

**City of Madera ADA Advisory Council  
City Hall Council Chambers  
205 W. 4<sup>th</sup> Street, Madera, CA 93637  
Regular Session Agenda  
February 21, 2023 3:30 p.m.**

Notice is hereby given that the ADA Advisory Council will hold a regular meeting Tuesday, February 21, 2023, 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 #240 814 5807. 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.

Weblink: <https://cityofmadera.zoom.us/j/2408145807>

Telephone Number: (669) 900-6833  
Meeting ID 240 814 5807

Roll Call

DJ Becker-Chairperson  
Cynthia Ortégón- Vice Chairperson  
Muhammad Latif  
Jack Porter  
Diana Robbins  
Saim Mohammad  
Gladys Marroquin

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 January 17, 2023

2. Discussion of accessibility concerns regarding Yosemite Manor apartment complex
3. Discussion regarding support for teleconferencing options to be included in the Ralph M. Brown Act for meeting participation
4. Disability accommodation regulations for federal buildings
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, March 21, 2023


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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 Tuesday of each month 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) 661-5401 or by email at [hrinfo@madera.gov](mailto: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) 661-5400, option 8, or emailing [hrinfo@madera.gov](mailto: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. 4<sup>th</sup> 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) 661-5400, option 8 or [hrinfo@madera.gov](mailto: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 conduct of the meeting, please contact the Human Resources Office at (559) 661-5400 option 8.
  - Para asistencia en español sobre este aviso, por favor llame al (559) 661-5401.
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I, Jenavie Martin, HR 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 February 21, 2023, near the front entrances of City Hall no later than 5:00 p.m. on February 16, 2023.

  
\_\_\_\_\_  
Jenavie Martin, HR Technician II

2/16/2023  
\_\_\_\_\_  
Date

ALL CITY EMPLOYEES AND THE PUBLIC ARE WELCOME TO ATTEND

City of Madera ADA Advisory Council  
 City Hall Council Chambers  
 205 W. 4<sup>th</sup> Street, Madera, CA 93637  
**REGULAR MEETING MINUTES**  
 January 17, 2023, 3:30 p.m.

A regular meeting of the Madera ADA Advisory Council was scheduled for 3:30 p.m. on Tuesday, January 17, 2023, in the City Council Chambers. The meeting was also available to members of the public by Zoom video conferencing.

**ROLL CALL:**

<b>Advisory Councilmember Name</b>	<b>Present</b>
DJ Becker, Chairperson	Y
Jack Porter	Y
Cynthia Ortegón	Y
Muhammad Latif	Attended via Zoom as non-voting member
Diana Robbins	Y
Gladys Marroquin	Y
Saim Mohammad	Y
<b>City Staff Present</b>	
Jenavie Martin, HR Technician II	
Mark Souders, Information Services Manager	
Keith Helmuth, City Engineer	
Jonathan Gramajo, Assistant Engineer	
Marcela Zuniga, Grants Administrator	

**OTHERS PRESENT:** Rebecca Donabed from the Resources for Independence Central Valley

Chairperson DJ Becker called the meeting to order at 3:30 p.m.

Public Comment:

None.

Business Matters

1. Approval of Minutes – Meeting of October 18, 2022. Councilmember Saim Mohammad moved to approve the minutes as presented; motion seconded by Councilmember Jack Porter. All councilmembers in attendance voted yes to approve the minutes.
2. 311 Reporting App Implementation (Mark Souders, Information Services Manager)– Mark reported that the program needed to create the 311 app was updated, but by the time it updated, most of the staff that were going to be in the system to answer reports and calls left the City. Mark said the department does not have the manpower to complete the project at this moment

in time. For now, community members can continue to report issues to the main City phone number.

3. Discussion of High-Visibility Crosswalk Options (Keith Helmuth, City Engineer)- Assistant Engineer, Jonathan Gramajo, discussed the types of crosswalk enhancements the City uses, how they are selected, and why they use them. High visibility striping, in-pavement lighting, pedestrian-activated flashing yellow beacons, and pedestrian hybrid beacons are the main crosswalk enhancements. The data shows that enhancements increase compliance rates. Pedestrian Hybrid Beacons are the most expensive, up to \$200,000 per enhancement. The cost is attributed to all the labor and materials. There is a 6-step process to conduct a crosswalk study. The department must first collect data such as pulling and reviewing a history of police reports. Then they will check the available resources that will help in mitigating accidents, analyze safety issues, prioritize locations, consult design and installation resources, and monitor outcomes. The Advisory Council asked Keith about upgrading existing crosswalk enhancements, but he said the City typically does not have funds to replace enhancements. The department would need to seek a grant or talk to City Council about redirecting funds towards replacements. Schools represent the highest priority to the City and our City Council.
4. Discussion Regarding Safety Wheelchair Flags (Chairperson Becker)- Chairperson Becker started off by explaining the purpose of the flags is to increase visibility in crosswalks. Councilmember Latif has flags at his store and is distributing them to persons with powerchairs. Chairperson Becker encouraged the councilmembers to take photos of any roads or crosswalks that need improvement. She also recommended that the members should observe crosswalk's locations that are unsafe for persons with powerchairs.
5. Discussion of Removal of Public Benches at Walmart (Chairperson Becker)- Chairperson Becker observed that the benches at Walmart have been removed which is an issue for the elderly and disabled population. She suggested that the ADA council write a letter to Walmart and ask if they would be willing to reconsider the removal of the benches.
6. Discussion of Waiting Line for Utility Billing Customers (Chairperson Becker)- Chairperson Becker suggested the idea of putting a bench outside of the City's Finance building so that elderly customers have a space to wait in line. She also said she spoke to Arnoldo about replacing the Finance door with an automatic sliding door. Jenavie let the council know that in the past, customers have typically been able to make utility payments at the Police Department and John Wells Youth Center. She also told the council that we were recruiting for another Accounting Technician II which should help alleviate the long lines.
7. Strategy and Discussion of Post Office ADA Accessibility Concerns (Chairperson Becker)- Chairperson Becker said the ADA should continue to ask the Post Office to install a set of ADA friendly doors or revisit the counter height issue. Chairperson Becker said she believes that Wendy Silva mentioned in the past that the building's design was grandfathered in, that is why it does not have the lower counters or ADA doors. Chairperson Becker said the ADA should remain persistent because it is just a matter of speaking to the right person who will drive change. She then gave the example of the Walmart needing transportation hub, and it took 6 years of persistence, but it is finally going to be built.
8. Nomination and Election of Chair and Vice Chair per the Advisory Council ByLaws (Chairperson Becker)- Councilmember Jack Porter nominated DJ Becker for the position of Chairperson. Councilmember Robbins moved to approve the nomination; motion seconded

by Councilmember Jack Porter. Motion passed unanimously- all Councilmembers present voted yes. Councilmember Jack Porter nominated Cynthia Ortegón to be the Vice Chair. Cynthia Ortegón nominated Councilmember Saim Mohammad to be the Vice Chair. Councilmember Saim Mohammad withdrew his nomination. Councilmember Saim Mohammad moved to approve Cynthia Ortegón’s nomination, motion seconded by Councilmember Diana Robbins. Motion passed unanimously- all members present voted yes.

9. 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.***

Chairperson Becker asked if anyone wanted flags to distribute and Councilmember Robbins said she would, but the general comment she is getting is that the flags are too tall.

Meeting adjourned at 4:42 p.m.

Respectfully Submitted,

Accepted,

\_\_\_\_\_  
Jenavie Martin  
HR Technician II

\_\_\_\_\_  
DJ Becker  
Chairperson

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

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