

Madera Transit Advisory Board (TAB) Quarterly Meeting
205 W. 4th Street, Madera, California 93637

NOTICE AND AGENDA

Tuesday, July 22, 2025
5:30pm

Council Chambers
City Hall

The Madera City Transit Advisory Board (TAB) Meetings are open to the public. Members of the public may comment on agenda items at the meeting. Comments will also be accepted via email at transitinfo@madera.gov or by regular mail or delivered to: City of Madera, Attn: Transit Manager 205 W. 4th Street, Madera, CA 93637.

CALL TO ORDER:

ROLL CALL:

Andrew Albonico, Vice Chair
Jack Porter
VACANT
Marie Luna
Sipho Munyaradzi
Otilia Morales
Cynthia Ortegon, Chair

Mayor Cece Gallegos
Councilmember Rohi Zacharia, District 1
Mayor Pro Tem Jose Rodriguez, District 2
Councilmember Steve Montes, District 3
Councilmember Anita Evans, District 4
Councilmember Elsa Mejia, District 5
Councilmember Artemio Villegas, District 6

PUBLIC COMMENT:

The first 15 minutes of the meeting are reserved for members of the public to address the TAB on items which are within the subject matter jurisdiction of the TAB. Speakers shall be limited to three minutes. Speakers will be asked, but are not required, to identify themselves and state the subject of their comments. If the subject is an item on the Agenda, the Chair 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 Board 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.

OBJECTIVE:

The objective of this meeting is to discuss items related to transit.

AGENDA:

A.	Consent Agenda <ul style="list-style-type: none">• Adoption of July 22, 2025, TAB Agenda• Review and Approve Minutes<ol style="list-style-type: none">1. April 22, 20252. June 9, 2025	ACTION
B.	Outreach Opportunities <ul style="list-style-type: none">• Madera County Fair Items to consider:<ol style="list-style-type: none">a. Dates and Times (every day of the fair or only one day; and during what time)b. Who will man the booth – a signup sheet will be neededc. Marketing Items to share• Old Timer’s Parade	ACTION
C.	Updates <ul style="list-style-type: none">• Transition Plan• Intermodal Renovation• Micro Transit Feasibility Study RFP• Transit Operator	INFORMATION
D.	Transit Center Visitation <ul style="list-style-type: none">• Select a date and time to visit the Transit Center at 1951 Independence	DISCUSSION

BOARD MEMBER REPORTS

UPCOMING DISCUSSION TOPICS

UPCOMING MEETING DATES

- September 23, 2025
- January 27, 2026
- April 28, 2026

ADJOURNMENT

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- This 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 Transit Program Manager at (559) 661-3693 or emailing transitinfo@madera.gov. Those who are hearing impaired may call 711 or 1-800-735-2929 for TTY Relay Service. Requests should be made as soon as practicable as additional time may be required for the City to arrange or provide the requested accommodation. Requests may also be delivered/mailed to City of Madera, Attn: Transit Program Manager, 205 W. 4th Street, Madera, CA 93637. At least seventy-two (72) hours’ notice prior to the

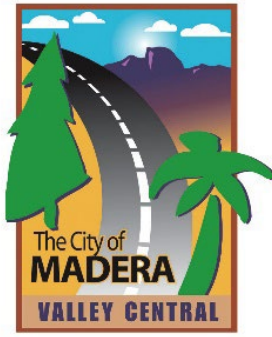
meeting is requested but not required. When making a request, please provide sufficient details so that the City may evaluate the nature of the request and available accommodations to support the meeting participation. Please also provide appropriate contact information should the City need to engage in an interactive discussion regarding the requested accommodation.

- The services of a translator can be made available. Please contact the Grants Department at (559) 661-3693 or email transitinfo@madera.gov to request translation services for this meeting. 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 but not required.
- Please silence or turn off cellphones and electronic devices while the meeting is in session.
- Questions regarding the meeting agenda or the conduct of the meeting, please contact the Transit Program Manager at (559) 661-3693.
- Para asistencia en español sobre este aviso, favor de llamar al (559) 661-3693.

I, Xochitl M. Villaseñor, Program Manager - Transit for the City of Madera, declare under penalty of perjury that I posted the above Transit Advisory Board Agenda for the Quarterly Meeting of July 22, 2025, near the front entrance of City Hall and Transit Advisory Webpage by Friday, July 18, 2025.

