



2026

GENERAL OPERATING BUDGET

AS PROPOSED:

**BUDGET HEARING #1
NOVEMBER 3rd, 2025**

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CITY MANAGER'S OFFICE CITY OF NEWARK

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November 3, 2025

Newark City Council
City of Newark, Delaware

2026 GENERAL OPERATING BUDGET MESSAGE

The Honorable Mayor and Members of City Council:

On behalf of the City Manager's office and Finance Department of the City of Newark, with support from all departmental teams, I am pleased to submit our recommended 2026 General Operating Budget for your consideration and approval. This document represents the City's financial plan for the next fiscal year, considering experience, forecasting efforts, and Council direction. The budget ensures the continued provision of high-quality service and identifies the anticipated revenue sources necessary to support our operations. The 2026 budget was developed based on a prioritization of needs for a well-rounded, full-service city. As with recent years, time was devoted in 2025 towards evaluating options for increased operational efficiencies and cost savings. We also spent time evaluating existing staffing levels to identify needs based on shifting workload and recruitment and retention pressures in our new, post-COVID hiring environment.

In preparation of the 2026 budget, we continue to face several familiar operational cost drivers that compete with desired capital projects for funding. These cost drivers are primarily contractual and are largely out of the control of the City in the short term so long as we continue to offer our current level of services. The main cost drivers, which are similar for municipalities across the state and country, are rising insurance costs, pension and post-employment funding requirements, and collective bargaining related salary increases. Inflation remains elevated above recent norms, continuing to affect nearly every aspect of our budget. Lingering supply chain disruptions, tariffs, increased demand for material goods, and global economic pressures continue to push up costs in areas such as fleet maintenance, utilities and contractual services. In 2024 and 2025 the City renewed long term contracts with all four of our labor unions. While the pay increases agreed to in bargaining were higher than usual, they were supported by market wage data and reflect the broader market that we face for recruitment and retention. This is particularly the case in public safety where police wages are rising much faster than inflation. We must continue to adjust our revenues to cover these contractually obligated expense increases or risk losing existing employees and being unable to adequately compete for qualified candidates. These inflationary, regulatory, and contractual cost pressures necessitate increases in our utility rates, fees for service, and taxes or else we will quickly become insolvent. Long-term, these costs can be at least partially mitigated through economic development, continued efficiency efforts, and consideration of reductions in service levels.

Primary goals of the 2026 General Operating Budget and the associated Capital Improvement Program include continued provision of existing services, maintenance of our existing infrastructure, planning for utility load growth, meeting the needs and expectations of our community, taking advantage of innovative and/or progressive efforts to plan for the future and move our community forward, and ensuring all federal and state grant funding is spent or encumbered in accordance with applicable requirements. Developing

meaningful partnerships, leveraging grant opportunities, embracing efforts for economic development, and improving our use of technology and communication with our citizens remain high priorities. To reach our goals, we remain committed to increasing revenue diversification and continue to reduce our reliance on enterprise fund transfers into the General Fund. While inflationary pressures persist in 2026, locked in cost increases reinforce the need to manage utility transfers carefully. As a result of these increasing costs, it is particularly important to continue our focus on lobbying efforts at the state level to get approval for additional revenue sources. Some potential sources include approval of an events tax, State funding to support rising costs of Police services, increases to Municipal Street Aid, a share of the State collected alcohol and marijuana tax, and approval of an increase in Newark's lodging tax rate. We also recommend that the City continue to migrate utility revenue away from consumption based variable charges toward lower risk fixed customer charges. Lastly, we should continue to utilize borrowing where appropriate to create a foundation for a more sustainable financial future.

Finally, with significant consideration and effort on the part of all departments, we present the consolidated 2026 Operating Budget and 2026-2030 Capital Improvement Program (CIP). The CIP continues to maximize external funding sources while utilizing city funds for shortfalls. Over ninety-one percent of the five-year funding for the City's capital program is earmarked to be paid with external funding sources. In addition to grant funds and contributions from state legislators, we continue to incorporate borrowing via the state revolving loan program, conduit financing via DEMEC, and other sources into the budget. Capital projects have been prioritized with a "fix it first" approach; keeping our current infrastructure maintained, functionally relevant, regulatorily compliant, and up to current standards remains our backbone. Extending assets' useful lives and ensuring community safety remain top priorities. Projects that represent optional expansions or enhancements are considered lower priority.

In summary, the core action items of this budget include:

- A proposed 3.3% CPI-based property tax increase
- 12% water rate increase and 8% sewer rate increase
- Electric rate adjustment for 2026. At this moment, we are estimating that the cost to purchase electricity from DEMEC will increase by 9%. In addition, the City completed an [Electric Cost of Service Study, along with a proposed rate design](#) which was last completed in 2011. This study recommends an annual additional revenue requirement of 4.5% in order to meet the City's requirements for debt coverage ratios, minimum cash reserves, and optimal operating income. It is anticipated that these new rates will go into effect January 2026, with the annual revenue stabilization adjustment (RSA) process continuing annually thereafter.
 - The 2026 CIP provides for \$17.3M of electric projects to be completed utilizing the following funding sources:
 - 2026 current year revenue - \$1M
 - Conduit debt via a DEMEC bond issuance - \$16M and
 - Equipment sinking funds and developers - \$277K
 - Material and equipment purchases for the City's new substation (E2002) will begin in 2026 and will be funded via the proposed DEMEC conduit debt. The total budget for the substation is currently estimated to be \$37M.

The tariff accepted by PJM due to the "Reliability Must Run" designation applied to NRG's Indian River generation facility in Millsboro, DE that went into effect on September 1, 2022 has now ended. Elimination of this fee will offset some of the anticipated wholesale rate

increase.

- Modest increase in property tax revenue resulting from new development and reassessment activity.
- No new staff positions proposed for 2026.
- Deferral of most CIP projects to maintain a balanced operating budget
- Continued focus on evaluation of City operations for potential efficiencies and cost savings.
- Continued exploration of new and diversified revenue sources to support long term fiscal stability.

