



UNIVERSITY OF DENVER COLLEGE OF LAW LIBRARY

~~Stacks~~
~~SZ~~
~~Col. 16~~
~~no. 104~~

Colorado

Legislator's Handbook

Issued by

Colorado Legislative Council

Research Publication No. 104

1965

PREFACE

This handbook was originally prepared under the provisions of Section 1, House Joint Resolution No. 22, which was passed by the Forty-First General Assembly in the 1957 session:

The Legislative Council is hereby directed to prepare for the use of legislators a handbook of information as a convenient reference guide to procedures and practices of Colorado's General Assembly, as well as the statutory and constitutional provisions relating thereto. In addition, there should be included such other information as will assist individuals in their day-to-day functioning as members of the General Assembly. This material is to be prepared in such form that it may be kept up-to-date from year to year.

The staff of the Legislative Council has revised portions of the handbook from time to time, but this 1965 edition is the first complete revision since 1957. It includes the Rules of the General Assembly as adopted during the 1965 legislative session.

Members of the General Assembly are provided with a loose-leaf binder containing dividers to separate each section of the handbook. This paper-backed edition, prepared for general distribution, does not contain dividers. Therefore, we have prepared a brief guide to the organization and contents of the handbook. We hope that the guide will add to the usefulness of this document.

Lyle C. Kyle, Director
Colorado Legislative
Council

ORGANIZATION AND CONTENTS OF HANDBOOK

The handbook is divided into eleven sections, "a" through "k". Each section is numbered individually. To find the section you want, note the small letter which is part of the page number given at the bottom of each page.

	<u>Page</u>
<u>Section a - Rules of the House of Representatives</u>	1a
Text of Rules	3a
Index to Rules	47a
<u>Section b - Rules of the Senate</u>	1b
Text of Rules	3b
Index to Rules	51b
<u>Section c - Joint Rules of Senate and House</u>	1c
Text of Joint Rules	3c
Text of Joint Session Rules	17c
Index to Rules	19c
<u>Section d - Maps, Charts and Plats</u>	1d
Senatorial Districts	3d
Representative Districts	4d
Congressional Districts	5d
Judicial Districts	6d
State Institutions	7d
Soil Conservation Watershed Areas	8d
Population (Map)	9d
Population (Chart)	10d
Senate Seating Chart	11d
House Seating Chart	12d
<u>Section e - Laws of Interest to General Assembly</u>	1e
Texts of Various Laws	3e
<u>Section f - Organization of General Assembly</u>	1f
Explanation of Procedures	3f
<u>Section g - Law-Making Process</u>	1g
Preparation of Bills	3g
How a Bill Becomes a Law	6g
<u>Section h - Legislative Services</u>	1h
Description of Various Service Agencies	3h
<u>Section i - Directory of Public Officials</u>	1i
State Departments and Institutions	3i
Senators	8i
Representatives	10i
<u>Section j - General Information for Legislators</u>	1j
<u>Section k - Geographical and Historical Facts About Colorado</u>	1k
Geographical Information	3k
Historical Information	6k

RULES OF THE HOUSE OF REPRESENTATIVES

<u>Rule</u>	<u>Page</u>
1. Convening	3a
2. Organization	3a
3. Powers and Duties of the Speaker	4a
4. Hour of Meeting - Presiding Officer - Attendance of Members	7a
5. Quorum	8a
6. Order of Business	8a
7. Motions	10a
8. Motions to Adjourn or Recess	12a
9. Motion to Refer	12a
10. Questions of Order	13a
11. Appeal	13a
12. Division of Question	13a
13. Recognition - Speaking - Limitation on Speaking	14a
14. Limiting Debate	14a
15. Questions Decided Without Debate	15a
16. Previous Question	15a
17. Secret Session	16a
18. Absence	17a
19. Call of the House	17a
20. Voting	18a
21. When Members Shall Vote - Personal Interest - Changing Vote	19a
22. Personal Privilege	20a
23. Decorum	21a
24. Protest	21a
25. Standing Committees	22a
26. Resolutions and Memorials	24a
27. Introduction of Bills, Resolutions, and Memorials	26a
28. Amendment	27a
29. Course of Bills	27a

<u>Rule</u>	<u>Page</u>
30. Demand	31a
31. Consideration by Committee of the Whole	32a
32. Committee of the Whole	32a
33. Third Reading and Final Passage of Bills	34a
34. Action Final	35a
35. Reconsideration	35a
36. Disagreement	36a
37. Vetoed Bills	38a
38. Admittance to the Floor	39a
39. Lobbyists	39a
40. Registration of Lobbyists	40a
41. Material Distributed to Members	41a
42. Messages	41a
43. Chief Clerk	41a
44. Other Officers and Employees	44a
45. Printing of Bills Prior to Session	46a
46. Matters not Covered by Rules	46a
47. Amendment of Rules	46a
Index to House Rules	47a

RULES OF THE HOUSE OF REPRESENTATIVES
OF THE COLORADO GENERAL ASSEMBLY

1. CONVENING

- (a) At 10 o'clock a.m. on the first Wednesday after the first Tuesday of January of each odd numbered year, the House of Representatives shall be called to order by the Speaker of the next preceding session of the House or, in his absence, by the person or one of them holding a certificate issued by the Secretary of State under the authority of the state canvassing board as a member and having served the longest continuous time in the House of Representatives, and the House shall proceed to organize as hereinafter provided for in Rule 2.
- (b) At 10 o'clock a.m. on the first Wednesday after the first Tuesday of January of each even numbered year, and at such time as the General Assembly is convened in special session by the Governor the House of Representatives shall be called to order by the Speaker, as provided for in Rule 4 hereof.

2. ORGANIZATION

Upon convening pursuant to Rule 1(a) hereof, the order of business or organization shall be:

- (a) Election of a clerk for the time being.

- (b) Reading of the official announcement and designation of all members elected to the House of Representatives as certified by the Secretary of State.
- (c) Calling of the roll.
- (d) Consideration of and action upon the credentials of the persons entitled to membership in the House of Representatives.
- (e) Administration of the oath of office.
- (f) Election of a presiding officer, who shall be called the Speaker and who shall hold office until his successor shall be elected and qualified.

3. POWERS AND DUTIES OF THE SPEAKER

- (a) All officers of the House shall be subordinate to the Speaker in all that relates to the prompt, efficient, and correct discharge of their official duties under his supervision.
- (b) Possessing the powers and performing the duties herein described, the Speaker shall:
 - (1) Take the chair at the hour to which the House stands adjourned, call the members to order, and upon the appearance of a quorum, proceed to business.

- (2) Preserve order and decorum and have general direction of the chamber of the House and the approaches thereto, and in the event of any disturbance or disorderly conduct therein, order the same to be cleared.
- (3) Decide all questions of order, subject to a member's right to appeal to the House. On appeal from such decisions, the Speaker shall have the right, in his place, to assign the reason for his decision.
- (4) Rise to put a question, but may state it while sitting. He shall announce the result promptly on the completion of every vote, but if he be in doubt, or if a division of the House be called for before the announcement of the result, the House shall divide; those voting in the affirmative shall first rise from their seats to be counted; afterward those voting in the negative.
- (5) Have the right to name any member to perform the duties of the chair, but such substitution shall not extend beyond three days of actual session.
- (6) When the House shall resolve itself into committee of the whole, name a chairman to preside thereover, and shall call him to the chair.
- (7) Have the power to accredit the persons who shall act as representatives of the public, press, radio, and television, and assign them seats.

- (8) Appoint all committees, whether standing, joint or special.
 - (9) Refer each bill, and may refer any joint resolution or joint memorial, upon introduction, to the appropriate standing committee of the House.
 - (10) Sign all bills, resolutions and memorials passed by the General Assembly, in the presence of the House, immediately after announcement to that effect and public reading of their numbers and titles, which facts shall be entered on the journal.
 - (11) Sign all writs, warrants, and subpoenas issued by order of the House or by any committee thereof, and the same shall be attested by the chief clerk.
 - (12) Administer all oaths required in the discharge of the business of the House.
 - (13) Receive all messages and communications from other departments of the government and announce them to the House.
 - (14) Represent the House, declare its will, and in all things obey its commands.
 - (15) Vote upon all questions except upon appeals from his decisions.
 - (16) Be a member of the committee on rules.
- (c) The Speaker may, in addition to the exercise of the above powers and duties:

- (1) Speak to points of order in preference to other members, rising from his chair for that purpose.
- (2) Speak as other members on general questions when he shall call some other member to the chair.

4. HOUR OF MEETING -- PRESIDING OFFICER --
ATTENDANCE OF MEMBERS

- (a) The regular hour of meeting of the House of Representatives shall be 10:00 a.m. daily, unless otherwise ordered.
- (b) Every member shall be present in his place at the hour to which the House was last adjourned, unless he shall have been excused by the House, or unless he shall be sick and unable to attend.
- (c) The Speaker shall take the chair each day promptly at the hour to which the House stands adjourned. He shall call the House to order and upon ascertainment of a quorum shall proceed to business.
- (d) If at the hour of meeting of the House the Speaker shall be absent, and if the Speaker shall not have designated a member to perform the duties of the Speaker, then the chief clerk shall call the House to order and the first order of business thereafter shall be the election by all members present of a member to act as presiding officer, and, when elected, such acting presiding officer shall continue to preside with all the powers and privileges of the Speaker until the Speaker shall appear.

5. QUORUM

A majority of all members elected to the House of Representatives shall constitute a quorum, but a smaller number may adjourn from day to day, or for less than a day, and may compel the attendance of absent members.

6. ORDER OF BUSINESS

- (a) The House shall be called to order at the hour to which it shall have adjourned.
- (b) Before proceeding to business, the roll of the members shall be called, the names of those absent recorded on the journal and the Speaker shall declare the presence or absence of a quorum. The foregoing procedure shall in no event be postponed or omitted.
- (c) If a quorum be present, the journal of the preceding day or the second preceding day shall be corrected and approved, and the House shall then take up business in the following order:
 - (1) Special orders, if any, unfinished on previous legislative day.
 - (2) Reports of standing committees.
 - (3) Reports of special committees.
 - (4) Messages from the Senate, messages from the Governor, messages from the re-visor, and communications from state officers.

- (5) Introduction of bills, first reading, by title.
- (6) Introduction of resolutions and memorials.
- (7) Third reading of bills.
- (8) General orders.
- (9) Conference committee reports - majority and minority reports.
- (10) Consideration of resolutions and memorials.

After having considered business in the above order the House may as necessary return to take up reports, introduction of measures, messages and consideration of resolutions and memorials.

- (d) When the House shall have proceeded to consideration of general orders, no other business, unless it be a special order, shall be in order until general orders shall have been disposed of, except upon the affirmative vote of a majority of all members elected.
- (e) After a bill has been returned to the House by a standing committee for consideration by the House sitting as a committee of the whole, such bill may be made a special order for a particular day or hour. Whenever any bill shall be so made a special order for a particular day or hour and consideration thereof shall not be completed

at that sitting, such bill shall retain its place as a special order and shall be considered again as a special order immediately following approval of the Journal on the next day of actual session. Whenever a special order shall be under consideration, it shall take precedence over any special order for a subsequent hour of the same day, but such subsequent special order may be taken up immediately after the previous special order shall have been disposed of.

- (f) Except as provided in paragraph (b) of this rule, the House may, upon the affirmative vote of a majority of all members present, proceed out of order to any order of business or return to an order already passed, but should any business be set for consideration on a certain day and hour, it shall in no event be considered at an earlier day or hour.
- (g) Notice of recall of a bill by the Senate shall be read immediately upon receipt if such bill shall then be under consideration by the House, otherwise upon conclusion of the business then before the House, and thereafter the House shall take no action on such bill except to return it to the Senate.

7. MOTIONS

- (a) No motion shall be debated until it has been seconded and put by the chair; if requested by any member the motion shall be reduced

to writing, delivered to the chief clerk's desk, and read.

- (b) Any motion, other than a motion to reconsider, may be withdrawn or modified by the mover, with the consent of the second, at any time before amendment, decision, or ordering of the yeas and noes; a motion to reconsider may not be withdrawn except upon a motion adopted by a majority of all members elected.
- (c) When a question shall be under debate, the Speaker shall entertain no motion except:
 - (1) To call the House.
 - (2) To adjourn.
 - (3) To recess.
 - (4) To reconsider.
 - (5) To strike the enacting clause.
 - (6) To close debate at a specified time.
 - (7) For the previous question.
 - (8) To postpone to a date certain.
 - (9) To refer to committee.
 - (10) To amend.
- (d) Subject to Rules 8, 14 and 16, such motions shall take precedence in the order named and, except for differing amendments, only one each of such motions may be entertained

in the courst of the disposition of the main question, unless a vote on some other motion has intervened.

- (e) No motion on a subject different from that under consideration shall be admitted under color of amendment.

8. MOTIONS TO ADJOURN OR RECESS

A motion to adjourn, except when an appeal from a decision of the chair is pending, and a motion to recess shall always be in order; but, having been decided in the negative, such a motion shall not be entertained again unless some motion other than for a call of the House, to adjourn, or to recess, shall have intervened.

9. MOTION TO REFER

Motions to refer shall take precedence in the following order:

- (a) To a standing committee of the House.
- (b) To a special committee of the House.
- (c) To a joint standing committee or to a joint special committee.

10. QUESTIONS OF ORDER

Questions of order shall not be debatable except in the course of an appeal from the decision of the chair.

11. APPEAL

An appeal may be taken from any decision of the chair, in which event the member appealing shall state his reason therefor, taking not more than ten minutes for such purpose, to which the Speaker may respond. Such appeal shall be acted upon immediately, and no motion other than a motion to recess shall be entertained until the question: "Shall the decision of the chair be overruled?" be directed by the vote of a majority of all members elected.

12. DIVISION OF QUESTION

A question containing two or more propositions capable of division shall be divided whenever requested by any member. A motion to strike out and insert shall be divisible, but a motion to strike out having been decided in the negative, such action shall neither preclude amendment nor a motion to strike out and insert a different proposition.

13. RECOGNITION -- SPEAKING --
LIMITATION ON SPEAKING

- (a) No member rising to speak, debate, give a notice, make a motion, submit a report, or for any other purpose, shall proceed until he shall have addressed the chair and shall have been recognized, whereupon he may proceed to address the House from the central microphone, or from his desk, confining his remarks to the purpose for which he rose.
- (b) When two or more members shall rise at once, the Speaker shall name the one who shall speak first.
- (c) While a member is speaking, no one shall pass in front of him or otherwise interfere with his remarks or with the ability of others to hear them.
- (d) No member shall speak more than twice upon the same question without consent of the House, except the chairman of the committee of reference or the mover of the question, who may close the debate; and no member shall speak longer than ten minutes without consent of the House.

14. LIMITING DEBATE

Upon the affirmative vote of a majority of all members elected, debate may be closed at a time not less than one hour from the adoption of a motion to that effect, and such motion having been made, no other motion except to adjourn or to take recess shall be entertained until the

motion to close debate and fix an hour for the vote upon the pending question shall have been decided.

15. QUESTIONS DECIDED WITHOUT DEBATE

The following questions shall be decided without debate:

- (a) Adjournment to a day certain.
- (b) Taking a recess.
- (c) Questions relating to the priority of business.
- (d) Suspension of the rules.
- (e) Previous questions, and motions to limit or to extend the limits of, or to close debate.
- (f) Amending or reconsidering an undebatable question.
- (g) Considering the orders of the day.
- (h) Resolving into committee of the whole.
- (i) Calling the House.

16. PREVIOUS QUESTION

- (a) The previous question may be moved upon all recognized motions or amendments which are

debatable; it may be moved upon a single motion or amendment pending, or upon a series of motions and amendments pending, or upon part of them.

- (b) The previous question shall be stated in this manner: "Shall the main question be now put?" and, until it be decided, it shall preclude all amendments or debate; if decided in the negative, the main question shall be considered as still remaining under debate, but if decided in the affirmative by a majority vote of all members elected, it shall put an end to all debate and bring the House to a direct vote upon all motions and amendments involved, in the inverse order in which they were offered.
- (c) When a motion for the previous questions has prevailed, and prior to a decision upon the main question upon which it was ordered, it shall not be in order to move for a call of the House, unless it shall appear by the ayes and noes on the main question that a quorum is not present.

17. SECRET SESSION

When in the opinion of any member, the business before the House requires that the discussion thereof be carried on in secret, such member may move that the House proceed in executive session, and when such motion shall have been adopted by the affirmative vote of a majority of all members elected, the Speaker shall direct all persons in the House chamber, except members,

the chief clerk and the sergeant-at-arms, to withdraw and the doors of the House chamber to be closed and to remain closed until such executive session shall have been completed; and every member and officer shall keep secret all such proceedings, matters and things whereof secrecy shall be enjoined by order of the House, and for divulging the same before the order of secrecy shall be revoked by the House, they shall be subject to expulsion or dismissal, as the case may be.

18. ABSENCE

No member shall absent himself from a session of the House unless he shall be sick and unable to attend, or unless he shall have secured consent of the House to be excused from the session. If absent without being sick or having been excused, the sergeant-at-arms may be sent for him and may take him into custody and bring him forthwith to the House chamber; and the expense thereof shall be assessed to such member, and a reprimand, fine, or other disciplinary measure may be imposed upon him.

19. CALL OF THE HOUSE

- (a) Ten members may require a call of the House and cause absent members to be sent for, but a call of the House shall not be moved after voting shall have commenced.

- (b) Whenever a call of the House is properly sustained, the Speaker shall order the doors of the House chamber to be closed, and no member shall be permitted to leave the House chamber until the call shall be lifted.
- (c) The Speaker shall direct the chief clerk to call the roll and note the names of those absent; the names of the absentees shall again be called, and those members who shall not have been excused, or whose excuse is insufficient, shall be sent for and taken into custody by the sergeant-at-arms, or his assistants, and brought before the chair, where they shall be reprimanded by the Speaker for neglect of duty, and fined, respectively, at least the amount of the expenses incurred in their apprehension and return.
- (d) Notwithstanding a call of the House, a motion to adjourn or to take a recess may be made at any time pursuant to Rule 8.

20. VOTING

- (a) Voting shall be by ayes and noes, and the names of those voting for and against entered in the journal, in the following instances:
 - (1) Upon all bills and concurrent resolutions upon third reading and final passage.
 - (2) Upon concurrence by the House in amendments made by the Senate to House bills.

- (3) Upon the adoption of conference committee reports.
- (b) All other votes shall be taken viva voce, provided, however, that any member shall have the right to demand the ayes and noes upon any question before the decision shall be announced by the chair; upon such demand, the Speaker shall direct the chief clerk to call the names of the members in order, and before the result be declared the chief clerk shall, upon demand, read over the names of those voting in the affirmative and of those voting in the negative.
- (c) On any vote upon which the ayes and noes are to be called, any member may be allowed one minute during which to explain his vote.
- (d) No member or other person or persons shall visit with the chief clerk or remain by his desk while the ayes and noes are being called.

21. WHEN MEMBERS SHALL VOTE --
PERSONAL INTEREST -- CHANGING VOTE

- (a) Every member who shall be within the House chamber when a question shall be stated from the chair shall vote thereon, unless he shall be directly interested in the question or shall have been excused from voting by the House; but no member shall be obliged to vote upon any question unless he shall be within the House chamber when his name shall be called.

- (b) A request by a member to be excused from voting shall be made before the call for the ayes and noes has begun; any member desiring to be excused from voting on a question shall make a brief statement of his reasons, and the question shall be put without further debate.
- (c) A member who has an immediate personal or financial interest in any bill or measure proposed or pending before the General Assembly shall disclose the fact to the House, and shall not vote upon such bill or measure.
- (d) A member shall be allowed to change his vote before the result has been announced, but not thereafter.

22. PERSONAL PRIVILEGE

- (a) Any member may, as a matter of personal privilege, speak for a period not longer than five minutes upon such matters as may collectively affect the House, its rights, its dignity and the integrity of its proceedings, or the rights, reputation and conduct of its individual members in their respective capacities only.
- (b) In no event shall any member be permitted to utilize personal privilege to debate any motion, bill, resolution, memorial or other business pending before the House.

23. DECORUM

- (a) No member shall walk across or out of the House chamber while the Speaker is putting the question.
- (b) No member shall engage in loud private discourse or commit any other act tending to distract the attention of the House from the business before it.
- (c) Should any member, in speaking or otherwise, transgress the rules of the House, the Speaker on his own initiative, or upon the objection of another member, may call him to order whereupon, subject to his right to appeal from a decision of the chair as in other cases, he shall immediately sit quietly in his place.
- (d) When speaking or debating before the House, a member shall confine his remarks to the question under discussion or debate, avoiding personalities.

24. PROTEST

Any member shall have the right to protest any action of the House, stating his reasons therefor, and having obtained consent of the House and reduced his reasons to writing, he may have the same entered on the journal, provided such reasons do not impugn the motives or character of any member of the General Assembly.

25. STANDING COMMITTEES

- (a) Standing committees of the House shall be:
- (1) Agriculture and Livestock
 - (2) Appropriations
 - (3) Business Affairs
 - (4) Education
 - (5) Finance
 - (6) Game, Fish, and Parks
 - (7) Health, Welfare and Institutions
 - (8) House Services
 - (9) Judiciary
 - (10) Labor and Employment Relations
 - (11) Local Government
 - (12) Natural Resources
 - (13) Rules
 - (14) State Affairs
 - (15) Transportation and Highways
- (b) Such committees shall be appointed at the commencement of the first regular session of the General Assembly convening after a general election and shall remain constituted as such standing committees until the first regular session of the General Assembly convening after the next ensuing general election.
- (c) The first member appointed shall be the chairman and the second member appointed shall be the vice-chairman, respectively, of each standing committee.
- (d) The rules committee shall consist of seven members, including the Speaker and, except as limited by Rule 30, shall arrange all general and special orders and prepare calendars. Whenever possible, calendars

listing general orders shall be posted on the bulletin board at least 24 hours prior to consideration by the House.

- (e) The house services committee shall consist of five members. It shall authorize and review all expenditures for equipment, supplies and services necessary for the efficient conduct of the business of the House, and shall employ such officers and employees of the House as may be authorized and assign them to their duties, filling any vacancies that may occur from time to time. It shall have full power to summarily remove any officer or employee of the House, but shall be excused from making reports thereon unless requested by some member. It shall attend to the printing, revision, engrossment and enrollment of all bills, as directed by the House and its standing committees, reporting thereon from time to time as occasion requires.
- (f) The game, fish, and parks committee shall consist of seven members, and all other committees shall consist of not less than eleven nor more than nineteen members, as determined by the Speaker.
- (g) A committee shall not:
 - (1) Take action upon any bill or other matter before it unless a quorum be present, a quorum being a majority of the entire membership of the committee;
 - (2) Sit or meet while the House is in session without first having obtained consent of the House upon a showing of special need;

- (3) Meet except in committee rooms regularly assigned for such purpose, and only upon announcement from the floor while the House is in session.
- (4) Occupy the House chamber at any time without prior consent of the Speaker.
- (h) The party representation on the standing committee shall be in proportion generally to the relative number of members of the two major political parties in the House, with the exception of the committee on rules.

26. RESOLUTIONS AND MEMORIALS

- (a) Resolutions and memorials originating in the House shall be of the following classes:
 - (1) House concurrent resolutions, which shall propose amendments to the constitution of the state of Colorado or recommend the holding of constitutional conventions, and ratify proposed amendments to the federal constitution.
 - (2) House joint resolutions, which shall pertain to transaction of the business of both the House and the Senate, establishment of committees comprised of members of both houses, or express the will or sentiment of both houses on any matter.

- (3) House resolutions, which shall relate solely to matters concerning the House.
 - (4) House memorials or House joint memorials, which shall memorialize the Congress of the United States on any matter or express sentiment on the death of any person or persons.
- (b) House concurrent resolutions as well as Senate concurrent resolutions shall be treated in all respects as bills, and all provisions of these rules applying to bills shall apply to concurrent resolutions, except that the affirmative vote of two-thirds of all members elected shall be required for adoption of House and Senate concurrent resolutions upon third reading and final passage.
- (c) House resolutions, House joint resolutions, House memorials, and House joint memorials, upon introduction shall be read at length and ordered printed. At the discretion of the Speaker they shall then either:
- (1) Lay over one day before being acted upon; or
 - (2) Be referred to a standing committee, where they shall be considered as House bills are considered, with referral to the rules committee for placement on the calendar.
- (d) Senate joint resolutions and Senate joint memorials upon introduction shall be read at length. At the discretion of the Speaker they shall then either:

- (1) Lay over one day before being acted upon; or
 - (2) Be referred to a standing committee, where they shall be considered as bills originating in the Senate are considered.
- (e) No measure governed by the provisions of this rule shall be considered by the House unless and until it shall have been printed.

27. INTRODUCTION OF BILLS, RESOLUTIONS,
AND MEMORIALS

- (a) Any member may introduce a bill, resolution or memorial at such times as the introduction of bills, resolutions and memorials is the order of business, and such bill, resolution or memorial shall be numbered in the order introduced. No bill shall be introduced by title only.
- (b) Every bill shall be read by title when introduced, which shall constitute first reading, and at length on two different days prior to its being finally passed, provided, however, that reading at length of any bill may be dispensed with by unanimous consent of the members present. Unless a member of the House shall request the reading of a bill in full when the bill is being considered on third reading, it shall be read by title only and such unanimous consent shall be deemed given. Reading before the House sitting as committee of the whole shall constitute second reading.

- (c) The House, by the affirmative vote of a majority of all members elected, may adopt a resolution fixing a date after which a bill may not be introduced except as provided in said resolution.

28. AMENDMENT

- (a) Any bill, resolution or memorial shall be subject to amendment, provided, however, that all amendments shall relate to the same subject as the original bill, resolution or memorial.
- (b) All substantial amendments shall be printed, and all House and Senate bills which have been substantially amended shall be reprinted on order of the Speaker and laid upon the desks of the members before final vote is taken.

29. COURSE OF BILLS

The course of every bill in its introduction, reference, consideration and passage through the House shall be as follows:

- (a) Introduction of the bill, in quadruplicate, and first reading, by title.
- (b) Reference of the bill by the Speaker, by number only, to the appropriate standing committee, not later than the close of the next day of actual session. The Speaker may

refer the bill to two separate standing committees in succession if in his judgment the subject matter of the bill so requires.

- (c) Docketing of the bill by the docket clerk.
- (d) Delivery of the bill by the docket clerk to the chairman of the committee of reference, taking his receipt therefor.
- (e) Initial consideration of the bill by the committee of reference, which committee shall recommend either that:
 - (1) The bill be printed, unless previously ordered printed by the Speaker pursuant to Rule 45, or that
 - (2) The bill lay on the table.
- (f) If the bill be ordered printed it shall be delivered by the chairman of the committee of reference to the docket clerk for delivery to the printing clerk to be printed. The chief clerk shall be responsible for ascertaining that each bill has been correctly printed.
- (g) The bill shall then be returned to the committee of reference for consideration upon its merits, and the committee after such consideration shall recommend that:
 - (1) The bill lay on the table;
 - (2) The bill be favorably recommended for consideration by the House sitting as a committee of the whole;

- (3) The bill be amended and, as amended, be favorably recommended for consideration by the House sitting as a committee of the whole; or that
 - (4) Consideration of the bill be indefinitely postponed.
- (h) (1) If the bill be favorably recommended as provided for in Rule 29(g)(2) and Rule 29(g)(3) above, or consideration thereof be indefinitely postponed as provided for in Rule 29(g)(4), a report to that effect, together with the bill, shall be delivered by the chairman to the chief clerk.
- (2) No further action may be taken on any bill indefinitely postponed and delivered to the chief clerk.
 - (3) The chief clerk shall deliver all other bills to the rules committee for arrangement either as a general order or a special order, to be placed on the calendar for consideration by the House sitting as committee of the whole.
 - (4) The rules committee may refer a bill to a standing committee, including the original committee of reference, for further study and consideration and shall report such action to the House.
- (i) Consideration of the bill, on second reading, by the House sitting as committee of the whole, during which the following motions shall be in order:

- (1) That the enacting clause of the bill be stricken;
 - (2) That the bill be recommitted to any standing committee for further study and consideration;
 - (3) That the bill be passed over and retain its place on the calendar;
 - (4) That the bill be amended;
 - (5) That the bill be adopted, be referred to the House services committee for revision or engrossment, and be placed on the calendar for third reading and final passage;
 - (6) That the committee rise, report progress, and ask leave to sit again;
 - (7) That the committee rise and report.
- (j) Action by the House, either by adopting, by amending, or by rejecting the report of the committee of the whole.
- (k) Printing of all substantial amendments made to the bill by committee of the whole, which amendments shall be laid upon the desk of each member.
- (l) Consideration of the bill by the House on third reading and final passage, during which the following motions shall be in order:
- (1) That the enacting clause of the bill be stricken;

- (2) That the bill be adopted;
- (3) That the bill be returned to the rules committee;
- (4) That the bill be recommitted to any standing committee;
- (5) That the bill be laid over;
- (6) That the bill be amended, consent to consider such amendment having first been given by a majority of all members elected to the House.

30. DEMAND

- (a) Three days after reference of any bill to a standing committee other than the rules committee, and upon a 24 hour demand by any member for a report, the committee of reference may be required to report such bill back to the House upon a motion adopted by the affirmative vote of a majority of all members elected.
- (b) After having been returned to the House by the committee of reference for consideration by the House sitting as committee of the whole, any bill in possession of the rules committee may be made a special order, upon a 24 hour demand by any member for a report from the rules committee by a motion adopted

by the affirmative vote of two-thirds of all members elected. Such motion shall include only one bill, for which no other bill shall be substituted, and in the discussion of such motion, debate shall be limited to 30 minutes for each side, and no member shall speak more than once, nor for more than ten minutes, except the mover, who shall be allowed an additional ten minutes for closing.

31. CONSIDERATION BY COMMITTEE OF THE WHOLE

Every bill on general or special orders shall be considered by the House sitting as committee of the whole. The title of every bill shall be read in any event, but reading at length may be dispensed with by unanimous consent of the members present, or in the event the committee votes to recommend that the enacting clause be stricken.

32. COMMITTEE OF THE WHOLE

- (a) Committee of the whole shall be formed upon motion, and upon adoption of such motion the Speaker shall appoint a chairman, who shall, for the time being exercise all the powers of the Speaker necessary to conduct the business of the committee of the whole. Such chairman shall not be entitled to vote unless the committee be evenly divided on a question.

- (b) The rules of the House shall govern the proceedings of the committee of the whole insofar as practical, except that a member may speak more than twice upon the same subject, a call for the ayes and noes may not be made, a motion for the previous question shall not be in order, a motion for reconsideration shall not be in order, and there shall be no appeal from the decision of the chair.
- (c) A motion to strike out the enacting clause of a bill shall be in order and shall have precedence to any other motion relating to the bill; such motion shall open the question of passage of the bill to general debate and, if adopted, shall be equivalent to rejection of the bill.
- (d) The final question upon consideration of any bill or concurrent resolution shall be whether it shall be adopted, engrossed and placed on the calendar for third reading and final passage.
- (e) Deliberations of the committee of the whole shall be terminated by a motion to rise and report, but if the work of the committee shall not have been completed and resumption of deliberations is desired, the motion shall be to rise and report progress, asking leave to sit again, and the adoption of such motion shall constitute consent by the House for the committee to sit again, when deliberations shall be resumed exactly where suspended. Such motions shall always be in order and shall be decided without debate.

- (f) A motion may be in order, during deliberations of the committee of the whole, that a bill be laid over and proposed amendments which have been offered to such a bill be printed and placed on the desks of the members.
- (g) When the work of the committee shall be completed, a report of the recommendations of the committee, containing all amendments to bills considered by the committee, shall be signed by the chairman and submitted to the House. The chairman of the committee shall move for adoption of such report.
- (h) Reports of the committee of the whole shall be adopted by a majority vote of the members elected, and the vote taken on the adoption of the report of the committee of the whole shall constitute passage on second reading of each bill considered and approved by the committee of the whole.

33. THIRD READING AND FINAL PASSAGE OF BILLS

- (a) Upon third reading, a motion to strike out the enacting clause of a bill shall be in order only after the title of the bill has been read.
- (b) No amendment to a bill on third reading shall be in order except with the consent of a majority of all members elected.
- (c) The final vote shall be taken by ayes and noes, and the names of those members voting

for and against the bill shall be entered on the journal.

- (d) No bill shall be declared passed, or signed by the Speaker, unless a majority of all members elected shall be recorded as voting for the same.

34. ACTION FINAL

When any bill, resolution, memorial, amendment, report, order, or other matter shall have been finally acted upon by the House or by the committee of the whole, either by having been adopted or rejected, no further action may be had thereon in the same body that will have the effect of defeating or resurrecting the same, except as provided for hereinafter in Rule 35. For the purpose of this rule, each committee of the whole shall be considered a separate body. Nothing herein shall prevent the introduction of a new bill on the same subject.

35. RECONSIDERATION

- (a) After a question has been decided by the House, any member recorded as having voted on the prevailing side may, at any time before adjournment of the current legislative day, move to reconsider or may give notice of intention to move to reconsider. Notice having been given, such member may move to reconsider on the same day or before 12 o'clock noon of the next day of actual session, provided, however, that after the

adoption of a resolution fixing the time for adjournment sine die, any member may so move.

- (b) A motion to reconsider shall require the affirmative vote of two-thirds of the members elected to be adopted, and if such motion be defeated, no further motion to reconsider shall be in order.
- (c) Notice of intention to move to reconsider any bill, resolution or memorial having been given, the chief clerk shall retain such bill, resolution or memorial in the possession of the House until such time as a motion to reconsider shall have been made and acted upon, or until the time for making such motion shall have expired; and should such bill, resolution or memorial have been transmitted to the Senate or to the Governor, such notice shall constitute a mandate upon the chief clerk to request its return to the House, unless said bill, resolution or memorial has already been introduced in the Senate.
- (d) Adoption of the report of the committee of the whole or any amendment thereto and re-adoption of vetoed bills shall not be subject to reconsideration under this rule.

36. DISAGREEMENT

- (a) No amendment made by the Senate to a House bill shall be concurred in by the House except by a vote of a majority of members

elected, taken by ayes and noes and the names of those voting for and against entered in the journal.

- (b) In case of a disagreement between the House and the Senate, the House may either adhere to its position, recede from its position and concur with the position of the Senate, or request a conference on the matter at issue. A substitute motion to request a conference shall always be in order with respect to a motion to adhere or a motion to recede and concur, but no other substitute motion shall be in order.
- (c) The House may recede from any matter of difference existing between it and the Senate at any time prior to consideration of the conference committee report by either the House or the Senate, or after rejection of the conference committee report by the Senate, not later than the next day of actual session following the rejection of the report.
- (d) In the event the House shall vote to request a conference, the Speaker shall appoint a committee of three members to represent the House. No vote on concurring in any amendment made by the Senate to a House bill or on the adoption of the report of the conference committee shall be taken until such amendment or report shall have been placed on the desk of each member, and particularly referred to in the calendar, provided, however, that this rule may be suspended during the last three days of session.

37. VETOED BILLS

- (a) In the event of the veto of any bill passed by the General Assembly, the veto message of the Governor shall be read, together with the bill vetoed.
- (b) It shall then be in order to proceed to consideration of the bill, in which event the motions shall be:
 - (1) That the bill do pass notwithstanding the veto, and the affirmative vote of two-thirds of all members elected shall be required for the adoption of such motion;
 - (2) That the bill be referred to committee;
 - (3) That the bill lay on the table;
 - (4) That consideration of the bill be postponed to a day certain.
- (c) The merits of the bill may be debated before the vote be taken, but the vote on a vetoed bill shall not be reconsidered. In the case of a bill containing several items or sections, one or more of which has been vetoed, and approval given to the remaining items or sections, each item or section so vetoed shall be separately voted upon by the House.
- (d) Action by the House upon all vetoed bills shall be endorsed on the bill and certified by the Speaker.

38. ADMITTANCE TO THE FLOOR

In addition to members and officers and employees of the House, the following persons shall be entitled to admittance to the floor of the House chambers and to House committee rooms:

- (a) Members of the Senate and elective officers of the state.
- (b) Persons exercising official duties concerned directly with the business of the House.
- (c) Representatives of the press and radio.
- (d) Former members of the House or Senate not advocating any proposed or pending legislation.
- (e) The immediate families of members.
- (f) Such other persons as may be invited by members.

39. LOBBYISTS

- (a) A lobbyist is hereby defined to be any person other than a member of the General Assembly who, by his acts, seeks to influence in any manner the vote of any member or members of the House, or the action of any of its committees, upon any bill, resolution or other measure pending before the House or any of its committees.
- (b) No lobbyist shall be admitted to the floor of the House:

- (1) At any time the House is in session, including while it is sitting as committee of the whole; and
- (2) Under any circumstances prior to 12 o'clock noon of any day the House is in session.

40. REGISTRATION OF LOBBYISTS

- (a) Any lobbyist desiring to observe the session of the House or to appear before any committee of the House shall apply to the sergeant-at-arms and express his desire to register as a lobbyist.
- (b) The sergeant-at-arms shall thereupon conduct said person to the desk of the chief clerk, where said person shall register in the record kept for that purpose, entering thereon his name, address, and the interest or interests he represents, and also the bill or bills upon which he desires to be heard. The chief clerk shall thereupon issue a card to said person, which card shall permit said person to appear before the committee or committees to which said bill or bills have been referred.
- (c) At any meeting of any committee of the House, the chairman thereof, or a majority of the committee, may permit any interested person to address the committee upon said person's stating to the chairman his name and address and the subject upon which he desires to be heard.

41. MATERIAL DISTRIBUTED TO MEMBERS

No member, lobbyist, department, organization, or person shall distribute or cause to be distributed any material in the House chambers without having indicated on such material clearly the name, identification, and address of the person, department, or organization publishing or sponsoring such distribution; and in all cases the Speaker at his discretion may prohibit distribution of any material whatsoever.

42. MESSAGES

- (a) Messages from the House shall be sent by the chief clerk or his assistants.
- (b) Messages from the Senate, the Governor, or other branches of government may be received at any time.

43. CHIEF CLERK

- (a) The chief clerk of the House shall attend to the orderly conduct of the business of the House, under direction of the Speaker.
- (b) He shall keep a journal of each day's proceedings and business, in which shall be correctly entered:
 - (1) The result of the roll call taken each day at the hour of convening.

- (2) The full titles of all bills and the full texts of all resolutions and memorials introduced.
 - (3) Reports of standing, special or conference committees.
 - (4) Proposed amendments to bills, resolutions and memorials.
 - (5) Each report of the committee of the whole.
 - (6) Messages from the Senate and the Governor and communications from other state officers and departments.
 - (7) The result of every vote taken, with the ayes and noes, if such were demanded or required.
 - (8) The ayes and noes and the names of those voting for and against every bill and concurrent resolution on third reading and final passage, the concurrence by the House in amendments made by the Senate to House bills, and the adoption of all reports of conference committees.
 - (9) Such other matters as the House may direct.
- (c) He shall keep a record called the docket, in which shall be entered the number, title and sponsor or sponsors of each and every House or Senate bill, and the number and sponsor or sponsors of each and every resolu-

tion or memorial with proper indexing and continuing notations relative to the status and progress of each of the same until final disposition thereof.

- (d) He shall cause any Senate bill, resolution or memorial not appearing in the records of the House in the form in which passed by the Senate to appear in correct form in the journal or otherwise, as the House may direct.
- (e) He shall deliver all bills and concurrent resolutions returned to the House by committees of reference, with the recommendations thereon, to the rules committee.
- (f) He shall prepare a list of all bills and concurrent resolutions arranged by the rules committee as general or special orders.
- (g) He shall prepare a list of all bills and concurrent resolutions, adopted by the House on second reading, entering same in the order in which adopted, which list shall be called "Third Reading -- Final Passage."
- (h) He shall cause the lists hereinabove specified, together with such other matters as the House may direct, to be posted on a bulletin board, and also printed and laid upon the desks of the members, and such shall constitute the calendar.
- (i) He shall also prepare and cause to be printed and laid upon the desks of the members at appropriate times a supplement to the calendar containing a list of conference committee reports, resolutions, memorials and other matters, in the order named.

- (j) He shall guard all documents and records of the House and shall permit no bill or record of any nature to be taken from his desk or out of his custody, except in the regular course of business of the House, and he shall not, at any time or place, allow the same to be handled or examined by any persons other than the Speaker, members, officers and employees of the House, or the authorized printer in the necessary performance of their official duties.
- (k) He shall take a receipt for every document which may pass from his custody in the regular course of the business of the House, and between the House and Senate, and shall keep record thereof; should any bill or other record in his custody be missing, he shall report the fact to the Speaker, immediately upon discovery.
- (l) All officers and employees at the chief clerk's desk and in the enrolling room shall be under his direction, and shall perform such duties as he may from time to time assign to them.

44. OTHER OFFICERS AND EMPLOYEES

- (a) The sergeant-at-arms shall attend the House during its sittings, shall maintain order in the House chamber and the approaches thereto at all times, under the direction of the clerk pending the election of the Speaker, and under direction of the Speaker thereafter, and shall at all times execute

the commands of the House and all processes issued by its authority, as directed to him by the Speaker.

- (b) The sergeant-at-arms shall supervise the assistant sergeants-at-arms and clerks in the performance of their duties in the prompt delivery of mail to the members, distribution of stationery and supplies, placing of journals, bills and calendars on the desks of members in the binders provided for such purposes, and such other duties as may from time to time be assigned to them.
- (c) The chaplain shall be present each day at the hour to which the House stands adjourned and, following the call to order, he shall offer prayer.
- (d) All officers and employees of the House shall be present each day as directed by the chief clerk.
- (e) No expense shall be incurred by any officer or employee of the House in its behalf except upon authority and written order of the chief clerk or the chairman of the House services committee.
- (f) Any officer or employee of the House who shall invite, solicit or urge any member to vote for or against any bill or other measure or to use his influence for or against any bill or measure before the House or any of its committees shall be summarily dismissed from service or employment.

45. PRINTING OF BILLS PRIOR TO SESSION

Prior to the convening of any legislative session pursuant to Rule 1 hereof, the Speaker holding office during the previous session may in his discretion order the printing of any bill prior to its introduction, in order to facilitate the business of the pending legislative session; but this authority shall not extend beyond the day on which the House shall convene pursuant to Rule 1, with the printing of bills thereafter to be governed by Rule 29(e) hereof.

46. MATTERS NOT COVERED BY RULES

Any matter not covered by these rules shall be governed by the decision of the Speaker, subject to the right of appeal by any member as in these rules provided for.

47. AMENDMENT OF RULES

These rules or any part thereof may be suspended, amended, subtracted from, added to, or rescinded by the affirmative vote of two-thirds of all members elected.

