



**Agenda - City Council Meeting
August 17, 2026
6:15 PM - Council Meeting**

1. Call to Order

2. Roll Call

Barciz___ Barrow___ Gonzalez___ Huyghe___ Kurt___ Poeppelmeier___ Sund___

3. Pledge of Allegiance

4. Petition and Communication

- A. Recognition of medical call crew response:
Medic 94 – Ron Wedge, Matt Duplaga, Engine 94 – Lt. Sam Johnson, Chris Lechman, Tim Monto, Matt Oehlers, and Maumee Police – Ofc. Jaired Valare.
- B. Laura Koprowski and Bud Thomson to provide update on TARTA's accomplishments and present LITE Funding Check.
- C. Finance and Economic Development Committee meeting minutes 8.5.26
- D. Employee and Community Relations Committee meeting minutes 8.6.26
- E. Status and Operations Report

5. Committee of the Whole

6. Citizen Comments

For Agenda Items Only - 3-minute limit per person, 2 minute limit if more than 2 people have addressed the same subject, 15 minute maximum per subject.

7. Adoption of Agenda

8. Approval of Meeting Minutes

- A. Approve the regular meeting minutes of August 3, 2026.

9. Consent Calendar

- A. Recommendation from Mayor:
Authorize the closure of roads on Wednesday, September 23 from approximately 6pm-7pm for the Homecoming Parade. The route will start at Maumee High School, left on Shelley, left on Seventh, left on Craig, left on Fort, down Mannik Way then around the track at the Stadium, down Village Trail, left on Shelly, left on Saco and back to the front of the loop of the high school.

- B. Recommendation from City Administrator:
Approve a 3% increase in the hourly rate of pay for City of Maumee Crossing Guards for the upcoming school year. The requested increase is consistent with the 3% wage increase provided to non-management ordinance employees for 2026.
- C. Recommendation from City Administrator:
Authorize City Administrator to enter into agreement with Metroparks Toledo to establish and operate a publicly accessible Food Waste Drop-off site at Side Cut Metropark. The operating costs through GoZERO of approximately \$10,660 were included in the 2026 budget.

10. New Business

- A. Recommendation from Finance and Economic Development Committee:
Approve first reading of Ordinance 031-2026, an ordinance adopting the City of Maumee Job Creation and Retention Grant Program, repealing all prior Job Creation And Job Creation Mini-Grant ordinances and guidelines, and authorizing its administration.

11. Mayor and Council Member Comments

12. Adjournment

13. Citizen Comment

3-minute limit per person, 2 minute limit if more than 2 people have addressed the same subject, 15 minute maximum per subject. For non-agenda topics.

Finance and Economic Development Committee Meeting
August 5, 2026

Meeting called to order at 3:30pm.

Roll call: Barrow, Gonzalez, Poeppelmeier.

Also in attendance: Jennifer Harkey, Finance Director; Donna Helle, Asst. Finance Director; Josh Hartbarger, City Administrator; Dan Arnold, Law Director; Matt Griggs, Public Safety Director; Chelsea Ziss, Mayor; Scott Sund, Council President; Josh Sprow, Chief of Police; Sara Eiden, Indoor Theater Manager; Kasey Van Wormer, Municipal Clerk; Nancy Gagnet, Public Information Officer, and resident John Scott.

The meeting commenced with discussion of rebalancing some funds, starting with streetlight rates, with a recommendation of a 30% decrease. Capital program was re-evaluated. The Police Pension rate needs to be increased (established in the 70s) but the impact to residents is neutral. Operating and ongoing capital costs have been factored without changes for 5 years. Two separate actions needed.

Mr. Barrow moved to recommend to Council the decrease in streetlight rate ordinance. Mr. Gonzalez seconded. All in favor, so the motion carried.

Mr. Gonzalez moved to recommend to Council the increase in the Police Pension fund. Mr. Barrow seconded. All in favor, so the motion carried.

Mr. Barrow mentioned that he would like to see information on the new hires, projected cost of that and where we are with balancing the books before the next meeting. Mr. Poeppelmeier and Mrs. Harkey explained that the upcoming wage study will provide more information of that "snapshot" and provided that the 2026 full payroll budget was approximately 23 million including benefits.

Finally, discussion moved to HB 335- impacting inside millage; keeps in pace with assessed values. Next increase is limited to 3 year inflationary increase.

Mr. Gonzalez brought up the issue of the late water payment penalty, not eliminating it altogether but possibly a flat fee. Currently, the City offers a one-time waiver and a payment plan available without penalty under extenuating circumstances. Concerns centered around reducing incentive to pay on time as well as reducing revenue for water and sewer funds. Very few sent to collections. Residents who are struggling are encouraged to make monthly payments. Consensus was to wait for outcome of study before making any changes.

Mr. Barrow brought up the 70% of households signed up for remediation program with concerns for the remaining 30%. The City still wants to avoid tanks. Questioned- do we want to make an ordinance demanding inspection and cooperation as there is a need to motivate. Mr. Gonzalez agreed with enforcement. Topic was referred to Public Service committee.

Fallen Timbers deal has closed; announcements will be forthcoming.

Mr. Gonzalez made a motion to adjourn at 3:55pm, Mr. Barrow seconded the motion. All in favor, so adjourned.

Employee and Community Relations Committee
August 6, 2026

Meeting called to order at 3:30 pm.

