<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 5, 2015; 3:00 PM; Thur.</td>
<td>Deadline to submit retirement ad to the official state journal (&quot;The Advocate&quot;) to run on Feb. 10th &amp; 11th.</td>
</tr>
<tr>
<td>February 11, 2015; Wed.</td>
<td>Final publication date of retirement notice in official state journal to prefile and introduce on first day of session, April 13th.</td>
</tr>
<tr>
<td>February 16, 2015; 3:00 PM; Mon.</td>
<td>Deadline to submit retirement ad to the official state journal (&quot;The Advocate&quot;) to run on Feb. 19th &amp; 20th.</td>
</tr>
<tr>
<td>February 20, 2015; Fri.</td>
<td>Final publication date of retirement notice to introduce on last day for introduction (April 22nd) for retirement bill within the subject matter restriction of session as a late introduction.</td>
</tr>
<tr>
<td>March 13, 2015; Fri.</td>
<td>Final publication date of local notice to prefile and introduce local bill on first day of session.</td>
</tr>
<tr>
<td>March 22, 2015; Sun.</td>
<td>Final publication date of local notice to introduce local bill on last day for introduction.</td>
</tr>
<tr>
<td>March 31, 2015; Tues.</td>
<td>Deadline to submit requests to Senate staff to draft non-retirement const. amend. Sen. Rule 9.1(C)</td>
</tr>
<tr>
<td>April 1, 2015; Wed.; 5:00 PM</td>
<td>Deadline to submit request to Senate staff to draft bills for prefiling. Sen. Rule 9.1(C)</td>
</tr>
<tr>
<td>April 2, 2015; Thur.</td>
<td>Deadline to prefile non-retirement constitutional amendments in Senate. Const Art. XIII, §1(A)(1)</td>
</tr>
<tr>
<td>April 3, 2015; 5:00 PM; Fri.</td>
<td>Deadline to prefile bills. Const. Art. III, §2(A)(2)(b)</td>
</tr>
<tr>
<td>April 13, 2015; Noon; Mon.</td>
<td>Session begins Const. Art. III, §2(A)(4)(a)</td>
</tr>
<tr>
<td>April 22, 2015; 6:00 PM;</td>
<td>Last day to introduce bills and concurrent resolution approving MFP formula - Joint Rule 9 &amp; Const. Art. III, §2(A)(4)(a)</td>
</tr>
<tr>
<td>June 8, 2015; 6:00 PM; Mon.</td>
<td>Deadline for 3rd Reading &amp; Final Passage w/o Consent - 57th calendar day or 42nd legislative day, whichever is first. Const. Art. III, §2(A)(4)(a)</td>
</tr>
<tr>
<td>June 11, 2015; Thur.; 6:00 PM;</td>
<td>Adjournment sine die. Const. Art. III, §2(A)(4)(a)</td>
</tr>
<tr>
<td>August 1, 2015; Sat.</td>
<td>Effective date of acts unless earlier/later date specified. Const. Art. III, §19</td>
</tr>
</tbody>
</table>
### 2015 Session - Restricted Subject Matter

**Exception:** As to eliminating a projected deficit, bills changing established procedure to determine if appropriations exceed official forecast & method for adjusting appropriations, including constitutionally protected or mandated allocations or appropriations may be changed in any regular session by 2/3 vote - - Notwithstanding the provisions of Article III, Section 2. . . .such law may be introduced and considered in any regular session of the legislature. (Const. Art. VII, §10(F))

**No matter intended to have the effect of law, including a suspension, shall be introduced or considered unless its object is to enact the General Appropriation Bill; enact the comprehensive capital budget; make an appropriation; levy or authorize a new tax; increase an existing tax; levy, authorize, increase, decrease, or repeal a fee; dedicate revenue; legislate with regard to tax exemptions, exclusions, deductions, reductions, repeals, or credits; or legislate with regard to the issuance of bonds.

