



City of Ashtabula

Ashtabula City Council

Community Development/Economic Development/Parks & Recreation Committee Meeting

Wednesday, June 3, 2026 at 5:30 PM

Council Chambers

4230 Lake Avenue, Ashtabula, OH 44004

Agenda

- 1. Opening of Committee Meeting**
 - a. Call to Order
 - b. Roll Call
 - c. Sunshine Law Certification
- 2. Welcome and Acknowledgement of Visitors**
- 3. Special Guest Presentation**
 - a. Bruce Schlosser - BHHS Professional Realty
- 4. City Manager's Report**
- 5. Parks & Recreation Committee Report**
- 6. Unfinished Business**
 - a. Food Truck Legislation
- 7. New Business**
- 8. Next Meeting**
 - a. July 1, 2026
- 9. Adjournment**

ORDINANCE NO. 2026 - 97

AN ORDINANCE REPEALING, IN ITS ENTIRETY, CODIFIED ORDINANCE SECTION 759.08 FOR THE PURPOSE OF REMOVING THE REQUIREMENT TO OBTAIN A COMPLETED FBI (NATIONAL) AND BCI (OHIO) BACKGROUND CHECK

WHEREAS, the daily operations of the City of Ashtabula and the Office of the City Manager require the enactment of this legislation; and,

WHEREAS, the City of Ashtabula enacted legislation regulating food trucks and required operators to provide a completed FBI (national) and BCI (Ohio) background check; and,

WHEREAS, after discussion with operators it has been determined this is an unnecessary requirement and therefore the section should be repealed in order to be replaced with new legislation.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Ashtabula, Ohio:

SECTION 1. That Codified Ordinance Section 759.08, a complete copy of which is attached hereto as Exhibit A, shall be, and the same is repealed in its entirety, in order to allow the passage of replacement legislation.

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning and related to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its Committees that resulted in such formal action were in meetings open to the public in compliance with the requirements of Section 10 of the Municipal Charter of the City of Ashtabula, Ohio, and of Section 121.22 of the Revised Code of Ohio.

SECTION 3. For the reasons stated in the preamble, this ordinance, if approved by the votes of five or more members of Council, shall take effect immediately, otherwise 30 days thereafter.

PASSED: _____

John S. Roskovics
President of Council

Vote:

	Yea	Nay
Roskovics:	___	___
Simeone:	___	___
Foglio:	___	___
Guerrero:	___	___
Holman:	___	___
Mills:	___	___
DiGiacomo:	___	___

ATTEST: _____
Stacy L. Millberg
Clerk of Council

APPROVED: _____
James M. Timonere
City Manager

Approved as to form and correctness this _____ *day of* _____ *2026.*

Cecilia M. Cooper, Esq., Ashtabula City Solicitor

EXHIBIT A

759.08 MOBILE FOOD VENDING - PERMIT & COMPLIANCE REQUIRED

No individual or organization shall operate, or cause to be operated, any mobile food vending unit within the corporate limits of the City of Ashtabula without a current and valid mobile food vending annual permit.

No individual or organization shall operate, or cause to be operated, any mobile food vending unit within the corporate limits of the city of Ashtabula without a current and valid health license issued in accordance with laws, rules and regulations established in the Ohio Revised Code, the Ohio Administrative Code, or the Ashtabula City Codes, whichever is applicable.

Nothing in this chapter shall be construed as superseding, supplanting, or otherwise replacing any duty imposed by Ohio Revised Code Chapter 3701 or 3717, or rules or regulations promulgated thereunder, upon an applicant for a health license, or upon a department of health in the conduct of its responsibilities relative to mobile food vending units.

Mobile food vending units that only operate as part of a special event shall not require a mobile food vending permit. Such units must comply with any health and fire licensing requirements of the State.

All mobile food vendors shall comply with all local and state fire codes.

A Mobile Food Vendor permit shall be submitted to the City Manager's Office and include the following minimum requirements:

- a. Copy of current/valid State of Ohio mobile food vendor license;
- b. A mobile food vending health license/permit as provided for by the Ashtabula City Health Department;
- c. Proof of permit with city's Income Tax Division;
- d. Proof of current liability insurance of at least \$100,000;
- e. A physical description of the unit proposed to be registered for mobile food vending;
- f. The name, permanent address, telephone number, and electronic mail address of the owner of the mobile food vending unit;
- g. A non-refundable \$80 permit fee;
- h. Approval/Proof that the mobile food unit has passed a fire safety code inspection conducted by the Fire Division;
- i. A completed FBI (national) and BCI (Ohio) background check (with an initial application and every two years thereafter).

An applicant with an existing permanent place of business in the city is exempted from the proof of permit with the city's Income Tax Division.

A permit is not considered complete unless all minimum requirements are satisfied.

ORDINANCE NO. 2026 - 98

AN ORDINANCE ENACTING NEW CODIFIED ORDINANCE SECTION 759.08

WHEREAS, the daily operations of the City of Ashtabula and the Office of the City Manager require the enactment of this legislation; and,

WHEREAS, the City of Ashtabula enacted legislation regulating food trucks and required operators to provide a completed FBI (national) and BCI (Ohio) background check; and,

WHEREAS, after discussion with operators it has been determined this is an unnecessary requirement and therefore the section should be repealed.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Ashtabula, Ohio:

SECTION 1. That New Codified Ordinance Section 759.08, a complete copy of which is attached hereto as Exhibit A, shall be adopted and become effective immediately.

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning and related to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its Committees that resulted in such formal action were in meetings open to the public in compliance with the requirements of Section 10 of the Municipal Charter of the City of Ashtabula, Ohio, and of Section 121.22 of the Revised Code of Ohio.

SECTION 3. For the reasons stated in the preamble, this ordinance, if approved by the votes of five or more members of Council, shall take effect immediately, otherwise 30 days thereafter.

PASSED: _____

John S. Roskovics
President of Council

Vote:

	Yea	Nay
Roskovics:	___	___
Simeone:	___	___
Foglio:	___	___
Guerriero:	___	___
Holman:	___	___
Mills:	___	___
DiGiacomo:	___	___

ATTEST: _____
Stacy L. Millberg
Clerk of Council

APPROVED: _____
James M. Timonere
City Manager

Approved as to form and correctness this _____ *day of* _____ *2026.*

Cecilia M. Cooper, Esq., Ashtabula City Solicitor

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Nothing in this chapter shall be construed as superseding, supplanting, or otherwise replacing any duty imposed by Ohio Revised Code Chapter 3701 or 3717, or rules or regulations promulgated thereunder, upon an applicant for a health license, or upon a department of health in the conduct of its responsibilities relative to mobile food vending units.

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- c. Proof of permit with city's Income Tax Division;
- d. Proof of current liability insurance of at least \$100,000;
- e. A physical description of the unit proposed to be registered for mobile food vending;
- f. The name, permanent address, telephone number, and electronic mail address of the owner of the mobile food vending unit;
- g. A non-refundable \$80 permit fee;
- h. Approval/Proof that the mobile food unit has passed a fire safety code inspection conducted by the Fire Division;

An applicant with an existing permanent place of business in the city is exempted from the proof of permit with the city's Income Tax Division.

A permit is not considered complete unless all minimum requirements are satisfied.