Roll call: Kurt (via phone), Poeppelmeier, Sund

Also in attendance: Brittany Roof, HR Manager; Dan Arnold, Interim Law Director; Kasey Van Wormer, Municipal Clerk; Josh Sprow, Police Chief; Brandon Loboschefski, Fire Chief; Josh Hartbarger, City Administrator; Chelsea Ziss, Mayor; Nancy Gagnet, Public Information Officer; and Amy Clocksin, Admin Assistant.

The first item on the agenda was an introduction to the Transitional Work program by HR Manager, Brittany Roof. The program for light duty is being built in collaboration with BWC and they are looking for feedback before finalizing.

Mr. Hartbarger mentioned that administration was working on a policy to address flex time and various situations for both exempt and non-exempt employees with the possibility of having a policy to present by the next ECR meeting. Mayor Ziss added that the policy will formalize guidelines and enable us to track and utilize flex time correctly.

Mr. Poeppelmeier moved to adjourn at 3:33pm, Mr. Kurt seconded the motion. All in favor, so adjourned.



Status and Operations Report
August 12th, 2026

ADMINISTRATION

08-12-26

- Meeting in September with Maumee City Schools to discuss Safe Routes to School Plan that was completed March of 2025. (July 2026).
- Transitional work program applied for through BWC. This will assist employees with workplace injuries, allowing them to work in limited capacities approved by our physician. More updates to follow. (July 2026)
- Two candidates for the Chief Building Official posting were received. Reviewing the applicants and qualifications. (July 2026)
- Archer surveys sent to administrative employees and returned completed. Currently with supervisors finishing final touches to complete internal overviews. City is working through job analysis with evaluations to follow. Market surveys are finalizing layout and will be sent out for data collection within the next two weeks. (July 2026) Directors' Survey will be August 18th. (August 2026)
- The new website with new web provider Civic Plus launched on June 30, 2026. The benefits include the following: reorganize & simplify information, improve user experience & resident engagement, streamline backend content management, provide easy access to council agendas, packets and video, ensure ADA compliance, provide digitized forms (with PDF option), maintain internal controls & security, integrate with OpenGov, integrate with Sewer Inspection Program & BS&A, and cost savings of approximately \$30,000 annually. This is updated continually. (July 2026)
- Maumee Schools will be working with Human Resource Manager Brittany Roof on a High School Seniors employee benefit capstone project. (August 2026)

FINANCE

08-12-2026

- Finalized audit expected for public release September 2026. (July 2026)
- Maumee Cares presented to Finance Committee July 8th, 2026. This is a private donation program administered internally for those struggling with water bills. More information coming (July 2026) Sent back to Committee. Community Group interested in creating and managing program (August 2026).
- Revision to the Job Creation and Retention Grant (July 2026).
- Streetlight rate analysis in process (July 2026)
- 2027 budget preparation has begun; staff to compile list of suggestions for operating costs efficiencies (July 2027)
- 2024/2025 JEDZ audit to begin next week (July 2026)
- Income Tax collections through 07/31 down 2.80% or \$359,587.82 (August 2026)
- BS&A Payments live, no issues (July 2026)
- Liens and assessments finalized for submission to County Auditor (August 2026)

- Debt issuance expected to be finalized early September (Sewer equipment, meters, land and Fallen Timbers TIF) (August 2026).
- 9 service disconnections due to non-payment, 14% or 239 residential accounts past due – Cycle 1 (August 2026).

POLICE DEPARTMENT

08-12-26

- **Current Statistics**
 - *July 1st, 2026, to July 31st, 2026*
 - Total Calls for Service - 1968
 - Accident Public Roads - 33
 - Accident Private Roads - 12
 - Citations - 137
 - Parking Citations - 0
 - Adult Arrests - 81
 - Juvenile Arrests - 3
 - OVI - 5
 - Reports Taken - 165
- Safety City completed for 2026 with 77 Kids attending (July 2026)

FIRE DEPARTMENT

08-12-26

- **Current Statistics**
 - *July 1st 2026 – July 31st 2026*
 - Total Calls for Service - 233
 - Medical (including injury accidents) = 187
 - Fire - 46
- Interviews will begin soon for final 3 full-time staff, Budgeted for 4th QTR 2026. (July 2026)
Interviews scheduled for the week of August 24th (August 2026).

PUBLIC SAFETY AND HEALTH REPORT

07-08-26

- Outdoor warning siren located at the Lucas County Fairgrounds was damaged during the last storm event. After consultation with Lucas County EMA, this warning siren was redundant coverage. This area can be serviced with existing warning sirens so it will not be replaced at this time. (June 2026)

BUILDING / ZONING / PLANNING

08-12-26

- 1119 total permits issued to date for 2026
- Began processing permit fees via BS&A, no longer using Invoice Cloud (July 2026)
- Nuisance Abatement: 15 blight notices distributed (August 2026)
- Zoning Code Amendments and Studies:
 - Residential driveway approaches – permitting asphalt – *Council approved 8/3/2026*
 - Land use approvals – *underway* (August 2026)
 - Group living – *underway* (August 2026)
- Zoning Map – *underway* (August 2026)

COMMUNITY DEVELOPMENT / SPECIAL EVENTS

07-27-26

- **Events**
 - July Fireworks – July 3rd 2026
 - Employee Pool Party August 2nd 2026 12-4pm
 - Summer Fair – August 15th 2026 9am-Midnight
 - Farmers Markets - May 27-Sept. 30
 - Holiday Light Parade – November 2026 (Sunday after Thanksgiving)
 - River Fest – April 2027

