

Dear Tibet Truth:

To respond to your questions related to City Council meetings, and the March 17, 2014 City Council meeting in particular:

Can you please confirm if full minutes are taken at Council Meetings, which official has responsibility for the recording of such and if you have a full record of the discussions and conclusions agreed for the Item above? If so we would be most grateful to be provided with a copy of those minutes.

As City Clerk, I am the official who is responsible for recording the official actions of the City Council. When the City began streaming and posting the digital recordings of all City Council regular meetings online, a policy decision was made by the City Council to produce “action” minutes of City Council meetings, rather than more narrative minutes as had been prepared in the past.

While, as you noted, the minutes “lack any record of actual exchanges between Council Members, or contributions from, and response to questions,” the meeting recording allows members of the public to view the full proceedings. The audio/video includes all of the Council’s discussion, deliberation and votes, as well as all comments made by the public.

The video is available now on the Meeting Central online meeting calendar, at <https://sanleandro.legistar.com/Calendar.aspx> . Minutes of the meeting will be published in draft form later this week, and will be posted to Meeting Central. If you would like a copy of the draft minutes of the March 17th City Council meeting, please let me know and I will send them to you once they have been prepared. These draft minutes, however, will not contain “a full record of the discussions and conclusions” for the Flag Raising item. Since the draft minutes may not have the detail you are seeking, I will also respond to your questions below:

1. Can you confirm that as a result of the aforementioned meeting of the wording of Article 2 ‘Policy On Raising Flags’ has been changed?

At the March 17th meeting, the City Council voted to make changes to the Policy on Raising Flags. These changes will be incorporated into a revised Flag Policy, which will be brought forward for the Council’s adoption at a future meeting.

2) Can you kindly confirm if the wording of 1.7.205 which is “As a general rule, special designation flags (such United Nations flag, flag of a Sister City, Children’s Memorial Flag, etc.) will be raised only upon the direction of the Mayor or City Manager....” has been amended?

The Council voted to amend the wording in Administrative Code Section 1.7.205. A resolution to adopt the revised wording will be brought back to the City Council for a vote at a future meeting.

3). If Article 2 ‘Policy On Raising Flags’ or the wording of 1.7.205 has been changed will you please make available details of any new wording relating to that policy and item?

The Council **voted to amend the Flag Policy in accordance with the City Manager’s recommendation.** Here is the recommendation, as it was published in the staff report to the City Council:

City Manager Recommendation

The City Manager recommends that Council modify the existing flag policy to require applicants requesting the raising of a special designation flag or flag of a foreign nation to provide a detailed assessment of the ancillary needs associated with their request. For example, if a ceremony were to be held along with the raising of the flag, the applicant would be directed to provide an overview of the requested location and duration of the event, the specific timing of the event, the number of anticipated attendees, or any other associated logistical needs that would impact City resources or staff. Additionally, the City Manager recommends that the decision to raise such special designation flags or flags of foreign nations rest solely with the City Council. As such, the policy should be revised to remove the City Manager from the approval process.

4) Can you also kindly confirm if the City Council has, as a result of the meeting, adopted a new policy regarding the raising of flags? If that is the case will you please make available details of the full wording of any such policy?

The revised Flag Policy requested by the City Council has not yet been drafted. Once the revisions have been made, a resolution adopting the revised Flag Policy will be placed on the agenda for a future City Council meeting. When the revised Flag Policy is scheduled for adoption by the City Council, we can send you the proposed wording of the revised Policy and the City Council meeting agenda.

Please feel free to call or email me if you have additional questions.

Best regards,

Marian Handa, City Clerk

City of San Leandro

835 E. 14th Street, San Leandro, CA 94577

Phone: (510) 577-3367 Fax: (510) 577-3340

Email: mhanda@sanleandro.org Web: www.sanleandro.org