2026 Budget Process – Discussion of Challenges and Initiatives

The 2026 budget process began with internal departmental meetings to discuss organizational challenges, initiatives and the related funding sources. The 2026 budget meetings with Council began in August with a financial overview to highlight our anticipated operational needs and revenue shortfalls. Individual departmental budgets were presented at meetings in August and September. It is our goal to provide transparency in the budget process, and this is accomplished via the earlier start date and multiple presentations to City Council and the public. Staff are challenged annually to utilize existing funding for our core services and initiatives while providing the most benefit across all departments. Additionally, it is necessary to manage city-wide costs while still meeting operational needs and at the same time continuing to positively impact on the character and economic vitality of our community. At the beginning of the budget process, the expenditure budget was \$6.8 million short of estimated revenue. The budget proposed herein has closed that funding gap.

Our organization's most valuable resource, our personnel, currently makes up 36% of our overall budget costs. Increased personnel costs, including salary and benefit adjustments, the recruitment of suitably skilled staff, and the retention of our workforce in a competitive job market impacts the budget's bottom line.

The general fund requires regular non-utility revenue enhancements or else we will increase our reliance on utility revenue to cover general fund operations. The impact of inflation over the past few years coupled with a softening economy has worsened the issue.

Many of our growing personnel costs are due to legacy obligations, like pensions and OPEB which were historically underfunded which now must be made whole. These liabilities assume payments are made across employee's entire careers and also fund retiree benefits, so we are paying for both current and previous employees. Pension and OPEB costs consistently increase each year, generally increasing alongside wages and healthcare costs. The City uses a realistic discount rate of 6% for future return assumptions, which is considerably lower than the 7.5% that was assumed in the past. Assuming a lower rate of return results in higher necessary annual contribution amounts but is a more realistic and conservative estimate due to the uncertainty of future investment returns. Unfortunately, while we have made improvements in the funded status of the pension and OPEB funds in recent years, both are still under funded and are currently estimated to require continued pension and OPEB contributions of approximately \$6.8 million per year to be able to meet our promised benefit obligations. Since 2021 new members of the FOP are automatically enrolled in the State's pension plan. In order to better attract and retain civilian employees, the City has reopened the pension to members of CWA, AFSCME, and Management.

Budget discussions in the recent past highlighted Newark's admirable utilization of the "pay-as-you-go" method of financing its capital projects. While paying cash has kept our debt service low, it also has prevented us from adequately funding reserves and addressing our aging infrastructure. The successful 2018 referendum provided borrowing authorization for up to \$27.6 million in a combination of state revolving

loans and bond/loan financing which has allowed us to incrementally build our cash reserves back to a level in line with our Council approved financial policies. A recent charter amendment which allows us to utilize the State Revolving Loan program without a referendum has streamlined the use of this low-cost option moving forward. Continuing to strike a balance between “pay-as-you go” and smart borrowing for projects with adequate lifecycle into the future will increase our chances of adequately meeting the growing capital needs associated with aging infrastructure. While most of the projects from the 2018 referendum are complete, the continued practice of utilizing debt financing for our capital program allows the City to rehabilitate our utility infrastructure and charge the residents/customers equitably.

Despite modest electric sales growth over the last few years from construction at STAR and elsewhere downtown, long-term trends for sewer and water sales have been relatively flat, largely due to higher efficiency fixtures used in new construction, improved leak detection from the smart meter project, and development at STAR Campus being so far focused in the sections that are within Viola’s water territory. On the tax side, while New Castle County recently completed the first reassessment since 1983, due to timing of the reassessment falling after our budget was approved and tax rate set, it had no effect on overall tax revenue to the City. As a result, our tax base only increases from construction activity, and since most development activity is redevelopment, then only by the net difference between what was on the property originally and what is built back in its place. As a result, our tax base and utility revenue will not naturally grow over the short-term at a rate sufficient to keep up with inflation, especially in public safety, nor fund our community’s growing infrastructure maintenance demands as our infrastructure ages. However, proper financing of our debt, accompanied with prudent planning, efficient operations, and a focus on economic development can partially mitigate these expenses and ensure that both our residents and businesses pay for services at a rate that is comparable to our neighboring communities. Significant reductions in development activity or UD enrollment decreases will increase cost pressures on the City and result in the need to reduce services or increase costs to our residents. The good news is that Newark remains a great value compared to our surrounding region.

Smart City initiatives over the past decade continue to deliver long-term avoided cost savings to the City. During 2015 and 2016, the City replaced nearly 2,000 streetlight fixtures with LED replacements. A 2017 analysis by Vermont Energy Investment Corporation (VEIC) determined the project will produce a cost avoidance of \$135,000 each year. For every \$1 spent on this project, the City will save \$4.20 through avoided costs. Building off the success of that project, the City has completed a pair of Energy Savings Performance Contract (ESPC) projects totaling over \$10 million in partnership with Seiberlich Trane, a Delaware licensed Energy Savings Company (ESCO). These projects included replacement of inefficient and end-of-life HVAC systems at City Hall, the Newark Police Department, and the George Wilson Center with high efficiency systems utilizing modern building automation systems. In addition to the HVAC work. We also completed the City’s transition to LED streetlights by replacing the remaining 800 streetlights in areas where we have underground electric lines and added dimming capability on all streetlights in the City. We installed a megawatt of solar generation, upgraded water department pumps with variable frequency drives where appropriate, and included a handful of other efficiency-related improvements. Using savings from the project we repaired or replaced all flat roofing systems on City facilities, In the end, the savings generated by these projects will more than cover the cost of the annual lease payments over the 20-year payback period while addressing critical deferred maintenance projects and moving us toward the goals included in the “Sustainable Newark” sustainability plan adopted by Council in 2019.

From 2023 through 2025 the City was awarded \$6 million in grant funding from the State of Delaware’s Bond Bill and Community Reinvestment Fund to help pay for facilities and infrastructure projects. Specifically, we have used this money to complete deferred maintenance at the historic Newark Train Station, the George Wilson Center, the VFW’s parking lot, and the Olan Thomas Building in Olan Thomas Park. It will also be used to complete security upgrades at the Field Operation Complex and water facilities, construct a new Parks storage building, and pay for

safety improvements on East Main Street, along with a handful of smaller projects. Many of these projects have been deferred for many years, like the train station, but will now be able to proceed due to State funding. Staff plan to apply for funding again during the State's Fiscal 2027 budget process in early 2026, but we anticipate the State will have less funding available for grants and therefore a more competitive landscape for funding.

