

Community Relations Commission

Meeting Agenda



Tuesday, Aug. 5, 2025, 4 p.m.

Council Chambers, Goshen Police & Courts, 111 E. Jefferson St.

AGENDA

1. Welcome and Introduction of CRC Members and Guests

- a. **MEMBERS:** E-man Monge, Lori Copsey, Angie Wentz, Tim Swartzentruber and John Dolezal.
- b. **GUESTS:** Gina Leichty (Mayor), Phil Lederach (City Council Liaison), Michael Wanbaugh (Director of Administrative Affairs/Interim Community Relations Director), Amanda Guzman (Communications Manager), Theresa Cummings (CDGB administrator), Daniela Panetta (Lacasa)

2. Approve the Agenda

3. Approval of the Minutes

- a. July 1

4. Community Partnership Presentation: Chain Reaction Bicycle Project

Presenter: Kathleen Nofziger Yeakey, Executive Director

Chain Reaction Bicycle Project will present a request for Community Partnership support to sustain and expand its bicycle repair, education, and volunteer programs. The presentation will highlight the organization's impact through bike donations, repair services, work-to-own opportunities, and community outreach.

5. Presentation: Community-Led Development & Engagement

Presenter: Mike Keen

Mike Keen, Managing Partner of Hometowne Development LLC and President of The Bakery Group, will share insights on how grassroots efforts can transform neighborhoods through incremental development and placemaking. Drawing from his leadership in revitalizing South Bend's Near Northwest Neighborhood and the Strong Towns movement, Mike will highlight how Goshen's CRC can help inspire, initiate, and empower local residents to shape their built environment through small, community-driven steps.

A preview of his message is available here:

<https://www.youtube.com/watch?v=qRv02yQWkp8&t=6s>

6. Lacasa report

- a. Daniela Panetta, Director of Community Building & Engagement

7. CRC Financial Report

8. Neighborhood Block Party Mini-Grant application review

- a. West Side Neighborhood Association – Aug. 16
- b. Historic Southside Neighborhood – Aug. 9

9. Looking ahead

- a. First Friday's CRC table (Sept. 5)
- b. Annual Historic Southside Block Party – 5-9 p.m.
- c. West Goshen Neighborhood Association Block Party – 4-6 p.m.
- d. Clover Creek Ice Cream Social – 4-6 p.m.
- e. Historic Racemere/Best Dam Neighborhood potluck – 3-5 p.m.
- f. Indigenous People's Day (Oct. 3)
- g. Historic Southside Neighborhood Walkabout (Oct. 7)

10. Commissioner reports

11. Privilege of the floor

12. Adjournment



**Community Relations Commission
CITY OF GOSHEN**

202 South Fifth Street, Suite 1 • Goshen, IN 46528-3714
Phone (574) 537-3839 • communityrelations@goshencity.com
www.goshenindiana.org/crc

GOSHEN COMMUNITY RELATIONS COMMISSION MEETING MINUTES – July 1, 2025

Tuesday, July 1, 2025 | 4 p.m.

Location: Goshen Police & Courts Council Chambers, 111 E. Jefferson St.

1. Call to Order

Chair Michael Wanbaugh called the meeting to order at 4:02 p.m. He welcomed attendees, acknowledged the date, and thanked participants for their continued commitment to the work of the Commission.

Roll Call:

Members present: E-man Monge, Lori Copsey, Angie Wentz, John Dolezal

Member absent: Tim Swartzentruber

Guests: Phil Lederach (City Council Liaison), Michael Wanbaugh (Director of Administrative Affairs/Interim Community Relations Director), Amanda Guzman (Communications Manager), Theresa Cummings (CDBG Administrator), and Daniela Panetta (Lacasa)

2. Approval of Agenda

The agenda was presented with no changes or additions.

Motion: A motion was made and seconded to approve the agenda as presented.

Outcome: Motion passed unanimously.

3. Approval of Minutes

Minutes from the May 6 CRC meeting and the June 3 Northside neighborhood walkabout were included in the meeting packet.

Discussion: Members confirmed they had reviewed the minutes and had no corrections or edits.

Motion: A motion was made and seconded to approve both sets of minutes.

Outcome: Motion passed

4. Northside Neighborhood Walkabout Recap

Michael Wanbaugh facilitated a recap of the June 3 Northside neighborhood walkabout.

