



Madera Transit Advisory Board

205 W. 4th Street, Madera, California 93637

NOTICE AND AGENDA

TUESDAY

January 24, 2023

5:43PM

CALL TO ORDER

I. ROLL CALL:

Cynthia Ortegon – **Chair- Present**
Andrew Albonico – **Vice Chair- Present**
Latif Muhamad-**Present**
Marie Luna- **Absent**
Patricia Carreon- **Absent**
Otilia Morales- **Present**
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

GUEST:

David Huff – Program Manager – Transit, City of Madera
Marcela Zuniga – Grants Administration, City of Madera
Liliana Camacho – Administrative Assistant
[DJ Becker](#), [Erik Bird](#), [Nicholas Dybas](#)

II. PUBLIC COMMENT:

This meeting will be available for public viewing in the City of Madera, City Hall Conference Room, and participation through Zoom. Members of the public may also observe the live by visiting the following link: <https://cityofmadera.zoom.us/j/85897872328?pwd=NTFiUFpHVVDl3bEY5NjY3OUlKRlZKZz09>. 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: 858 9787 2328. Passcode: 580466. Comments will also be submitted via email to 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- [Muhammad Latif](#) motioned to approve minutes. [Andrew Albonico](#) seconds the motion, motion passes unanimously.

- August 30, 2022 – Minutes- Andrew Albonico motioned to approve minutes. Muhammad Latif seconds the motion, motion passes unanimously.

IV. **ACTION ITEM**

- A. Elect and Vote for TAB Secretary- Marcela Zuniga said she would like to postpone this item because it involves internal discussion on how to move forward.
- B. Adopt the 2022 City of Madera Transit Asset Management Plan- Andrew Albonico motions to accept it, and Muhammad Latif seconds the motion. Motion passes unanimously.

V. **ADMINISTRATIVE ITEMS**

A. Approved Council Items

1. Madera Metro Transit Plan and Service Design Guidelines

- <https://www.madera.gov/wp-content/uploads/2022/09/D-3-09.21.22-Madera-Metro-Transit-Plan-Svc-Design-Guidelines.pdf>

-Received a grant from Caltrans, Department of Transportation was approved. Transit plan and service design guidelines were done and completed.

2. Fare Adjustments for Madera Metro and Dial-A-Ride

- <https://www.madera.gov/wp-content/uploads/2022/09/D-4-09.21.22-Madera-Metro-Dial-A-Ride-Fare-Adjustments.pdf>

-Fixed route will remain free for all passengers. Dial a ride will be free for ages 17 and under and 59 and above. Ages 18-59 will be \$3. Fare for DAR began 1/23/2023. Dial a ride will be free for college students with valid ID. Loss of revenue will be offset with use of LT top funds to supplement revenue.

3. Acceptance and Appropriation of the Federal Transit Administration (FTA) Grant Awards for Section 5307 and 5339 funds for Procurement of Four Gas Transit Vehicles

- <https://www.madera.gov/wp-content/uploads/2022/10/B-7-FTA-Acceptance-of-Funds.pdf>

-Used funds to start procurement process for transit vehicles

-5307 will allow to procure 3, 26ft transit buses.

-5339 calls for 1 ADA Van and another for E-transit van, only moving forward with ADA Van. Van will be delivered in about a month.

4. Inform Council on the Request for Proposal for the Intelligent Transportation System (ITS) conversion for Madera Metro

- <https://www.madera.gov/wp-content/uploads/2022/11/E-2-11.16.22-Madera-Metro-Update-ITS-RFP.pdf>

- Grant was 2.2 originally million allocation today the remaining balance of 866,000, has to be expended by June 30, 2023.

- Cynthia Ortegon mentioned she has seen buses who do not have the City of Madera logo. David said there is 2 who do not have the logo. There are 2 buses who are outdated, and one is scheduled to be replaced. David said the concern with wrapping it, was spending the money on wrapping it when it was set to be replaced in 6 months. David said he will have a conversation with the fleet manager to see if it is beneficial to wrap it or wait for the new bus which will be delivered in approximately 10 months.

- Dj Becker asked if there was a major problem with the Wal-Mart project. Marcela responded that they were provided direction by council to go back and speak to Wal-Mart about the current designs they have, so there is no update to give.
- Dj Becker asked if fares are posted for people to see. David responded that they are posted, it is on the City website, bus drivers are also letting customers know and if they call the City David lets them know.
- Dj Becker and Andrew Albonico asked that if propane was ruled out on the three new buses. David responded that the funds were not able to be used on that.
- Dj Becker suggested putting a sticker on the bus or something to differentiate it from the county bus.

5. Amendment to Utilize the Remaining Public Transportation Modernization, Improvement, and Service Enhancement Account Program (PTMISEA) Funds for Eligible Capital Project within the City Transit and Fleet Maintenance Section

- o <https://www.madera.gov/wp-content/uploads/2023/01/D-4-01.18.23-PTMISEA-Amendment-2.pdf>

- Plan is to convert Greyhound station into indoor waiting area.
- DJ Becker asked if “station” could be added to the title of the facility. David responded that he would see if he could propose it.
- \$866,000 left funds must be used by June 30, 2023, and that is why the money is being spent on procurement, intermodal updates, and minimal transit center updates because these things can be done quickly.

