

DOUGLAS TRANSIT ADVISORY COMMITTEE

MINUTES
DOUGLAS TRANSIT ADVISORY COMMITTEE
THURSDAY DECEMBER 11, 2025 AT 11:00 A.M.
DOUGLAS TRANSIT OFFICE
1815 9TH STREET, DOUGLAS, AZ, 85607

1. CALL TO ORDER

The Meeting was called to order at 11:05am by Perri Gojkovich

2. ROLL CALL

Committee Members present: John Vaughn, Mariza Nikitas(Via Teams), Xenia Gonzalez, Gary Clark, and Perri Gojkovich.

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

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 SEPTEMBER 17, 2025 MINUTES

Motion by John Vaughn, second by Xenia Gonzalez to approve September 17, 2025 minutes. Motion passed unanimously.

5. NEW BUSINESS

A. Financial Status Update

Perri Gojkovich reported that the Financial Status Update was included in the packet. All reimbursement requests through September have been submitted. The October and November reimbursement requests will be submitted once ADOT's finance department completes its updates and opens the next fiscal year, possibly on Monday.

Gary Clark asked if payments are current. Perri confirmed they are, and once ADOT finalizes its updates, the October and November requests will be submitted.

B. Ridership Report

Perri Gojkovich presented the ridership report, noting an increase of 1,521 riders.

Cochise College continues to be the largest ridership category, followed by Elderly and Disabled passengers.

Perri clarified that "students" are categorized as ages 6–17.

Gary Clark asked if students are required to show ID; Perri will bring the information to the next meeting.

Xenia Gonzalez asked if students may ride unaccompanied; Perri will verify for the next meeting.

Gary Clark asked whether a note would be acceptable; Perri answered no.

Gary also asked if an older sibling qualifies as an adult; Perri will provide clarification at the next meeting.

C. 5307/5339 Grant Update

Perri Gojkovich reported that a grant was submitted for an 18-passenger bus as the current ones are aging. A 32-passenger bus is anticipated to arrive around the holidays but has not arrived yet. A 14-passenger bus was submitted under the previous grant cycle.

Xenia Gonzalez clarified that, pending ADOT approval, the newly requested 18-passenger bus may be downgraded to a 14-passenger model so it can be operated by

drivers without a CDL, as CDL recruitment has become difficult. Gary Clark asked if non-CDL drivers must receive the same ADA training. Xenia confirmed they must receive the same certifications. Perri noted that small municipalities previously could train CDL drivers, but ADOT restrictions have limited the ability to do so.

D. Staffing Update

Perri Gojkovich reported that one former driver has returned, another left but has since come back, and hiring for a dispatcher is ongoing. Gary Clark asked if the department is still one driver short. Perri confirmed that they are short one CDL driver, and no applicants have met interview criteria. Xenia added that some applicants have had issues passing background checks. Gary asked if the City covers the CDL certification process. Xenia explained that the City previously offered a program with a required service commitment but no longer offers it.

E. ADOT Compliance Review

Perri Gojkovich reported that the ADOT Compliance Review was held in November, and the last review was in 2018. Most findings were minor language updates related to ADA changes, and many have already been addressed. Xenia clarified that reviews are required every three years, and remaining findings in Procurement, Financial, and HR may take longer as some may require Council approval.

Gary Clark asked if there were any major issues. Perri and Xenia confirmed the findings were minor and language-related; Douglas is not out of compliance in any area.

Gary asked if changes were needed regarding new nondiscrimination policies. Xenia stated no—protected classes remain unchanged.

F. Bisbee Announcement of an FRP for their transportation services

Perri Gojkovich reported that Bisbee announced at its December 2 TAC meeting that it will issue an RFP for its public transportation services. Bisbee clarified that the decision is not related to any performance issues with the City of Douglas; after 10 years, they are choosing to review other proposals.

Xenia Gonzalez emphasized that this represents a significant impact for Douglas, and the City will be submitting a proposal.

Gary Clark asked whether Bisbee has hired a new city manager or attorney. Xenia responded no, but SEAGO's Melanie Greene is currently functioning as the Transit Manager. She noted Bisbee may be restructuring its program due to deficiencies identified in the Efficiency Study and because a request for additional funding was denied.

Gary asked what percentage of Douglas's transit budget the Bisbee IGA represents. Xenia will gather that information.

6. Comments of Board Members

Perri Gojkovich opened the floor for board member comments.

Gary Clark expressed hope that negotiations may occur so that Douglas is not solely responsible for supporting the Transportation Department.

7. Next Meeting / Potential Agenda Items

Perri Gojkovich proposed a tentative date subject to change for March 19, 2026 at 10:00am.

Gary Clark suggested a potential agenda item of the possibility of a letter of concern to Bisbee from the Transportation Advisory Committee.

8. Adjournment

Motion to adjourn made by Gary Clark seconded by Xenia Gonzalez. The meeting was adjourned at 11:35 AM.

Motion passed unanimously.

By: Perri Gojkovich, Transit Manager