



Madera Transit Advisory Board

205 W. 4th Street, Madera, California 93637

NOTICE AND AGENDA – MEETING MINUTES

**THURSDAY
January 27, 2022
11:00AM**

CALL TO ORDER

I. ROLL CALL:

Cynthia Ortegon – Chair
Andrew Albonico – Vice Chair
Latif Muhamad
Marie Luna
Patricia Carreon
Otilia Morales
Vacant

Cynthia Ortegon, Chair

Mayor Garcia Nominee - Present
District 1 - Council Member Gallegos Nominee - Present
District 2 - Council Member Rodriguez Nominee - Present
District 3 - Council Member Montes Nominee
District 4 - Council Member Evans Nominee - Present
District 5 - Council Member Mejia Nominee
District 6 - Council Member Villegas

Guest in Attendance

- DJ Becker attended the meeting representing the ADA Council and the Senior Population. Spoke to recognize the changes schedule to take place for Madera Metro.
- Vincent Parker (General Manager) with MV Public Transportation, Inc
- Lauren Tsoi guest attendee of WSP USA, Inc. (Lead Consultant for the Madera Transit Plan)

Cynthia Ortegon called roll. Meeting had the minimum quorum required with four members in attendance. Meeting was called to begin at 11:08am by Cynthia Ortegon.

II. PUBLIC COMMENT:

The Conference Room will be open to the public. This meeting will also be available for public viewing and participation through Zoom. Members of the public may also observe the live by visiting the following link:

<https://us06web.zoom.us/j/84890552383?pwd=dmVkl3QzenQwem85SnZqVFVDd2xKdz09>

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: 853 076 9621. Passcode: 016396. Comments will also be accepted via email at transitinfo@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 City Hall Conference Room; however, the City will have seating available in the foyer. All person visiting City facilities shall observe health and safety protocols.

III. APPROVAL OF MINUTES: - Members did not have adequate time to review minutes. Voted to include October minutes as part of the April Quarterly TAB Meeting

IV. COVID-19 UPDATES

- Passenger capacity allowance remains 100%
 - If cases continue to rise, capacity may reduce to 50%
- Daily Cleansing and Weekly Sanitation
- Transit Center remains closed to the public
- Provided Rapid Test to Transit Operator
- Positive Cases to Date
 - Four Transit Drivers
 - One Dispatch

David Huff shared how Covid has impacted transit with the need to alter service between Fixed Route and Demand Response (if needed); Reduction in drivers due to experiencing Covid related symptoms; explaining a sweeper vehicle.

V. DISCUSSION ITEMS

A. Proposal of Service Expansions

- DAR/ADAP – Fresno County (Should service be provided by City or County)
 1. Herndon/99 Shopping Center
 2. Kaiser and St. Agnes Hospital
- Fixed Route Service
 1. Children’s Hospital via Madera Rancho’s and Madera Community College
 2. Evening Service to Madera Community College

David Huff shared recent transit services added to Madera Metro. Fixed Route, Dial-A-Ride, ADA/Paratransit (ADAP). Modifying the reservation system for ADAP vs. Dial-A-Ride.

DJ Becker share concerns that were previously addressed. (Ventilation on buses and Phone Numbers). Ventilation has not been looked into further with installment of hardware. Other options for ventilation are being explored. With new signage, transit contact information is made readily available to the public.

Proposal of Service Expansions – Open Discussion

Member – M. Latif asked for clarity for Dial-A-Ride services boundaries. Do we currently provide services into Fresno County?

*The City currently does not provide services into Fresno County and only provides services into the City limits. Discussion are how to provide the services and proposals that are being discussed.

Guest Attendee – DJ Becker shared the complexities of one wanting to connect to Fresno County from Madera County/City. Amount of time it takes can be challenging for the customer.

Providing service into Fresno County - Should the service be provided by the City or the County when expanding service into Fresno County? When discussed with the County the response was there are no restrictions, but when coordinating/planning, the City must be sure all things are discussed.

B. TAB Member Action Items Needed

- Transit Advisory Board Bylaws – Amendment No. 4
 1. To meet Government Code 40605, City Staff is recommending Council adopts Amendment No. 4 (See - Exhibit A) granting the City Mayor, with the approval of the City Council, to appoint all future TAB members.

TAB Member Action – Open Discussion

An amendment is needed to met Gov. Code 40605. Currently if there is a vacancy, the Council recruits and presents the individual to the Mayor. Once done, all Council and Mayor votes to elect the individual as a TAB Member. To met the required Gov. Code, first the Council member must then recruit and present to the Mayor; then the Mayor must then take the recommendation and present to the Council; last the Council must elect to approve the nomination recommended by the Mayor.

VI. PRESENTATIONS

- A. Madera Transit Plan Update – Laurent Tsoi (WSP USA, Inc)

VII. TRANSIT UPDATES

A. Service Updates

- Fixed Route
 1. Considering revision Route 3 as express route (Walgreen, P Street, Intermodal, and Madera Community College)
Purpose: Route 2 and Route 3 are identical (Minus the MCC Stop)

Consideration is to make Route 3 an express Route to Madera Community College, through the Ranchos, and destinating at the Madera Children’s Hospital.

