

**City of Madera ADA Advisory Council
City Hall Council Chambers
205 W. 4th Street, Madera, CA 93637
Regular Session Agenda
October 21, 2025 3:30 p.m.**

Notice is hereby given that the ADA Advisory Council will hold a regular meeting Tuesday, October 21, 2025, at 3:30 p.m. in the City Council Chambers for the following purpose:

Members of the public may attend this meeting at City Hall. Members of the public may also observe the meeting on Zoom. Members of the public may comment on agenda items at the meeting or remotely through an electronic meeting via phone by dialing (669) 900-6833 enter ID #864 5765 2165. When an agenda item you wish to comment on is discussed, press *9 on your phone to virtually raise your hand. Press *6 to un-mute yourself to speak when the last four digits of your phone number or your name is called. Comments will also be accepted via email at hinfo@madera.gov or by regular mail at 205 W. 4th Street, Madera, CA 93637.

Weblink: <https://cityofmadera.zoom.us/j/86457652165>

Telephone Number: (669) 900-6833
Meeting ID 864 5765 2165

Roll Call

Jack Porter-Chairperson
Cynthia Ortégón-Vice Chairperson
Saim Mohammad
Diana Robbins
Gladys Marroquin
Sipho Munyaradzi

PUBLIC COMMENT:

The first fifteen minutes of the meeting are reserved for members of the public to address the Advisory Council on items which are within the subject matter jurisdiction of the Council. Speakers shall be limited to three minutes. Speakers will be asked, but not required, to identify themselves and state the subject of their comment. If the subject is an item on the Agenda, the Chairperson has the option of asking the speaker to hold the comment until that item is called. Comments on items listed as a Public Hearing on the Agenda should be held until the hearing is opened. The Council is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the Council does not respond to public comment at this time.

Business Matters

1. Approval of Minutes – Meeting of July 15, 2025
2. Save the Space educational campaign
3. ADA Awareness Month
4. Areas of Focus for 2026
5. Advisory Councilmember Reports

This portion of the meeting is reserved for the Advisory Council members (1) to make brief reports on attendance at other boards, committees, public agencies, and/or public events, (2) to request updates, (3) to initiate future agenda items.

Adjournment

Next Regular Meeting will be Tuesday, January 20, 2026

- Please silence or turn off cell phones and electronic devices while the meeting is in session unless they are required for your participation in the meeting.
- Regular meetings of the Madera ADA Advisory Council are held the 3rd Tuesday of each quarterly month (January, April, July and October) at 3:30 p.m. in the Council Chambers at City Hall. The public is invited to participate in-person or via Zoom.
- The complete agenda packet is available on the City's website and in the Human Resources Department at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting Human Resources at (559) 661-5404 or by email at hrinfo@madera.gov.
- The meeting room is accessible to the physically disabled. Requests for accommodations for persons with disabilities such as signing services, assistive listening devices, or alternative format agendas and reports needed to assist participation in this public meeting may be made by calling the Human Resources Office at (559) 661-5404 or emailing hrinfo@madera.gov. Those who are hearing impaired may call 711 or 1-800-735-2929 for TTY Relay Service. Requests may also be delivered/mailed to: City of Madera, Attn: Human Resources, 205 W. 4th Street, Madera, CA 93637. Requests should be made as soon as practicable as additional time may be required for the City to arrange or provide the requested accommodation. At least seventy-two (72) hours' notice prior to the meeting is requested but not required. When making a request, please provide sufficient detail that the City may evaluate the nature of the request and available accommodations to support meeting participation. Please also provide appropriate contact information should the City need to engage in an interactive discussion regarding the requested accommodation.
- The services of a translator can be made available. Please contact Human Resources at (559) 661-5404, or hrinfo@madera.gov to request translation services for this meeting. Those who are hearing impaired may call 711 or 1-800-735-2929 for TTY Relay Service. Requests should be submitted in advance of the meeting to allow the

City sufficient time to provide or arrange for the requested services. At least seventy-two (72) hours' notice prior to the meeting is requested by not required.

