

**City of Madera ADA Advisory Council
City Hall Council Chambers
205 W. 4th Street, Madera, CA 93637
Regular Session Agenda
July 21, 2026 3:30 p.m.**

Notice is hereby given that the ADA Advisory Council will hold a regular meeting Tuesday, July 21, 2026, 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 comments at this time.

Business Matters

1. Approval of Minutes – Meeting of April 21, 2026
2. Old Timer's Day Parade and/or Booths in the Park Participation (Wendy Silva)
3. Madera Fair Participation (Wendy Silva)
4. Discussion of October Disability Awareness Month and MADAAC Anniversary (Wendy Silva)
5. Discussion of Concerns regarding accessible path of travel on 3rd Street, east of Schnoor Ave (Chairperson Porter)
6. 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, October 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 on 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.
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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 July 21, 2026, near the front entrances of City Hall no later than 5:00 p.m. on July 16, 2026.

<u><i>Erica Gaitan</i></u>	<u>07/16/2026</u>
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
April 21, 2026, 3:30 p.m.

A regular meeting of the Madera ADA Advisory Council was scheduled for 3:30 p.m. on Tuesday, April 21, 2026, 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
Saim Mohammad	N
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	
Harpiar Gandhi, Public Works Operations Director	
In-Person Members of Public	
Robbie Mupawose	
Zoom Attendees	
None	

OTHERS PRESENT: None.

Chairperson Porter called the meeting to order at 3:41pm.

Public Comment:

No public comment.

Business Matters

1. Approval of Minutes – Meeting of January 20, 2026. Councilmember Robbins made a motion to approve the minutes as presented; motion seconded by Vice Chairperson Ortégón. All council members voted yes to approve the minutes. Motion passed unanimously.
2. An Update on Public Works Sidewalk Improvements was presented by Public Works Operations Director Harpiar Gandhi. He provided an overview of citywide sidewalk repair and ADA upgrades that are funded through CDBG and City general funds.

The program promotes improving pedestrian safety, mobility, accessibility, and meeting ADA compliance. Targeted areas are mostly the aging, raised, or deteriorated sidewalk infrastructure. The scope of work the City performs is ongoing repair and replacement of existing sidewalks, curbs, ramps, curb gutters and any other infrastructure as needed, including removing and replacing damaged concrete, correcting uplift and uneven surfaces, replacing ADA non-compliant curb ramps, and other infrastructure improvements. Mr. Gandhi visually provided a tract map that was based on the income criteria and that is funded through the Community Development Block Grant (CDGB), but the areas that are not funded by CDGB are taken out from the general fund's expenses from the City. The implementation is carried out by Public Works staff and serves as a year-round project and stops during the seasonal fluctuation. Currently, there are three full-time dedicated staff members with additional staff members added during the larger projects. Year-to-date, Public Works has completed and repaired more than 980 linear feet of sidewalk and repaired around 316 linear feet of curb replacement. The fiscal year budget was allocated \$230,000 in CBDG funding, out of which they have already expended \$122,000, with \$108,000 dollars remaining. There is an additional \$102,000 non-CBDG General Fund allocation for this year, out of which only \$5,000 has been spent. The department has until May 2, 2026, to allocate projects from CBDG funding, whereas General Fund could be spent till June 30, 2026. Moreover, 4 ADA ramps have been repaired, and they continue to focus on hazardous areas with underrepresented populations. Mr. Gandhi provided additional information concerning areas of vertical displacement, sharing that areas that measure more than a half inch trigger a replacement or reworking or shaving down concrete. Much of the determination is based on age, deterioration, cost effectiveness and ADA compliance. Discussions arose regarding responsibilities or jurisdiction of sidewalk in front of county buildings or private property. Wendy Silva, Director of Human Resources, described that under the California Streets and Highways Code, the sidewalk is the responsibility of the adjacent property owner. Most of the City sidewalk teams' work is going to be in residential areas or on streets where there is no abutting business. If it is owned by a business, or if it's owned by another government entity, the City will put them on notice to do the repair.

