



Ronald B. Salem, Pharm.D.
Councilman, At-Large Group 2
Office (904) 255-5216
Fax (904) 255-5230
E-Mail: rsalem@coj.net

OFFICE OF THE CITY COUNCIL

117 West Duval Street
City Hall, Suite 425
Jacksonville, FL 32202

TDD: (904) 255-5200

July 12, 2023

MEMORANDUM

TO: City Council Members and Staff

FR: Ronald B. Salem, Pharm. D., President
Jacksonville City Council

RE: 2023-2024 Addendum Policy

As Council President, one of my primary duties is to control the order of business at each City Council Meeting and to ensure the orderly disposition of items on the agenda. In order to achieve this, and in preparing for each Council meeting, I intend to rely heavily on the City Council Agenda that is published the Friday prior to Council meetings. As such, I will not be adding bills to the addendum, except in an extraordinary circumstance.

If a Council Member has such an extraordinary circumstance, please send a request for addition to the addendum, along with a copy of the filed bill and an explanation of the extraordinary circumstance, including why the bill filing deadline was not met, to the Council President and my Executive Assistant, with a copy to Legislative Services.

All communications regarding requests for addition to the addendum items must be received by 5:00 p.m. on Monday prior to City Council meeting.

cc: Council Members and Staff
Margaret "Peggy" Sidman, Director/Council Secretary
Merriane Lahmeur, Chief, Legislative Services Division
Yvonne Mitchell, Chief, Administrative Services Division
Jeff Clements, Chief, Research Division
Teresa Eichner, Chief, Public Information
CITYC@COJ.NET
Mayor's Office
Electronic Notice Kiosk – 1st Floor City Hall
Public Notice System – City Council Web Page
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