

Goshen Downtown Economic Improvement District Board Meeting
December 2, 2025 at 8:00 am
Council Chambers, 111 E Jefferson Street

Agenda

1. Approve minutes from November 4, 2025
2. Review financial reports
3. Follow-up/updates
 - Sign the Resolutions on Public Notice of Meetings and Electronic Meetings passed in June 2025
 - Holiday open house – evaluate for next year
 - Art Alley next steps
 - Banners
 - Christmas decorations/wreaths replacement
 - Planters – removal at 207 S Main
 - Leaf removal
 - Downtown business changes
 - Other
4. Future meetings, first Tuesday at 8 am
 - Adjust May and November dates?
 - Posting public notice

No meeting in January

February 10 (2nd Tuesday)

March 3

April 7

May 5 (city offices closed) – change to May 12?

June 2

July 7

August 4

September 1

October 6

November 3 (city offices closed) – change to November 10?

December 1

EID Purpose - From Ordinance 4062, Section 3

The district is established for the purpose of coordinating the efforts of the real estate owners within the district to provide capital improvements, maintenance projects and business enhancing projects within the economic improvement district, specifically including:

- parking improvements and enhancements;
- electrical conduit along curbing for lighting, decorations and special event electrical needs;

- snow removal;
- purchase and erection of holiday decorations;
- conducting festivals, special events and tourism;
- repair and replacement of lighting along tops of buildings;
- business retention and recruitment;
- installation of directional or informational signs;
- planning, engineering and construction of streetscaping;
- weed control.

Goshen Downtown Economic Improvement District Board Meeting
November 4, 2025 at 8:00 am
Council Chambers, 111 E Jefferson Street

Minutes

Members Present: Justin Bell, President; Denise Davis; Rosie Singh, Jason Oswald, Mim Shirk, Secretary

Also present: Megan Peel, City Council District 4; Dustin Sailor, Director of Public Works and Utilities, Michael Wanbaugh, Director of Administrative Affairs; Jen Oklak, Tech Assistant, Shannon Marks, Legal Compliance Administrator; Tanya Heyde, Parks Department Superintendent

Guest: Margie Cowells

1. A property owner was present on behalf of their request for a reduction of their EID assessment. They had filed a written remonstrance as required and provided documentation that the County has lowered the assessed value of their property. Shannon Marks confirmed that the property owner had properly filed the remonstrance. No other appeals were filed.

The board approved a motion to recalculate the EID assessment for the property owner pursuant to the amended Elkhart County assessment value (Davis/Singh). Shannon will ensure that the change is recorded and implemented. The adjusted total of the EID assessments is \$68,235.88.

The board approved and signed the schedule of 2026 EID Special Assessment. Motion by Davis and second by Singh.

2. Minutes from October 7, 2025 were approved as distributed. Motion by Singh, second by Davis.
3. October financial reports were approved, motion by Shirk, second by Davis.
4. Follow-up/updates
 - Holiday open house November 9, EID co-sponsors with the Chamber of Commerce, providing funding for entertainment, horse carriage rides and a marketing campaign where local businesses can have a commercial air on WSBT for \$700. The EID portion is \$2000. Ten businesses have signed up, a couple more than last year.
 - Art Alley – the board agreed to request the city to remove the current planters and chalk boards at their earliest convenience. Mim will draft the request. The next step is to develop a plan for the Alley. Denise and Jason volunteered to be involved. Josh Cooper, who is an artist and has the shop next to the alley, is also interested. We will also ask for others in the community who are interested.

- Banners – The board agreed to develop a banner program for better organization and to generate revenue for the EID. Tonya and Mim will work on this. The city will need an ordinance in order to have a banner program.
 - Christmas decorations/wreaths – many wreaths are damaged. Justin will get a quote for replacing all of the wreaths. SignTech will begin hanging decorations in the next week or two.
 - Planters and fountain
 - the fountain has been turned off and winterized
 - one of the planters at 201 S Main had to be emptied for construction work; plants and dirt will be replaced this week
 - the planter in front of Underground Vintage/John Hall is falling apart
 - Communication with businesses – Rosie is collecting email addresses for businesses and also hearing people's concerns. There were questions about the sidewalk in front of Fables and the hardware store. Dustin reported that three vaults are being worked on and will likely be finished by winter. The city will only fix sidewalks that are over a properly built foundation. Notices will be sent to property owners this week about a new vault repair program. Dustin also reported that the street department is getting new barricades to use when there's work on sidewalks or facades.
 - For this winter, the grounds department will handle snow removal
 - Parking lot Q on North Main will be completed by winter.
 - The city is working to develop a downtown master plan. EID requests to be part of it.
5. Meeting dates for 2026 will be the following, motion by Bell and second by Singh.
- No meeting in January
 February 10 (2nd Tuesday)
 March 3
 April 7
 May 5
 June 2
 July 7
 August 4
 September 1
 October 6
 November 3
 December 1
6. Next meeting is December 2, 2025 at 8:00 am.

Minutes recorded by Mim Shirk, Secretary