

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

NOTICE AND AGENDA

Tuesday, August 27, 2024
5:30pm

Council Chambers
City Hall

The Madera City Transit Advisory Board (TAB) Meetings are open to the public and available via Zoom <https://cityofmadera.zoom.us/j/85200256644>. Passcode: 367920. 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: 849-5363-0140. 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:

Cynthia Ortegon, Chair	Nominated by Mayor Santos
Andrew Albonico, Vice Chair	Nominated by Mayor Pro Tem Cece Gallegos, District 1
VACANT	Nominated by Councilmember Jose Rodriguez, District 2
Marie Luna	Nominated by Councilmember Steve Montes, District 3
Patricia Carreon	Nominated by Councilmember Anita Evans, District 4
Otilia Morales	Nominated by Councilmember Elsa Mejia, District 5
VACANT	Nominated by 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 commensurate to transit-related issues.

AGENDA:

A. Consent Agenda

- Adoption of the August 27, 2024, TAB Agenda ACTION
- Review and Approve Minutes
- 1. April 16, 2024

B. Bi-Annual Secret Rider Evaluation Reminder INFORMATION

- Each member is required to complete two (2) evaluations (Fall/Winter and Spring/Summer)

D. Updates

- Transition Plan
- Micro Transit Feasibility Study RFP (Request for Proposals) INFORMATION
- Transit Operator RFP (Request for Proposals)

BOARD MEMBER REPORTS

UPCOMING DISCUSSION TOPICS

UPCOMING MEETING DATES

- January 28, 2025

ADJOURNMENT

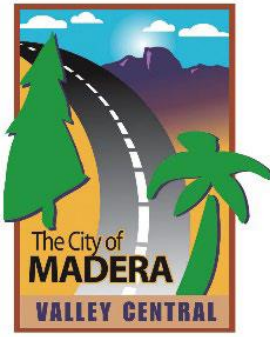
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- This meeting room is accessible to the physically disabled. Requests for accommodations for persons with disabilities such as signing services, assistive listening devices, or alternative format agendas and reports needed to assist participation 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 August 27, 2024, near the front entrance of City Hall and Transit Advisory Webpage by Friday, August 23, 2024.

Xochitl M. Villaseñor

Xochitl M. Villaseñor
Program Manager - Transit



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MEETING MINUTES

Tuesday, April 16, 2024
5:30pm

Council Chambers
City Hall

CALL TO ORDER:

Cynthia Ortegon called meeting to order at 5:30pm.

ROLL CALL:

Members Present:

Cynthia Ortegon, Chair – Mayor Nominee
Andrew Albonico, Vice Chair – District 1
Marie Luna – District 3
Otilia Morales – District 5

Members Absent:

Patricia Carreon -District 4

Staff Present:

Marcela Zuniga – Grants Administrator
Xochitl Villaseñor – Program Manager
Stephanie Escobedo - Administrative Assistant

Public:

Natalia Austin – Madera County Transit Committee Representative

PUBLIC COMMENTS:

Natalia Austin from Madera County Transportation Commission states that they are holding a public hearing on April 24th at 3pm. The purpose of the public hearing is to ask the community for feedback on the transit systems in Madera and of their needs from transit systems. The feedback will be reviewed on April 30th. They are accepting comments online, through mail in, and through phone.

DISCUSSION ITEMS:

A. Consent Agenda

Motion to adopt the Consent Agenda as presented. Motion/Second by members Albonico and Luna.
Motion carried.

B. Bi-Annual Secret Rider Evaluation Reminder

Cynthia explained to the board how the evaluation would work, and Xochitl handed out physical copies of the evaluation to the board members.

C. Madera Metro Map Phone Number Request

Cynthia explained the request to include the dispatch number on the Madera Metro Maps.

Xochitl explained that the main map was full of other information already and it might get lost if it was added onto that map. An alternative Xochitl gave was to put the phone number on the schedule. The board agreed it sounded reasonable.

D. TAB Meeting Schedule

The board agreed that the scheduled meetings stated below work for everyone.

FY 2024-2025 TAB Schedule is as follows:

1. July 23, 2024
2. September 24, 2024
3. January 28, 2025
4. April 22, 2025

E. Updates

• **Intermodal Renovation**

Greyhound has not been physically located at the intermodal since COVID hit. They did not renew their lease once it expired. The bus still stops at the Intermodal. Madera County Connection also stops here. Madera Taxi Cab continues leasing a small office in the building.

Staff shared that the renovation is currently in the design phase and getting construction documents together for the north wing. Staff reminded members that the renovation was approved by city council last year.

Marcela explained how grant staff will be moving into the building once completed so transit staff is present as this is one of our centrally located transfer points. RRM Design Group was contracted to complete this project. Some deliverables include: a meeting space, waiting area, lobby and shelter space outside for bus riders waiting.

• **Transition Plan**

Marcela shared updates with the plan which was put in place to streamline the routes and target areas that were not being served by the previous transit system. It was rolled out on January 6, 2024, and there is still information being collected to make improvements.

Maria asked if there is more use of the transit system and new routes. Xochitl explained how numbers are still being gathered but at face value there is more ridership across all routes; even though the numbers are the same, they are now spread across four routes instead of the previous three.

Marcela also explained how the bus shelter relocation project is on Phase 1 this fiscal year and the next phase will not start until next fiscal year. As of now, the stops are still being monitored to see where shelters need to be relocated to. An example is seeing which new stops can accommodate a shelter and see if they need any additional infrastructure such as concrete, etc.

- **Transit Workshop**

Marcelas shared that at during the January 17th council meeting, she gave a presentation to city council going over options for micro transit. She explained that in short, micro transit moves away from a traditional public bus system and moves towards the option of an electric vehicle system that operates more like the dial a ride. The first phase is to navigate through the local needs of the community of Madera.

Cynthia mentioned that she would like the board to do some more research such as visit other cities or local counties to see their public transportation systems or if they have micro transit systems in place as well.

Marcela stated that since we are unable to renew our contract with MV, due to its renewals being maxed out, in the early part of next year, we will begin the procurement process to secure a contract with a new transit operator. We need to know what, if any, changes are needed or wanted from the community prior to putting out an RFP for a new transit operator.

Cynthia asked Natalia if the county is also considering implementing a micro transit system. Natalia stated that Madera County is in the process of completing a study in which they are weighing their options to determine which system best fit the needs of Madera County.

Cynthia leaves at 6:16pm.

BOARD MEMBER REPORTS

Andrew stated that one of the CNG pumps is running as of now. The company that manufactures them has been bought out by a different company, so they are behind on manufacturing the necessary parts. There is also construction going on at the child nutrition center, so the parking lot is busy with the buses and construction going on. In conclusion, there is no estimated date for when all the pumps will be fixed.

UPCOMING DISCUSSION TOPICS

There were none.

UPCOMING MEETING DATES

- July 23, 2024
- September 24, 2024
- January 28, 2025
- April 22, 2025

ADJOURNMENT

Andrew Albonico adjourned the meeting at 6:22pm.