Each member may prefile an unlimited number of local and special bills (those required to be advertised by Art. III, §13 and not prohibited by Art. III, §12) and may introduce up to five such bills that have not been prefiled.

Each member may prefile up to, but not more than 5 bills whose subject matter is outside the subject matter restrictions of this session. Const. Art. III, §2(A)(4)(b)

### SESSION DATES

| Begins: Noon, April 13, 2015 | Ends: No later that 6:00 PM, June 11, 2015 |

| NOTICE DEADLINES |

#### 60 Day Retirement Notice

  - Retirement ad in State Journal - "The Advocate"

  - NOTE: Local retirement ads must run two times prior to prefiling - check local journal deadlines for submission of ads.

- **(b)** February 20, 2015 - Fri.
  - (60 days before April 22nd)

  - Final publication date for retirement constitutional amendments and bills on first day of session.

  - "The Advocate" requires notice be submitted by 3:00 PM on Thursday, Feb 5th

#### 30 Day Local Notice

- **(a)** March 13, 2015, Fri.

  - Local bills - 2 publication dates (Const. Art. III, §13(A))
  - Local bills creating security districts - 3 publication dates. (Const. Art. III, §13(3) and for required content of notice)

- **(b)** March 22, 2015, Sat.

  - Final publication date of notice for bills requiring local advertisement if to be prefilled/introduced on the first day session.

  - Final publication date of notice for bills requiring local advertisement if introducing the bill on the last day (April 22) for introduction of bills.

### DEADLINE TO SUBMIT LEGISLATIVE REQUESTS TO SENATE STAFF

- **(a)** March 31, 2015, Tues.
  - Const. Amends

  - Deadline to submit requests to Senate staff to draft non-retirement CONSTITUTIONAL AMENDMENTS for prefiling.

- **(b)** April 1, 2015; Wed, 5:00 PM
  - Bills and suspension resolutions

  - Deadline to submit requests to Senate staff for drafts to prefile.

- **(c)** April 27, 2015, Fri., 5:00 PM
  - (45 days before session starts)

  - Deadline to prefile retirement bills to be prefilled and retirement constitutional amendments.

### PREFILE DEADLINES

- **(b)** April 2, 2015, Thur.

  - Deadline to prefile nonretirement constitutional amendments in Senate. House computes in hours and accepts prefiling until noon, Friday, April 3, 2015.

- **(c)** April 3, 2015, Fri., 5:00 P.M.
  - (10 days before session starts)

  - Deadline to prefile Bills. After the 5:00 P.M. deadline, each member is limited to the introduction of five bills. (Const Art. III, §2(A)(2)(a))

### INTRODUCTION AFTER PREFILE DEADLINE - 5 bill limit

- **(a)** April 22, 2015; Tues., 6:00 PM Last day for introduction of bills after session begins (Limit of 5 bills/legislator). Also last day to introduce concurrent resolution adopting Minimum Foundation Program formula - Jt. Rule 9.

**LIMIT ON 3RD READING & FINAL PASSAGE - Fri., June 8th** is 57th calendar day

No matter intended to have the effect of law, except a measure proposing a suspension of law, shall be considered on THIRD READING & FINAL PASSAGE in either house after 6:00 P.M. of the 42nd legislative day or 57th calendar day, whichever occurs first, except by a favorable record vote of two-thirds the elected members of each house. (Const Art. III, Sec. 2(A)(4)(a))

### EFFECTIVE DATES

- **(a)** August 1: Effective Date of Acts (statutes, codes, & general acts) unless bill specifically provides otherwise. (Const. Art. IV, §19)

- **(b)** Constitutional amendments - effective 20 days after governor's proclamation of favorable election results, unless otherwise specified in the amendment. (Const. Art. XIII, §1(C)) (see AGO 95-511 for computation)

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**2015 Regular Session**

9/24/14
1. SESSION SUBJECT MATTER PROHIBITION - Const. Art. III, §2(A)(4)(b)
No matter intended to have the effect of law, including a suspension, shall be introduced or considered unless its object is to enact the General Appropriation Bill; enact the comprehensive capital budget; make an appropriation; levy or authorize a new tax; increase an existing tax; levy, authorize, increase, decrease, or repeal a fee; dedicate revenue; legislate with regard to tax exemptions, exclusions, deductions, reductions, repeals, or credits; or legislate with regard to the issuance of bonds.