B. Future Reports/Policy Deadlines

1. Transit Asset Management (TAM) Plan Update: Past Due October 2022 (Requires Vote from both TAB and the City Council before Submitting to Madera County Transportation Commission)
2. Innovative Clean Transit (ICT) Rollout Plan: Due June 2023

VI. TRANSIT UPDATES

A. Service Updates

1. Fixed Route

- o Fares remain waived.
- o Lost revenue will be offset using Low Carbon Transit Operation Program (LCTOP) Funds

2. ADA-Paratransit (Dial-A-Ride)

- o Service available to Seniors, Disabled, and Veterans
- o Beginning January 23, 2023 – The Fare Structure for ADAP will be as follows:

ADA/ Paratransit	Cost
Senior (60+), Disable, Veterans	No Charge
ADAP Personal Care Attendant	No Charge
Companions of ADAP Passenger (18-59)	\$3.00

3. Dial-A-Ride

- Fares Modifications was approved by Council on September 21, 2022.
- As of January 1, 2023, reservations were made available for the General Public
- Beginning January 23, 2023 – The Fare Structure for DAR will be as follows:

Dial-A-Ride	Cost
General Public (17 years of age and under)	No Charge
General Public (Ages 18 – 59)	\$3.00
College Students	No charge with Valid ID (\$3.00 W/O)
Senior (60+), Disable, Veterans	No Charge

B. Transit Projects Underway

1. Madera Transit Plan Update – Presentation by WSP USA, Inc.

- Erik Bird gave presentation giving update on outreach.
- Needed to add new outreach elements for the new routes that WSP came up with.
- Phase 2 was implemented and will last until April of 2023. Phase 2 will add outreach events and update route proposals. A final plan will then be developed and will go up for city council approval in April.

Outreach Stats:

- 8 number of events held.
- 300 flyers distributed in English/Spanish
- 72 surveys completed.
- 17 comment cards returned.
- Pop up events- went to areas where public would already be and asked them to fill out surveys and discuss project with residents.
- David setup proposed routes and comment card in utility bill providing residents with the option to voice their comments.

2. 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 was released December 23, 2022 / Proposals are due March 17, 2023
 - Last report showed RFP was downloaded by 13 vendors.

3. Vehicle Procurement

- Three (3) StarCraft 26ft – Transit Buses

- Vehicles will be purchased with 5307 funds and will replace three Fixed Route buses that have exceeded their Useful Life Benchmark
- \$146,796 (ea)
- \$446,993.82 (Total Incl. Procurement Fee)
- Expected delivery date, 10 – 12 months.
- o One (1) Braun Voyager
 - Van will be purchased with 5339 funds and will replace one DAR Vehicle and will solely be used for ADAP
 - \$67,947.15 (Total Incl. Procurement Fee)
 - Expected delivery date, 2 – 3 months.

C. Projects Updates/ Proposals

1. Madera Intermodal Transit Center Remodel
 - o Date TBD
 - o Project must be completed by December 2024
2. Walmart Shopping Center Transit Stop
 - Present conceptual designs to Walmart

-Item was pulled for internal discussions until an accurate discussion can be given to TAB Board.

D. PTMISEA Funds

1. Eligible Expenses
2. Remaining Balance
3. Expenditure Deadline

VII. Comments:

-Muhammad Latif suggested, he believes a Stop Sign is needed on Olive Street, because it is dangerous. David said he would let the engineering department know of the concern.

- Cynthia Ortegon commented that a bus stop, on Almond and Madera Ave on the North East side, that is always very dirty. She said it has been vandalized a couple of times. David said the City cleaned up the area a while ago and he said he would bring it to the attention of public works so that they can take a look and see if it needs to be cleaned.

- Cynthia Ortegon wanted to talk about an experience she had with Dial a Ride. She said a bus driver told her she had to get off her scooter and go and sit in a seat, when normally she is strapped down while in her scooter. She just wanted to bring it to the attention of David to make sure drivers know proper protocols with people who use a scooter or wheel chairs. David reassured her that it was brought to the attention of drivers and they now know the proper protocols.

VIII. TRANSIT RIDERSHIP – 2022/2023 YEAR TO DATE

IX. ACTION ITEMS:

- A. Elect and Vote for TAB Secretary-
- B. Adopt the 2022 City of Madera Transit Asset Management Plan

X. TAB SECRETARY AND MEMBER COMMENTS:
 Members/Secretary

XI. ADJOURN MEETING: - Meeting adjourned at 7:05 P.M., Cynthia Ortegon

(Next Quarterly TAB meeting is scheduled for Tuesday, April 25, 2023.)

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, January 24, 2023 on the Transit Advisory Webpage and City Hall by Friday, January, 20, 2023.

/s/
 David Huff, Programs Manager