

**Meeting Minutes**  
**Heart of Iowa Regional Transit Agency**

**September 25, 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, Brian Arnold
  - Employees:** Julia Castillo, Chief Executive Officer; Brooke Ramsey, Chief Operations Officer
  - Others:** Andrew Collings, CIRTPA Director
  - Absent:** Doug Cupples
- 3. Agenda:** Motion by Diane Fitch to approve agenda, seconded by Steve McCombs. Motion unanimously carried.
- 4. Public Comment:** None
- 5. Minutes:** Motion by Diane Fitch to approve August 28<sup>th</sup>, 2025 minutes, seconded by Brian Arnold. Motion unanimously carried.
- 6. Financial Report:** Motion by Scott Longhorn to receive and file August 2025 financial reports, seconded by Brian Arnold. Motion unanimously carried.
- 7. Action Items:**
  - A. Motion by Steve McCombs to approve HIRTA vehicles contract 00009115, seconded by Diane Fitch. Motion unanimously carried.
  - B. Motion by Diane Fitch to approve City of Pella FY2026 Funding Agreement, seconded by Scott Longhorn. Motion unanimously carried.
  - C. Motion by Steve McCombs to approve NeoRide FY2026 Contract, seconded by Diane Fitch. Motion unanimously carried.
  - D. Motion by Brian Arnold to approve Behavioral Health & Disability Services FY2026 Service Agreement, seconded by Steve McCombs. Motion unanimously carried.
  - E. Motion by Scott Longhorn to approve Investment into Community Foundation of Greater Des Moines in the amount of \$30,000 in Heart of Transit reserve funds, seconded by Diane Fitch; Chair Heddens abstained. Motion carried.

- F. Motion by Scott Longhorn to table approval of moving HIRTA investments into money market account, seconded by Kim Chapman. Motion unanimously carried.
- G. Motion by Scott Longhorn to approve Jasper County Lease Agreement from October 1, 2025 to September 30, 2028, seconded by Steve McCombs. Motion unanimously carried
- H. Motion by Diane Fitch to approve signing of Vanpool Incentive Program Certification Letter from HIRTA Board for ICAAP Grant, seconded by Brian Arnold. Motion unanimously carried.

**8. Discussion / Informational Items:** Transit Taskforce Development and Facilitation Summary

**9. Reports to the Board:**

- A. CIRTPA – Regional Planning Agency Director, Andrew Collings
- B. HIRTA – Chief Executive Officer, Julia Castillo

**10. Next Meeting:** 10/30/2025

**11. Adjournment:** Motion by Brian Arnold to adjourn at 9:33AM, seconded by Diane Fitch. Motion unanimously carried.

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**Board Chair**

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**Date**