EXCEPTION: As to eliminating a projected deficit, bills changing established procedure to determine if appropriations exceed official forecast & method for adjusting appropriations, including protected or mandated allocations or appropriations may be changed in any regular session. (Const. Art. VII, §10(F))

2. LEGISLATIVE INSTRUMENTS TO BE PREPARED BY SENATE LEGISLATIVE STAFF

Senate Rule 7.6(A):
"All legislative instruments shall be prepared for introduction by the staff of the Senate or the House of Representatives . . . ."

Senate Rule 9.1(C):
"A request for legislation that is to be prefiled must be received by Senate Legislative Services staff not later than forty-eight hours prior to the prefile deadline applicable to the instrument being requested."

3. REQUIRED PREFILEING:

CONSTITUTIONAL AMENDMENTS:
(a)(i) Non-retirement constitutional amendments to be prefiled at least 10 days prior to start of legislative session - 10th calendar day is Thursday, April 2, 2015. (Const. Art. XIII, §1(A)(1))

(b)(i) Retirement constitutional amendments to be prefiled no later than 5:00 P.M. on 45th calendar day prior to first day of session - 45th calendar day is Friday, February 27, 2015, subject to 60 day notice provisions. (Const. Art. XIII, §1(A)(2))

BILLS
(a)(i) Bills To Be Prefiled no later than 5:00 PM, Friday, April 3, 2015 (10th calendar day prior to first day of the regular session - Const. Art. III, §2(A)(2)(b)).

(b)(ii) Bills Not Prefiled: Deadline to introduce bills, including restricted subject matter retirement bills, that were not prefiled is 6:00 PM, Wednesday, April 22, 2015 - Const. Art. III, §2(A)(4)(a).

(ii) If wish to file a retirement bill that was not prefiled 45 days prior to the start of the session, it is subject to the constitutional requirement for 60 day advertisement as well as the subject matter restriction for sessions in odd-numbered years.

4. PUBLICATION OF NOTICE TO INTRODUCE LEGISLATION

(1) CONSTITUTIONALLY REQUIRED NOTICES

(a) General Rule - Const. Art. III, §13(A) - Notice to be published on 2 separate days in official journal of locality without cost to the state with the last publication date being at least 30 days prior to introduction of the bill. If a Senate instrument is prefiled, the date of introduction is the first day of the session. Notice must state the substance of the bill and the bill itself must recite that notice was published.

(b) Special District - Const. Art. III, §13(B) - When creating a special district, the primary purpose of which includes aiding in crime prevention and adding to security of district residents through increased presence of law enforcement personnel or otherwise promoting and encouraging security in the district, then local notice is required to be published on 3 separate days in official journal of locality in which special district is located - last publication date to be at least 30 days prior to bill introduction.

(c) Retirement Bills & Retirement Constitutional Amendments - Const. Art. X, §29(C) - Notice to introduce a proposal to effect any change in existing laws or constitutional provisions relating to any retirement system for public employees shall be introduced in the legislature unless notice of intention to introduce the proposal has been published, without cost to the state, in the official state journal on two separate days - last publication date shall be at least 60 days prior to introduction.

(i) Retirement notice to be published in Baton Rouge's The Advocate on 2 separate days without cost to the state with the last publication date being at least 60 days prior to introduction of the bill. Due to publication dates of The Advocate, notice must be submitted three working days before the first publication date.

(ii) Retirement bills to be prefiled shall be prefiled for introduction by 5:00 PM on the 45th calendar day prior to the start of the session (Const. Art. III, Sec. 2(A)(2)(c)) - 45th calendar day is Friday, February 27, 2015.

