

**BEFORE THE CITY COUNCIL OF THE CITY OF LAFAYETTE**

**IN THE MATTER OF:**

An Ordinance of the City Council of the City of )  
Lafayette Amending Chapter 2-4 of the Lafayette )  
Municipal Code Regarding Administration of the )  
Circulation Commission )

Ordinance No. 670

WHEREAS, on January 22, 1996, the City adopted Ordinance 453 establishing the Lafayette Circulation Commission and setting forth administrative duties therein; and

WHEREAS, in 2016, the City Council authorized the Stanford Alumni Consulting Team to conduct a study of its advisory commissions and committees; and

WHEREAS, said commission and committee study concluded in November 2016 with recommendations to further review administration of the Circulation Commission; and

WHEREAS, the Circulation Commission, upon learning of study recommendations, asked for and was granted permission by City Council to update its "charter"; and

WHEREAS, the City Council authorized an ad hoc committee to review and propose amendments to the Circulation Commission "charter", as codified in Lafayette Municipal Code Chapter 2-4; and

WHEREAS, the Council-appointed ad hoc committee and then the Circulation Commission edited said "charter"; and

WHEREAS, on August 13, 2018, the Council reviewed and approved draft language to amend administrative duties of the Circulation Commission.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAFAYETTE DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Amendment. Chapter 2-4 of the Lafayette Municipal Code is hereby amended and restated to read as follows:

"Chapter 2-4 - TRANSPORTATION & CIRCULATION COMMISSION

Sections:

2-401 - Formation of Transportation & Circulation Commission.  
A Transportation & Circulation Commission consisting of seven members is established by City Council resolution. The seven members are appointed by the City Council.

2-402- Purpose of the Commission.  
(a) The Commission shall advise the City Council on matters related to safe and efficient circulation of all modes of transportation, including bicyclists and pedestrians, upon City streets and rights-of-way, in addition to on-street parking.

(b) Provide liaison between community and the Police on matters of traffic and pedestrian safety.

**2-403 – Powers and duties.**

The Commission shall fulfill its purposes by assuming the following powers and duties:

- (a) Provide a public forum to review citizen complaints and requests regarding transportation matters. The Commission shall consider and, where appropriate, arrange for the investigation of requests or suggestions concerning transportation safety, mobility, and accessibility, and upon the basis of their deliberations, shall submit recommendations to the City Council.
- (b) Guide implementation of the General Plan Circulation Element and specific plans related to transportation matters, including review of prospective transportation-related grant funding opportunities. The Commission shall submit for Council consideration a report or recommendations advising certain implementation actions. However, if the City Council determines that implementation of a transportation matter is of an emergency nature the City Council may act without first obtaining such report or recommendation from the Commission.
- (c) When requested by the Planning & Building Director, City Manager, Planning Commission, or the City Council, the Commission shall analyze land development proposals from the standpoint of traffic safety and suggest conditions or requirements which might reasonably be imposed on the project to minimize any adverse traffic effects which would otherwise result from the development.
- (d) The Commission may review and comment on the City's Capital Improvement Program.
- (e) Perform other duties related to transportation as directed by the City Council.

**2-404 - Time and place of meetings.**

The Commission shall meet twice monthly at a time and place in Lafayette designated by the Commission. Additional meetings may be called at the discretion of the Commission Chair. All meetings shall, except as provided by law, be open to the public and shall be noticed in accordance with law.

**2-405 – Records.**

The Commission shall keep a public record of its proceedings.

**2-406 - Qualifications.**

Each commissioner shall be a resident of the City of Lafayette, and shall be a person having interest, experience or ability in transportation planning and/or engineering issues.

**2-407 - Term of office.**

The term of office of each member is two years.

**2-408 - Removal or vacancy.**

A member of the Commission may be removed by majority vote of the City Council. A vacancy is filled in the same manner as the original appointment. A person appointed to fill a vacancy serves for the remainder of the unexpired term.

**2-409 - Appointment of Chair and Vice Chair.**

The Commission shall annually elect the Chair and Vice Chair for a term of one year.

2-410 - Duties of officers.

(a) Chair. The Chair shall preside at all meetings of the commission. The Chair shall appoint all subcommittees and shall perform all the duties necessary or incidental to this office.

(b) Vice Chair. The Vice Chair shall serve as chair in the absence or inability of the chair to serve.

2-411- Quorum.

Four members of the Commission constitutes a quorum for the transaction of business.

2-412 - Absence from meetings.

(a) Members must notify the Chair before the meeting in order to be excused.

(b) If a member of the Commission is absent without notice from three consecutive regular meetings of the Commission, the seat automatically becomes vacant. The Commission shall immediately notify the City Council of the vacancy.

2-413 - No compensation.

Members of the Commission shall serve without compensation."

Section 2. CEQA. The City Council finds that this ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Sections 15060(c)(3) because this activity is not a project as defined by Section 15378 of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, and pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that it will not have a significant effect or physical change to the environment. The ordinance relates to the character and duties of the existing Circulation Commission only and therefore concerns general policy and procedure making.

Section 3. Severability. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance for any reason is held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

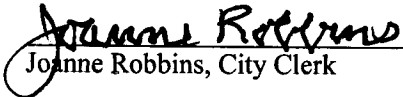
Section 4. Publication. The City Clerk shall either (a) have this Ordinance published in a newspaper of general circulation once within fifteen (15) days after its adoption, including the names of the city council members voting for and against its passage, or (b) have a summary of this Ordinance published twice in a newspaper of general circulation, once five (5) days before its adoption and again within fifteen (15) days after adoption.