INDEX TO HOUSE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Absence of members</u>	18		17a
<u>Absence of Speaker</u>	4	(d)	7a
	1	(a)	3a
<u>Adjournment</u>			
Motion for	8		12a
Notwithstanding Call of the House	19	(d)	18a
Precedence of motion for	7	(c) & (d)	11a
Question decided without debate	15	(a)	15a
Without quorum	5		8a
<u>Admittance to floor</u>	38		39a
<u>Amendment of Rules</u>	47		46a
<u>Amendments to bills, in general</u>	28		27a
If substantial must be printed	28	(b)	27a
	29	(k)	30a
Must relate to subject	28	(a)	27a
On Third Reading	33	(b)	34a
	29	(1)(6)	31a
<u>Appeal from decision of Chair</u>	11		13a
Not permitted in Committee of the Whole	32	(b)	33a
<u>Assistant Serqeant-at-Arms</u>	44	(b)	45a
<u>Attendance of members</u>	4	(b)	7a
	18		17a
<u>Ayes and noes</u>	20	(a)	18a
<u>Bills, course of</u>	29		27a
Action, final	34		35a
Action upon, by House	29	(j)	30a
	33		34a
Adoption of	29	(1)	30a
	33	(d)	35a
Amendment			
Committee of the Whole	29	(i)(1), (4) & (k)	30a
Committee of the Whole Report	32	(f) & (g)	34a
Germane to subject	28		27a
In general	28		27a
On Third Reading	33	(b)	34a
	29	(1)	30a
Senate			
Concurrence in	36		36a
	20	(a)(2)	18a
		(See Joint Rule 5)	
Indicated on Journal or otherwise	43	(d)	43a
Non-concurrence in	36		36a
		(See Joint Rules 2 and 4)	
Substantial, must be printed	28	(b)	27a
	29	(k)	30a
Bill Room		(See Joint Rule 12)	
Conference committee	36		36a
		(See Joint Rules 4 through 9)	
Consideration by Committee of the Whole	29	(i)	29a
	31		32a
	32		32a
Consideration by House on Third Reading	29	(1)	30a
	33		34a

INDEX TO HOUSE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Bills (continued)</u>			
Consideration by standing committee	29	(b),(e), & (g)	27a
Consideration on Second Reading	29	(i)	29a
Correction of errors	(See Joint Rule 16)		
Cut-off date	27	(c)	27a
Delivery to committee chairman	29	(d)	28a
Demand return to House	30		31a
Disagreement with Senate	36		36a
Docketing by clerk	29	(c)	28a
Drafting	(See Joint Rules 17 and 21)		
Enacting clause stricken	29	(i)(1)	30a
	32	(c)	33a
	33	(a)	34a
Engrossed bills	(See Joint Rule 19)		
Enrolled bill delivered to sponsor	(See Joint Rule 20)		
Final action	34		35a
First Reading by title only	29	(a)	27a
	27	(b)	26a
Fiscal notes	(See Joint Rule 22)		
Introduction of	27		26a
	29	(a)	27a
	27	(c)	27a
Indefinite postponement	29	(g)(4) & (h)(2)	29a
Number printed	(See Joint Rule 10)		
Printed bill may be used as engrossed bill	(See Joint Rule 19)		
Printed, when	29	(e)(1)	28a
Ordered by Speaker	45		46a
Recall	(See Joint Rules 13 and 14)		
Recommendation of Committee of the Whole	29	(i)	29a
	32	(f) & (g)	34a
Recommendation of standing committee	29	(e) & (g)	28a
Reconsideration	35		35a
Reference by Rules Committee to standing committee	29	(h)(4)	29a
Reference by Speaker to standing committee	29	(b)	27a
Referred to Rules Committee	29	(h)(3)	29a
	43	(e)	43a
Report of all actions, printed in Journal	43	(b)	41a
Return to House, demand for	30		31a
	(See Joint Rules 13 and 14)		
Revisor of Statutes	(See Joint Rule 3)		
Second Reading	29	(i)	29a
	27	(b)	26a
	31		32a
	32		32a
Third Reading	29	(i)(5)	30a
	33		34a
Vetoed Bills	37		38a
Voting on, by ayes and noes	20	(a)	18a
<u>Calendar, preparation of</u>	43	(h) & (i)	43a
	25	(d)	22a
<u>Call of the House</u>			
Absentees required to attend	19	(c)	18a
Doors closed	19	(b)	18a
Motions made under	19	(d)	18a
Penalties imposed	19	(c)	18a
Ten members may require	19	(a)	17a

INDEX TO HOUSE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Calling House to Order</u>	4	(c)	7a
By clerk, when	4	(d)	7a
By senior representative, when	1	(a)	3a
Hour	4	(a)	7a
Speaker	4	(c)	7a
	3	(b)(1)	4a
	1		3a
 <u>Changing vote</u>	 21	 (d)	 20a
 <u>Chaplain</u>	 44	 (c)	 45a
 <u>Chief enrolling clerk</u>			
Capitalization in bills	(See Joint Rule 17)		
Correction of errors	(See Joint Rule 16)		
Drafting and enrolling generally	(See Joint Rule 21)		
Engrossing bills	(See Joint Rule 19)		
Enrolled bill delivered to sponsor	(See Joint Rule 20)		
Printed bill may be used as engrossed bill	(See Joint Rule 19)		
Under direction of Chief Clerk	43	(l)	44a
 <u>Chief Clerk of the House</u>	 43		 41a
Custody of documents and records	43	(j)	44a
Deliver bills to Rules Committee	43	(e)	43a
Direct work of employees at			
Chief Clerk's desk and in enrolling room	43	(l)	44a
Election of	2	(a)	3a
Expense authorized by	44	(e)	45a
Guard all documents	43	(j)	44a
Keep docket	43	(c)	42a
Keep journal	43	(b)	41a
Orderly conduct of House business	43	(a)	41a
Prepare calendars	43	(h)	43a
Prepare list of general and special orders	43	(f)	43a
Prepare list of Third Readings	43	(g)	43a
Prepare supplement to calendar	43	(i)	43a
Register lobbyists	40	(a) & (b)	40a
Report missing papers	43	(k)	44a
Senate bill in correct form	43	(d)	43a
Take receipts for documents	43	(k)	44a
 <u>Committees</u>			
Committee of the Whole	32		32a
	29	(i)	29a
	31		32a
Adoption of report by majority of House	32	(g)	34a
	29	(j)	30a
Bills on general orders not acted upon	32	(h)	34a
Chairman of	32	(a)	32a
Final action	34		35a
Final question on any bill	32	(d)	33a
Formed when, how	32	(a)	32a
Motion to rise and report	32	(e)	33a
Motion to strike enacting clause	32	(c)	33a
Reading at length	31		32a
Reconsideration, not permitted on report	35	(d)	36a
Report of, submitted to House	32	(g)	34a
Rules of House govern, except	32	(b)	33a
Question of resolving into, not			
debatable	15	(h)	15a
Termination of deliberations	32	(e)	33a

INDEX TO HOUSE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Committees (continued)</u>			
<u>Conference committees</u>	36		36a
	(See Joint Rules 4 through 9)		
Adoption of conference committee report	36	(d)	37a
Conferees appointed by Speaker	36	(d)	37a
Consideration of matters not at issue	(See Joint Rule 4)		
Membership	(See Joint Rules 4(a) and 9)		
Motion for	36	(b)	37a
Procedures	(See Joint Rules 4 through 8)		
Voting on, by ayes and noes	20	(a)(3)	19a
<u>Standing Committees</u>	25		22a
Admission of lobbyists and others			
to meetings, when	40	(c)	40a
Appointments to	25	(b)	22a
Chairman and vice chairman	25	(c)	22a
Demand for committee report	30	(a)	31a
House Services Committee	25	(e)	23a
Bill referred to	29	(i)(5)	30a
Correction of errors	(See Joint Rule 16)		
List of committees	25	(a)	22a
Meetings of, held when, where	25	(g)(3)	24a
No meeting of during session of House, except	25	(g)(2)	23a
Numerical membership of each	25	(d), (e), & (f)	22a
Party representation	25	(h)	24a
Place of meeting	25	(g)(3)	24a
Quorum	25	(g)(1)	23a
Report of	29	(g)	28a
Rules committee	25	(d)	22a
Bills delivered to	29	(h)(3)	29a
May refer bill to standing committee	29	(h)(4)	29a
Tenure of	25	(b)	22a
Vice Chairman	25	(c)	22a
<u>Concurrent resolutions</u>	26	(a)(1) & (b)	24a
<u>Conference committees</u> -- See Committees, this index			
<u>Convening of House, date and hour</u>	1		3a
<u>Correction of errors in bills</u>	(See Joint Rule 16)		
<u>Credentials</u>	2	(d)	4a
<u>Debate</u>			
Closed, when, how	14		14a
In Committee of the Whole	32	(b)	33a
Limitation on, concerning demand for report from Rules Committee	30	(b)	31a
Limiting generally	14		14a
Questions decided without debate	15		15a
Speaking, Limitation on	13		14a
	23	(d)	21a
<u>Decorum of members</u>	23		21a
<u>Demand for return of bill to House</u>	30		31a
From Rules Committee	30	(b)	31a
From standing committee	30	(a)	31a

INDEX TO HOUSE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Disagreement with Senate</u>	36		36a
Appointment of conferees	36	(d)	37a
Conference committees	(See Joint Rules 4 through 9)		
Motions	36	(b)	37a
No concurring vote until	36	(d)	37a
<u>Discipline of members</u>	17		16a
	18		17a
	19	(c)	18a
	23	(c)	21a
<u>Division of the House</u>	3	(b)(4)	5a
<u>Division of question</u>	12		13a
<u>Docket book</u>	43	(c)	42a
<u>Employees of House</u>			
Appointed by House Services Committee	25	(e)	23a
Dismissal by House Services Committee	25	(e)	23a
Dismissal for lobbying	44	(f)	45a
Under direction of Chief Clerk	43	(l)	44a
<u>Enacting clause</u>			
Motion to strike			
Effect of	32	(c)	33a
In order, when	32	(c)	33a
Precedence	33	(a)	34a
	7	(c)(5) & (d)	11a
<u>Enrolling</u>			
Clerk, duties	(See Joint Rules 16 through 21)		
Employees under direction of Chief Clerk	43	(l)	44a
House Services Committee	25	(e)	23a
<u>Expenses</u>			
Chairman of House Services or Chief Clerk must authorize all	44	(e)	45a
<u>Explain vote</u>	20	(c)	19a
<u>Fiscal note</u>	(See Joint Rule 22)		
<u>Fines</u>	18		17a
	19	(c)	18a
<u>Floor, admittance to</u>	38		39a
Accredited representatives of press and radio	38	(c)	39a
Former members of House	38	(d)	39a
Members of immediate family of members	38	(e)	39a
Persons exercising official business with House	38	(b)	39a
Senators	38	(a)	39a
State elective officers	38	(a)	39a
Others	38	(f)	39a
<u>General Orders</u>			
Arrangement of	25	(d)	22a
	43	(f)	43a
Considered by Committee of the Whole	31		32a

INDEX TO HOUSE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>General Orders (continued)</u>			
List for calendar	43	(f) & (h)	43a
Order of business	6	(d)	9a
<u>Hour of convening</u>	1		3a
<u>Hour of meeting</u>	4	(a)	7a
<u>House Chambers, use of by committee</u>	25	(g)(4)	24a
<u>House Services Committee</u>			
Bill referred to	25	(e)	23a
Consists of five members	29	(i)(5)	30a
Employment and dismissal of personnel	25	(e)	23a
Errors, correction of	25	(e)	23a
Reviews expenditures	44	(e)	45a
<u>House standing committees -- See Committees, this index</u>			
<u>Joint Memorials</u>	26	(a)(4) & (c)	25a
<u>Joint Resolutions</u>	26	(a)(2) & (c)	24a
<u>Legislature, date of convening</u>	1		3a
<u>Limiting debate</u>	14		14a
			(Also see Debate, this index)
<u>Lobbyists</u>			
Admission to committee meetings	40	(a) & (c)	40a
Defined	39		39a
Registration of	40		40a
<u>Matters not covered by Rules</u>	46		46a
<u>Members</u>			
Absence of	18		17a
Attendance	4	(b)	7a
Call of House, ten may require	19	(a)	17a
Certification and designation of	2	(b)	4a
Change of vote, when	21	(d)	20a
Compelled to attend, when	18		17a
	19	(c)	18a
Credentials	2	(d)	4a
Decorum of	23		21a
Demand ayes and noes	20	(b)	19a
Discipline of	17		16a
	18		17a
	19	(c)	18a
	23	(c)	21a
Excused from voting	21	(b)	20a
Explain vote	20	(c)	19a
Fines	18		17a
	19	(c)	18a
Introduction of bills	27	(a)	26a
Oath of office	2	(e)	4a
Personal interest	21	(c)	20a
Personal privilege	22		20a
Protest any action	24		21a

INDEX TO HOUSE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Members (continued)</u>			
Recognized by chair	13	(a) & (b)	14a
Shall vote, unless	21	(a) & (c)	19a
Who shall speak first	13	(b)	14a
<u>Memorials</u>			
Classes of	26	(a), (c), & (d)	24a
	26	(a)(4)	25a
Introduction of	27	(a)	26a
Joint	26	(a)(4), (c) & (d)	25a
Lay over one day, except	26	(c) & (d)	25a
Order of supplement to calendar	43	(i)	43a
Pertain to	26	(a)(4)	25a
Printed in Journal	26	(c)	25a
<u>Messages</u>			
	42		41a
	(See also Joint Rule 3)		
From House	42	(a)	41a
From Senate, Governor, or other branches	42	(b)	41a
<u>Meetings of House</u>			
Attendance	4		7a
Presiding Officer	4	(b)	7a
Time	4	(c) & (d)	7a
	4	(a)	7a
<u>Motions</u>			
Appeal, motions before question decided	7		10a
Committee of the Whole, to form	11		13a
How made	32	(a)	32a
Modified, how, when, exception	7	(a)	10a
Pertain to subject	7	(b)	11a
Precedence of motions during debate	7	(e)	12a
Previous question	7	(c) & (d)	11a
Reduced to writing, when	16		15a
Questions decided without debate	7	(a)	10a
To adjourn	15		15a
To divide question	8		12a
To recess	12		13a
To reconsider	8		12a
Withdrawal of	35		35a
To refer, precedence of	7	(b)	11a
To strike enacting clause	9		12a
When question under debate	32	(c)	33a
Withdrawal	33	(a)	34a
	7	(c)	11a
	7	(b)	11a
<u>Order of business</u>			
Call to order	6		8a
	6	(a)	8a
	4	(c)	7a
General Orders and exception	6	(d)	9a
May proceed out of order, when	6	(f)	10a
Notice of recall of bill by Senate	6	(g)	10a
Order of procedure	6	(c)	8a
Roll call	6	(b)	8a
Special Orders	6	(d) & (e)	9a
<u>Order, questions of</u>	10		13a
<u>Organization of House</u>			
Chief Clerk, election of	2		3a
Credentials	2	(a)	3a
Members certified	2	(d)	4a
Oath of office	2	(b)	4a
Roll call	2	(e)	4a
Speaker, election of	2	(c)	4a
	2	(f)	4a

INDEX TO HOUSE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Other officers and employees</u>	44		44a
Assistant sergeants-at-arms	44	(b)	45a
Chaplain	44	(c)	45a
Expenses	44	(e)	45a
Lobbying, dismissal for	44	(f)	45a
Presence	44	(d)	45a
Sergeant-at-arms	44	(a)	44a
<u>Party representation on standing committee</u>	25	(h)	24a
<u>Personal interest</u>	21	(a),(b), & (c)	19a
<u>Personal privilege</u>	22	(a)	20a
Exceptions	22	(b)	20a
<u>Presiding officer of House</u>			
Absence of	4	(d)	7a
Election of	2	(f)	4a
Speaker as	2	(f)	4a
Upon convening	1		3a
<u>Previous question</u>	16		15a
Allowed when	16	(a)	15a
Ends debate, when	16	(b)	16a
Motion for Call of the House not in order, except	16	(c)	16a
Not in order in Committee of the Whole	32	(b)	33a
<u>Protest any action of House, how</u>	24		21a
<u>Question, division of</u>	12		13a
<u>Questions decided without debate</u>	15		15a
<u>Questions of order</u>	10		13a
<u>Quorum</u>			
Committee	25	(g)(1)	23a
House	5		8a
<u>Recall of bill by Senate</u>	6	(g)	10a
<u>Recess</u>	8		12a
Precedence	7	(c) & (d)	11a
<u>Recognition</u>	13	(a) & (b)	14a
<u>Reconsideration</u>	35		35a
Motion for, by whom	35	(a)	35a
Motion for, when	35	(a)	35a
Motion for, supported how	35	(b)	36a
Notice of intention to reconsider	35	(c)	36a
Report of Committee of the Whole, not subject to	35	(d)	36a
<u>Registration of lobbyists</u>	40		40a
<u>Reports</u>			
Committee of the Whole	32	(h)	34a
	29	(j)	30a
Demand for	30		31a
Standing committees	29	(g)(1) & (h)	28a

INDEX TO HOUSE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Resolutions</u>	26		24a
Amendments to	28		27a
Bills, deadline for introduction	27	(c)	27a
Classes of	26	(a)	24a
Concurrent, pertain to	26	(a)(1)	24a
Introduction of	27		26a
Joint, pertain to	26	(a)(2)	24a
Lay over one day, unless	26	(c)	25a
Printed in Journal	26	(c)	25a
Rules, amendment of	47		46a
Rules, applicable to concurrent	26	(b)	25a
Rules, suspension of	47		46a
<u>Revisor of Statutes</u>	(See Joint Rule 3)		
<u>Roll Call</u>	6	(b)	8a
<u>Rules, Amendments to and Suspension of</u>	47		46a
<u>Second Reading of bills</u>	29	(i)	29a
	27	(b)	26a
	31		32a
	32		32a
<u>Secret Session</u>	17		16a
Conduct of	17		16a
Matters kept secret	17		16a
Motion for by member	17		16a
Penalty for divulging matters	17		16a
<u>Senate</u>			
Amendments concurred in	36		36a
	20	(a)(2)	18a
Conference committee with	(See Joint Rules 4 through 9)		
Conferees appointed by Speaker	36	(d)	37a
Disagreement with	36		36a
Messages to and from	42		41a
	(See also Joint Rule 3)		
<u>Sergeant-at-Arms</u>	44	(a) & (b)	44a
<u>Speaker</u>	3		4a
Duties of	3		4a
Administer oaths	3	(b)(12)	6a
Announce results of voting	3	(b)(4)	5a
Appoint committees	3	(b)(8)	6a
Be member of Rules Committee	3	(b)(16)	6a
Call House to order	3	(b)(1)	4a
Decide all questions of order (subject to appeal)	3	(b)(3)	5a
Declare will of House	3	(b)(14)	6a
Name chairman of Committee of Whole	3	(b)(6)	5a
Obey commands of House	3	(b)(14)	6a
Preserve order	3	(b)(2)	5a
Receive messages	3	(b)(13)	6a
Refer bills to committee	3	(b)(9)	6a
Represent House	3	(b)(14)	6a
Sign all writs, warrants, and subpoenas issued	3	(b)(11)	6a
Sign bills in presence of House	3	(b)(10)	6a
State questions	3	(b)(4)	5a
Election of	2	(f)	4a

INDEX TO HOUSE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Speaker (continued)</u>			
<u>Powers of</u>			
Accredit representative or press and radio	3	(b)(7)	5a
Name members to perform duties of chair	3	(b)(5)	5a
Order disturbances cleared	3	(b)(2)	5a
Order printing of bills	45		46a
Speak on general questions	3	(c)(2)	7a
Speak to points of order	3	(c)(1)	7a
Vote, except	3	(b)(15)	6a
<u>Speaking</u>			
Decorum of members during	13	(c)	14a
Limitation on	13	(d)	14a
Manner of	13	(a)	14a
Personal privilege	22		20a
Recognition	13	(a) & (b)	14a
<u>Special Orders</u>			
	6	(d) & (e)	9a
<u>Standing committees -- See Committees, this index</u>			
<u>Suspension of Rules</u>			
	47		46a
<u>Third Reading of bills</u>			
	29	(1)	30a
	33		34a
Amendment, when	33	(b)	34a
	29	(1)(6)	31a
Final vote	33	(c) & (d)	34a
Strike enacting clause, motion to	33	(a)	34a
<u>Two-thirds majority required</u>			
Amend Rules	47		46a
Concurrent Resolution	26		25a
Demand for report from Rules Committee	30	(b)	31a
Override veto	37	(b)(1)	38a
Reconsideration	35	(b)	36a
Suspend Rules	47		46a
<u>Vetoed bills</u>			
	37		38a
Action upon, endorsed how	37	(d)	38a
Consideration of	37	(b)	38a
Consideration of when only one or more sections vetoed	37	(c)	38a
Debate on merits of bill	37	(c)	38a
No reconsideration of vote on repassage	37	(c)	38a
Require two-thirds to repass	37	(b)(1)	38a
Veto message read together with bill	37	(a)	38a
<u>Voting</u>			
Ayes and noes rule	20	(a)	18a
Changing vote, when	21	(d)	20a
Excused from voting	21	(b)	20a
Explain vote, one minute allowed	20	(c)	19a
Majority vote required on			
Adoption of Committee of the Whole report	32	(h)	34a
Appeal	11		13a
Close debate	14		14a
Concurrence in Senate amendments	36	(a)	36a
Conference committee, consider other matters		(See Joint Rule 4)	
Conference committee, demand for report by		(See Joint Rule 7)	
Consent to amend on Third Reading	33	(b)	34a

INDEX TO HOUSE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Voting (continued)</u>			
Demand report on bill	30	(a)	31a
Fix deadline for introducing bills	27	(c)	27a
Limiting or closing debate	14		14a
Order of business, General Orders, exception	6	(d)	9a
Overrule of chair	11		13a
Passage of bills	33	(d)	35a
Previous question	16	(b)	16a
Proceed out of order	6	(f)	10a
Secret session	17		16a
Withdraw motion to reconsider	7	(b)	11a
Members change vote, when	21	(d)	20a
Members excused from, how	21	(a), (b), & (c)	19a
Members shall not vote, when	21	(a) & (c)	19a
Members within Chamber shall vote	21	(a)	19a
Personal interest	21	(c)	20a
Speaker may vote, except when	3	(b)(15)	6a
Two-thirds vote required			
Amend Rules	47		46a
Concurrent Resolution	26	(b)	25a
Demand for report from Rules Committee	30	(b)	31a
Override veto	37	(b)(1)	38a
Reconsideration	35	(b)	36a
Suspend Rules	47		46a

RULES OF THE SENATE

<u>Rule</u>	<u>Page</u>
1. Hour of Meeting - Presiding Officer	3b
2. Quorum	4b
3. Order of Business	4b
4. Special Orders	5b
5. Motions	6b
6. Questions of Order - Appeal	8b
7. Motions to Adjourn or Recess	9b
8. Division of Question	9b
9. Debate	9b
10. Legislative Day	11b
11. Reading of Bills	11b
12. President and Presiding Officers	12b
13. Secretary	13b
14. Journal	15b
15. Calendar	16b
16. Senators	17b
17. Voting	19b
18. Reconsideration	22b
19. Disagreement Between Senate and House	24b
20. Call of the Senate	24b
21. Committees	25b
22. Reference	30b
23. Reports	30b
24. Bills	31b
25. Conference Committees	36b
26. Secret and Executive Sessions	37b
27. Committee of the Whole	38b
28. Messages	40b
29. Resolutions and Memorials	40b
30. Use of Senate Chamber and Privileges	42b
31. Presenting Petitions, Memorials, etc.	45b
32. Contested Elections	45b

<u>Rule</u>	<u>Page</u>
33. Abrogation, Suspensions, Amendments of the Rules	46b
34. On Veto Bills	47b
35. Miscellaneous	48b
36. Parliamentary Authority	48b
Index to Senate Rules	50b

RULES OF THE SENATE OF THE
COLORADO GENERAL ASSEMBLY

1. HOUR OF MEETING -- PRESIDING OFFICER

- (a) The regular hour of meeting of the Senate, unless otherwise ordered, shall be 10 o'clock a.m. daily.
- (b) The President of the Senate, or in his absence the President pro tempore, shall take the chair every day promptly at the hour to which the Senate stands adjourned, shall call the Senate to order, and on the ascertainment of a quorum, shall proceed to business.
- (c) If at the hour for the convening of the Senate, the President and the President pro tempore shall be absent, the senior Senator present shall call the Senate to order and the first order of business thereafter shall be the election, by all members present, of a Senator to act as presiding officer, and such acting presiding officer, when elected, shall continue to preside, with all the powers and privileges of the President, until the President or President pro tempore shall appear.

2. QUORUM

A majority of all Senators elected shall constitute a quorum, but a smaller number may adjourn from day to day, or for less than a day, and compel the attendance of absent members.

3. ORDER OF BUSINESS

- (a) The order of business of the Senate shall be as follows:
- (1) Reading, correction and approval of the journal.
 - (2) Reports of standing committees.
 - (3) Reports of special committees.
 - (4) General orders.
 - (5) Third reading of bills.
 - (6) Consideration of resolutions and memorials.
 - (7) Messages from the Governor.
 - (8) Communications from state officers.
 - (9) Messages from the House of Representatives.
 - (10) Presentation of petitions and memorials.
 - (11) Introduction of resolutions and memorials.

(12) Introduction of bills and first reading by title.

- (b) When the Senate has proceeded to the general orders of the day, no other business, unless it be a special order, shall be in order until the general orders have been disposed of.
- (c) Except as otherwise provided in Rules (3)(b), (6)(a), (7)(a), (9)(b), (9)(c), and (24)(b), the Senate may at any time, by the affirmative vote of a majority of all members present, proceed out of order to any order of business or return to an order already passed.
- (d) Upon receipt of a message from the House demanding a recall of a bill, resolution or memorial, such message shall be read immediately before any other business excepting the matter under consideration and reading and approval of the journal of the previous day's session. The bill shall automatically be returned to the House without any other action thereon being taken by the Senate.

4. SPECIAL ORDERS

- (a) A bill or bills or other matter which takes the same course as a bill may be made a special order by the affirmative vote of a majority of all members elected. In discussion of a motion to make a special order, no Senator shall speak more than once, nor longer than ten minutes, and a

vote shall thereafter immediately be taken. Whenever any bill or other matter is made a special order for a particular day and hour, and the consideration thereof shall not be completed at that sitting, it shall retain its place as a special order and be considered immediately following the reading and approval of the journal on the next succeeding day of actual session. When a special order is under consideration it shall take precedence of any special order for a subsequent hour of the same day, but such subsequent special order may be taken up immediately after the previous special order has been disposed of.

- (b) This rule shall be the exclusive procedure for making a blast on a bill and, upon the affirmative vote of a majority of all members elected, the bill shall be delivered to the Secretary of the Senate by the chairman of the committee which holds the bill.

5. MOTIONS

- (a) No second shall be required of any motion presented to the Senate. When a motion is made it shall be stated by the President, or, being in writing, shall be handed to the secretary and read aloud before debate. A motion shall be reduced to writing if the President or any Senator so requests.
- (b) Any motion or resolution except a concurrent resolution may be withdrawn or

modified by the mover at any time before a decision, amendment or ordering of the ayes and noes, except a motion to reconsider, which shall not be withdrawn except by a majority vote of all members elected.

(c) When a question is under debate, the President shall receive no motion except:

- (1) To adjourn.
- (2) To take a recess.
- (3) To question the presence of a quorum.
- (4) To strike the enacting clause.
- (5) To lay on the table.
- (6) For the previous question.
- (7) To close debate at a specified time.
- (8) To postpone to a day certain.
- (9) To commit.
- (10) To amend.
- (11) To postpone indefinitely.

and such motions shall take precedence in the order named; provided, however, that no one motion may be made more than once at any stage of any particular bill or proposition.

- (d) No motion or proposition on a subject different from that under consideration shall be admitted under color of amendment.
- (e) A motion to postpone to a day certain, or indefinitely, being decided, shall not again be allowed at the same stage of the bill or proposition; and if a bill or proposition be set for consideration on a certain day, it shall not be considered at an earlier day.
- (f) No person other than a Senator shall present any petition, memorial or address while the Senate is in session.
- (g) All so-called substitute motions and resolutions shall be considered as amendments only, and shall be subject to the rules relating thereto, except such matters as may be reported by committee.

6. QUESTIONS OF ORDER - APPEAL

All questions of order shall be decided by the President without debate, but any decision of the chair shall be subject to an appeal to the Senate by any Senator. The Senator making such appeal shall state his reasons therefor, using not more than ten minutes for such purpose, to which the President may respond. Such appeal shall be acted upon immediately, and no motion or other business, except a motion to adjourn or to take a recess, shall be entertained, until the question be determined by a majority vote of the members present.

7. MOTIONS TO ADJOURN OR RECESS

A motion to adjourn, or a motion to take a recess shall always be in order, but being decided in the negative, shall not be again entertained unless some motion other than a call of the Senate, motion to adjourn, or motion for recess shall have taken place.

8. DIVISION OF QUESTION

- (a) If the question in debate contains several points, any Senator may have the same divided; but on motion to strike out and insert, it shall not be in order to move for a division of the question; but a rejection of a motion to strike out and insert one proposition shall not prevent a motion to strike out and insert a different proposition.
- (b) Amendments of the House to a Senate bill, resolution or memorial, shall not be divisible.

9. DEBATE

- (a) The following questions shall be decided upon without debate; provided, however, that any Senator making such a motion shall be given three minutes to explain his motion:
 - (1) Fix the time to which to adjourn, except the fixing of sine die adjournment.

- (2) Adjourn.
 - (3) Take a recess.
 - (4) Call for orders of the day and questions relating to priority of business.
 - (5) Suspension of the rules.
 - (6) Objection to the consideration of a question.
 - (7) Previous question, and motions to close, limit or extend the limits of debate.
 - (8) Amend or reconsider an undebatable motion.
 - (9) Dispense with reading of the journal.
- (b) The previous question shall be stated in this form: "Shall the main question be now put?" and, until it is decided, shall preclude all amendments or debate. When it is decided that the main question shall not be put, the main question shall be considered as still remaining under debate. When, by the affirmative vote of a majority of all members elected, it is decided that the main question shall be put, it shall put an end to all debate and bring the Senate to a direct vote; first, upon all amendments reported or pending, in the inverse order in which they are offered. After the motion for the previous question has prevailed, it shall not be in order to move for a call of the Senate, unless it shall appear by the ayes and noes as taken on the

main question that no quorum is present, and it shall not be in order to move to adjourn, prior to a decision on the main question.

- (c) Debate may be closed at any time not less than one hour from the adoption of a motion to that effect, and upon a majority vote of the members elected, an hour may be fixed for a vote upon the pending measure. No other motion shall be entertained until the motion to close debate, or to fix an hour for the vote on the pending question, shall have been determined.

10. LEGISLATIVE DAY

Each calendar day shall be considered a legislative day.

11. READING OF BILLS

Unless a member shall request the reading of a bill in full when the bill is being considered by the committee of the whole or on third and final reading, it shall be read by title only, and the unanimous consent of the members present to dispense with the reading of the bill in full shall be presumed.

12. PRESIDENT AND PRESIDING OFFICERS

- (a) The President shall:
- (1) Preside over all sessions of the Senate, except as otherwise provided in these rules;
 - (2) Appoint all committees except standing committees, unless otherwise ordered by the majority vote of all members elected;
 - (3) Cast his vote only when the Senate is equally divided on any question, and his vote shall decide the question;
 - (4) Administer all oaths required in the discharge of his duties; and issue, under his hand and attested by the secretary, all writs, warrants and subpoenas ordered by the Senate or any committee thereof;
 - (5) Sign, in the presence of the Senate, all bills and concurrent resolutions passed by the General Assembly after their titles have been publicly read immediately before such signing; and sign all other resolutions, memorials and orders;
 - (6) Have general direction of the Senate chambers and of approaches thereto, and preserve order and decorum, and in case of any disturbance or disorderly conduct in the lobby or galleries, have power to order the same to be cleared;

(7) Designate, when he desires to leave the chair for a brief period and the President pro tempore is absent, a Senator to act as temporary presiding officer, who shall be invested during such time only with the duty of presiding over the Senate and preserving order, and such appointment shall not extend beyond the return of the President pro tempore or beyond an adjournment.

- (b) At the beginning of each regular session convening after a general election and at such other times as may be necessary, the Senate shall, by a majority vote of all members elected, elect one of its members as President pro tempore, who shall, during the absence or inability of the President to serve, preside over the Senate and exercise and perform all the powers and duties of the President.
- (c) Neither the President pro tempore nor any acting or temporary presiding officer shall be excused from voting on any question because of so presiding, but he shall not vote on appeals from his decision.

13. SECRETARY

- (a) A secretary of the Senate shall be elected at the commencement of each session, and at such other times as may be necessary, to hold his office at the pleasure of the Senate. In addition to other duties imposed by these rules, he shall:

- (1) Have custody and care of every bill, resolution and memorial, and other papers coming into his possession, and of all records of the Senate, none of which shall he permit to be examined or to be taken from his custody except by the President, Senators, and officers and employees of the Senate, and the printer of Senate papers, acting in the necessary performance of their official duties;
- (2) Take a receipt for every document which passes from his possession in the due course of business of the Senate, and keep a record book of all such receipts;
- (3) Report in writing to the President if any papers in his charge shall be missing, which report shall be publicly announced to the Senate;
- (4) Keep a docket book of all bills, resolutions and memorials introduced in the Senate or received from the House, in which shall be entered the number, title and introducers of all such bills, resolutions and memorials, and every action taken thereon and the date thereof, until final disposition of the same shall be made;
- (5) Have general supervision over all employees of the Senate and report to the Senate services committee any misconduct or neglect of duty on the part of any such employee;

- (6) Attend to the printing and distribution of all bills, journals, calendars and documents or other papers printed by the Senate, and to the purchase of all Senate supplies, under the direction of the Senate services committee.

14. JOURNAL

- (a) The secretary shall keep a correct journal of each day's proceedings, which shall be printed after the close of each day's session, and before the convening of the next day's session, one copy shall be placed on the desk of each Senator.
- (b) Before proceeding to the other order of business each day, the journal of the preceding day shall be corrected and approved, and on the last day of the session, immediately preceding the hour fixed for final adjournment, the journal of that day shall be read, corrected and approved. On any day, the journal for the preceding day shall be read at the request of any Senator. No corrections of the original journal after it is approved shall be made without consent of the Senate.
- (c) After the journal for any particular day has been approved, the President shall sign, and the secretary shall attest, six copies as corrected and approved, one of which shall be filed in the office of the Governor and one in the office of the Secretary of State, the remaining four copies to be retained for the use of the Senate, or for such disposition as the Senate shall direct.

15. CALENDAR

- (a) The secretary shall prepare a calendar for each day's order of business, and unless the Senate shall otherwise direct, have the same printed and distributed to the members before the convening of the day's session. Such calendar shall include:
- (1) All bills and concurrent resolutions which are committed to a committee of the whole Senate and which are not made the order of the day for any particular day or hour, shall be listed under the title of "general orders," in the order in which they were reported from committees;
 - (2) All bills, resolutions, reports of committees and other business of the Senate, which have, by order of the Senate, been set down for consideration at some particular day and hour, shall be listed under the title of "special orders";
 - (3) All bills and concurrent resolutions which may be upon their third reading, shall be listed under the title of "third reading of bills," in the order in which they were ordered upon third reading unless the Senate shall, by a majority vote of members elected, otherwise direct;
 - (4) Miscellaneous orders which require action of the Senate, including "Consideration of resolutions and

memorials," "House amendments to Senate bills," "reports of conference committees," shall each be listed under their respective titles.

- (b) The secretary shall include on the calendar any references or explanatory notes which, in his judgment, will be of aid to the members, and when a bill or resolution coming from the House does not appear in print in the form in which it was passed in the House, the secretary may have the amendments to the bill or resolution printed on the calendar.
- (c) Bills, resolutions and memorials referred to the committee of the whole by standing committees shall be placed on the calendar the second actual day of session following the day on which the standing committee report is delivered to the Senate.
- (d) Any objection to the calendar shall be made and disposed of before the Senate proceeds to the consideration of the orders of the day.

16. SENATORS

- (a) Every Senator shall be present within the Senate chamber during sessions of the Senate unless duly excused, or necessarily prevented from attendance. No members shall be excused without the consent previously obtained of a majority of all members voting thereon.
- (b) Any Senator rising to speak in debate or to present any matter, shall, before proceeding,

first address the President and be recognized by him. If two or more Senators rise at the same time, the President shall name the Senator who is to speak first. No Senator shall speak longer than one hour at any one time without the consent of the Senate, and he shall confine himself to the question under debate and avoid personalities.

- (c) Any Senator may call for a statement of the question. No Senator shall in any manner interrupt the business of the Senate while the President is putting the question or while journals, bills or other papers are being read, nor when any Senator is speaking, except to raise a question of order, or, with the consent obtained through the chair of the speaking Senator, to make a personal explanation or propound an inquiry.
- (d) (1) If any Senator, in speaking or otherwise, transgresses the rules of the Senate, the President shall, or any member may, call him to order, in which case he shall immediately sit down, and shall not speak, except in explanation, until it shall have been determined whether or not he is in order.
- (2) If any Senator is called to order for words spoken in debate, the person calling him to order shall repeat the words excepted to, and they shall be reduced to writing by the secretary; but no Senator shall be held to answer or be subject to censure of the Senate therefor if further debate or other

business has intervened after the words spoken and before exception to them shall have been made.

- (e) Any Senator shall have the right to protest or remonstrate against any action of the Senate, and such protest or remonstrance, with the reasons therefor, if reduced to writing, shall without alteration or delay be, with the consent of the Senate, entered on the journal if the protest or remonstrance is not personal in its nature.

17. VOTING

- (a) All votes shall be taken viva voce, except as otherwise provided in these rules. If the President is in doubt as to the result of any vote, or if a division is called for by any Senator, the Senators shall divide and those in the affirmative shall first rise and be counted, then those in the negative; and if the President is still in doubt, he shall direct that the roll be called.
- (b) The vote shall be by ayes and noes and entered on the journal:
 - (1) Upon the final passage of a bill or of a concurrent resolution;
 - (2) Upon consideration of amendments to Senate bills or concurrent resolutions made by the House of Representatives;
 - (3) Upon consideration of reports of conference committees;

- (4) On any question at the desire of any Senator;
- (5) Upon consideration of resolutions or motions providing for the expenditure of appropriated moneys.
- (c) Any Senator having a personal or private interest in any question or bill pending, shall disclose such fact to the Senate and shall not vote thereon, and if the vote be by ayes and noes, such fact shall be entered on the journal.
- (d) Every Senator present, when the question is put, shall vote, unless the Senate, for special reasons, excuses him, or unless he shall have a personal or private interest in the matter. A request to be excused from voting shall be determined without debate by a majority of members voting thereon. Any Senator present and not excused from voting who refuses to vote on any question, if the vote be by ayes and noes, shall be noted in the journal as "present but refusing to vote."
- (e) Any Senator has the right to demand the ayes and noes upon any question and upon such demand, the President shall direct the secretary to call the names of Senators in their alphabetical order, and before the result is declared, the secretary shall read over the names of those voting in the affirmative, and those voting in the negative. After the alphabetical roll call of the ayes and noes has commenced, no debate on the measure before the Senate shall

ensue, except that any Senator may be allowed one minute to explain his vote at the time his vote is recorded. No Senator shall be permitted to vote, under any circumstances, after the decision on the voting has been announced by the chair.

- (f) Any matter may be passed by a majority vote of a quorum except:
 - (1) Any bill on second or on third reading shall require 18 votes for passage, except as provided in (7).
 - (2) Any simple or joint resolution or memorial shall require 18 votes.
 - (3) Concurrent resolution on second reading shall require 18 votes for passage. Concurrent resolution on third reading shall require 24 votes for passage.
 - (4) To amend on third reading, it shall require 24 votes to present the amendment.
 - (5) To amend the rules, after one day notice, shall require 18 votes for passage. To amend the rules, without prior notice, shall require 24 votes for passage. To suspend the rules, without one day's prior notice, shall require 24 votes.
 - (6) The confirmation of Governor's appointments shall require 18 votes for confirmation, except in the case of the confirmation of the Director of Revenue, which shall require 24 votes.

- (7) Bills to increase or diminish the number of district judges or increase or diminish the number of judicial districts shall require 18 votes for passage on second reading and 24 votes for passage upon third reading.
- (8) To reconsider any action of the Senate shall require 18 votes for passage. To recall from the House anything acted upon by the Senate shall require 18 votes for passage.
- (9) Concurrence in House amendments shall require the same number of votes as is required on third reading for the original instrument for passage.
- (10) Overriding Governor's veto shall require 24 votes for passage.
- (11) An amendment to the report of a committee of the whole which amendment in effect shows that a bill or concurrent resolution did pass shall require 18 votes showing passage of such bill or concurrent resolution.

18. RECONSIDERATION

- (a) When a question has been decided by the Senate, any Senator voting on the prevailing side may, on the same day, or on either of the next two days of actual session thereafter, move a reconsideration; and if the Senate shall refuse to reconsider, or upon

reconsideration shall affirm its first decision, no further motion to reconsider shall be in order unless by unanimous consent. Every motion to reconsider shall be decided by a majority vote of those elected, without debate, and may be laid on the table without affecting the question in reference to which the same is made, which shall be a final disposition of the motion.

- (b) When a bill, resolution, memorial, report, amendment, order or message upon which a vote has been taken, shall have gone out of the possession of the Senate, and been communicated to the House, the motion to reconsider shall be accompanied by a motion to request the House to return the same; which last motion shall be acted upon immediately, and without debate, and if determined in the negative shall be a final disposition of the motion to reconsider.
- (c) Whenever a motion to reconsider and a motion to request the House to return the same has been adopted in accordance with the provisions of paragraph (b) of this rule, the bill, resolution, or memorial shall be returned.
- (d) Upon notice being given by any Senator of his intention to move a reconsideration of any vote taken, the secretary shall enter the same in the journal, and shall retain the bill or other paper with reference to which the vote was taken (except petitions, enacted bills, and orders of inquiry), until the time for reconsideration has expired; provided, however, that the operation of this rule shall be suspended during the last week of the session.

19. DISAGREEMENT BETWEEN SENATE AND HOUSE

In case of a disagreement between the Senate and House of Representatives, the Senate may either recede, insist and ask for a conference or adhere, and motions for such purpose shall take precedence in that order.

20. CALL OF THE SENATE

- (a) Any five Senators may demand a call of the Senate, and require absent Senators to be sent for; but a call of the Senate cannot be made after alphabetical roll call has commenced; and the call of the Senate being in order, the President shall order that the doors of the Senate be closed, and that no Senator be allowed to leave the Senate chamber until the pending motion is voted upon, and shall direct the secretary to call the roll and note the absentees; after which the names of the absentees shall be again called, and those for whose absence no excuse or an insufficient excuse is made, shall be sent for and taken into custody by the sergeant-at-arms, or his assistant, and brought before the bar of the Senate, where, unless excused by a majority of the Senate present, they shall be reprimanded by the President for neglect of duty, and fined, respectively, at least to the extent of the expenses incidental to their apprehension. The roll call shall be entered in the journal unless the call shall be raised before the President announces the result of the roll call.

- (b) No more than two calls of the Senate may be made at any particular stage of any proceeding, except by the unanimous consent of the members present.
- (c) A call of the Senate may be raised by a majority of those members present in the chamber.

21. COMMITTEES

- (a) The following standing committees shall be appointed by resolution at the beginning of each regular session of the General Assembly convening after a general election, and shall remain constituted as such standing committees until the first regular session convening after the next ensuing general election:
 - (1) Agriculture.
 - (2) Business Affairs.
 - (3) Education.
 - (4) Finance.
 - (5) Game, Fish and Parks.
 - (6) Health and Welfare.
 - (7) Industrial Affairs.
 - (8) Judiciary.

- (9) Labor.
- (10) Livestock.
- (11) Local Government.
- (12) Mining.
- (13) Metropolitan Affairs.
- (14) Senate Services.
- (15) State Affairs.
- (16) State Institutions and Public Buildings.
- (17) Supplies, Expenditures, and Personnel.
- (18) Transportation.
- (19) Veteran and Military Affairs.
- (20) Water and Water Resources.

