 is made of the records of the district school board, a copy of  
1011 the audit report shall also be filed with the district school  
1012 board, and thereupon such report shall become a part of the  
1013 public records of such board.

1014 (2) A copy of each audit report shall be made available to  
1015 each member of the Legislative Auditing Committee.

1016 (3) The Auditor General shall transmit a copy of each  
1017 audit report to the appropriate substantive and fiscal

1018 | committees of the Senate and House of Representatives.

1019 |       (4) Other copies may be furnished to other persons who, in  
1020 | the opinion of the Auditor General, are directly interested in  
1021 | the audit or who have a duty to perform in connection therewith.

1022 |       (5) The Auditor General shall transmit to the President of  
1023 | the Senate and the Speaker of the House of Representatives, by  
1024 | December 1 of each year, a list of statutory and fiscal changes  
1025 | recommended by audit reports. The recommendations shall be  
1026 | presented in two categories: one addressing substantive law and  
1027 | policy issues and the other addressing budget issues. The  
1028 | Auditor General may also transmit recommendations at other times  
1029 | of the year when the information would be timely and useful for  
1030 | the Legislature.

1031 |       (6) A copy required to be provided under this rule may be  
1032 | provided in an electronic or other digital format if the Auditor  
1033 | General determines that the intended recipient has appropriate  
1034 | resources to review the copy. Copies to members, committees, and  
1035 | offices of the Legislature shall be provided in electronic  
1036 | format as may be provided in joint policies adopted under Joint  
1037 | Rule 3.2.

1038 |  
1039 |               Joint Rule Six—Joint Legislative Budget Commission

1040 |  
1041 |       6.1—General Responsibilities

1042 |       (1) The commission, as provided in chapter 216, Florida

1043 Statutes, shall receive and review notices of budget and  
1044 personnel actions taken or proposed to be taken by the executive  
1045 and judicial branches and shall approve or disapprove such  
1046 actions.

1047 (2) Through its chair, the commission shall advise the  
1048 Governor and the Chief Justice of actions or proposed actions  
1049 that exceed delegated authority or that are contrary to  
1050 legislative policy and intent.

1051 (3) To the extent possible, the commission shall inform  
1052 members of the Legislature of budget amendments requested by the  
1053 executive or judicial branches.

1054 (4) The commission shall consult with the Chief Financial  
1055 Officer and the Executive Office of the Governor on matters as  
1056 required by chapter 216, Florida Statutes.

1057 (5) The President of the Senate and the Speaker of the  
1058 House of Representatives may jointly assign other  
1059 responsibilities to the commission in addition to those assigned  
1060 by law.

1061 (6) The commission shall develop policies and procedures  
1062 necessary to carry out its assigned responsibilities, subject to  
1063 the joint approval of the President of the Senate and the  
1064 Speaker of the House of Representatives.

1065 (7) The commission, with the approval of the President of  
1066 the Senate and the Speaker of the House of Representatives, may  
1067 appoint subcommittees as necessary to facilitate its work.

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6.2—Organizational Structure

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

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

6.3—Notice of Commission Meetings

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

1093 6.4—Effect of Adoption; Intent

1094 This Joint Rule Six replaces all prior joint rules governing the  
 1095 Joint Legislative Budget Commission and is intended to implement  
 1096 constitutional provisions relating to the Joint Legislative  
 1097 Budget Commission existing as of the date of the rule's  
 1098 adoption.

1099

1100 Joint Rule Seven—Qualifications of Members

1101

1102 7.1—Residency

1103 (1) A member shall be a legal resident and elector of his  
 1104 or her district at the time of election and shall maintain his  
 1105 or her legal residence within that district for the duration of  
 1106 his or her term of office. While a member may have multiple  
 1107 residences, he or she shall have only one legal residence. The  
 1108 legal residence of a member at a designated location is  
 1109 demonstrated by a totality of the circumstances. Factors to be  
 1110 considered include, but are not limited to:

1111 (a) Where one claims to reside, as reflected in statements  
 1112 to others or in official documents;

1113 (b) The abandonment of a prior legal residence, as  
 1114 evidenced by moving from or selling a prior legal residence;

1115 (c) The abandonment of rights and privileges associated  
 1116 with a prior legal residence;

1117 (d) Where one is registered as a voter;

1118 (e) Where one claims a legal residence for a homestead  
 1119 exemption;

1120 (f) Where one claims a legal residence for a driver  
 1121 license or other government privilege or benefit;

1122 (g) The transfer of one's bank accounts to the district  
 1123 where one maintains a legal residence;

1124 (h) Where one's spouse and minor children maintain a legal  
 1125 residence, work, and attend school;

1126 (i) Where one receives mail and other correspondence;

1127 (j) Where one customarily resides;

1128 (k) Where one conducts business affairs;

1129 (l) Where one rents or leases property; and

1130 (m) Where one plans the construction of a new legal  
 1131 residence.

1132 (2) In accordance with Section 3 of Article X of the  
 1133 Florida Constitution, a vacancy in office occurs when a member  
 1134 fails to maintain a legal residence within his or her district  
 1135 as required at the time of election.

1136 (3) In accordance with Section 2 of Article III of the  
 1137 Florida Constitution, each house of the Legislature shall be the  
 1138 sole judge of the qualifications of its members, including  
 1139 whether a member no longer satisfies his or her qualifications  
 1140 for office.

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

1143 provisions of this Joint Rule. Each member shall file the  
 1144 written affirmation with the Secretary of the Senate or the  
 1145 Clerk of the House of Representatives before the convening of  
 1146 Organization Session following each general election. For a  
 1147 member who is elected pursuant to a special election, the member  
 1148 must execute the written affirmation before or concurrent with  
 1149 taking the oath of office and provide such affirmation to the  
 1150 Secretary of the Senate or the Clerk of the House of  
 1151 Representatives. The form of the written affirmation shall be  
 1152 prescribed by the Secretary of the Senate and the Clerk of the  
 1153 House of Representatives for members of their respective house  
 1154 of the Legislature.

1155  
 1156 Joint Rule Eight—Adjourning and Reconvening of Each House of the  
 1157 Legislature and Providing for Adjournment Sine Die

1158  
 1159 8.1—Adjourning and Reconvening  
 1160 Pursuant to Section 3(e) of Article III of the Florida  
 1161 Constitution, during any legislative session, each house of the  
 1162 Legislature may, without consent from the other house, determine  
 1163 its respective dates and times for adjourning and reconvening  
 1164 daily sittings.

1165  
 1166 8.2—Adjournment Sine Die  
 1167 (1) During regular sessions, both houses of the

1168 Legislature shall adjourn sine die by concurrent resolution or  
1169 concurrent motions or on the 60th day at 11:59 p.m., unless  
1170 extended.

1171 (2) During special sessions, both houses shall adjourn  
1172 sine die by concurrent resolution or concurrent motions or upon  
1173 reaching the hour on which the special session is adjourned sine  
1174 die by operation of the proclamation, unless extended.