Section 5. Effective Date. This Ordinance shall become effective thirty (30) days after its adoption.

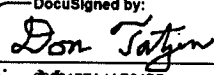
The foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Lafayette held on September 10, 2018 and was adopted at a meeting of the City Council held on September 24, 2018 by the following vote:

**AYES: Tatzin, Burks, Anderson and Samson**  
**NOES: None**  
**ABSTAIN: None**  
**ABSENT: Mitchell**

ATTEST:

  
Joanne Robbins, City Clerk

APPROVED:

DocuSigned by:  
  
Don Tatzin, Mayor

# Contra Costa Times

175 Lennon Lane, Suite 100  
Walnut Creek, CA 94598  
925-943-8019

2010502

LAFAYETTE, CITY OF  
ATTN: ACCOUNTS PAYABLE  
3675 MT. DIABLO BLVD., #210  
LAFAYETTE, CA 94549-3793

## PROOF OF PUBLICATION

FILE NO. Joanne Robbins Ord 670

In the matter of

### Contra Costa Times

I am a citizen of the United States. I am over the age of eighteen years and I am not a party to or interested in the above entitled matter. I am the Legal Advertising Clerk of the printer and publisher of the Contra Costa Times, a newspaper published in the English language in the City of Walnut Creek, County of Contra Costa, State of California.

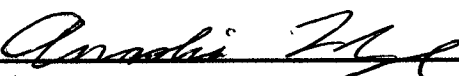
I declare that the Contra Costa Times is a newspaper of general circulation as defined by the laws of the State of California as determined by court decree dated October 22, 1934, Case Number 19764. Said decree states that the Contra Costa Times is adjudged to be a newspaper of general circulation for the City of Walnut Creek, County of Contra Costa and State of California. Said order has not been revoked.

I declare that the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

**09/19/2018**

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Executed at Walnut Creek, California.

  
\_\_\_\_\_  
Signature

Legal No. **0006222064**

### NOTICE AND SUMMARY OF PROPOSED ORDINANCE NO. 670

Notice is hereby given that at 7pm on Monday, September 24, 2018, the City Council of the City of Lafayette will consider the adoption of Ordinance 670 entitled "An Ordinance of the City Council of the City of Lafayette Amending Chapter 2-4 of the Lafayette Municipal Code Regarding Administration of the Circulation Commission." This meeting will take place at the Lafayette Library and Learning Center Community Hall (3491 Mt Diablo Blvd, Lafayette, CA 94549).

If adopted, Ordinance 670 will amend Lafayette Municipal Code, Title 2, Chapter 2-4 to update the administrative duties of the Lafayette Circulation Commission. The Ordinance would make substantive changes to the purpose, duties and powers of the Circulation Commission, the qualifications of its members, as well as other procedural and non-substantive changes. If adopted, the Ordinance would become effective 30 days after adoption.

Note: The above is a summary of the Ordinance. To obtain a full understanding of the Ordinance it should be read in its entirety. A certified copy of the full text of the Ordinance is posted in the City Clerk's office at 3675 Mount Diablo Blvd., Suite 210, Lafayette, California 94549. A copy may be obtained from that office upon payment of the fee based on the City's actual cost of copying of the document.

Joanne Robbins  
City Clerk

**CCT #6222064; Sept. 19, 2018**

# Contra Costa Times

175 Lennon Lane, Suite 100  
Walnut Creek, CA 94598  
925-943-8019

2010502

LAFAYETTE, CITY OF  
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3675 MT. DIABLO BLVD., #210  
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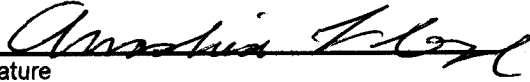
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I declare that the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

10/01/2018

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Executed at Walnut Creek, California.  
On this 1st day of October, 2018.

  
Signature

Legal No. 0006230308

### NOTICE AND SUMMARY OF ADOPTION OF ORDINANCE NO. 670

#### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAFAYETTE AMENDING CHAPTER 2-4 OF THE LAFAYETTE MUNICIPAL CODE REGARDING ADMINISTRATION OF THE CIRCULATION COMMISSION

Notice is hereby given that on September 24, 2018, the City Council of the City of Lafayette adopted Ordinance No. 670 amending the Lafayette Municipal Code, Title 2, Chapter 2-4 to update the administrative duties of the Lafayette Circulation Commission. The Ordinance would make substantive changes to the purpose, duties and powers of the Circulation Commission, the qualifications of its members, as well as other procedural and non-substantive changes. If adopted, the Ordinance would become effective 30 days after adoption.

The Ordinance was adopted by the City Council by the following vote:

For: **Tatzin, Burks, Anderson and Samson**  
Against: **None**  
Absent: **Mitchell**

Note: The above is a simply a summary of the Ordinance. To obtain a full understanding of the Ordinance it should be read in its entirety. A certified copy of the full text of the Ordinance is posted in the City Clerk's office at 3675 Mount Diablo Blvd., Suite 210, Lafayette, California 94549. A copy may be obtained from that office upon payment of the fee based on the City's actual cost of copying of the document.

Date: September 25, 2018  
Joanne Robbins, City Clerk  
CCT #6230308; Oct. 1, 2018