

COMMITTEE BINDER COPY

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**ASSEMBLY
COMMITTEE ON
WATER, PARKS, AND WILDLIFE**

**COMMITTEE RULES
2025 – 26 LEGISLATIVE SESSION**

The Committee will operate under the Joint Rules and the Standing Rules of the Assembly. The following Committee procedures and guidelines are designed to further expedite the conduct of Committee business.

COMMITTEE HEARING DATE AND QUORUM REQUIREMENTS

1 (a) The regular hearing schedule of the Assembly Committee on Water, Parks, and Wildlife shall be the second and fourth Tuesdays of each month according to the legislative calendar at 9:00 a.m. in Room 444 of the State Capitol. A hearing may be scheduled on a different day or a different time due to extraordinary circumstances. The most current information can be found in the Daily File.

1 (b) A majority of the Committee shall constitute a quorum. A committee meeting shall be convened only when a quorum is present. However, once a meeting is convened, the members may continue to take testimony even in the absence of a quorum. In the absence of a quorum, the Chair, with any members present, may operate as a subcommittee, receive testimony, and recommend action on a bill to the majority of the committee.

WORKSHEET

2 (a) When a bill is referred to the Committee, the Committee Secretary shall immediately forward a worksheet to the author to be completed for the preparation of the Committee analysis. A completed worksheet should be returned to the Committee within seven calendar days.

2 (b) The Chair may withhold the setting of a bill for hearing until the worksheet is completed and returned to the Committee.

SETTING BILLS FOR HEARING

3 (a) No bill may be set for hearing until it has been referred to the Committee.

3 (b) Pursuant to Joint Rule 55, no bill may be heard until it has been in print for 30 calendar days after its introduction. This requirement may be suspended concurrently with the suspension of Section 8(a) of Article IV of the California Constitution. Author's amendments may be offered after the bill has been referred to committee during the 30-day waiting period.

3 (c) If a bill is heard in this Committee on first referral, the Committee shall place a notice in the file at least four calendar days prior to the hearing. This requirement may be waived by a majority vote of the House.

3 (d) A bill may be set for hearing in Committee only three times. A bill is set when it appears in the file for one or more calendar days. Postponement by the Committee of a hearing on the bill does not count as a set. If the file indicates that the hearing is for information only, or that "testimony only" will be taken, the hearing does not count as a set. This requirement may be suspended with the approval of the Rules Committee and a two-thirds vote of the House.

3 (e) If a bill has been set for hearing and the author or the Committee decides not to take the bill up at that time, at the discretion of the Chair, members of the audience who have traveled to Sacramento may be permitted to testify on the bill.

3 (f) Bills may be placed on the Committee calendar at the discretion of the Chair. To the extent practicable, bills relating to the same subject matter may be set on the same day.

COMMITTEE ANALYSES

4 (a) Committee analyses of bills set for hearing shall be made available to the public at least one legislative day prior to the date of the hearing. Committee staff will send a copy of each analysis to the author of the bill and to members of the committee prior to general distribution of the analysis to the public.

4 (b) In the event of a special hearing, bill analyses shall be made available to the public at the time of the hearing and prior to any testimony being taken. For the purposes of this rule, a "special hearing" shall be any hearing of a bill not held at the regularly scheduled time and place, a hearing for which a file notice waiver has been granted pursuant to Assembly Rule 56, or a hearing on a general subject area.

4 (c) Notation of Support and Opposition: bill analyses will reflect support, oppose unless amended, and opposition positions on the basis of written letters submitted to the Committee *by noon seven calendar days prior* to the date the bill is set for hearing.

4 (d) Letters of support and opposition received after the above-mentioned deadline may be listed separate from the analysis and identified as "Late Support and Opposition." Committee staff will make every effort to communicate late support and opposition to members of the Committee.

Members of the Committee may also access support and opposition letters on a laptop, tablet, or mobile device.

4 (e) Third Reading Analysis: Notation of Support and Opposition: policy committees are responsible for analyses of measures that are heard in committee and recommended to the Assembly floor. It is the responsibility of the author's office to ensure that updated support and opposition letters are submitted to the Position Letter Portal no less than two legislative days prior to the bill being heard on the Assembly floor. If updated letters are not submitted, the Committee may state that updated support and opposition could not be verified and therefore will not be listed.

AMENDMENTS TO BILLS

5 (a) Subject to the Joint Rules, an author may amend a bill at any time prior to hearing, provided, however, that the Committee Secretary shall not accept substantive author's amendments later than noon eleven calendar days prior to the Committee hearing at which the bill has been set. The Committee Chair shall determine whether an amendment is substantive. A copy of the amendments received by the Committee that meet this criteria shall be transmitted to the designated staff of the Vice Chair within 24 hours.

5 (b) For a non-substantive bill pending referral which the author anticipates will be referred to this Committee, the author must provide the Committee with author's amendments when they are provided to the Rules Committee. Failure to do so may result in a bill not being set for hearing.

5 (c) No amendments will be considered by the committee during a hearing unless the amendments are in writing and reflected in the committee analysis. In extraordinary circumstances, an exception may be made at the Committee Chair's discretion if the amendments under consideration are in an acceptable format and readily understood by all members and the audience present at the hearing.