Each standing committee shall have 10 members, except the committee on judiciary which shall have 11 members; the committee on finance which shall have 20 members; the committee on water and water resources which shall have 16 members; the committee on agriculture which shall have 12 members; the committee on Senate services which shall have four members; and the committee on supplies, expenditures, and personnel which shall have five members. The first member appointed to each committee shall be the chairman and the second member shall be the vice-chairman.

- (b) No committee shall sit during the sessions of the Senate nor at any time occupy the Senate chamber without leave granted by the Senate.
- (c) Committees shall report upon all matters referred to them without unnecessary delay, and in case of an adverse report, shall at all times state explicitly reasons therefor, in which case such adverse report shall not be acted upon until the following day. They shall return all petitions and other papers referred to them with the bill or resolution, if any, to which they relate.
- (d) A committee quorum shall consist of no less than 50 per cent of the members of the committee. The chairman of the committee shall be a voting member thereof. There shall be no report from the committee on any bill or matter that has been referred to the committee except upon approval of a majority of a quorum present in the meeting at which the bill or matter is considered.
- (e) If a standing committee decides that a bill referred to it should be referred to another committee it shall do so by means of a standing committee report.
- (f) The committee on Senate services shall examine and engross all bills, joint resolutions, joint memorials, and amendments, or other papers which are required to be engrossed before they go out of the possession of the Senate, and make report

when they find them correctly engrossed before they are read a third time; they shall also compare such amendments as shall be made in the House to Senate bills, that are concurred in by the Senate, for the purpose of seeing if they are correct for enrollment in the bill. No bill shall have its third reading unless it shall have been printed, nor until it has been engrossed and report made thereon by the committee that it has been correctly engrossed. The said committee shall examine all bills before third reading and final passage, for the purpose of avoiding repetitions, unconstitutional provisions, securing proper title and of insuring accuracy in the text and references and consistency with the language of existing statutes, and as to whether any amendments adopted by the Senate, if not already printed, are of that material character required by the constitution to be printed. The committee shall report the nature of errors, with a concise suggestion as to the change necessary to correct the same.

- (g) The committee on Senate services shall examine all bills originating in the Senate and which have passed both houses; see that they are correctly enrolled, signed by the President of the Senate and Speaker of the House, and shall make a report to the Senate that the bill has been presented to the Governor for signature.
- (h) The committee on Senate services shall examine and report upon all questions of printing referred to them; and every

resolution or motion to print any petition, resolution, report, message, or other document, shall be referred to the committee for report upon the actual or approximate cost thereof; all bills, when reported for printing, shall be referred to this committee, and, unless otherwise ordered, shall be printed and reported back in the order of reference, and when printed shall be reported upon as to the accuracy with which they have been printed. The committee shall, from time to time, report any measure that it may deem useful to the economical and proper conduct of the public printing.

- (i) The committee on supplies, expenditures and personnel shall examine and audit all requisitions and bills for supplies and expenditures of the Senate, of its members and committees, for stationery and other purposes, and shall certify to the correctness of the same; and no such requisition shall be made, nor bill be audited or paid, by any officer of the Senate or of the state, unless so certified by the chairman or other member of the committee.
- (j) The committee on Senate services and supplies, expenditures and personnel shall have leave to report at any time.
- (k) A calendar committee of at least five members, may be nominated and elected by vote of the Senate at any time, which committee shall be authorized to arrange all general and special orders and prepare calendars for same, provided that special orders may be made at any time by vote of the Senate.

22. REFERENCE

Motions to refer shall take precedence in the following order, viz:

- (a) To a standing committee of the Senate.
- (b) To a special committee of the Senate.
- (c) To a joint standing committee.
- (d) To a joint special committee.

23. REPORTS

- (a) Reports of committees, except such as do not propose final action, and reports of committees of conference, shall, unless otherwise ordered, be placed upon the calendar for the day next succeeding that on which they are presented to the Senate. Provided, however, that a report of a standing committee referring a bill or concurrent resolution to the committee of the whole shall be placed on the calendar for the second actual day of session following that on which such report is presented to the Senate. The operation of the preceding sentence shall be suspended during the last week of the session.
- (b) In reports and other communications addressed to the President of the Senate, the words "State of Colorado, Senate Chamber," shall not be included as a part of the address; and in the journal the

date shall be printed upon the same line as the words "Mr. President," and the word "Chairman" shall be printed on the same line as the name of the chairman.

- (c) Reports of interim committees or other committees made pursuant to request or direction of the General Assembly or the Senate shall be referred to the appropriate standing committee for consideration at the discretion of the President.

24. BILLS

- (a) At the time of introduction of a bill, resolution or memorial, the secretary shall be furnished with the original and three copies thereof.
- (b) Every bill shall be read by title when introduced, and by title or at length when the bill is being considered by the committee of the whole or on third and final reading, in accordance with the provisions of Rule 9 of these rules. All substantial amendments thereto shall be printed and laid on the desks of Senators before third reading and final passage of the bill. The final vote shall be taken by ayes and noes, and the names of those voting for and against the same be entered on the journal. No bill shall be declared passed, or signed by the President, unless a majority of all the Senators elected to the Senate shall be recorded as voting for the same; nor shall any bill be signed by the President or secretary of the Senate until it has been properly enrolled and initialed to so indicate by the bill proof readers of both the Senate and the House.

- (c) Every Senate bill shall, upon its first reading, and before being printed, be referred as a matter of course to the appropriate standing committee for the single purpose of considering whether or not the bill shall be printed. The committee shall as soon as possible report each bill back with the recommendation "That the bill be ordered printed," or "That the bill be laid on the table," and in the event of the latter recommendation the committee shall give explicitly its reasons therefor.

If there be no objection, the report of a standing committee referring a bill or resolution to the committee of the whole, shall be deemed automatically adopted, except in case of:

- (1) An adverse report.
- (2) Recommendation for tabling or indefinite postponement.
- (3) Majority and minority report on the same bill, in which cases a vote shall be taken for adoption or rejection, and for such purposes a minority report shall be deemed a proposed amendment to the majority report.

The adoption of such report shall not preclude amendments to such report by the Senate.

- (d) Notwithstanding any other provisions of these rules, each bill which provides

directly for the increase of any salary or which causes an appropriation from the state treasury, or which provides that any money or revenue under the control of the state shall be devoted to any purpose other than that to which it is devoted under existing law, shall be referred to the finance committee prior to its consideration either by the Senate or by the committee of the whole, and no bill shall be considered by the committee of the whole or by the Senate until it has been so referred; but this section shall not be construed to compel such reference of any bill merely by reason of the fact that it provides for the reenactment without change of any continuing appropriation or salary.

- (e) Three days after the reference of a bill or resolution to any committee, any Senator may, by giving at least one day's notice, call for the report of the committee to which the bill or resolution was referred; and unless excused by the Senate, the committee shall within three days of the time of notice make a report, unless the Senate grants further extension of time to a report. The bill shall accompany the report and thereafter shall be returned to the committee unless action is taken by the Senate directing a different disposition of the bill.
- (f) The final question upon the second reading of every bill or concurrent resolution shall be whether it shall be engrossed or revised and considered on third and final reading. After the Senate shall adopt, by a majority

of all members elected, any report of the committee of the whole, the President of the Senate shall publicly make a declaration that all bills included in the report which were adopted, were adopted by the required constitutional majority, and such declaration shall be noted in the journal. Prior to the adoption of the committee of the whole report any member may request a roll call on any bill considered in the committee of the whole and such bill shall receive 18 votes before it is ordered passed. Prior to adoption of committee of the whole report amendments submitted thereto shall first be considered.

- (g) No amendments to bills, concurrent resolutions, joint resolutions or joint memorials by the House shall be concurred in by the Senate except by the vote of a majority of the members elected thereto, taken by ayes and noes, and the names of those voting for and against recorded upon the journal.
- (h) A motion to strike out the enacting clause of a bill shall have precedence of a motion to amend, and if carried shall be equivalent to its rejection.
- (i) When an amendment made by the Senate to a House bill shall be disagreed to by the House, and the Senate amendment is not adhered to by the Senate, the bill shall be considered as standing on third reading.
- (j) The word "bill" as used in these rules shall be deemed to include concurrent resolutions and whenever a joint resolution is referred

to a committee it shall thereafter take the same course as a bill except that it shall not be printed except by order of the Senate and shall not require third reading.

- (k) A bill may be amended on third reading, leave having first been obtained by a two-thirds vote of all members elected to present such amendment. In the event a substantial amendment is presented to any bill on third reading, said amendment shall be printed in the journal or reproduced and placed on the members' desks; action on the amendment and final consideration of said bill on third reading shall be laid over until the next legislative day.
- (l) The physical loss or misplacing a bill shall not deem the bill lost. Should a bill or any other Senate document be lost or misplaced at any stage of action the secretary of the Senate shall report same to the President under Rule (23)(a)(3). He shall then under the direction of the Senate services committee have reproduced a true and correct copy of the bill, entering thereon from the docket book all action and date of such action taken up to the time of misplacement or loss of the bill. He shall further certify on the bill, along with the President of the Senate, that it is a true and correct copy of the original lost or misplaced bill. Should the bill be a House bill, or if a Senate bill and the House has taken action thereon, the Speaker and chief clerk of the House shall also certify as to its being an exact copy. The Senate services committee shall then report

by standing committee report to the effect that such duplicated bill shall hereafter be considered in place of the original bill.

25. CONFERENCE COMMITTEES

- (a) Every report of a committee of conference shall be printed for use of the members, before action shall be had on such report; provided, that this rule shall be suspended during the last three days of the session, except in case of a substantial amendment which must be printed before final action is taken.
- (b) The vote on concurring in bills amended in the House or on adopting reports of committees of conference, shall not be taken until said bills and reports have been placed in the files of Senators, and particularly referred to in their calendars; provided, that this rule shall be suspended during the last three days of the session.
- (c) When a conference committee has reached a decision, at least three of its members shall go to the Legislative Reference Office and explain the findings and agreements of the committee. No report of a conference committee shall be returned unless drafted by the Legislative Reference Office.

26. SECRET AND EXECUTIVE SESSIONS

- (a) On a motion being made and seconded to close the doors of the Senate on the discussion of any business which may, in the opinion of any Senator require secrecy, or on motion being made and carried that the Senate go into executive session, the President shall direct all except the Senators and secretary and sergeant-at-arms to withdraw, and during the executive session and the discussion of said motion the doors shall remain shut, and every member and officer shall keep secret all matters, words, and proceedings that have transpired during the course of said executive session.
- (b) Whenever the Senate shall go into the consideration of executive business the proceedings of the Senate in such business shall be kept in a separate journal, which shall not be inspected by any others than the members of the Senate and the Lieutenant Governor unless otherwise ordered by the Senate. The Governor shall, from day to day, be notified by the secretary of the action of the Senate, upon executive nominations, but no further extract from the executive journal shall be furnished, published or otherwise communicated, except by special order of the Senate.
- (c) When nominations shall be made in writing by the Governor to the Senate, the members of the Senate shall be informed in executive session of said nomination at least two legislative days prior to action thereon and shall be furnished a written statement

outlining the qualifications of said nominee for the office in question.

Said appointments shall be referred immediately to the appropriate committee and acted upon at the next executive session, unless the Senate by a majority vote otherwise directs.

- (d) Any Senator, and officer of the Senate convicted of disclosing any words, statements, matters, or proceedings occurring during an executive session shall be liable, if a Senator, to expulsion, and if an officer, to dismissal from the service of the Senate. All matters, words, discussions and proceedings, save for exception set forth in paragraph (b) of this rule shall be deemed to be secret and in confidence, unless the Senate shall by a majority vote during an executive session direct otherwise.

27. COMMITTEE OF THE WHOLE

- (a) Upon the adoption of a motion to go into the committee of the whole Senate, the President, unless otherwise ordered by the Senate, shall appoint the chairman thereof, who shall for the time being exercise all the powers of the President necessary to the conduct of the business of the committee.
- (b) The rules of the Senate shall govern, as far as practicable, the proceedings of the committee, except that a member may speak

more than twice on the same subject, that a call for the ayes and noes cannot be made, nor can an appeal from the decision of the chair be taken.

- (c) The committee may rise, report progress and beg leave to sit again on the same day or on the following day.
- (d) A motion that the committee rise shall always be in order, and shall be decided without debate.
- (e) All bills shall be considered in committee of the whole; all amendments made therein shall be reported by the chairman to the Senate, and shall by him be moved to be entered in the journal. Every bill shall be read at length in committee of the whole if any Senator shall request such reading.
- (f) In committee of the whole, amendments recommended by standing committees shall be considered as adopted if there is no objection.
- (g) Any amendments to the report of the committee of the whole adopted shall be entered in the journal, together with the vote thereon. Any amendments which are defeated may, if requested by five members of the Senate, be either printed in the journal or reproduced and placed on the members' desks and specifically referred to in the journal. The vote on such amendment shall also be recorded in the journal.

28. MESSAGES

- (a) Messages shall be sent to the House by the secretary or assistant secretary, the secretary having previously endorsed the final determination of Senate thereon.
- (b) Messages from the Governor or House of Representatives may be received at any time.

29. RESOLUTIONS AND MEMORIALS

Resolutions and memorials shall be of the following classes:

- (a) Senate concurrent resolutions, which shall:
 - (1) Propose amendments to the state constitution or recommend the holding of a constitutional convention;
 - (2) Ratify proposed amendments to the federal constitution.

Such resolutions shall be treated in all respects as bills, except that they shall not be limited as to the time of introduction, and they shall be entered in full on the journal when a record vote thereon is taken. All other provisions of these rules or the joint rules applying to bills, shall also apply to concurrent resolutions.

- (3) All concurrent resolutions of either house shall be referred to the judiciary committee.

- (b) Senate joint resolutions, which shall pertain to:
- (1) The transaction of the business of both houses;
 - (2) The establishment of investigating committees composed of members of both houses;
 - (3) An expression of the will or sentiment of both houses on any matter.

Such resolutions shall be printed in the journal at the time of introduction, and shall lay over one day before being acted upon, unless the Senate shall by majority vote of all members elected otherwise direct.

- (c) Senate resolutions, which shall not require the concurrence of the House, and shall cover any purpose similar to a joint resolution, but relate solely to the Senate. Such resolutions shall be treated in all respects as joint resolutions.
- (d) Senate joint memorials or Senate memorials, which shall pertain to resolutions memorializing the Congress of the United States on any matter, or to an expression of sentiment on the death of any person or persons. Such memorials shall be treated in all respects as joint resolutions, except that Senate memorials shall not require the concurrence of the House.

30. USE OF SENATE CHAMBER AND PRIVILEGES

- (a) No person not a member of the General Assembly or an officer or employee required to be on the floor of the Senate in the course of legislative business, other than the judges of the district and supreme courts, the Governor and state elected officers, members of the congressional delegation, ex-members of the Senate, duly accredited representatives of the state press, and such other persons as may be invited by the President or members of the Senate and families of members of the Senate, shall be admitted to the Senate chamber and adjoining cloak rooms, and any such person shall only be entitled to the quiet and orderly occupancy of the seats provided for visitors or for representatives of the press, and in no event to the privileges of the floor. Persons invited by members of the Senate shall occupy the seats in the rear of the floor of the Senate and on the sides back of the first column, and any five Senators may demand that the Senate floor be cleared of persons invited by members of the Senate. Other persons shall be admitted to the galleries of the Senate or behind the railing located at the main entrance of the chamber. It shall be the duty of the sergenant-at-arms to enforce this rule.

The desks, materials, and papers of Senators are not to be touched by any person other than Senate employees under the direction of the sergeant-at-arms or the secretary of the Senate. Lobbyists and other persons,

except in official state capacity, visiting Senate chambers are not permitted to place material upon the desks of Senators. Any material which any person desires to have distributed to the desks of one or more Senators, except through the mail, must be delivered to the sergeant-at-arms. Such material must bear the name of the organization or person who was responsible for its preparation and distribution. It should be constructively stated and courteously expressed. If facts or statistics from other sources are used, such sources should be identified. Lobbyists and the public are encouraged to communicate with their Senators and to furnish to them factual data concerning the merits of legislative proposals. If the sergeant-at-arms has any question as to the propriety of the material which he is asked to distribute to the members of the Senate, he shall consult the President of the Senate, or in his absence the President Pro Tempore, or in the absence of both, the majority and minority floor leaders.

Guest cards heretofore and hereafter issued shall not permit lobbyists to the main room of the Senate chambers but are designed to facilitate and encourage the admission of guests interested as observers in the Senate chambers.

Lobbyists shall not be permitted on the floor of the Senate between 9:00 a.m. and adjournment except on the invitation of a Senator.

- (b) No committee of the Senate shall occupy the Senate chamber for public hearings on any matter, without permission having been granted by the consent of a majority of the members elected.
- (c) At no time, whether the Senate be in session or not, shall any employee of the Senate, or any person whatsoever other than the President or a Senator or a Representative be permitted to occupy the chair or use the desk of the President or that of any Senator.
- (d) Any employee of the Senate or of its committees, soliciting or inviting any Senator to vote or use his influence for any bill or matter before the Senate shall be at once dismissed from service and employment; and any person entitled to the privileges of the floor of the Senate who shall while on the floor during the session of the Senate, solicit or invite any Senator to vote or use his influence for any bill or matter before the Senate, shall forfeit his privilege.
- (e) Any person commonly known as a lobbyist desiring to appear before any committee of the Senate shall signify such intention by registering as a lobbyist with the secretary of the Senate. Such person shall register in a book kept for that purpose, entering his name, address, and the interest he represents, together with the matters upon which he desires to be heard. The secretary shall issue a card to such person which will entitle said person to appear before the committee to which any bill or matter

has been referred. This amendment to the rule shall supersede any Senate rule, regulation, or resolution to the contrary.

31. PRESENTING PETITIONS, MEMORIALS, ETC.

- (a) In presenting a petition, memorial, remonstrance, or other communication addressed to the Senate, the Senator, from his place, shall make a brief verbal statement of the general purport of it, and, if it be not insulting, profane, or obscene, it shall be received.
- (b) Every petition, memorial, remonstrance, resolution, bill and report of committee shall be endorsed with its appropriate title, and immediately thereunder the name of the Senator presenting the same shall be written.
- (c) Every petition, memorial and other paper shall be referred, as of course, without putting the question, unless the reference be objected to when presented.

32. CONTESTED ELECTIONS

All contests of the election of a Senator, and all questions affecting or relating to the qualification or eligibility of a Senator, or the right of any Senator to a seat or membership in the Senate, shall be referred to the committee on state affairs, which shall proceed to hear and determine said matters, and

each of them, in such manner, at such times, in such places and under such rules, as said committee may adopt, for the purpose of facilitating such hearing.

33. ABROGATION, SUSPENSIONS OR
AMENDMENTS OF THE RULES

- (a) To amend or abrogate or suspend a rule or rules shall require a majority vote of all members elected provided one day's notice thereof shall have been given. To amend or abrogate or suspend a rule or rules without such prior notice shall require two-thirds vote of all members elected.
- (b) These rules may be revised by a resolution adopted by a majority vote of all members elected. The resolution shall set forth the fact of revision and a copy of the revised rules shall be attached to and incorporated in the resolution by reference. The resolution, without the rules, shall be published in the journal. The journal shall show that a certified copy of the resolution, together with the revised rules has been filed in the office of the Secretary of State. Two certified copies of the revised rules shall be kept at the desk of the secretary of the Senate, which shall be the official rules of the Senate. The certification above provided for shall be by the President and secretary of the Senate. The certificate shall refer to the journal giving the date when the page where the resolution was adopted, and shall show the date when the resolution was filed in the office of the Secretary of State.

34. ON VETO BILLS

- (a) In the event of the veto of any bill passed by the General Assembly, the veto message of the Governor shall be read together with the bill vetoed.
- (b) It shall then be in order to proceed to consideration of the bill, in which event the motions shall be:
 - (1) That the bill do pass notwithstanding the veto, and the affirmative vote of two-thirds of all members elected shall be required for the adoption of such motion;
 - (2) That consideration of the bill be postponed to a day certain.
- (c) The merits of the bill may be debated before the vote be taken, but the vote on a vetoed bill shall not be reconsidered. In the case of a bill containing several items or sections, one or more of which has been vetoed, and approval given to the remaining items or sections, each item or section so vetoed shall be separately voted upon by the Senate.
- (d) Action by the Senate upon all vetoed bills shall be endorsed on the bill and certified by the President. The bill shall then be filed immediately with the Secretary of State by the secretary of the Senate.

35. PARLIAMENTARY AUTHORITY

The latest edition of Mason's Manual of Legislative Procedure shall govern the Senate in all cases in which it is applicable, and in which it is not inconsistent with these rules and the joint rules of the Senate and House.

36. MISCELLANEOUS

- (a) When the reading of any paper is called for, and not as a part of the remarks of any Senator, and objection is made, it shall be determined by a vote of the Senate, without a debate.

- (b) Questions of privilege shall be first, those affecting the rights of the Senate, collectively, its safety, dignity, and integrity of its proceedings; second, the rights, reputation, and conduct of members individually in their senatorial capacity only; and third, public affairs. Expressions of personal privilege shall be made after the conclusion of business as called for on the printed calendar, except by a majority vote of members present; provided, that introduction of guests may be made at any time with the consent of the presiding officer. Any Senator who speaks on privilege shall be the sole judge as to whether his remarks are privileged and shall be limited to ten minutes to present his remarks, except that they may be extended by consent of the Senate.

(c) It shall be improper on roll call for any Senator to state or attempt to state the vote or sentiments of any absent Senator, or for the clerks of the Senate to make any reference in the journal to such attempt.

INDEX TO SENATE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Abrogation, suspension or amendments of Rules</u>			
How	33		46b
Vote required on	17	(f)(5)	21b
<u>Absence of President, President pro tempore</u>			
	1	(b) & (c)	3b
<u>Addresses, who may present</u>			
	5	(f)	8b
<u>Adjournment</u>			
Motion for			
Decided without debate	9	(a)(1)	9b
Precedence of	5	(c)(1)	7b
When in order	7		9b
When not in order	9	(b)	10b
When no quorum	2		4b
<u>Admittance to chamber</u>			
	30	(a)	42b
<u>Amendments</u>			
Committee of the Whole, in and to -- See Committee of the Whole, this index			
House, to Senate bills	15	(a)(4)	16b
Calendar listing			
Checking by Revisor	(See Joint Rule 3)		
Checking by Senate Services Committee	21	(f)	27b
Concurring in by Senate	25	(b)	36b
	24	(g)	34b
Not divisible	8	(b)	9b
Recording in Journal	24	(g)	34b
Voting on	24	(g)	34b
Must be by ayes and noes	24	(g)	34b
Must be printed, in file, on calendar	25	(b)	36b
Minority reports, considered as	24	(c)(3)	32b
Shall be sent to Revisor of Statutes	(See Joint Rule 3)		
Substitute motions considered as	5	(g)	8b
To bills -- See Bills, amendments to, this index			
To rules	33	(a) & (b)	46b
<u>Appeal from decision of chair</u>			
In Committee of the Whole	6		8b
President pro tempore, voting	27	(b)	38b
When President in Chair	12	(c)	13b
	6		8b
<u>Appointments</u>			
Committees, by President	12	(a)(2)	12b
Committees, by resolution	21	(a)	25b
Governor's, confirmation of			
Vote required	17	(f)(6)	21b
Senate action	26	(c)	37b
<u>Attendance of Senators</u>			
	16	(a)	17b
<u>Bills, general rule governing</u>			
	24		31b
<u>Amendments</u>			
By Committee of the Whole	27	(e)	39b
By Conference Committee -- See Conference Committees, this index			
Disagreement on Senate amendments to House bills	24	(i)	34b
	(See also Joint Rules 4 through 8)		
Germane to subject, must be	5	(d)	8b

INDEX TO SENATE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Bills (continued)</u>			
House, to Senate bills			
Calendar listing	15	(a)(4)	16b
Checking by Revisor	(See Joint Rule 3)		
Checking by Senate Services Committee	21	(f)	27b
Concurring in by Senate	25	(b)	36b
	24	(g)	34b
Not divisible	8	(b)	9b
Recording in Journal	24	(g)	34b
Voting on	24	(g)	34b
Must be by ayes and noes	24	(g)	34b
Must be printed, in file, on calendar	25	(b)	36b
Printing, substantial amendments	24	(b)	31b
	24	(k)	35b
Revisor, to check	(See Joint Rule 3)		
Second Reading amendments	27	(e)	39b
Amendments recommended by standing committee	27	(f)	39b
Standing committee amendments	27	(f)	39b
Third Reading amendments	24	(k)	35b
Blasting out of committee	4	(b)	6b
Call for committee report	24	(e)	33b
Calendar, how listed on	15	(a)	16b
Calendar committee	21	(k)	29b
Capitalization in	(See Joint Rule 17)		
Checking of			
By Revisor	(See Joint Rule 3)		
By Senate Services Committee	21	(f) & (g)	27b
Conference Committee on -- See Conference Committee, this index			
Consideration of			
By standing committee	24	(c)	32b
	21	(c)	27b
On day certain	5	(e)	8b
Senator may call for report, when	24	(e)	33b
Special Orders	4	(a)	5b
Copies of			
Distribution of printed copies	(See Joint Rule 12)		
Enrolled copy to sponsor	(See Joint Rule 20)		
To Secretary at introduction	24	(a)	31b
Correction of errors	(See Joint Rule 16)		
Definition of, to include SCR and SJR	24	(j)	34b
Demand report on from committee	24	(e)	33b
Disagreement between House and Senate	19		24b
	(See also Joint Rule 4 through 8)		
Bill considered as on Third Reading	24	(i)	34b
Docket by Secretary	13	(a)(4)	14b
Drafting and form	(See Joint Rule 21)		
Enacting clause stricken	24	(h)	34b
	5	(c)(4)	7b
Engrossing of	21	(f)	27b
	(See also Joint Rule 19)		
Enrolling of	21	(g)	28b
	(See also Joint Rule 21(d))		
Copy of enrolled bill to sponsor	(See Joint Rule 20)		
Errors, correction of	(See Joint Rule 16)		
Failure to pass in either House, notice	(See Joint Rule 2)		
Fiscal note required	(See Joint Rule 22)		
Introduction, First Reading			
Copies to be furnished	24	(a)	31b
Order of business	3	(a)(12)	5b
Presentation of	31	(b)	45b

INDEX TO SENATE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Bills (continued)</u>			
Read by title only	11		11b
	24	(b)	31b
Lobbying on	30	(d) & (e)	44b
Lost or misplaced	13	(a)(3)	14b
Replacement of	24	(1)	35b
Minority report on, considered as amendment	24	(c)(3)	32b
Personal interest in	17	(c)	20b
Postponement of			
Committee recommendation	24	(c)(2)	32b
Motions	5	(c)(8) & 11	7b
	5	(e)	8b
Printing of			
Number of copies	(See Joint Rule 10)		
Referred to committee before printing	24	(c)	32b
Senate Services Committee to handle	11		
Third reading, must be printed before	21	(f)	27b
Private interest in	17	(c)	20b
Reading of by title only, except	11		11b
	24	(b)	31b
Recall of bill by either house	3	(d)	5b
	(See also Joint Rules 13 and 14)		
Reconsideration of -- See Reconsideration, this index			
Resolutions treated as bills, when	24	(j)	34b
Second Reading -- See Committee of the Whole, this index			
Signing of			
Majority must vote for before signing	24	(b)	31b
President sign, when	12	(a)(5)	12b
Special Orders -- See Special Orders, this index			
Tabling by committee	24	(c)(2)	32b
Third Reading of -- See Third Reading, this index			
Transmittal between houses	28		40b
	(See also Joint Rules 1 and 3)		
Vetoed bills, repassage of	17	(f)(10)	22b
Voting on -- See Voting, this index			
<u>Bill room</u> (See Joint Rule 12)			
<u>Calendar</u>			
Calendar committee	15		16b
	21	(k)	29b
Copies, number and distribution of	(See Joint Rule 12)		
Explanations or notations thereon	15	(b)	17b
General Orders	15	(a)(1)	16b
House amendments to Senate bills	15	(a)(4)	16b
Legislative day	10		11b
Matter set for certain day, not to be considered earlier	5	(e)	8b
Miscellaneous orders	15	(a)(1)	16b
Objections to	15	(d)	17b
Preparation and printing	15	(a)	16b
	(See also Joint Rule 12)		
Reports of committees	23	(a)	30b
	15	(c)	17b
Reports of Conference Committees	15	(a)(4)	16b
	25		36b
	23	(a)	30b
Special Orders	15	(a)(2)	16b
	4	(a)	5b
Third Reading	15	(a)(3)	16b
<u>Calendar Committee</u>			
Duties of	21	(k)	29b
Elected, when and how	21	(k)	29b
Number of members	21	(k)	29b
<u>Call of the Senate</u>			
Absentees required to attend	20		24b
	20	(a)	24b

INDEX TO SENATE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Call of Senate (continued)</u>			
Doors closed, no Senator allowed to leave	20	(a)	24b
Five members may demand	20	(a)	24b
Number of times can be called	20	(b)	25b
Penalties imposed on absentees, when	20	(a)	24b
When call may be raised	20	(c)	25b
When not in order			
After roll call begins	20	(a)	24b
On previous questions	9	(b)	10b
<u>Call to order</u>	1		3b
<u>Committee of the Whole</u>			
All bills shall be considered in	27	(e)	38b
Amendments in	27	(e) & (g)	39b
Journal, shall be printed in	27	(e) & (g)	39b
Recommended by standing committees, automatically adopted	27	(f)	39b
Shall be reported by chairman to Senate	27	(e)	39b
Chairman			
Final question -- of engrossment	24	(f)	33b
How appointed	27	(a)	38b
Powers of	27	(a)	38b
General Orders			
Consist of	15	(a)(1)	16b
Order of business	3	(a)(4)	4b
President must declare bills passed under	24	(f)	33b
Reading of bills	11		11b
	24	(b)	31b
	27	(e)	39b
Report			
Adoption of	24	(f)	33b
Amendments to			
Vote required	17	(f)(11)	22b
When made	24	(f)	33b
Rules governing	27	(b)	38b
Call for ayes and noes cannot be made	27	(b)	38b
Member may speak more than twice	27	(b)	38b
Motion to rise, without debate	27	(d)	39b
No appeal from chair	27	(b)	38b
Special Orders	15	(a)(2)	16b
	4		5b
Vote required to pass bills	17	(f)(1)	21b
	24	(f)	33b
<u>Committees</u>			
All bills must be referred to	24	(c)	32b
Appointed, how			
Other than standing committees	12	(a)(2)	12b
Standing committees	21	(a)	25b
Calendar committee	21	(k)	29b
Chairman	21	(a)	25b
May vote	21	(d)	27b
Committee of the Whole -- See Committee of the Whole, this index			
Conference Committees -- See Conference Committees, this index			
Demand report of	24	(e)	33b
Finance Committee, bills referred to	24	(d)	32b
Interim			
Referral of reports	23	(c)	31b
Judiciary, concurrent resolutions referred to	29	(a)(3)	40b

INDEX TO SENATE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Committees (continued)</u>			
Listing of	21	(a)	25b
Lobbyists appearing before	30	(e)	44b
Meetings			
Not during Senate session, except	21	(b)	27b
Not in Senate Chamber, except	30	(b)	44b
Number of members	21	(a)	25b
Quorum	21	(d)	27b
Reports			
Adverse report			
Committee to state reason for	21	(c)	27b
Must be voted on	24	(c)(1)	32b
Shall not be acted upon until			
following day	21	(c)	27b
Amendments to	24	(c)	32b
Automatically adopted, except	24	(c)	32b
Demand may be made on, when	24	(e)	33b
Indefinite postponement and tabling			
must be voted on	24	(c)(2)	32b
Journal, form used in	23	(b)	30b
Majority and minority	24	(c)(3)	32b
Majority of quorum required	21	(d)	27b
Order of business	3	(a)(2) & (3)	4b
Referring to Committee of the Whole,			
calendar	15	(a)(1) & (c)	16b
Return all papers with bills	21	(c)	27b
Senate Services Committee			
Correcting errors	(See Joint Rule 16)		
Engrossing	21	(f)	27b
Enrolling	21	(g)	28b
Leave to report	21	(j)	29b
Printing	21	(h)	28b
Serving notice on	24	(e)	33b
Special committees			
Appointed by President, when	12	(a)(2)	12b
Reports			
Order of business	3	(a)(3)	4b
Referred to standing committees	23	(c)	31b
Supplies, Expenditures and Personnel,			
committee on	21	(i)	29b
Leave to report	21	(j)	29b
Tenure of	21	(a)	25b
Vice Chairman	21	(a)	25b
<u>Communications -- Also see Messages, this index</u>			
Journal, how print in	23	(b)	30b
Order of business	3	(a)(7), (8), (9)	4b
Presentation of	31	(a)	45b
<u>Concurrent Resolutions</u>			
Calendar, how listed on	15	(a)(1) & (3)	16b
Handled as bills	24	(j)	34b
	29	(a)	40b
Introduction, no time limit on	29	(a)	40b
Pertain to	29	(a)	40b
Presentation and procedure	31		45b
Printed in full in Journal, when	29	(a)	40b
Procedure same as bills	29	(a)	40b
	24	(j)	34b
Referral of to Judiciary Committee	29	(a)(3)	40b
Signing of	12	(a)(5)	12b
Vote			
By ayes and noes, when	17	(b)(1)	19b
Required for passage	17	(f)(3)	21b
Withdrawal or modification	5	(b)	6b

INDEX TO SENATE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Conference Committees</u>			(See Joint Rules 4 through 9)
Demand report, may be requested			(See Joint Rule 7)
Discharge of committee			(See Joint Rule 7)
Either house may recede			(See Joint Rules 5 and 6)
Matters may consider			(See Joint Rule 4)
Membership and appointment			(See Joint Rule 4(a))
Must report			(See Joint Rule 7)
In writing			(See Joint Rule 4(c))
Reports of			
Action on			(See Joint Rule 4)
Calendar, placing on	15	(a)(4)	16b
Drafting of, how and by whom	25	(c)	36b
Printing of, before action	25	(a) & (b)	36b
Reading of, before action			(See Joint Rule 4(e))
Rejection of			
By one house			(See Joint Rule 6)
By both houses, bill is lost			(See Joint Rule 8)
Voting			
Must be in files and on calendar before	25	(a) & (b)	36b
Votes required to pass	17	(f)	21b
<u>Contested Elections</u>	32		45b
<u>Convening, hour of</u>	1	(a)	3b
<u>Debate, Speaking</u> -- Also see Motions, this index			
Closed, when and how -- time limit	9	(c)	11b
Member limited to one hour, except	16	(b)	17b
On appeal from decision of chair	6		8b
Under previous question	9	(b)	10b
Decorum and procedure	16	(b) to (e)	17b
In Committee of the Whole	27	(b)	38b
Motions and precedence of	5	(c)	7b
Questions decided without debate	9	(a)	9b
All questions of order, except	6		8b
List of	9	(a)	9b
Objection to reading of paper	36	(a)	48b
Request House to return bill	18	(b)	23b
Recognition by President before	16	(b)	17b
Special Orders, speaking limitations	4	(a)	5b
Vetoed bills	34	(c)	47b
<u>Decorum</u>			
Conduct of Senators	16		17b
Members shall not interrupt while			
President is putting question	16	(c)	18b
Presentation of petitions, etc.	31	(a)	45b
Senate Chambers	12	(a)(6)	12b
<u>Demand report</u>			
Conference committees			(See Joint Rule 7)
Standing committees	24	(e)	33b
<u>Disagreement between House and Senate</u>			(See Joint Rules 4 through 8)
Action may take	19		24b
Bill considered as on Third Reading	24	(i)	34b
<u>Division of question</u>	8	(a)	9b
When not divisible	8	(b)	9b
<u>Elections, contested</u>	32		45b
<u>Enacting clause, striking</u>	24	(h)	34b

INDEX TO SENATE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Executive session</u>	26		37b
Governor's appointments			
Senate action on	26	(c)	37b
Secretary to notify Governor	26	(b)	37b
Vote required on	17	(f)(6)	21b
Journal of	26	(b)	37b
Motion for	26	(a)	37b
Penalty for violating secrecy	26	(d)	38b
Secrecy of	26	(a) & (d) (h) & (i)	37b
<u>Expenditures</u>	21		28b
<u>Fiscal note</u>	(See Joint Rule 22)		
<u>Floor of Senate</u>			
Desks and seats, who may use	30	(c)	44b
Exclusion of rights	5	(f)	8b
Lobbying on floor, penalty for	30	(d)	44b
Who admitted	30	(a)	42b
<u>Gallery, admittance to</u>	30	(a)	42b
<u>General Orders</u> -- Also see Committee of the Whole, this index			
Definition of	15	(a)(1)	16b
Order of business	3	(a)(4)	4b
Placing on calendar	15	(a)(1)	16b
<u>Governor</u>			
Appointments of -- See Executive session, this index			
Messages from			
Order of business	3	(a)(7)	4b
Received at any time	28	(b)	40b
Procedure on vetoed measures	34		47b
Veto, vote required to override	17	(f)(10)	22b
<u>Hour of convening or meeting</u>	1	(a)	3b
<u>House of Representatives</u>			
Conference Committee -- See Conference Committees, this index			
Disagreement between House and Senate	19		24b
On amendments	24	(i)	34b
House amendments -- See Bills, Amendments, House, this index			
Messages from			
May be received when	28	(b)	40b
Order of business	3	(a)(9)	4b
Recall of bill	(See Joint Rule 13 and 14)		
Messages to	28	(a)	40b
Recall of bill from House	18	(c)	23b
Vote required	(See also Joint Rules 13 and 14)		
Transmittal between houses	17	(f)(8)	22b
Transmittal between houses	(See Joint Rule 1)		
<u>Joint committees</u>			
Shall consist of	(See Joint Rule 9)		
<u>Joint resolutions</u> -- Also see Resolutions, this index			
Failure to pass in either house, notice	(See Joint Rule 2)		
Introduction and printing in journal	29	(b)	41b
Lay over one day, unless	29	(b)	41b
Pertain to	29	(b)	41b
Regulations governing	24	(j)	34b
When referred to committee	24	(j)	34b
<u>Journal</u>	14		15b
Call of Senate, when roll call recorded	20	(a)	24b

INDEX TO SENATE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Journal (continued)</u>			
Concurrence in House amendments	24	(g)	34b
Concurrent Resolutions printed in, when	29	(a)	40b
Copies of			
Distribution of printed copies	(See Joint Rule 12)		
Distribution of signed copies	14	(c)	15b
Correction of errors in bills	(See Joint Rule 16)		
Executive session journal	26	(b)	37b
Member voting for absent member	36	(c)	49b
Personal interest in bill, not voting	17	(c)	20b
Preparation of journal	14	(a)	15b
Protest by member	16	(e)	19b
Reading, correction and approval	14	(b)	15b
Last day of session	14	(b)	15b
Order of business	3	(a)(1)	4b
Reconsideration and recall, procedure	18	(d)	23b
Refusal to vote	17	(d)	20b
Reports and communications, printing in	23	(b)	30b
Resolutions and Memorials, printed in	29		40b
Second Reading -- See Committee of the Whole, this index			
Amendments on	27	(e) & (g)	39b
Passage of bills	24	(f)	33b
Secret, when	26	(b)	37b
Signing of	14	(c)	15b
Third Reading, amendments on	24	(k)	35b
Vote by ayes and noes, entered, when	17	(b)	19b
<u>Legislative day</u>	10		11b
<u>Lobbying</u>			
By employees, forbidden	30	(d)	44b
On floor, penalty for	30	(d)	44b
Registration of lobbyists	30	(e)	44b
<u>Lost or misplaced bill</u>			
Replacement of	13	(a)(3)	14b
	24	(1)	35b
<u>Main question</u>			
	9	(b)	10b
<u>Meeting, hour of</u>			
	1	(a)	3b
<u>Members -- See Senators, this index</u>			
<u>Memorials -- See Resolutions and Memorials, this index</u>			
<u>Messages</u>			
Between houses	28		40b
From Governor	(See Joint Rule 3)		
May be received any time	28	(b)	40b
Order of business	3	(a)(7)	4b
From House of Representatives			
May be received any time	28	(b)	40b
Order of business	3	(a)(9)	4b
On recall of bill, read when	3	(d)	5b
To House, how sent	28	(a)	40b
<u>Minority reports</u>			
Considered as amendments	24	(c)(3)	32b
Vote shall be taken on	24	(c)(3)	32b
<u>Miscellaneous orders</u>			
	15	(a)(4)	16b
<u>Motions</u>			
Adjournment			
When in order, except	7		9b
When not in order, previous question	9	(b)	10b

INDEX TO SENATE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Motions (continued)</u>			
Call of the Senate	20		24b
Debate -- Also see Debate, this index			
Questions decided without debate			
All questions of order, except	6		8b
List of	9	(a)	9b
Motion for House to return bill	18	(b)	23b
Objection to reading of any paper	36	(a)	48b
Disagreement between houses, motions	19		24b
Division of question	8		9b
Do not require seconds	5	(a)	6b
In writing and read, when	5	(a)	6b
Must pertain to subject	5	(c)	8b
Postponement of bills	5	(e)	8b
Precedence of	5	(c)	7b
Previous question	9	(b)	10b
Questions of privilege, precedence	36	(b)	48b
Receivable and precedence of	5	(c)	7b
Recess, always in order, except	7		9b
Reconsideration			
To request House to return bill	18	(b)	23b
To withdraw	5	(b)	6b
Special orders, speaking limitation	4	(a)	5b
Strike enacting clause	24	(h)	34b
Substitute motions considered as amendments	5	(g)	8b
To refer, order of precedence	22		30b
Withdrawal or modification of	5	(b)	6b
<u>Nominations by Governor</u>			
How and when handled	26	(c)	37b
Vote on, number required	17	(f)(6)	21b
<u>Oaths, administered by President</u>	12	(a)(4)	12b
<u>Order</u> -- See Decorum, this index			
<u>Order of business</u>			
Committees having leave to report any time	21	(j)	29b
General Orders	3	(b)	5b
May proceed out of order	3	(c)	5b
Messages from Governor and House	28	(b)	40b
Messages from House on recall of bill	3	(d)	5b
<u>Papers, objection to reading of</u>	36	(a)	48b
<u>Parliamentary authority</u>	35		48b
<u>Petitions</u>			
General rule governing	31		45b
Who may present	5	(f)	8b
<u>Postponement</u>			
	5	(e)	8b
	5	(c)(8) & (11)	7b
<u>President (and presiding officers)</u>			
Absence of	1	(b) & (c)	3b
	12	(a)(7)	13b
Appeal from decision of	6		8b
Shall:			
Administer oaths	12	(a)(4)	12b
Appoint committees, except	12	(a)(2)	12b
Appoint chairman of Committee of the Whole	27	(a)	38b