Highlights:

- Strong turnout and effective pacing
- Valuable feedback received at each station stop
- High level of engagement from city staff and community members
- Provided clear opportunities for listening and learning directly from residents



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Next Steps:

Commission members shared reflections and suggestions for future walkabouts. A new neighborhood for the August event will be selected at a future meeting.

5. Lacasa Report

Daniela Panetta, Director of Community Building & Engagement, provided updates on Lacasa's work within Goshen neighborhoods.

Topics included:

- Strategies for improving outreach and resident participation
- Current programming focused on neighborhood development
- Partnership opportunities with CRC to support community-led initiatives
- A new collaboration between Lacasa, the City of Goshen, and residents of the Chamberlain Neighborhood to potentially establish a community garden near Walnut Park

6. Improving Neighborhood Outreach

Commissioners discussed how to build and sustain communication with neighborhood associations.

Recommendations:

Each CRC member will reach out to neighborhood leaders in their area. If no active association exists, members are encouraged to identify potential community contacts willing to serve as champions for future organizing.

7. CRC Financial Report

A brief financial overview was presented, showing current account status and noting available funds for ongoing programming and grants. No action was required.

8. Neighborhood Block Party Mini-Grant Review

The Commission reviewed a mini-grant request submitted by the College Farm Neighborhood.

Discussion:

The proposal met grant guidelines and aligned with the CRC's goals for neighborhood engagement.

Motion: A motion was made and seconded to approve the mini-grant for College Farm.

Outcome: Motion passed unanimously.

9. Looking Ahead

- **First Fridays (July 4):** Commissioners agreed not to host a CRC table during the July event due to the Independence Day holiday.
- **4-H Fair Parade (July 20):** The Commission discussed possible participation in the parade and brainstormed ways to increase visibility and community connection.
- **Indigenous People's Day (Oct. 13):** Initial planning began. A chairperson will be appointed at an upcoming meeting to guide coordination and outreach for the event.



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10. Privilege of the Floor

Goshen resident John Stoltzfus inquired about the status of a commemorative plaque acknowledging Goshen's past as a "Sundown Town." Commission members noted the importance of the conversation and agreed to research the matter. No other public comments or additional items were brought forward.

11. Adjournment

The meeting was adjourned at approximately 5 p.m.

Minutes prepared by: Amanda Guzman and Michael Wanbaugh

From: wordpress@digitalhill.com
To: [Office of Mayor Gina Leichty](#)
Subject: New submission from Community Partnership Application
Date: Friday, July 25, 2025 12:32:39 PM
Importance: High

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Date
07/25/2025
Organization
Chain Reaction Bicycle Project, Inc.
Address
510 E Washington Street PO BOX 732 Goshen, Indiana 46528 United States Map It
Contact Person
Kathleen NofzigerYeakey
Email
info@crbp.org
Project Title
Expanding Access & Education through Bicycle Repair Programs
Amount Requested
\$20,000
Website
https://chainreactionbike.wordpress.com/
Additional Organizational Information
Chain Reaction Bicycle Project (CRBP) is a community-based nonprofit that offers a shared bicycle repair workspace where volunteers, staff, and local community members work together to build, maintain, and repair bikes. CRBP promotes mutual learning and empowerment by teaching repair skills, providing low-cost or work-to-own bikes, and hosting public workshops. Its inclusive approach helps meet basic transportation needs while fostering local engagement.
Additional Organizational Information Continued
Mission: Chain Reaction Bicycle Project, Inc. (CRBP) promotes bicycle transportation and bicycling safety in the Goshen community through educational programs, offering reasonably priced used bicycles for sale, repair services, and providing increased access to bicycles for all persons, including those with limited income.

Vision: To create a welcoming space where individuals of all backgrounds collaborate, share knowledge, and gain confidence through bicycle repair and maintenance. CRBP envisions a more connected and empowered community built through encouraging sustainable transportation and shared experience.

Years in operation

21

Number of full-time paid staff

part-time paid staff - 1

Number of volunteers

6-10

List of Board Members

Kathy Nofziger Yeakey- Executive Director, ex officio board member
Jared Leaman- President
Jeremy Sutter – Vice President
Peter Hru- Treasurer
J. Tyler Klassen- Board Member

Proposed Project Description

Chain Reaction Bicycle Project seeks funding to support its role as a collaborative bicycle workspace serving the Goshen community and Elkhart County. The grant will help maintain the shop, replace worn tools, and improve shared workspaces. It will also support expanded programming and promotional outreach to better connect with underserved residents.

