

# DOUGLAS TRANSIT ADVISORY COMMITTEE

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**MINUTES**  
**DOUGLAS TRANSIT ADVISORY COMMITTEE**  
**THURSDAY JUNE 26, 2025 AT 10:00 A.M.**  
**DOUGLAS TRANSIT OFFICE**  
**1815 9TH STREET, DOUGLAS, AZ, 85607**

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**1. CALL TO ORDER**

The Meeting was called to order at 10:03am

**2. ROLL CALL**

Committee Members present: John Vaughn, Mariza Nikitas (via Teams), Jessica Aguayo, Xenia Gonzalez, Gary Clark, Perri Gojkovich.

Committee Members not present: Matthew Gurney, Chris Vertrees, Angel Lauve.

**3. PERSONS WISHING TO ADDRESS THE COMMITTEE IN WRITING OR VERBALLY ON ANY ITEM NOT ON THE AGENDA.**

None Present.

**4. DISCUSSION/DECISION on APPROVAL OF MARCH 17, 2025 MINUTES**

Motion by Jessica Aguayo, second by John Vaughn to approve the March 17, 2025 minutes. Motion passed unanimously.

**5. NEW BUSINESS**

**A. Financial Status Update**

Perri Gojkovich reported that the City of Douglas is currently in the process of submitting reimbursement requests and will provide a more detailed update at the next meeting.

Xenia Gonzalez added that the City is waiting on additional subsidy from ADOT due to delays from the previous fiscal year. The last successfully completed drawdown was the reimbursement request for June 2024. A City finance employee submitted the reimbursement request for July 2024 yesterday. However, ADOT does not allow a new reimbursement request to be submitted until the current one is approved.

Carl Clark inquired about the turnaround time. Xenia explained that the City should ideally be submitting reimbursement requests every 30 days, but due to turnover at ADOT, the actual timeline is uncertain. She expressed hope that a more complete financial status update would be available by the next TAC meeting.

**B. Ridership Report**

Perri Gojkovich presented the ridership data, noting that Cochise Student ridership was the highest, followed by elderly and disabled riders. Among the routes, the Cochise Connection had the highest ridership, followed by the Cochise College/Bisbee route. Perri mentioned that overall ridership is on the upswing compared to the same time last year.

Gary Clark asked what factors contributed to this increase. Xenia Gonzalez attributed it to new residents in the community and increased enrollment at Cochise College.

**C. 5311 Year-2 Preliminary Award**

Perri Gojkovich provided an overview of the Year 2 Preliminary Award for the 5311 program.

Gary Clark asked if funding from Year 1 had been received. Xenia Gonzalez responded that the status of Year 1 funding would not be known until all reimbursement requests have been submitted and processed. She also noted that the Transit Department is being more cautious with spending this year, reviewing each expense carefully, though the aging fleet results in higher maintenance costs.

Xenia also shared that the department received a new bus last year and has paid the

match for another. Perri Gojkovich is working on auctioning off older buses that are no longer in use, and any proceeds under \$10,000 per bus will be used toward operations, local match requirements, or other needs.

**D. TAC Membership – Expiring Terms**

Perri Gojkovich reported that several TAC committee memberships are set to expire. John Vaughn, Mariza Nikitas, Jessica Aguayo, Gary Clark, and Xenia Gonzalez all agreed to be reappointed. Xenia stated she will submit the names to the City Clerk for inclusion on the July agenda for reappointment.

**E. Unfilled Vacancies Report**

Perri Gojkovich noted that the driver position remains vacant.

**F. Update on 5339 – Bus Facility Site Selection Study**

Perri Gojkovich explained that in 2020, the City of Douglas received funding from ADOT to conduct a Transit Site Selection and Environmental Analysis Study for the future construction of transit facilities. The consultant, CivTec, presented the final report in January 2024.

FTA has since requested a new Categorical Exclusion Checklist, which was submitted to ADOT on June 5, 2025. Xenia added that a required cover letter was also initially missing but has now been provided.

The current proposal is to retain the administrative office at its current location and build a bus facility at the Public Works yard, which already houses fleet maintenance. The new facility would include restrooms and a break room for drivers. Once the documentation is approved, the project will move into the engineering and design phase, after which capital funding can be pursued for construction.

**6. Comments of Board Members**

Perri Gojkovich opened the floor for board member comments.

Gary Clark asked whether there were plans to reduce the number of bus stops or modify routes.

Xenia Gonzalez responded that the Route Efficiency Study for Bisbee is nearing completion. After that, a similar study will be conducted for the Douglas area to identify inefficiencies and recommend potential changes.

Gary asked whether internal ridership data could be used for this purpose. Xenia explained that any changes must follow a formal process required by ADOT.

**7. Next Meeting / Potential Agenda Items**

Perri Gojkovich proposed the next meeting be scheduled for September 11, 2025, at 10:00am.

**8. Adjournment**

Motion to adjourn made by Gary Clark, seconded by John Vaughn. The meeting was adjourned at 10:31 AM.

**Motion passed unanimously.**

**By: Perri Gojkovich, Transit Manager**