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1 House Concurrent Resolution

2 A concurrent resolution establishing the Joint Rules
3 of the Florida Legislature for the 2022-2024 term.

4
5 Be It Resolved by the House of Representatives of the State of
6 Florida, the Senate Concurring:

7
8 That the following joint rules shall govern the Florida
9 Legislature for the 2022-2024 term:

10
11 JOINT RULES

12
13 Joint Rule One—Lobbyist Registration and Compensation Reporting

14
15 1.1—Those Required to Register; Exemptions; Committee Appearance
16 Records

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

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

23 (a) "Compensation" means payment, distribution, loan,
24 advance, reimbursement, deposit, salary, fee, retainer, or
25 anything of value provided or owed to a lobbying firm, directly

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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

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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

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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

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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

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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,

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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

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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:

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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

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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

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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

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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

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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

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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

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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,

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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.

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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.

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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

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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

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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

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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;

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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

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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.

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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

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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

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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

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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

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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:

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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

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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,

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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. When the
830 Legislature is not in session, notice must be provided no later
831 than 4:30 p.m. of the 7th day before the meeting. When the
832 Legislature is in session, notice must be provided no later than
833 4:30 p.m. of the 3rd day before the meeting. For purposes of
834 effecting notice to members of the house to which the chair does
835 not belong, notice to the Secretary of the Senate shall be
836 deemed notice to members of the Senate and notice to the Clerk
837 of the House shall be deemed notice to members of the House of
838 Representatives. Noticed meetings may be canceled by the chair
839 with the approval of at least one presiding officer.

840 (d) If a majority of its members from each house agree, a
841 joint committee may continue a properly noticed meeting after
842 the expiration of the time called for the meeting. However, a

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843 joint committee may not meet beyond the time authorized by the
844 presiding officers without special leave granted by both
845 presiding officers.

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

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

856

857 4.3—Powers of Joint Committees

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

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

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

870

871 4.4-Administration of Joint Committees

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

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

884

885 4.5-Special Powers and Duties of the Legislative Auditing
 886 Committee

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

892 (2) The Legislative Auditing Committee may receive

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893 requests for audits and reviews from legislators and any audit
 894 request, petition for audit, or other matter for investigation
 895 directed or referred to it pursuant to general law. The
 896 committee may make any appropriate disposition of such requests
 897 or referrals and shall, within a reasonable time, report to the
 898 requesting party the disposition of any audit request.

899 (3) The Legislative Auditing Committee may review the
 900 performance of the Auditor General and report thereon to the
 901 Senate and the House of Representatives.

902
 903 4.6—Special Powers and Duties of the Administrative Procedures
 904 Committee

905 The Administrative Procedures Committee shall:

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

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

915 (3) Review administrative rules and advise the agencies
 916 concerned of its findings.

917 (4) Exercise the duties prescribed by chapter 120, Florida

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918 Statutes, concerning the adoption and promulgation of rules.

919 (5) Generally review agency action pursuant to the
 920 operation of chapter 120, Florida Statutes, the Administrative
 921 Procedure Act.

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

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

939 (8) Subject to the approval of the President of the Senate
 940 and the Speaker of the House of Representatives, have standing
 941 to seek judicial review, on behalf of the Legislature or the
 942 citizens of this state, of the validity or invalidity of any

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943 administrative rule to which the committee has voted an
 944 objection and that has not been withdrawn, modified, repealed,
 945 or amended to meet the objection. Judicial review under this
 946 subsection may not be initiated until the Governor and the head
 947 of the agency making the rule to which the committee has
 948 objected have been notified of the committee's proposed action
 949 and have been given a reasonable opportunity, not to exceed 60
 950 days, for consultation with the committee. The committee may
 951 expend public funds from its appropriation for the purpose of
 952 seeking judicial review.

953 (9) Maintain a continuous review of the administrative
 954 rulemaking process, including a review of agency procedure and
 955 of complaints based on such agency procedure.

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

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

965
 966 4.7—Special Powers and Duties of the Committee on Public Counsel
 967 Oversight

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968 (1) The Committee on Public Counsel Oversight shall
 969 appoint a Public Counsel.

970 (2) The Committee on Public Counsel Oversight may file a
 971 complaint with the Commission on Ethics alleging a violation of
 972 chapter 350, Florida Statutes, by a current or former public
 973 service commissioner, an employee of the Public Service
 974 Commission, or a member of the Public Service Commission
 975 Nominating Council.

