

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C01-024

POLICY TITLE <i>Alterations to City Hall Building</i>	ADOPTED BY: <i>City Council</i>	EFFECTIVE DATE <i>January 19, 2004</i>
ORIGIN/AUTHORITY <i>Executive Committee Report No. 1-2004</i>	CITY FILE NO. <i>CK. 640-1</i>	PAGE NUMBER <i>1 of 2</i>

1. PURPOSE

To establish a process for dealing with requests by the Mayor and/or City Councillors regarding renovations or other actions which alter the appearance of the City Hall building.

2. POLICY

Elected officials are not permitted to undertake any action, without the approval of City Council, which alters the appearance of any part of City Hall. The following process will be followed for requests for renovations or alterations:

2.1 Process

- a) Requests for alterations or renovations will be forwarded to the City Manager;
- b) The City Manager will request the Facilities Branch of the Infrastructure Services Department to provide a report outlining the details and estimated costs of the proposed project;
- c) The report will be forwarded to the Executive Committee for consideration and will include information about the proposed funding source.
- d) Following review of the request, the Executive Committee will forward a report to City Council recommending approval or denial.

2.2 Approval

All requests for renovations or alterations to City Hall will be considered by City Council and will proceed only upon the approval of City Council.

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3. RESPONSIBILITIES

- 3.1 The City Manager is responsible for administering this policy as outlined above and for recommending updates to the policy as necessary.
- 3.2 Mayor and City Councillors are responsible to provide the necessary information to the City Manager with respect to a request for renovations or alterations to City Hall.
- 3.3 Executive Committee is responsible for reviewing proposed requests for alterations and renovations and forwarding recommendations to City Council and for reviewing proposed amendments to this policy.
- 3.4 City Council is responsible for approving or denying requests for renovations to City Hall and for amendments to this policy.