CRBP is more than a place to buy or fix a bike. It is a community hub where people come together to learn, build, and support one another. Through volunteer-led repairs, classes, and a work-to-own program, CRBP helps residents access affordable transportation while gaining practical skills and a sense of belonging. This project will enhance CRBP's ability to serve as a vital, inclusive resource for Goshen.

CRBP collaborates with the Jail Ministries program of Elkhart County, helping to provide bikes to individuals in the Work Release program who need bicycle transportation for work but do not have the time available to make use of the CRBP work-to-own program.

CRBP also collaborates with the Life Cycle program of Elkhart, providing functional bicycles to Life Cycle which are then given to their clients.

Community needs or problems to be addressed

Goshen residents without access to affordable transportation face barriers to employment, education, and healthcare. Many cannot afford vehicles, and public transit options are limited. CRBP helps meet this need by offering low-cost or volunteer-earned bicycles, bicycle maintenance and repair education. The project also addresses the need for shared community space where people can connect and build skills. CRBP provides a practical and empowering solution through hands-on learning and collaborative services.

Population or area to be served

This project will serve residents of Elkhart County, focusing on families with children, adults, and community members seeking affordable transportation or leisure options. The program benefits individuals of all ages, including those without access to motor vehicles, participants in work release programs, and those needing community service opportunities. By offering reasonably priced, refurbished bicycles and a work-to-own program, the initiative supports low- to moderate-income individuals, enhances mobility, promotes healthy lifestyles, and fosters community engagement across

diverse racial and ethnic backgrounds.

Person(s) responsible to complete the work

Sawyer Landes Biddle, shop manager, assisted by board members and volunteers.

Start Date

08/01/2025

End Date

07/31/2026

Goals:

- 1) Provide educational classes related to a) bicycle maintenance and repair, and b) bicycling safety. Our goal is to host 3-4 classes
- 2) Number of work-to-own bicycles completed – 100
- 3) Provide bicycle repair services, including support for 50 customers to fix their own bicycles.

What date do you anticipate need these funds?

08/01/2025

Describe how grant funds will be utilized

Grant funds will support essential facility and property maintenance to sustain CRBP's shared community workspace. Program support will expand capacity for public workshops and volunteer training, helping more community members to gain repair skills and access reliable bicycle transportation. Outreach funds will promote CRBP's services throughout the community, especially to individuals who may benefit but are not yet aware of the program. Together, these investments will strengthen CRBP's reach and help more Goshen residents access safe, affordable, and sustainable transportation.

How will the project meet one of more objectives

This project supports goals identified in the Goshen Comprehensive Plan and the CDBG Consolidated Plan. It expands access to transportation, promotes sustainability, and strengthens community resilience. CRBP's work directly benefits low-income residents and provides opportunities for civic engagement, education, and health. The program aligns with the city's vision for inclusive, connected neighborhoods built through collaboration and shared responsibility.

Currently, CRBP is facing limited staffing and cannot open the bike shop for more than two days each week instead of three. As a result, bicycle sale and repair income for the year is less than usual. In addition, CRBP's building requires immediate sewer line and water line remediation which will be more expensive than the organization's budget can accommodate.

At its heart, Chain Reaction Bicycle Project is about more than bikes. It is about building community, empowering individuals, and creating access to opportunity through something as simple and transformative as a bicycle. The shop serves as a welcoming, hands-on space where neighbors come together to learn, repair, and share. Whether someone needs transportation to get to work, a child wants to ride safely to school, or a resident is ready to volunteer and give back, CRBP offers the tools, training, and support to make it possible.

This program fills a critical gap for individuals who cannot afford a car or do not have access to public transit. By offering affordable bikes, repair education, and a work-to-own model, CRBP provides more than mobility. It fosters independence, confidence, and connection. Every person who walks through the door becomes part of a collaborative process that values time, skills, and potential.

With continued support, CRBP can grow its impact, serve more families, and ensure that everyone in Goshen has a way to move forward. This is community-powered progress, built one bike at a time.

Please confirm that you can provide this information by checking this box.