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

981
 982 Joint Rule Five—Auditor General

983
 984 5.1—Rulemaking Authority

985 The Auditor General shall make and enforce reasonable rules and
 986 regulations necessary to facilitate audits that he or she is
 987 authorized to perform.

988
 989 5.2—Budget and Accounting

990 (1) The Auditor General shall prepare and submit annually
 991 to the President of the Senate and the Speaker of the House of
 992 Representatives for their joint approval a proposed budget for

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993 | the ensuing fiscal year.

994 | (2) Within the limitations of the approved operating
 995 | budget, the salaries and expenses of the Auditor General and the
 996 | staff of the Auditor General shall be paid from the
 997 | appropriation for legislative expense or any other moneys
 998 | appropriated by the Legislature for that purpose. The Auditor
 999 | General shall approve all bills for salaries and expenses for
 1000 | his or her staff before the same shall be paid.

1001 |

1002 | 5.3–Audit Report Distribution

1003 | (1) A copy of each audit report shall be submitted to the
 1004 | Governor, to the Chief Financial Officer, and to the officer or
 1005 | person in charge of the state agency or political subdivision
 1006 | audited. One copy shall be filed as a permanent public record in
 1007 | the office of the Auditor General. In the case of county
 1008 | reports, one copy of the report of each county office, school
 1009 | district, or other district audited shall be submitted to the
 1010 | board of county commissioners of the county in which the audit
 1011 | was made and shall be filed in the office of the clerk of the
 1012 | circuit court of that county as a public record. When an audit
 1013 | is made of the records of the district school board, a copy of
 1014 | the audit report shall also be filed with the district school
 1015 | board, and thereupon such report shall become a part of the
 1016 | public records of such board.

1017 | (2) A copy of each audit report shall be made available to

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1018 | each member of the Legislative Auditing Committee.

1019 | (3) The Auditor General shall transmit a copy of each
1020 | audit report to the appropriate substantive and fiscal
1021 | committees of the Senate and House of Representatives.

1022 | (4) Other copies may be furnished to other persons who, in
1023 | the opinion of the Auditor General, are directly interested in
1024 | the audit or who have a duty to perform in connection therewith.

1025 | (5) The Auditor General shall transmit to the President of
1026 | the Senate and the Speaker of the House of Representatives, by
1027 | December 1 of each year, a list of statutory and fiscal changes
1028 | recommended by audit reports. The recommendations shall be
1029 | presented in two categories: one addressing substantive law and
1030 | policy issues and the other addressing budget issues. The
1031 | Auditor General may also transmit recommendations at other times
1032 | of the year when the information would be timely and useful for
1033 | the Legislature.

1034 | (6) A copy required to be provided under this rule may be
1035 | provided in an electronic or other digital format if the Auditor
1036 | General determines that the intended recipient has appropriate
1037 | resources to review the copy. Copies to members, committees, and
1038 | offices of the Legislature shall be provided in electronic
1039 | format as may be provided in joint policies adopted under Joint
1040 | Rule 3.2.

1041

1042 | Joint Rule Six—Joint Legislative Budget Commission

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6.1-General Responsibilities

(1) The commission, as provided in chapter 216, Florida Statutes, shall receive and review notices of budget and personnel actions taken or proposed to be taken by the executive and judicial branches and shall approve or disapprove such actions.

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

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

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

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

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

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1068 (7) The commission, with the approval of the President of
 1069 the Senate and the Speaker of the House of Representatives, may
 1070 appoint subcommittees as necessary to facilitate its work.

1071
 1072 6.2—Organizational Structure

1073 (1) The commission is not subject to Joint Rule Four. The
 1074 commission shall be composed of seven members of the Senate
 1075 appointed by the President of the Senate and seven members of
 1076 the House of Representatives appointed by the Speaker of the
 1077 House of Representatives.

1078 (2) The commission shall be jointly staffed by the
 1079 appropriations committees of both houses. The Senate shall
 1080 provide the lead staff when the chair of the commission is a
 1081 member of the Senate. The House of Representatives shall provide
 1082 the lead staff when the chair of the commission is a member of
 1083 the House of Representatives.