PUBLIC SERVICE

08-12-2026

- Municipal Fountain Repairs – work completed by Jim Heckman and fountain is fully operational (August 2026)
- Police & Municipal Building Landscape – work completed by Pro Mow (August 2026)
- BS&A Workflows created for service; final email testing underway and staff training planned for September
- Riverside Cemetery Statistics
 - *January 22, 2026, to July 29, 2026*
 - 17 Burials
 - 25 Purchases
 - 9 Footers Poured

SEE CLICK FIX

08-12-2026

- Statistics
 - *Coming Soon*

STREETS

07-27-26

- ODOT Dussel Drive Safety Improvements – Stage 3 Design (July 2026)
- High Street Improvements – Construction late summer (July 2026)
- 2026 Pavement Program – Work has started on the resurfacing W. Broadway from Allen to Ford and resurfacing River Rd from Michigan Ave to Turnpike. Curbs, curb ramps and paving currently underway. (July 2026) W. Broadway paving portion completed (August 2026)
- Graham Ditch Enclosure – Construction on hold due to utility conflict (July 2026)

PARKS / RECREATION / THEATER

08-12-26

- Rolf Pool – Red slide fixed and operating. Waiting on parts for Yellow Slide (July 2026)
- Maumee Indoor Theater Improvements – In design phase (July 2026)
- Rolf Park pool is closed for the season (August 2026)

WATER

08-11-26

- Water Tower Repairs – working on RFP, budgeted for 2026 (July 2026)
- Water Meters – 1,928 water meters installed, 40% completed (July 2026) 3620 installed as of August, now 57% completed (August 2026)

- Water Main Repairs – Illinois Ave, Conant St – paving work scheduled the week of August 3 (July 2026) Completed (August 2026).

WASTEWATER

07-08-26

- Phase 5 & 6 Sewer Main Lining – in progress (July 2026)
- East End Phase 1 Sewer Lining – in progress (July 2026)

SANITATION

07-28-26

- Next Bulk Pickup – Spring 2027 (July 2026)
- Yard waste pickup changed to Monday's (July 2026)

SEWER REMEDIATION

08-11-26

- As of January 1, 2026, over 20,000 feet of sanitary sewer were televised, and 17,940 feet of sanitary sewer mains lined
- Approximately 3,633 (69%) residential property owners have registered for inspections (August 2026)
- Approximately 115 property owners have been reimbursed for internal repairs with an average cost of \$6,445.00 (July 2026)
- As August 11th, 2026, 6 appeals processed

MISCELLANEOUS

07-01-26

ATTATCHMENTS FOR THIS REPORT

08-12-2026

NONE



MEMO TO: Council Members

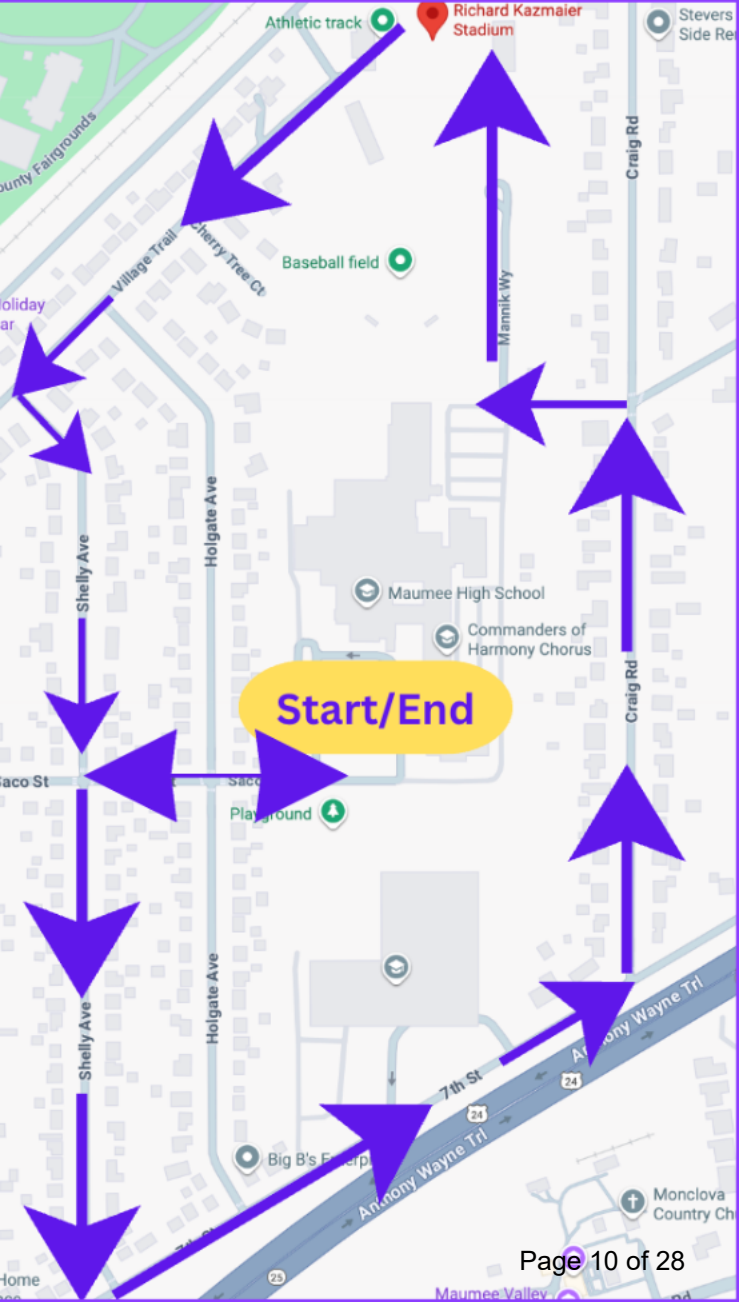
FROM: Chelsea Ziss, Mayor

DATE: August 17, 2026

SUBJECT: Homecoming parade and road closures

Recommendation:

