



Marisol Rubio, Chair  
Robert Jweinat, Vice Chair

## **City of San Ramon Policy Committee Agenda**

**San Ramon City Hall  
Training Room, First Floor  
7000 Bollinger Canyon Road**

**May 6, 2026  
3:00 PM  
Special Meeting**

Agenda Questions: Please contact the City Clerk's Office at  
(925) 973-2539 or [cityclerk@sanramon.ca.gov](mailto:cityclerk@sanramon.ca.gov).

Please refer to the end of the agenda to review options for participation in the meeting.  
This agenda is posted in accordance with Government Code Section 54954.2(a).

- 1. Call to Order/Roll Call**
- 2. New Business**
  - 2.1. Review and Discussion of the Use of City Flagpoles and Display of Flags Policy  
(Council-Approved under Resolution No. 2021-066)  
Recommendation:
- 3. Adjournment**

## How to View or Participate in the Meeting

The public is invited to participate in the meeting using any of the following methods:

### **In Person:**

Members of the public can provide in-person comments at the meeting. To make a request for disability-related accommodation to participate in the meeting, please contact the City Clerk's Office 48 hours in advance of the meeting at [cityclerk@sanramon.ca.gov](mailto:cityclerk@sanramon.ca.gov).

### **Written Communication by Email:**

Public comments may be submitted via e-mail to [cityclerk@sanramon.ca.gov](mailto:cityclerk@sanramon.ca.gov) at least 2 hours prior to the start time of the meeting. Please include "Public Comment" in the subject line. In the body of the email please include your name and the item you wish to comment on. Written public comment will not be read aloud during the meeting.

### **Attendee Conduct:**

There will be zero tolerance for any person addressing the Committee making profane, offensive and disruptive remarks, or engaging in loud, boisterous, or other disorderly conduct, that disrupts the orderly conduct of the public meeting. Specifically, it is important for all speakers to adhere to the following guidelines for participation in this meeting:

- a. No profanity or obscenity.
- b. Refrain from personal threats or attacks.
- c. Refrain from hateful epithets and demeaning language based on any person's race, religion, sexual orientation, ethnicity, gender, or disability.
- d. Respect all people that are present or watching.

At the discretion of the Chair, a speaker may forfeit speaking time for any of the following reasons:

- a. Exceeding the allotted time to speak;
- b. Yelling, screaming, or other behavior that renders this Committee unable to continue the meeting;
- c. Excessive profanity or slander;
- d. Specific threats or "fighting words" that incite violence; or
- e. Speech that is outside the subject matter jurisdiction of the Committee or the specific agenda item in which you are speaking.

**While the City of San Ramon ensures the First Amendment rights of its citizens, we do not accept nor endorse any offensive or hateful comments made during our meetings. The City of San Ramon celebrates the diversity of our community, and we strive to be a welcoming and open community for all.**



**Policy Committee Staff Report  
Item No. 2.1.**

**Date:** May 6, 2026

**To:** San Ramon Policy Committee

**From:** Steven Spedowski, City Manager  
Martin Lysons, City Attorney  
Christina Franco, Deputy City Manager

**Subject:** Review and Discussion of the Use of City Flagpoles and Display of Flags Policy (Council-Approved under Resolution No. 2021-066)

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**Executive Summary:**

The Policy Committee is being asked to review the City's *Use of City Flagpoles and Display of Flags Policy*, adopted in 2021, to determine whether updates are warranted based on current Council priorities, community feedback, and operational considerations. Staff recommends that the Committee receive the report and provide direction to staff.

**Recommendation:**

Receive the report and provide direction to staff.

**Background:**

On May 11, 2021, the City Council adopted Resolution No. 2021-066 approving the Use of City Flagpoles and Display of Flags Policy. The policy establishes guidelines for:

- Flags authorized to fly on City-owned flagpoles and flag-stands
- Half-staff protocols
- Conditions under which commemorative flags may be displayed
- Restrictions on flags representing political, religious, for-profit, or foreign entities

The adopted policy reflects previous City Council direction, including guidance dating back to the June 17, 2020 policy discussion regarding government speech, commemorative flag requests, and permitted display locations. The policy became effective upon adoption through Resolution No. 2021-066.

At the April 14, 2026, City Council meeting, council directed that the Use of City Flagpoles and Display of Flags Policy be returned to the Policy Committee for review and discussion.

The request did not specify recommended changes but indicated a desire to revisit the policy.

The Policy Committee is being asked to review the policy to determine whether any amendments are appropriate based on current Council priorities, community feedback, operational considerations, or developments since the policy’s adoption in 2021.

**Fiscal Impact:**

There are no anticipated fiscal impacts associated with discussing potential amendments to the policy. Any future changes may carry cost implications.

**Alternative Option(s):**

Option 1: Maintain the Current Policy

The City will continue operating under the existing commemorative flag display policy without changes.

Option 2: Revise the Policy

The City will update or modify the current commemorative flag display policy, with revisions to be determined by the City Council.