INDEX TO SENATE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>President (continued)</u>			
Conduct executive sessions, how	26	(a)	37b
Declare all bills adopted in Committee of the Whole	24	(f)	33b
Decide questions of order	6		9b
Issue writs, warrants, subpoenas	12	(a)(4)	12b
May designate to preside in short absence	12	(a)(7)	13b
Preside over all sessions	12	(a)(1)	12b
Preserve order in chambers	12	(a)(6)	12b
Refer interim and special committee reports	23	(c)	31b
Require presence of members, Call of Senate	20	(a)	24b
Sign all bills	12	(a)(5)	12b
Vote, in case of tie	12	(a)(3)	12b
<u>President pro tempore</u>			
Absence of in Senate, who presides	1	(c)	3b
Duties	1	(b)	3b
	12	(b)	13b
Election of	12	(b)	13b
Voting	12	(c)	13b
When serve	12	(b)	13b
<u>Presiding officer</u>			
President	1	(b)	3b
	12	(a)(1)	12b
President pro tem	1	(b)	3b
	12	(b)	13b
Member designated by President, when	12	(a)(7)	13b
Senior Senator, when	1	(c)	3b
Vote	12	(c)	13b
<u>Printing</u>			
Bills -- See Bills, this index			
Costs	21	(t)	28b
Duty of secretary	13	(a)(b)	15b
Printing of same document in both houses		(See Joint Rule 11)	
Recommendation from committee	24	(c)	32b
Reports on	21	(h)	28b
Under direction of Senate Services	21	(h)	28b
<u>Presentation of petitions, memorials, etc.</u>			
	31		45b
<u>Previous question -- See Questions, this index</u>			
<u>Private interest in bill</u>			
	17	(c)	20b
<u>Privileges, questions of</u>			
	36	(b)	48b
<u>Privileges in chamber -- See Senate Chamber, this index</u>			
<u>Proceed out of order</u>			
	3	(c)	5b
<u>Protest action of Senate</u>			
	16	(e)	19b
<u>Questions -- Also see Debate, this index</u>			
Any Senator may call for statement of	16	(c)	18b
Appeal from decision of chair	6		8b
Decided without debate	9	(a)	9b

INDEX TO SENATE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Questions (continued)</u>			
Division of questions	8		9b
Main question	9	(b)	10b
Previous question			
Cannot move to adjourn	9	(b)	10b
End debate, when	9	(b)	10b
How stated	9	(b)	10b
Motion for call of Senate	9	(b)	10b
<u>Quorum</u>			
Committee	21	(d)	27b
Senate	2		4b
<u>Reading</u>			
Of bills	11		11b
Of papers and information, objection to	36	(a)	48b
<u>Recall of bill</u>			
By either house	(See Joint Rules 13 and 14)		
From House by Senate	17	(f)(8)	22b
	18	(b) & (c)	23b
From Senate by House	3	(d)	5b
Message read, when	3	(d)	5b
<u>Recess, motion to</u>			
	7		9b
<u>Reconsideration</u>			
Motion for	18		22b
May be laid on table	18	(a)	22b
Request return of bill	18	(b)	23b
When may make	18	(a)	22b
Without debate	18	(a)	22b
Bill shall be returned upon request	(See Joint Rules 13 and 14)		
	18	(c)	23b
Notice of intention to reconsider	18	(d)	23b
Rules suspended last week	18	(d)	23b
Votes required	17	(f)(8)	22b
Withdrawal of motion	5	(b)	6b
<u>Reference, precedence of motions</u>			
	22		30b
<u>Remonstrance</u>			
	31		45b
<u>Reports</u>			
	23		30b
Adverse	21	(c)	27b
Calendar, placement on	23	(a)	30b
Committee of the Whole -- See Committee of the Whole, this index			
Conference Committees -- See Conference Committees, this index			
Demand report of committee	24	(e)	33b
Minority report	24	(c)(3)	32b
Referral of	23	(c)	31b
Senate Services Committee			
May have leave to report any time	21	(j)	29b
On correction of errors	(See Joint Rule 16)		
On engrossment	21	(f)	27b
On enrollment	21	(g)	28b
On presentation of bills to Governor	21	(g)	28b
On printing of bills	21	(h)	28b
Special committees			
Order of business	3	(a)(3)	4b
Referral of	23	(c)	31b
Standing Committees -- See Committees, this index			
<u>Resolutions and memorials</u>			
Calendar, placement of	15	(a)(4)	16b
Classes of	29		40b

INDEX TO SENATE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Resolutions and memorials (continued)</u>			
Concurrent -- See Concurrent Resolutions, this index			
Docketed	13	(a)(4)	14b
Engrossing	21	(f)	27b
Failure to pass in either house, notice	(See Joint Rule 2)		
Joint -- See Joint Resolutions, this index			
Lay over one day, except	29	(b)	41b
Modification or withdrawal	5	(b)	6b
Order of business	3	(a)(6),(10),(11)	4b
Pertain to	29		40b
Printing in Journal	29	(a) & (b)	40b
Referral to committee	24	(j)	34b
Signing of	12	(a)(5)	12b
Substitute, considered as amendments	5	(g)	8b
Vote required to pass	17	(f)(2) & (3)	21b
<u>Revisor of Statutes to check bills</u>	(See Joint Rule 3)		
<u>Rules</u>			
Amendments to	17	(f)(5)	21b
	33		46b
Mason's Manual of Legislative Procedure	35		48b
Parliamentary authority	35		48b
Revision of	33	(b)	46b
Suspension of	17	(f)(5)	21b
	33		46b
Last week of session			
Concurring in House amendments	25	(b)	36b
Conference committee reports	25	(a)	36b
	(See also Joint Rule 7)		
Order of calendar	23	(a)	30b
Reconsideration	18	(d)	23b
<u>Second Reading -- See Committee of the Whole, this index</u>			
<u>Secret Session -- See Executive Session, this index</u>			
<u>Secretary</u>			
Attend to purchase of supplies	13	(a)(6)	13b
Attend to printing and distribution of bills	13	(a)(6)	15b
Election of	13	(a)	13b
Guard all documents	13	(a)(1)	14b
Keep			
All records and documents in custody	13	(a)(1)	14b
Docket	13	(a)(4)	14b
Journal	14	(a)	15b
Prepare calendar	15	(a)	16b
Register lobbyists	30	(e)	44b
Report missing papers to President	13	(a)(3)	14b
Send messages to House	28	(a)	40b
	(See also Joint Rule 3)		
Supervision of employees	13	(a)(5)	14b
Take receipts for documents	13	(a)(2)	14b
<u>Senate Resolutions -- See Resolutions and Memorials, this index</u>			
<u>Senate Chamber</u>			
Decorum and order	12	(a)(6)	12b
Galleries	30	(a)	42b
Lobbying on floor	30	(d)	44b
Public hearings in	30	(b)	44b
Use of desks and chairs	30	(c)	44b
Who admitted, seating of	30	(a)	42b

INDEX TO SENATE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Senate Services Committee</u> -- See Committees, this index			
<u>Senate session</u>			
Adjournment, less than quorum may	2		4b
During session only members may participate	5	(f)	8b
Last day, reading of journal	14	(b)	15b
Last five days, conference committees	(See Joint Rule 7)		
Opening of			
Hour of	1	(a)	3b
Who presides	1	(b) & (c)	3b
Presided over by President, except	12	(a)(1)	12b
<u>Senate Supplies, Expenditure, and Personnel Committee</u> -- See Committees, this index			
<u>Senators</u>			
<u>Attendance</u>			
Absence	16	(a)	17b
Compelled when no quorum	2		4b
Excused	16	(a)	17b
Penalty for absenteeism	20	(a)	24b
Required under call of Senate	20	(a)	24b
Required during session, except	16	(a)	17b
Contest of election of member	32		45b
Guests of	30	(a)	42b
May protest action of Senate	16	(e)	19b
Only members participate	5	(f)	8b
Questions of eligibility, qualifications	32		45b
Shall not interrupt business, except	16	(c)	18b
Speaking -- Also see Motions and Debate, this index			
How present petitions, etc.	31	(a)	45b
May call for statement of question	16	(c)	18b
Must confine speaking to question	16	(b)	17b
Shall address President	16	(b)	17b
Speak no longer than one hour, except	16	(b)	17b
<u>Voting</u>			
Refusing to vote	17	(d)	20b
Required, except	17	(d)	20b
When private interest	17	(c)	20b
When called to order	16	(d)	18b
When sponsoring bill, to receive copy	(See Joint Rule 20)		
When transgress rules of Senate	16	(d)	18b
<u>Senior Senator calls Senate to order, when</u>			
	1	(c)	3b
<u>Sergeant-at-Arms, duties</u>			
	30	(a)	42b
<u>Speaking</u> -- See Senators, speaking, this index			
<u>Special committees</u> -- See Committees, this index			
<u>Special Orders</u>			
Definition	4	(a)	5b
	15	(a)(2)	16b
<u>How and when made</u>			
By calendar committee	21	(k)	29b
By vote of Senate	4	(a)	5b
Motion to make	4	(a)	5b
	3	(b)	5b
Order of business	15	(a)(2)	16b
Placing on calendar	21	(k)	29b
	4	(a)	5b
When not completed at sitting			

INDEX TO SENATE RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Standing committees</u> -- see Committees, this index			
<u>State officers, communications from</u>	3	(a)(8)	4b
<u>Subpoenas, signed by President</u>	12	(a)(4)	12b
<u>Supplies</u>	21	(i)	29b
<u>Suspension of Rules</u> -- See Rules, this index			
<u>Third Reading</u>			
Amendments on	24	(k)	35b
Engrossment before	21	(f)	27b
Order of business	3	(a)(5)	4b
Placing on calendar	15	(a)(3)	16b
Reading of	11		11b
Senate Services to examine before	21	(f)	27b
Vote			
By ayes and noes	17	(b)(1)	19b
Number required	17	(f)(1)	21b
When disagreement between houses	24	(i)	34b
<u>Tie vote</u>	12	(a)(3)	12b
<u>Titles</u>	31	(b)	45b
<u>Transmittal between houses</u>	(See Joint Rule 1)		
<u>Veto, overruling</u>	17	(f)(10)	22b
<u>Veto, procedure</u>	34		47b
<u>Voting</u>			
Absentee, improper	36	(c)	49b
Ayes and noes (roll call)			
Procedure	17	(e)	20b
Right to demand	17	(e)	20b
When	17	(a) & (b)	19b
Counting of votes	17	(a)	19b
Excused from voting	17	(c)	20b
Explaining vote	17	(e)	20b
House amendments	24	(g)	34b
Listing of votes required	17	(f)	21b
Majority vote required	17	(f)	21b
Not permitted after vote announced	17	(e)	20b
On appeals from decision of chair	12	(c)	13b
Personal or private interest	17	(c)	20b
President	12	(a)(3)	12b
Presiding officer	12	(c)	13b
Reconsideration of vote	18		22b
Refusal to vote	17	(d)	20b
Two-thirds vote required	17	(f)	21b
Viva voce vote, when	17	(a)	19b
When tie	12	(a)(3)	12b
<u>Writs and warrants signed</u>	12	(a)(4)	12b

JOINT RULES OF THE
SENATE AND HOUSE OF REPRESENTATIVES

<u>Rule</u>	<u>Page</u>
1. Transmittal of Papers	3c
2. Notice of Rejection of Bill or Resolution	3c
3. Messages; Revisor of Statutes	3c
4. Conference Committee	4c
5. Receding by Either House	5c
6. Rejection of Conference Committee Report; Receding by Other House	5c
7. Conference Committee Report	6c
8. Adhering to Disagreement	6c
9. Composition of Joint Committees	7c
10. Number of Bills Printed	7c
11. Printing Ordered by Both Houses	7c
12. Joint Bill Room; Delivery of Bills, Journals, and Calendars	7c
13. Returning Bill to Other House Upon Request	8c
14. Action Precluded Following Notice of Recall	8c
15. Joint Proofreading Room	8c
16. Correction of Errors	9c
17. Capitalization and Deletions in Bills	9c
18. Enrolled Bill Form	10c
19. Engrossing Bills	11c
20. Copy of Enrolled Bill Furnished Sponsor	12c
21. Bills Which Change Existing Law	12c
22. Fiscal Note Required	14c

JOINT SESSION RULES

<u>Rule</u>	<u>Page</u>
1. Held in House Chamber; President Presides	17c
2. Secretary and Chief Clerk; Proceedings in Journals	17c
3. House Rules Govern	17c
4. President Pro Tempore May Vote	17c
5. Attendance	18c
6. Adjournment From Time to Time	18c

INDEX TO JOINT RULES

Index	19c
-------	-----

JOINT RULES OF THE SENATE AND
HOUSE OF REPRESENTATIVES

JOINT RULE NO. 1

Each house shall transmit to the other all papers on which any bill or resolution shall be founded.

JOINT RULE NO. 2

When a bill or resolution which shall have passed in one house shall be rejected in the other, notice thereof shall be given to the house in which the same may have passed.

JOINT RULE NO. 3

Message from one house to the other shall be communicated by the secretary of the Senate and the chief clerk of the House, unless the house transmitting the message shall specifically direct otherwise, provided, however, that after one house has passed a bill or a concurrent resolution, it shall be transmitted to the office of the revisor of statutes for suggestions or revisions before being sent to the other house; and such bill or concurrent resolution shall also be submitted to the office of the revisor of statutes if it is amended and passed in the second house, before transmission back to the house of origin.

JOINT RULE NO. 4

- (a) In any case of difference between the two houses upon any subject of legislation, either house may request a conference and appoint a committee for that purpose and the other house shall also appoint a committee to confer. Each such committee shall consist of three members of the house appointing the same, with a chairman designated, and the two committees jointly shall constitute a conference committee. A majority of the members of each committee appointed by each house shall be necessary to approve a majority report of any conference committee submitted to the General Assembly; provided, any lesser number of such members may submit a minority report.

- (b) The conference committee shall meet at such house and place as shall be designated by the chairman of the committee on the part of the house requesting such conference. The conferees shall confer fully on the reasons of their respective houses concerning the differences between the two houses on the legislation before them.

- (c) The conference committee shall report in writing, and with the consent of a majority of members elected to each of the two houses, may consider and report on matters other than those which are at issue between the two houses; otherwise no committee shall consider and report on any matters except those directly at issue between the two houses.

- (d) The papers shall be left with the conferees of the house assenting to such conference, and they present the report of the conference committee to their house. When such house shall have acted thereon, they shall transmit the same and the papers relating thereto to the other house, with a message certifying its action thereon.
- (e) Every report of a conference committee shall be read through in each house before a vote is taken on the same.

JOINT RULE NO. 5

It shall be in order for either house to recede from any subject matter of difference existing between the two houses at any time prior to the consideration of a conference committee report by either house, whether the papers on which such differences arose are before the house receding, formally or informally, and on such vote to recede, the same number shall be required to constitute a quorum to act thereon, and to assent to such a receding, as was required on the original question out of which the difference arose.

JOINT RULE NO. 6

If a conference committee report is rejected by one house, it shall be in order for either house to recede from its position on the bill which is the subject of the conference and pass the

bill; provided, however, that such action to recede must be taken not later than the next legislative day after such conference committee report is rejected.

JOINT RULE NO. 7

Every conference committee which shall not have previously reported shall report during the last five days before the day fixed for final adjournment. After the expiration of one day of actual session after the day when a bill has been referred to a conference committee, it shall be in order for either house to demand, by a vote of a majority of all members elected, that a report be made by the conference committee not later than the second legislative day after such demand is made; provided, however, that in the last five days of the session, such report must be made before the close of the legislative day during which the demand is made. If any conference committee shall fail to make such report within the time specified, such committee shall be deemed to be automatically discharged and a new conference committee shall be appointed.

JOINT RULE NO. 8

After each house shall have adhered to their disagreement, the bill which is the subject of difference shall be deemed lost and shall not again be reviewed during the same session in either house.

JOINT RULE NO. 9

Unless otherwise specially ordered by joint resolution, all joint committees of the two houses, other than conference committees, shall consist of two Senators and three Representatives, and all conference committees shall consist of three Senators and three Representatives.

JOINT RULE NO. 10

There shall be printed 450 copies of all bills ordered printed by standing committees of either house, unless the Senate or House of Representatives, or any standing committee shall otherwise order, in which event not less than 200 nor more than 600 copies shall be printed as ordered by either house.

JOINT RULE NO. 11

When the same document shall, by separate orders, be directed to be printed by both houses, it shall be regarded as but one order unless otherwise expressly directed by either house.

JOINT RULE NO. 12

There shall be a joint bill room to be staffed by such employees as shall be required at the discretion of the chief clerk of the House and

the secretary of the Senate; and there shall be delivered to the secretary of the Senate and the chief clerk of the House sufficient copies of each printed bill, journal and calendar to supply each member of the General Assembly with a copy thereof, and to supply all officers, clerks and other persons requiring the use of such printed matter within the chambers or by committees.

JOINT RULE NO. 13

Whenever a motion to reconsider and a motion to request the other house to return the same has been adopted, the other house shall return said bill to the house making the request.

JOINT RULE NO. 14

Communications of notice of recall of a bill by the other house shall preclude any subsequent valid action thereon except to return the bill in accordance with the notice of recall.

JOINT RULE NO. 15

There shall be a joint proofreading room to be staffed by such employees as shall be required at the discretion of the chief clerk of the House and the secretary of the Senate.

JOINT RULE NO. 16

The chief enrolling clerk of the Senate and of the House, under the direction of the chairman of the Senate and House services committees, respectively, shall have authority to correct, before engrossment or enrollment, any typographical errors found in bills, any obvious errors in punctuation; provided, however, that before any corrections shall be so made, they shall be approved by the chairman of the Senate services committee in the case of Senate bills, and the chairman of the House services committee in the case of House bills, who in turn shall require the approval of the first introducer of any such bill being corrected if any doubt exists as to the advisability of making any such correction. All corrections made shall be listed by the enrollment clerks and printed in the journals of the respective houses at least once each week, in the form of reports of the services committee. Such reports shall be assumed to have been adopted by the respective houses as printed unless objection to all or any part of any such report is made.

JOINT RULE NO. 17

Generally, capitals should be used only for:

- (a) The first word of a sentence or following a colon;
- (b) The first word of each entry of an enumeration paragraphed after a colon;

- (c) The short title of a particular act;
- (d) Proper names, such as names of counties, rivers, Colorado Revised Statutes, etc.

Generally capitals should not be used for:

- (a) The titles of federal, state, county, municipal or other public officers, or substitutes for such titles, such as "the commissioner", "the director", etc.;
- (b) The titles of federal, state, county, municipal or other public departments, agencies, institutions, boards or funds, or substitutes for such titles, such as "the department", "the university", etc.;
- (c) Laws on a particular subject, such as "insurance statutes";
- (d) The words "federal" and "state";
- (e) The words "article", "act", "chapter", "section", and "subsection".

JOINT RULE NO. 18

When any bill shall have been passed by both houses, the enrollment clerk of the originating house shall furnish the public printer the bill as passed in final form and shall order such bill to be printed in the form and type-face which shall appear in the session laws of Colorado for the current year. Bills so printed shall further be prepared in the form necessary for

signature by the President and secretary of the Senate, the Speaker and chief clerk of the House of Representatives, and for the approval and signature of the Governor. The bill shall be proof-read in each house or by the houses jointly before presentation for signature. At the time the correctly enrolled bill is printed by the printer he shall deliver an additional 50 copies to the enrollment clerk.

JOINT RULE NO. 19

When any bill shall pass on second reading without amendment, the original bill shall be accepted as the engrossed bill by stamping on the outside cover thereof the words "original bill -- not amended. Accepted as engrossed bill."

Further, when any bill shall pass on second reading and shall have been amended, the printed bill shall be prepared by the enrollment clerk to reflect such amendment and "engrossed bill" shall be stamped on the outside of the cover. However, in the event any such amendment shall have been substantial as to length or form, the bill, as amended, shall be re-typed to reflect such changes. These amendments shall be indicated in red on the engrossed bill.

When any bill, resolution or memorial has numerous or substantial amendments, the chief clerk of the House or the secretary of the Senate may direct that a necessary number of copies of the bill, resolution or memorial be reproduced as amended.

JOINT RULE NO. 20

After a bill has passed both houses and prior to the time the final enrolled bill is presented to the President of the Senate or the Speaker of the House, as the case may be, for signature, a copy of the final enrolled bill shall be delivered to the original sponsor.

JOINT RULE NO. 21

- (a) Bills which would amend existing law shall show the specific changes to be made to existing law in the following manner:
 - (1) All new material shall be capitalized, except that where a new article, section, or subsection is added to existing law, such new material need not be capitalized if the addition of said new article, section, or subsection is specifically stated in the text of the act to be new material.

- (2) All material which is to be omitted from existing law shall be shown in its proper place in cancelled letter type; such material, however, shall not be deemed a part of the bill.
- (3) The bill as printed shall show the following explanation at the bottom of the first page: 1) "Capital letters indicate new material to be added to existing statute;" 2) "Dashes through words indicate deletions from existing statute."

The foregoing shall not apply to those bills or sections of bills which repeal and re-enact existing law with amendments, or where compliance is not feasible in the discretion of the legislative reference office.

- (b) All bills before being introduced shall be submitted to the legislative reference office for approval as to form pursuant to the provisions of this rule.
- (c) If through error or omission any change in existing law is not shown in compliance with this rule, such error or omission shall not affect the validity of any bill enacted into law.
- (d) Bills approved by both houses of the General Assembly shall be enrolled in final form by the respective houses in accordance with Section 109-2-4, Colorado Revised Statutes, 1963.

JOINT RULE NO. 22

- (a) All bills and resolutions having an effect on the revenues, expenditures, or fiscal liability of the state, except appropriation measures carrying specific dollar amounts, shall include a fiscal note incorporating an estimate of such effect, such note to be prepared by the state controller upon request as hereinafter provided for.
- (b) If under the provisions of this rule a fiscal note is required:
 - (1) The note shall be requested by the sponsor before introduction of his bill or resolution;
 - (2) If a measure is introduced without a fiscal note notwithstanding the provisions of paragraph (b)(1) of this rule, the chairman of the standing committee to which the measure is referred shall request such fiscal note prior to ordering the measure printed;
or
 - (3) If a measure is substantially amended by the standing committee to which it is referred so as to require a fiscal note even though such measure as originally introduced was not within the provisions of this rule, the required note shall be obtained and included as a part of the committee report.
- (c) No measure subject to this rule shall be approved on second reading nor passed on

final reading until a fiscal note applicable thereto has been prepared and distributed for the use of all the members, if so requested in the House by ten members, or in the Senate by five members.

- (d) A request for a fiscal note shall be made to the state controller, who shall determine the department, institution, or agency affected by the bill. He shall be responsible, in cooperation with such department, institution, or agency, for preparation of the fiscal note. Subject matter and sponsor of the measure referred to the controller shall be kept in strict confidence by him, and no information relating thereto shall be divulged prior to introduction of the measure.
- (e) If the controller fails to submit a fiscal note within five days from submission of the request to him, the requirement for such note prior to printing may be waived by the committee, and the fact that a fiscal note was requested but not obtained shall be printed at the end of the measure.
- (f) Fiscal notes shall, where possible, cite effect in dollar amounts; and shall cite statutes affected, estimated increases or decreases in revenues or expenditures, costs which may be absorbed without additional funds, and, so far as possible, long-range financial implications. No comment or opinion relative to merits of the bill shall be included, but technical or mechanical defects may be noted.

- (g) If the sponsor of the bill disagrees with the contents of the fiscal note, he may have his dissent and a brief statement of the reasons therefor attached to the fiscal note.
- (h) The application of this rule to any measure, may be waived in part or in its entirety upon the affirmative vote of a majority of members elected in either house, but such action by one house shall not constitute a waiver of this rule for the other house.

JOINT SESSION RULES OF
THE SENATE AND HOUSE OF REPRESENTATIVES

JOINT SESSION RULE NO. 1

Joint Sessions shall be held in the chamber of the House of Representatives, and the President of the Senate shall preside.

JOINT SESSION RULE NO. 2

The secretary of the Senate and chief clerk of the House of Representatives shall be secretaries of the joint session, and the proceedings of the convention shall be published with the journals of the House, and the final result, as announced by the President on return of the Senate to their chamber, shall be entered on the journals of the Senate.

JOINT SESSION RULE NO. 3

The rules of the House of Representatives, so far as the same may be applicable, shall govern the proceedings in joint session.

JOINT SESSION RULE NO. 4

Whenever a President pro tempore presides, he shall be entitled to vote upon all occasions, and in case of a tie the question shall be declared lost.

JOINT SESSION RULE NO. 5

Joint sessions shall have the power to compel the attendance of absent members in the mode and under the penalties prescribed by the rules of the house to which such members respectively belong, and for that purpose the sergeant-at-arms of each house shall attend.

JOINT SESSION RULE NO. 6

Joint sessions may adjourn from time to time, as may be found necessary; and it shall be the duty of the House of Representatives to prepare to receive the Senate, and of the Senate to proceed to the hall of the House of Representatives at the time fixed by law or resolution, or to which the joint session may have adjourned.

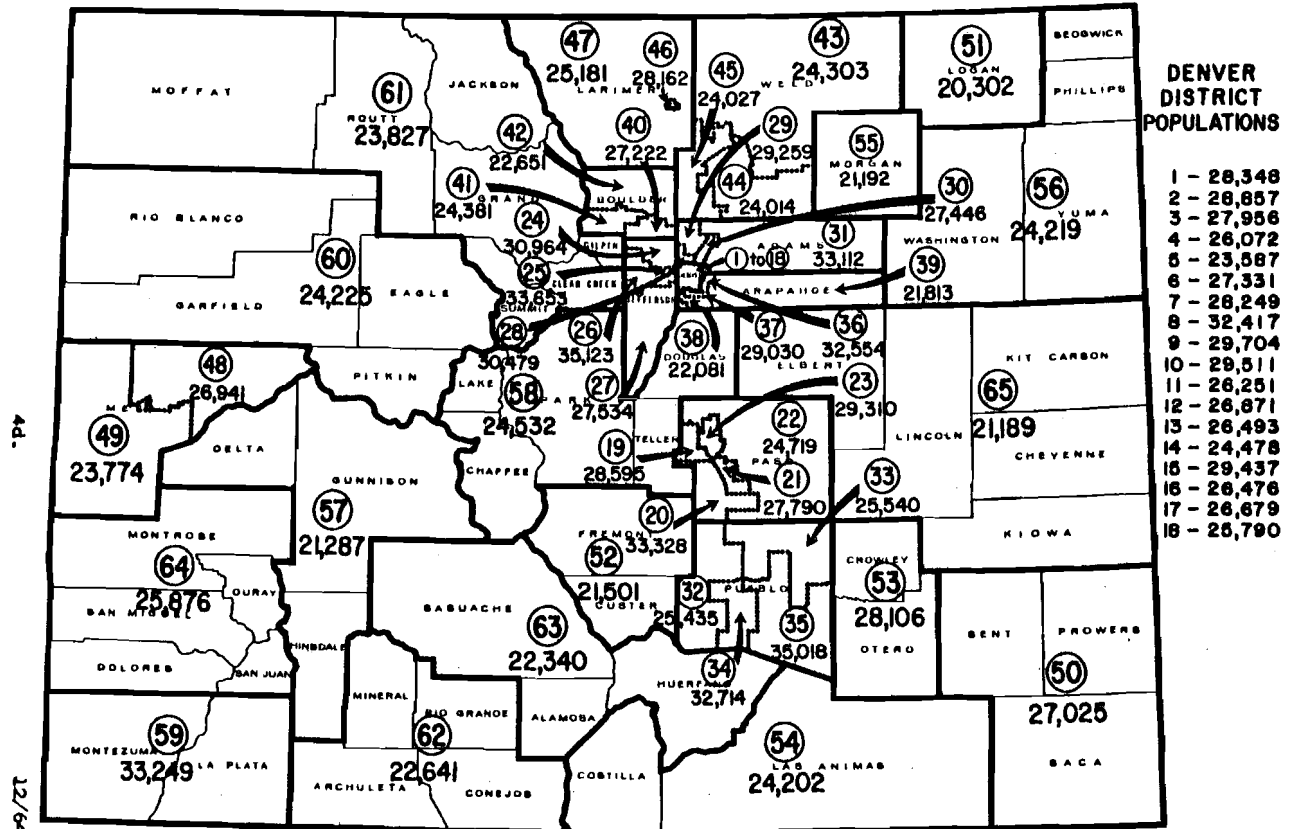
INDEX TO JOINT RULES AND JOINT SESSION RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Adhering to disagreement</u>	8		6c
<u>Amendments, checked by Revisor</u>	3		3c
<u>Bill room</u>	12		7c
<u>Bills which change existing law</u>	21		12c
<u>Capitalization in bills</u>	17		9c
<u>Committees, joint</u>	9		7c
<u>Conference committees</u>	4		4c
Bill lost, when	8		6c
Calling of meeting	4	(b)	4c
Composition of	4	(a)	4c
Consider other matters	4	(c)	4c
Discharging of	7		6c
Papers	4	(d)	5c
Receding prior to consideration of report	5		5c
Receding following rejection of report by other house	6		5c
Report			
Demand for	7		6c
Last five days	7		6c
Reading of	4	(e)	5c
Written	4	(c)	4c
<u>Correction of errors</u>	16		9c
<u>Distribution of bills, calendars, journals</u>	12		7c
<u>Drafting of bills</u>	21		12c
<u>Engrossing</u>	19		11c
<u>Enrolled bill delivered to sponsor</u>	20		12c
<u>Enrolling</u>	21	(d)	13c
<u>Errors, correction of</u>	16		9c
<u>Failure to pass second house, notice</u>	2		3c
<u>Fiscal notes</u>	22		14c
<u>Form of bills</u>	21		12c
	17		9c
<u>House Services Committee</u>	16		9c
<u>Joint committees, composition</u>	9		7c
<u>Joint session, rules of</u>			
Adjournment from time to time	Jt. Sess. 6		18c
Attendance	Jt. Sess. 5		18c
Held in House chamber	Jt. Sess. 1		17c
House rules govern	Jt. Sess. 3		17c
Presiding officer	Jt. Sess. 1 and 4		17c
Proceedings and result published in Journals	Jt. Sess. 2		17c
Secretary and Clerk, duties of	Jt. Sess. 2		17c
Tie vote, lost	Jt. Sess. 4		17c

INDEX TO JOINT RULES AND JOINT SESSION RULES

	<u>Rule</u>	<u>Section</u>	<u>Page</u>
<u>Legislative Reference Office</u>	21	(b)	13c
<u>Messages</u>	3		3c
<u>Notice of rejection in second house</u>	2		3c
<u>Number of copies of bills</u>	10		7c
<u>Printing bill used as engrossed bill</u>	19		11c
<u>Printing of bills</u>	10		7c
<u>Printing ordered by both houses</u>	11		7c
<u>Proofreading room</u>	15		8c
<u>Recall of bill by other house</u>	13 and 14		8c
<u>Receding</u>	5 and 6		5c
<u>Rejection in second house, notice of</u>	2		3c
<u>Revisor of Statutes</u>	3		3c
<u>Senate Services Committee</u>	16		9c
<u>Transmittal of papers</u>	1		3c

REPRESENTATIVE DISTRICTS UNDER HOUSE BILL 65



AD.

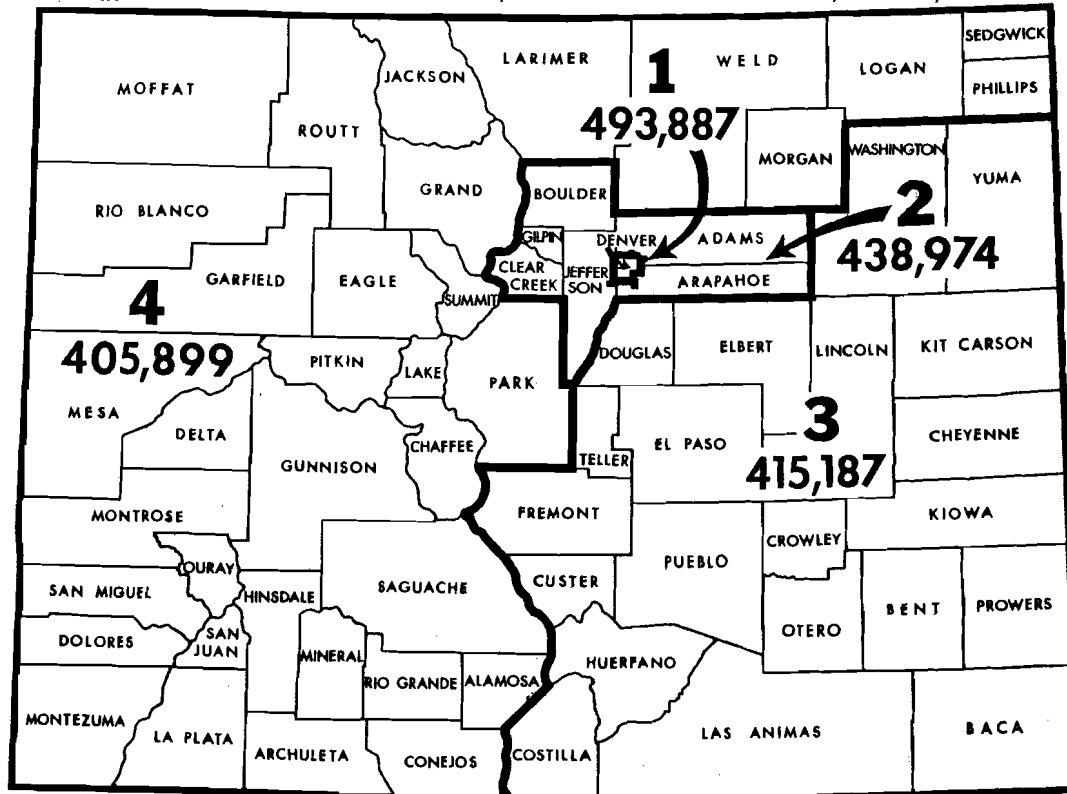
12/64

NOTE: All district populations are based on the 1960 census. However, in accordance with the opinion of the Attorney General, population in Denver including Denver subdivisions since 1960 have been adjusted to credit the persons bonded to their present county of residence. This procedure adds an estimated 8,186 persons to Denver's population and reduces the population total in Arapahoe County by 8,987 and Jefferson County by 518. Also, population revealed in Denver Air Force Base is Denver (5,483) and in Arapahoe County (2,901) is not reflected in legislative district totals as this area is not included within any general election precinct.

STATE PLANNING DIVISION

CONGRESSIONAL DISTRICTS IN COLORADO

AS ADOPTED BY 44TH GENERAL ASSEMBLY, FIRST EXTRAORDINARY SESSION, APRIL 29, 1964



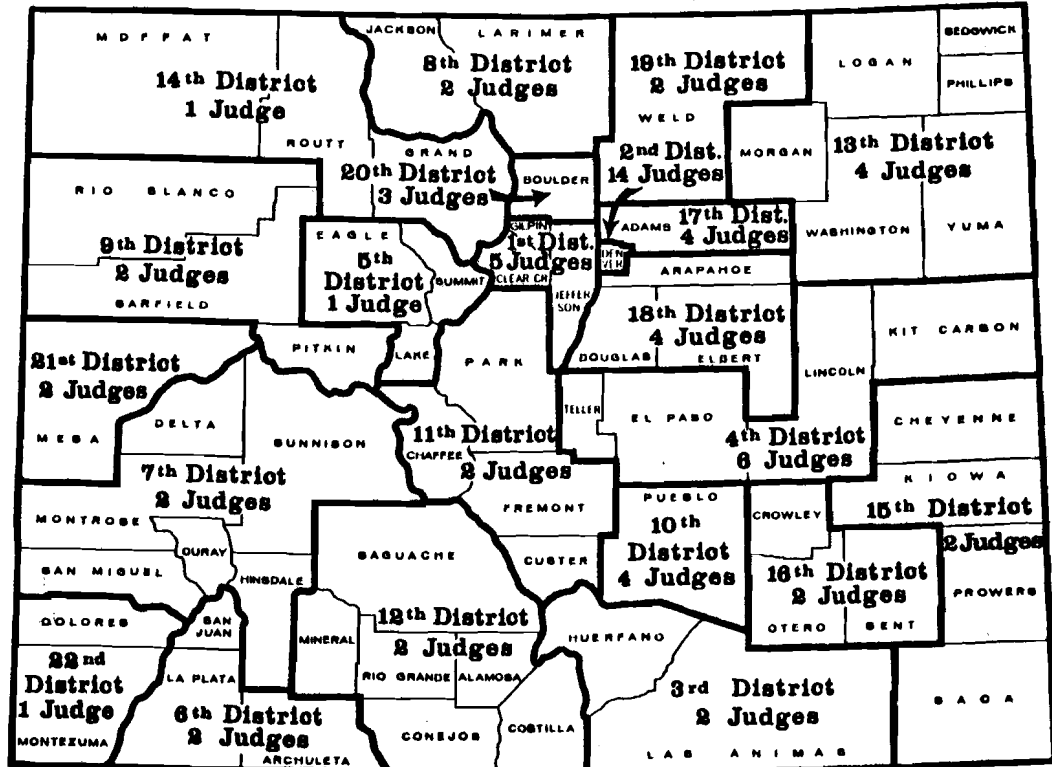
TOTAL STATE POPULATION, 1960 U. S. CENSUS - 1,753,947 PREPARED BY STATE PLANNING DIVISION
 May 1964

5d.

12/64

JUDICIAL DISTRICTS OF COLORADO

EFFECTIVE JANUARY 12, 1965

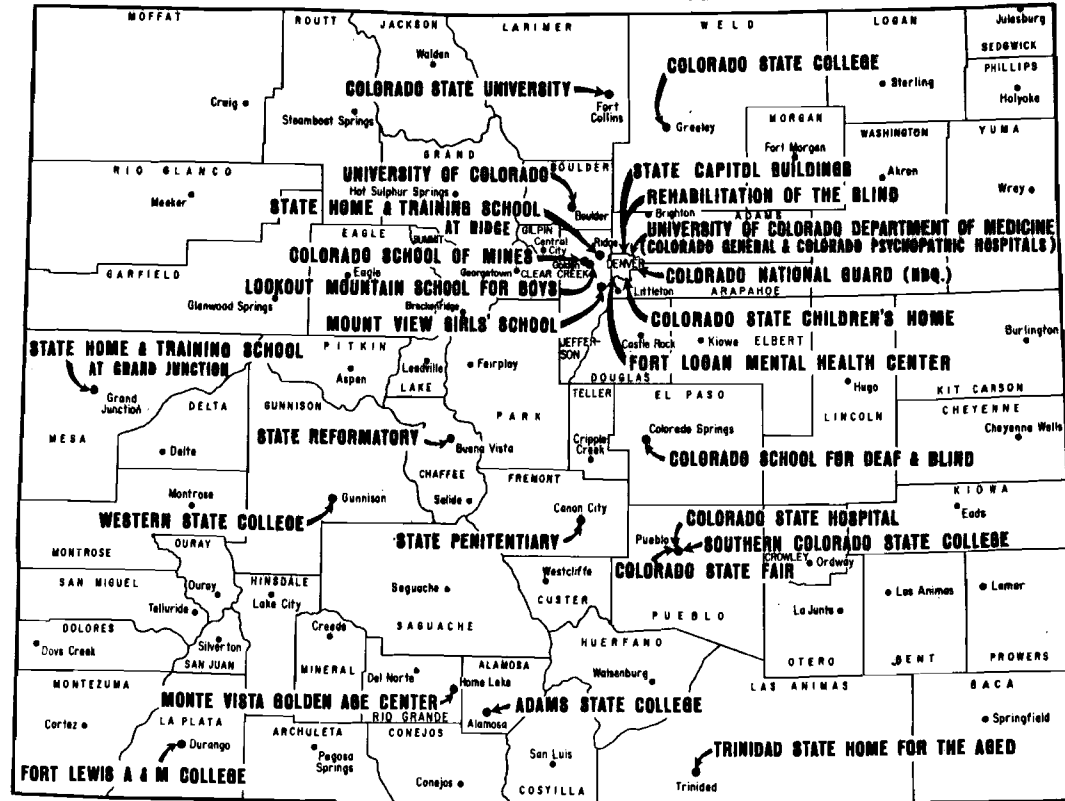


NOTE: Each of the four districts (1st, 8th, 17th, and 18th) will receive an additional judge in January 1969...to be elected at the 1968 general election

Prepared by State Planning Division
May 1964

6d.
12/64

COLORADO STATE INSTITUTIONS NAMES AND LOCATIONS

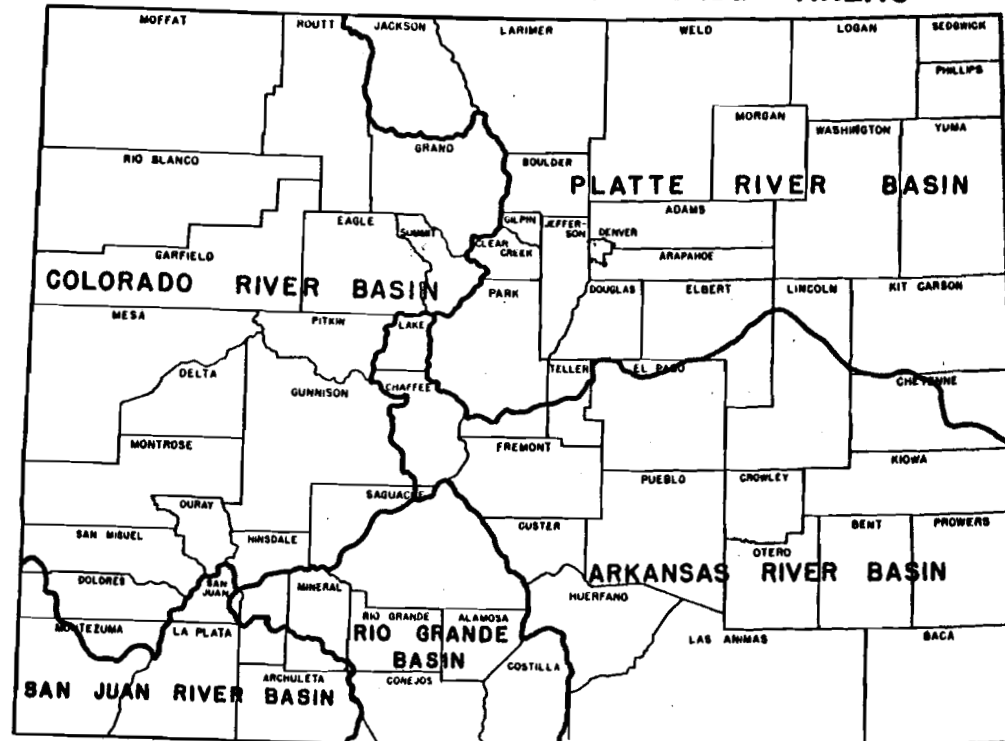


7D.

12/64

PREPARED BY STATE PLANNING DIVISION

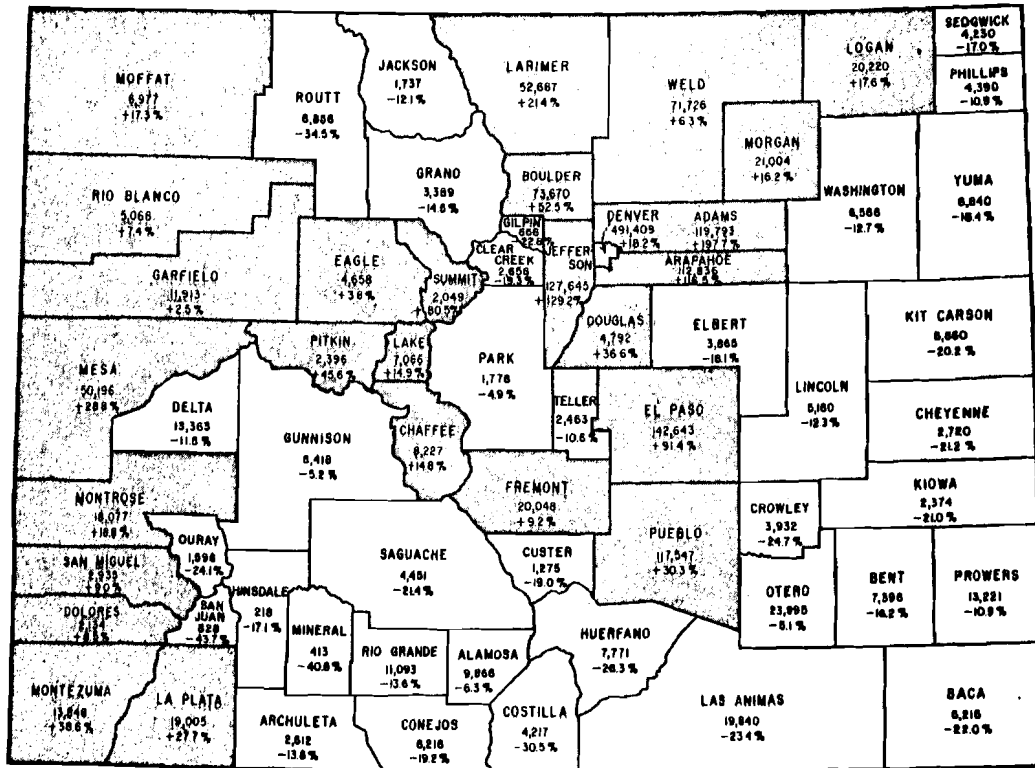
SOIL CONSERVATION WATERSHED AREAS



8d.