Authorize the closure of roads on Wednesday, September 23 from approximately 6pm-7pm for the Homecoming Parade. The route will start at Maumee High School, left on Shelley, left on Seventh, left on Craig, left on Fort, down Mannik Way then around the track at the Stadium, down Village Trail, left on Shelly, left on Saco and back to the front of the loop of the high school.



City of Maumee DEPARTMENTAL REPORT

MEMO TO: Mayor Ziss and City Councilmembers

FROM: Josh Hartbarger, City Administrator

DATE: August 10, 2026

RECOMMENDATION: Approve a 3% increase in the hourly rate of pay for City of Maumee Crossing Guards for the upcoming school year. The requested increase is consistent with the 3% wage increase provided to non-management ordinance employees for 2026.

SUMMARY

Crossing Guards are instrumental in helping children get to and from school safely by providing a visible and dependable presence at designated crossings. Most Crossing Guards work approximately one hour in the morning and another one hour in the afternoon. Although this totals only about two paid hours per day, the split schedule requires two separate reporting periods and can impact an employee's entire day for only two hours of compensated work.

BUDGETARY CONSIDERATIONS

The estimated total cost to the City for the proposed 3% pay increase is approximately \$1,600 for the school year. This represents a modest budgetary impact while providing Crossing Guards the same percentage increase received by non-management ordinance employees for 2026.

HISTORY, BACKGROUND and DISCUSSION of the ISSUE

Crossing Guard assignments are structured around school arrival and dismissal times, resulting in short, split shifts. The position is important to the safety of schoolchildren and requires dependable attendance during periods of increased vehicle and pedestrian activity. The limited number of paid hours, combined with the morning and afternoon reporting requirements, creates a unique scheduling commitment. A 3% wage adjustment recognizes the value of this work and maintains consistency with the general 2026 pay increase provided to non-management ordinance employees.

POSITIONS

Administration recommends approval of the 3% Crossing Guard pay increase for the upcoming school year. Your consideration in this matter is greatly appreciated.

Maumee Public Food Waste Composting Drop-Off Location

Project Budget — Submitted to The Andersons

Submitted by Keep Toledo/Lucas County Beautiful, in partnership with the City of Maumee

Line Item	Description	Amount	Funding Source
Startup Costs — Requested from The Andersons			
Concrete pad	Pouring the concrete pad for the drop-off site	\$1,000.00	The Andersons (Requested)
Three-sided fencing enclosure	Secure, attractive enclosure to house the GoZERO compost totes	\$2,500.00	The Andersons (Requested)
Permanent educational signage	Professionally designed signage for accepted materials and program guidelines	\$500.00	The Andersons (Requested)
Subtotal — Core Startup Costs		\$4,000.00	The Andersons (Requested)

Outreach & Resident Engagement — Additional Request			
Resident composting buckets	Collection buckets distributed to residents to encourage participation	\$500.00	The Andersons (Requested)
Printing & flyers	Promotional flyers, mailers, and program materials at program launch	\$250.00	The Andersons (Requested)
Community educational sessions	Public education events explaining composting, accepted materials, and proper participation	\$250.00	The Andersons (Requested)
Subtotal — Outreach & Engagement		\$1,000.00	The Andersons (Requested)

TOTAL REQUEST — The Andersons		\$5,000.00	The Andersons
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Ongoing Annual Operating Costs — Covered by City of Maumee			
GoZERO composting service contract	Annual service contract covering scheduled collection, liner replacement, tote cleaning, and industrial composting of food waste	\$10,660.00	City of Maumee (Committed)
Subtotal — Annual Operating (City of Maumee)		\$10,660.00	City of Maumee (Committed)

TOTAL YEAR 1 PROJECT COST	<i>Startup (\$5,000) + Year 1 Operating (\$5,500)</i>	\$15,660.00	Combined Funding
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FOOD WASTE DROP OFF PROGRAM



Each drop-off location will have 64-gallon totes available for residents to dispose of their food waste. Residents are encouraged to use lidded buckets to transport household food waste to drop-off sites.

The Food Waste Drop-Off program is for residential use only.

Food waste is composted with Go Zero Services.



