

**CITY OF YUCAIPA
AGENDA REPORT**

TO: Honorable Mayor and City Council
FROM: Bill Hemsley, Director of Public Works *BH*
FOR: City Council Meeting on June 22, 2015
SUBJECT: Flag Program to Recognize National Holidays and Other Significant Events

RECOMMENDATION:

That City Council direct staff to implement a flag program in the Historic Uptown District to recognize certain National Holidays and other significant events.

BACK GROUND/DISCUSSION:

Approximately 13-14 years ago the City sponsored a flag program whereby the City would recognize certain national holidays and significant events by installing flag poles along Yucaipa Blvd. east of 5th Street. The flags were mounted in holes drilled in the curbs. However, there was concern relative to the proximity of the holes to the street, therefore, this practice was discontinued. In honor of Tyler Davis, the City purchased 8-foot flag poles and flags to present during the procession and a significant number of the flags were stolen. With the City-owned street lights now in the Uptown, there is an opportunity to once again display the flag to honor these holidays and special occasions with the flags out of normal reach. Staff recommends that flags and flag pole assemblies be purchased to be temporarily installed on 50 of the 102 street light poles. Staff recommends working with the local service clubs to install the 50 United States flags on temporary brackets in the Uptown District on the City-owned street lights for national holidays and other significant occasions. As with other volunteer programs, the volunteers will be required to execute a liability waiver form, as prescribed by the City.

Staff recommends that Council direct staff to provide the flag materials and coordinate with local service groups to install the flags the day prior to the event and remove them afterward. The volunteers will need to provide a step stool for the installation and staff will provide instructions on the installation process. The flags and hardware will be stored at the City Yard for program implementation. Staff determined that a 3' by 5' flag on 6' tall pole could be temporarily mounted on the street lights using bands and brackets. A picture of the proposed mounted flag is attached.

If the flags are placed out on the day prior to the event, staff also recommends that the street light timer schedule for those lights between intersections be adjusted to remain on all night to help prevent vandalism and to light the flags as dictated by the U.S. Flag Policy. The lights between intersections are normally on from dusk to 10 p.m., except for special occasions such as annual

festivals and market nights where they shut off at 11 p.m..

In addition, staff recommends that Council authorize the flags to be flown on special holidays and special events on the Uptown street lights. Below is a list of holidays observed by the City.

2015 Holidays Observed by the City of Yucaipa

Date	Day	Holiday
January 1, 2015	Thursday	New Years Day
January 19, 2015	Monday	Martin Luther King, Jr. Day
February 16, 2015	Monday	President's Day*
May 25, 2015	Monday	Memorial Day*
June 14, 2015	Sunday	Flag Day**
July 3, 2015	Friday	Independence Day (Observed)*
September 7, 2015	Monday	Labor Day*
November 11, 2015	Wednesday	Veterans Day*
November 26, 2015	Thursday	Thanksgiving
November 27, 2015	Friday	Thanksgiving
December 24, 2015	Thursday	Christmas Eve Day
December 25, 2015	Friday	Christmas Day
December 28, 2015	Monday	Christmas City Hall Closure
December 29, 2015	Tuesday	Christmas City Hall Closure
December 30, 2015	Wednesday	Christmas City Hall Closure
December 31, 2015	Thursday	New Year's Eve Day

*Holiday/days when flags are recommended to be flown.

** Flag Day is on a Sunday so City Hall is closed, however, staff recommends that the U.S. flags also be flown in the Uptown to observe the day.

FISCAL IMPACT:

The approved Fiscal Year 2014-2015 Operating budget has sufficient funds to purchase the flags, poles, bands and brackets. The estimated cost to purchase the supplies is \$1,200.

CONCLUSION:

Staff recommends that City Council direct staff to implement a flag program in the Historic Uptown District to recognize certain National Holidays and other significant events.

Attachments: Picture of Flag on Uptown District Street Light Pole

Approved by: _____