12/64

COLORADO POPULATION BY COUNTY
1960 TOTAL AND 1950-1960 PERCENTAGE CHANGE
 BUREAU OF THE CENSUS PRELIMINARY FIGURES



9d.

12/64

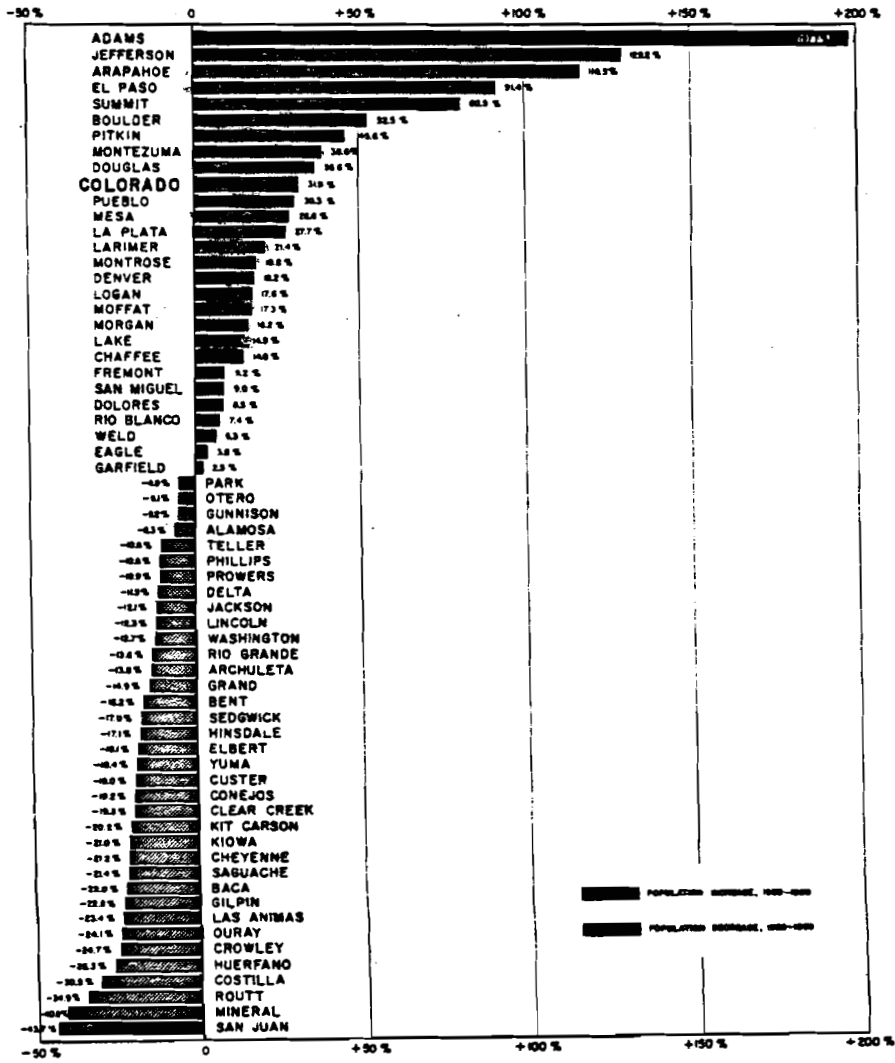
 POPULATION INCREASE, 1950-1960

 POPULATION DECREASE, 1950-1960

POPULATION
 ENTIRE STATE
 1,742,029
 + 31.5%

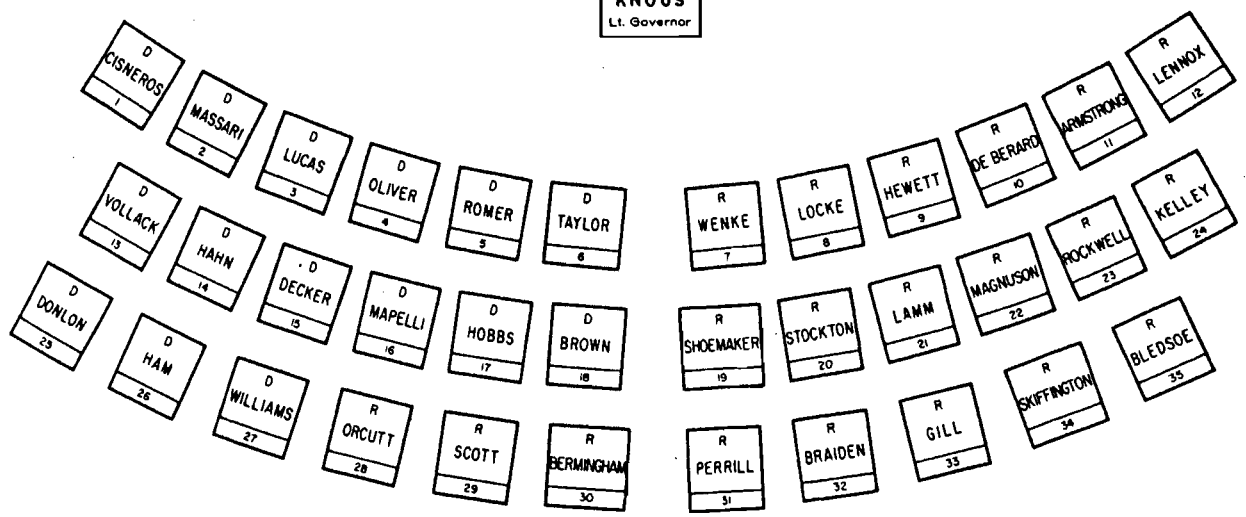
FURNISHED BY STATE PLANNING DIVISION

**COLORADO POPULATION
RANK OF COUNTY BY PERCENTAGE CHANGE, 1950-1960
BUREAU OF THE CENSUS PRELIMINARY FIGURES**



FLOOR PLAT
SENATE
45th COLORADO GENERAL ASSEMBLY
1965 AND 1966

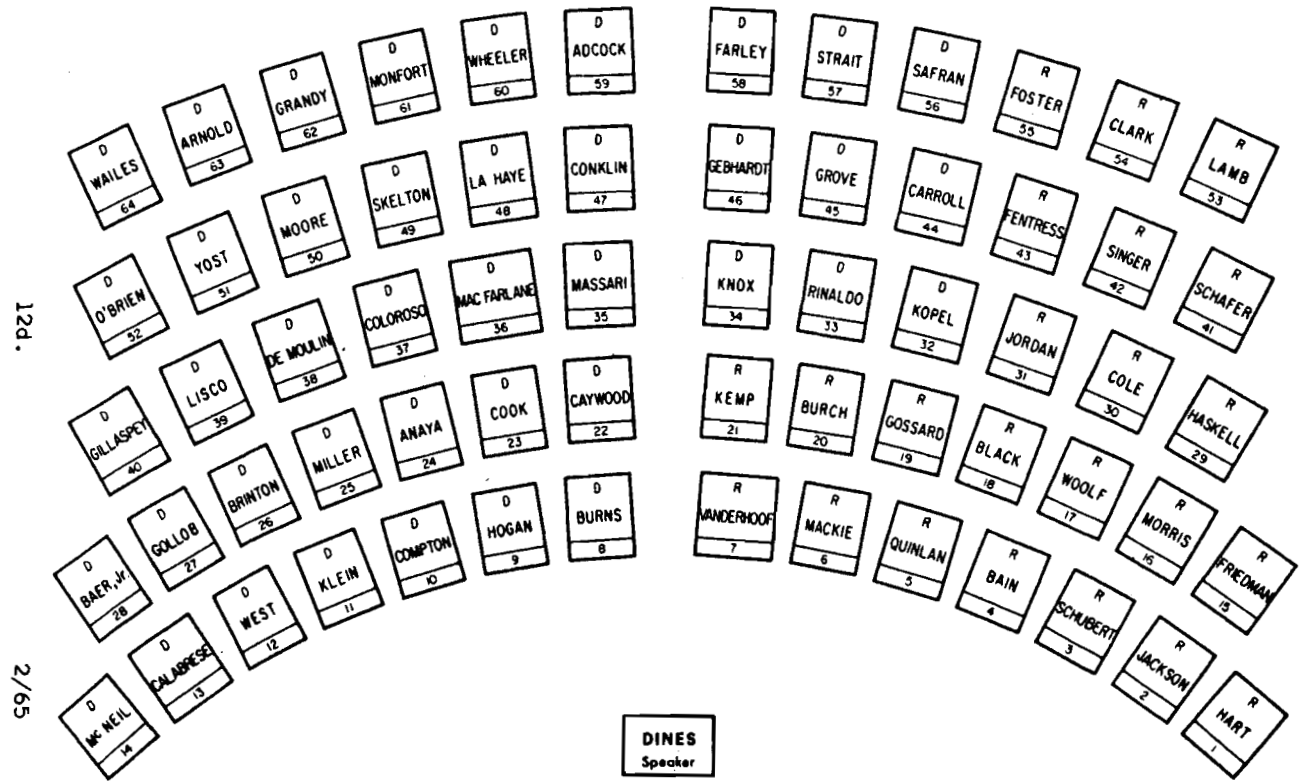
KNOUS
 Lt. Governor



11D.
 2/65

Prepared by Mildred Cresswell, Secretary of Senate
 Drawn by Douglas Kuwano, State Planning Division
 January 1965

FLOOR PLAT
HOUSE OF REPRESENTATIVES
45th COLORADO GENERAL ASSEMBLY
1965 AND 1966



LAWS OF INTEREST TO GENERAL ASSEMBLY

	<u>Page</u>
General Assembly -- Membership and Apportionment	
S.B. No. 1, 2nd Extraordinary Session, 1964	3e
Article 1, Chapter 63, C.R.S. 1963	12e
General Assembly -- Organization and Operation	12e
Joint Budget Committee	16e
Committee on Education Beyond High School	18e
Legislative Reference Office	20e
Legislative Council	23e
Advisory Committee on Educational Endeavor	25e
Commission on Interstate Cooperation	26e
Commission on Uniform State Laws	28e
Legislative Auditor	29e
Congressional Districts	30e

12/64

GENERAL ASSEMBLY -- MEMBERSHIP AND APPORTIONMENT

S.B. No. 1, Second Extraordinary Session, 1964

Senate Bill No. 1, Second Extraordinary Session, 1964, replaced sections 63-1-1 through 63-1-7 and 63-1-9 through 63-1-14, C.R.S. 1963. The provisions of the bill are as follows:

SECTION 1. -- Number of members of general assembly--election from districts. -- The senate of the general assembly of the state of Colorado shall consist of thirty-five members and the house of representatives thereof shall consist of sixty-five members, with one member of the senate to be elected from each senatorial district and one member of the house of representatives to be elected from each representative district, as hereinafter established.

SECTION 2. -- Senatorial districts--number--composition. --
(1) Districts 1-9--city and county of Denver. -- There shall be nine senatorial districts within the city and county of Denver which shall be numbered as follows and shall consist of the following whole general election precincts:

District 1: Precincts 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, and 624.

District 2: Precincts 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 920, 921, 922, 923, 1501, 1502, 1503, 1504, 1505, 1506, 1507, 1508, 1509, 1510, 1511, 1512, 1513, 1514, 1515, 1516, 1517, 1518, 1519, 1520, 1521, 1522, 1523, 1524, and 1525.

District 3: Precincts 1601, 1602, 1603, 1604, 1605, 1606, 1607, 1608, 1609, 1610, 1611, 1612, 1613, 1614, 1615, 1616, 1617, 1618, 1619, 1620, 1621, 1622, 1623, 1624, 1625, 1626, 1801, 1802, 1803, 1804, 1805, 1806, 1807, 1808, 1809, 1810, 1811, 1812, 1813, 1814, 1815, 1816, 1817, 1818, 1819, 1820, 1821, 1822, 1823, 1824, 1825, and 1826.

District 4: Precincts 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, and 725.

District 5: Precincts 1001, 1002, 1003, 1004, 1005, 1006, 1007, 1008, 1009, 1010, 1011, 1012, 1013, 1014, 1015, 1016, 1017, 1018, 1019, 1020, 1021, 1022, 1023, 1024, 1025, 1026, 2027, 1028, 1029, 1030, 1031, 1032, 1033, 1034, 1035, 1701, 1702, 1703, 1704, 1705, 1706, 1707, 1708, 1709, 1710, 1711, 1712, 1713, 1714, 1715, 1716, 1717, 1718, 1719, 1720, 1721, 1722, 1723, 1724, 1725, 1726, and 1727.

District 6: Precincts 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320,

12/64

321, 322, 323, 324, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, and 418.

District 7: Precincts 1101, 1102, 1103, 1104, 1105, 1106, 1107, 1108, 1109, 1110, 1111, 1112, 1113, 1114, 1115, 1116, 1117, 1118, 1119, 1120, 1121, 1122, 1123, 1124, 1125, 1126, 1127, 1128, 1129, 1201, 1202, 1203, 1204, 1205, 1206, 1207, 1208, 1209, 1210, 1211, 1212, 1213, 1214, 1215, 1216, 1217, 1218, 1219, 1220, 1221, 1222, 1223, 1224, 1225, 1226, 1227, 1228, 1229, 1230, 1231, and 1232.

District 8: Precincts 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, and 825.

District 9: Precincts 1301, 1302, 1303, 1304, 1305, 1306, 1307, 1308, 1309, 1310, 1311, 1312, 1313, 1314, 1315, 1316, 1317, 1318, 1319, 1320, 1321, 1322, 1323, 1324, 1325, 1326, 1327, 1401, 1402, 1403, 1404, 1405, 1406, 1407, 1408, 1409, 1410, 1411, 1412, 1413, 1414, 1415, 1416, 1417, 1418, 1419, 1420, 1421, 1422, 1423, 1424, 1425, and 1426.

(2) Districts 10-12--El Paso county. There shall be three senatorial districts within the county of El Paso which shall be numbered as follows and shall consist of the following whole general election precincts:

District 10: Precincts 19, 20, 21, 22, 31, 32, 33, 37, 38, 39, 40, 41, 42, 48, 49, 50, 51, 52, 53, 54, 56, 64, 65, 66, 67, 68, 69, and 70.

District 11: Precincts 16, 17, 18, 23, 24, 25, 26, 27, 28, 29, 30, 34, 35, 36, 57, 58, 59, 60, 61, 62, 63, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, and 92.

District 12: Precincts 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 43, 44, 45, 46, 47, 55, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 93, 94, and 95.

(3) Districts 13-15--Jefferson county. (a) For the forty-fifth general assembly only, there shall be two senatorial districts within the county of Jefferson which shall be numbered as follows and shall consist of the following whole general election precincts:

District 13: Precincts 104, 106, 110, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 402, 405, 406, 408, 410, 411, and 412.

District 14: Precincts 101, 102, 103, 105, 107, 108, 109, 401, 403, 404, 407, 409, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 701, 702, 703, 704, 705, 706, 707, and 708.

12/64

(b) For the forty-sixth and subsequent general assemblies, there shall be three senatorial districts within the county of Jefferson which shall be numbered as follows and shall consist of the following whole general election precincts:

District 13: Precincts 101, 102, 103, 104, 105, 107, 108, 109, 110, 301, 303, 309, 311, 313, 314, 316, 319, 402, 403, 405, 406, 407, 408, 409, 410, 411, 412, and 503.

District 14: Precincts 401, 404, 501, 502, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 701, 702, 703, 704, 705, 706, 707, and 708.

District 15: Precincts 106, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 302, 304, 305, 306, 307, 308, 310, 312, 315, 317, and 318.

(4) Districts 16 and 17--Pueblo county. There shall be two senatorial districts within the county of Pueblo which shall be numbered as follows and shall consist of the following whole general election precincts:

District 16: Precincts 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 18, 19, 20, 21, 22, 23, 24, 25, 27, 28, 29, 30, 31, 32, 33, 41, 42, 43, 57, 58, 103, 105, 107, 116, and 117.

District 17: Precincts 34, 35, 37, 38, 39, 40, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 106, 108, 109, 110, 111, and 112.

(5) Districts 18 and 19--Adams county. There shall be two senatorial districts within the county of Adams which shall be numbered as follows and shall consist of the following whole general election precincts:

District 18: Precincts 101, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, and 310.

District 19: Precincts 100, 102, 103, 104, 105, 106, 107, 108, 109, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 500, 501, 502, 503, and 504.

(6) Districts 20 and 21--Arapahoe county. There shall be two senatorial districts within the county of Arapahoe which shall be numbered as follows and shall consist of the following whole general election precincts:

District 20: Precincts 21, 22, 23, 23A, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, and 89.

12/64

District 21: Precincts 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, and 64.

(7) District 22--Adams and Arapahoe counties. The counties of Adams and Arapahoe shall constitute the twenty-second senatorial district.

(8) District 23--Weld county. The county of Weld shall constitute the twenty-third senatorial district.

(9) District 24--Boulder county. The county of Boulder shall constitute the twenty-fourth senatorial district.

(10) District 25--Boulder and Weld counties. The counties of Boulder and Weld shall constitute the twenty-fifth senatorial district.

(11) District 26--Larimer county. The county of Larimer shall constitute the twenty-sixth senatorial district.

(12) District 27--Mesa county. The county of Mesa shall constitute the twenty-seventh senatorial district.

(13) District 28. The counties of Morgan, Logan, and Washington shall constitute the twenty-eighth senatorial district.

(14) District 29. The counties of Sedgwick, Phillips, Yuma, Kit Carson, Cheyenne, Kiowa, Crowley, Lincoln, and Elbert shall constitute the twenty-ninth senatorial district.

(15) District 30. The counties of Gilpin, Clear Creek, Douglas, Park, Teller, Chaffee, Fremont, Custer, and Saguache, shall constitute the thirtieth senatorial district.

(16) District 31. The counties of Prowers, Bent, Baca, and Otero shall constitute the thirty-first senatorial district.

(17) District 32. The counties of Las Animas, Huerfano, Costilla, Alamosa, and Rio Grande shall constitute the thirty-second senatorial district.

(18) District 33. The counties of Conejos, Archuleta, Mineral, La Plata, San Juan, Dolores, and Montezuma shall constitute the thirty-third senatorial district.

(19) District 34. The counties of Gunnison, Hinsdale, Ouray, San Miguel, Montrose, and Delta shall constitute the thirty-fourth senatorial district.

(20) District 35. The counties of Moffat, Routt, Jackson, Grand, Summit, Eagle, Lake, Pitkin, Garfield, and Rio Blanco shall constitute the thirty-fifth senatorial district.

SECTION 3. -- Election of senators.--(1) Senators from the following senatorial districts shall be elected at the general election held in November, 1964, and every four years thereafter: 2, 5, 6, 7, 8, 11, 12, 13, 14, 17, 18, 19, 20, 21, 22, 24, 25, and 35.

(2) Senators from the following senatorial districts shall be elected at the general election held in November, 1966, and every four years thereafter: 1, 3, 4, 9, 10, 15, 16, 23, 26, 27, 28, 29, 30, 31, 32, 33, and 34.

SECTION 4. -- Holdover senators keep office--vacancies. -- Nothing in this act shall be construed to cause the removal of any senator from his office for the term for which he was elected, but each such senator shall serve the term for which he was elected. In the event of a vacancy in the senate, such vacancy shall be filled as provided by law; provided, if any senator elected at the 1962 general election from a county which by this act contains two or more senatorial districts, shall vacate his seat on or after the second Tuesday in January, 1965, and prior to the expiration of his term of office in January, 1967, such vacancy shall be filled from the county at large.

SECTION 5. -- Representative districts--number--composition.
(1) Districts 1-18--city and county of Denver. There shall be eighteen representative districts within the city and county of Denver which shall be numbered as follows and shall consist of the following whole general election precincts:

District 1: Precincts 101 through 130.
District 2: Precincts 201 through 222.
District 3: Precincts 301 through 324.
District 4: Precincts 401 through 418.
District 5: Precincts 501 through 520.
District 6: Precincts 601 through 624.
District 7: Precincts 701 through 725.
District 8: Precincts 801 through 825.
District 9: Precincts 901 through 923.
District 10: Precincts 1001 through 1035.
District 11: Precincts 1101 through 1129.
District 12: Precincts 1201 through 1232.
District 13: Precincts 1301 through 1327.
District 14: Precincts 1401 through 1426.
District 15: Precincts 1501 through 1525.
District 16: Precincts 1601 through 1626.
District 17: Precincts 1701 through 1727.
District 18: Precincts 1801 through 1826.

(2) Districts 19-23--El Paso county. There shall be five representative districts within the county of El Paso which shall be numbered as follows and shall consist of the following whole general election precincts:

District 19: Precincts 19, 20, 21, 22, 39, 40, 41, 42, 48, 49, 50, 51, 52, 53, 54, 69, 70, and 71.

District 20: Precincts 31, 32, 33, 37, 38, 56, 57, 58, 64, 65, 66, 67, 68, 86, 87, and 90.

District 21: Precincts 18, 23, 24, 25, 27, 28, 29, 30, 34, 35, 36, 59, 60, 61, 62, 63, 88, 89, 91, and 92.

District 22: Precincts 2, 3, 4, 5, 6, 7, 8, 16, 17, 26, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 93, 94, and 95.

District 23: Precincts 1, 9, 10, 11, 12, 13, 14, 15, 43, 44, 45, 46, 47, 55, 72, 73, and 74.

(3) Districts 24-27--Jefferson county. There shall be four representative districts within the county of Jefferson which shall be numbered as follows and shall consist of the following whole general election precincts:

District 24: Precincts 106, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 302, and 318.

District 25: Precincts 104, 110, 301, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 319, 402, 405, 406, 408, 410, 411, and 412.

District 26: Precincts 101, 102, 103, 105, 107, 108, 109, 401, 403, 404, 407, 409, 502, 503, 504, 507, 508, 509, 511, 513, 515, and 707.

District 27: Precincts 501, 505, 506, 510, 512, 514, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 701, 702, 703, 704, 705, 706, and 708.

(4) Districts 28-31--Adams county. There shall be four representative districts within the county of Adams which shall be numbered as follows and shall consist of the following whole general election precincts:

District 28: Precincts 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, and 300.

District 29: Precincts 101, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 301, 302, 303, 304, 305, 306, 307, 308, 309, and 310.

District 30: Precincts 102, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, and 322.

District 31: Precincts 100, 103, 104, 105, 106, 107, 108, 109, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 500, 501, 502, 503, and 504.

(5) Districts 32-35--Pueblo county. There shall be four representative districts within the county of Pueblo which shall be numbered as follows and shall consist of the following whole general election precincts:

District 32: Precincts 1, 2, 3, 5, 9, 10, 11, 12, 13, 14, 41, 42, 43, 57, 58, 116, and 117.

District 33: 4, 6, 7, 8, 15, 18, 19, 20, 21, 22, 23, 24, 25, 27, 28, 29, 30, 31, 32, 33, 103, 105, and 107.

District 34: Precincts 39, 40, 44, 45, 46, 47, 54, 55, 56, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, and 75.

12/64

District 35: Precincts 34, 35, 37, 38, 48, 49, 50, 51, 52, 53, 70, 71, 72, 73, 74, 76, 106, 108, 109, 110, 111, and 112.

(6) Districts 36-39--Arapahoe county. There shall be four representative districts within the county of Arapahoe which shall be numbered as follows and shall consist of the following whole general election precincts:

District 36: Precincts 21, 22, 23, 23A, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, and 44.

District 37: Precincts 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, and 20.

District 38: Precincts 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, and 64.

District 39: Precincts 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, and 89.

(7) Districts 40-42--Boulder county. There shall be three representative districts within the county of Boulder which shall be numbered as follows and shall consist of the following whole general election precincts:

District 40: Precincts 1, 2, 3, 6, 17, 18, 19, 20, 22, 23, and 24 in the city of Boulder; and precincts 6, 7, 12, 17, 18, 19, 20, 21, and 22 in the county of Boulder.

District 41: Precincts 4, 5, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 21, 25, and 26 in the city of Boulder; and precincts 8, 13, and 16 in the county of Boulder.

District 42: Precincts 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, and 11 in the city of Longmont; and precincts 27 and 28 in the city of Boulder; and precincts 1, 2, 4, 5, 9, 10, 11, 14, and 15 in the county of Boulder.

(8) Districts 43-45--Weld county. There shall be three representative districts within the county of Weld which shall be numbered as follows and shall consist of the following whole general election precincts:

District 43: Precincts 1, 2, 3, 4, and 9 in ward one in the city of Greeley; precinct 1 in ward two in the city of Greeley; and precincts 2, 4, 9, 10, 11, 13, 17, 18, 19, 20, 21, 25, 30, 31, and 32 in the county of Weld.

District 44: Precincts 3, 4, and 5 in ward two in the city of Greeley; precincts 1, 2, 3, and 4 in ward three in the city of Greeley; and precincts 1, 5, 22, 23, 27, 28, 29, 33, and 34 in the county of Weld.

District 45: Precincts 5, 6, 7, and 8 in ward one in the city of Greeley; precincts 2 and 6 in ward two in the city of Greeley; and precincts 3, 6, 7, 8, 12, 14, 15, 16, 24, and 26 in the county of Weld.

(9) Districts 46 and 47--Larimer county. There shall be two representative districts within the county of Larimer which shall be numbered as follows and shall consist of the following whole general election precincts:

District 46: Precincts A1, B1, B2, B3, B4, C1, C2, C3, C4, C5, C6, C7, C8, C9, C10, D1, D2, D3, E1, E2, E3, E4, E5, E6, and 17.

District 47: Precincts 1, 2, 4, 5, 6, 7, 18, 19, 20, 21, 22, 22A, 23, 23A, 24, 25, 26, 27, 28, 29, 30, 31, 33, 34, 35, 37, 38, 39, 40, 41, 44, 46, and 47.

(10) Districts 48 and 49--Mesa County. There shall be two representative districts within the county of Mesa which shall be numbered as follows and shall consist of the following whole general election precincts:

District 48: Precincts 1, 4, 5, 8, 12, 13, 15, 16, 19, 20, 26, 29, 30, 32, 36, 37, 38, 39, 40, 42, 44, 47, 49, 52, 53, 55, 56, 58, 59, 60, and 61.

District 49: Precincts 2, 3, 6, 7, 9, 10, 11, 14, 17, 18, 21, 22, 23, 24, 25, 27, 28, 31, 33, 34, 35, 41, 43, 45, 46, 48, 50, 51, 54, and 57.

(11) District 50. The counties of Bent, Prowers, and Baca shall constitute representative district 50.

(12) District 51. The county of Logan shall constitute representative district 51.

(13) District 52. The counties of Fremont and Custer shall constitute representative district 52.

(14) District 53. The counties of Otero and Crowley shall constitute representative district 53.

(15) District 54. The counties of Las Animas and Costilla shall constitute representative district 54.

(16) District 55. The county of Morgan shall constitute representative district 55.

(17) District 56. The counties of Yuma, Phillips, Sedgwick, and Washington shall constitute representative district 56.

(18) District 57. The counties of Delta, Gunnison, and Hinsdale shall constitute representative district 57.

(19) District 58. The counties of Park, Teller, Douglas, Chaffee, and Lake shall constitute representative district 58.

(20) District 59. The counties of La Plata and Montezuma shall constitute representative district 59.

12/64

(21) District 60. The counties of Garfield, Eagle, Pitkin, and Rio Blanco shall constitute representative district 60.

(22) District 61. The counties of Summit, Moffat, Routt, Jackson, Grand, Clear Creek, and Gilpin shall constitute representative district 61.

(23) District 62. The counties of Conejos, Rio Grande, Mineral, and Archuleta shall constitute representative district 62.

(24) District 63. The counties of Alamosa, Huerfano, and Saguache shall constitute representative district 63.

(25) District 64. The counties of Montrose, Ouray, San Miguel, Dolores, and San Juan shall constitute representative district 64.

(26) District 65. The counties of Lincoln, Kit Carson, Elbert, Cheyenne, and Kiowa shall constitute representative district 65.

SECTION 6. -- Districts to coincide with county line changes. -- (1) To the extent that boundaries of senatorial and representative districts established pursuant to this act coincide with county lines, such senatorial and representative districts shall continue to coincide therewith in the event that such county lines are changed.

(2) In cases involving changes in county lines where newly acquired territory is contiguous to two or more senatorial districts, or to two or more representative districts, or both, within the county to which annexed, such annexed territory shall be included in that contiguous senatorial district or that representative district, or both, containing the lesser population as determined by the last preceding federal decennial census.

SECTION 7. -- Meaning and scope of terms--changes in precinct boundaries. -- (1) As used in this act, for the purpose only of describing senatorial and representative districts, the term "whole general election precincts" means those precincts existing on July 1, 1964, as fixed by the election commission of the city and county of Denver and the boards of county commissioners of all other counties containing two or more senatorial or representative districts.

(2) Changes in the precinct boundaries of a county shall be made only within the district boundaries of each senatorial and representative district as established by this act.

SECTION 8. -- Applicability of act. -- This act shall apply to the forty-fifth and subsequent general assemblies, except as provided in section 2 (3) of this act; and sections 63-1-1 through 63-1-7, Colorado Revised Statutes 1953, repealed by this act, shall remain in effect as they existed prior to such repeal and prior to amendment by chapter 143, Session Laws of Colorado 1963, for all purposes of the forty-fourth general assembly.

SECTION 9. -- Repeal. -- 63-1-1 through 63-1-7, Colorado Revised Statutes 1953, and chapters 143 and 144, Session Laws of Colorado 1963, as amended, are hereby repealed.

SECTION 10. -- Safety clause. -- The general assembly hereby finds, determines, and declares that this act is necessary for the immediate preservation of the public peace, health, and safety.

Article 1, Chapter 63, C.R.S. 1963

Only one section of article 1 of chapter 63, C.R.S. 1963, remained unchanged in 1964. All other sections in article 1 were repealed and replaced by S.B. No. 1.

63-1-8. New counties. In the event that any new county is created at any time after the passage of this article, and the legislature has not provided for the attaching of said new county to a specifically mentioned district, then such new county shall be deemed to be in the senatorial or representative district that said territory was in prior to its creation.

GENERAL ASSEMBLY -- ORGANIZATION AND OPERATION

Article 2, Chapter 63, C.R.S. 1963, As Amended

63-2-1. Call of houses to order. -- At the time fixed by the constitution for the meeting of the first regular session of the general assembly next after the general election, the hold-over senators and senators elect shall meet in the hall of the senate, and the members elect of the house of representatives shall meet in the hall of the house of representatives. The lieutenant governor, or in case of his absence the president pro tem of the next preceding session of the senate, or in case of his absence the holdover senator or one of them having served the longest continuous time in the senate, shall call the senate to order. The speaker of the next preceding session of the house of representatives, or in his absence the person or one of them holding a certificate issued by the secretary of state under the authority of the state canvassing board as a member and having served the longest continuous time in the house of representatives, shall call the house of representatives to order and the persons present holding certificates issued by the secretary of state as members thereof and whose names are on the list or roll furnished as provided by law, by the secretary of state, shall elect a clerk for the time being.

63-2-2. Clerks to file certificates--roll--officers. -- The clerks of each house shall file the certificates presented by the members, each for his own house, and make a roll of the members who thus appear to be elected, and the persons thus appearing to be elected members shall proceed to elect such other officers as may be required for the time being.

12/64

63-2-3. Committee on credentials--permanent organization. -- When the houses are temporarily organized, they shall elect a committee of three, on the part of each house, by ballot, which committee shall report upon the credentials of those claiming to be elected members of their respective houses. When such report is made, those reported as elected shall proceed to the permanent organization of their respective houses. Each house shall be the sole judge of the election returns and qualifications of its own members.

63-2-4. Members not to be questioned. -- No members of the legislative assembly shall be questioned in any other place for any speech or word spoken in debate in either house.

63-2-5. Legislative employees--compensation. -- Until otherwise provided for, the officers and employees of each house of the general assembly of the state of Colorado and their compensation shall be as determined by joint resolution of both houses, and such officers and employees shall be appointed irrespective of and without regard to the classified service of the civil service of the state.

63-2-6. Appointment--qualifications--duties. -- All such officers and employees, except as otherwise provided in this article, shall be selected by the house employing them, and they shall perform the duties usually performed by like officers and employees, and such other duties as may be required of them by the house employing them. All clerks herein provided for shall be assignable and all printing clerks shall be skilled and competent proofreaders.

63-2-7. Compensation of members. -- (1) Each member of the general assembly shall receive as compensation for his services the sum of fifty dollars per month for each month of the term to which he shall have been elected, and the further sum of two thousand four hundred dollars for each legislative biennial period, payable at the rate of twenty dollars per day during both regular and special sessions, the remainder, if any, payable on the first day of the last month of such biennial period; together with all actual and necessary traveling expenses, to be paid after the same have been incurred and audited. The general assembly may provide by joint resolution to suspend its compensation or any portion thereof during a period of adjournment to a day certain.

(2) The state controller, upon taking official notice of the existing membership of the general assembly, shall issue vouchers and draw warrants for the monthly and per diem compensation and for reimbursement of traveling expenses due each member as provided by law.

(3) The compensation provided for in this section shall be payable to those persons elected to the general assembly of the state of Colorado in the calendar year 1954 and thereafter, and to those members appointed to fill vacancies arising through death, resignation, or otherwise, appointed on or after December 1, 1953.

12/64

(4)(a) Each member of the general assembly shall receive as compensation for his services:

(b) The sum of one hundred dollars per month for each month of the term to which he shall have been elected;

(c) The further sum of four thousand dollars for each legislative biennial period payable at the rate of twenty-five dollars per day during both regular and special sessions, the remainder, if any, payable on the first day of the last month of such biennial period; provided, that senators elected at the general election held in 1960, or members appointed to fill vacancies of such elected senators, shall receive under this subsection (4)(c), during the remainder of the terms of office for which elected or appointed, compensation at the rate of two thousand four hundred dollars for each legislative biennial period payable at the rate of twenty dollars per day during both regular and special sessions, the remainder, if any, payable on the first day of the last month of such biennial period; and

(d) The further sum of twenty dollars per day, not to exceed six hundred dollars in any calendar year, except for members of the joint budget committee for whom the maximum shall be two thousand dollars per year, for necessary attendance while the general assembly is not in session, at meetings of the legislative council, joint budget committee, interim committees authorized by joint resolution of the two houses, or by law, or committees established by the legislative council; together with all actual and necessary traveling expenses to be paid after the same have been incurred and audited. Mileage rates and per diem allowances shall not exceed those authorized for the executive departments unless special circumstances are shown to the satisfaction of the state controller. The general assembly may provide by joint resolution for a suspension of its compensation or any portion thereof during a period of adjournment to a day certain.

(e) The further sum of twenty-five dollars per day, not to exceed six hundred dollars in any calendar year, for necessary attendance by the speaker of the house, while the general assembly is not in session, on matters concerning the general assembly, together with all actual and necessary traveling expenses to be paid after the same have been incurred and audited. Mileage rates and per diem allowances shall not exceed those authorized for the executive departments unless special circumstances are shown to the satisfaction of the state controller.

(5) The salaries provided by subsection (4) of this section shall be payable to those members elected to the general assembly in the calendar year 1958 and thereafter, and to those members appointed to fill vacancies arising through death, resignation or otherwise, appointed on or after December 1, 1958.

Editor's note: Subsection (3) was enacted in 1953; (1) was enacted in 1955; (4), enacted in 1962, covers the same subject matter as (1) and (3). (2), enacted in 1953, is not affected by later amendments. Subsections (4)(a), (4)(b) and (5) were enacted in 1958; (4)(c), (4)(d) and (4)(e) were enacted in 1962; (4)(d) was amended in 1964.

63-2-8. Officers and employees--pay ceases, when--exceptions. -- (1) The compensation of officers and employees of each house of the general assembly shall cease upon final adjournment of each session, but prior to final adjournment of a session, each house may by resolution designate such officers and employees as shall be deemed necessary to complete the clerical work and records of the proceedings of such session and fix their terms of service; also, prior to adjournment of a session to a day certain, the general assembly may by joint resolution terminate the compensation of its officers and employees during such period of adjournment, but each house may by resolution designate such officers and employees as shall be deemed necessary to complete to the extent possible during such period of adjournment the clerical work and records of the proceedings of such session and fix their terms of service.

(2) The presiding officer of either house is hereby authorized to recall such officers or employees of his house as may be required to render clerical or other services to committees of his house, or joint committees of both houses, meeting between sessions of the general assembly.

63-2-9. Method of payment. -- The presiding officer of each house semi-monthly during each session and at such times as may be necessary thereafter, shall certify the number of days of service rendered by each officer and employee of his respective house and the amount payable for such service, and the state controller, upon receipt of such certification, shall issue vouchers and draw warrants for the compensation due each officer and employee, without certification from the civil service commission, and the state treasurer shall pay the same out of the moneys appropriated for the purpose.

63-2-10. Members' certificates--warrants. -- The presiding officer of each house shall semimonthly during each session certify the number of days for which each member of his respective house shall be compensated, and the amount due each such member, and the state controller, upon receipt of such certification, shall issue vouchers and warrants for the compensation due each member, as provided by law.

63-2-11. Senate and house journals published. -- The speaker of the house of representatives and the president of the senate shall cause copies of each of the journals of the house of representatives and the senate to be published as soon as practicable after the adjournment of each session of the general assembly. The journals covering regular sessions and special sessions may be combined in a single volume for this purpose. The chief clerk of the house of representatives and the secretary of the senate shall as soon as possible after adjournment of any session of the general assembly deliver to the secretary of state the original journals of their respective houses. They shall also deliver to the printer a complete and accurate copy of the same, indexed and ready for printing, and also a brief index of all bills, resolutions, and memorials introduced in each of their respective houses during the session. The speaker of the house of representatives and the president of the senate shall certify

12/64

to the correctness of the published copies of said journals, which certificates shall be included in and made a part of such publications. Said journals, when printed and certified as aforesaid, together with all former printed volumes of house and senate journals of preceding sessions of general assemblies of the state of Colorado published by authority of the state of Colorado, shall be taken and held as prima facie evidence of the originals thereof.

63-2-12. Disposition of journals. -- The secretary of state shall deliver one copy of each of the published journals to the county clerks of the several counties of the state who shall keep them on file for public inspection, one copy to each member of the general assembly, and one copy to the supreme court library. The secretary of state shall retain sufficient copies for other official uses.

63-2-13. Cost of publication. -- The services required to be performed by the secretary of state shall be done and performed by him as one of the duties of his office and without any extra fee, charge or compensation whatsoever. The cost of the publication of said journals shall be paid out of any money available and appropriated for the payment of the incidental and contingent expenses of the general assembly.

63-2-14. Witnesses--attendance before assembly. -- The general assembly, or either house thereof, by resolution or otherwise, as it deems best, may prescribe the conditions under which and the manner in which a witness may be summoned to attend, with or without documents in his possession or under his control, before any committee of said general assembly or of either house thereof.

63-2-15. Violation--penalty. -- Any person failing or refusing to obey any such summons so issued shall be guilty of a misdemeanor, punishable by a fine not exceeding five hundred dollars, or imprisonment in the county jail for a term not exceeding one year or by both such fine and imprisonment.

63-2-16. Member may administer oath. -- The chairman or any member of any committee, appointed by either branch of the legislative assembly of this state, or any member of any joint committee, appointed by the two houses of the legislative assembly, shall be authorized to administer oaths and affirmations to witnesses, touching any matter or thing which may be under the consideration or investigation of the committee.

63-2-17. Joint budget committee established. -- There is hereby established a joint committee of the senate and house of representatives to be officially known as the joint budget committee, and to consist of the chairman of the house appropriation committee plus one majority party member and one minority party member thereof, and the chairman of the senate finance committee plus one majority party member and one minority party member thereof. Members of the joint committee shall be chosen in each house in the same manner as members of other standing committees are chosen. The committee shall function during the legislative sessions and during the interim between sessions. Members of the

12/64

committee and its subcommittee shall be entitled, under the provisions of section 63-2-7, to per diem expense and travel expenses for attendance at committee meetings during the interim between legislative sessions in the same manner and the same amounts as are provided in section 63-2-7, for the subcommittee on appropriations.

63-2-18. Organization and meetings. -- The committee may prescribe its own rules of procedure and may appoint subcommittees from the membership of the general assembly, and shall meet as often as is necessary to perform its functions.

63-2-19. Powers and duties. -- (1)(a) The joint budget committee shall have the following powers and duties:

(b) To study the management, operations, programs and fiscal needs of the agencies and institutions of Colorado state government;

(c) To hold hearings as required and to review the executive budget and the budget requests of each state agency and institution, including proposals for construction of capital improvements, and to make appropriation recommendations to the house appropriations and senate finance committees;

(d) To make estimates of revenue from existing and proposed taxes and to make its staff facilities available, upon request, to the finance committee of either house for the development and analysis of proposed revenue measures;

(e) To study, and from time to time review the state's fund structure, financial condition, fiscal organization, and its budgeting, accounting, reporting, personnel and purchasing procedures.

63-2-20. Staff director, assistants and consultants. -- The committee shall appoint a staff director who shall be responsible to the committee for the collection and assembling of all data and the preparation of reports and recommendations. The staff director shall also be responsible for preparing for consideration of the committee analyses of all requests for funds. With the approval of the committee, he may appoint such additional professional, technical, clerical or other employees necessary to perform the functions assigned to the committee. The staff director and such additional personnel shall be appointed without reference to party affiliation and solely on the basis of ability to perform the duties of the position. They shall be employees of the general assembly and shall not be subject to the civil service provisions of the state of Colorado. The committee shall establish appropriate qualifications and compensation for all positions. With the consent of the committee the chairman may contract for professional services by private consultants as needed.

63-2-21. Expenses--vouchers. -- All expenses incurred by the committee, including salaries and expenses of employees, shall be paid upon vouchers signed by the chairman and drawn on funds appropriated generally for legislative expenses, and allocated to the joint budget committee.

63-2-22. Recommendations and findings. -- The committee may issue a written report setting forth its recommendations, findings and comments as to each appropriation recommendation which it submits to the house appropriations and senate finance committees. Other reports may be issued from time to time by the committee as it deems appropriate or as requested by the general assembly.

63-2-23. Legislative declaration. -- It is hereby declared to be the policy of the general assembly that the work of the legislative committee on education beyond high school, which committee has been functioning for several sessions under authority of joint resolutions of the general assembly, be continued in order to provide legislative study of the problems and needs of higher education in Colorado. This expression of legislative interest and responsibility is needed not only to retain and further the initial results and findings of the present committee, but to continue to develop sound public policies to meet the state's responsibilities for education beyond high school.

63-2-24. Creation of committee--expenses--staff. -- (1) There is hereby established a committee to be known as the "committee on education beyond high school," to consist of five members of the senate to be appointed by the president of the senate, six members of the house of representatives to be appointed by the speaker of the house of representatives, and one member to be appointed by the governor as an ex officio member.