**Next Steps:**

If directed by the Policy Committee, staff will:

- 1. Incorporate Committee Feedback  
Draft proposed amendments to the Use of City Flagpoles and Display of Flags Policy based on Committee guidance.
- 2. Conduct Legal Review  
Coordinate with the City Attorney’s Office to ensure any proposed revisions comply with applicable laws, including government speech considerations and relevant federal or state statutes.
- 3. Prepare Updated Policy Language  
Develop redlined and clean versions of the policy for Committee and Council review.
- 4. Return to the City Council  
Present the Committee’s recommendations and any proposed policy amendments at a future City Council meeting for consideration and potential adoption.

**Attachment(s):**

- A. Resolution No. 2021-066 City Flagpoles and Display of Flag Policy

**RESOLUTION NO. 2021-066**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN RAMON  
ADOPTING A USE OF CITY FLAGPOLES AND DISPLAY OF FLAGS POLICY**

**WHEREAS**, the City displays the United States Flag, the California State Flag, The San Ramon City Flag, the POW/MIA flag and Blue Star Flag on various City-owned flagpoles; and

**WHEREAS**, the City does not have a written policy regarding the display of flags on City-owned flagpoles; and

**WHEREAS**, the City Council desires to establish a flagpole policy for the outdoor display of flags in a manner which does not create a public forum.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of San Ramon hereby adopts the Use of City Flagpoles and Display of Flags Policy attached hereto as Exhibit 1.

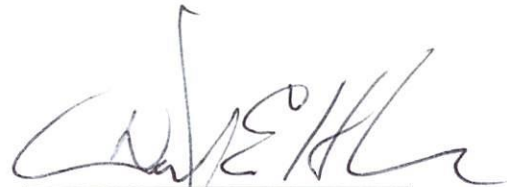
**PASSED, APPROVED AND ADOPTED** at the meeting of May 11, 2021 by the following votes:

**AYES:** *Cm. Armstrong, Perkins, Verose, Zafar, and Mayor Hudson*

**NOES:**

**ABSENT:**

**ABSTAIN:**



David E. Hudson, Mayor

**ATTEST:**

  
Christina Franco, City Clerk

Exhibit 1: Use of City Flagpoles and Display of Flags Policy



# **CITY OF SAN RAMON**

## **Use of City Flagpoles and Display of Flags Policy**

***May 2021***

**CITY OF SAN RAMON**

**EXHIBIT 1**



## **ADMINISTRATIVE POLICY**

**DATE: May 11, 2021**

**Effective: May 11, 2021**

**SUBJECT: USE OF CITY FLAGPOLES AND DISPLAY OF FLAGS  
POLICY**

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### **PURPOSE:**

This Policy serves to establish guidelines for the display of flags on City of San Ramon owned flagpoles, flag-stands, and other City-owned property. The Display of Flags Policy shall become effective upon the date designated by the Council Resolution adopting this policy.

**ADOPTING RESOLUTION: 2021-066**

# **USE OF CITY FLAGPOLES AND DISPLAY OF FLAGS POLICY**

## **PURPOSE**

This policy serves to establish guidelines for the display of flags on City of San Ramon owned flagpoles, flag-stands, and other City-owned property.

## **GENERAL POLICY**

The City's flagpoles and flag-stands are not intended to serve as a forum for free expression by the public. Only the City may place or fly a flag on City's flagpoles, flag-stands, or City-owned property.

The City shall fly flags of government agencies and national symbols officially recognized by the United States and located within the United States including, but not limited to:

1. The Flag of the United States
2. The Flag of the State of California
3. The Flag of the City of San Ramon
4. The POA/MIA flag which is recognized as a national symbol by Congress. (32 U.S.C. § 902.)
5. The Blue Star Flag which is recognized as a national symbol by Congress. (36 U.S.C. § 179.)

The above provisions apply only to the City's flag poles and flag-stands.

## **HALF-STAFF PROTOCOL FOR FLAGS AT CITY FACILITIES**

It shall be the policy of the City of San Ramon to raise, lower and display the Flag of the United States, the Flag of the State of California, and the City of San Ramon Flag which are located at City facilities in accordance with proper flag etiquette and respect for the flag.

## **COMMEMORATIVE FLAG DISPLAY**

The City Council shall only consider a request to display a commemorative flag if the request is made by a member of the San Ramon City Council.

The City shall display commemorative flags only if authorized by the City Council as an expression of the City's official sentiments, as determined by a majority of the Council. Any such authorization shall be given at a duly noticed meeting of the City Council. The City Council shall discuss the appropriateness of the request and consider adopting a resolution authorizing the display of a commemorative flag at least 14 days prior to the display period.

Commemorative flags shall be displayed for a period of time that is reasonable or customary for the subject that is to be commemorated, but no longer than thirty-one (31) continuous days.

Commemorative flags shall be displayed exclusively on the San Ramon City Hall marquee digitally and on a flagpole at the corner of Alcosta Boulevard and Bollinger Canyon Road.

Multiple requests shall be handled on a first come first served basis. No more than one commemorative flag shall be displayed concurrently.

Commemorative flags representing political organizations, for-profit organizations, religious organizations, or other nations shall be prohibited from being displayed.

Unless otherwise decided by the majority of the Council, it shall be the responsibility of the City to ensure the appropriate design is displayed.