



Legislative Council Staff
Nonpartisan Services for Colorado's Legislature

Memorandum

August 23, 2024

TO: Executive Committee of the Legislative Council
FROM: Natalie Castle, Director, 303-866-4778
SUBJECT: Procedures for Greenhouse Gas Emissions Reports

Summary

This memorandum memorializes the process for requesting and preparing greenhouse gas emissions reports (GHG reports) pursuant to Section 2-2-322.3, C.R.S., effective immediately. It outlines the number of reports per session, the process for requesting reports, the preparation and timing of reports, and the preparation of revised and final reports.

Request Process and Number of GHG Reports

Legislative Council Staff will prepare up to 20 GHG reports per session, with up to five reports each session requested by each of the following members of legislative leadership in consultation with their caucus: President of the Senate, Speaker of the House of Representatives, the Senate Minority Leader, and the House Minority Leader. Additional requests beyond the five-request limit for individual members of legislative leadership may be approved at the discretion of the Director of Research of Legislative Council Staff. GHG reports may not be requested during special legislative sessions or during the legislative interim. GHG reports may not be requested or prepared for general or supplemental appropriation bills.

How to Request a GHG Report

To initiate a GHG report, members of the General Assembly should contact Matt Bishop at Legislative Council Staff (GHGReports.ga@coleg.gov / matt.bishop@coleg.gov / 303-866-4796). Legislative Council Staff will discuss the feasibility and timeline for the analysis with the requesting member. If the requesting member wishes to move forward with their request, Legislative Council Staff will bring the request to legislative leadership for approval. Requests will be brought to the requesting member's caucus leadership for approval unless instructed differently by the requesting member. GHG reports may also be requested directly by legislative leadership by contacting Matt Bishop. The timeline for preparing reports begins once approval is given by legislative leadership.



Preparation and Timing of GHG Reports

Bill Version

GHG reports will be prepared based on the most recent official version of the bill or the most recent unofficial preamended version of the bill that is available when approval for the report is given by legislative leadership. Legislative Council Staff will confirm with the requesting member which version of the bill will be analyzed when seeking leadership approval.

Initial Reports

Legislative Council Staff will publish a report within 14 calendar days of the approved request, unless an alternate timeframe has been discussed with the approving member of leadership, prime sponsor(s), and/or requesting member. Reports will be provided to the first committee of reference, unless a hearing in the first committee of reference has already occurred when the report is completed. Published GHG reports will be distributed to all legislators and posted online.

Requests in the Second House

If an initial request for a report is received when a measure is in the second house, the same procedure applies as outlined above.

End-of-Session Requests

Requests may be made at any point during the legislative session. However, requests received in the last 14 days of session may be completed after the legislature adjourns sine die.

Revisions to Greenhouse Gas Emissions Reports

Revisions for the First House

Revisions to reports while the measure is in the same chamber will only be prepared with the approval of the Director of Research of Legislative Council Staff.



Revisions for the Second House

Should a report be prepared on a bill before it is engrossed, Legislative Council Staff may revise the report for the second house to reflect any substantive amendments adopted that affect the emissions impacts described in the initial report. The timing and preparation of revised reports for the second house is at the discretion of Legislative Council Staff. Legislative Council Staff will communicate with the approving member of leadership, requesting member, bill sponsor(s), committee chairs, and others to inform them if and when a revised report will be prepared.

End-of-Session Revisions

Revised reports will not be prepared for bills that are amended in the last 14 days of the legislative session; instead, these amendments will be assessed in the final report.

Final Greenhouse Gas Emissions Reports

Following adjournment sine die, Legislative Council Staff will prepare a final GHG report based on the enacted bill for all bills that become law. A final report will not be prepared for bills that do not become law.