Side Cut Metropark

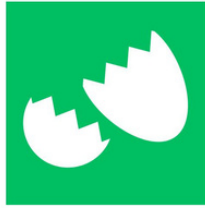
Siebert Lake Area

2300 W River Rd.

Maumee, OH 43537

GoZERO COMPOSTING

Acceptable Items



Eggs, Shells,
& Paper
Packaging



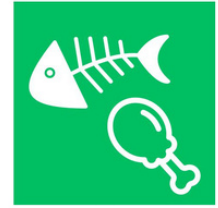
Dairy or
Oils



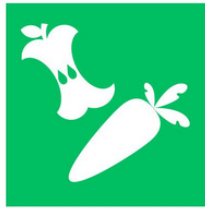
Beans &
Nuts



Plants



Meat, Bones
Seafood &
Shellfish



Fruits &
Veggies



Baked
Goods &
Pasta



Coffee &
Tea
Grounds



Food-Soiled
Paper, wax
paper



BPI Certified
Plastics & ASTM
6400 Compliant
Materials

GoZERO COMPOSTING

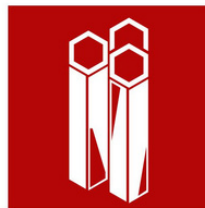
Prohibited Items



Rocks &
Stones



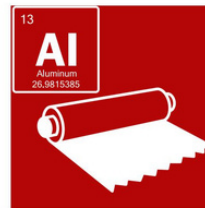
Glass



Metal



Styrofoam



Aluminum



Plastic
Bags



Clothing



Cartons-
Milk &
Juice



Nitrate &
Rubber
Gloves



Electronics



Saran



Healthcare
or Hygiene
Products

FOOD WASTE DROP OFF PROGRAM

TRANSFORMING WHAT WE THROW AWAY
INTO A SUSTAINABLE FUTURE

MAUMEE BRANCH LIBRARY @ 6PM



SEPTEMBER 15

@ 6:00 pm

**CHRISSY MILLER, Keep
Toledo/Lucas County Beautiful**

In 2019, there was 39,621,902 tons of food waste sent to the landfill in the United States. Once landfilled, food waste takes up unnecessary space. We want to extend the life of our landfill by sending less waste. Food waste in landfills also releases methane into our atmosphere. Methane is a powerful and harmful greenhouse gas that is a major contributor to climate change.

To reduce the amount of food waste that is landfilled, the City of Maumee has partnered with Keep Toledo/Lucas County Beautiful and Metroparks Toledo to create a Food Waste Drop-Off program. The Food Waste Drop-Off Program will allow residents to compost their food waste at designated locations for free.

Join us to learn about GoZERO and how to participate in the program. Buckets will be provided.

FOOD WASTE DROP-OFF SITE AGREEMENT

Between

Metropolitan Park District of the Toledo Area
("Metroparks")

and

The City of Maumee, Ohio
("City")

Effective Date: 8/12/2026

1. Purpose

The purpose of this Agreement is to establish a partnership between Metroparks and the City to provide a publicly accessible food waste drop-off location on Metroparks' property for the collection of residential food scraps for composting or other beneficial reuse. The parties acknowledge that reducing food waste supports environmental sustainability, landfill diversion, and community education.

2. Term

This Agreement shall commence on the Effective Date and remain in effect for one year unless earlier terminated in accordance with this Agreement. The Agreement will automatically renew yearly unless canceled by mutual written consent with sixty (60) days notice.

3. Appropriation Contingency

The obligations of the City under this Agreement, including any renewal term, are subject to and contingent upon the annual appropriation of funds therefor by the Maumee City Council. No provision of this Agreement shall be construed to create a financial obligation of the City beyond the current fiscal year absent such appropriation.

4. Site

Metroparks agrees to make available a mutually agreed-upon location on Metroparks property within Side Cut Metropark in the Siegert Lake parking lot. The drop-off site and any associated signage or pathways shall comply with applicable accessibility requirements under the Americans with Disabilities Act.

5. Responsibilities of the City

The City agrees to:

- a. Purchase or lease all food waste collection containers.
- b. Pay all costs associated with hauling, composting, processing, or disposal of collected food waste.
- c. Provide educational signage approved by Metroparks.
- d. Respond promptly to complaints or operational issues.
- e. In collaboration with Keep Toledo/Lucas County Beautiful, provide funding for a fence surround and concrete pad for the food waste drop off station. The City's obligations under this subsection are not contingent upon performance by Keep Toledo/Lucas County Beautiful.

6. Responsibilities of Metroparks

Metroparks agrees to:

- a. Provide the designated area for the collection containers at no rental charge.
- b. Allow reasonable public access to the site during established park hours or as otherwise agreed.
- c. Coordinate with the City regarding any operational concerns affecting park visitors.
- d. Maintain the site in a clean and safe condition.
- e. In collaboration with Keep Toledo/Lucas County Beautiful, provide public education and outreach regarding acceptable materials and proper use of the collection site. Metroparks' obligations under this subsection are not contingent upon performance by Keep Toledo/Lucas County Beautiful.

Metroparks shall not be responsible for collection, hauling, or disposal costs.

7. Costs

The City shall be responsible for all costs associated with establishing and operating the food waste drop-off site, including but not limited to:

- Equipment purchase or rental
- Site servicing
- Hauling

- Compost processing
- Educational materials
- Repairs to City-owned equipment
- Contractor costs
- Program administration

8. Insurance and Liability

Each party shall maintain insurance or self-insurance as required by Ohio law.

Each party shall be responsible for the acts and omissions of its own officers, employees, contractors, and agents.

Nothing in this Agreement shall be construed as a waiver of any governmental immunity or defenses available under Ohio law.

9. Indemnification

Each party shall indemnify, defend, and hold harmless the other party, and its officers, employees, and agents, from and against any and all claims, damages, losses, and expenses, including reasonable attorney's fees, arising out of or resulting from the negligent acts or omissions of the indemnifying party, its officers, employees, contractors, or agents, in the performance of this Agreement, provided that nothing in this Section shall be construed as a waiver of any immunity, defense, or damage limitation available to either party under Ohio Revised Code Chapter 2744 or other applicable law.