1084
 1085 6.3—Notice of Commission Meetings

1086 Not less than 7 days prior to a meeting of the commission, a
 1087 notice of the meeting, stating the items to be considered, date,
 1088 time, and place, shall be filed with the Secretary of the Senate
 1089 when the chair of the commission is a member of the Senate or
 1090 with the Clerk of the House when the chair of the commission is
 1091 a member of the House of Representatives. The Secretary of the
 1092 Senate or the Clerk of the House shall distribute notice to the

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1093 | Legislature and the public, consistent with the rules and
 1094 | policies of their respective houses.

1095

1096 | 6.4—Effect of Adoption; Intent

1097 | This Joint Rule Six replaces all prior joint rules governing the
 1098 | Joint Legislative Budget Commission and is intended to implement
 1099 | constitutional provisions relating to the Joint Legislative
 1100 | Budget Commission existing as of the date of the rule's
 1101 | adoption.

1102

1103 | Joint Rule Seven—Qualifications of Members

1104

1105 | 7.1—Residency

1106 | (1) A member shall be a legal resident and elector of his
 1107 | or her district at the time of election and shall maintain his
 1108 | or her legal residence within that district for the duration of
 1109 | his or her term of office. While a member may have multiple
 1110 | residences, he or she shall have only one legal residence. The
 1111 | legal residence of a member at a designated location is
 1112 | demonstrated by a totality of the circumstances. Factors to be
 1113 | considered include, but are not limited to:

1114 | (a) Where one claims to reside, as reflected in statements
 1115 | to others or in official documents;

1116 | (b) The abandonment of a prior legal residence, as
 1117 | evidenced by moving from or selling a prior legal residence;

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- 1118 (c) The abandonment of rights and privileges associated
 1119 with a prior legal residence;
- 1120 (d) Where one is registered as a voter;
- 1121 (e) Where one claims a legal residence for a homestead
 1122 exemption;
- 1123 (f) Where one claims a legal residence for a driver
 1124 license or other government privilege or benefit;
- 1125 (g) The transfer of one's bank accounts to the district
 1126 where one maintains a legal residence;
- 1127 (h) Where one's spouse and minor children maintain a legal
 1128 residence, work, and attend school;
- 1129 (i) Where one receives mail and other correspondence;
- 1130 (j) Where one customarily resides;
- 1131 (k) Where one conducts business affairs;
- 1132 (l) Where one rents or leases property; and
- 1133 (m) Where one plans the construction of a new legal
 1134 residence.
- 1135 (2) In accordance with Section 3 of Article X of the
 1136 Florida Constitution, a vacancy in office occurs when a member
 1137 fails to maintain a legal residence within his or her district
 1138 as required at the time of election.
- 1139 (3) In accordance with Section 2 of Article III of the
 1140 Florida Constitution, each house of the Legislature shall be the
 1141 sole judge of the qualifications of its members, including
 1142 whether a member no longer satisfies his or her qualifications

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1143 | for office.

1144 | (4) Each member shall affirm in writing that he or she is
 1145 | a legal resident and elector of his or her district based on the
 1146 | provisions of this Joint Rule. Each member shall file the
 1147 | written affirmation with the Secretary of the Senate or the
 1148 | Clerk of the House of Representatives before the convening of
 1149 | Organization Session following each general election. For a
 1150 | member who is elected pursuant to a special election, the member
 1151 | must execute the written affirmation before or concurrent with
 1152 | taking the oath of office and provide such affirmation to the
 1153 | Secretary of the Senate or the Clerk of the House of
 1154 | Representatives. The form of the written affirmation shall be
 1155 | prescribed by the Secretary of the Senate and the Clerk of the
 1156 | House of Representatives for members of their respective house
 1157 | of the Legislature.

1158 |
 1159 | Joint Rule Eight—Adjourning and Reconvening of Each House of the
 1160 | Legislature and Providing for Adjournment Sine Die

1161 |
 1162 | 8.1—Adjourning and Reconvening
 1163 | Pursuant to Section 3(e) of Article III of the Florida
 1164 | Constitution, during any legislative session, each house of the
 1165 | Legislature may, without consent from the other house, determine
 1166 | its respective dates and times for adjourning and reconvening
 1167 | daily sittings.

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1169 8.2-Adjournment Sine Die

1170 (1) During regular sessions, both houses of the
1171 Legislature shall adjourn sine die by concurrent resolution or
1172 concurrent motions or on the 60th day at 11:59 p.m., unless
1173 extended.

1174 (2) During special sessions, both houses shall adjourn
1175 sine die by concurrent resolution or concurrent motions or upon
1176 reaching the hour on which the special session is adjourned sine
1177 die by operation of the proclamation, unless extended.