

City of Madera ADA Advisory Council  
City Hall Council Chambers, 205 W. 4<sup>th</sup> St.  
Madera, CA 93637

**REGULAR MEETING AGENDA**

October 19, 2021 3:30 p.m.

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 #218 591 1530. 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](mailto:hinfo@madera.gov) or by regular mail at 205 W. 4th Street, Madera, CA 93637.

The City will observe the Madera County Public Health Department physical distancing recommendations. This may limit seating in the Council Chamber; however the City will have additional seating available if needed. All persons visiting City facilities shall observe health and safety protocols.

Roll Call                      DJ Becker-Chairperson  
   Tim Riche-Vice Chair  
   Cynthia Ortegon  
   Muhammad Latif  
   Dennis Smith  
   Diana Robbins  
   Gabriela Gonzalez

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 September 21, 2021
2. Update on Accessibility Improvements to the Bus Stop at Schnoor and National - Public Works Department
3. Request for Survey Participation for the Madera Transit Plan Services Assessment - David Huff, Program Manager-Grants
4. Discuss Save the Space Campaign Advertising - Chairperson Becker and Vice Chairperson Riche
5. Advisory Council Reports/Announcements/Requests for Future Agenda Items

***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

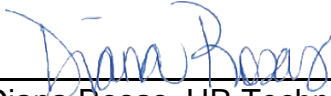
Next Regular Meeting will be Tuesday, November 16, 2021

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- 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 and 3rd Tuesday of each month at 3:30 p.m. in the Council Chambers at City Hall.
- 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) 661-5401 or by email at [hrinfo@madera.gov](mailto:hrinfo@madera.gov).
- The meeting room is accessible to the physically disabled, and the services of a translator can be made available. Requests for additional accommodations for the disabled, signers, assistive listening devices, or translators needed to assist participation in this public meeting should be made at least seventy-two (72) hours prior to the meeting. Please call the Human Resources Office at (559) 661-5401. Those who are hearing impaired may call 711 or 1-800-735-2929 for TTY Relay Service.
- Questions regarding the meeting agenda or conduct of the meeting, please contact the Human Resources Office at (559) 661-5401.

- Para asistencia en español sobre este aviso, por favor llame al (559) 661-5401.
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I, Diana Rosas, 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 September 21, 2021, near the front entrances of City Hall no later than 5:00 p.m. on September 17, 2021.

  
\_\_\_\_\_  
Diana Rosas, HR Technician II

10/15/2021  
Date

ALL CITY EMPLOYEES AND THE PUBLIC ARE WELCOME TO ATTEND

City of Madera ADA Advisory Council  
Teleconference Meeting  
Madera, CA 93637

**REGULAR MEETING MINUTES**

September 21, 2021, 3:30 p.m.

A regular meeting of the Madera ADA Advisory Council was scheduled for 3:30 p.m. on Tuesday, September 21, 2021, via Teleconference.

**ROLL CALL:**

**PRESENT:**

DJ Becker, Chairperson

Cynthia Ortegon

Muhammad Latif

Diana Robbins

Tim Riche, Vice Chairperson

Dennis Smith

**Staff**

Wendy Silva

**ABSENT:**

Gabriela Gonzalez

**OTHERS PRESENT:** Moises; Sally Swanson Architects: Shao Chen, Project Manager; Joshua Klipp, Policy Specialist; and Brandon Guyton, Database/GIS Specialist

Chairperson DJ Becker called the meeting to order at 3:34 p.m.

Public Comment: None

Business Matters

1. Approval of Minutes – August 17, 2021. Councilmember Robbins moved to approve the minutes; motion seconded by Councilmember Latif. Motion passed unanimously.
2. City of Madera Self-Evaluation and Transition Plan Project-Sally Swanson Architects. A Presentation was given by Swanson Sally Architects to go over the approach regarding the ADA Self-Evaluation and Transition Plan for the City. They shared what the current process is and stated that once that Evaluation is complete there will be an opportunity for the Advisory Council to review the draft of the report and participate in the second workshop to share and discuss comments and feedback.

The presentation included an introduction of the team who are assisting with the evaluation and plan, a video on what a self-evaluation and transition plan is, a

video on public rights away inventory assessment showing which tools and techniques are being used, and a timeline.

The timeline showed the start date of May 2021 and an anticipated ending date of May 2022.

Chairperson Becker asked if there was a specific location that was chosen to begin the improvements? The evaluators stated that there is no designated area, the whole City will be evaluated, though they did begin Downtown and will go from there. There was a question regarding whether the evaluation will look at all buildings in the City of Madera. It was clarified that the facility surveys will be City-owned facilities, and not facilities owned by other government agencies or private parties. For these facilities, the evaluation starts from the sidewalk and evaluates access to and within the City-owned buildings. This also include doors, ramps, etc. There will also be a non-physical assessment to review websites, font, color, etc.

Sally Swanson Architects anticipate a date of February 2022 to have a completed draft of the Self- Evaluation Plan for the City and public to review and provide comments and feedback.

### 3. Advisory Council Reports/Announcements/Requests for Future Agenda Items

***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.***

Council Member Smith and Council Member Ortegon will be participating in the Old Timers Day Parade on September 25.

Chairperson Becker asked for an update on the Senior Nutrition Plan being advertised on the City Newsletter? Wendy stated that right now the City is working with FMAAA and funding to see what can be reopened due to COVID-19. It is her understanding City Manager Rodriguez will be meeting with FMAAA soon regarding this.

Chairperson Becker shared that Walmart's electric wheelchair shopping carts often don't work and would like to send them a letter concerning the issue.

Chairperson Becker would like to advertise the Save the Space campaign for the holiday season and discuss advertisement and budget at the next meeting. She and Vice Chairperson Riche will discuss the geotagging.

Council Member Smith will look into who the distributor of the wheelchair flags is and how they can be obtained.

Chairperson Becker stated that the crosswalk lights in front of Lincoln Elementary are not working properly. Council Member Latif indicated that the striping on Cleveland from Schnoor to Gateway is not visible when driving. Wendy stated that she will advise the Engineering Department and Public Works about these concerns.

Chairperson Becker requested an update regarding the bus stop at Schnoor and National for the next meeting.

Chairperson Becker advised that she spoke with City Manager Rodriguez about accessibility concerns with the doors at City Hall, and that automatic sliding doors may be an option to consider.

Chairperson Becker stated that she is still planning on sending a letter to the County Tax Assessors Office regarding the font size on their billing forms.

Council Member Ortegon asked if the door handle to the Council Chambers can be evaluated as well, it is currently a knob and would be better if it was a handle.

A copy of the Self-Evaluation project timeline will be provided to the Advisory Council.

Meeting adjourned at 4:15 p.m.

Respectfully Submitted,

Accepted,



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Diana Rosas  
Human Resources Technician II

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DJ Becker, Chairperson

Date: 10/19/2021

Date: \_\_\_\_\_