10. Compliance with Law

Both parties shall comply with all applicable federal, state, and local laws, regulations, permits, and environmental requirements.

11. Termination

Either party may terminate this Agreement upon sixty (60) days written notice.

Metroparks may suspend operation immediately if public safety, environmental concerns, or park operations require immediate action.

Upon termination, the City shall remove all equipment within thirty (30) days unless otherwise agreed.

12. Notices

All notices required or permitted under this Agreement, including notice of termination under Section 11, shall be in writing and delivered by hand, by certified mail, return receipt requested, or by email with confirmation of receipt, to the address or email listed in the signature block below, or to such other address as either party may designate in writing. Notice shall be deemed given upon actual receipt or, if sent by certified mail, three (3) days after mailing.

13. Entire Agreement; Amendment; Severability

This Agreement constitutes the entire agreement between the parties with respect to its subject matter and supersedes all prior negotiations, understandings, or agreements, whether written or oral. This Agreement may be amended only by a writing signed by both parties. If any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.

Metropolitan Park District of the Toledo Area



Name: Lisa Whitton

Title: Director, Park Services

Address: 5100 W Central Avenue

Email: Lisa.Whitton@Metroparkstoledo.com

Date: 8/12/2026

City of Maumee

Name: _____

Title: _____

Address: _____

Email: _____

Date: _____

ORDINANCE NO. 031-2026

AN ORDINANCE ADOPTING THE CITY OF MAUMEE JOB CREATION AND RETENTION GRANT PROGRAM, REPEALING ALL PRIOR JOB CREATION AND JOB CREATION MINI-GRANT ORDINANCES AND GUIDELINES, AND AUTHORIZING ITS ADMINISTRATION.

WHEREAS, the City of Maumee (“City”) desires to maintain its competitiveness as a location for new and expanding businesses by supporting job creation, job retention, and the occupancy of vacant commercial space within the City; and

WHEREAS, Council finds that a targeted, Council-approved incentive program tied to demonstrated job creation, job retention, and increased municipal income tax revenue serves a valid public purpose and the general welfare of the City; and

WHEREAS, the City's job creation and job creation mini-grant guidelines were originally established by Ordinance No. 079-2006 and have since been delegated and amended through multiple separate ordinances and administrative guidelines, including but not limited to Ordinance No. 015-2021, resulting in a fragmented and inconsistent framework that Council finds should be consolidated into a single, clearly stated program; and

WHEREAS, there has been prepared and presented to this Council the “Job Creation and Retention Grant Guidelines and Application,” attached hereto as Exhibit “A” and incorporated herein by reference (the “JC&R Grant Program”), establishing eligibility criteria, application procedures, grant calculation methodology, and compliance requirements for the JC&R Grant Program; and

WHEREAS, Council desires to formally adopt the JC&R Grant Program as the sole and exclusive job creation and retention grant program of the City of Maumee, to repeal all prior and superseded job creation and job creation mini-grant ordinances and guidelines, and to reserve final approval of any individual grant application at all times within the sole discretion of Council;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MAUMEE, STATE OF OHIO:

SECTION 1. That the Job Creation and Retention Grant Guidelines and Application, attached hereto as Exhibit “A” and incorporated herein by reference, be, and the same hereby is, adopted as the Job Creation and Retention Grant Program (the “JC&R Grant Program”) of the City of Maumee, superseding and replacing in their entirety any and all prior job creation or job creation mini-grant programs and guidelines of the City.

SECTION 2. That the purpose and goal of the JC&R Grant Program are as set forth in Exhibit “A.” The JC&R Grant Program may be used in conjunction with financing and incentive programs offered by the federal government, the State of Ohio, and the Toledo-Lucas County Port Authority. The JC&R Grant Program may be combined with the City's Façade Grant program, but with no other economic development incentive of the City of Maumee.

SECTION 3. That the City Administrator and Finance Director be, and the same hereby are, authorized to make JC&R Grant Program applications available, to accept and review applications, and to otherwise administer the JC&R Grant Program in accordance with the terms of Exhibit “A.”

SECTION 4. That, notwithstanding any other provision of this Ordinance or of Exhibit “A,” the approval or disapproval of each individual JC&R Grant Program application, the term and amount of each grant, and any award thereof, shall remain at all times within the sole discretion of Council, to be exercised by separate legislative action of Council for each applicant. Grants shall be awarded on a first-come, first-served basis until all appropriated funds for the JC&R Grant Program are utilized.

SECTION 5. That no payment shall be made under the JC&R Grant Program except from funds appropriated by Council for that purpose, and any obligation of the City to make future grant payments shall be subject to annual appropriation by Council and the availability of non-tax revenues.

SECTION 6. That any actual or potential conflict of interest arising in connection with the JC&R Grant Program shall be governed by the ethics laws of the State of Ohio, including, without limitation, R.C. 102.03 and R.C. 2921.42.

SECTION 7. That Ordinance No. 079-2006, Ordinance No. 015-2021, and any and all other prior ordinances, resolutions, administrative guidelines, or portions thereof, establishing, delegating authority to revise, adopting, or amending any Job Creation Program, Job Creation and Retention Program, Job Creation Mini-Grant Program, or other similarly titled job creation or job retention grant program or guidelines of the City of Maumee — whether or not adopted or ratified by legislative action of Council — are hereby repealed in their entirety. It is the intent of this Council that the JC&R Grant Program set forth in Exhibit “A” to this Ordinance shall be the sole and exclusive job creation and retention grant program of the City of Maumee, and that no prior program, guideline, or delegation of authority regarding the same shall remain in effect.

