



Madera Transit Advisory Board

205 W. 4th Street, Madera, California 93637

NOTICE AND AGENDA

TUESDAY

August 30, 2022

5:30PM

CALL TO ORDER

I. ROLL CALL:

Cynthia Ortegon – **Chair** - Present

Andrew Albonico – **Vice Chair** - Present

Latif Muhamad – **Connection Issues**

Marie Luna - **Absent**

Patricia Carreon - **Absent**

Otilia Morales - **Absent**

Vacant

David Huff

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

Program Manager - Transit

Guest

DJ Becker, Vincent Parker, Marcela Zuniga, Erik Bird

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?pwd=ejY3TzZ5d09nYk94dmFITHlaWklzQT09>. 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 3739. Passcode: 016396. Comments will also be submitted via email [to dhuff@madera.gov](mailto:dhuff@madera.gov) or by regular mail at 205 W. 4th Street, Madera, Ca. 93637.

No public comment received. Public comment closed by Cynthia Ortegon

III. APPROVAL OF MINUTES:

- May 24, 2022 - Minutes (No quorum to approve minutes)

IV. ACTION ITEM – (No quorum to approve action items)

A. Elect and Vote for TAB Secretary

- B. Adopt the 2022 City of Madera Transit Asset Management Plan
 - Will attempt to schedule a special meeting.

V. **ADMINISTRATIVE ITEMS**

A. Approved Council Items

1. Title VI Program Update (Adopted by Council June 15, 2022: B-7)
 - <https://www.madera.gov/wp-content/uploads/2022/06/B-7-06.15.22-Title-VI-Program-2022-25.pdf>
 - Transit Webpage “Additional Information – City of Madera Title VI Policy Statement”
 - Title VI is a policy required of each transit agencies. Shows the policy and steps to follow if one were to feel discriminated. Also speaks to the translation requirement for Spanish speakers.
2. Madera Transit Plan – Phase II (Adopted by Council July 20, 2022: D-4)
 - <https://www.madera.gov/wp-content/uploads/2022/07/D-4-07.20.22-WSP-Extended-Agreement.pdf>
 - Update presented by WSP
 - Phase 1 is just the assessment of Service
 - Phase 2 will be the Outreach and Implementation
3. Amendment No. 2 – Madera Cab Co. Lease Agreement Extension (Adopted by Council August 3, 2022: B-7)
 - <https://www.madera.gov/wp-content/uploads/2022/07/B-7-08.03.22-Madera-Cab-Co.-Amendment-No.2.pdf>
4. FTA Grant Application – Section 5307 Funds (Adopted by Council August 3, 2022: B-8)
 - <https://www.madera.gov/wp-content/uploads/2022/07/B-8-08.03.22-FTA-Section-5307-Grant.pdf>
 - Receive approval from Council to apply for 5307 funds.

B. Future Reports/Policy Deadlines

1. ADA Service Plan – In progress
 - Several changes have been made, but still needs to be revised completely. Updates have been made to key documents. Complete revision will be handled by a Consultant.
2. Rescind Resolution No. 20-58 (Reintroduce Transit Fares with a Modified Fare Structure, Present to Council September 21, 2022)
 - See Attachment A
 - Action will allow all General Public to utilize DAR and continue to waive transit fares for eligible riders
3. Madera Metro Service Design Guidelines (Present to Council September 21, 2022)
 - Policies and procedures when seeking transit improvements and/or route alterations

- Bus Route and Stop Design, Stop Development and Changes, Fixed-Route Scheduling, Performance Metrics
- 4. Madera Transit Plan (Present to Council September 21, 2022)
 - Purpose is to analyze the current system
 - Develop preliminary route realignment recommendations
 - Improve efficiency
- 5. Transit Asset Management (TAM) Plan Update: Due October 2022 (Under review. Present to Council September 21, 2022)
 - Due to Madera County Transportation Commission October 2022
- 6. Public Transit Agency Safety Plan (PTASP): Due December 2022 (Submitted)
 - Due December 2022 if policy changes were made. The City had no policy changes.
- 7. Innovative Clean Transit (ICT) Rollout Plan: Due June 2023 (Developing RFP for Completion)
 - City's plan to transition from current CNG/Gas fleet to Zero Emissions fleet

