

Meeting Minutes
Heart of Iowa Regional Transit Agency

August 28, 2025

- 1. Call to Order:** Chair, Lisa Heddens, called meeting to order at 9:00AM
- 2. Roll Call:**
 - Present:** Lisa Heddens, Diane Fitch, Scott Longhorn, Kim Chapman, Brian Arnold
 - Employees:** Julia Castillo, Chief Executive Officer; Brooke Ramsey, Chief Operations Officer
 - Others:** Andrew Collings, CIRTPA Director; Kati Dray, Community Foundation of Greater Des Moines
 - Absent:** Doug Cupples, Steve McCombs
- 3. Agenda:** Motion by Diane Fitch to approve agenda, seconded by Scott Longhorn. Motion unanimously carried.
- 4. Public Comment:** None
- 5. Presentation:** Kati Dray, Community Foundation of Greater Des Moines
- 6. Minutes:** Motion by Diane Fitch to approve July 17th and July 24th, 2025 minutes, seconded by Brian Arnold. Motion unanimously carried.
- 7. Financial Report:** Motion by Scott Longhorn to receive and file June 2025 and July 2025 financial reports, seconded by Diane Fitch. Motion unanimously carried.
- 8. Action Items:**
 - A. Motion by Diane Fitch to approve SFY2026 5311 Federal Operating Funds Agreement, seconded by Scott Longhorn. Motion unanimously carried.
 - B. Motion by Scott Longhorn to approve HIRTA new building contract 00009029, seconded by Brian Arnold, opposed by Kim Chapman. Motion carried.
 - C. Motion by Diane Fitch to approve HIRTA R11 FY24 STBG 00009030, seconded by Brian Arnold. Motion unanimously carried.
 - D. Motion by Diane Fitch to approve HIRTA vehicles contract 00009028, seconded by Kim Chapman. Motion unanimously carried.
 - E. Motion by Brian Arnold to approve new rates for MTM for FY2026 in response to MTM changing their rate structure, seconded by Diane Fitch. Motion unanimously carried.

9. Discussion / Informational Items: Investment into Community Foundation of Greater Des Moines from Heart of Transit reserved savings \$57,093 (with option to take action) – tabled until September meeting.

10. Reports to the Board:

A. CIRTPA – Regional Planning Agency Director, Andrew Collings

B. HIRTA – Chief Executive Officer, Julia Castillo

11. Next Meeting: 9/25/2025

12. Adjournment: Motion by Brian Arnold to adjourn at 9:57AM, seconded by Diane Fitch.
Motion unanimously carried.

Board Chair

Date