

Ceremonial Flag Display

FEBRUARY 21, 2023

Background

- December 20, 2022- Council directed staff to research and develop recommendations for ceremonial flag displays
- January 10, 2023- Council discussed an additional flag related referral and reaffirmed request for staff recommendations regarding ceremonial flag displays
- Administrative Regulation, 1.10, Flag Display- City's current flag display procedures. Current procedures do not address ceremonial flag displays

Presentation Overview

- Review how other agencies direct ceremonial flag displays
- Consider how ceremonial flag displays will be authorized and by whom
- Consider what key operational procedures will govern ceremonial flag displays

How do other cities select & authorize ceremonial flag displays?

City	Policy	Ceremonial Flag Approval	Community Participation in?
San Jose	Yes	Adopted by Council via individual resolution	Allows application process to partner for events
Hayward	No	Selected by Council on case- by- case basis	Conducted by City
Milpitas	Yes	Adopted by Council via comprehensive calendar	Allows for application process for partnered events
Sunnyvale	Yes	Adopted by Council via individual resolution	Conducted by City
Santa Clara	Yes	Adopted by Council via individual resolution	Conducted by City
Concord	No	Selected by Council on case-by- case basis	Conducted by City
Oakland	No	Made at the direction of the Mayor's office	Conducted by City

Flag Display Approval Process

Recommendation: Individual Ceremonial Flag Observances Requested by a Councilmember or the City Manager and Approved by Majority Council Action

- Utilize current Council referral process for each individual flag display decision
- Majority vote of Council can authorize ceremonial flag display anytime during the year
- Clear and unambiguous authorization
- Affirmation that flag display is a form of Council speech and thus not subject to displays that are inconsistent with Council values

Alternative Option: Council Adopts a Single Comprehensive Calendar of Ceremonial Flag Display Events Voted on Once per Year

Operational Issues

Recommendation: City Staff Shall be Responsible for the Selection, Acquisition, Storage, Raising and Lowering of Ceremonial Flags

- City staff acquires flag to ensure that each selected flag is of the same size & quality
- City staff stores flag to ensure that each is maintained in a respectful and consistent manner when not on display
- City staff announce the reason for the ceremonial display
- City staff support activities limited to flag acquisition, raising, lowering, storage in order to preserve resources for Council's adopted priorities

Financial Implications

As recommended staff estimates that each ceremonial display will result in approximately \$700 in total expense.

Staff Recommendation Summary

Receive staff report and consider approval of staff recommendations regarding the display of ceremonial flags commemorating special observances:

- 1. Individual Ceremonial Flag Observances Must be Requested by a Councilmember or the City Manager and Approved by Majority Council Action**
- 2. City Staff Shall be Responsible for the Selection, Acquisition, Storage, Raising and Lowering of Ceremonial Flags**