

Meeting Minutes

Heart of Iowa Regional Transit Agency

July 23, 2026

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, Brian Arnold
Employees: Brooke Ramsey, Chief Operating Officer; Danny Schnathorst, Marketing and Communications Manager
Others: Andrew Collings, CIRTPA Director; Kristin Haar, Public Transit Director, Modal Transportation Bureau
Absent: Julia Castillo, Chief Executive Officer (medical leave); Doug Cupples
3. **Agenda Approval:** Motion by Diane Fitch to approve agenda; seconded by Kim Chapman. Motion unanimously carried.
4. **Public Comment:** None
5. **Discussion and Possible Action Items:**
 - A. Proposed resolution from Iowa DOT regarding KIA minivans – Kristin Haar
 - B. Service Reductions – Update
6. **Minutes:** Motion by Diane Fitch to approve June 25, 2026 minutes, seconded by Steve McCombs; motion unanimously carried.
7. **Financial Report:** Motion by Scott Longhorn to receive and file June 2026 financial report, seconded Brian Arnold; motion unanimously carried.
8. **Action Items:**
 - A. Motion by Brian Arnold to approve FY2027 State Transit Assistance, Iowa DOT Agreement STA-FORM-110-SY27, seconded by Diane Fitch; motion unanimously carried.
 - B. Motion by Steve McCombs to approve FY2027 Funding Agreement with the City of Waukee, seconded by Scott Longhorn; motion unanimously carried.
 - C. Motion by Brian Arnold to approve moving \$1,518.92 from Heart of Transit account to HIRTA account, seconded by Scott Longhorn; motion unanimously carried.

9. **Reports to the Board:**

- A. CIRTPA – Regional Planning Agency Director, Andrew Collings
- B. HIRTA – No report given

10. **Other Business:** None

11. **Next Meeting:** 08/27/2026

12. **Adjournment:** Motion by Scott Long to adjourn at 9:35AM, seconded by Brian Arnold; motion unanimously carried.

Chair

Date