- Yes. We have Liability Insurance and can provide a Certificate of Liability naming the City of Goshen as an additional insured on our policy.

Upload previous year financial statement for your organization (PDF)

- [Attachment-1-PY-Financial-Statement-2024.pdf](#)

Upload 2-4 previous year photos (.jpg preferred)

- [pic-4-class.jpg](#)
- [pic-3-shop.jpg](#)
- [pic-2-mural.jpg](#)
- [pic-1-CRBP-Sign.jpg](#)

Upload current fiscal year budget for your organization

- [Attachment-2-Project-and-Fiscal-Year-Budget-2025.pdf](#)

Upload IRS 501c3 designation letter (optional)

- [Attachment-3-IRS-501c3-Determination-Letter.pdf](#)

Applicant Signature

Signature Image



Date

07/25/2025



Budget Report Account Summary

For Fiscal: 2025 Period Ending: 08/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 1101 - GENERAL FUND							
Expense							
Department: 01 - COMMUNITY RELATIONS							
1101-5-01-4110130	CRC/FULLTIME PERSONNEL	110,000.00	110,000.00	0.00	34,484.93	75,515.07	68.65 %
1101-5-01-4110151	CRC/INCREMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
1101-5-01-4130100	CRC/SOCIAL SECURITY	6,850.00	6,850.00	0.00	1,956.03	4,893.97	71.44 %
1101-5-01-4130200	CRC/MEDICARE	1,600.00	1,600.00	0.00	457.48	1,142.52	71.41 %
1101-5-01-4130300	CRC/RETIREMENT	15,650.00	15,650.00	0.00	444.16	15,205.84	97.16 %
1101-5-01-4130501	CRC/INSURANCE	44,350.00	44,350.00	0.00	12,290.90	32,059.10	72.29 %
1101-5-01-4130700	CRC/CELL PHONE	1,200.00	1,200.00	0.00	350.00	850.00	70.83 %
1101-5-01-4130701	CRC/CLOTHING/BOOT/FITNESS	200.00	200.00	0.00	0.00	200.00	100.00 %
1101-5-01-4210500	CRC/OTHER OFFICE EXPENSES	200.00	200.00	0.00	54.23	145.77	72.89 %
1101-5-01-4310501	CRC/PROFESSIONAL SERVICES	1,500.00	1,500.00	0.00	200.00	1,300.00	86.67 %
1101-5-01-4310502	CRC/CONTRACTUAL SERVICES	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
1101-5-01-4320301	CRC/TRAVEL EXPENSES	3,000.00	3,000.00	0.00	149.00	2,851.00	95.03 %
1101-5-01-4330501	CRC/OTHER PRINTING & ADVERTISI	1,000.00	1,000.00	0.00	1,023.02	-23.02	-2.30 %
1101-5-01-4390501	CRC/EVENTS EXPENSES	10,000.00	10,000.00	0.00	8,062.95	1,937.05	19.37 %
1101-5-01-4390910	CRC/EDUCATION & PROMOTION	7,000.00	7,000.00	0.00	0.00	7,000.00	100.00 %
Department: 01 - COMMUNITY RELATIONS Total:		206,050.00	206,050.00	0.00	59,472.70	146,577.30	71.14%
Expense Total:		206,050.00	206,050.00	0.00	59,472.70	146,577.30	71.14%
Fund: 1101 - GENERAL FUND Total:		206,050.00	206,050.00	0.00	59,472.70	146,577.30	71.14%
Report Total:		206,050.00	206,050.00	0.00	59,472.70	146,577.30	71.14%

Group Summary

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	
					Favorable (Unfavorable)	Percent Remaining
Fund: 1101 - GENERAL FUND						
Expense						
01 - COMMUNITY RELATIONS	206,050.00	206,050.00	0.00	59,472.70	146,577.30	71.14%
Expense Total:	206,050.00	206,050.00	0.00	59,472.70	146,577.30	71.14%
Fund: 1101 - GENERAL FUND Total:	206,050.00	206,050.00	0.00	59,472.70	146,577.30	71.14%
Report Total:	206,050.00	206,050.00	0.00	59,472.70	146,577.30	71.14%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	Percent Remaining
					Favorable (Unfavorable)	
1101 - GENERAL FUND	206,050.00	206,050.00	0.00	59,472.70	146,577.30	71.14%
Report Total:	206,050.00	206,050.00	0.00	59,472.70	146,577.30	71.14%

Wanbaugh, Michael

From: wordpress@digitalhill.com
Sent: Wednesday, July 2, 2025 12:57 PM
To: wordpress@digitalhill.com; CommunityRelations
Subject: New submission from Neighborhood Block Party Mini-Grant Application

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Neighborhood Association (or geographic location if you are not a formally recognized neighborhood association.