Discussions from Advisory Council members were had concerning areas that trees or vegetation planted near homes as per previous requirements of the City and who would be responsible for those areas affected. Mr. Gandhi explained that in residential areas, the Public Works team actively goes out, removes trees, grinds down stumps, and replaces the sidewalk. However, the shade (a common complaint) has now been removed also and/or sidewalks have been replaced due to uplifting of roots for the aesthetics of the sidewalks. It was assured that the Capital Improvement Program (CIP) program would start again soon and will provide an update on a later date on the CIP future plans discussed.

Councilmember Munyaradzi questioned the request of materials and presentations to be forwarded prior to meeting dates. Mrs. Silva responded and explained that the ADA Meeting format of publication follows City Council, and presentations are not published in advance of the meeting. However, agendas and minutes are always

provided ahead of time. Such information can be requested as a PDF version of presentations after the meeting, as they become part of the official public record.

3. Discussion of ADA Advisory Council areas of focus and activities was initiated by Councilmember Munyaradzi. He reiterated his goal to enhance the activities of Council to systematically address ADA related priorities to the impacted constituencies. Councilmember Munyaradzi recognizes that they are not a working Council but there may be opportunities to interface with the appropriate department and whereby can do a specific activity to address possible issues. He suggested an audit or request reports that allow to track progress or establish reporting frequency with updates including communications and digital accessibility. Vice Chairperson Ortégón identified items presented and acknowledges that throughout the years the ADA Advisory Council has done outreach, presented infrastructure concerns, addressed transportation needs, actively participates in events, parades, and promotes advocacy. Mrs. Silva mentioned the City website has new, current web accessibility standards and the latest self-evaluation transition plan is available to the public on the website. Further discussions involved the committee's commitment to publish content, personal concerns or issues to write about and display for public viewing. Councilmember Munyaradzi suggested annual ADA progressive reporting be digitally accessible and audits to be run based on the digital presence to establish areas that may need to be prioritized such as alt tags or audible playback for content to enable those hearing or visually impaired. Once the information is made available, as an Advisory group, they could advocate to Council to prioritize and continue to advise as the issue is being addressed and a more systemic modalities that might assist. The City website currently has a form available that citizens are encouraged to fill out for suggestions or notate concerns that need to be addressed, specifically on the ADA page and it flows into the grievance process that is in place. The ADA Advisory Council discussed ideas of divvying up the areas of concern based on the document Councilmember Munyaradzi provided and report on such items individually.
4. Discussion of possible ADA Awareness event to be held in October by the ADA Advisory Council was presented by Vice Chairperson Ortégón. Vice Chairperson Ortégón proposed having something publicly displayed to recognize the ADA Advisory Council's 20th Year Anniversary, such as a banner, recognition over social media platforms, and/or a newspaper article with the City's achievements. Chairperson Porter proposed inviting the Madera Tribune and entire ADA group for a picture. Conversations continued about the different efforts and works the City of Madera has provided supporting the ADA Advisory Council and sustaining ADA compliance. Conversations continued to seek/gather information to present to the public, 'This is What We Do', and include awareness, such as the advocacy for sidewalks repairs rather than placing it on the homeowners of the City.
5. Advisory Councilmember Reports: Chairperson Porter offered thoughts based on prior discussion and suggested that each member of the committee reach out to someone in the community to bring back or invite them to the next meeting to actively talk about suggestions or concerns they have. Also, keep City contacts handy, such as the Public Works Operations Director Mr. Gandhi and Human Resources Director

Mrs. Silva for reference to future concerns the committee may have. Vice Chairperson Ortegón reported of an unpleasant experience she had with the Madera Metro Transportation system and complaints of their website. Mrs. Silva advised speaking with the Grants Administrator and/or manager of transit of her concerns.

Meeting adjourned at 4:43 p.m.

Respectfully Submitted,

Erica Gaitan

Erica Gaitan
HR Technician II

Date: 7/16/26

Accepted,

Jack Porter
Chairperson

Date: _____