- Questions regarding the meeting agenda or the conduct of the meeting, please contact the Human Resources Office at (559) 661-5404.
 - Para asistencia en español sobre este aviso, por favor llame al (559) 661-5401.
-

I, Erica Gaitan, Human Resources Technician II for the City of Madera, declare under penalty of perjury that I posted the above Madera ADA Advisory Council Agenda for the Regular Meeting of October 21, 2025, near the front entrances of City Hall no later than 5:00 p.m. on October 16, 2025.

Erica Gaitan

10/15/2025

Erica Gaitan, Human Resources Technician II

Date

ALL CITY EMPLOYEES AND THE PUBLIC ARE WELCOME TO ATTEND

City of Madera ADA Advisory Council
City Hall Council Chambers
205 W. 4th Street, Madera, CA 93637
REGULAR MEETING MINUTES
July 15, 2025, 3:30 p.m.

A regular meeting of the Madera ADA Advisory Council was scheduled for 3:30 p.m. on Tuesday, July 15, 2025, in the City Council Chambers. The meeting was also available to members of the public by Zoom video conferencing.

ROLL CALL:

Advisory Councilmember Name	Present
Jack Porter, Chairperson	Y
Cynthia Ortégón, Vice Chairperson	Y, arrived at 3:39 p.m. during Item 2.
Saim Mohammad	Y
Diana Robbins	Y
Gladys Marroquin	N
Sipho Munyaradzi	Y
In-Person City Staff Present	
Wendy Silva, Director of Human Resources	
Erica Gaitan, Human Resources Technician II	
In-Person Members of Public	
0	
Zoom Attendees	
0	

OTHERS PRESENT: None.

Chairperson Porter called the meeting to order at 3:33pm.

Public Comment:

No public comment.

Business Matters

1. Approval of Minutes – Meeting of June 17, 2025. Councilmember Mohammad made a motion to approve the minutes as presented; motion seconded by Councilmember Robbins. All council members voted yes to approve the minutes. Motion passed unanimously.
2. Discussion regarding participation at Madera District Fair September 4-7, 2025, was presented by Chairperson Porter. Historical feedback was mentioned concerning the lack of interest or minimal amount of traffic that came through. Councilmember Mohammad offered ideas and methods in how to attract attention of the children,

keeping them engaged in a creative activity, while discussing important ADA information and awareness with parents, displaying a level of support. The discussion focused primarily on councilmember availability to participate in operating the booth site. Chairperson Porter presented the idea of sharing a booth site with Transit Advisory Board (TAB) to increase the number of volunteers available to operate and facilitate the booth offering information for the public. Conversations continued regarding the times required to have staffing available at the booth during fair hours of 4:00 p.m.–11:00 p.m. on Thursday, September 4th and Friday, September 5th and from 2:00 p.m.-11:00 p.m. on Saturday, September 6th and Sunday, September 7th. Councilmember Munyaradzi made a provisional motion to participate in the Madera District Fair contingent upon TAB participation and ensure adequate staffing available to operate the booth; motion seconded by Chairperson Porter. Councilmembers voted unanimously for the motion.

3. Discussion regarding participation in Old Timers Day Parade and Booths in the Park September 27, 2025. Chairperson Porter presented details of what the parade entails, including time and transportation. Booths in the Park require continuous staffing at the booth to provide information concerning the ADA. Three of five councilmembers are not available to volunteer for booth operations the day of the event. Councilmember Mohammad made a motion to participate in the Old Timers Day Parade and not participate in the Booths in the Park. Councilmember Robbins seconded the motion. Councilmembers voted unanimously for the motion.
4. Advisory Councilmember Reports: Vice Chairperson Ortegon reported that while attending Aqua Dash in Centennial Swimming Pool Complex she noticed mold/algae on the disability ramp. She mentioned the concerns to pool staff, worried for the health and safety of attendees. However, she became upset when she learned that the following day, and for the remainder of the season, the pool will be closed. It was advised that the pool has been closed due to a water leak and black mold. Vice Chairperson Ortegon continued to report that while driving her scooter along the sidewalk, nails and screws are present. She advises people to be cautious for it may cause a whole/puncture in tires. Chairperson Porter announced the birth of his granddaughter, born July 8, 2025.

Meeting adjourned at 4:06 p.m.

Respectfully Submitted,

Erica Gaitan
HR Technician II

Date: _____

Accepted,

Jack Porter
Chairperson

Date: _____