



When is the MML Legislative Conference?

- February 20-21, 2024

Where is the conference held?

- Capitol Plaza Hotel
415 West McCarty Street
Jefferson City, MO 65101

Who should attend the Conference?

- The Conference is open to all local leaders who want to learn about the important legislative issues that will affect their local community, network with other local government officials and visit with state legislators.

What is included in a full registration?

- Tuesday (Feb. 20) lunch and Wednesday (Feb 21) breakfast. **Tuesday evening dinner requires a ticket.**

I want to bring a guest; can I purchase the meals separately?

- Click "+ add guest" button under your name. Enter the guest information. Select the registration option "Guest of City Official/Employee". Under program items, add/remove the necessary meal tickets. All guests must be registered.

When is the last day I can register for the conference?

- Feb. 6, 2024 is the last day to register. All cancellations must be emailed to [Emily Koenigsfeld](#) by that date or it will be necessary to bill for the entire registration fee.

What hotel has sleeping rooms blocked for the conference?

- ****Courtyard by Marriott:** The discounted rate is \$145; the block closes on Jan. 21, 2024 at 11 a.m.
- **Capitol Plaza Hotel:** The discounted rate is \$115; the block closes on Jan. 21, 2024.

**** MML preferred hotel**

How do I get the code for the discounted room rate?

- You must complete registration to obtain the hotel reservation information. This information will immediately come as an email with the subject line *Hotel Information: 2024 Legislative Conference*. ****The email will be sent to the registered individual. If you need that information, email Emily Koenigsfeld.**

Is the agenda set for the conference?

- There is a tentative agenda posted. Once confirmed, the posted agenda will change to reflect that.

What is appropriate dress for the conference?

- Day 1: since will be visiting the Capitol, business dress
Day 2: business casual

How do I get to the Capitol for the legislator visits on Tuesday, Feb. 20?

- There will be two trolleys that begin pick up at Capitol Plaza Hotel at 2 p.m. and take to the Capitol. Trolleys will do constant circulating service to Capitol until 3 p.m. and then wait with return trips beginning at 4:30 p.m. with final return trips at 5:30 p.m.
- Both trolleys are handicapped accessible, they have wheelchair lifts.

Do I need to make an appointment with my legislator(s)?

- Yes, please call ahead to make an appointment with your legislator(s). During this time of the day, they are on the Senate or House floor so if you drop in, it is less likely they will be able to meet with you.
- If you don't know who represents your city in the legislature, visit:
https://www.senate.mo.gov/LegisLookup/default.aspx/leg_lookup.aspx.

Is it important to use this time to go to the Capitol to visit with my legislator(s)?

- MML highly values your commitment to talk with you legislator(s) about municipal issues. The legislators want to hear from their constituents and the people who deal with real issues every day. MML will brief you on the important topics prior to the visits.

How do I find my legislator(s) office?

- You can find your legislator(s) by using this link:
https://www.senate.mo.gov/LegisLookup/default.aspx/leg_lookup.aspx. When you click on each individual, it will take you to a page for that Senator or Representative. There you will find their room number. Please click [HERE](#) for a map of the Capitol building.
-