(2) In the conduct of its work, the committee may retain such staff and other technical assistance as it may determine necessary. Legislative members of the committee shall be entitled under the provisions of section 63-2-7(4), to per diem expenses and all members shall be entitled to traveling expenses for attendance at committee meetings during the interim between legislative sessions in the same manner and amount as are provided in said chapter for interim committees of the general assembly authorized by joint resolution. Expenses authorized by this subsection shall be paid from the appropriations made to the legislative department, and providing for compensation and expenses of all members of the general assembly. All expenses incurred in the work of the committee shall be paid as provided by law upon vouchers signed by the chairman.

(3) The committee shall elect a chairman and vice-chairman and the chairman, with the advice of the committee, shall appoint or reappoint as soon as practicable an advisory committee which represents a cross section of knowledge and interest in the field of education beyond the high school in Colorado, but members of the advisory committee shall not receive any compensation or other reimbursement for their services or attendance at meetings.

63-2-25. Powers and functions of committee. -- (1) The committee shall conduct a continuous study of the problems and needs of education beyond high school. It shall select the areas it deems most in need of study and legislative action from such fields as coordination of higher education, upgrading of higher education opportunities, need for student aid programs to assist

12/64

the academically able, development of a state-wide testing program for the improvement of guidance and counseling of high school graduates, licensing of proprietary trade schools, student attrition, admission standards, and that segment of the public school system which affects education beyond high school.

(2) As a result of its study, the committee shall recommend to each session of the general assembly, policies which it believes will benefit higher education in Colorado and meet the state's responsibilities in such regard.

63-2-26. Legislative council to make sales ratio study-- appropriation. -- During the calendar year 1961, the legislative council shall continue its sales ratio study and shall make necessary reports as required by sections 63-2-27, C.R.S. 1963 and 123-26-14(6), CRS 1953. All expenditures incurred during such year for the purpose of fulfilling the requirements of this section shall be paid by vouchers and warrants as provided by law, approved by the chairman of the legislative council. There is hereby appropriated out of any moneys in the state treasury not otherwise appropriated, to the legislative council, the sum of thirty thousand dollars, or so much thereof as may be necessary, for the purpose of continuing the aforesaid study. Said appropriation shall become available upon the effective date of this section and remain available until the completion of said study.

Editor's note: The controller reports that the money appropriated in sections 63-2-26 and 63-2-27, C.R.S. 1963, was expended prior to 1962. In 1962, the "sales ratio" study was continued with further appropriations (L. 62, p. 259, §§ 26, 27). In 1963, the "sales ratio" was abolished and the last appropriation sections expressly repealed (L. 63, p. 859, § 17). Sections 63-2-26, and 63-2-27, C.R.S. 1963, were never expressly repealed. Section 123-26-14(6), CRS 1953, referred to herein was repealed by L. 62, p. 257, § 23. Compare 123-6-5, C.R.S. 1963.

63-2-27. Legislative council to study school formula. -- The legislative council is directed to conduct a study of methods for distribution of state moneys to the public schools, and to recommend a formula therefor, and shall be authorized to appoint an advisory committee to assist in the deliberations of the council and to pay the actual and necessary expenses of such advisory committee members while attending the meetings of the council. A report of the results of its study shall be submitted to the forty-third general assembly upon the convening of its second regular session. All expenditures incurred in the conduct of the study directed by this section shall be approved by the chairman of the legislative council and shall be paid by vouchers and warrants drawn as provided by law. There is hereby appropriated out of any moneys in the state treasury not otherwise appropriated, to the legislative council, the sum of five thousand five hundred dollars, or so much thereof as may be necessary, for the purpose of making the aforesaid study. Said appropriation shall become available upon the effective date of this section and remain available until the completion of said study.

Editor's note: See note under 63-2-26.

12/64

LEGISLATIVE REFERENCE OFFICE

Article 3, Chapter 63, C.R.S. 1963

63-3-1. Duty of agency. -- In order to provide an agency which will reduce the present number of laws by recommending repeals in suitable cases, which will reduce the bulk of the remaining statutes by recommending condensations and codifications, which will improve the statement of laws by assisting in the skillful drafting of laws, which will bring about the more scientific preparation of laws by rendering the best technical advice and information more readily available to legislators and others, which will reduce the number of unwise laws by collecting information concerning the experience of other states, which will reduce the number of laws which are now required in order to amend and perfect existing statutes by promoting the more careful consideration of bills before their original presentation to the legislature, which will relieve the attorney general's staff as it is now constituted, from the undue interference with its regular functions which arise during each session of the legislature, which will place the work of the legislative branch of the government of Colorado upon a higher and more business-like plane, a legislative reference office is hereby established as a part of the attorney general's department.

63-3-2. Director--secretary. -- During sessions of the general assembly the legislative reference office shall be in charge of a director who shall be appointed by the attorney general, by and with the approval of the governor, and who shall be an attorney at law serving as such. He shall be paid at the rate of three hundred dollars per month. He shall be employed and devote his entire time to the duties of the office from sixty days prior to the convening of the regular session of the general assembly, until such time as the general assembly may adjourn, and thirty days thereafter, and in the case of special sessions, from the date of the notice of call by the governor until fifteen days after adjournment. No person shall be so appointed unless he shall have graduated from a law school and be admitted to the bar of Colorado. At the time of regular sessions, the attorney general may also employ such stenographers, not exceeding five, as may be required to perform the necessary work, but such stenographer employment shall in no event be for a greater length of time than that of the director. In addition, the attorney general shall employ, subject to the provisions of the constitution, one secretary. The secretary shall be employed on a continuous and permanent basis, shall perform the duties required by this article, and shall have general supervisory powers over the operation of the office between sessions of the general assembly. In addition, such secretary shall perform such secretarial and other duties as may be required by an interim committee of the general assembly.

63-3-3. Appropriation. -- Adequate appropriations shall be made to carry out the purposes of this article. In the absence of such appropriation, the director and secretary of the office shall be paid their salaries and their necessary expenses incurred in the performance of duty as the executive officers of the

12/64

state government are paid. The state controller is authorized and directed to draw warrants monthly in payment of the lawful salaries and expenditures of the office on vouchers signed by the director and approved by the attorney general.

63-3-4. Use of supreme court employees. -- The librarian of the supreme court library may assign any employee or employees of the supreme court library for work in the legislative reference office during any session of the general assembly.

63-3-5. Rooms in capitol--office hours. -- The division of planning shall provide the legislative reference office with a suitable room in the main building of the state capitol, so situated as to be convenient for the members of the general assembly. Throughout the year, the office shall be kept open during the hours prevailing in other offices in the state capitol.

63-3-6. Supreme court librarian to assist. -- The librarian of the supreme court library shall facilitate the work of the legislative reference office by permitting the director of the office to withdraw data therefrom liberally, subject to such rules as may be necessary for the proper conduct of the supreme court library.

63-3-7. Duties. -- The legislative reference office shall:

(1) Collect and classify books, pamphlets, periodicals, documents and other literature relating to prospective or pending legislation, acting in co-operation with the librarian of the supreme court library, and without undue duplication of material contained in the supreme court library;

(2) Prepare for publication or for office reference, indexes, and other compilations indicating material which relates to subjects of legislation and which is available in that office or elsewhere;

(3) Keep on file useful records concerning the proceedings of the general assembly;

(4) Accumulate data and statistics regarding the practical operation of statutes of this and other states;

(5) Conduct a systematic study of the statutes in effect in Colorado, in order to determine feasible ways for reducing the number and bulk of such statutes, and for rendering them more consistent, compact and intelligible. In connection with this study, the office shall prepare for the consideration of the members of the general assembly, proposals for laws to repeal existing statutes, and to harmonize, codify, condense, and otherwise improve the remaining statutes;

(6) Co-operate with legislative reference bureaus and corresponding departments of other states, and with other agencies engaged in kindred work;

(7)(a) Upon the request of the governor or of any member of the general assembly:

12/64

(b) Draft or aid in drafting legislative bills and resolutions and amendments thereto;

(c) Advise as to constitutionality or probable effect of proposed legislation;

(d) Prepare summaries of existing laws affected by proposed legislation, compilations of laws in other states or countries relating to the subject matter of such legislation, and statements of the operation and effect of such laws;

(e) Make researches and examinations concerning the subject of any proposed legislation;

(f) Advise the governor, if he so requests, in respect to any bill which is before him for signature after the adjournment of the general assembly;

(8) Perform such other duties as may be required by the legislature.

63-3-8. All records accessible to legislature. -- All of the legislative reference office's books, documents and other materials, including its guides to information and advice elsewhere available, shall be accessible at all times to all senators and representatives and to all other state and municipal officers, including members of governmental boards and commissions, and to the public for reference purposes.

63-3-9. Requests for drafting bills in writing. -- All requests for the drafting of bills or resolutions by the office shall be submitted in writing, and shall contain a general statement respecting the policies and purposes which the governor or legislator making the request desires the bill to establish and the purposes which the bill is designed to accomplish. Each request and statement shall be signed by the person who submits it. Neither the director nor any employee of the office shall reveal to any person outside of the office the contents or nature of any such request or statement except with the consent of the person by whom it is signed. The office shall draft each requested bill to conform to the request, or the supplementary written instructions of the signer of the original request. Neither the director nor any employee of the office shall lobby, personally or by letter, for or against any pending legislation.

63-3-10. State purchasing agent printing supervisor. -- The printing and binding necessary for the proper performance of the duties of the legislative reference office, or the proper preservation of the materials collected therein, shall be done under the supervision of the state purchasing agent, who shall also, upon the requisition of the director, furnish the office with stationery. The printing, binding, and stationery authorized by this section shall be paid for out of the appropriations made for the office.

12/64

LEGISLATIVE COUNCIL

Article 4, Chapter 63, C.R.S. 1963

63-4-1. Legislative council created. -- (1) There is hereby created a legislative council, hereinafter referred to as "council," which council shall consist of five senators to be appointed by the president of the senate with the approval of a majority vote of the members elected to the senate and six representatives to be appointed by the speaker of the house of representatives with the approval of a majority vote of the members elected to the house of representatives. The president of the senate and the speaker of the house shall be ex officio members with all the powers, privileges and duties of other members.

(2) Appointments are to be made to the council not less than twenty days prior to the close of the regular session of the general assembly held in 1953. Thereafter appointments or reappointments of all members of the council shall be made not less than twenty days prior to the close of the regular session of the general assembly held in odd numbered years. Membership on the council shall terminate with the appointment of a member's successor or upon the termination of a member's term of office in the general assembly, whichever shall first occur. A member may be appointed to succeed himself.

(3) The party representation of the council shall be in proportion generally to the relative number of members of the two major political parties in each house of the general assembly, but in no event shall a minority party be represented by less than one council member from the senate and two council members from the house of representatives.

(4) Vacancies in the membership of the council shall be filled in the same manner as original appointments are made.

63-4-2. Organization--meetings. -- (1) The council shall select its chairman and vice-chairman from among its membership; and it shall prescribe its own rules of procedure, and may appoint subcommittees from the membership of the general assembly and other persons to assist the council in carrying out its functions.

(2) The council shall meet as often as may be necessary to perform its functions, but it shall not meet less frequently than once in each quarter of the calendar year.

(3) Seven members shall constitute a quorum, and a majority thereof, or of the number of members present if more than a quorum, shall have authority to act on any matter within the jurisdiction of the council.

63-4-3. Functions. -- It shall be the function of the council to collect information concerning the government and general welfare of the state, to examine the effects of constitutional provisions and statutes and recommend desirable alterations, to consider important issues of public policy and questions of state-wide interest, and to prepare for presentation to the members and

12/64

various sessions of the general assembly such reports, bills, or otherwise, as the welfare of the state may require, and to expend moneys or authorize the expenditure of moneys to accomplish the functions contained in this section out of moneys appropriated to the council by the general assembly.

63-4-4. Director of research--assistants. -- The council shall appoint a director of research who shall be responsible to the council for the collection and assembling of all data, and for the preparation of reports, recommendations, and bills. He shall, subject to the general policies of the council, have administrative direction over the activities of the council. He shall be paid a salary to be determined by the council. He shall be an employee of the general assembly and shall not be subject to the civil service provisions of the state of Colorado. He shall be appointed without reference to party affiliation and solely on the basis of his ability to perform the duties of the position. The director of research, with approval of the council, may appoint such additional professional, technical, clerical, or other employees necessary to perform the functions assigned to the director of research by the council.

63-4-5. Requests of the governor. -- The governor may present, at any meeting of the council, in person or in writing, requests, recommendations, reports, and explanations of the policies of the administration, or any other matters pertaining to the government of the state or its policies.

63-4-6. Authority to subpoena witnesses. -- The council shall have the power to subpoena witnesses, take testimony under oath, and to assemble records and documents, by subpoena duces tecum or otherwise, with the same power and authority as courts of record, and may apply to courts of record for the enforcement of these powers. The sheriff of any county shall serve any subpoena on written order of the council in the same manner as process is served in civil actions. Witnesses subpoenaed to appear before the council shall receive the same fees and expenses as witnesses in civil cases.

63-4-7. Minutes of council. -- The council shall keep minutes of its meetings which shall be available to all members of the general assembly upon request. Any member of the general assembly shall have the right to attend any of the meetings of the council and may present his views on any subject which the council may be considering.

63-4-8. Recommendations and findings. -- The recommendations and findings of the council shall be sent to each member of the general assembly, to the governor, and to the state library at least thirty days prior to any regular session of the general assembly, or at such other times as the council deems necessary or as requested by the general assembly.

63-4-9. Reimbursement of members for expenses. -- Members of the council shall be reimbursed for necessary expenses in connection with the performance of their duties.

12/64

ADVISORY COMMITTEE ON EDUCATIONAL ENDEAVOR

Section 123-27-4, C.R.S. 1963, establishes the advisory committee on educational endeavor:

123-27-4. Advisory committee. (1) There is hereby established the advisory committee on educational endeavor, hereinafter called the "committee." It shall advise the legislative council and the general assembly on matters relating to scholastic achievement, including but not limited to an interpretation of how students on all grade levels from primary school through college might best be assisted by the state in attaining their highest levels of achievement; how schools might best upgrade their educational opportunities; how local and state school authorities might best coordinate the planning and financing of both scholastic and vocational educational programs with available federal programs and resources; and how student guidance services in the public schools might best be performed.

(2) The committee created by subsection (1) of this section shall be appointed by the legislative council and shall report to and through the council to the general assembly. Such reports shall be made to the regular annual sessions of the general assembly.

(3) The committee shall be composed of eleven members, at least six of whom shall be lay citizens not specifically engaged in professional or vocational education pursuits. At least four members shall be full-time educators, and one of said four members shall be a teacher engaged in classroom instruction in the public schools, and one shall be a teacher engaged in classroom instruction in a private school, college, or university. The four, among them, shall represent in at least one instance, the elementary, secondary, and higher educational systems, respectively, one member to be appointed at large. In addition to the eleven members, the council shall designate each two years, one member of each house of the general assembly as an ex officio member of the committee.

(4) On or before July 1 of each odd numbered year, the council shall appoint the members of the committee. As of July 1, 1959, five of said members shall be designated for a term of two years, and six for a term of four years. Thereafter, all appointments shall be for a term of four years. The chairman of the committee shall be designated by the council.

(5) Members of the committee shall serve without compensation. Necessary travel expenses of the members may be granted at the discretion of the council. Staff services shall be assigned as the council shall direct. The committee shall meet at least four times each year.

12/64

COMMISSION ON INTERSTATE COOPERATION

The law concerning the Commission on Interstate Cooperation is found in article 1 of chapter 74:

74-1-1. Colorado commission on interstate co-operation. --

(1)(a) There is hereby established a commission on interstate co-operation to be known as the "Colorado commission on interstate co-operation." The commission shall be composed of fifteen members, namely:

(b) Five members of the senate, to consist of the president pro tem, the majority and minority leaders, and two members to be appointed by the lieutenant governor, one from the majority and one from the minority party;

(c) Five members of the house of representatives to consist of the speaker, the majority and minority leaders, and two members to be appointed by the speaker, one from the majority and one from the minority party;

(d) Five members to be appointed by the governor from administrative officials and employees of the state.

(2) Appointments of members to the commission shall be made on or as soon as possible after the convening of the first regular session of a general assembly, provided that appointments of members first appointed to the commission shall be made as soon as possible after the effective date of this section. Membership on the commission shall terminate upon the convening of the first regular session of the general assembly held next after appointment to membership. A member of the commission may be appointed to succeed himself, and vacancies in the membership shall be filled in the same manner as original appointments are made.

(3) The commission shall meet as often as may be necessary to perform its functions, but it shall not meet less frequently than once in each quarter of the calendar year. The commission shall function during sessions of the general assembly and also during the interim periods between such sessions. The commission shall elect from its membership a chairman and vice-chairman, and the director of the legislative council shall serve as secretary of the commission, without a vote. Eight members shall constitute a quorum, and a majority thereof, or of the number of members present at any meeting if more than a quorum, shall have authority to act on any matter within the jurisdiction of the commission.

74-1-2. Functions. -- It shall be the function of this commission:

(1) To carry forward the participation of this state as a member of the council of state governments.

(2) To encourage and assist the legislative, executive, administrative and judicial officials and employees of this state to develop and maintain friendly contact by correspondence, by conference, and otherwise, with officials and employees of the

12/64

other states of the federal government, and of local units of government.

(3)(a) To endeavor to advance co-operation between this state and other units of government whenever it seems advisable to do so by formulating proposals for, and by facilitating:

(b) The adoption of compacts;

(c) The enactment of uniform or reciprocal statutes;

(d) The adoption of uniform or reciprocal administrative rules and regulations;

(e) The informal co-operation of governmental offices with one another;

(f) The personal co-operation of governmental officials and employees with one another, individually;

(g) The interchange and clearance of research and information; and

(h) Any other suitable process.

(4) In short, to do all such acts as, in the opinion of this commission, will enable this state to do its part or more than its part in forming a more perfect union among the various governments in the United States and in developing the council of state governments for that purpose.

74-1-3. Establishment of delegations and committees. -- The commission shall establish such delegations and committees as it deems advisable, in order that they may confer and formulate proposals concerning effective means to secure intergovernmental harmony, and may perform other functions for the commission in obedience to its decisions. Subject to the approval of the commission, the member or members of each such delegation or committee shall be appointed by the chairman of the commission. State officials or employees who are not members of the commission on interstate co-operation may be appointed as members of any such delegation or committee, but private citizens holding no governmental position in this state shall not be eligible. The commission may provide such other rules as it considers appropriate concerning the membership and the functioning of any such delegation or committee. The commission may provide for advisory boards for itself and for its various delegations and committees, and may authorize private citizens to serve on such boards.

74-1-4. Report--expenses. -- (1) The commission shall prepare and transmit annually, in the form and manner prescribed by the controller pursuant to the provisions of section 3-3-17, CRS 1953, a report accounting to the governor and to the general assembly for the efficient discharge of all responsibilities assigned by law or directive to the commission.

12/64

(2) Legislative members serving on the commission shall be considered members of an interim committee of the general assembly under the provisions of section 63-2-7 (4)(d), CRS 1953, as amended, and shall be compensated and reimbursed for necessary expenses incurred in accordance therewith. Other members of the commission and the members of all delegations and committees which it establishes shall serve without specific compensation for such services, but they shall be paid their necessary expenses in carrying out their obligations under this article.

(3) The commission may employ such personnel and may incur such other expenses as may be necessary for the proper performance of its duties, and, by contributions to the council of state governments, it may participate with other states in maintaining the council's district and central secretariats, and its other governmental services. Vouchers covering expenses of the commission shall be signed by the chairman, and warrants shall be drawn by the state controller in payment thereof as provided by law.

Editor's note: This section was enacted by section 76 of chapter 29, S.L. 1964.

74-1-5. Council as joint governmental agency. -- The council of state governments is hereby declared to be a joint governmental agency of this state and of the other states which co-operate through it.

COMMISSION ON UNIFORM STATE LAWS

The law concerning the Commission on Uniform State Laws is found in article 2 of chapter 135:

135-2-1. Commissioners appointed--duties. -- (1) The governor shall appoint three persons, who shall be learned in the law, to be and to constitute commissioners by the name and style of "commissioners for the promotion of uniform state laws." At least one of such commissioners, shall be a member of the general assembly. The terms of office of commissioners shall be six years; provided, that if the commissioner appointed from the general assembly shall, during his term of office as a commissioner, cease to be a member of the general assembly, his appointment as commissioner shall terminate, and another member of the general assembly shall be appointed in his place. Vacancies shall be filled for the remainder of the unexpired terms.

(2) It shall be the duty of such commissioners to examine the subjects of legislation upon which uniformity among the states of the United States shall be deemed by them to be desirable, to ascertain the best means to effect uniformity in the laws among the states, to represent the state of Colorado in conventions of like commissioners of other states for the consideration and recommendation of bills for uniform laws to be submitted to the state legislatures for their action, and to devise and recommend such other courses of action as they shall deem best suited to accomplish the purpose of this article.

135-2-2. Compensation and expenses. -- No commissioner shall receive any compensation for his services; but each commissioner shall be reimbursed from the state treasury for the amount of his

actual traveling and subsistence expenses incurred and paid by him in the discharge of his duties as a commissioner by the state treasurer upon warrants drawn by the state controller upon vouchers approved by the state controller.

135-2-3. Report. -- The commissioners shall prepare and transmit annually, in the form and manner prescribed by the controller pursuant to the provisions of section 3-3-17, CRS 1953, a report accounting to the governor and the general assembly for the efficient discharge of all responsibilities assigned by law or directive to the commissioners. Together with this report shall be such recommendations, if any, as the commissioners wish to be considered by the general assembly, which recommendations shall be submitted by the governor to the general assembly.

Editor's note: This section was enacted by section 151 of chapter 29, S.L. 1964.

135-2-4. Indebtedness. -- The commission shall not contract nor make any indebtedness of any kind or nature to be paid from any appropriation unless the money is available in such appropriated fund.

LEGISLATIVE AUDITOR

Section 21 of Article IV and Section 49 of Article V, Colorado Constitution

At the election in November, 1964, the voters of Colorado adopted an amendment to the Colorado Constitution to replace the elected Auditor of State with a State Auditor appointed by the General Assembly. The pertinent sections are given below.

At the time this handbook was compiled the General Assembly had not yet had an opportunity to enact legislation to implement the amendment.

Article IV, Section 21. The auditor of state elected at the general election in 1962 shall hold his office until the second Tuesday of January of 1967. In case of a vacancy in the office prior to said date, such vacancy shall be filled by the governor. The provisions of this amendment shall not affect the powers and duties of such auditor of state during his term of office, but thereafter such powers and duties as prescribed by this constitution and by statute law, and not by this amendment specifically transferred to other state officers, shall devolve upon such state officers as the general assembly may prescribe.

Article V, Section 49. The general assembly by a majority vote of the members elected to and serving in each house, shall appoint, without regard to political affiliation, a state auditor, who shall be a certified public accountant licensed to practice in this state, to serve for a term of five years and until his successor is appointed and qualified. He shall be ineligible for appointment as state auditor for more than two consecutive terms, or for appointment or election to any other public office in this state from which compensation is derived while serving as state auditor and for two years following the termination of his

12/64

services as such state auditor. He may be removed for cause at any time by a two-thirds vote of the members elected to and serving in each house. It shall be his duty to conduct post audits of all financial transactions and accounts kept by or for all departments, offices, agencies, and institutions of the state government, including educational institutions notwithstanding the provisions of section 14 of article IX of this constitution, and to perform similar or related duties with respect to such political subdivisions of the state as shall from time to time be required of him by law.

Not more than three members of the staff of the state auditor shall be exempt from the classified civil service.

CONGRESSIONAL DISTRICTS

H.B. No. 1001, First Extraordinary Session, 1964

House Bill No. 1001, First Extraordinary Session, 1964, repealed and re-enacted section 63-4-1, CRS 1953, on congressional apportionment. (In C.R.S. 1963 the section number was changed to 28-1-1.) The provisions of H.B. No. 1001 are as follows:

SECTION 1. 63-4-1, Colorado Revised Statutes 1953, is hereby REPEALED AND RE-ENACTED, WITH AMENDMENTS, to read:

63-4-1. Congressional districts. For the election of representatives to congress, the state of Colorado is hereby divided into four congressional districts as follows:

(1) The first congressional district shall consist of the city and county of Denver.

(2) The second congressional district shall consist of the counties of Adams, Arapahoe, Boulder, Clear Creek, Gilpin, and Jefferson.

(3) The third congressional district shall consist of the counties of Baca, Bent, Cheyenne, Costilla, Crowley, Custer, Douglas, Elbert, El Paso, Fremont, Huerfano, Kiowa, Kit Carson, Las Animas, Lincoln, Otero, Prowers, Pueblo, Teller, Washington, and Yuma.

(4) The fourth congressional district shall consist of the counties of Alamosa, Archuleta, Chaffee, Conejos, Delta, Dolores, Eagle, Garfield, Grand, Gunnison, Hinsdale, Jackson, Lake, La Plata, Larimer, Logan, Mesa, Mineral, Moffat, Montezuma, Montrose, Morgan, Ouray, Park, Phillips, Pitkin, Rio Blanco, Rio Grande, Routt, Saguache, San Juan, San Miguel, Sedgwick, Summit, and Weld.

SECTION 2. Safety clause. The general assembly hereby finds, determines, and declares that this act is necessary for the immediate preservation of the public peace, health, and safety.

12/64

ORGANIZATION OF THE GENERAL ASSEMBLY

	<u>Page</u>
Convening of the Senate and House	3f
Procedure on Opening Day of First Regular Session	3f
Daily Order of Business -- Hour of Meeting	4f
Attendance	4f
Quorum	4f
Daily Calendar	4f
Standing Committees	5f
Committee of the Whole	7f
Conference Committees	7f
Special Committees	7f
Officers and Employees	7f
Presiding Officers	7f
Secretary of Senate and Clerk of House	8f
Assistant Secretary and Clerk	8f
Docket Clerk	8f
Reporter	8f
Reading Clerk	8f
Engrossing Clerk	9f
Enrolling Clerk	9f
Printing Clerk	9f
Bill Clerk	9f
Sergeant-at-Arms	10f
Messengers and Clerks	10f
Stenographic and Typing Pool	10f
Machine Operators	10f

12/64

ORGANIZATION OF THE GENERAL ASSEMBLY

Convening of the Senate and House: The General Assembly meets in regular session at 10 o'clock a.m. on the first Wednesday after the first Tuesday in January of each year. The Senate is called to order by the ranking officer present, in this order: the Lieutenant Governor of the preceding session; the president pro tem of the preceding session; the Senator having the longest continuous service in the Senate. The House is called to order by the Speaker of the preceding session, or in his absence, the member who has served the longest continuous time in the House. Following the call to order in each house, the respective chaplains lead the Senate and House in prayer.

Procedure of Business in the General Assembly on the Opening Day of the First Regular Session: With slight variations, a similar order of business is followed in both houses:

1. Reading of transmittal letter from the Secretary of State together with membership lists. In the Senate, this includes hold-overs and members-elect; in the House, members-elect.
2. Roll call.
3. Committee on Credentials: The law requires that a credentials committee of three be elected by the members of each house; however, in practice, the presiding officers of both houses have been appointing the credentials committees. Both houses recess while these committees prepare reports upon the credentials of those claiming to be elected members of their respective houses. Upon reconvening the reports are read and adopted.
4. Administration of Oath to Members: The presiding officers of both houses appoint three-member committees to escort the Chief Justice (and/or associate justices) to each chamber, to administer the oath of office to the members-elect.
5. Election of Presiding Officers: Nominations are taken from the floor, and votes are cast by all members for the President pro tem of the Senate and the Speaker of the House.
6. Election or Appointment of the Secretary of the Senate and Chief Clerk in the House.
7. Adoption of Temporary Rules (Rules of the previous session).
8. The President pro tempore of the Senate appoints a committee of three to notify the House that the Senate is organized and ready for business; the Speaker of the House takes similar action to notify the Senate.
9. Introduction and Consideration of Resolutions:
 - a. A Senate Joint Resolution is adopted by both houses to appoint a joint committee to notify the Governor that the First Regular Session of the _____

12/64

- General Assembly is organized and ready for business, and to inquire of the Governor if he has any communication to present to the Assembly in Joint Session.
- b. A Senate Joint Resolution is adopted, providing for appointment of a joint committee to arrange for the inauguration of the Governor-elect and other elected state officials. (Inaugural years)
 - c. A Senate Joint Resolution is adopted for a joint session, to canvass the votes cast for certain state officials elected at the last general election.
 - d. Separate resolutions are adopted in each house, authorizing employment of individuals to fill specific service and clerical positions in the General Assembly for the duration of the session.
10. Joint Session for Governor's Message: Both houses are recessed for a joint session in the House. The call to order by the President of the Senate is followed by a roll call. The joint committee escorts the Governor to the rostrum from which he addresses the General Assembly. His address is ordered printed in the House Journal by the assembled legislators. The joint session dissolves, and both houses reconvene in their respective chambers for consideration of other business, introduction of additional resolutions, reading of further communications, etc.
11. Adjournment or Recess.

Daily Order of Business: The regular hour of meeting of both the Senate and the House is 10:00 a.m. daily, unless otherwise ordered. The President of the Senate and the Speaker of the House call their respective bodies to order.

Attendance: Each member must answer the roll call, unless he has been properly excused, and he is expected to remain until adjournment at the close of day. To be excused, a member must request permission of the President of the Senate or the Speaker of the House. If he is unable to do this in person, he may ask another member to request his excuse.

Quorum: It is necessary to have a quorum present in order to transact business. A quorum consists of a majority of all members elected -- eighteen members in the Senate and thirty-three members in the House. However, a smaller number may adjourn from day to day, or for less than a day, and compel the attendance of absent members.

Daily Calendar: A copy of the Daily Calendar, showing the business to come before the General Assembly, is placed on each member's desk early in the morning. After this business is accomplished, both houses usually recess for committee meetings. Each house proceeds with the order of business as follows:

1/65

1. Reading, correction, and approval of the Journal. (The Constitution requires that a correct Journal of each day's proceedings be kept. Each day's Journal is printed following adjournment for the day, and a copy of the previous day's proceedings is placed on each legislator's desk the next morning.)
2. Reports of standing committees.
3. Reports of special committees.

<u>House</u>	<u>Senate</u>
4. Introduction of bills (by title) first reading	4. General Orders - Second reading
5. Third reading of bills	5. Third reading of bills
6. General orders - Second reading	6. Consideration of resolutions and memorials
7. Messages - Senate, Governor, and communications from state officers	7. Messages - Governor, House, and communications from state officers
8. Introduction of resolutions and memorials	8. Presentation of petitions and memorials
9. Conference committee reports - majority and minority reports	9. Introduction of resolutions and memorials
10. Consideration of resolutions and memorials	10. Introduction of bills - first reading by title

Standing Committees: The members of each house are assigned to various standing committees, to which all bills are referred immediately following the first reading by title. House standing committees are appointed by the Speaker, and Senate standing committees are appointed by resolution. Standing committees in both houses are appointed at the beginning of each regular session following a general election and the members serve until after the next general election. The Speaker is responsible for referring bills to committees in the house; similarly, in the senate, bills are referred to committees by the President of the Senate. There are twenty-one Senate standing committees with a membership range of four to twenty members, and fifteen house standing committees, with membership ranging from five to nineteen. These Committees, which deal with particular subject areas, are listed in the table below, with the number of members indicated for each committee.

The committee system makes it possible for a smaller group to give more detailed study to a bill than would be practicable were the full body of each house to consider all bills. The standing committees are authorized to hold public hearings, as well as to hold closed or executive sessions.

COLORADO GENERAL ASSEMBLY
STANDING COMMITTEES

COMMITTEE	NUMBER OF MEMBERS	
	House	Senate
Agriculture ¹	11-19	12
Appropriations	11-19	--
Business Affairs	11-19	11
Education	11-19	11
Finance	11-19	20
Game, Fish, and Parks	7	10
Health and Welfare ⁴	11-19	10
House Services	5	--
Industrial Affairs	--	10
Judiciary	11-19	11
Joint Budget Committee	--	3
Labor ²	11-19	10
Livestock ³	--	10
Local Government	11-19	10
Mining	--	10
Metropolitan Affairs	--	10
Natural Resources	11-19	--
Rules	7	--
Senate Services	--	4
State Affairs	11-19	10
State Institutions and Public Buildings	--	10
Supplies, Expenditures, and Personnel	--	5
Transportation ⁵	11-19	10
Veteran and Military Affairs	--	10
Water and Water Resources	--	16

1. Called "Agriculture and Livestock" in the House.
2. Called "Labor and Employment Relations" in the House.
3. Included under "Agriculture and Livestock" in the House.
4. Called "Health, Welfare, and Institutions" in the House.
5. Called "Transportation and Highways" in the House.

One of the standing committees, the House Rules Committee, consisting of seven members, including the Speaker, decides which bills reported out of the other standing committees will be presented to the Committee of the Whole for second reading. The Rules Committee prepares a calendar which must be posted on the bulletin board at least twenty-four hours prior to consideration by the House, except during the last five days of the session. In the absence of a rules committee in the Senate, bills appear on the calendar in the order in which they were reported out of the standing committees.

Toward the close of the long session, as the bill traffic increases, the Senate may elect a Calendar Committee, of at least five members, which functions in the same manner as the House Rules Committee.

1/65

Committee of the Whole: Every bill on general orders (second reading) or special orders (scheduled out of usual order) must be considered by each house sitting as a Committee of the Whole. The Committee of the Whole is the entire membership of either house sitting as a committee. The purpose of sitting as the Committee of the Whole is to allow persons other than members to speak to the whole house, and to allow a greater latitude in debate than is permitted under legislative rules. The committee is formed in each house upon adoption of a motion; the President of the Senate and the Speaker of the House appoint the respective chairmen who exercise the powers of the respective presiding officers during Committee of the Whole deliberations.

Conference Committees: In case the Senate and House cannot agree on an amendment to a bill, the question is referred to a Conference Committee for further consideration. A separate conference committee is appointed to consider each bill on which there is disagreement. A conference committee is composed of five members -- two appointed by the President of the Senate and three by the Speaker of the House. The vote on concurrence with the conference committee is taken following distribution of the conference committee report to the members of both houses.

Special Committees: In addition to the committees already mentioned which assist in various ways with the conduct of legislative business, there are many special committees such as interim committees appointed to study or investigate certain problems or areas of interest; the committees which notify the Governor that the General Assembly is in session and assist with inaugurals; funeral and flower committees, etc. In the Senate these special committees are appointed by the President unless otherwise ordered by the majority vote of all members elected; the Speaker appoints all special committees in the house.

Officers and Employees of the General Assembly

Presiding Officers: The Lieutenant Governor acts as President of the Senate; in his absence the President pro tempore serves in this capacity. The Speaker is elected by the House members to preside over the House; he designates a member to serve in his absence.

The presiding officer of each house preserves order; decides all questions of order, subject to a member's right of appeal; refers all legislative acts to standing committees; and signs in open session all bills, resolutions, memorials and orders.

The Speaker of the House makes all committee appointments in that body, and the Lieutenant Governor appoints all committees in the Senate except standing committees, unless otherwise ordered by the majority vote of all members elected.

In both houses, the majority and minority parties each choose a floor leader whose function it is to lead his party and to expedite legislative business. The majority floor leaders

12/64

assume the responsibility of maintaining the flow of legislative business.

Secretary of the Senate and Clerk of the House: Duties of these two officers are similar:

1. Responsible for preparation of the daily journal in which are entered roll call results; titles of all bills introduced, texts of memorials and resolutions (except concurrent, which are printed separately); all committee reports; amendments to bills; messages from the Governor and the other house; communications from other state officers and departments; and results of voting.
2. Responsible for preparation of daily calendar.
3. Have in their custody all documents and records and permit same to be used and examined only by authorized personnel. Missing papers will be reported immediately to the presiding officer.
4. Supervise maintenance of pay records of legislators and all personnel employed by the General Assembly.

Assistant Secretary of the Senate and Clerk of the House:

1. Keep a record of all officers and employees and prepare pay records.
2. Perform other assigned duties and serve in the absence of the Secretary of the Senate or the Chief Clerk of the House, as applies.

Docket Clerk:

1. Keeps record, called "docket", in which he registers the numbers, titles, and sponsors of all legislative bills, resolutions, and memorials, with record of all action taken on these documents.
2. Distributes to the proper committees or officers all bills or other documents referred by the presiding officers.

Reporter:

Makes record of, collates, and transcribes in logical order information required for the official record.

Reading Clerk:

1. Calls the roll;
2. Reads aloud, from the rostrum, all matters that come before the two houses -- journals, bills, committee reports, papers, etc. -- as designated by the Secretary of the Senate or Chief Clerk of the House.
3. Acts as clerk for the Committee of the Whole.

12/64

Engrossing Clerk:

1. Engrosses all bills. After passage of a bill on second reading in the house of origin, it is given to the engrossing clerk. To "engross" means to type an exact copy of the bill, with amendments, as it stands after second reading in the house of origin. If no amendment is made on second reading, the original bill itself is accepted as the engrossed bill. In the case of minor amendments, such amendments may be indicated in red on the printed bill for use as the engrossed bill. (Joint Rule 19).
2. Revises all bills. When the bill passes on second reading in the second house, with amendments, it is revised. To "revise" means to type amendments on slips of paper and clip these to the bill in appropriate places so that the bill reads exactly as it passed the second house on second reading.
3. Makes copies of such other documents, journals, reports, or papers as are needed.

Enrolling Clerk:

The enrolling clerk prepares a true copy of each bill in its final form after it has been approved by both houses. The original is transmitted to the Governor for his action, and a copy is given to the sponsor. It is most important that the sponsor review very carefully the enrolled bill. If a bill passes both houses without amendment, and the printed bill is in such form that it may be used as the enrolled bill the clerk of the house or the secretary of the senate may so direct. The enrolling clerk then prepares the printed bill in the prescribed form for necessary signatures.

Printing Clerk:

1. Keeps record of all bills assigned to him while in the process of printing. When a standing committee decides to have a bill printed for use by members of the General Assembly, the Printing Clerk is responsible for recording this information and sending the bill to the printer.
2. Proofreads the Journals.
3. Receives the printed copies and maintains record of quantities printed.

Bill Clerk:

1. Maintains stock of all printed legislative documents and arranges for distribution of bills, journals, calendars, etc. to authorized persons and agencies.
2. Prepares for mailing packets of bills and other documents to authorized persons and agencies.

12/64

Sergeant-at-Arms

1. Has charge of all police regulations.
2. Supervises lighting, ventilation, and other housekeeping services.
3. Serves subpoenas and warrants.
4. Distributes materials to legislators as requested.
5. Keeps order in the lobby, and seats authorized visitors on the floor of either house.

Messengers and Clerks:

1. Receipt for and distribute the mails under the supervision of the Sergeant-at-Arms Department.
2. Arrange in each legislator's desk file printed bills, resolutions, journals, etc., as they are printed.
3. Perform such other duties as assigned by the Secretary of the Senate or the Chief Clerk of the House.

Stenographic and Typing Pool:

Stenographers and typists are assigned to pools in both houses to assist legislators in handling of correspondence, reports and other clerical tasks.

Machine Operators:

The Legislative Council operates a machine room where legislators may have copies of official material reproduced for distribution or personal use, within reason. In the machine room are a Xerox machine (this photographic equipment can be used to reproduce materials as is, or enlarge or reduce it in size) and a multilith machine, which can turn out a sufficient number of copies of material necessary for legislative use. Requests for this service should be given to the Chief Clerk of the House or Secretary of the Senate.

12/64

LAW-MAKING PROCESS

	Page
Types of Legislative Enactments	3g
Bills	3g
Resolutions	3g
Memorials	3g
Preparation of Bills	3g
Severability Clause	4g
Effective Date	5g
Safety Clause	5g
How A Bill Becomes A Law -- S.B. 217, 1957	6g
Voting in the General Assembly	10g
Action by the Governor	10g

12/64

THE LAW-MAKING PROCESS IN COLORADO

Types of Legislative Enactments

Bills: A bill is a draft of a proposed law. It either proposes new legislation or amends or repeals an existing law. Every bill must contain but one subject which should be clearly expressed in the title. Immediately following the title, this enacting clause must appear: "Be It Enacted by the General Assembly of the State of Colorado."

Resolutions: There are three kinds of resolutions used in the General Assembly, simple resolutions, joint resolutions and concurrent resolutions. Simple resolutions are adopted by the house of origin only; concurrent and joint resolutions require consideration and adoption by both houses.

A concurrent resolution proposes amendments to the state constitution, or recommends the holding of constitutional conventions, or ratifies proposed amendments to the federal constitution. It is treated as a bill, except that a two-thirds affirmative vote of all elected members is required on third reading and final passage -- 44 votes in the House and 24 votes in the Senate. A bill requires a simple majority vote of all those elected, with certain exceptions such as bills relating to judicial districts.

A joint resolution pertains to transaction of business which applies to both houses; establishment of a committee comprised of members of both houses; or an expression of the will or sentiment of both houses on any matter.

A simple resolution pertains to a matter which relates to only one house of the General Assembly.

Memorials: Memorials pertain to resolutions memorializing the United States Congress on any matter; or expressions of sentiment on the death of any person or persons. Joint memorials require concurrence of both houses, while house memorials apply to only one house.

Preparation of Bills: Bills originate as ideas which can be traced to one of several sources -- citizen groups, political party leaders, special interest groups, state officials or department heads, or individual citizens. Prior to offering a bill for introduction, the author must submit to the Chief Clerk of the House or to the Secretary of the Senate -- depending on house of origin -- a typed original with three carbon copies of the text of the bill. The bill is placed in a printed cover -- House bills in blue and Senate bills in white -- provided for this purpose. On the cover is sufficient space in which to record information denoting progress of the bill. A bill must contain the names of the sponsor or sponsors, the title, enacting clause, and the body of the bill. All bills must be typed and

12/64

approved by the Legislative Reference Office as to form.

In order that bills may be properly drafted, the General Assembly established in 1927, within the office of the Attorney General, the Legislative Reference Office. The functions of this office are discussed more fully in the section devoted to "Legislative Services."

There is no established "shut-off" date for introduction of bills in the Colorado General Assembly. However, agreement is reached during the session by passage of a resolution to discontinue introduction of legislation after a given date with certain exceptions, such as appropriation bills.

Certain clauses or provisions which appear in proposed legislation and have in the past proved of interest and of some confusion to members of the general assembly are listed and explained below. These are:

1. Severability, separability or constitutionality clause
2. Effective date
3. Safety clause

Severability, separability or constitutionality clause: This clause, which can be stated in many ways, provides in essence that if any provision of an act or the application thereof to any person or circumstance is held invalid by a court, such invalidity shall not affect other provisions or applications of the act which can be given effect without the invalid provision or application, and to this end all provisions of the act are severable.

While in many cases this clause is inserted in proposed legislation at the instance of attorneys and some members, in the opinion of other attorneys and of the Legislative Reference Office it is deemed unnecessary, particularly in view of the fact that in 1953, the Committee on Statute Revision put in their report, which was subsequently adopted by the General Assembly as a part of the statute law of the state, the following:

(C.R.S. 1963) Sec. 135-1-5. Severability of statutes. If any provision of a statute is found by a court of competent jurisdiction to be unconstitutional, the remaining provisions of the statute are valid, unless it appears to the court that the valid provisions of the statute are so essentially and inseparably connected with, and so dependent upon, the void provision that it cannot be presumed the legislature would have enacted the valid provisions without the void one; or unless the court determines that the valid provisions, standing alone, are incomplete and are incapable of being executed in accordance with the legislative intent.

