



City of Ashtabula

Ashtabula City Council

Community Development/Economic Development/Parks & Recreation Committee Meeting

Wednesday, March 4, 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. Kelly Sposito - Executive Director NEO Fund
- 4. City Manager's Report**
- 5. Parks & Recreation Committee Report**
 - a. Parks Board February Meeting Minutes
 - b. William Todd - America 250 Tree Proposal
- 6. Unfinished Business**
- 7. New Business**
 - a. City Clean Up - May 9, 2026
 - b. Memorial Day Parade - May 25, 2026
- 8. Next Meeting**
- 9. Adjournment**



City of Ashtabula – Parks & Recreation Board Meeting Agenda
 Board Chair – Kenneth Vanyo, Sr.
 Board Co-Chair –

Mission Statement: “Our mission is to provide and maintain, quality Green Spaces and Recreational Facilities while partnering with our citizens, businesses and neighbors to enhance the quality of life for all who live in and visit Ashtabula.”

AGENDA

Date: February 23, 2026

Location: AC Council Chambers

Called to order (Time): 5:30 PM

By: Secretary Dibble

Roll Call of Board Members:

Role	Name	Present	Absent	Term Expires
Council Representative	Jane DiGiacomo	X		N/A
Chairman	Kenneth Vanyo, Sr.		Exc.	11/03/29
*Co-Chairman	Vacant		N/A	*
Secretary	Timothy Dibble	X		9/17/26 – E
*Member	Emory Moore		Exc.	5/21/26 – E
Member	Len Jury	X		5/21/26 – E
Member	Blake Hinkle	X		6/15/28
*Member	Jennifer Shannon	X		5/21/29

*Denotes City Manager Appointment x3. Others are Council appointees x4.

E – Denotes Term expiring soon – declare intent for reappointment or not.

Quorum of four members established.

Note: Blake Hinkle had to leave early.

Guests: William Todd, Ohio State Master Gardener Volunteer

Reading of Minutes from Previous Meeting

Motion to bypass reading of minutes due to email distribution
Motion to Bypass/Approve – L. Jury Second: B. Hinkle
All in favor – Passed Any Corrections: None

Approval of Election Procedures

The Board reviewed the Officer Election Procedures document.
Motion: Blake Hinkle
Second: Len Jury
Vote: Unanimous approval
Motion carried.

Election of Officers – 2026

Chair: Nomination of: Ken Vanyo
Motion: Tim Dibble
Seconded by Blake Hinkle
No additional nominations.
Vote: Unanimous approval

Vice Chair: Nomination of: Emory Moore (in absentia)
Motion: Blake Hinkle
Seconded by Len Jury
Vote: Unanimous approval

Following the meeting, Emory Moore was advised via text message that he had been elected Vice Chair. Mr. Moore subsequently notified the Secretary that he does not wish to serve in that capacity due to family obligations. He further indicated that, for the same reasons, he may not seek reappointment upon expiration of his current term.

The Vice Chair position will be revisited and placed on the agenda for election at the March 2026 meeting.

Secretary:
Nomination: Timothy A. Dibble
Motion: Blake Hinkle
Seconded by Len Jury
Vote: Unanimous approval

Guest Speaker: Presentation – William Todd, Master Gardeners

Mr. Todd presented information regarding the “Plant Ohio 250” initiative commemorating the 250th Anniversary of the Declaration of Independence through the planting of native Buckeye trees.

Key Points:

- Seedlings available (\$15 each)
- Larger 18-inch and 6-foot trees available
- April 25 tree planting event at Red Brook
- Coordination possible through Parks Department and Public Works

Information will be forwarded immediately to the City Manager for consideration and prompt action as a decision and response is needed asap. The Board agrees this is in keeping with the recent tree legislation replacement action and deferred to City Manager. (Attachment Included)

Any Correspondence: None

Old or Unfinished Business: Website corrections for park designations.

Requesting whoever maintains the City’s Website/Page to reflect all Park Names as follow and in order (North to South):

Walnut Beach Park

Point Park

Highland Beach Park (although there is no beach – change to Highland Park?)

Nappi Park

Massucci Field

Smith Field

W. 38th St. Park

W. 47th St. Park (reflect name change to MFG Unity Park)

LCpl. Kevin M. Cornelius Memorial Park (Reflect full given park name)

Veterans Memorial Park

South Park

E. 48th St. Park (currently identified as W. 48th)

Clifford Kadon Presidential Park

* NOTE: There is a link on the City’s Parks Webpage for Western Reserve Greenway Trail. The link does not work and it is not a City Park but does pass through the city. This should be last on the webpage and the link should be repaired or removed.

New Business: Jenni Shannon formally acknowledged as Board Member (term through 2029). Members welcomed her aboard.

Members acknowledged Earl Tucker’s contributions and that he was recognized by City Council for 20 years of service on the P&R Board.

Tim Dibble will seek permission from City Manager for Veteran Service Organizations to set up Recruiting and Fund-raising Tents in LCpl. Cornelius Park from approximately 10 AM – 2PM on Memorial Day (without permits) for this special day event only.