Xochitl M. Villaseñor

Xochitl M. Villaseñor
Program Manager - Transit



MADERA METRO
Transit Advisory Board (TAB) Quarterly Meeting
205 W. 4th Street, Madera, California 93637

MEETING MINUTES

Tuesday, April 22, 2025
5:30pm

Council Chambers
City Hall

CALL TO ORDER:

Andrew Albonico called meeting to order at 5:34pm.

ROLL CALL:

Members Present:

Andrew Albonico – Mayor Nominee
Marie Luna – District 3
Otilia Morales – District 5
Tonyce Givens – District 4

Members Absent:

Cynthia Ortegon, Chair – District 6
Jack Porter – District 1

Staff Present:

Marcela Zuniga – Grants Administrator
Xochitl Villaseñor – Program Manager, Transit

Public:

None

PUBLIC COMMENTS:

None

DISCUSSION ITEMS:

A.	Consent Agenda M.Zuniga requested to move Item E to the last item and to combine Items D & F. Motion to adopt the Consent Agenda as with changes. Motion/Secon by Members Albonico and Luna.
B.	FY 2025-2026 TAB Calendar

	<p>X.Villaseñor presented a 2025-2026 TAB calendar consistent with the TAB Bylaws.</p> <p>There was discussion regarding possibly changing the meeting times It was decided to keep the current meeting time of 5:30pm-7:00pm.</p> <p>Motion made to accept the 2025-2026 TAB Calendar as presented. Motion/Second Albonico and Luna.</p>
<p>C.</p>	<p>Officers</p> <p>X.Villaseñor reviewed the current TAB Bylaws, Section 4. Powers and Duties of Officers. Members were reminded that officers are to be revisited January of each new year. This did not occur this year due to new TAB nominations being reviewed and requiring Council approval.</p> <p>A motion was made to keep the current officers until January 2026. Motion/Second Albonico and Morales.</p>
<p>D.</p>	<p>Transit Budget Review</p> <p>The YTD budget was shared with the board. It was noted that the figures shared only reflect Fixed Route and DAR services. Additionally, DAR figures include the ADA Vans.</p>
<p>E.</p>	<p>FFY2024-2027 FTA Triennial DBE Goal Methodology</p> <p>X.Villaseñor reviewed the Triennial Disadvantaged Business Enterprise (DBE) Goal and its purpose. As per the CFR, every transit agency receiving federal funds must establish triennial DBE goals. After estimating the amount of federal funding received for FFY 2024/25, 2025/26 and 2026/27 and determining what work items would typically be performed by the prime contractor and comparing these to the California Unified Certification Program to find the total number of DBEs for the corresponding work factors, the DBE was established at Zero Percent.</p>
<p>E.</p>	<p>Updates</p> <ul style="list-style-type: none"> • Transition Plan M.Zuniga shared a brief historical summary of the Transition Plan including the involvement of WSP. Some updates shared are as follows: <ul style="list-style-type: none"> a. Solar Lighting – Shelter will not have solar lighting installed because this will be a part of the shelter relocation project b. Shelter Relocation Project – This project is still being assessed. Working with a contractor to determine appropriate bus stops to relocate the shelters to. • Intermodal Renovation Phase 3 is finishing up. Phase 4 includes construction design. Transit staff is currently working with RRM Design Group on this project. Amenities will include a small lobby, an outside waiting area, remodeled bathrooms and office space for staff. Move in is estimated during the third quarter of 2026. • Micro Transit Feasibility Study Request for Proposals (RFP) M.Zuniga reviewed the goal of the feasibility study. Four total proposals were received and three were interviewed. Once applicant retracted its proposal based on internal constraints to execute the project. • Transit Operator RFP The RFP deadline closed on 4/21/2025. Once one proposal was received. This item will be presented to City Council during its May 21, 2025 meeting. The contract will be for a two-year period with an optional third year. This was purposeful as it would align with the Feasibility Study deadline and resulting outcomes.