12/64

Moreover, courts generally apply the above principle of severability even though it is not expressed specifically, or in a general statute applying to all legislation as in the section quoted above.

Effective date: The date a bill enacted by the General Assembly becomes law is most important. Under the state constitution, a bill, if it has a safety clause and unless another date is specified in the act, will go into effect "upon its passage." (Art. V, secs. 1 and 19). The words "upon its passage" have been construed by our supreme court to mean on approval by the governor (Rio Grande Co. vs. Brenneman, 45 Colo. 264). If a bill does not have a safety clause (with certain appropriation bills excepted), it goes into effect ninety days from the day of adjournment, unless a later date is specified in the act. See further explanation below under the safety clause.

It should also be emphasized that the sponsor of legislation should consider carefully the date such legislation should become effective if enacted. If it is necessary to allow some time for a new state agency to become established or for an established agency to put into effect new functions, or if information concerning the effect of a new statute should be disseminated to the public, to the attorneys of the state, to the professions or businessmen, in order to give them time to comply with the new act, the effective date of the act or certain parts thereof should be delayed until these things can be accomplished. Too often in the past, acts have become effective immediately upon approval by the governor, when it was not feasible or even possible for them to become operative immediately.

Safety clause: The safety clause, which causes more confusion in the General Assembly and among attorneys than any other provision in acts of the assembly reads as follows:

"SECTION _____. The general assembly hereby finds, determines, and declares that this act is necessary for the immediate preservation of the public peace, health, and safety."

This clause has its origin under the provisions of the referendum. (Art. V, sec.1, state const.) Pertinent provisions of this section read:

" * * * The second power hereby reserved is the referendum and it may be ordered, except as to laws necessary for the immediate preservation of the public peace, health or safety, and appropriations for the support and maintenance of the department of state and state institutions, against any act, section or part of any act of the general assembly, either by a petition signed by five per cent of the legal voters or by the general assembly. Referendum petitions shall be addressed to and filed with

12/64

the Secretary of State not more than ninety days after the final adjournment of the session of the general assembly, that passed the bill on which the referendum is demanded."

Our Supreme Court has held that acts which are referable to the people (those acts which are not necessary for the immediate preservation of the public peace, health or safety) take effect at the expiration of ninety days from the adjournment of the session and not before. (Interrogatories of the Governor, 66 Colo. 319). In other words, the people have ninety days from the date of adjournment to refer a referable act of the general assembly, or part thereof, to themselves by petition.

In summation of the above, acts become effective:

1. If they have the safety clause -- On signature of the Governor or on the date specified in the act;
2. If they do not have the safety clause -- 90 days from the date of adjournment of the general assembly, or on the date specified in the act, provided said date is after 90 days from the date of adjournment. Also, these acts are referable to the people. Certain appropriation acts as noted above are not referable and hence do not need the safety clause in any case.

How a Bill Becomes a Law in Colorado

To the casual observer, the journey of a bill through a legislative body presents a complex picture. However, the procedure followed in the passage of a bill can be unfolded in a relatively simple and interesting manner, through use of a concrete illustration. One of the more controversial pieces of legislation to come before the General Assembly during the 1957 session was Senate Bill No. 217, The Public School Foundation Act. A step-by-step account of the action taken on this bill may serve to clarify understanding of the law-making procedure in the Colorado General Assembly.

Bills may be introduced into either house by any member of that house. However, all bills for raising revenue must originate in the House of Representatives; the Senate may propose amendments to revenue bills, as in the case of other bills. Bills are numbered consecutively in the order in which they are introduced. With these brief preliminary remarks, there follows a calendar of events relative to Senate Bill No. 217.

February 5, 1957: Senator Dunklee introduced Senate Bill No. 217 in the Senate. It was numbered "217" because 216 bills had already been introduced in the Senate during the 1957 session. Senator Dunklee gave his bill to the Secretary of the Senate who numbered it and handed it to the Reading Clerk to read the title. It was necessary for the full text of the bill to be presented

12/64

for introduction, even though only the title is read on first reading, or introduction. Immediately following the reading of the title, Lt. Governor Hays, presiding officer of the Senate, who occupied the chair during the introduction of bills, referred S.B. 217 to the Senate Standing Committee on Education, and the bill was delivered to that committee. The bill must be referred to a standing committee not later than the close of the next day of the session. The standing committee to which the bill is referred decides whether or not the bill should be printed for consideration by the entire Senate. No bill can be considered by either house as a whole unless it has been printed. The Senate Education Committee met on the same day the bill was introduced and, after initial consideration, recommended that the bill be printed. The committee might have decided to let the bill "lie on the table," and as a result, S.B. 217 could have "died in committee." In other words, no action would have been taken during this session, and the Education Committee would have reported S.B. 217 back at the close of the session without recommendation. S.B. 217 was then delivered to the Senate Services Committee, which examined the bill for correctness and arranged for printing in the quantity recommended by the Education Committee.

February 12, 1957: The Committee on Senate Services reported that it had correctly printed S.B. 217. Printed copies of the bill were delivered to the Bill Room from which they were distributed to authorized officers, departments, agencies, and individuals. Copies were also filed in each legislator's loose-leaf binder at his desk by legislative clerks. The original bill was returned to the Committee on Education for consideration.

February 18, 1957: The Committee on Education recommended that S.B. 217 be amended and that it be referred, with the committee report, to the Committee of the Whole without recommendation. The committee might have taken alternative action on the bill as follows:

- a. Recommended it favorably, without amendments
- b. Recommended it favorably, with amendments
- c. Postponed indefinitely consideration of the bill, or allowed it to "lie on the table."

The Education Committee Report was read to the Senate by the Reading Clerk. On motion of Senator Taylor, unanimous consent was given to consider S.B. 217 on Special Orders at 11:15 a.m. At that hour, on motion of Senator McVicker, the Senate resolved itself into the Committee of the Whole to consider S.B. 217, and Lt. Governor Hays called upon Senator McVicker to act as chairman. The Committee of the Whole, by majority vote, referred S.B. 217 to the Senate Standing Committee on Finance with the proposed Education Committee amendments.

February 20, 1957: The Committee on Finance recommended that S.B. 217 be referred to the Committee of the Whole with favorable recommendation.

12/64

February 22, 1957: S.B. 217, with the proposed amendments by Senator Dunklee and Senator Roth, came up for second reading, having been placed on the calendar under General Orders. The bill was laid over until February 27, pending reproduction and distribution of the amendments for further study.

February 27, 1957: S.B. 217 was again brought up for second reading with amendments, as proposed on February 22. Also proposed was the Johnson amendment which would strike everything below the enacting clause and substitute the full text of S.B. 31, the "Public School Foundation Act." (S.B. 31 had been introduced by Senator Weinland et al. on January 11, 1957.) S.B. 217 was then laid over with amendments until the following day.

February 28, 1957: The Committee of the Whole, Senator Wells presiding, considered S.B. 217 on second reading and amended the bill, as proposed by Senator Johnson on the previous day, by substituting the body of S.B. 31. The Johnson amendment was amended by several amendments from the floor. As each amendment was presented to the Secretary of the Senate, it was read aloud by the Reading Clerk. After considerable debate and deliberation, on motion of Senator Wells, the report of the Committee of the Whole, as amended, was adopted by unanimous vote, and the Public School Foundation Act was declared passed on second reading. S.B. 217 was placed on the calendar for third reading on the following day, March 1. The bill was delivered to the Committee on Senate Services, which reported later in the day that it had correctly engrossed S.B. 217.

March 1, 1957: When S.B. 217 came up for third reading, the Reading Clerk read the title, reading of the bill at length being dispensed with by unanimous consent. After an unsuccessful attempt by Senator Cheever to lay the bill over until March 6, the bill was put to a vote and roll call taken. The result was 23 ayes and 11 noes, and 1 absent, excused, and not voting. Since a majority of the members of the Senate voted in the affirmative, the bill was declared passed on third reading.

March 4, 1957: The Senate transmitted to the Revisor of Statutes S.B. 217 for examination and review.

March 5, 1957: The Revisor of Statutes delivered S.B. 217 to the Clerk of the House with an accompanying report. On the same day, S.B. 217 was introduced in the House by title, and the Speaker of the House referred the bill to the House Standing Committee on Education.

March 18, 1957: The Committee on Education recommended that S.B. 217 (engrossed bill) be amended and referred to the Committee of the Whole with favorable recommendation.

March 26, 1957: S.B. 217 appeared on the calendar for second reading, but length of the calendar for that day made it necessary to lay over a number of bills, including S.B. 217, until the following day.

12/64

March 27, 1957: The engrossed copy of S.B. 217 was read at length on second reading, amended, passed by a majority vote, ordered revised, and placed on the calendar for third reading. The bill was delivered to the House Services Committee, which had it correctly revised.

March 28, 1957: Reading of S.B. 217 at length was dispensed with by unanimous vote and the Reading Clerk read the title publicly. The roll call vote indicated that all sixty-five members of the House favored passage of the bill. S.B. 217 was delivered to the Senate for concurrence with the House amendments.

March 29, 1957: The Senate, upon receipt of the bill, agreed unanimously to give it immediate consideration. On motion of Senator Roth, the Senate voted not to concur in the House amendments and requested that a conference committee be appointed. Lt. Governor Hays appointed Senators Roth and Weinland as Senate conferees on the First Conference Committee.

March 30, 1957: The House received a message from the Senate regarding the previous day's action, and Speaker Conklin appointed Representatives Dines, French, and Sellens as House conferees to the First Conference Committee. The Committee met and recommended to the President of the Senate and the Speaker of the House that the revised bill (as passed in the Senate on second reading) be adopted by both houses with certain amendments. The Conference Committee report was laid over one day as required under the Joint Rules. In the House, Representative Sellens moved that the rules be suspended for immediate consideration of the Conference Committee report. On his motion, the First Conference Committee report was adopted by a majority vote with 64 aye votes and one absent, excused, and not voting. The title of the bill was read publicly (reading at length was dispensed with), and S.B. 217, as amended, was declared re-passed by a majority vote, with 64 "aye" votes cast. By unanimous consent, the names of a number of Representatives were added as co-sponsors.

March 31, 1957: Upon motion of Senator Taylor, the Senate proceeded out of order for consideration of Conference Committee reports. Senator Roth moved for the adoption of the First Conference Committee report on S.B. 217 to the Senate, whereupon Senator Ham made an unsuccessful attempt to amend the report. The President ruled the motion out of order, and Senator Ham made a substitute motion that the report not be accepted and a new Conference Committee be appointed. This was voted down, and Senator Roth renewed his motion for adoption of the Conference Committee report. The report was adopted by a majority vote; the bill was read by title, and S.B. 217, as amended, was re-passed by a majority of the members, the roll call showing 30 ayes, 4 noes, and 1 absent, excused and not voting. The names of several members were added as co-sponsors.

12/64

April 1, 1957: After public reading of the number and title of S.B. 217 in both the House and the Senate, and announcement by President Hays and Speaker Conklin of their intent to sign the bill, S.B. 217 was signed in each of the houses by the respective presiding officers in the presence of the members. The bill was then delivered to the Senate Services Committee for enrolling, or preparation for the Governor's signature. After being correctly enrolled (typed in full as passed, with Senate, House, and Conference Committee amendments), the bill was delivered to the Governor's office for his signature.

May 1, 1957: The Governor signed S.B. 217.

July 1, 1957: Effective date of the act, as included in the bill, with the exception of Section 14 which went into force on June 1, 1957.

Voting: When the rules require that a record be made of the voting in the Colorado General Assembly, a roll call vote is taken. The Reading Clerk reads aloud the names of the members of the House or Senate, as applies, and the individual members indicate their preference by either an aye or a no vote. A member who is present in the chamber when the question is called for on roll call vote must vote "aye" or "no" unless excused because of personal interest, or for other sufficient reason. The Clerk records each vote on a roster prepared for this purpose. The presiding officer announces the result, and the names of members voting for and against a measure are entered in the journal. The foregoing applies to the following instances:

1. Third reading and final passage of all bills and concurrent resolutions;
2. Concurrence by either house in amendments to bills made by the other house;
3. Adoption of Conference Committee reports.

All other votes are taken viva voce (vocally, in unison), with the presiding officer announcing the decision. However, any member of the House may demand a roll call vote on any question before a decision is made by the Speaker; in the Senate, any Senator may ask for roll call on any question.

Action by the Governor

After S.B. 217 was signed by both the Lt. Governor and the Speaker, a messenger delivered it to the office of the Governor. The Governor had several choices in consideration of this bill.

1. He can approve and sign a bill, whereupon it becomes a law. In the absence of a specified effective date, the bill becomes a law immediately following the Governor's signature. The effective date of S.B. 217 was written into the bill.

12/64

2. The Governor could have vetoed S.B. 217 (or disapproved it), in which case he would have returned the bill, with his objections, to the house of origin. The house of origin (the Senate in the case of S.B. 217) would then have recorded the Governor's objections in full in the Journal and reconsidered the bill. If two-thirds of the members of the Senate agree to pass the bill again, it would be sent together with the Governor's objections, to the House of Representatives for reconsideration. If approved by two-thirds of the House members, the bill becomes a law, in spite of the Governor's veto.
3. The Governor might have kept the bill for ten days without taking action, in which case the bill would automatically have become a law, provided the General Assembly is still in session. If the General Assembly adjourns within the ten-day period, the Governor has thirty days following adjournment to consider a bill. He may either file the bill, with his objections, in the office of the Secretary of State or allow it to become a law without his signature.

The Governor does not have the power to veto a law proposed by the citizens through initiative, nor a law referred to the electorate through the referendum. The Governor's veto of one item or several items in an appropriation bill does not void the entire bill; items vetoed are submitted to the house of origin, together with objections, and the items are reconsidered separately. Each item takes the same course as is prescribed for the passage of bills over the Governor's veto.

12/64

LEGISLATIVE SERVICES

	<u>Page</u>
Legislative Council	3h
Joint Budget Committee	5h
Legislative Reference Office	6h
Clerk of the House	7h
Secretary of the Senate	7h
Commission on Interstate Cooperation	7h
Commissioners on Uniform State Laws	8h
Committee on Education Beyond High School	9h
Committee on Statute Revision	9h
Supreme Court Library	10h

12/64

LEGISLATIVE SERVICES

The Legislative Council

Created in 1953, the Legislative Council serves as the fact-finding and information-collecting agency of the General Assembly. This 13-member body consists of the President of the Senate and the Speaker of the House, who serve ex officio, and 11 appointed legislators -- five senators and six representatives.

The council concept in Colorado grew out of a need for a continuing and permanent research staff to work directly for the legislature -- a need for a "leg man" to get facts for individual legislators and standing committees during the session and to coordinate the work of specific study committees between sessions.

The Council appoints a Director of Research who, with the approval of the Council, may appoint such additional professional, technical, clerical, and other employees as are necessary to perform the functions assigned. The Council also appoints committees which concentrate on specific legislative study assignments with the assistance of the professional members of the staff. The staff member, in addition to doing the research, also serves as committee coordinator, initiates necessary correspondence, arranges meetings, compiles minutes, and prepares memorandums and reports on findings. Progress on these committee projects is effected through a series of periodic meetings or hearings and culminates in published reports which give pertinent data in the form of facts, figures, arguments, and alternatives, and usually include recommendations for action. Staff services are often provided for interim committees not directly under the Legislative Council, as well as for Council committees.

The offices of the Legislative Council are located in Room 341 on the third floor in the southwest corner of the State Capitol. In addition to research and fact-finding services, the Council fulfills other needs and demands which, with passage of but a few years, have become numerous and varied:

Individual Legislative Requests: Individual legislators who are interested in obtaining specific facts or in developing certain information may request council staff assistance, either in person or through correspondence. These requests are assigned to the professional staff, who, through the director, furnish the legislator with the desired information or material. The staff attempts to answer all individual research requests as quickly as possible. Only those involving extensive research are submitted to the Council for specific approval.

Library Service: The Council maintains a sizable reference library of documents relating to governmental functions which is

12/64

at the disposal of interested legislators. The Council staff, at the request of an individual legislator, will assemble or order reference material suitable to his needs. This material may be checked out for a reasonable length of time. Other state agencies and departments often utilize the Council library material and are encouraged to do so.

Information Service: When information is received which the director feels will be of value or interest to members of the General Assembly, it is reproduced and distributed to them. In addition, representatives of many clubs, organizations, and student groups, as well as interested citizens, visit the Council offices in search of information and material which they can utilize in pursuit of study projects concerning governmental affairs. Many telephone requests covering a multitude of legislative topics are handled from a wide range of sources.

Public Appearances: Members of the staff make themselves available upon request for public appearance before various civic and professional groups in order to discuss the legislative aspects of state governmental topics which have been assigned to the Council for study and which are pertinent to the interest of the requesting group.

Correspondence: The Legislative Council, as a member of the Council of State Governments, is called upon to furnish information for compilation of material on matters of immediate interest to other governmental jurisdictions. Also, the Council, on a reciprocal basis, conducts an interchange of information and reports and completion of forms and questionnaires circulated by similar agencies in other states. Other correspondence processed by the Council includes requests from business and industrial firms relative to legislative provisions which affect individual situations, etc.

Reports: Each legislator receives a copy of every report published by the Council. A limited number of reports are distributed upon request, if available, to interested state officials, civic and professional organizations, and study groups. The Council has also arranged for exchange of reports with research agencies of other states, tax associations, etc.

Analysis of Ballot Proposals: In conformance with provisions of Chapter 63-4-3, C.R.S. 1963, the Legislative Council, among other duties, examines "the effects of constitutional provisions..." The Council, prior to each general election, distributes several thousand pamphlets which contain a summary of the provisions, comments, arguments for, and arguments against each of the ballot proposals appearing on the ballot.

Duplicating Service: The Legislative Council maintains its own print room and duplicating equipment. Memorandums and reports for legislators and legislative committees are reproduced

12/64

by the Council's duplicating department. Similar services are sometimes provided for other agencies.

Joint Budget Committee

The Joint Budget Committee is the continuing fiscal and budget review agency of the General Assembly. Membership includes three representatives and three senators, two each from the majority party and one each from the minority party. House members are appointed by the Speaker and Senate members by the Lieutenant Governor. The committee offices are located in Room 224 of the State Capitol.

The Joint Budget Committee was established originally to provide a single legislative review of the executive budget requests and, prior to 1956, functioned only during and immediately preceding legislative sessions. As the state government grew in complexity, and the size of the budgets increased, it was felt that closer legislative control of expenditures required full-time operation of the committee, with a permanent professional staff to gather basic information on the operation of state government. Based on recommendations of both the committee chairman and the Governor, the General Assembly passed legislation in 1956 which enabled the Joint Budget Committee to function the year-around and to employ a technical staff.

Functions and activities performed by the Joint Budget Committee are:

Budget Hearings: During and prior to each legislative session, the committee conducts extensive hearings on the requests of various executive agencies for appropriations. Most of the committee recommendations are included in the General Appropriations Act ("Long Bill") which finances most state agencies and departments.

Review of Fiscal and Management Reports: In the interim between sessions, the committee meets to review staff reports on fiscal and management problems of state government.

State Institution Building and Construction: The committee also functions as the interim committee on state institution building and construction. (See Joint Rule 15.)

Reports: The published reports of the committee are available to all persons on request, and the unpublished material in the files is available to all members of the General Assembly for their use.

Library: The committee maintains a specialized library on budget and fiscal matters only, but it does not duplicate literature in the Legislative Council Library.

12/64

The Legislative Reference Office

The Legislative Reference Office is a component of the department of law, under the direction of the Attorney General, even though its work is connected directly with the legislative branch of the state government--the General Assembly.

The Office was established in 1927 and began functioning in 1930. It has three primary functions: (1) bill drafting for members of the General Assembly and the Governor; (2) maintenance of legislative records; and (3) legislative reference service. The Legislative Reference Office is located in Room 323 on the third floor in the southeast corner of the State Capitol.

The regular professional staff includes the Secretary who is a civil service employee and an attorney who is appointed by the Attorney General. During legislative sessions, one or two additional attorneys are appointed by the Attorney General to assist with bill drafting and several temporary stenographers and typists are employed to prepare bills for introduction.

Bill Drafting: The Legislative Reference Office drafts approximately 80 per cent of the bills, resolutions, and memorandums introduced and considered by the General Assembly. In this service, the office has relieved the Attorney General's office proper of a considerable amount of work. Prior to 1930, the Attorney General's office did much of the bill drafting for the General Assembly.

Under the law establishing the Office, no bill can be drafted without the written request of a member of the General Assembly or the Governor. All bills being introduced must be submitted to the Legislative Reference Office for approval as to form, regardless of who did the initial drafting.

Legislative Records: The Office maintains complete legislative records on bills, resolutions, and memorials considered and enacted by the General Assembly, and on other legislative actions, such as appointment of interim committees, rule change, reports submitted, etc. During a session of the General Assembly, a comprehensive subject index is maintained of all bills and resolutions introduced, and a progress report is kept daily following the consideration and passage of a bill through the Assembly. Copies of enrolled bills are available for reference purposes soon after passage.

Copies of all bills drafted by the Office and copies of all bills printed by the Assembly are kept on file for reference purposes. These are available back to 1931. Following adjournment, the Office prepares a Digest of Bills Enacted, summarizing the major provisions of each bill passed during the preceding session.

12/64

Legislative Reference Services: The Office maintains a legislative informational service for members of the General Assembly. The purpose of this service is to make available information on legislative subjects and laws of other states. A small but selective legislative library is maintained. The office works closely with the office of the Legislative Council and the Supreme Court Library so as to eliminate duplication of legislative or law library facilities.

Other Services: In addition to the above services, the Legislative Reference Office gives assistance to Legislative Council committees and interim committees not working directly under the Council. The Office also works closely with the Revisor of Statutes in checking enacted bills before insertion in the Session Laws and Supplement.

Clerk of the House

The Clerk of the House of Representatives is a year round legislative employee. His duties during the legislative session are described elsewhere in this handbook. Between sessions, he provides access to legislative records and handles administrative details for the General Assembly. Copies of bills are available in his office.

Secretary of the Senate

The duties of the Secretary of the Senate during the legislative session are described in other sections of this handbook. The office of the Secretary is not open between sessions.

Commission on Interstate Cooperation

The Colorado Commission on Interstate Cooperation was created in 1937 to carry forward the participation of the State of Colorado as a member of the Council of State Governments. The role of the Commission is to encourage and assist in fostering cooperation between federal, state, and local units of government.

Membership of the Colorado Commission on Interstate Cooperation consists of five senators -- President pro tem, majority and minority leaders, and two additional members, one each from the majority and minority parties; five representatives -- Speaker of the House, majority and minority leaders, and two additional members, one each from the majority and minority parties; and five administrative officials appointed by the Governor. The staff director of the Legislative Council serves as secretary to the Commission and is a non-voting member. The Legislative members of the Commission also are considered as members of an interim committee of the General Assembly and are reimbursed for necessary expenses incurred while serving with the Commission.

12/64

The primary duties of the Commission are to participate in formulating, developing, and facilitating enactment of legislation to advance cooperation between governmental units, including review of proposals for interstate compacts and uniform or reciprocal statutes, as well as the standardization of administrative rules and regulations. In addition, through regional and national meetings, correspondence, etc., Commission members endeavor to promote informal cooperation of governmental officials, provide an interchange of research and information, and generally attempt to improve the union among the various governments of the United States.

Commissioners on Uniform State Laws

In 1913, the Colorado General Assembly provided for the establishment of a three-man commission, appointed by the Governor with the advice and consent of the Senate to represent Colorado at the National Conference of Commissioners on Uniform State Laws. To qualify for appointment, Commissioners must be learned in the law, and at least one of the Commissioners is to be a member of the Colorado General Assembly.

The purpose of the National Conference is to promote uniformity of state laws on all subjects where uniformity is deemed desirable and practicable; to draft model acts on subjects suitable for interstate compacts or subjects in which uniformity will make more effective the exercise of state powers and promote interstate cooperation; and to encourage the uniformity of judicial decisions.

Generally, the National Conference drafts and recommends uniform and model acts for consideration by state legislatures. In order for such acts to receive support of the conference, they must conform to the following requirements:

1. obvious need on a particular subject, including need for uniformity among the states;
2. reasonable probability of acceptance or, if not, will lessen diversity, at least indirectly;
3. lack of uniformity on the subject tends to mislead or adversely affect the citizens of a state dealing with other states;
4. non-controversial for political, trade, or professional reasons;
5. remove objectionable conflicts in existing laws; and
6. deal with law, not administrative procedure.

Tentative drafts of acts are referred from year to year to the National Conference, at which time the proposed legislation is reviewed section by section. When finally approved by the National Conference, the uniform acts are recommended for general adoption throughout the United States and submitted to the American Bar Association for its approval.

12/64

The Colorado Commissioners give an account of their transactions and recommendations to the Governor and the General Assembly 30 days prior to each regular session.

Committee on Education Beyond High School

The Committee on Education Beyond the High School is involved in a continuous study of the problems and needs of education beyond the high school, including coordination of programs, upgrading of educational opportunities, need for student-aid programs to assist the academically able, student attrition, admission standards, and that segment of the public school system which affects education beyond the high school. The committee reports annually to the General Assembly its findings and recommendations.

Committee members include five senators to be appointed by the President of the Senate, six representatives appointed by the Speaker of the House, and one ex officio member appointed by the Governor. The committee is authorized to retain staff and other technical assistance, as well as the services of an advisory committee representing a cross section of knowledge and interest in the field of education beyond the high school. Legislative committee members are entitled to travel expenses.

The Committee on Statute Revision

The Committee on Statute Revision, established under the judicial division of the state, consists of the Chief Justice, or a justice of the Supreme Court to be designated by the Chief Justice, who serves as chairman; the Attorney General; two members of the Senate, one from each party, to be appointed by the President of the Senate; and two members of the House of Representatives, to be appointed by the Speaker of the House.

This committee, immediately upon organization, appoints a Revisor of Statutes and such associates, assistants, and clerical workers as are necessary, and sets the salaries for these individuals. The Revisor and his assistants, who must be attorneys at law and working as such, serve at the pleasure of the committee. The office of the Revisor of Statutes is located in Room 35, State Capitol. Functions of the Committee on Statute Revision are:

Revising of Statutes: Immediately upon appointment under the 1951 law, the Revisor, under the direction of the committee, compiled, edited, arranged, and prepared for publication all the laws of the State of Colorado, including the laws passed by the 1953 first regular session. The laws, complete with index, were published in seven volumes and are known as the Colorado Revised Statutes 1953.

Ten years later the statutes were revised to include laws passed to and including the 1963 session. The Colorado Revised

12/64

Statutes 1963 is printed in eight volumes and was made available in the fall of 1964.

Editing of Statutes: The Revisor is required to adopt a uniform system of punctuating, capitalization, and wording; to eliminate duplication and laws repealed directly or by implication; to correct faulty section structure of existing statutes; and to clarify existing laws as the committee deems proper.

Preparing Cumulative Supplements: The Revisor prepares cumulative supplements biennially. The first supplement to C.R.S. 1963 will contain the laws passed during 1964 and 1965. These laws will be accumulated, revised, collated, and put into a volume which will be submitted to the General Assembly for re-enactment in 1966. After this second passage, the cumulative supplement will be sent to the printer for publication and distributed to authorized recipients.

The Supreme Court Library

The Supreme Court Library, located on the second floor of the State Capitol, between the elevators, contains more than 50,000 volumes of law reports, text books, court reports, statutes of the fifty states, and other legal publications. The library is under the supervision of the Supreme Court, through a librarian appointed by the Court. The librarian and his assistants are paid from the general fund of the state but are not subject to civil service regulations. All fees collected by the clerk of the Supreme Court, including fees for the admission to the Bar, are deposited to the "Supreme Court Library Fund;" to be used for the purchase of books, binding of documents, and purchase and maintenance of equipment and fixtures. While the Supreme Court Library does not furnish any reference service, the facilities are available to members of the General Assembly. Books may be removed from the library only with the approval of the Chief Justice.

12/64

DIRECTORY OF PUBLIC OFFICIALS

	<u>Page</u>
State Departments and Agencies Department Head, Location, Telephone Number	3i
State-Supported Institutions of Higher Learning President, Location, Telephone Number	6i
Public Junior Colleges President, Location, Telephone Number	7i
Public Institutions Head, Location, Telephone Number	7i
Senate: Members, Home Address, County, District, Politics	8i
House of Representatives: Members, Home Address, County, District, Politics	10i

12/64

STATE DEPARTMENTS AND AGENCIES

Abbreviations

S.C. -- State Capitol
 S.S. -- State Services
 C.A. -- Capitol Annex
 O.B. -- Office Building
 M.B. -- Museum Building

✓ NOTE: Extension numbers refer to extensions of 222-9911.

<u>Department or Agency</u>	<u>Department Head</u>	<u>Location</u>	<u>Telephone</u>
Agriculture	Paul W. Swisher	406 S.S.	222-3561 or 2613
Assoc. of State Inst. of Higher Education	Harry S. Allen	227 S.S.	2115
Attorney General	Duke W. Dunbar	104 S.C.	2542
Auditor	John P. Proctor	120 S.C.	2051
Banking	Harry Bloom	325 O.B.	2121
Budget Committee (See Joint Budget Committee)			
Budget Director	Robert Bronstein	4 S.C.	2446
Capitol Buildings	Thomas C. Nichols	716 S.S.	2161
Chief Clerk, House of Representatives	Mrs. Evelyn Davidson	242 S.C.	222-5363 or 2029
Civil Service Com.	C. J. Burress, Jr.	606 S.S.	2491
Colo.Gen.Hosp.	Dr. George S. Iyner	4200 E. 9th Ave.	388-4511
Commerce & Dev.	Dwight E. Neill	600 S.S.	2205
Compensation Ins.	Herbert C. Wortman	648 C.A.	222-5924 or 2231
✓ Controller	Con F. Shea	146 S.C.	2444
Education	Byron W. Hansford	523 O.B.	2211
Educ. Beyond High School (Committee)	Miss Elaine C. Homan	436 O.B.	2279
Employment	Bernard E. Teets	1210 Sherman	222-1551 or 83-0

1/65

<u>Department or Agency</u>	<u>Department Head</u>	<u>Location</u>	<u>Telephone</u>
Engineer	J. E. Whitten	232 S.S.	2081
Game, Fish & Parks	Harry R. Woodward	6060 N. Broadway	825-1192 or 2571
Governor	John A. Love	136 S.C.	2471
Health	Dr. Roy L. Cleere	4210 E. 11th Ave.	388-5801 or 86-0
Highway Patrol (See Patrol)			
Highways	Charles E. Shumate	4201 E. Arkansas	756-1531 or 84-0
Highway Safety	Merf D. Evans	4th Floor O.B.	2077
Historical Society	W. E. Marshall	M.B.	2136
House Majority Leader	Forrest G. Burns	242 S.C.	2348
House Minority Leader	John Vanderhoof	242 S.C.	2349
Industrial Com.	James Shaffer	772 C.A.	2101
Inheritance Tax	Neil Tasher	318 O.B.	2381
Institutions	David A. Hamil	328 S.S.	2595
Insurance	J. Richard Barnes	106 O.B.	2181
Joint Budget Com.	Ralph Bryant	224 S.C.	2061
Judicial Admin.	John F. Healy	312 S.C.	2584
Land Commissioners	Ray Simpson	207 S.S.	2328
Legislative Council	Lyle C. Kyle	341 S.C.	2285
Legislative Ref. Office	Miss Clair Sippel	323 S.C.	2047
Lt. Governor	Robert L. Knous	238 S.C.	2027
Local Affairs Study Commission	John G. Mackie	127 S.S.	2156
Management Analysis	William W. Walker	44 S.C.	2311
Mines Bureau	G. A. Franz, Jr.	316 S.S.	2314

1/65

<u>Department or Agency</u>	<u>Department Head</u>	<u>Location</u>	<u>Telephone</u>
Motor Vehicle Division	William A. Cassell	140 W. 6th Ave.	825-9061 or 82-0
Natural Resources	Richard T. Eckles	132 S.C.	2471
Oil & Gas Conservation	D.V. Rogers	312 S.S.	2356
✓ Parole (Adult)	Edward W. Grout	12 S.S.	2411
Parole (Juvenile)	Richard S. Douglass	332 S.S.	2185
Patrol, Highway	G. R. Carrel	4201 E. Ark. Ave.	756-1501 or 85-0
Planning Division	W. M. Williams	712 S.S.	2237
Press Room		327 S.C.	2278
Public Employees' Retirement (See Retirement)			
Public Health (See Health)			
Public Utilities Commission	Henry E. Zarlengo	506 S.S.	825-8235 or 2084
Public Welfare (See Welfare)			
Purchasing	Louis S. Middlemist	21 S.C.	2014
Rehabilitation	Parnell McLaughlin	705 S.S.	2255
Retirement (PERA)	Jack E. Kennedy	1210 Sherman	534-1204 or 2601
Revenue Dept.	Hugh C. Weed, Jr.	486 C.A.	825-9061 or 82-0
Revisor of Statutes (See Statute Revision)			
Secretary of Senate	Mildred Cresswell		2317
Secretary of State	Byron A. Anderson	127 S.C.	2361
✓ Securities	Stanley R. Hays	125 O.B.	2607
Senate Majority Leader	Paul E. Wenke	237 S.C.	2318
Senate Minority Leader	Sam T. Taylor	237 S.C.	2310
Speaker of the House	Allen Dines	242 S.C.	2028

<u>Department or Agency</u>	<u>Department Head</u>	<u>Location</u>	<u>Telephone</u>
Statute Revision	Charles M. Rose	35 S.C.	2044
Supreme Court	Edward E. Pringle (Chief Justice)	253 S.C.	2025
	Edward C. Day	350 S.C.	2414
	Albert T. Frantz	250 S.C.	2024
	O. Otto Moore	203 S.C.	2023
	Robert H. McWilliams	303 S.C.	2026
	Leonard v.B. Sutton	355 S.C.	2417
	Hilbert Schauer	308 S.C.	2419
Supreme Court Clerk	George A. Trout	210 S.C.	2066
Tax Commission	Howard A. Latting	224 O.B.	2371
Treasurer of State	Homer F. Bedford	140 S.C.	2441
Trustees of State Colleges	H. Grant Vest	219 S.S.	2588
Vocational Educ.	A. R. Bungler	510 O.B.	2151
Water Conservation	Felix L. Sparks	215 S.S.	2333
Welfare	Thomas G. Bell	1600 Sherman	2550

STATE-SUPPORTED INSTITUTIONS OF HIGHER LEARNING

<u>College</u>	<u>President</u>	<u>Location</u>	<u>Telephone</u>
University of Colorado	Joseph R. Smiley	Boulder	443-2211
Colorado State University	W. E. Morgan	Fort Collins	491-1101
Colorado State College	Darrell Holmes	Greeley	351-1890
Adams State College	Fred J. Plachy	Alamosa	589-6631
Ft. Lewis College	John F. Reed	Durango	247-3390
Southern Colorado State College	Victor Hopper (Acting)	Pueblo	545-4220
Western State College	Harlan Bryant	Gunnison	943-0120
Colorado School of Mines	Orlo E. Childs	Golden	279-3381

1/65

PUBLIC JUNIOR COLLEGES

<u>College</u>	<u>President</u>	<u>Location</u>	<u>Telephone</u>
Lamar Junior College	Homer Kelley	Lamar	336-2248
Mesa College	William A. Medesy	Grand Junction	243-2323
Northeastern Jr. College	Ervin S. French	Sterling	522-1945
Otero Junior College	William L. McDivitt	La Junta	384-4446
Trinidad State Jr. College	Guy C. Davis	Trinidad	846-3387
Rangely College	Nathan A. Ivey	Rangely	675-2261

PUBLIC INSTITUTIONS

<u>School or Institution</u>	<u>Head</u>	<u>Location</u>	<u>Telephone</u>
Lookout Mountain School for Boys	Malcolm Geddis	Golden	279-3359
Mount View Girls' School	Miss Betty Portner	Morrison	985-4411
State Penitentiary	Harry C. Tinsley	Canon City	275-3311
State Reformatory	Wayne K. Patterson	Buena Vista	395-2418
State Hospital	Dr. Charles E. Meredith	Pueblo	543-1170
State Home and Training School	Robert M. Porter	Grand Junction	248-1051
State Home and Training School	Merlin W. Zier	Wheat Ridge	424-7791
Mental Health Center	Dr. Alan M. Kraft	Fort Logan	761-0220
Colorado State Children's Home	Kenneth Joos	2305 S. Washington, Denver	744-3359
Monte Vista Golden Age Center	John E. Daley	Homelake	852-3591
State Home for the Aged	William I. McFetridge	Trinidad	846-3367

12/64

SENATE

<u>Senators</u>	<u>Home Address</u>	<u>County</u>	<u>Dist. Pol.</u>	
Knous, Robert L. (Lt. Governor, President of Senate)	Denver	Denver		D
Armstrong, William L.	Aurora	Arapahoe	20	R
Bermingham, John R.	Denver	Denver	7	R
Bledsoe, William E.	Hugo	Cheyenne, Lincoln, Kit Carson, Kiowa	*	R
Braiden, Raymond W.	La Jara	Saguache, Mineral Rio Grande, Conejos	*	R
Brown, George L.	Denver	Denver	2	D
Cisneros, Roger	Denver	Denver	6	D
DeBerard, Fay	Kremmling	Moffat, Routt, Jackson, Grand, Rio Blanco, Garfield, Eagle, Summit, Pitkin, Lake	35	R
Decker, Clarence	Denver	Denver	8	D
Donlon, John J.	Colo. Spgs.	El Paso	11	D
Gill, Frank L.	Hillrose	Washington, Morgan Yuma	*	R
Hahn, David J.	Aurora	Arapahoe, Adams	22	D
Ham, Wilkie	Lamar	Bent, Prowers, Baca	*	D
Hewett, A. Woody	Boulder	Boulder	24	R
Hobbs, Richard F.	Pueblo	Pueblo	*	D
Kelley, Donald E.	Denver	Denver	*	R
Lamm, Edwin S.	Grand Junction	Mesa	*	R
Lennox, William O.	Colo. Spgs.	El Paso	12	R
Locke, Harry M.	Shawnee	Chaffee, Park, Clear Creek, Gilpin, Teller	*	R
Lucas, Andy	Westminster	Adams	18	D

12/64

<u>Senators</u>	<u>Home Address</u>	<u>County</u>	<u>Dist.</u>	<u>Pol.</u>
Magnuson, Carl	Eaton	Weld	*	R
Mapelli, Roland	Denver	Denver	*	D
Massari, Vincent	Pueblo	Pueblo	17	D
Oliver, Floyd	Greeley	Weld, Boulder	25	D
Orcutt, John P.	Holyoke	Logan, Phillips, Sedgwick	*	R
Perrill, James C.	Denver	Denver	5	R
Rockwell, Wilson	Maher	Dolores, San Miguel, Montrose, Ouray	*	R
Romer, Roy	Denver	Denver	*	D
Scott, Ed	Englewood	Arapahoe	21	R
Shoemaker, Joe	Denver	Denver	*	R
Stockton, Ruth S.	Lakewood	Jefferson	14	R
Skiffington, L. T.	Manitou Spgs.	El Paso	*	R
Taylor, Sam T.	Walsenburg	Huerfano, Costilla, Alamosa	*	D
Vollack, Anthony F.	Arvada	Jefferson	13	D
Wenke, Paul	Fort Collins	Larimer	*	R
Williams, Allen L.	Commerce City	Adams	19	D

* Holdover Senators elected in 1962.

1/65

HOUSE OF REPRESENTATIVES

<u>Representatives</u>	<u>Home Address</u>	<u>County</u>	<u>Dist.</u>	<u>Pol.</u>
Adcock, Harold	Greeley	Weld	45	D
Anaya, Frank R.	Denver	Denver	7	D
Arnold, D. H.	Buena Vista	Chaffee, Douglas, Lake, Park, Teller	58	D
Baer, I. John, Jr.	Loma	Mesa	49	D
Bain, Jean K.	Denver	Denver	11	R
Black, Ray H.	Loveland	Larimer	47	R
Brinton, Don	Colo. Spgs.	El Paso	21	D
Burch, Palmer L.	Denver	Denver	17	R
Burns, Forrest G.	Lamar	Baca, Bent, Prowers	50	D
Calabrese, Joseph V.	Denver	Denver	1	D
Carroll, John S.	Westminster	Adams	28	D
Caywood, Star	Walsenburg	Alamosa, Huerfano, Saguache	63	D
Clark, Ruth	Fort Collins	Larimer	46	R
Cole, Ralph A.	Littleton	Arapahoe	39	R
Coloroso, Dominic A.	Denver	Denver	6	D
Compton, Lowell B.	La Junta	Crowley, Otero	53	D
Conklin, Charles	Delta	Delta, Gunnison Hinsdale	57	D
Cook, I. Everett	Canon City	Custer, Fremont	52	D
DeMoulin, Charles J.	Denver	Denver	4	D
Dines, Allen	Denver	Denver	18	D
Farley, Thomas T.	Pueblo	Pueblo	34	D
Fentress, George H.	Lakewood	Jefferson	25	R
Foster, W. E.	Grand Junction	Mesa	48	R
Friedman, Don	Denver	Denver	14	R

12/64

<u>Representative</u>	<u>Home Address</u>	<u>County</u>	<u>Dist.</u>	<u>Pol.</u>
Gebhardt, Richard G.	Boulder	Boulder	40	D
Gillaspey, C. J.	Pueblo	Pueblo	33	D
Gollob, Joseph	Commerce City	Adams	30	D
Gossard, Bill	Craig	Clear Creek, Gilpin, Grand, Jackson, Moffat, Routt, Summit	61	R
Grandy, Victor B.	Denver	Denver	10	D
Grove, Daniel	Denver	Denver	15	D
Hart, Harrie E.	Colo. Spgs.	El Paso	20	R
Haskell, Floyd K.	Littleton	Arapahoe	38	R
Hogan, Mark	Denver	Denver	13	D
Jackson, George F.	Colo. Spgs.	El Paso	23	R
Jordan, Tom	Englewood	Arapahoe	37	R
Kemp, Frank A., Jr.	Denver	Denver	12	R
Klein, Ben	Denver	Denver	2	D
Knox, Wayne N.	Denver	Denver	3	D
Kopel, Gerald	Denver	Denver	16	D
LaHaye, James S.	Manitou Spgs.	El Paso	19	D
Lamb, C. P.	Brush	Morgan	55	R
Lisco, Archie L.	Denver	Denver	8	D
MacFarlane, John D.	Pueblo	Pueblo	32	D
Mackie, John G.	Longmont	Boulder	42	R
Massari, Phillip	Trinidad	Costilla, Las Animas	54	D
McNeil, Hiram A.	Montrose	Dolores, Montrose, Ouray, San Juan	64	D
Miller, Betty	Lakewood	Jefferson	27	D
Monfort, Kenneth	Greeley	Weld	43	D
Moore, Isaac	Denver	Denver	9	D

12/64

<u>Representatives</u>	<u>Home Address</u>	<u>County</u>	<u>Dist.</u>	<u>Pol.</u>
Morris, Paul E.	Yuma	Phillips, Sedgwick, Washington, Yuma	56	R
O'Brien, R. E.	Durango	La Plata, Montezuma	59	D
Quinlan, Clarence	Antonito	Archuleta, Conejos, Mineral, Rio Grande	62	R
Rinaldo, Louis	Sterling	Logan	51	D
Safran, Hubert M.	Denver	Denver	5	D
Schafer, J. Robert	Boyero	Cheyenne, Elbert Kiowa, Kit Carson, Lincoln	65	R
Schubert, Theodore R.	Calhan	El Paso	22	R
Singer, M. Keith	Arvada	Jefferson	24	R
Skelton, Darrell J.	Wheatridge	Jefferson	26	D
Strait, Donald E.	Aurora	Arapahoe	36	D
Vanderhoof, John D.	Glenwood Springs	Eagle, Garfield, Pitkin, Rio Blanco	60	R
Wailles, Thomas W.	Bennett	Adams	31	D
West, Betty Kirk	Pueblo	Pueblo	35	D
Wheeler, John R. P.	Greeley	Weld	44	D
Wolf, Marvin B.	Boulder	Boulder	41	R
Yost, Jerry L.	Thornton	Adams	29	D

1/65

GENERAL INFORMATION

	<u>Page</u>
Certification of Election	3j
Post-Election Organizational Meeting	3j
Employment of Personnel	4j
✓ Assignment of Seats and Cloakroom Space	4j
Materials Furnished to Legislators	4j
Stenographic Services	5j
Mailing and Postage	5j
Telephone Service	5j
Parking	5j
Legislative Pay and Travel Expenses	5j
Visitors	6j
Press	6j
Lobbyists and Lobbying	6j

12/64

GENERAL INFORMATION FOR LEGISLATORS

Many bits of information concerning the routine affairs of legislative activity, which are taken for granted by the seasoned legislator, may present somewhat of an enigma to the newly-elected official who comes to the Capitol for his initial term of service with the General Assembly. It is felt that the following information will be valuable to new and experienced legislators alike.