West Goshen Neighborhood Association

Project Name

Annual Block Party

Project Coordinator Name

Rachael Mercado

Neighborhood Project Coordinator Phone

5743128928

Project Coordinator Email

wгна.goshen@gmail.com

How do you plan to invite neighbors to attend?

Social media and Email list

Event Date

08/16/2025

Start Time

04:00 pm

End Time

06:00 pm

Event location (address)

Bakersfield Park
Park1302 Baker Ave
Goshen, IN 46526
United States
[Map It](#)

Amount Requested

\$200.00

Project Plan

Our motivation for this event is to continue a beloved tradition—the annual neighborhood block party. This gathering has been a cornerstone of our community, creating space for connection, fun, and a welcoming atmosphere for both longtime residents and new neighbors. As our neighborhood continues to grow and change, we believe maintaining this tradition is essential for fostering unity, inclusion, and civic pride.

In years past, the event was primarily funded through a unique community fundraiser—a hillbilly hotdog sale held during our annual garage sale weekend. Unfortunately, due to a lack of volunteers, we were unable to host that fundraiser this year. Despite that, our neighbors are still enthusiastic and in agreement that continuing the block party is important. The idea was reaffirmed through informal discussions, group chats, and social media posts, where many neighbors expressed interest and support.

We are aiming to host the event in mid-to-late August, depending on final logistics and weather. Planning will take place over the next several weeks, with a small team coordinating tasks and volunteers.

The block party benefits the neighborhood by strengthening social ties, encouraging civic involvement, and enhancing safety through better-connected neighbors. It's also an opportunity to recognize residents through small community awards and share updates on neighborhood initiatives.

We are not currently collaborating with formal partner organizations, but we do rely heavily on volunteer support from residents and neighborly donations of food, supplies, and time to make this event successful.

Attachment: Project Budget

Last year, we served approximately 200 hotdogs at the event. We spent \$60 on hotdogs and another \$60 on buns. An additional \$50 was spent on small door prizes and community awards to recognize outstanding neighbors, with several other items donated by community members.

For this year, we are seeking funds to cover the same basic supplies, including hotdogs, buns, and small prizes. We will also need support to purchase condiments, napkins, disposable plates, and silverware. All other food items, including side dishes and desserts, will be provided by attendees as part of a carry-in potluck.

We anticipate total expenses to fall within a modest range and aim to keep costs low by continuing to rely on donated items and volunteer labor wherever possible. Your support will help ensure we can continue offering this meaningful event to our neighbors.

Wanbaugh, Michael

From: wordpress@digitalhill.com
Sent: Thursday, July 17, 2025 2:40 PM
To: wordpress@digitalhill.com; CommunityRelations
Subject: New submission from Neighborhood Block Party Mini-Grant Application

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Neighborhood Association (or geographic location if you are not a formally recognized neighborhood association)

Historic Southside Neighborhood Association

Neighborhood Association (or geographic location if you are not a formally recognized neighborhood association).

Historic Southside Neighborhood Association

Project Name

HSNA Annual Picnic

Project Coordinator Name

Megan Hessler

Neighborhood Project Coordinator Phone

773-580-0575

Project Coordinator Email

megan@hessler.net

How do you plan to invite neighbors to attend?

Facebook page and flyer delivered to their house

Event Date

08/09/2025

Start Time

05:00 pm

End Time

07:00 pm

Event location (address)

500 block of S 7th St
Goshen, IN 46526
United States
[Map It](#)

Amount Requested

\$200.00

Project Plan

Every year we gather our neighborhood for a picnic. HSNA provides meat, buns, condiments and paper products and we encourage each household to bring a dish to share. A quick meeting is held to provide city updates. We typically have 120-150 residents attend.

Attachment: Project Budget

We will use the \$200 to purchase hot dogs, hamburgers and buns. This will offset the cost to our neighborhood.