- ADA – Paratransit (ADAP)
 1. Service for Seniors, Disabled, and Veteran Passengers

Purpose is to differentiate the services between Dial-A-Ride and ADA/Paratransit. ADAP is designed to service the needs of Seniors, Disabled, and Veteran Passengers.

Previously, the reservation system combined availability. With reservation being issued on a first-come, first-serve, reservations were often monopolized by the general public.

- DAR
 1. Only available to the general public Sunday or Mon – Fri when needing to commute to Amtrak Station **only**
 2. Target date to lift all remaining restrictions: TBD

Service is made available Sunday thru Saturday. Must have adequate staffing before lifting all remaining restrictions. Goal is to lift all remaining restrictions by July 2022.

- Communications
 1. As of October 21st, MV switched to a new phone service system
 2. Fiber Optic Installment (Date: TBD)
- Transit Fares remain waived
 1. Considering reimplementing fares January 2023
 2. Table for Future Discussion

The following items (B – C) are projects that are currently underway or proposed to begin within the fiscal year.

B. Transit Project Updates - Current

- Bus Signage – Signs are being installed
- Farebox Modernization Project
 1. Staff has begun to meet with Trillium Solutions, Inc. who will assist with the development of the RFP for service and hardware
 - Purpose is to implement a Cashless Fare System
- Intermodal Transit Center – RFP for Renovation
 1. Scheduled to be released March 2022
 - Purpose is to renovate the Intermodal the serve as an indoor waiting area

C. Transit Related Projects - Coming

- AHSC (Veterans Housing) Grant
 1. Bike Racks/Enhancement at the Intermodal/Bus Stop Signs - \$288,000
 2. Technology Enhancement: Automatic Vehicle Locator (AVL) systems for 19 buses; Large Flat Panel LED Display sign at Intermodal; and 19 On-Board

- multimedia information system to provide update transit information, schedules and education - \$280,000
- 3. Transit Passes for Non-AHD (Veterans Housing) Resident/ Outreach - \$40,000
- 4. Transit Passes for AHD (Veterans Housing) Resident for 3 years - \$44,928
- Procurement of Additional Fleet
 1. Five (26ft) Transit Buses (FTA 5307 Funds)
 - Purpose is to replace five 2012 transit vehicles that are pass their “Useful Life Years”
 2. Two (12ft) Passenger Van (FTA 5339 Funds)
 - Purpose is to include transit fleet that is suitable to ADA-Paratransit Services
 3. One Utility Vehicle (CARES Funds)
 - Purpose is to include additional staff whose duties will include the daily maintenance off all bus stops, transit centers, and transit vehicles
 4. One Transit Relief Vehicle (Measure T)
 - Purpose is to reduce the usage of transit “Bus” vehicles when needing to relieve a driver of duties

VIII. ADMINISTRATIVE UPDATES

- A. FTA Triennial Review – Continuing Submission of Items
- B. Driver Pay Increase – Still Under Discussion
 - Purpose: Recruitment and Retention
- C. Recent approved Amendments (View Amendment No. 3 Packet) – *Item was discussed on the December 15, 2021 Council Meeting (Item D3)*
 - Holiday Service Schedule
 - Driver certification (General Public Paratransit Vehicle - GPPV vs Verification of Transit Training - VVT)
- D. Amendments to be proposed – February 2, 2022 Council Meeting
 - Management and Operations Agreement (FTA Requirement of Provisions)
 - Madera Transit Center Lease Agreement (FTA Requirement of Provisions)
 - TAB Bylaws – *Address Action Item (Gov. Code 40605)*
- E. Future Reports and Policy Updates Required
 1. ADA Service Plan
 2. Transit Asset Management Plan: Update Due Winter 2022
 3. Innovative Clean Transit (ICT) Rollout Plan: Due July 2023

IX. TRANSIT RIDERSHIP – 2021 CALENDERA YEAR

X. ACTION ITEMS:

Cynthia Ortegon

- A. Vote for Approval to the Amendment of the Transit Advisory Board Bylaws

Cynthia Ortegon called the action item to vote on the Amendment to the Transit Advisory Board Bylaws. Motion was called by Andrew Albonico and Second by Latif Muhamid with the action item passing 3-1.

XI. TAB SECRETARY AND MEMBER COMMENTS:

Members/Secretary

XII. ADJOURN MEETING:

Cynthia Ortegon

Meeting adjourned at 1:27pm by Cynthia Ortegon.

(Next Quarterly TAB meeting is scheduled for Thursday, April 28, 2022.)

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. Any writing related to an agenda item for the open session of this meeting distributed to the Transit Advisory Board less than 72 hours before this meeting is available for inspection at the City of Madera Office of the City Clerk, 205 W. 4th Street, Madera, California 93637 during normal business hours. Para asistencia en Español sobre este aviso, por favor llame al (559) 661-5405.

I, David Huff, Programs Manager for the City of Madera, declare under penalty of perjury that I posted the above Transit Advisory Board Meeting Agenda for the scheduled meeting of Thursday, January 27, 2022 on the Transit Advisory Webpage on Thursday, January 20, 2022.

/s/ _____
 David Huff, Programs Manager