Rising health care expenses are one of the biggest challenges facing both the public and private sector today. The City of Newark, in working in conjunction with its workforce, joined the Delaware Valley Health Trust in 2015. This monumental change allowed the City to continue to provide quality healthcare to its employees, while avoiding annual double-digit premium increases that other government agencies have experienced, through pooling its risk with other municipalities. During this time our annual healthcare costs have increased at a rate approximately half of what we would have experienced otherwise. For 2026, the City's Benefits Committee approved plan changes that resulted in savings of between 12% and 14%, depending on the plan. We also implemented coordination of benefits with all of our bargaining groups. As a result, our overall budgeted healthcare costs were reduced year over year for the first time in recent memory.

Appropriately managing risk and strategically using tools that are available to us, like debt and performance contracting, will be critical if we are going to be successful at sustainably meeting the expectations of our community for service delivery and quality of life. One critical action that staff strongly recommends is that we continue to move more of our utility revenue toward fixed charges and away from volumetric charges, like what has been proposed with the addition of demand charges to residential electric rates. This is to reflect that most of our expenses, especially in the water fund, are fixed. Also, that just because a building used no utilities during a billing period does not mean they received no benefit from the utility being there, ready to serve on demand. This was highlighted during the early months of the pandemic when UD and most businesses closed or moved to work from home, resulting in the loss of millions of dollars in utility revenue. Best practices in utility management suggest frequent reviews of our billing structure with adjustments as necessary to keep each utility financially stable while avoiding cross-subsidization of customer classes. The City must remain proactive to ensure that the City's fees for service cover the costs of providing them equitably to all our customers. This year we have completed an electric cost of service study and recommended rate design which has been presented for feedback to council with the goal of implementing starting January 1st, 2026, alongside rate adjustments to water and sewer.

The 2026 Budget in Summary

The proposed budget for 2026, including the five-year Capital Improvements Program, currently includes an overall increase of 3.4% and results in a surplus of \$1.14 million. Water, Sewer and Stormwater fund reserves account for \$1.12 million of this surplus.

	* as amended	** as proposed		
EXPENDITURE/SURPLUS	2025 * BUDGET	2026 ** BUDGET	\$ FROM 2025 BUDGET	% FROM 2025 BUDGET
Operating Budget	\$ 116,664,598	\$ 121,365,713	\$ 4,701,115	4.0%
Capital Budget	1,870,624	1,186,683	(683,941)	-36.6%
Debt Service	4,822,498	4,001,307	(821,191)	-17.0%
Net Current Surplus	186,519	1,144,932	958,413	513.8%
Total	\$ 123,544,239	\$ 127,698,635	\$ 4,154,396	3.4%

2026 Budgeted Operating Expenses by Function

Total operating expenses are recommended to be \$125.4 million for 2026, or a \$3.9 million (3.2%) increase from 2025. The table below highlights the City's 2026 budgeted operating expenses:

	* as amended	** as proposed		
	2025	2026	\$ FROM	% FROM
	* BUDGET	** BUDGET	2025 BUDGET	2025 BUDGET
Personnel Services	\$ 44,587,197	\$ 45,842,530	\$ 1,255,333	2.8%
Utility Purchases	50,533,363	53,713,684	3,180,321	6.3%
Materials and Supplies	3,117,580	3,174,679	57,099	1.8%
Contractual Services	14,822,983	14,795,056	(27,927)	-0.2%
Equipment Depreciation	2,069,775	2,207,419	137,644	6.7%
Debt Service	4,822,498	4,001,307	(821,191)	-17.0%
Other Expenses	1,533,700	1,632,345	98,645	6.4%
Total	\$ 121,487,096	\$ 125,367,020	\$ 3,879,924	3.2%

Personnel Services – Personnel expenses are increasing by \$1.3 million or 2.8% in 2026. This increase is mainly due to contractually obligated pay increases.

Wages include the contractually negotiated salaries of our workforce, as most of our full-time employees are represented by the FOP, AFSCME and CWA. In 2025, we completed contract negotiations with AFSCME Local 1670 and FOP. The increase for 2026 includes cost of living adjustments and merit steps for eligible employees. As management employees are not covered by a collective bargaining agreement, their cost-of-living adjustments are approved along with the annual budget and we have included a 4% cost-of-living adjustment for management this year. We have also made adjustments to the 2025 and 2026 pay plan for the Chief of Police and Deputy Chief of Police to address wage compression with FOP as a result of their new contract. Information on our four union contracts including wage tables, along with the Management Pay Plan can be found on the City's website here: [Labor Contracts](#).

Included in the \$45.8 million in personnel services is funding for the City's pension plan (\$4.8 million). The Pension plan had been closed since 2014 to new hires, except for the City's police officers. However, following challenges with recruitment and retention resulting in high turnover of employees in the defined contribution retirement plan, we have opened the pension plan back up to City staff with the hopes of retaining our workforce. In addition, the City will contribute \$2 million towards its OPEB obligations in 2026. Pension contributions include both retired and active employees and OPEB contributions are legacy expenses from employees that have already retired but were not adequately funded by the City during their period of employment. This underfunding was most likely the result of overly optimistic assumptions for investment returns in prior years. Our current investment return assumption of 6% is more conservative given the uncertainty of future investment returns.

Utility Purchases – Utility purchases, which include the cost of electric purchases from DEMEC (\$47.5 million) and sewer purchases from New Castle County (\$6.2 million), are anticipated to be \$53.7 million. Should New Castle County choose to raise rates after July 1, 2026, we would need to perform a mid-year rate adjustment to pass these costs along to our sewer customers or else we will run a deficit for the year. The cost of the new substation, inflation, increasing renewable portfolio expenses, and an anticipated wholesale rate adjustment

from DEMEC are all contributing to the electric increase next year, which will be recognized through the annual revenue stabilization adjustment in March 2026.

Materials & Supplies – The materials and supplies lines increased \$57K mostly due to the rising costs of chemicals, water meters and line maintenance within Public Works and Water Resources.

Contractual Services – Contractual Services decreased by \$28K, or .2%. Despite increased workers' compensation insurance premiums of \$228K (26%), other decreases in contractual costs are anticipated to create the overall decrease.

Equipment Depreciation – Equipment depreciation (a non-cash, formula driven expense) increased by 6.7% versus 2025. This expense continues to supplement the funding of our future large equipment purchases. As the City leases more equipment, this line will begin to diminish and be offset by lease payments.

