



## Mark Your Calendar!

### Plan to attend the FAST Fly-in to Washington, D.C. MAY 24-25, 2016

The FAST Fly-in is a federal advocacy trip to Washington, D.C., where attendees meet with members of Florida's Congressional Delegation to discuss key federal issues that affect municipalities.

The first scheduled event is a federal briefing at 11:00 a.m. on Tuesday, May 24 at the National League of Cities Office in Washington DC.

Please respond via e-mail to Allison Payne at [apayne@flcities.com](mailto:apayne@flcities.com) by April 21, 2016 to let the League know if you can attend in order for us to coordinate meetings with your Member of Congress.



PHOTO: February 2015 FAST attendees at U.S. Capitol

**Phoenix Park Hotel**  
520 North Capitol St NW  
Washington, DC 20001  
Phone: 202-638-6900

#### Room Block

Attendees may make hotel reservations at the [Phoenix Park Hotel](#) by calling 877-237-2082. Ask for Florida League of Cities Group Code 20391 to receive a reduced rate of \$269/night (\$289 for two beds). Or click [here](#) to make online reservations. Deadline to make reservations at group rate is April 25, 2016.

**If you are interested in attending the  
FAST Fly-in to Washington, D.C., call  
Allison Payne at the Florida League of  
Cities (850) 701-3602 or e-mail:  
[apayne@flcities.com](mailto:apayne@flcities.com).**



PHOTO: October 2015 FAST Fly-in attendees with Senator Nelson.



# FLORIDA LEAGUE OF CITIES, INC.

## FEDERAL ACTION STRIKE TEAM

### **Overview:**

The FAST committee was created in support of the League's strategic plan objective to strengthen its federal relations. The primary purpose of this committee is to establish proactive and reactive communications with the Florida congressional delegation in support of federal municipal policy. The committee will take its policy positions and direction from the League's resolutions committee and the National League of Cities (NLC) policy priorities.

### **Membership:**

Because the success of this team will be largely dependent upon its grassroots advocacy, FAST members are appointed according to each congressional district. With an existing congressional delegation of 25 U.S. House Members (which will increase to 27 after the 2012 General Election) and 2 U.S. Senators, the size of the committee will range from 25 to 30 members with participation reserved to those who can provide:

1. A strong commitment to and involvement in shaping federal municipal policy;
2. A willingness and ability to establish and maintain effective relationships and communications with delegation members;
3. A commitment to attend both the FAST Fly-in and NLC meetings; and
4. A willingness to actively lobby members of their delegation in Washington and in the district.

### **Activities:**

**NEW! SAVE THE DATE: FAST Fly-In to Washington, DC - May 24-25, 2016** ([download the flyer](#))

FAST members meet throughout the year, including an organizational meeting, the FAST Fly-in to Washington D.C., and a reception during the March NLC Congress of Cities meeting in Washington. In addition, FAST members will be expected to personally meet with their delegation members and staff at least once in the district, and to determine the most effective way of communicating the League's federal priorities as often as the need may require. Finally, FAST members will be expected to contact League staff with any information that may assist in the team's overall efforts, such as member position on issues, anticipated committee or floor action, advanced review of committee markups or amendments. The Federal Action Strike Team, working together with League staff and the NLC will ensure a more effective and powerful voice for Florida in this new era of Federalism. For additional information on FAST and its activities, please contact Allison Payne or Scott Dudley at the League office.



## ManaSota League of Cities Travel Procedures

### **Travel Policy:**

The traveler must be traveling on behalf of the business of the ManaSota League of Cities (MSLC) only.

The ManaSota League of Cities does not have a credit card which necessitates the traveler making hotel reservations, airline reservations, and car rentals by personal credit card or the credit card of the entity they represent. The MSLC does not have Florida tax exempt status.

Authorization must be received in advance for a member to attend the FLC FAST Fly-In to Washington, D.C., at the expense of the League.

The MSLC will not pay for non-members or members to attend the FLC Conference.

Travel for non-members or members to attend the FLC Legislative Action Days will not be paid. An exception will be made for the attendance by the League's District Board member to attend the FLC Board of Directors meeting.

### **Travel:**

Travel to Tallahassee generally requires one or more overnight stay. Reservations may be made at the hotels closest to the State or Federal office buildings and Florida League of Cities offices for convenience purposes when lobbying.

Traveler may use their personal vehicle, rental vehicle, or airline when traveling to Tallahassee. Travel to Washington, D.C., is generally by airline.

### **Lobbying:**

Appointments with legislators can be made by either the office of the Administrative Coordinator, the traveler, or his/her staff.

### **Travel Reimbursement:**

Travel reimbursements are paid by submission of a Travel Expense form to the Administrative Coordinator. Expenses for hotels, meals, travel expenses, taxis, tolls, mileage, etc., must be noted and receipts attached. No alcoholic beverages are reimbursed.

The Administrative Coordinator or staff reviews the travel for accuracy and provides the Travel Expense request to the Treasurer for payment. The Treasurer mails a reimbursement check to the location stated on the form.

Board of Directors  
Florida League of Cities, Inc.  
2015-2016 Meeting Dates

September 25-26, 2015

Budget Meeting – One Ocean Hotel – Atlantic Beach  
*(Travel expenses paid by Florida League of Cities)*

November 19-20, 2015

Legislative Conference, Orlando  
Board Meeting on November 19  
*(Travel expense paid by ManaSota League of Cities)*

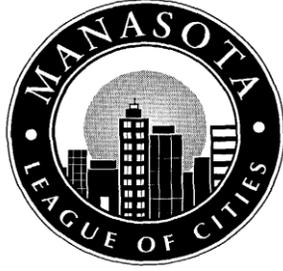
2016

February 2-3, 2016

FLC Legislative Action Days, Tallahassee  
FLC Board of Directors Meeting on February 2  
*(Travel expenses paid by ManaSota League of Cities)*

August 25-27, 2016

FLC Annual Conference, Hollywood  
Board Meeting on August 26  
Board Meeting on August 27 *(To Follow Past Presidents Luncheon)*  
*(Travel expenses paid by individual cities)*



**End of Agenda Item**