This requirement is in addition to constitutional requirement for publication of notice to introduce in official state journal at least 60 days before introduction.

Each Senate retirement bill to be prefiled for introduction on the first day of the session is to be accompanied with evidence that the appropriate notices have been published or that the second date of notice publication will occur 60 days prior to the first day of the session.

(iii) NOTE: Dual Publication - if affects only a city or strictly local system, then publication required in both local and state official journals.
(d)(d) IMPORTANT NOTE. Publication dates listed are based on official journals that are published on a "daily" basis. If your locality has an official journal that is published "weekly" then the deadlines for publication should be adjusted accordingly. Some newspapers require submission of an item to the newspaper a number of days in advance of the actual publication date - you should be aware of these time lines.

(ii) Secretary of the Senate will accept bills with local notice for filing on or before Friday, April 3rd upon receipt of proof that local notice has been published and that the appropriate time period has expired after the last publication date or that it will expire prior to the first day for introduction of bills (April 13th).

(iii) Clerk of the House will accept bills with local notice for filing on or before Friday, April 3rd upon receipt of proof that local notice has been published and that the appropriate time period has expired after the last publication date or will expire prior to the last day for introduction of bills (April 22nd).

(2) STATUTORILY REQUIRED NOTICES

(a)(i) Assessor's Expense Allowance Notice - R.S. 47:1908(D). No change in an assessor's expense allowance unless the assessor sends notice of intent to the school board and parish governing authority that are affected stating the amount of the change.

(ii) Notice to be sent by certified mail at least 10 days prior to convening of the legislative session - last day to give this notice is Thursday, April 2, 2015. Evidence of notice to be exhibited to the legislature before passage of the bill and the bill must recite that notice was given.

(b)(i) Assessor Compensation (R.S. 47:1907.1), Sheriff Compensation (R.S. 13:5521(E)), School Board Member Compensation (R.S. 17:56(D)), Parish Portion of Registrar of Voters, Deputy Registrar, or Confidential Assistant Compensation (R.S. 18:55(B)-59(D)).

(ii) No bill to change compensation of assessor, sheriff, school board member, or local portion of salary of registrar of voters, or chief deputy registrar, confidential assistant to registrar, unless notice published on 2 separate days in official journal of locality without cost to the state with the last publication date being at least 30 days prior to introduction of the bill.

(iii) If all assessors, sheriffs, or school board members in the state are affected, then notice shall also be published in the official journal of the state on 2 separate days without cost to the state - The Advocate in Baton Rouge is official state journal. Each notice is to state the amount of the change and certification of publication is to be attached to the bill.

(iv) Notice to assessors, sheriffs, and school board members must state the amount of the change and bill is to recite that the notice has been given with certification of publication attached to bill when introduced.

5. FISCAL NOTES

(a) Every bill, joint resolution, and simple or concurrent resolution affecting the receipt, expenditure, or allocation of funds of the state or of a political subdivision, or which would authorize issuance of general obligation bonds or other general obligations of the state for capital outlay, must have attached to it, prior to committee consideration, a fiscal note giving a reliable estimate of the fiscal effect of the measure. Author of bill is responsible for obtaining fiscal note from legislative fiscal officer, either directly or through the staff. (Joint Rule No. 4)

(b) Every bill, joint resolution, and simple or concurrent resolution, and every amendment thereto, which appropriates monies for capital outlay purpose must have attached to it, prior to consideration, a fiscal note with the worksheet of each fiscal note to include a feasibility study and needs assessment (Senate Rule No. 7.14). If directed by the Senator, Senate Documents & Records will order a fiscal note.

6. ACTUARIAL NOTES

Every bill, joint resolution, and simple or concurrent resolution proposing a change in the law as to any state, municipal, or parochial retirement system funded in whole or part from public funds must have an actuarial note attached to it prior to committee consideration. Legislative actuary prepares actuarial notes (R.S. 24:521). If directed by the Senator, Senate Documents & Records will order an actuarial note.