Certification of Election: On the thirty-first day following the general election at which votes have been cast for candidates for the General Assembly, the State Board of Canvassers meets in the office of the Secretary of State to canvass the votes. Upon completion of the canvass the Secretary of State makes out and transmits to each legislator declared to be elected a certificate of his election. Also, a copy of the certified statement of election of all state officials must be printed in a newspaper published at the seat of the government. Upon the day fixed by law for the convening of the General Assembly, the Secretary of State sends to each house a list of the members elected thereto, with the districts they represent.

Post-Election Organizational Meeting:

Majority Party - Shortly after the November general election, the State Central Committee of the party in control--known as the majority party--notifies all duly elected members of the General Assembly of an organizational meeting which is usually held in Denver prior to Thanksgiving. At this meeting, incoming members of the General Assembly join with party leaders to select, informally, the principal officers of each house. Representatives and Senators meet separately, with the former selecting the Speaker, Majority Floor Leader, and Caucus Chairman, and the latter selecting the President pro tempore, Majority Floor Leader, and Caucus Chairman.

While the House Speaker is selected informally in the manner related, he is elected formally by all members of the House on the first day of the session. Tentative designation of a speaker at the November meeting enables the person so selected to devote one month's time to appointments of chairmen and members of the House standing committees. House members who are interested in serving on certain committees may submit personally their preferences to the designated Speaker. The Speaker may or may not consult with older members or correspond with a prospective committeeman in order to evaluate his background and qualifications for particular committee assignments.

The Senate, by a majority vote of all members elected, selects a member as President pro tempore. In the Senate, Committee assignments are delegated usually to the Committee on Committees, which is appointed at the November organizational meeting. Appointments to Senate standing committees are made by resolution at the beginning of each First Regular Session and are subject to confirmation by the entire Senate.

Minority Party - The minority party usually holds its meeting on the evening prior to convening of the General Assembly; leaders selected are the Minority Floor Leaders and Caucus Chairmen for each House.

Employment of Personnel: The majority party has charge of appointments of personnel to the various positions necessary to the operation of the General Assembly. These positions include the established offices in both houses, together with stenographers, typists, clerks and messengers in sufficient number to handle administrative and clerical detail. On the opening day of the session, these employees are assigned by resolution to specified positions with designated compensation per calendar day, to serve for the duration of the session. Certain positions may be continued throughout the remainder of the year by resolution passed toward the close of the session.

Assignment of Seats: Seats are usually assigned by a committee appointed for that purpose in each chamber. The majority and minority leaders of either house occupy the two front row center seats; no established order is followed for assignment of other seats; however, in the Senate, seniority usually governs choice of seats. The name of the legislator, together with the name of the county or counties represented, is attached to the front of each desk. Also, mounted on each Senator's desk is a three-side marker bearing the number of his Senatorial District.

Cloakroom Space: Space is assigned to each legislator in cloakrooms adjoining the House and Senate chambers, as designated by attached name card.

Materials Furnished to Legislators: The following materials and supplies are placed on each legislator's desk on the opening day of the session or within the first several days of convening:

1. Stationery: Letterheads and return address envelopes;
2. Identification Decal: To be placed on car window;
3. Six Looseleaf Binders: One each for Senate bills, House bills, Senate journals and calendars, and House journals and calendars. These are kept current by legislative clerks. Binders are turned in at the end of each session.

State Constitution: A copy of the Constitution may be obtained from the Chief Clerk or the Secretary of the Senate upon request. The Secretary of State has charge of publishing copies of the Constitution, and a reasonable supply for distribution is maintained in his office.

Statutes: Each legislator receives one set of the Statutes during his legislative service. Statutes are available from the Secretary of State, through the Chief Clerk (in the House) or the Secretary (in the Senate). In addition, each legislator receives supplements published during his term of service. Any legislator desiring supplements subsequent to his leaving the General Assembly may purchase them from Bradford-Robinson Printing Company, Denver. Cost of the eight-volume set of 1963 Statutes is \$63.13; the cost of cumulative supplements varies depending on the amount of printing involved.

Session Laws: Each legislator is furnished, through the Secretary of State, a copy of the Session Laws which are published following his service in each ordinary or special session of the General Assembly.

12/64

General Supplies: Requests for general supplies should be given to legislative clerks.

Stenographic Services: Both the Senate and the House maintain typing pools during legislative sessions where stenographers are available for dictation and typing. Legislators should contact the printing clerk of the House in arranging for this service, and in the absence of the printing clerk, the Chief Clerk. In the Senate, legislators should make arrangements with the Secretary. Stenographers will deliver completed work to the legislator's desk.

Mailing and Postage: Outgoing mail baskets are at the Chief Clerk's desk in the House and at the Secretary's desk in the Senate. Mail is taken to the Capitol mail room, Room 21, State Services Building, where it is stamped and delivered to the main post office. Incoming mail is distributed to the legislators' desks by the Sergeant-at-Arms.

Telephone Service: Service is available at the switchboard located between the Senate and House chambers. There are several booths in the hall near the switchboard to accommodate incoming and outgoing calls of legislators. To make an outgoing call, the legislator should give the desired number to the switchboard operator who dials the number and assigns the caller to a booth. Records are kept of all long-distance calls. Telephone messengers will deliver incoming telephone messages to legislators at their desks, as well as call legislators to the telephone to take calls when such action does not interfere with the order of business.

Parking: Each legislator receives a special legislative identification decal and a special license plate to attach to the rear license plate of his car. These are distributed from the Sergeant-at-Arms' desks at the beginning of the session. Parking space on the Capitol circle drive not already assigned or metered will accommodate approximately fifty cars. Space is reserved for legislators on the outer curb on the west side of the Capitol and on the inner curb on the east side. Assignment of parking spaces is supervised by the Superintendent of Capitol Buildings. Denver city police are furnished with a list of license numbers of legislative cars, in order to keep parking difficulties and ticketing to a minimum. It is important that representatives inform the Chief Clerk of the House, and Senators inform the Secretary of the Senate, of license plate changes.

Legislative Pay and Travel Expenses: Compensation for legislators is as follows:

1. Monthly Pay: One hundred dollars per month for each month of the term for which elected.
2. Per Diem During Session: Twenty-five dollars per calendar day during regular and special sessions, up to a total of \$4,000 for each legislative biennial period. The remainder, if any, is paid on the first day of the last month of the biennial period.
3. Per Diem and Travel Between Sessions: Twenty dollars per day, not to exceed \$600 in any calendar year, for necessary attendance, between sessions, at meetings of the Legislative Council, committees established by the Legislative Council, or interim committees authorized by joint resolution or by law. For members of the Joint

12/64

Budget Committee, twenty dollars per day, not to exceed two thousand dollars per year, for necessary attendance, between sessions, at meetings of the Joint Budget Committee. For the Speaker of the House, twenty-five dollars per day, not to exceed \$600 per year, for necessary attendance, between sessions, to matters concerning the General Assembly. Actual and necessary traveling expenses are allowed, not to exceed those authorized for the executive departments unless special circumstances are shown to the satisfaction of the state controller.

4. Travel To and From Sessions: "...all actual and necessary traveling expenses to be paid after the same have been incurred and audited..." (Constitution, Article V, Section 6).

On the opening day of the session, regular or special, each legislator may submit a claim for traveling expenses on a form provided by the Chief Clerk in the House and by the Secretary in the Senate. Vouchers for collections of mileage allowance and other expenses incurred in connection with interim committee meetings are processed by the respective departments responsible for handling committee work.

Legislators and legislative employees are paid per calendar day on each fifteenth day from the opening day of the session. Checks are distributed from the Chief Clerk's desk in the House and from the Secretary's desk in the Senate. A legislator may request that his checks be mailed directly to his bank. Deductions from paychecks are made on the basis of the actual pay received for a certain month -- per diem and the monthly salary combined.

Visitors: Visitors who wish to contact a particular legislator should check with one of the Sergeants-at-Arms who are stationed at the rear of each chamber. Also, the telephone messengers at the switchboard may be asked to notify members of the General Assembly of visits by constituents. Legislators may procure visitors' cards from the Speaker of the House or the Secretary of the Senate to distribute to guests. The Visitor's Card serves to facilitate admittance to the floor of the Chambers.

For rules concerning visitors and use of galleries and chamber floors, please see: House Rules 38 and 41; Senate Rule XXX.

Press: Representatives of the press, radio, and television have access to the floor of either chamber, where tables for their use are provided in front of the Clerk's desk in the House and in front of the Secretary's desk in the Senate. Organizations and news media represented in the past are the Denver Post; Rocky Mountain News; Associated Press; United Press International; KOA and KLZ-TV. These representatives, or other representatives of the various news media who desire admittance to the floor of either chamber must be approved and accredited by the respective presiding officers. The press room is No. 327 on the third floor of the State Capitol.

Lobbyists: A lobbyist is an individual who attempts to influence

12/64

in any manner the vote of a member or members of the legislature, or the action of any of its committees upon bills, resolutions, or other measures pending before either house. A lobbyist who wishes to appear before any committee of either house must register, giving his name, address, the interest or interests he represents, together with the matters on which he wishes to be heard. The Chief Clerk of the House or the Secretary of the Senate, as applies, will issue a card to the lobbyist which will entitle him to appear before legislative committees. The following table shows the number of lobbyists registered during the "long" sessions since 1951:

<u>Year</u>	<u>House</u>	<u>Senate</u>
1951	63	not available
1953	73	60
1955	150	122
1957	215	208
1959	298	266
1961	316	217
1963	226	208

12/64

GEOGRAPHICAL AND HISTORICAL FACTS

Colorado, the Centennial State	3k
Creation	3k
Location	3k
Area	3k
Altitude	3k
Climate	3k
Topography	4k
Population	5k
Historical Facts	6k
Early History, Exploration, and Settlement	6k
Territorial and State Government	6k
History of Mineral and Oil Industry	8k
Transportation and Communications	10k
Agriculture and Livestock	13k
Educational History	14k
Sessions of Colorado General Assembly	17k
Political Control of Governorship and General Assembly	19k

12/64

COLORADO, THE CENTENNIAL STATE

- CREATION:** On August 1, 1876, Colorado became the 38th state admitted into the Union. Prior to statehood, portions of Colorado were parts of the District of Louisiana, and Missouri, Louisiana, Kansas, Nebraska, New Mexico, Utah and Unorganized Indian, and Colorado territories. Prior to possession by the United States, Colorado was claimed by Spain, France, England, Mexico, and the Texas Republic. Colorado, a Spanish word meaning reddish, rosy or colorful, first given to the river and later, in 1861, to the territory, is nicknamed the "Centennial State", having been granted statehood during the centennial year of the signing of the Declaration of Independence.
- LOCATION:** Colorado is located approximately in the center of the western half of the United States, and is bordered by Wyoming on the north, Nebraska on the northeast, Kansas on the east, New Mexico and the Oklahoma panhandle on the south, and Utah on the west.
- AREA:** Colorado is rectangular in form, and measures approximately 387 by 276 miles. Having within its borders 104,247 square miles of land and water, Colorado ranks eighth in size among the 50 states, and is larger than the combined area of the Middle Atlantic states of New York, New Jersey, and Pennsylvania.
- ALTITUDE:** Average elevation above sea level of Colorado is 6,800 feet, the highest average elevation of the 50 states. Highest elevation in Colorado (14,431 feet) is the summit of Mount Elbert, near Leadville; lowest elevation (3,350 feet) is the surface of the Arkansas River at the Colorado-Kansas boundary line, near the town of Holly. The lowest elevation is the highest lowest elevation of the 50 states. Colorado has 52 of the highest 82 named mountains, 14,000 feet or higher, in the United States: the 12 highest peaks, found in Alaska, including the highest, Mt. McKinley (20,320 feet), and the 13th highest mountain, California's Mt. Whitney (14,495 feet), are the peaks in the United States taller than Colorado's Mt. Elbert. Approximately 1,500 peaks in Colorado are over 10,000 feet in height.
- CLIMATE:** Colorado is a semi-arid state. State-wide precipitation (water from rain and snow) averages approximately 16.5 inches annually, and ranges from Alamosa's 6.59 to Rico's 26.49 annual inches. Growing seasons (number of days between last spring frost and first autumn frost) vary from 188 days in Grand Junction to 4 days in Fraser. Denver averages

12/64

164 consecutive frost-free days, Pueblo has 174, and Palisade residents can expect 179. Highest temperature ever recorded in Colorado was 118 degrees at Bennett; lowest temperature was -60 at the Taylor Park Dam. Average annual temperature for Denver is 51.4 degrees. The sun is visible in Denver during 69 per cent of the daylight hours, and Denver's annual average early afternoon relative humidity is 38 per cent. The dry air, which reduces the severity of both excessively high and low temperatures, and the high percentage of clear, sunshiny days has earned Colorado the reputation of being the "climate capital of the world."

TOPOGRAPHY: The eastern half of Colorado has flat alluvial high plains and broad gently sloping prairies with both irrigated and dry farm land rising gradually from the eastern border to the foothills of the high mountain ranges which divide the state. The western half of the state is a land of high mountains, mountain and river valleys, high plateaus, rugged canyons, deep basins and some of the most magnificent scenery in the nation. Two national parks, six national monuments, one national recreation area, and 12 National Forests attest to this fact. (The Federal government owns 36.2% of Colorado's square miles.)

The eastern half of the state produces a diversity of agricultural products and livestock and subsurface resources including oil, gas, and coal. Much of the western half of the state is heavily timbered and underlaid with oil, coal, the largest reserve of oil shale and molybdenum deposits in the United States, in addition to having excellent farm and ranch lands.

The Continental Divide, which forms the crest of the continent and separates the watersheds of the Pacific Ocean and the Gulf of Mexico, runs through the west-central part of the state in a general north-south direction. Five major rivers, including three of the longest rivers in the United States, originate in Colorado's high country: the Colorado River (1,450 miles) fed by the western slope's Yampa, White, Gunnison, Dolores, and San Juan rivers, shares with the eastern slope's Arkansas River (1,450 miles) in being the 5th and 6th longest rivers in the United States. Also draining the eastern slope, mountains and prairie, that portion of the state east of the Continental Divide, is the nation's 3rd longest river, the Rio Grand (1,885 miles), and the North Platte (618 miles) and South Platte (424 miles) rivers. Formed by prairie gulches in far eastern Colorado is the sixth major

12/64

Colorado river, the Republican, which flows 445 miles before joining with the Kansas River in Kansas.

POPULATION: During 1964, the United States Bureau of Census estimated Colorado's population at 2,000,000. The 1960 census estimated population at 1,753,947, a 32.4 per cent gain over the 1950 estimate, and ranked Colorado 33rd in the nation in total population but eighth fastest in per cent increase in growth during the decade of the fifties. Population growth in Colorado since 1851, the year in which the first permanent settlement was established, is as follows:

<u>Year</u>	<u>Population</u>	<u>Increase over Previous Census</u>		<u>Population as a Per Cent of the United States</u>
		<u>Amount</u>	<u>Per Cent</u>	
1850				
1860	34,277			0.1
1870	39,864	5,587	16.3	0.1
1880	194,327	154,463	387.5	0.4
1890	413,249	218,922	112.7	0.7
1900	539,700	126,451	30.6	0.7
1910	799,024	259,324	48.0	0.9
1920	939,629	140,605	17.6	0.9
1930	1,035,791	96,162	10.2	0.8
1940	1,123,296	87,505	8.4	0.9
1950	1,325,089	201,793	18.0	0.9
1960	1,753,947	428,858	32.4	1.0
1964 (Est)	2,000,000	246,053	14.0	

Population per square mile of land surface equaled 16.9 persons in 1960, 41st among the 50 states. Only nine states, Alaska and eight western states, during 1960 had lower population densities. During the same year, the national density equaled 50.5 persons, and ranged from Alaska's 0.4 to Rhode Island's 812.4 and New Jersey's 806.7.

During 1960, approximately 74 per cent of Colorado's residents lived in urban areas (communities having a population of 2,500 or more), 68 per cent living in the Standard Metropolitan Statistical Areas of Denver, Colorado Springs, and Pueblo, and 53 per cent living in Adams, Arapahoe, Boulder, Denver, and Jefferson counties which comprise the Standard Metropolitan Statistical Area of Denver.

12/64

HISTORICAL FACTS

Early History, Exploration, and Settlement:

- 1541: Spanish explorer Coronado returns to Mexico City from Kansas in search of mythological Seven Cities of Cibola and allegedly crosses southeastern portion of Colorado, to become Colorado's first explorer.
- 1682: Explorer La Salle claims for France all of Colorado east of the Rocky Mountains.
- 1803: Louisiana Purchase under administration of Thomas Jefferson brings most of what is now eastern Colorado under United States government.
- 1806: Lt. Zebulon Pike, first government sponsored explorer, explores Colorado Springs and San Luis Valley region three years after Ohio was admitted into the Union.
- 1834: Bent's Fort, one of the most important trading posts of the early West, is built on the Arkansas River by the Bent brothers and St. Vrain near present site of La Junta.
- 1836: Texas becomes independent republic and claims narrow strip of mountain territory extending northward through Colorado to the 42nd parallel.
- 1848: Mexico cedes to the United States most of that part of Colorado not acquired by the Louisiana Purchase.
- 1850: Federal Government purchases Texas' claims in Colorado, and the present boundaries of Colorado are established.
- 1851: First permanent white settlement is established at Conejos in San Luis Valley; irrigation is begun; Fort Massachusetts is built in San Luis Valley to protest settlers from the Indians.

Territorial and State Government:

- 1861: Colorado Territory is established with boundaries of present state. President Lincoln appoints William Gilpin first territorial governor. Supreme Court is organized and congressional delegates are chosen. First Assembly meets in September, creates 17 counties, authorizes a university and selects Colorado City as the territorial capital.
- 1862: Golden is selected as a new capital.
- 1867: Denver is established as permanent seat of government by the territorial legislature meeting in Golden.

12/64

Territorial and State Government; cont.:

- 1875: Constitutional Convention of 38 members holds its first meeting.
- 1876: Colorado is admitted to the Union as the 38th state; John Routt is elected first governor. Colorado is called the "Centennial State" in honor of the 100th anniversary of the adoption of the Declaration of Independence.
- 1890: Cornerstone is laid for State Capitol in Denver.
- 1894: State Capitol is completed at cost of \$2,500,000. Colorado is second state to grant suffrage to women, following precedent set by Wyoming.
- 1908: Dome of State Capitol is plated with gold leaf at a cost of \$14,680.
- 1913: State Tax Commission is created by General Assembly.
- 1915: State Industrial Commission is created.
- 1918: Constitutional amendment provides Civil Service for state employees.
- 1921: General Assembly creates State Highway Department.
- 1935: State Planning Commission created by General Assembly.
- 1936: State Public Welfare Department established. Monthly old-age pensions of \$45 are authorized by voters in constitutional amendment.
- 1947: Office of the State Controller is established.
- 1948: Voters approve constitutional amendment to reorganize State Department of Education, including appointment of a non-political Commissioner of Education.
- 1950: Colorado voters approve constitutional amendment providing for annual sessions of the General Assembly.
- 1951: State agencies created by the General Assembly include the State Department of Parole, Oil and Gas Conservation Commission and the Weather Control Commission.
- 1953: General Assembly creates the State Legislative Council.
- 1957: General Assembly creates the Department of Natural Resources within the Executive Branch, consolidating 15 state agencies within the department.
- 1963: General Assembly creates the Division of Commerce and development within the Executive Branch, consolidating the

12/64

Territorial and State Government: cont.:

related activities of the State Advertising and Publicity Committee, Department of Employment, and the Division of Planning.

- 1963: Governor's Local Affairs Study Commission of 100 members created to study problems of local government and finance, and the structures and powers of local governmental units in urban areas and their relationships to each other.
- 1964: Colorado voters approve constitutional amendment providing for the transfer of the State Auditor from the executive to the legislative branch of state government; qualifications of auditor upgraded.

History of Mineral and Oil Industry:

- 1858: Gold is discovered near the junction of the South Platte and Cherry Creek, and the gold rush from the East begins.
- 1859: Gold is discovered in Idaho Springs and Central City areas, stimulating a rush of prospectors.
- 1860: Rich placer discoveries are made on present site of Leadville.
- 1862: First oil well is drilled near Florence.
- 1868: First smelter is erected at Blackhawk, inaugurating era of hard-rock mining.
- 1875: Lead carbonate ores, rich in silver, are found near present site of Leadville.
- 1880: Passage of Sherman Silver Purchase Act raises price of silver to more than \$1.00 an ounce. New rich silver strikes are made along the Rio Grande, and Creede is founded.
- 1882: Steel is milled in Pueblo from Colorado ores.
- 1891: The great gold field at Cripple Creek opens.
- 1893: Repeal of Sherman Act strikes silver mining a paralyzing blow.
- 1900: Gold production reaches peak of more than \$20,000,000 annually at Cripple Creek, second richest gold camp in the world.
- 1918: Impetus of war stirs development of mining of molybdenum at Climax near Leadville. Coal production of state reaches new high of 12,500,000 tons.

12/64

History of Mineral and Oil Industry, cont.:

- 1929: Pipeline is laid from Texas Panhandle to Denver to furnish natural gas to many cities.
- 1943: National need for increased oil production stimulates drilling for oil in the long-dormant Rangely area in northwestern Colorado. Each well drilled is a producer.
- 1946: Northwestern Colorado experiences a great boom as numerous oil wells are brought in as good producers in the Rangely Field and elsewhere in that region.
- 1947: U. S. Bureau of Mines experimental plant for extracting oil from oil-shale begins operation near Rifle. Estimate of Colorado's huge oil-shale reserves is set at 270 billion barrels.
- 1949: Drilling of oil wells in the Rangely field of northwestern Colorado completed. Field settles down to steady production from 531 pumping wells. Oil production in the state reaches a new peak of 23½ million barrels valued at \$60 million.
- 1950: Oil is discovered west of Fort Morgan and oil activity in northeastern Colorado takes on new stimulus. Construction begins on pipeline to convey natural gas from San Juan Basin of southwestern Colorado to Arizona and the Pacific Coast.
- 1951: New Golden Cycle mills begin operations at Cripple Creek, making gold bars from gold extracted nearby for storage at Fort Knox, Kentucky.
- 1952: Wildcat test in Logan County appears as important new oil discovery for the Denver-Julesburg Basin. Many new wildcat tests started.
- 1953: Climax Molybdenum Company near Leadville spends more than \$30 million in expansion program in past three years and is mining more than 65 percent of the world's production of this metal. Metals and mineral production set a new high at an estimated \$268,000,000 for the year.
- 1954: Uranium exploration reaches feverish pitch in western Colorado with scores of new companies organized and millions of shares of stock offered to the public. Millions of dollars change hands in purchasing of mining properties by capitalists from all over the nation. Oil and Gas Conservation Commission reports discovery of 30 new oil fields and 5 new gas fields in first eight months of year. Oil production in Colorado now exceeds 130,000 barrels daily, putting the state in ninth place among the 25 oil-producing states.

12/64

History of Mineral and Oil Industry, cont.:

- 1955: Colorado mineral production reaches all-time high of \$382 million with uranium most important.
- 1956: A \$50 million, 1,485 mile natural gas pipeline is completed from the San Juan Basin in southwestern Colorado to distant parts in the Northwest.
- 1957: Colorado can process 30 percent of the nation's uranium; four new mills are scheduled for completion in 1958. Coal output increased slightly from 3.5 million tons to 3.6 million tons with 123 mines operating in 16 counties.
- 1964: Renewed interest in development of oil shale reserves in Colorado develops. Estimate of oil in oil shale reserves in Garfield and Rio Blanco counties set at one trillion barrels, enough to supply the nations oil requirements for 280 years at present rate of annual consumption. Current reserve of nation's liquid oil reserves set at 35 billion barrels.

Transportation and Communications:

- 1859: In March the first stagecoach with mail for Cherry Creek settlements leaves Leavenworth, Kansas. In April, the first newspaper, The Rocky Mountain News, is published by Wm. N. Byers.
- 1863: Telegraph line links Denver with the East; ten words to New York cost \$9.10.
- 1870: Denver & Pacific Railroad is constructed to connect Denver with the Union Pacific at Cheyenne, Wyoming. The Kansas Pacific enters Colorado from the Missouri River. The Greeley Tribune is established.
- 1871: The Denver & Rio Grande Railroad is built southward from Denver.
- 1872: Blackhawk and Central City are connected with Denver by railroad. The Denver and Rio Grande reached Pueblo. Out West, later Colorado Springs Gazette, is established.
- 1873: Atchison, Topeka & Santa Fe railroad reaches Southeast Colorado.
- 1878: First telephones are installed in Denver.
- 1880: Denver and Rio Grande lays tracks through the Royal Gorge and on to Leadville.
- 1881: Colorado and Southern Railroad reaches Colorado.
- 1882: Chicago, Burlington and Quincy arrived.

12/64

Transportation and Communications, cont.:

- 1883: Narrow-gauge line of the Denver and Rio Grande is completed from Gunnison to Grand Junction. First electric lights are installed in Denver.
- 1886: The Steamboat Pilot is established at Steamboat Springs, and the Missouri Pacific Railroad comes to Colorado.
- 1888: Chicago, Rock Island and Pacific Railroad reaches Colorado.
- 1890: Boulder Daily Camera is established.
- 1892: The Denver Post is established, purchased by Federick G. Bonfils and H. H. Tammen in 1895, at which time first edition is published.
- 1893: Grand Junction Sentinel is established.
- 1902: David H. Moffat and associates begin construction of Moffat railroad over the Continental Divide.
- 1910: First long-distance telephone call made from Denver to New York City. First airplane flight in Denver.
- 1913: State begins licensing automobiles for the first time.
- 1921: Colorado begins building concrete highways on main-traveled routes.
- 1922: Moffat Tunnel Improvement District is created by General Assembly for construction of 6.4 mile bore under the Continental Divide. First commercial radio license is issued to Station KLZ.
- 1924: Radio Station KOA is built by General Electric Company. Concrete pavement is completed between Denver and Greeley, first two major cities to be connected by paved highway in the state.
- 1926: Denver is established as air-mail post office on United Air Lines route between Pueblo and Cheyenne.
- 1928: Opening of Moffat Tunnel shortens railroad distance between Denver and the Pacific Coast by 176 miles.
- 1931: Charles Vail, new highway engineer, initiates policy of oil-surfacing highways.
- 1932: Trail Ridge Road completed across Continental Divide through Rocky Mountain National Park.
- 1934: The Zephyr, the Burlington Railroad's first streamlined train drawn by a diesel engine, makes a trial run from

12/64

Transportation and Communications, cont.

- Chicago to Denver; regular operations begin in May, 1936, initiating a new era in rail transportation.
- 1936: General Assembly in special session authorizes issuance of \$25 million in highway anticipation warrants.
- 1940: State Highway Department has completed more than 4,000 miles of oiled and paved highways, linking practically all principal cities of the state with a network of hard-surfaced roads. New mountain pass routes completed include Loveland, Monarch, Vail, and Wolf Creek Passes.
- 1941: Mountain States Telephone and Telegraph Company constructs first underground cable extending from Cheyenne, Wyoming, to Denver.
- 1948: State Highway Department begins construction of the Valley Highway, four-lane artery through central Denver.
- 1949: Denver and Rio Grand Western Railroad, jointly with Burlington Railroad, begins operation of "vista dome" passenger trains through the Colorado Rockies.
- 1950: Denver Tramway Company completes conversion program from trolley cars to electric and diesel powered busses. Newly-oiled Wolf Creek Pass road is dedicated as first all-weather highway connecting San Juan Basin with the eastern slope.
- 1952: New \$6,300,000 Denver-Boulder Turnpike of 17.3 miles is opened. First television station, KFEL, opens in Denver.
- 1953: Record number of motor vehicles is registered during the year -- 476,137 automobiles and 133,350 motor trucks. The total, 609,487, is 76 percent higher than the 346,453 vehicles on the highways at the end of W. W. II.
- 1954: General Assembly refers to voters a proposal to issue \$35 million in highway anticipation warrants.
- 1956: Colorado has 14 railroads, including seven major interstate lines, with 3,848 miles of main track lines. The seven scheduled airlines which serve the state boarded and deplaned a total of 1,416,092 passengers at Colorado points between July 1, 1956, and June 30, 1957. Motor vehicle registration totals approximately 820,000.
- 1964: Test bore under Loveland Pass for Straight Creek Tunnel completed, and paves the way for two two-lane interstate highway tunnels to be constructed.

12/64

Agriculture and Livestock:

- 1852: Irrigation is begun in the San Luis Valley.
- 1870: Union Colony is established at Greeley, and the first irrigation canal is surveyed there.
- 1872: Agricultural settlements are established throughout the South Platte Valley.
- 1880: Dry-Land farming is undertaken extensively in eastern Colorado.
- 1886: Denver Union Stockyards are established.
- 1888: Union Colony at Greeley completes 900,000 acre irrigation project.
- 1899: First beet sugar refinery is built at Grand Junction.
- 1902: Beet sugar refinery is built at Fort Collins.
- 1903: Uncompahgre irrigation project, first of federal government reclamation projects in Colorado, is authorized.
- 1906: National Western Stock Show is born in tent at stockyards.
- 1909: Colorado attains first rank among states in irrigation area with 2,790,000 acres under irrigation.
- 1910: Number of farms is 46,170.
- 1918: Agricultural production is increased greatly to aid war needs. This results the following year in higher prices to farmers and increased prices for farm land.
- 1921: Agricultural prices decline sharply due to post-war deflation.
- 1930: Census shows Colorado has a population of 1,035,791, of whom 282,827, or 27.3 percent, live on farms.
- 1932: Farm prices drop to depression levels of \$3.00 per cwt. for hogs; 10¢ per dozen for eggs; and 50¢ per bushel for wheat.
- 1932: Drought and winds cause soil erosion in eastern and southeastern Colorado.
- 1934: Seven and one-half million acres of federally-owned grazing lands in western Colorado are placed under the provisions of the Taylor Grazing Act to improve grazing resources of the public domain.
- 1937: Many families move from dust-bowl area. Federal Government initiates soil conservation program.

12/64

Agriculture and Livestock, cont.:

provisions of the Taylor Grazing Act to improve grazing resources of the public domain.

- 1938: Taylor Park Reservoir near Gunnison completed to furnish additional water for irrigation in the Montrose-Delta area of the Uncompahgre Valley.
- 1941: Pine River Dam, northeast of Durango, is completed by the U. S. Bureau of Reclamation to provide irrigation water for farms in that area.
- 1962: Legislation passed by Congress to build Fryingpan-Arkansas river multiple use dam project.
- 1964: Ground breaking ceremonies held for Fryingpan-Arkansas project.

Educational History:

- 1859: In October, O. J. Goldrick opens the first school at Auraria.
- 1860: First schoolhouse is built at Boulder.
- 1862: First tax-supported schools are established.
- 1864: Colorado Seminary (now University of Denver) is chartered; Sisters of Loretto open academy.
- 1871: Colorado School of Mines is established at Golden.
- 1874: Colorado College is founded at Colorado Springs; Territorial Legislature appropriates \$15,000 for University of Colorado at Boulder, on condition that an equal sum is raised by that city.
- 1877: University of Colorado opens classes at Boulder, with two teachers and 44 students. State Board of Agriculture is created to develop agricultural college at Fort Collins.
- 1879: Colorado College of Agriculture and Mechanic Arts offers instruction at Fort Collins.
- 1899: The General Assembly creates the State Normal School at Greeley (now Colorado State College).
- 1909: First appropriation is made by General Assembly for Western State Teachers College (now Western State College). The college was established originally in 1901; it opened in 1911.
- 1911: Fort Lewis School was established as an agricultural and

12/64

Educational History, cont.:

- vocational high school upon termination of the Indian School at this site.
- 1916: Emily Griffith Opportunity School is opened in Denver.
- 1925: Adams State Teachers College (now Adams State College) at Alamosa, and junior colleges at Grand Junction and Trinidad are opened. Adams State College was established in 1921 and the first appropriation made in 1923.
- 1933: Fort Lewis School becomes a college-level institution.
- 1937: Ten-year building program for Colorado's state institutions of higher learning is developed by State Planning Commission.
- 1945: Increased enrollment at Colorado's educational institutions develops critical housing problems. Federal Government closes down numerous war installations and the State's colleges are given buildings for temporary housing and classrooms.
- 1947: Fall enrollment at the state's colleges reaches a figure double the pre-war enrollment. Dr. Wm. R. Ross succeeds Dr. George W. Frazier as president of Colorado State College at Greeley.
- 1949: Dr. Wm. E. Morgan becomes president of Colorado A & M College (now Colorado State University) upon retirement of Dr. I. E. Newson. General Assembly passes School District Reorganization Act.
- 1951: School District Reorganization Act is repealed.
- 1951: Veterans enrolled in Colorado's colleges under the G. I. Bill number 9,470.
- 1952: Public School Finance Act is passed which provides formula for state aid to public schools. Amount appropriated for this purpose is \$12,500,000; Denver votes \$30 million and Jefferson County approves \$10 million in school bonds.
- 1953: Dr. Robert Stearns leaves the presidency of the University of Colorado to head the Boettcher Foundation in Denver, and is succeeded by Dr. Ward Darley. Dr. Chester M. Alter is named Chancellor of the University of Denver.
- 1954: General Assembly appropriates at March special session \$1,000,000 to purchase site for the U. S. Air Academy. Lowry Air Force Base is named as temporary headquarters for the Academy. More than 17,000 students are enrolled in the state's seven state-supported colleges.

12/64

Educational History, cont.:

- 1955: State begins second 10-year \$40 million building program at state-supported institutions of higher learning.
- 1957: General Assembly passed the Public School Foundation Act and the School District Reorganization Act.
- 1961: Southern Colorado State College established in Pueblo.
- 1963: Quigg Newton replaced by Joseph Swiley, former president of University of Texas, as president of the University of Colorado.

12/64

REGULAR AND EXTRAORDINARY SESSIONS OF
THE COLORADO GENERAL ASSEMBLY
HELD SINCE THE YEAR 1876

<u>Year</u>	<u>Session No.</u>	<u>Convended</u>	<u>Adjourned</u>	<u>No. of Days</u>
1876	1st	Nov. 1		
1879	2nd	Jan. 1	Feb. 8	39
1881	3rd	Jan. 5	Feb. 13	40
1883	4th	Jan. 3	Feb. 11	40
1885	5th	Jan. 7	Apr. 6	90
1887	6th	Jan. 5	Apr. 4	90
1889	7th	Jan. 2	Apr. 1	90
1891	8th	Jan. 7	Apr. 6	90
1893	9th	Jan. 3	Apr. 3	91
1894	9th - Extra.	Jan. 10	Mar. 2	52
1895	10th	Jan. 2	Apr. 1	90
1897	11th	Jan. 6	Apr. 5	90
1897	11th - Extra.	Apr. 6	Apr. 8	3
1899	12th	Jan. 4	Apr. 3	90
1901	13th	Jan. 2	Apr. 1	90
1902	13th - Extra.	Jan. 27	Mar. 21	54
1903	14th	Jan. 7	Apr. 6	90
1903	14th - Extra.	July 20	July 26	7
1905	15th	Jan. 4	Apr. 3	90
1907	16th	Jan. 2	Apr. 1	90
1909	17th	Jan. 6	Apr. 5	90
1910	17th - Extra.	Aug. 9	Oct. 18	71
1911	18th	Jan. 4	May 6	123
1913	19th	Jan. 1	Apr. 15	105
1914	19th - Extra.	May 4	May 16	13
1915	20th	Jan. 6	Apr. 10	95
1917	21st	Jan. 3	Mar. 24	71
1917	21st - Extra.	July 18	Aug. 4	18
1919	22nd	Jan. 1	Apr. 7	96
1919	22nd - Extra.	Dec. 8	Dec. 19	12
1921	23rd	Jan. 5	Apr. 5	91
1922	23rd - Extra.	Apr. 18	Apr. 29	12
1923	24th	Jan. 3	Apr. 19	107
1925	25th	Jan. 7	Apr. 16	100
1927	26th	Jan. 5	Apr. 13	99
1929	27th	Jan. 2	Apr. 21	110
1931	28th	Jan. 7	Apr. 24	108
1933	29th	Jan. 4	May 9	126
1933	29th - 1st Extra.	Aug. 2	Aug. 18	17
1933-34	29th - 2nd Extra.	Dec. 4	Jan. 22	50
1935	30th	Jan. 2	Apr. 6	95
1935	30th - 1st Extra.	Oct. 30	Nov. 13	15
1936	30th - 2nd Extra.	Mar. 23	Apr. 1	10
1936	30th - 3rd Extra.	Nov. 17	Nov. 20	4
1937	31st	Jan. 6	May 14	129
1939	32nd	Jan. 4	Apr. 24	111
1939	32nd - Extra.	Apr. 28	May 12	15

12/64

Regular and Extraordinary Sessions of the
Colorado General Assembly, cont.

<u>Year</u>	<u>Session No.</u>	<u>Convended</u>	<u>Adjourned</u>	<u>No. of Days</u>
1941	33rd	Jan. 4	Apr. 9	96
1943	34th	Jan. 6	Mar. 30	84
1944	34th - 1st Extra.	Jan. 28	Feb. 4	8
1944	34th - 2nd Extra.	Feb. 4	Feb. 9	6
1945	35th	Jan. 3	Apr. 6	94
1945	35th - Extra.	Nov. 19	Dec. 4	16
1947	36th	Jan. 1	Apr. 18	108
1948	36th - Extra.	Oct. 18	Oct. 21	4
1949	37th	Jan. 5	Apr. 20	106
1950	37th - Extra.	Aug. 21	Aug. 26	6
1951	38th - 1st Reg.	Jan. 3	Mar. 21	78
1951	38th - Extra.	May 17	May 21	5
1952	38th - 2nd Reg.	Jan. 2	Feb. 9	39
1953	39th - 1st Reg.	Jan. 7	Mar. 28	81
1953	39th - Extra.	June 22	June 24	3
1954	39th - 2nd Reg.	Jan. 6	Feb. 13	39
1954	39th - Extra.	Mar. 17	Mar. 23	7
1955	40th - 1st Reg.	Jan. 5	Apr. 6	92
1956	40th - 2nd Reg.	Jan. 4	Feb. 10	38
1956	40th - Extra.	May 7	May 13	7
1957	41st - 1st Reg.	Jan. 2	Apr. 1	90
1958	41st - 2nd Reg.	Jan. 8	Feb. 16	40
1958	41st - Extra.	June 16	June 22	7
1959	42nd - 1st Reg.	Jan. 7	Apr. 21	105
1960	42nd - 2nd Reg.	Jan. 6	Feb. 19	45
1961	43rd - 1st Reg.	Jan. 4	Apr. 1	88
1961	43rd - Extra.	June 7	June 9	3
1962	43rd - 2nd Reg.	Jan. 3	Feb. 15	44
1963	44th - 1st Reg.	Jan. 2	Apr. 7	96
1964	44th - 2nd Reg.	Jan. 8	Mar. 2	55
1964	44th - 1st Extra.	Apr. 25	Apr. 29	5
1964	44th - 2nd Extra.	July 1	July 8	8
1965	45th - 1st Reg.	Jan. 6		

12/64

POLITICAL CONTROL OF COLORADO GOVERNORSHIP AND GENERAL ASSEMBLY
1919 TO 1965 INCLUSIVE

<u>Year</u>	<u>Governor</u>		<u>Senate</u>		<u>House</u>		<u>G. Assembly</u>	
	<u>Rep.</u>	<u>Dem.</u>	<u>Rep.</u>	<u>Dem.</u>	<u>Rep.</u>	<u>Dem.</u>	<u>Rep.</u>	<u>Dem.</u>
1919	X		14	<u>21</u>	<u>41</u>	24	<u>55</u>	35
1921	X		<u>24</u>	11	<u>58</u>	7	<u>82</u>	18
1923		X	<u>23</u>	12	<u>33</u>	32	<u>56</u>	44
1925	X		<u>21</u>	14	<u>52</u>	13	<u>73</u>	27
1927		X	<u>19</u>	16	<u>43</u>	22	<u>62</u>	38
1929		X	<u>23</u>	12	<u>47</u>	18	<u>70</u>	30
1931		X	<u>22</u>	13	<u>31</u>	34	<u>53</u>	47
1933		X	9	<u>26</u>	11	<u>54</u>	20	<u>80</u>
1935		X	6	<u>29</u>	15	<u>50</u>	21	<u>79</u>
1937		X	6	<u>29</u>	15	<u>50</u>	21	<u>79</u>
1939	X		12	<u>23</u>	<u>37</u>	28	49	<u>51</u>
1941	X		17	<u>18</u>	<u>37</u>	28	<u>54</u>	46
1943	X		<u>24</u>	11	<u>55</u>	10	<u>79</u>	21
1945	X		<u>27</u>	8	<u>46</u>	19	<u>73</u>	27
1946		X	<u>27</u>	8	<u>46</u>	19	<u>73</u>	27
1949		X	<u>21</u>	14	24	<u>41</u>	45	<u>55</u>
1951	X		<u>20</u>	15	<u>47</u>	18	<u>67</u>	33
1953	X		<u>23</u>	12	<u>45</u>	20	<u>68</u>	32
1955		X	<u>20</u>	15	<u>36</u>	29	<u>56</u>	44
1957		X	14	<u>21</u>	27	<u>38</u>	41	<u>59</u>
1959		X	13	<u>22</u>	21	<u>44</u>	34	<u>66</u>
1961		X	16	<u>19</u>	32	<u>33</u>	48	<u>52</u>

12/64

Political Control of Colorado Governorship
and General Assembly 1919 to 1965 Inclusive, cont.

<u>Year</u>	<u>Governor</u>		<u>Senate</u>		<u>House</u>		<u>G. Assembly</u>	
	<u>Rep.</u>	<u>Dem.</u>	<u>Rep.</u>	<u>Dem.</u>	<u>Rep.</u>	<u>Dem.</u>	<u>Rep.</u>	<u>Dem.</u>
1963	X		<u>20</u>	15	<u>41</u>	24	<u>61</u>	39
1965	X		<u>20</u>	15	23	<u>42</u>	43	<u>57</u>

NOTE: Underlined figures denote majority party.

12/64