Other Expenses – Other Expenses increased \$99K, or 6.4%. This line includes our subventions and although we removed the City's subvention to The Newark Partnership, the subvention to Aetna is anticipated to increase by \$150K due to an increase in forecasted emergency service fees collected on behalf of Aetna. Our subvention to Aetna now includes the City's portion of \$205K plus an additional \$300K in anticipated emergency service fees on building permits. We also provide free electricity, water and sewer to Aetna for an estimated total cost of \$70,000. Additionally, we provide subventions to the Newark Senior Center for free electric of \$55,000, and we also provide \$25,000 to Catholic Charities to assist our electric customers during their times of need.

Budget by Department/Division

The budget changes by department/division are reflected in the table below.

	* as amended	** as proposed		
	2025	2026	\$ FROM	% FROM
DEPARTMENT/DIVISION	* BUDGET	** BUDGET	2025 BUDGET	2025 BUDGET
Electric Utility	\$ 8,936,737	\$ 9,385,553	\$ 448,816	5.0%
Water Utility	6,267,339	6,321,161	53,822	0.9%
Sewer Utility	1,448,934	1,412,825	(36,109)	-2.5%
Stormwater Utility	1,717,959	1,720,206	2,247	0.1%
Utility Purchases	50,533,363	53,713,684	3,180,321	6.3%
Refuse Division	2,555,500	2,222,770	(332,730)	-13.0%
Street Division	2,010,751	1,915,813	(94,938)	-4.7%
Fleet Maintenance Division	2,099,012	1,997,688	(101,324)	-4.8%
Engineering Division	1,364,446	1,428,172	63,726	4.7%
Code Enforcement Division	2,612,511	2,348,240	(264,271)	-10.1%
Police Department	20,583,010	22,396,094	1,813,084	8.8%
Finance Department	442,561	454,527	11,966	2.7%
Planning Division	1,903,461	1,908,871	5,410	0.3%
Municipal Parking	2,909,769	2,933,542	23,773	0.8%
Facilities Maintenance Division	1,096,763	1,119,054	22,291	2.0%
Administrative Department	1,788,820	1,777,866	(10,954)	-0.6%
Legislative Department	1,584,990	1,433,263	(151,727)	-9.6%
Alderman's Court	798,576	872,280	73,704	9.2%
Parks and Recreation Department	4,799,721	4,894,033	94,312	2.0%
Community Development Block Grant	263,681	226,578	(37,103)	-14.1%
Law Enforcement Fund	365,695	304,093	(61,602)	-16.8%
Debt Service Fund	4,822,498	4,001,307	(821,191)	-17.0%
Special Parks Fund	62,195	60,700	(1,495)	-2.4%
Self Insurance Fund	145,000	145,000	-	0.0%
OPEB Expense Funding	932,000	1,000,000	68,000	7.3%
Less: Inter-Dept. Electric Sales	(558,196)	(626,300)	(68,104)	12.2%
Total Operating Expenditures	\$ 121,487,096	\$ 125,367,020	\$ 3,879,924	3.2%

Revenue Highlights

City wide operating revenues of \$128 million in 2026 are expected to be above 2025 budgeted revenue by 3.4%. Utility revenue is collectively responsible for \$3.2 million of the \$4.2 million increase due to adjustments needed for inflation, State drinking water mandates, wholesale power cost increases, and electric grid modernization just to name a few. We are estimating a small growth in taxable assessments for 2026, primarily due to commercial growth. Part of the property tax growth includes the proposed 3.3% tax increase which will provide \$165K in revenue to the City to fund its governmental services and to keep on par with the rising costs of inflation. The hotel industry has been relatively steady since this past Spring, and we have increased our lodging tax expectations by \$120,000 to \$900,000 for 2026.

Real Estate Transfer Tax (RTT) revenue in 2025 has been closer to historic norms driven by high interest rates. Considering the skyrocketing value of real estate over the last few years, this means actual sales are down compared to past history. As a result, we have forecast RTT revenue to remain flat in 2026 at \$1,700,000.

While construction activity has been steady in 2025, due to timing of projects in the pipeline, we are anticipating lower than average building permit activity during 2026. City Council adopted new zoning regulations for the BB and RA zoning districts in early 2023. The BB zone is where we have seen the most development activity in recent years and the new changes have made it less expensive to build in this zone. Because of this, coupled with feedback from the development community, we anticipate permit activity will rebound in 2027. Fortunately, we have several large projects currently under construction which should receive certificates of occupancy during 2026 which is when they will be added to the tax rolls. Interest rates are still higher than they have been in the recent past and tariffs continue to impact supply chain logistics, so some developers may choose to wait a little longer until they begin construction. Fortunately, the Federal Reserve recently reduced rates and indicated more rate reductions will come during 2026.