<p>M.Luna inquired about trash maintenance because the deactivated shelter by El Toro Loco Market tends to overflow with trash. M.Zuniga shared that the City Public Works department supports transit with the cleaning and maintenance of all bus stops and shelters.</p> <p>M.Luna inquired about the impact the current administration could have on transit funding. M.Zuniga shared that she had reached out to FTA in February and at that time, the FTA had not heard of anything impacting funding to transit agencies.</p> <p>T.Givens shared that she had received feedback that some college students do not feel supported. M.Zuniga shared that Madera Metro had shifted its schedule by 10 minutes to accommodate class schedules with the Green Line’s schedule in order to get students to class on time. She also shared how we work with the college liaison to continue strengthening our college services.</p> <p>M.Luna inquired if we could capitalize our buses with marketing opportunities. M.Zuniga shared that about 1.5 years ago this had been discussed, and it was decided that it was not prudent to do this for the following reasons:</p> <ul style="list-style-type: none">a. Our costs are not high – fixed route continues offering free faresb. Considering micro transit could become a part of the transit system, it does not make sense <p>M.Luna suggested that this marketing could increase ridership. M.Zuniga shared that staff has engaged in consistent marketing strategies such as:</p> <ul style="list-style-type: none">a. Monthly Facebook posting about Cooling Centers, Free Fares, Service Alerts, etc.b. Working with local agencies such as the Food Bankc. Informational presentations to local agencies
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BOARD MEMBER REPORTS

NONE

UPCOMING DISCUSSION TOPICS

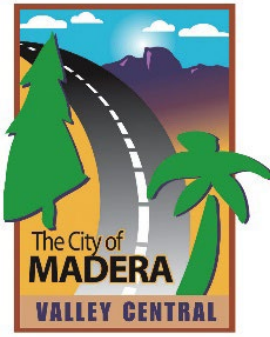
NONE

PROPOSED UPCOMING MEETING DATES

- July 22, 2025
- September 23, 2025
- January 27,2026
- April 28, 2026

ADJOURNMENT

Meeting adjourned the meeting at 6:47pm.



MADERA METRO
Transit Advisory Board (TAB) Quarterly Meeting
205 W. 4th Street, Madera, California 93637

SPECIAL MEETING MINUTES

Tuesday, June 9, 2025
9:30am

Council Chambers
City Hall

CALL TO ORDER:

Cynthia Ortegon called meeting to order at 9:40am.

ROLL CALL:

Members Present:

Jack Porter – District 1
Marie Luna – District 3
Otilia Morales – District 5
Cynthia Ortegon, Chair – District 6

Members Absent:

Andrew Albonico – Mayor Nominee
Tonyce Givens – District 4

Staff Present:

Xochitl Villaseñor – Program Manager, Transit

Public:

None

PUBLIC COMMENTS:

None

DISCUSSION ITEMS:

A.	Consent Agenda Motion to adopt the Consent Agenda as presented. Motion/Secon by Members Porter and Luna.
B.	FY 2025-2028 Title VI Program X.Villaseñor reviewed the Title VI Program with the Board.

To comply with 49 CFR, Section 21.9(d), the city is required to provide information to the public regarding the City's obligations under DOT's Title VI regulations and apprise members of the public of the protections against discrimination afforded to them through Title VI.

Required sections include:

- a. Title VI Policy Statement. The city commits to ensuring that no person is excluded from or denied benefits of its services based on race, color, or national origin.
- b. Title VI Public Notice. Public Notices are posted on all buses, at the Transit Center, City Hall and MM website.
- c. Title VI Complaint Forms and Procedures. Forms are available online and may be requested via email. All forms and procedures are in English and Spanish including Appeal Processes.
- d. Record and Report-Related Title VI Investigations, Complaints and Lawsuits. The City maintains record logs of all Title VI investigations, complaints and lawsuits.
- e. Public Participation Plan. The City developed a public participation plan in accordance with the regulations. This includes an outreach plan to engage minority and limited English proficient populations, as well as a summary of outreach. The City also must have a language assistance plan for providing language assistance to persons with limited English proficiency (LEP).
- f. Public Outreach Activities. Staff shared the various methodologies used for public outreach.
- g. Public Meetings. Staff shared that the TAB supports this effort.
- h. Subrecipient Monitoring of Title VI implementation. MV follows the city's Title VI Program. Staff monitors MV by ensuring that Title VI Public Notices are displayed at all times, through quality control check and by holding monthly meetings.
- i. Development of System-Wide Standards and Policies.

As this was a discussion item, there were no action was required.

BOARD MEMBER REPORTS

NONE

UPCOMING DISCUSSION TOPICS

NONE

PROPOSED UPCOMING MEETING DATES

- July 22, 2025
- September 23, 2025
- January 27, 2026
- April 28, 2026

ADJOURNMENT

Meeting adjourned the meeting at 10:20am.