7. APPROPRIATIONS TO PAY JUDGMENTS AGAINST STATE

The House Appropriations Committee requires a certified copy of final judgment or settlement in the case and proof of finality from the Attorney General's office.

(a) New Judgeships.

R.S. 13:61 - Judicial Council of the Supreme Court of Louisiana determines necessity of creating any new judgeship and provides information to appropriate legislative standing committee as to the necessity of creating a new judgeship. Requests for new judgeships should be submitted to the Judicial Council by October 1st.

(b) New court cost or fee or increase in existing court cost or fee.

R.S. 13:62 - No enactment of a law providing for a new court cost or fee or to increase an existing court cost or fee unless first submitted to the Judicial Council of the Supreme Court for review and recommendation to the legislature. Requests involving court costs should be submitted to the Judicial Council by January 15th.

(c) New Assistant District Attorneys.

R.S. 16:54 - Creates the Governor's Advisory and Review Commission on Assistant District Attorneys within the office of the governor. Determines necessity for additional assistant district attorneys in each judicial district and prohibits payment of state portion of compensation for such position unless approved by the commission.

(d) Mandated Health Insurance Benefits.

R.S. 24:603.1 - Prior to consideration by legislative committee, an impact report is to be attached to any instrument imposing a health insurance mandate. Impact report to include reliable estimate of the negative or positive fiscal effect of such measure, including costs and savings.
9. Joint Rule 20 - Odd-numbered year session bill limitations; amendment limitations

In order to place the restrictions and limitations of Article III, Section 2(A)(4)(b) of the Constitution of Louisiana into the rules, procedures, and practices of the Senate and the House of Representatives and to provide guidance to the members of the legislature through the application of Louisiana case law as well as the logical extrapolations which arise from such case law, the legislature does adopt this Joint Rule, as follows:

A. During any regular session convening in an odd-numbered year, no matter intended to have the effect of law, including any suspension of law, shall be introduced, considered, or adopted unless it meets one of the following criteria:

(1)(a) Its object is to enact the General Appropriation Bill; enact the comprehensive capital budget; make an appropriation; levy or authorize a new tax; increase an existing tax; levy, authorize, increase, decrease, or repeal a fee; dedicate revenue; legislate with regard to tax exemptions, exclusions, deductions, reductions, repeals, or credits; or legislate with regard to the issuance of bonds.
(b) Bills or resolutions which may be considered pursuant to this Subparagraph shall include but not be limited to:
(i) Bills to enact court costs or judicial fees levied and collected in support of the judicial system of the state or of any parish or municipality.
(ii) Bills relative to filing or recordation fees collected by clerks of the various courts of record.
(iii) Repealed by HCR 14 of 2013 RS, eff. June 7, 2013.
(iv) Resolutions suspending law whose object is listed in Article III, Section 2(A)(4)(b)(introductory paragraph) of the Constitution of Louisiana.

(2)(a) Its object is to enact a local or special law which is required to be and has been advertised in accordance with Article III, Section 13 of the Constitution of Louisiana and is not prohibited by the provisions of Article III, Section 12 of the Constitution of Louisiana.
(b) Bills or resolutions which may be considered pursuant to this Subparagraph shall include but not be limited to:
(i) Bills to enact a statute to create or provide relative to one or more particular school boards.
(ii) Bills which are enabling legislation relative to the subdivision of a school system.
(iii) Bills to call elections pursuant to Article XII, Section 6(C)(1)(a) of the Constitution of Louisiana.
(iv) Bills to allocate revenue dedicated to a local governmental subdivision.
(v) Bills relative to particular levee districts.
(vi) Bills relative to particular airport authorities.
(vii) Bills relative to ports which are not deep water ports under Article VI, Section 43 of the Constitution of Louisiana.
(viii) Bills relative to local retirement systems.
(ix) Bills to establish or to amend provisions relative to one or more special districts.
(x) Resolutions suspending law whose object is a local or special law which is subject to Article III, Section 2(A)(4)(b)(ii) of the Constitution of Louisiana.

