



# FLC Legislative Action Days

## Tips and Frequently Asked Questions

### March 24-26, 2025

The Florida League of Cities (FLC) looks forward to having municipal officials from across the state join us in Tallahassee for Legislative Action Days! Before you arrive at the Capitol, we want to ensure you're prepared for this year's event.

#### New for 2025

On Tuesday, March 25, connect with fellow city leaders at a networking reception and dinner overlooking Bobby Bowden Field at Doak S. Campbell Stadium, home of the Florida State Seminoles. Transportation and dinner are included in your registration, but we do ask that you RSVP.

#### Meetings with Legislators









When registering for Legislative Action Days, you were asked whether you would schedule your own meetings with legislators or have the League arrange them for you. If your preference has changed or you're unsure of your selection, please contact [medenfield@flcities.com](mailto:medenfield@flcities.com).

If the League schedules your meetings, you will be assigned to a group of city officials from your region. These meetings will take place on Tuesday, March 25, and printed schedules will be available at the registration desk that day. A designated team leader will guide your group at the Capitol. If your legislator doesn't have a scheduled meeting, the group will attempt a drop-in visit. **These meetings will focus on FLC legislative priorities.**



There is time available on Wednesday, March 26 for you to meet with legislators on your own or with your city's contract lobbyist. Wednesday is the best time for you to discuss appropriation requests with your legislators.

#### Prepare for Your Meetings with Legislators

Your goal during Legislative Action Days is to help legislators understand how an issue, policy, or situation affects residents and businesses in your city. Being prepared for your legislator meetings will make your meetings more effective.

-  Participate in the League's "Know Before You Go" webinar on Tuesday, March 18 at 2:00 p.m. ET. Click [here](#) to register. The webinar will be recorded and made available to all Legislative Action Days registrants.
-  Attend the "Prep Session: FLC Talking Points for Meetings with Legislators" on Monday, March 24 at 5:15 p.m. ET at Sittig Hall on the ground floor of the League office, 301 S. Bronough St.
-  Attend the "Conversation with the FLC Lobbying Team" session on Tuesday, March 25 at 9:00 a.m. ET at Tallahassee City Hall, 300 S. Adams St.
-  FLC will provide you with Key Legislative Issues handouts to give to legislators at your meetings. The handouts will be available at the registration desk. Be familiar with the issues on the handout.
-  Know the FLC issue(s) you want to talk about and have your local impact examples ready *before* going into the meeting. **If you are with a group, decide in advance who is going to talk about what issues.** There is designated time on Tuesday, March 25 at 10:00 a.m. ET at Tallahassee City Hall to strategize with your group.
-  If a legislator asks you a legislative question and you do not have the answer, that is OK! Tell the legislator that you will ask one of the FLC legislative advocates to follow up with them. Be sure to contact a member of the FLC legislative team to let them know.
-  Make the ask. When you speak with legislators or their staff, be specific about what you want from them. Do not assume they will support your position by the strength of your argument or because you had a pleasant conversation. You must ask them.
-  Bring a stack of your city business cards to Tallahassee to hand to legislators and staff.

## After Your Meeting

-  Following your meeting, mail a handwritten thank you note to the Capitol office address of the senator or representative. A note can also be an opportunity to follow up on a question that was asked in the meeting.
-  Reach out to a member of the FLC legislative team if there is a question or important feedback from your legislator that you would like to share.

# FAQs

## **Why should I participate in Legislative Action Days?**

FLC Legislative Action Days allow city leaders to show a unified front at the Florida Capitol during the legislative session. Whether you're newly elected or a veteran advocate, all municipal officials are encouraged to participate and show support for Florida's cities, towns, and villages at the Capitol.

## **Is there an easy way to find the legislators that represent my area?**

Yes, click [here](#) to view [pluralpolicy.com/find-your-legislator](http://pluralpolicy.com/find-your-legislator), which provides your State Senate and House member. Just type in your municipality or street address. It will search their database and provide your legislators' names with links to their office information, such as staff, contacts, and more!

## **How long is a typical meeting with a legislator?**

Most meetings with legislators are scheduled for 15 minutes.

## **What can I do if I have time between legislator meetings?**

- Sit in on a House/Senate Committee meeting. At Legislative Action Days registration, FLC will provide a list of important House and Senate committee meetings.
- If there are any legislators you did not get an appointment with, stop by their Capitol office and ask if any meeting slots have opened or if you can meet with the legislator's aide. If not, give staff an FLC Key Legislative Issues card with your business card attached. The issue cards will be included in your Legislative Action Days registration packet.
- Participate in the Capitol Tour led by FLC staff. The tour is scheduled for Wednesday, March 26 at 10:00 a.m. and will last about one hour. The tour will begin on the third-floor rotunda of the Capitol.
- Network with your colleagues. A great place to sit and chat is on the 22nd floor of the main Capitol building or in the café on the 10th floor.

## **Can I schedule a meeting with legislators not in my city's district?**

Yes! Consider reaching out for appointments with legislators who represent districts in your county. Keep in mind that legislators have busy schedules during session, and they may give priority to meeting with those in their district.

## **How can I best pitch my position if the legislator has been opposed to the issue in the past?**

If the legislator is firm in their opposition on the issue, thank them for their time and their honesty and then leave the meeting on a positive note. The fact that they disagree with you on some issues doesn't mean they will disagree on all issues. A memorable way to conclude your meeting is with a "How can I help you?" question.

## **Can I invite my legislator to lunch, dinner, or to grab coffee?**

Yes! Meeting outside the Capitol for a meal or coffee is a great way to meet with your legislator in a more casual setting, but keep in mind the gift law does not allow you to pay for their meal.

### **What should I wear to the Capitol?**

Business professional clothing is best when visiting the Capitol. Be sure to wear comfortable dress shoes for walking.

### **Where do I park on Legislative Action Days?**

Public parking is available at the Kleman Plaza Parking Garage for \$7 daily. This underground parking garage is located at 306 S. Duval St. The garage can fill up fast during the legislative session, so arrive early! If the Kleman Plaza Parking Garage is full, there is public parking at the Leroy Collins Leon County Public Library located at 200 W. Park Ave. for \$6 per day.

### **I'm registered to attend FLC Legislative Action Days. If I want to participate in the Florida League of Mayors events on Monday, March 24, and Wednesday, March 26, is that a separate registration?**

Yes. Florida League of Mayors (FLM) events and FLC Legislative Action Days require two separate registrations. To register for FLM events, visit [floridamayors.org](http://floridamayors.org).



For more information on how to make your advocacy even more successful, click [here](#) to view the FLC Advo-Kit.



If you have any questions related to FLC Legislative Action Days, contact Mary Edenfield at [medenfield@flcities.com](mailto:medenfield@flcities.com).