

**Meeting Minutes – Special Session**  
**Heart of Iowa Regional Transit Agency**

**July 17, 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, Steve McCombs, Jerry Marckres (Iowa Realty)
  - Employees:** Julia Castillo, Chief Executive Officer; Brooke Ramsey, Chief Operations Officer
  - Absent:** Doug Cupples, Brian Arnold
- 3. Approval of Agenda:** Motion by Scott Longhorn to approve meeting agenda, seconded by Diane Fitch. Motion unanimously carried.
- 4. Public Comment:** None
- 5. Action Items:**
  - A.** Motion by Scott Longhorn to authorize the CEO to negotiate an offer on a property for maintenance and administrative facility, seconded by Diane Fitch. Motion unanimously carried
  - B.** Motion by Steve McCombs to approve FY25 Certifications and Assurances for FTA Assistance Programs, seconded by Diane Fitch. Motion unanimously carried.
- 6. Next Meeting:** 7/24/2025
- 7. Adjourn:** Motion by Scott Longhorn to adjourn at 9:22AM, seconded by Steve McCombs. Motion unanimously carried.

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**Board Chair**

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**Date**