(3)(a) Its object is not within the subject matter restrictions provided in Article III, Section 2(A)(4)(b)(introductory paragraph) of the Constitution of Louisiana or within the exception provided by Article III, Section 2(A)(4)(b)(ii) of the Constitution of Louisiana, but it is prefiled no later than the deadline provided in Article III, Section 2(A) of the Constitution of Louisiana, provided that a member shall not prefile more than five such matters.
(b) Bills or resolutions which may be considered pursuant to this Subparagraph, including those which have applicability in a particular locale but which are not required to be advertised as provided by Article III, Section 13 of the Constitution of Louisiana which shall be considered only pursuant to this Subparagraph, shall include but shall not be limited to:
(i) Bills relative to institutions and officers for which provision is made in Article V of the Constitution of Louisiana.
(ii) Bills to enact court costs or judicial fees levied and collected in support of the judicial system of the state or of any parish or municipality.
(iii) Joint resolutions whose object is not listed in Article III, Section 2(A)(4)(b)(introductory paragraph) of the Constitution of Louisiana.
(iv) Bills relative to gaming, pursuant to Article XII, Section 6(C) of the Constitution of Louisiana, except a bill pursuant to Article XII, Section 6(C)(1)(a) of the Constitution of Louisiana providing with respect to elections.
(v) Bills relative to state agencies, institutions, entities, facilities, property, roads, or bridges.
(vi) Bills which provide relative to local or city school systems pursuant to Article VIII, Section 13(D)(2) of the Constitution of Louisiana.
(vii) Bills, the effects of which are limited to a local classification established by a population range description, which is based upon the latest decennial census.
(viii) Bills relative to the state's natural resources or environment.
(ix) Joint resolutions whose object is not listed in Article III, Section 2(A)(4)(b)(introductory paragraph) of the Constitution of Louisiana.
(x) Resolutions suspending law whose object is not listed in Article III, Section 2(A)(4)(b)(introductory paragraph) of the Constitution of Louisiana nor subject to Article III, Section 2(A)(4)(b)(ii) of the Constitution of Louisiana.
(x) The resolution to approve the formula to fund the Minimum Foundation Program.

B. During any regular session convening in an odd-numbered year, no substitute bill nor amendment, including an amendment proposed pursuant to a conference committee report, shall be considered or adopted that:

(1) Would cause a matter intended to have the effect of law introduced in accordance with Article III, Section 2(A)(4)(b)(introductory paragraph) of the Constitution of Louisiana to be changed so that such matter should have been prefiled in accordance with provisions of Article III, Section 2(A)(4)(b)(i), thereby circumventing the limitations of such provisions.
(2) Would cause a matter intended to have the effect of law introduced in accordance with Article III, Section 2(A)(4)(b)(ii) of the Constitution of Louisiana to be changed so that such matter should have been prefiled in accordance with provisions of Article III, Section 2(A)(4)(b)(i), thereby circumventing the limitations of such provisions.
(3) Would introduce a new matter intended to have the effect of law into another matter, which new matter was not prefilled in accordance with the provisions of Article III, Section 2(A)(4)(b)(i) of the Constitution of Louisiana, thereby circumventing the limitations of such provisions.
(4) Would introduce a new local or special matter intended to have the effect of law which is subject to Article III, Section 2(A)(4)(b)(ii) of the Constitution of Louisiana into another matter, which new matter was not introduced pursuant to Article III, Section 2(A)(4)(b)(ii) of the Constitution of Louisiana.
(5) Would change the lead author of a matter prefilled in accordance with the provisions of Article III, Section 2(A)(4)(b)(i) of the Constitution of Louisiana, thereby circumventing the limitations of such provisions.