2026 General Operating Budget Message
November 3, 2025

	* as amended	** as proposed		
REVENUE SOURCE	2025 * BUDGET	2026 ** BUDGET	\$ FROM 2025 BUDGET	% FROM 2025 BUDGET
Utility Revenue				
Electric	\$ 70,475,100	\$ 72,195,900	\$ 1,720,800	2.4%
Water	10,443,948	11,650,700	1,206,752	11.6%
Sewer	9,515,150	9,814,300	299,150	3.1%
Stormwater	2,629,050	2,629,050	-	0.0%
Total Utility Revenue	\$ 93,063,248	\$ 96,289,950	\$ 3,226,702	3.5%
Tax Revenue				
Realty Transfer Tax	\$ 1,700,000	\$ 1,700,000	\$ -	0.0%
Property Tax	9,745,313	10,116,000	370,687	3.8%
Penalties	67,500	50,000	(17,500)	-25.9%
Franchise Tax	300,000	280,000	(20,000)	-6.7%
Lodging Tax	780,000	900,000	120,000	15.4%
College and University Tax	-	2,100,000	2,100,000	100.0%
Total Tax Revenue	\$ 12,592,813	\$ 15,146,000	\$ 2,553,187	20.3%
Fees for Service				
Fines	\$ 2,209,467	\$ 1,874,001	\$ (335,466)	-15.2%
Business License Fees	215,000	215,000	-	0.0%
Permits and Licenses	3,164,000	2,809,000	(355,000)	-11.2%
Park Fees	825,140	772,000	(53,140)	-6.4%
Commercial Refuse & Transfer Sta.	30,500	38,000	7,500	24.6%
Parking Lots	240,000	275,000	35,000	14.6%
Multi-Space Parking	3,040,000	2,800,000	(240,000)	-7.9%
Parking Meters	-	64,175	64,175	100.0%
Internal Service	3,388,379	3,309,862	(78,517)	-2.3%
Total Fees for Service	\$ 13,112,486	\$ 12,157,038	\$ (955,448)	-7.3%
Intergovernmental Revenue				
Subventions	\$ 642,893	\$ 664,108	\$ 21,215	3.3%
Local School District	210,000	108,200	(101,800)	-48.5%
Community Development Block Grants	264,912	226,578	(38,334)	-14.5%
Law Enforcement Grants - Special Fund	361,287	311,961	(49,326)	-13.7%
Miscellaneous Grants and Donations	540,500	59,000	(481,500)	-89.1%
Total Intergovernmental Revenue	\$ 2,019,592	\$ 1,369,847	\$ (649,745)	-32.2%
Other Revenue				
Interest Received	\$ 2,047,000	\$ 1,260,500	\$ (786,500)	-38.4%
Miscellaneous	395,600	431,600	36,000	9.1%
Reimbursable Overtime	300,000	300,000	-	0.0%
Assessments	13,500	15,000	1,500	11.1%
Total Other Revenue	\$ 2,756,100	\$ 2,007,100	\$ (749,000)	-27.2%
Appropriation of Prior Year Reserves	\$ -	\$ 728,700	\$ 728,700	100.0%
Total Operating Revenue	\$ 123,544,239	\$ 127,698,635	\$ 4,154,396	3.4%

The 2026 through 2030 Capital Improvements Program

The 2026 portion of the proposed five-year Capital Improvement Program exhibits gross expenditures of \$49 million. Reserve funding, grant funding, vehicle equipment replacement funds, state revolving loan, conduit debt and other sources are proposed for the program. The use of capital reserves and equipment replacement reserves is a routine practice for projects that were authorized and encumbered in previous periods. Use of grant funding is likewise a fundamental goal and remains a recurring and successful funding mechanism for Newark.

Funding for the 2026 CIP is proposed on the table labeled “2026 CIP Funding Sources.” The Net Capital Improvement total of \$1.2 million will be funded in 2026 through current year revenue, property taxes, utility rates, and other current sources of revenue.

2026 CIP FUNDING SOURCES	Percent (%)	Dollar (\$)
Capital Improvements		\$ 49,329,319
Funding Sources:		
Use of Reserves	4.4%	2,191,705
Equipment Funding	1.2%	571,795
Grants	3.2%	1,579,136
State Revolving Loans (SRL)	56.1%	27,650,000
Other Sources	32.7%	16,150,000
Current Resources	2.4%	1,186,683

2026 CAPITAL EXPENDITURES	Percent (%)	Dollar (\$)
Water Fund	57.6%	\$ 28,420,000
Electric Fund	35.0%	17,277,000
Stormwater Fund	2.7%	1,310,453
Administrative - Maintenance Fund	1.6%	800,000
Public Works - Capital Proj. Fund	1.3%	644,136
Police Department	0.8%	372,730
Parks and Recreation	0.4%	215,000
Sewer Fund	0.3%	200,000
Parking Fund	0.1%	50,000
Information Technology Division	0.1%	40,000
Gross Capital Expenditures	100.0%	49,329,319

Like previous years, borrowing is included in the 2026 Capital Plan. It should be noted that any type of borrowing or funding partnership planned in future years will result in ongoing debt service expenditures and/or other operating costs which, when layered into future operating budgets, will result in reduced levels of then-current resources available for “pay- as-you-go” financing of capital projects. There is always a need to address a greater level of critical infrastructure projects than current resources and reserves will permit.

This need can be met through the responsible, systematic utilization of funding in a way that strikes a balance between accomplishing immediate needs and encumbering future operating costs. Capital projects earmarked to be funded via the state revolving loan program will continue to move forward due to their secure funding.

The table “2026 Capital Expenditures” exhibits planned capital spending by department. The majority of our gross capital expenditures consist of infrastructure, which are electric, water, sewer, stormwater, and street projects. Facility projects continue to take a higher priority due to the need to address deferred maintenance for City assets and to maintain them at a level that meets current standards. The availability of State grants to fund those needs has had a big impact as we work to reduce the backlog of projects.

Fund by Fund Commentary

General Fund

The General Fund is used to provide typical municipal services such as public safety, planning,

administration, parks, and recreation, streets, and public works functions. Newark's General Fund remains highly dependent on transfers from the Enterprise/Utility Funds to maintain a positive fund balance and maintain the level of services offered in our community. This is further highlighted by the fact that property tax revenues (including tax penalties and franchise fees) make up only 8% of our operating revenues in 2026. While in recent years we have limited the level of our transfers in association with our Financial Policies, efforts to self-motivate and monitor a sustainable level of transfers in the future along with additional revenue diversifications are challenges and must remain a priority. It is important to recognize that absent these transfers, the Governmental Funds (including the Street Division), would experience operating deficits over \$20.8 million in 2026, or require a tax increase over 220% to account for the total loss of margin transfers and maintain current service levels. For comparison purposes, the City would need to add over 20,000 new additional residences just to collect \$20.8 million in new tax revenue based on the City's median assessed value of a residential property. This is merely an academic comparison, however, as new residential properties would also result in increased demand for services and, accordingly, increased costs that would likely more than negate the increased tax revenue. Development in a form that uses less in services and infrastructure than the tax generated is key to making a dent in our general fund deficit. This is generally achieved by offsetting single family residential areas with dense, mixed-use development located proximate to jobs and the downtown, although there is no magic formula. Private development at STAR Campus will provide a financial windfall for the City through increased taxes and utility sales with limited additional demand for City services, especially since police coverage is provided to STAR Campus by UDPD and all roads are privately maintained.

An additional reason to continue to focus on decreasing our reliance on utility transfers is the risk to revenues associated with the increased penetration of privately-owned distributed energy resources, like rooftop solar, as well as the impact of electric and water conservation. Both items have positive environmental and social impacts, but negatively impact our utility sales and margins. Dialing back, or at a minimum not further increasing, our dependency would provide future benefits by leaving more revenue in our utility funds that are facing dramatically increasing need for infrastructure replacement as much of it was installed mid-century and is now reaching the end of their normal service life. It could also help mitigate the rate impact from treatment for forever compounds (PFAS) as our treatment comes online at South Well Field WTP and is designed and implemented at the Curtis WTP, as required by federal regulation.

