

Capitola City Council

Agenda Report



Meeting: March 9, 2023

From: City Manager Department

Subject: Consider Changes to Administrative Policy V-18: Outdoor Display of Governmental and Non-Governmental Flags on City Property

Recommended Action: Approve changes to policy.

Background: On May 27, 2021, the City Council approved current Administrative Policy V-18: Outdoor Display of Governmental and Non-Governmental Flags on City Property. Since that time City Council has received and reviewed three flag requests from members of the public pursuant to that Policy. Two of the three were denied. On January 26, 2023, the City Council approved flying a flag this May in honor of Armed Forces Day.

On January 26, 2023, the City Council requested that staff bring potential administrative changes to Section IV: Non-Governmental Flag Procedure to Council for discussion and potential approval.

Discussion: Based on the Council request on January 26, and a review of flag policies in nearby jurisdictions, staff prepared two versions of potential policy updates. The specific changes in those drafts are:

Option 1:

- Flag requests must be sponsored and brought forward by a Council Member
- The time requirement for a denied flag request to be resubmitted is one year (not six months)
- Requested flags will be the same size as the City's Government flags.

Similar requirements are currently included in the City of Scotts Valley and City of Watsonville flag policies.

Option 2

- Same as Option 1 with an additional requirement that a super-majority vote by Council is needed to approve flag requests.

The City of Watsonville currently requires a super-majority vote by Council to approve flag requests.

Fiscal Impact: None.

Attachments:

1. Redlined Flag Policy Draft – option 1
2. Redlined Flag Policy Draft – option 2

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Reviewed By: Julia Moss, City Clerk; Samantha Zutler, City Attorney

Approved By: Jamie Goldstein, City Manager