5 (d) When substantive amendments are submitted within eleven calendar days of a scheduled hearing, the bill shall be held over until the next hearing, unless this requirement is waived by the Chair. The Chair shall determine whether an amendment is substantive.

5 (e) Author's amendments shall be submitted electronically to the Committee Secretary. Amendments must be in a secured format generated by Legislative Counsel.

5 (f) The author's office shall notify the Committee staff that author's amendments are being requested from Legislative Counsel and shall send a copy of the amendments in draft form to the Committee office at the same time amendments are requested from Legislative Counsel.

5 (g) All amendments offered during the Committee hearing become Committee amendments, whether or not they are made at the request of the author. Preparation of Committee amendments shall be the responsibility of the Committee staff.

5 (h) If substantive amendments to a bill are offered during the Committee hearing, the Chair may require that the bill be held over for a vote until the amended form of the bill is in print.

5 (i) A bill may not be amended to add an urgency clause unless the author of the amendment has secured the approval of the Assembly Rules Committee. Adoption of urgency clause amendments requires a vote of the Committee and may not be done through author's amendments prior to the Committee hearing.

5 (j) An amendment to a bill must relate to the same subject as the original bill.

HEARING PROCEDURES

6 (a) All Committee hearings shall be open and public, and all persons shall be allowed to attend the hearings.

6 (b) The Committee shall meet at its regularly scheduled time, unless otherwise permitted by the Speaker.

6 (c) The Committee may not act on a bill at a hearing held outside of Sacramento.

6 (d) A "special hearing" shall be held in an area readily accessible to the public, and may not be held in the Assembly Chamber during a Floor session.

6 (e) When a hearing agenda is long or contains a number of complex bills, the Chair, at their discretion, may do the following to ensure all bills on an agenda have an opportunity to be presented and heard: 1) limit duplicative testimony; 2) limit the number of witnesses appearing in support or opposition to a bill; or 3) limit the time allotted to the presentation of testimony on a bill provided that both support and opposition receive equitable time for their presentation.

6 (f) At a hearing that has been commenced by the Chair, the Vice-Chair shall preside while the Chair is absent or is presenting a bill to the Committee, unless the Vice Chair is also absent, in which case the Chair may at their discretion designate another member of the committee to serve as Chair.

ORDER OF AGENDA

7 (a) Bills set for hearing will be heard in file order.

7 (b) When the Chair finds another order of business would be more expedient, bills may be taken up out of order or be set as a special order of business.

7 (c) Committee members' bills will be taken up after non-Committee members' bills, except when a Committee member has a bill on a related topic, a non-Committee member is not present, or the Chair uses their discretion to group similar bills together.

7 (d) If an author is unable to present a bill, a staff person or other member of the Legislature who has been assigned or requested to present the bill must present a letter to the Chair, signed by the author, authorizing that person to present the bill on the author's behalf. Such a bill may be presented only after all other measures with authors present have been heard.

VOTING

8 (a) A majority of the Committee's membership is required to pass a bill from the Committee. A simple majority of those present and voting is sufficient to adopt Committee amendments, provided that a quorum has been established. A majority of the Committee membership is required to report the bill out of Committee with amendments.

8 (b) A recorded roll call vote shall be taken on all of the following actions of the Committee:

- (1) On an action that is the Committee's final action on a bill.
- (2) On Committee amendments taken up in Committee, whether adopted or not.
- (3) On motions to reconsider committee actions.

8 (c) Before the announcement of the vote, upon the request of any member of the Committee, the Chair may announce that the bill is being placed on call. At the discretion of the Chair, the call may be lifted for members to record their votes. After the announcement of the vote, the Chair may announce that members may record any vote adds and/or changes prior to adjournment, so long as the outcome of the vote is not thereby changed.

8 (d) The following actions by the Committee do not require a roll call vote:

- (1) "Held under submission" or other procedural motions that do not have the effect of final disposition.
- (2) An author's request to withdraw a bill from the Committee calendar.
- (3) Withdrawal of a bill from Committee before the Committee has voted on the bill.
- (4) Adoption of author's amendments.

8 (e) In all other respects, the Committee shall be governed by the provisions of Rule 58.5 of the Standing Rules of the Assembly.

RECONSIDERATION

9 (a) Reconsideration may be granted only one time.

9 (b) A motion to reconsider can be made only under the following circumstances: (1) At the same meeting at which the bill is passed or defeated and the author is present; or (2) Within 15 legislative days or prior to the interim study joint recess, whichever occurs first.

9 (c) **Vote Required for Reconsideration:** A majority vote of the committee membership is required to grant reconsideration.

CONSENT CALENDAR

10 (a) Bills may be placed on the Consent Calendar at the Chair's discretion and with the Vice Chair's concurrence. The Chair shall prepare the Consent Calendar. The Chair may take up the Consent Calendar at any convenient opportunity prior to adjournment and the authors need not be present.

10 (b) Any member of the Committee may remove a bill from the Consent Calendar prior to the Consent Calendar being taken up. Any bills taken off the Consent Calendar may be taken up on the same day. Upon such request, the Chair shall remove the bill from the consent calendar, notify the author of the change, and place the bill on the Committee's regular calendar.

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