Other Governmental Funds

Other governmental funds include the Capital Projects Fund, Debt Service Fund, and the Special Revenue Funds. All capital projects associated with the General Fund are budgeted and accounted for in the Capital Projects Fund. The Debt Service Fund is used to account for debt associated with the General Fund. The Special Revenue Funds are supported mainly by grant funds.

Enterprise Funds

The Enterprise Funds are comprised of the Electric, Water, Sewer, Stormwater and Parking Funds. These funds are intended to be self-supporting and contribute to the Governmental Funds via operating margin transfers (except for Stormwater). City Council's adoption of the Stormwater Utility mandates that no funds are to be transferred from it to support general fund operations. (Bill 17-43). Revenue expectations by fund can be found within the operating budget.

Moving Forward

Efforts to improve the opportunity for citizens to manage utility consumption and associated costs with smart technology, and to equitably align utility costs across users via a combination of fixed and consumption-based charges will be of great importance, alongside high-quality municipal services and parks, as we compete for new residents and businesses.

Furthermore, it would be fiscally responsible in future budget cycles to feature inflationary tax increases, reduced utility revenue transfers, smart redevelopment, and continued identification of additional revenue streams. As mentioned previously, Council should continue to focus lobbying efforts at the state level to get approval for additional revenue sources like an events tax, funding to support rising costs of Police services statewide, increase to Municipal Street Aid and a portion of alcohol and marijuana tax.

Budget Presentation

The 2026 Budget document is arranged to comply with generally accepted accounting principles. Each operating budget is assigned to a fund group. The order in which they appear is Consolidated, General Fund, Other Governmental Funds, Enterprise Funds, and other miscellaneous funds. As in the past, consolidated revenue and expenditure summaries are presented in the front of the document, and each operating budget includes tables, statistics and annual reports for its individual department or division. The following schedule for processing the 2026 Budget is proposed to meet the requirements of the City Charter:

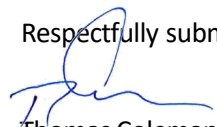
Presentation to Council:

- Public Hearing/Possible Budget Adoption – November 3, 2025
- Contingency Date - Public Hearing/Budget Adoption – November 17, 2025 (if needed)
- Introduction Date for Revenue Ordinances – November 17 or 24, 2025

The preparation and compilation of the 2026 General Operating Budget and its accompanying Capital Program was the result of much hard work, research, and prioritization of all our departments. The Finance Department under the leadership of Finance Director Jill Hollander, Deputy Finance Director Daina Montgomery, Accountant Jim Smith, and Financial Analyst Trevor Miller worked diligently in coordinating all stages of this document's development. Likewise, our Department Directors should be commended for thoroughly evaluating their needs, assessing their capacity to complete projects, considering opportunities, and responding to timelines and funding limitations.

I look forward to working with City Council and staff to move our organization forward and take advantage of opportunities for improvement. Lastly, I thank you for your dedication to Newark and ask that you continue to show your support for the hard work of our many employees on behalf of our community. Your commitment of time, skills, and interest in doing the right thing on behalf of our citizens, businesses and visitors will be greatly appreciated as we move into the New Year.

Respectfully submitted,



Thomas Coleman
City Manager

CITY OF NEWARK, DELAWARE
2026 CONSOLIDATED BUDGET SUMMARY - ALL FUNDS
SUMMARY OF REVENUE AND EXPENSES

		* as amended	** as proposed	
	2024 ACTUAL	2025 * BUDGET	2026 ** BUDGET	% FROM 2025 BUDGET
Revenue/Other Funding Sources				
Utility Sales	\$ 84,889,127	\$ 93,063,248	\$ 96,289,950	3.5%
Real Estate and Other Taxes	11,961,950	12,592,813	15,146,000	20.3%
Fees for Service	11,416,072	13,112,486	12,157,038	-7.3%
Intergovernmental Revenue	3,728,732	2,019,592	1,369,847	-32.2%
Other Revenue	3,473,556	2,756,100	2,007,100	-27.2%
Appropriation of Prior Year Reserves	34,670	-	728,700	100.0%
Total Operating Revenue	\$ 115,504,107	\$ 123,544,239	\$ 127,698,635	3.4%
Expenditures				
Personnel Services	\$ 40,373,545	\$ 44,587,197	\$ 45,842,530	2.8%
Utility Purchases	44,316,624	50,533,363	53,713,684	6.3%
Materials and Supplies	2,783,384	3,117,580	3,174,679	1.8%
Contractual Services	9,404,726	14,822,983	14,795,056	-0.2%
Equipment Depreciation	2,141,691	2,069,775	2,207,419	6.7%
Debt Service	3,157,970	4,822,498	4,001,307	-17.0%
Other Expenses	1,522,062	1,533,700	1,632,345	6.4%
Total Operating Expenses	\$ 103,700,002	\$ 121,487,096	\$ 125,367,020	3.2%
Capital Improvements				
Gross Capital Improvements	\$ 32,525,292	\$ 27,597,928	\$ 49,329,319	78.7%
Less: Use of Reserves	(1,996,332)	(2,227,051)	(2,191,705)	-1.6%
Equipment Replacement	(2,315,460)	(437,280)	(571,795)	30.8%
Grants	(6,479,229)	(1,526,950)	(1,579,136)	3.4%
Bond Issues	-	-	-	0.0%
State Revolving Loan	(6,632,737)	(7,938,609)	(27,650,000)	248.3%
American Rescue Plan Act	(13,117,813)	-	-	0.0%
Other Sources	(730,727)	(13,597,414)	(16,150,000)	18.8%
Net Capital Improvements	\$ 1,252,994	\$ 1,870,624	\$ 1,186,683	-36.6%
Net Current Surplus	10,551,111	186,519	1,144,932	513.8%
TOTAL EXPENDITURES AND SURPLUS	\$ 115,504,107	\$ 123,544,239	\$ 127,698,635	3.4%
Property Tax Rate per \$100.00 of assessed value	\$ 1.0551	\$ 0.2385	\$ 0.2464	3.3%

*

* 2025 Property Tax Rate as restated from New Castle County Reassessment.