SECTION 8. That if any section, subsection, sentence, clause, or phrase of this Ordinance or of Exhibit “A” is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance or of Exhibit “A.”

SECTION 9. That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 10. That this Ordinance shall take effect and be in force from and after the earliest date permitted by law.

First Reading: August 17, 2026

Second Reading: September 8, 2026

Motion to Pass: Seconded:

Yeas: Nays:

Passed: September 21, 2026

Chelsea Ziss, Mayor

APPROVED AS TO FORM:

Director of Law

Attest:

Municipal Clerk

EXHIBIT “A”

JOB CREATION AND RETENTION GRANT GUIDELINES AND APPLICATION

Purpose:

The Job Creation and Retention Grant Program (“JC&R Grant Program”) purpose is to maintain the City of Maumee's competitiveness as a location for new and expanding businesses by supporting job creation and the occupancy of vacant commercial space. The JC&R Grant Program may be used in conjunction with financing and incentive programs offered by the federal government, the State of Ohio, and the Toledo-Lucas County Port Authority. It may be combined with the City's Façade Grant program, but no other City incentives.

Goal:

The goal of the JC&R Grant Program is to provide an incentive to companies/employers investing in the City of Maumee.

Eligible Applicants:

Any employer locating or located within the City of Maumee, which will increase employment opportunities and annual payroll, retain existing jobs, and/or occupy vacant commercial property. Annual payroll excludes company owners or executive employees.

Preference will be given to corporate offices, research, technology, financial, medical, and other companies/employers in alignment with City Council's economic development initiatives.

Application Process:

Applications are available at the City of Maumee Municipal Building, 400 Conant Street, 2nd Floor, and can be obtained from the City Administrator or Finance Director.

Final Approval:

Maumee City Council will have final approval of all grant applications and awards. Grants will be awarded on a first come, first served basis, until all appropriated funds are utilized. Any obligation of the City to make future grant payments shall be subject to annual appropriation by Maumee City Council and availability of non-tax revenues.

Determination of Grant Amount:

The specific grant to any one company/employer is based on annual payroll subject to Maumee municipal income tax, less any non-resident refunds.

Amount of Grant:

- Expansion of existing facilities or relocation to the City of Maumee
 - Minimum of \$250,000 of new payroll subject to Maumee municipal income tax and five (5) new jobs

- The calculation is based on one-third of estimated Maumee municipal income tax (withholding) in the first full calendar year after the grant is awarded; not to exceed \$20,000 in JC&R Grant Program payments annually. See payment schedule below.

Terms of the Grant:

The applicant must complete and submit an application form, with documentation as required by the City.

To be eligible for the JC&R Grant Program, applicants must have approval of their application by Maumee City Council prior to the start of their project. For purposes of program eligibility, a project shall be deemed to commence upon execution of a lease agreement, purchase agreement, construction contract, or initiation of construction activities, whichever occurs first.

Applicants must meet the payroll commitments stated in the approved application. JC&R Grant Program payments will not be prorated. Failure to satisfy program requirements in any given year does not automatically disqualify the applicant from eligibility in future award years, nor extend the term of the JC&R Grant Program award.

The JC&R Grant Program award is for a fixed number of years, not to exceed ten (10) annual payments. The number of years is determined by the number of jobs created or retained by the company/employer locating, expanding, or remaining in Maumee.

To receive an approved JC&R Grant Program benefit, the company/employer must annually submit an application to the Finance Director on the form provided with the approved grant application. Such payment application shall provide JC&R Grant Program documentation and related information for the preceding calendar year. JC&R Grant Program payments are issued based on actual withholdings received and other information as may be requested by the City. Payments shall be issued by July 1 following submission of required information and verification of required withholding tax documentation for the preceding calendar year. Failure to submit required documentation may result in forfeiture of the annual JC&R Grant Program award and continuance in the program.

If an employer currently receiving a JC&R Grant Program award is considering a second expansion project, it is eligible to apply for a second grant award. The same metrics above will be applied.

The acceptance of JC&R Grant Program benefits from the City of Maumee requires a contractual commitment on the part of the applicant to maintain payroll and jobs, as approved on the job grant application, for a period of time equal to a ratio of 1.5 years per approved grant year (example: 10-year jobs grant = 15-year commitment to remain in Maumee). In the event the applicant fails to satisfy its job creation, payroll, or retention obligations, the City may require repayment of all or a portion of grant funds previously paid, as determined by City Council.

No JC&R Grant Program benefits may be assigned or transferred (in the event of a transfer in ownership) without prior written approval of Maumee City Council.

Compliance:

The company/employer must be current on all other municipal income tax, property tax, assessments, water and sewer utility payments, and all other payments to the City, if applicable, and must certify that it will remain so.

Companies/employers applying for the JC&R Grant Program must execute a long-term lease (minimum three (3) years or the term of the grant, whichever is greater) if they do not own their buildings.

The company/employer and the City of Maumee will execute a contract stating the amount of the grant award, the term of the award, and other terms and conditions as applicable.

The City reserves the right to audit records related to any grant application or payment.

