



Madera Transit Advisory Board

205 W. 4th Street, Madera, California 93637

NOTICE AND AGENDA

TUESDAY

May 24, 2022

5:30PM

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

District 1 - Council Member Gallegos Nominee

District 2 - Council Member Rodriguez Nominee

District 3 - Council Member Montes Nominee

District 4 - Council Member Evans Nominee

District 5 - Council Member Mejia Nominee

District 6 - Council Member Villegas

II. PUBLIC COMMENT:

This meeting will 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/9169233739>. 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: 916 923 3736. 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.

III. APPROVAL OF MINUTES:

- October 26, 2021 – Minutes
- January 27, 2022 - Minutes

IV. COVID-19 UPDATES

- As of April 18, 2022, the CDC mask mandate is no longer a requirement
- Passenger capacity allowance remains 100%
- Daily Cleansing and Weekly Sanitation
- Year-To-Date: 5 Transit Drivers and 3 Transit Dispatchers have tested positive. All have since return to work. (-1 Transit Dispatcher who tested positive May 16, 2022)
- Transit Center remains closed to the public – (Consideration to open July 1, 2022)

V. ACTION ITEMS

- A. Transit Advisory Board Action Items Needed
1. Revert TAB meeting time to 5:30pm (Tuesday)
 2. Vote for TAB Secretary

VI. PROPOSAL OF SERVICE EXPANSION

- A. Fixed Route Service – Temporarily Removed as Discussions
1. Herndon/ 99 Shopping Center
 2. Kaiser and St. Agnes Hospital
 3. Children’s Hospital
- B. Fixed Route Service – Currently on The Table
1. Route 3 - Evening Service to Madera Community College
 2. Amtrak Station – Rd26/Ave 19
 3. Extend service hours through 9:30pm
- C. Dial-A-Ride/ADAP
1. Extend service hours through 9:30pm

VII. TRANSIT UPDATES

- A. Service Updates
- Fixed Route
 1. Fares remained waived.
 - DAR/ ADA-Paratransit
 1. Fares remain waived.
 2. Service remains **only** available to Seniors, Disabled, MCC Students, and Veterans
 3. Service for the general public is tentatively set for July 2022
- B. Transit Personnel
- Drivers – On going recruitment. Goal is to have 20 FTEs by May 2022
 - Road Supervisor – Current Vacancy
 - Management (General Manager – Vincent Parker)
- C. Discussions on expansion of personnel
- Safety Manager – Training and Oversight
 - Evening Road Supervisor – Road Monitoring
 - +1 Dispatch
 - Fully Staffed (26 Drivers = FTE and PTE)
- D. Transit Project Updates - Current

1. Bus Signage
 - All signs have been installed. Next step is to assess placement to ensure all are placed correctly.
 2. Technology Modernization Project
 - Staff has begun to meet with Trillium Solutions, Inc. who will assist with the development of the RFP for service and hardware.
 - Initial purpose was to implement a Cashless Fare System **only**.
 - Project was suspended due to revisions and project expansions needed.
 - Revised RFP “Technology Modernization” is tentatively scheduled to be released by Summer 2022
 - Details: Farebox Cashless System; Automated Vehicle Locator (AVL); Computer Automated Dispatching (CAD) System; Infotainment System; Automated Passenger Count (APC) System; Stop Announcement; Dispatching Software; Vehicle Time of Arrival Software
 3. Intermodal Transit Center Renovation
 - Temporarily on Hold
 - Site visit scheduled with City Manager (May 24th)
 4. Madera Transit Plan – Phase One “Services Assessment”
 - Development of Transit Guidelines and Policies
 - Tentative Completion Date: January 2023
 - Draft to Council: July 2022
- E. Transit Related Projects - Coming
1. AHSC (Veterans Housing) Grant
 - Bike Racks/Enhancement at the Intermodal/Bus Stop Signs
 - Enhancements are to be one mile within project area (Landscape, Lighting, Signage, etc)
 - Technology Enhancement: Automatic Vehicle Locator (AVL); Large Flat Panel LED Display sign at Intermodal; On-Board multimedia information system to provide update transit information
 2. Procurement of Additional Fleet
 - Five (26ft) Transit Buses (FTA 5307 and 5339 Funds)
 - Purpose is to replace five 2012 transit vehicles that are pass their “Useful Life Years”
 - Grant application is currently in progress
 - Procurement of four ADA Passenger Vans
 - New addition to transit fleet
 - Purpose is to provide transportation to medical appointments

3. Madera Transit Plan – Phase Two “Outreach and Implementation”
 - Route Redesign
 - Service Expansion
 - Community Outreach – (Information and Input)

VIII. ADMINISTRATIVE ITEMS

- A. Secret Rider Forms – Due (If any)
- B. Recent approved Amendments/Agreements
 1. Management and Operation Amendment No. 4 (See Packet)
 2. City/ County Agreement – Share of MUA Funds (See Packet)
- C. Future Reports and Policy Deadlines
 1. FY 2021 NTD Report – Submitted and Approved: February 2022
 2. ADA Service Plan – In progress
 3. Public Transit Agency Safety Plan (PTASP): Due December 2022
 4. Transit Asset Management Plan: Update Due Winter 2022
 5. Innovative Clean Transit (ICT) Rollout Plan: Due July 2023
 6. FY 2021 FTA Triennial Review – Near Completion

IX. TRANSIT RIDERSHIP – 2022 YEAR TO DATE

X. ACTION ITEMS:

Cynthia Ortegon

- A. Recommendation to revert meeting time back to 5:30pm
- B. Elect and Vote for Secretary

XI. TAB SECRETARY AND MEMBER COMMENTS:

Members/Secretary

XII. ADJOURN MEETING:

Cynthia Ortegon

(Next Quarterly TAB meeting is scheduled for Thursday, July 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 Tuesday, May 24, 2022 on the Transit Advisory Webpage and City Hall by Tuesday, May 17, 2022.

/s/ *David Huff*
David Huff, Programs Manager