CITY OF NEWARK, DELAWARE
2026 CONSOLIDATED BUDGET SUMMARY - ALL FUNDS
OPERATING REVENUES

		* as amended	** as proposed	
	2024 ACTUAL	2025 * BUDGET	2026 ** BUDGET	% FROM 2025 BUDGET
Utility Revenue				
Electric	\$ 63,312,384	\$ 70,475,100	\$ 72,195,900	2.4%
Water	10,383,383	10,443,948	11,650,700	11.6%
Sewer	8,620,709	9,515,150	9,814,300	3.1%
Stormwater	2,572,651	2,629,050	2,629,050	0.0%
Utility Revenue Total	\$ 84,889,127	\$ 93,063,248	\$ 96,289,950	3.5%
Less: Utilities Purchased	N/A	N/A	N/A	0.0%
Total Gross Utility Margin	\$ 84,889,127	\$ 93,063,248	\$ 96,289,950	3.5%
Tax Revenue				
Realty Transfer Tax	\$ 1,492,274	\$ 1,700,000	\$ 1,700,000	0.0%
Property Tax	9,268,117	9,745,313	10,116,000	3.8%
Penalties	45,586	67,500	50,000	-25.9%
Franchise Tax	299,135	300,000	280,000	-6.7%
Lodging Tax	856,838	780,000	900,000	15.4%
College and University Tax	-	-	2,100,000	100.0%
Tax Revenue Total	\$ 11,961,950	\$ 12,592,813	\$ 15,146,000	20.3%
Fees for Service				
Fines	\$ 1,990,470	\$ 2,209,467	\$ 1,874,001	-15.2%
Business License Fees	259,114	215,000	215,000	0.0%
Permits and Licenses	3,221,503	3,164,000	2,809,000	-11.2%
Park Fees	848,988	825,140	772,000	-6.4%
Commercial Refuse & Transfer Sta.	35,165	30,500	38,000	24.6%
Parking Lots	366,545	240,000	275,000	14.6%
Multi-Space Parking	2,707,383	3,040,000	2,800,000	-7.9%
Parking Meters	64,175	-	64,175	100.0%
Internal Service	1,922,729	3,388,379	3,309,862	-2.3%
Fees for Service Total	\$ 11,416,072	\$ 13,112,486	\$ 12,157,038	-7.3%

(Operating revenue detail is continued on the following page)

CITY OF NEWARK, DELAWARE
2026 CONSOLIDATED BUDGET SUMMARY - ALL FUNDS
OPERATING REVENUES (CONTINUED)

		* as amended	** as proposed	
	2024 ACTUAL	2025 * BUDGET	2026 ** BUDGET	% FROM 2025 BUDGET
Intergovernmental Revenue				
Subventions	\$ 621,753	\$ 642,893	\$ 664,108	3.3%
Local School District	201,750	210,000	108,200	-48.5%
Community Development Block Grants ¹	170,865	264,912	226,578	-14.5%
Law Enforcement Grants - Special Fund	426,330	361,287	311,961	-13.7%
American Rescue Plan Act (ARPA)	130,647	-	-	0.0%
Miscellaneous Grants and Donations	2,177,387	540,500	59,000	-89.1%
Intergovernmental Revenue Total	\$ 3,728,732	\$ 2,019,592	\$ 1,369,847	-32.2%
Other Revenue				
Interest Received	\$ 2,569,533	\$ 2,047,000	\$ 1,260,500	-38.4%
Miscellaneous	587,952	395,600	431,600	9.1%
Reimbursable Overtime	302,562	300,000	300,000	0.0%
Assessments	13,509	13,500	15,000	11.1%
Other Revenue Total	\$ 3,473,556	\$ 2,756,100	\$ 2,007,100	-27.2%
Appropriation of Prior Year Reserves				
Appropriation of Prior Year Reserves Total	\$ 34,670	\$ -	\$ 728,700	100.0%
TOTAL OPERATING REVENUE	\$ 115,504,107	\$ 123,544,239	\$ 127,698,635	3.4%

¹ CDBG revenues do not include grants for capital costs

CITY OF NEWARK, DELAWARE
2026 CONSOLIDATED BUDGET SUMMARY - ALL FUNDS
OPERATING EXPENDITURES

		* as amended	** as proposed	
	2024 ACTUAL	2025 * BUDGET	2026 ** BUDGET	% FROM 2025 BUDGET
Electric Utility	\$ 7,802,662	\$ 8,936,737	\$ 9,385,553	5.0%
Water Utility	5,026,095	6,267,339	6,321,161	0.9%
Sewer Utility	1,070,369	1,448,934	1,412,825	-2.5%
Stormwater Utility	1,262,167	1,717,959	1,720,206	0.1%
Utility Purchases	44,316,624	50,533,363	53,713,684	6.3%
Refuse Division	2,014,700	2,555,500	2,222,770	-13.0%
Street Division	1,518,317	2,010,751	1,915,813	-4.7%
Fleet Maintenance Division	1,649,176	2,099,012	1,997,688	-4.8%
Engineering Division	1,173,570	1,364,446	1,428,172	4.7%
Code Enforcement Division	1,983,860	2,612,511	2,348,240	-10.1%
Police Department	19,597,582	20,583,010	22,396,094	8.8%
Finance Department	384,857	442,561	454,527	2.7%
Planning Division	1,610,257	1,903,461	1,908,871	0.3%
Municipal Parking	2,466,534	2,909,769	2,933,542	0.8%
Facilities Maintenance Division	81,122	1,096,763	1,119,054	2.0%
Administrative Department	1,438,172	1,788,820	1,777,866	-0.6%
Legislative Department	1,289,859	1,584,990	1,433,263	-9.6%
Alderman's Court	712,556	798,576	872,280	9.2%
Parks and Recreation Department	4,090,178	4,799,721	4,894,033	2.0%
Community Development Block Grant	157,145	263,681	226,578	-14.1%
Law Enforcement Fund	511,323	365,695	304,093	-16.8%
Debt Service Fund	3,157,970	4,822,498	4,001,307	-17.0%
Special Parks Fund	13,506	62,195	60,700	-2.4%
Self Insurance Fund	2,220	145,000	145,000	0.0%
OPEB Expense Funding	949,480	932,000	1,000,000	7.3%
Less: Inter-Dept. Electric Sales	(580,300)	(558,196)	(626,300)	12.2%
TOTAL OPERATING EXPENDITURES	\$ 103,700,002	\$ 121,487,096	\$ 125,367,020	3.2%

* Less: Inter-Dept. Electric Sales is netted with the Electric Utility above.