The company/employer certifies it is in compliance with all federal, state, and City of Maumee laws, including Ohio ethics or conflict-of-interest laws, does not discriminate, and is authorized to do business in Ohio.

Definitions:

“Project” means the establishment, expansion, relocation, renovation, or occupancy of a business facility within the City of Maumee, including projects involving existing facilities or new construction.

“New Payroll” means additional payroll subject to City of Maumee municipal income tax withholding generated through the hiring of new full-time equivalent employees as a result of the approved Project.

“Retention” means the continued employment of existing employees at a business facility located within the City of Maumee.

“Full-Time Equivalent Employee” or “FTE” means an employee working an average of at least thirty (30) hours per week on a continuous basis.

“Grant Year” means the calendar year during which eligible payroll subject to City withholding is paid. For example, if the Grant Year is 2025, the first JC&R Grant Program payment would be issued by July 1, 2026.

“Withholding” means municipal income taxes withheld from employee wages and remitted to the City of Maumee pursuant to applicable law. Wages subject to withholding are consistent with wages subject to Medicare taxation.

JC&R GRANT PAYMENT SCHEDULE

Annual Grant	Annual Eligible Payroll Range (From)	Annual Eligible Payroll Range (To)
\$1,250	\$250,000	\$299,999
\$1,500	\$300,000	\$349,999
\$1,750	\$350,000	\$399,999
\$2,000	\$400,000	\$449,999
\$2,250	\$450,000	\$499,999
\$2,500	\$500,000	\$549,999
\$2,750	\$550,000	\$599,999
\$3,000	\$600,000	\$649,999
\$3,250	\$650,000	\$699,999
\$3,500	\$700,000	\$749,999
\$3,750	\$750,000	\$799,999
\$4,000	\$800,000	\$849,999
\$4,250	\$850,000	\$899,999
\$4,500	\$900,000	\$949,999
\$4,750	\$950,000	\$999,999
\$5,000	\$1,000,000	\$1,049,999
\$5,250	\$1,050,000	\$1,099,999
\$5,500	\$1,100,000	\$1,149,999
\$5,750	\$1,150,000	\$1,199,999
\$6,000	\$1,200,000	\$1,249,999
\$6,250	\$1,250,000	\$1,299,999
\$6,500	\$1,300,000	\$1,349,999
\$6,750	\$1,350,000	\$1,399,999
\$7,000	\$1,400,000	\$1,449,999
\$7,250	\$1,450,000	\$1,499,999
\$7,500	\$1,500,000	\$1,549,999
\$7,750	\$1,550,000	\$1,599,999
\$8,000	\$1,600,000	\$1,649,999
\$8,250	\$1,650,000	\$1,699,999
\$8,500	\$1,700,000	\$1,749,999
\$8,750	\$1,750,000	\$1,799,999

Annual Grant	Annual Eligible Payroll Range (From)	Annual Eligible Payroll Range (To)
\$9,000	\$1,800,000	\$1,849,999
\$9,250	\$1,850,000	\$1,899,999
\$9,500	\$1,900,000	\$1,949,999
\$9,750	\$1,950,000	\$1,999,999
\$10,000	\$2,000,000	\$2,049,999
\$10,250	\$2,050,000	\$2,099,999
\$10,500	\$2,100,000	\$2,149,999
\$10,750	\$2,150,000	\$2,199,999
\$11,000	\$2,200,000	\$2,249,999
\$11,250	\$2,250,000	\$2,299,999
\$11,500	\$2,300,000	\$2,349,999
\$11,750	\$2,350,000	\$2,399,999
\$12,000	\$2,400,000	\$2,449,999
\$12,250	\$2,450,000	\$2,499,999
\$12,500	\$2,500,000	\$2,549,999
\$12,750	\$2,550,000	\$2,599,999
\$13,000	\$2,600,000	\$2,649,999
\$13,250	\$2,650,000	\$2,699,999
\$13,500	\$2,700,000	\$2,749,999
\$13,750	\$2,750,000	\$2,799,999
\$14,000	\$2,800,000	\$2,849,999
\$14,250	\$2,850,000	\$2,899,999
\$14,500	\$2,900,000	\$2,949,999
\$14,750	\$2,950,000	\$2,999,999
\$15,000	\$3,000,000	\$3,049,999
\$15,250	\$3,050,000	\$3,099,999
\$15,500	\$3,100,000	\$3,149,999
\$15,750	\$3,150,000	\$3,199,999
\$16,000	\$3,200,000	\$3,249,999
\$16,250	\$3,250,000	\$3,299,999
\$16,500	\$3,300,000	\$3,349,999
\$16,750	\$3,350,000	\$3,399,999
\$17,000	\$3,400,000	\$3,449,999
\$17,250	\$3,450,000	\$3,499,999

Annual Grant	Annual Eligible Payroll Range (From)	Annual Eligible Payroll Range (To)
\$17,500	\$3,500,000	\$3,549,999
\$17,750	\$3,550,000	\$3,599,999
\$18,000	\$3,600,000	\$3,649,999
\$18,250	\$3,650,000	\$3,699,999
\$18,500	\$3,700,000	\$3,749,999
\$18,750	\$3,750,000	\$3,799,999
\$19,000	\$3,800,000	\$3,849,999
\$19,250	\$3,850,000	\$3,899,999
\$19,500	\$3,900,000	\$3,949,999
\$19,750	\$3,950,000	\$3,999,999
\$20,000	\$4,000,000	and above