VI. TRANSIT UPDATES

A. Service Updates

1. Fixed Route
 - Fares remain waived.
 - Recommendation to Council will be to extend free fares
2. ADA-Paratransit (Dial-A-Ride)
 - Fares remain waived.
 - Service available to Seniors, Disabled, and Veterans
3. Dial-A-Ride
 - Fares remain waived.
 - DAR is designed to service the General Public (Currently serving Seniors, Disabled, Veterans, and MCC Students only)
 - October 1 – Tentative set allowing General Public to utilize DAR
 - DJ Becker questioned if we had enough capacity to service the general public.
 - Multiple steps were taken to separate the DAR and ADAP service (Vehicles, Assigned Drivers, Application Process, and Reservation Slots)
 - Vincent Parker mentioned adding more DAR drivers and buses to assist with General Public usage and ADAP reservation.
 - Vincent Parker share with the additional driver/buses, it will assist with the peak times from 7am – 10pm.

B. Transit Projects Underway

1. Madera Transit Plan Update – Presentation by WSP USA, Inc.
 - Presentation presented by WSP. See WSP Power Point packet

2. Madera Transit Plan – Phase One “Services Assessment”

- Development of Transit Guidelines and Policies
 - Council Adoption
- Development of Service Design Standards
 - Council Adoption

3. Technology Modernization Project

- 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
 - RFP schedule to be released in the near future

4. Vehicle Procurement

- Four (4) 26ft CNG Transit Buses*
 - Awarded - \$698,053 (\$174,513 Local Match Requirement)
- One (1) 26ft CNG Transit Bus*
 - Awarded Section 5339 Funds - \$161,386 (\$28,480 Local Match Requirement)
- One (1) 32ft CNG Transit Bus**
 - Awarded LCTOP Funds - \$232,539

*All 26ft Vehicles will be ordered as a group once awarded Section 5307 Funds

**Awaiting quote to begin order process

- Members spoke on additional options. Propane (LPG Tanks), Electrical vs Gas, etc.

C. Transit Projects Proposed

1. Madera Intermodal Transit Center Remodel

- Date TBD
- Project must be completed by December 2024
 - Meeting with City Manager to discuss the renovation of the Intermodal Center.
 - Once routes are revised, all routes will visit the Intermodal area.

2. Walmart Shopping Center Transit Hub

- City Staff meet with Walmart July 18, 2022 to discuss land acquisition
- Next steps are to develop a design and present to Walmart for approval
 - WSP will provide conceptual designs
 - City Engineer will lead with final designs
 - TAB and ADAC will be updated on development stages and provide suggestions

- Staff have spoken with Walmart representatives and the next step is to develop conceptual designs.
- A request has been to develop a project that will accommodate up to six bus bays, but further studies may reduce the requested amount.

3. Procurement of ADA Passenger Vans

- o Submit Section 5339 Grant Application for the procurement of four passenger vans

VII. TRANSIT RIDERSHIP – 2022 YEAR TO DATE

VIII. ACTION ITEMS: (No quorum)

- A. Elect and Vote for TAB Secretary

IX. TAB SECRETARY AND MEMBER COMMENTS:

Members/Secretary

X. ADJOURN MEETING:

Cynthia Ortegon

Cynthia Ortegon adjourn meeting @ 6:58pm on August 30, 2022.

Meeting can be seen on the following link on YouTube –

<https://www.youtube.com/watch?v=sFR4YPndS6k&t=2994s>

(Next Quarterly TAB meeting is scheduled for Tuesday, October 25, 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, August 30, 2022 on the Transit Advisory Webpage and City Hall by Thursday, August 25, 2022.

/s/

David Huff, Programs Manager