

Section 1: PURPOSE

This City Council policy and City policy is to establish a system to:

To provide procedural guidance for the displays of National, State, and other flags. In adopting this policy, the City Council declares that City of Manteca flagpoles, which include flagpoles located at City-owned buildings and facilities, are not intended to serve as a forum for free expression of or by the public.

Section 2: FLAGS

- 2.1 United States Flag and State of California Flag. The United States Flag and the State of California Flag shall be displayed in accordance with Federal and State law, including Title 4 and Title 36 of the United States Code and Sections 430 through 439 of the California Government Code.
- 2.2 City of Manteca Flag (Reserved). The City of Manteca Flag, if displayed on a City flagpole with the United States Flag and California State Flag, shall be placed in the third position of honor below the United States Flag and California State Flag.
- 2.3 Commemorative Flags.
 - A. “Commemorative Flag” shall mean any flag which identifies with a specific date, historical event, cause, nation or group of people, whereby the City honors or commemorates the date, event, cause, nation or people by flying the flag. Commemorative flags shall not include flags of other nations/countries.
 - B. The City shall display Commemorative Flags only if authorized by the City Manager as an expression of the City’s Official speech in accordance with the procedures outlined in this policy and the Municipal Code.
 - C. The City’s flagpoles are not intended to serve as a forum for free expression by or for the public.
 - D. Display of Flags. City flagpoles will only display flags that may be safely accommodated on the respective pole.

- E. Commemorative Flags may be displayed on the flagpole(s) outside of the City Administration Building under the California State Flag, if one is flown.
 - F. Only one Commemorative Flag will be flown at a time.
 - G. Other than those flagpoles identified in the subsection above, no other City Flagpoles shall fly Commemorative Flags.
 - H. 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 seven (7) continuous days.
 - I. Commemorative Flags shall be of sufficient quality for outdoor display. Commemorative Flags will not be displayed on days when the weather is inclement, except when all-weather flags are used.
 - J. If a Commemorative Flag is displayed with the United States Flag or the State of California Flag, it shall not be larger in size than the United States Flag or the State of California Flag.
 - K. The City Manager shall have sole discretion to consider whether a Commemorative Flag should be displayed.
 - L. The City will not display a Commemorative Flag based on a request from a third party or outside entity/individual.
- 2.4 The City Manager shall maintain a policy to provide uniform guidelines for flying flags at half-staff. This half-staff policy will be consistent with Federal laws.
- 2.5 Flags Inside City Hall.
- A. Flags inside the City Hall Lobby. The United States Flag, California State Flag or any Sister City Flags (which the City Council finds are not Commemorative Flags) may be displayed in the lobby area of Manteca City Hall.
- 2.6 Flags inside City Council Board Chambers.
- A. The United States Flag and the California State Flag shall be the only flags displayed behind the dais in the City Council Chambers.

- B. The United States Flag shall be displayed on the left side of the Mayor when facing the dais. The California State Flag shall be displayed on the right side of the Mayor when facing the dais.

Section 3: RESPONSIBILITY

- 3.1. Public Works staff shall maintain the flags located on City property, in conjunction with the City Manager's Office.

Adopted: October 17, 2023