Adoption of Governance & Procedures

The Board reviewed newly drafted Governance & Bylaws procedures prepared by Secretary Dibble.

Motion: Blake Hinkle

Second: Len Jury

Vote: Unanimous approval

Motion carried.

Adoption of New Board Member Orientation Packet

The Board reviewed the newly created Orientation Packet for incoming members.

Motion: Blake Hinkle

Second: Len Jury

Vote: Unanimous approval

Motion carried.

Establishment of 2026 Regular Meeting Dates Remainder of 2026

- March 23, 2026
- April 27, 2026
- **May 25, 2026 (Memorial Day – holiday conflict) (Alternate Location**

May 19? Or May 18)

- June 22, 2026
- July 27, 2026
- August 24, 2026
- September 28, 2026
- October 26, 2026
- November 23, 2026
- December 28, 2026 (**Suggest No Meeting – Holiday Break**)

Specific Park Concerns:

Veterans & Cornelius Parks – Funding Request

Secretary Dibble presented proposals including:

- Two (2) Cenotaphs (per JP Ducro - \$700-900 each)
 - Isaac James (Civil War Medal of Honor recipient)
 - Lenel “Doby” Moore (Montford Point Marine, Congressional Gold Medal recipient)
- Blue Star Memorial Marker (Veterans Park) (with 7 Ft. pole \$2500)
- Gold Star Memorial Marker (Cornelius Park) (with 7 Ft. pole \$2500)
- A-Tech Horticulture beautification project (Ken Noble, Instructor (estimate is (\$4000-5000)
 - USA floral display
 - American flag floral design
 - Poppies & Forget-Me-Nots (American Legion/VFW and DAC)
 - Marine Corps red & yellow plantings (Marine Corps League)

Estimated total project request: **\$12,000**

Discussion included use of Parks Levy funds.

Motion: Blake Hinkle

Second: Len Jury

Vote: Unanimous approval

Motion carried forward request to Economic Development Committee.

Walnut Beach Park: (Jenni Shannon) Jenni Shannon officially assigned to this park. Discussed concerns presented via power point recently shared.

- Restroom urinals damaged; repair or replacement needed – modified to modern with plumbing adjustment without reconstruction/remodel?
- Power washing recommended inside and out before season opening.

Point Park: (Jenni Shannon) Jenni Shannon officially assigned to this park. Discussed concerns presented via power point recently shared.

- USS Ashtabula ship bell confirmed located at Maritime Museum.
- Scenic viewer installations discussed.

Highland Beach Park: (Blake Hinkle) Discussed concerns presented via power point recently shared.

- Scenic viewer concept discussed.
- Property ownership clarification needed (North End Club issue).
- Infrastructure in place for benches or picnic tables (3)

Nappi Field: (Blake Hinkle) Blake is still seeking to donate Public Movie Viewing Screen via “Bula Movie Club” however things are on hold pending his April back surgery. He will keep us informed.

Massucci Field: (Ken Vanyo) No new concerns.

Smith Field: (Len Jury) Discussed need for geese deterrent.

W. 38th St. Park: (Emory Moore)

- New swing set and teeter installed.
- Rubberized mulch completed.
- Fence improvements necessary.

W. 47th St. Park NKA UNITY PARK: (Emory Moore) MFG placed a Boulder with plaque identifying park as “MFG Unity Park.” Board requesting city update website and park identification as such.

LCpl. Kevin M. Cornelius Park Memorial: (Len Jury)

- Gazebo vandalism documented.
- Electrical access to remain permit controlled.
- Discussion to revisit park rules enforcement.

Discussed concerns presented via power point recently shared.

Veterans Park: (Tim Dibble)

- Ongoing communication with Pinnacle (adjacent building owner) regarding exterior improvements. Very receptive, eager to support park but on his timeframe.
- Flag replacement discussion – AI to donate (American & POW/MIA flags).
- Legion Honor Guard may donate flags; follow-up pending.

E. 48th St. Park: (VACANT) Equipment acceptable; lease status unclear.

South Park: (VACANT) Jane DiGiacomo and Tim Dibble shared things appear in decent shape throughout the winter months.

- Sightlines improved.
- Discussion of potential theme or first responder memorial concept.
- Low-maintenance planting options discussed.

Clifford Kadon Presidential Park: (Tim Dibble) discussed City Manager Timonere's proposed reformatting layout to improve access, relocate amenities closer to parking, remove underutilized hardscape, use phased low-cost improvements, add informal walking paths, and return portions to natural or pollinator areas. Informational only; no action taken.
Discussed information presented via power point recently shared.

Good of the Parks?

Board is seeking vacant board position to be filled asap. This is a CM appointed position.

Next Meeting Date/Time: 3/23/2026 @ 5:30 PM in Council Chambers.

Meeting Adjourned Time: 6:23 PM

Respectfully submitted,
Timothy A. Dibble, Secretary
Ashtabula Parks & Recreation Board