CITY OF NEWARK, DELAWARE
2026 CONSOLIDATED BUDGET SUMMARY
TOTALS FOR FUND TYPES

	GENERAL FUND	OTHER GOVERNMENTAL FUNDS	ENTERPRISE FUNDS	OTHER FUNDS	TOTALS
Projected Fund Balance - January 1, 2026	\$ 11,285,109	\$ 16,064,788	\$ 118,689,625	\$ 5,794,325	\$ 151,833,847
Revenue					
Utility Sales	\$ -	\$ -	\$ 94,982,850	\$ -	\$ 94,982,850
Utility Other Service Revenue	-	-	1,307,100	-	1,307,100
Utilities Contributions	\$ -	\$ -	\$ 96,289,950	\$ -	\$ 96,289,950
Tax Revenue & Emergency Communication Fees	15,146,000	-	-	-	15,146,000
Fees for Service	5,593,001	-	3,254,175	3,309,862	12,157,038
Intergovernmental Revenue	787,308	582,539	-	-	1,369,847
Other Revenue	1,351,500	200,000	447,600	8,000	2,007,100
Appropriation of Prior Year Reserves	175,000	16,700	-	537,000	728,700
Total Operating Revenue	\$ 23,052,809	\$ 799,239	\$ 99,991,725	\$ 3,854,862	\$ 127,698,635
Expenditures					
Personnel Services	\$ 32,899,846	\$ 114,557	\$ 10,714,016	\$ 2,114,111	\$ 45,842,530
Utility Purchases	-	-	53,713,684	-	53,713,684
Materials and Supplies	1,067,729	86,500	1,206,950	813,500	3,174,679
Contractual Services	8,345,167	349,814	5,178,859	921,216	14,795,056
Equipment Depreciation	1,392,906	-	739,283	75,230	2,207,419
Debt Service	-	1,181,141	2,627,046	193,120	4,001,307
Other Expenses	937,400	40,500	466,445	188,000	1,632,345
Inter-Dept Charges	(2,991,119)	-	2,841,434	149,685	-
Total Operating Expenses	\$ 41,651,929	\$ 1,772,512	\$ 77,487,717	\$ 4,454,862	\$ 125,367,020
Capital Improvements					
Gross Capital Improvements	\$ -	\$ 1,271,866	\$ 47,257,453	\$ 800,000	\$ 49,329,319
Less: Addition (Use) of Reserves	-	(405,970)	(1,785,735)	-	(2,191,705)
Equipment Replacement	-	(286,760)	(285,035)	-	(571,795)
Grants	-	(579,136)	(200,000)	(800,000)	(1,579,136)
Bond Issues	-	-	-	-	-
State Revolving Loans	-	-	(27,650,000)	-	(27,650,000)
American Rescue Plan Act	-	-	-	-	-
Other Sources	-	-	(16,150,000)	-	(16,150,000)
Net Capital Improvements	\$ -	\$ -	\$ 1,186,683	\$ -	\$ 1,186,683
Net Transfers	18,607,114	981,141	(20,188,255)	600,000	-
Net Current Surplus	7,994	7,868	1,129,070	-	1,144,932
Total Expenditures and Surplus	\$ 41,659,923	\$ 1,780,380	\$ 79,803,470	\$ 4,454,862	\$ 127,698,635
Other Increase (Decrease) in Fund Balance	(175,000)	(709,430)	(2,070,770)	(537,000)	(3,492,200)
Budgeted Fund Balance - December 31, 2026	\$ 11,118,103	\$ 15,363,226	\$ 117,747,925	\$ 5,257,325	\$ 149,486,579

CITY OF NEWARK, DELAWARE
2026 CONSOLIDATED BUDGET SUMMARY
OTHER GOVERNMENTAL FUNDS

	COMMUNITY DEVELOPMENT FUND	LAW ENFORCEMENT FUND	PARKS SPECIAL FUND
Projected Fund Balance - January 1, 2026	\$ -	\$ 468,777	\$ 496,310
Revenue			
Utility Sales	\$ -	\$ -	\$ -
Utility Other Service Revenue	-	-	-
Utilities Contributions	\$ -	\$ -	\$ -
Tax Revenue & Emergency Communication Fees	-	-	-
Fees for Service	-	-	-
Intergovernmental Revenue	226,578	311,961	44,000
Other Revenue	-	-	-
Appropriation of Prior Year Reserves	-	-	16,700
Total Operating Revenue	\$ 226,578	\$ 311,961	\$ 60,700
Expenditures			
Personnel Services	\$ 26,596	\$ 87,961	\$ -
Utility Purchases	-	-	-
Materials and Supplies	20,000	32,500	34,000
Contractual Services	179,982	143,132	26,700
Equipment Depreciation	-	-	-
Debt Service	-	-	-
Other Expenses	-	40,500	-
Inter-Dept Charges	-	-	-
Total Operating Expenses	\$ 226,578	\$ 304,093	\$ 60,700
Capital Improvements			
Gross Capital Improvements	\$ 70,000	\$ -	\$ -
Less: Addition (Use) of Reserves	-	-	-
Equipment Replacement	-	-	-
Grants	(70,000)	-	-
Bond Issues	-	-	-
State Revolving Loans	-	-	-
American Rescue Plan Act	-	-	-
Other Sources	-	-	-
Net Capital Improvements	\$ -	\$ -	\$ -
Net Transfers	-	-	-
Net Current Surplus	-	7,868	-
Total Expenditures and Surplus	\$ 226,578	\$ 311,961	\$ 60,700
Other Increase (Decrease) in Fund Balance	-	-	(16,700)
Budgeted Fund Balance - December 31, 2026	\$ -	\$ 476,645	\$ 479,610

CITY OF NEWARK, DELAWARE
2026 CONSOLIDATED BUDGET SUMMARY
OTHER GOVERNMENTAL FUNDS - CONTINUED

DNP SPECIAL FUND	UNICITY TRANSPORTATION FUND	DEBT SERVICE FUND	CAPITAL PROJECTS FUND	TOTALS
<u>\$ -</u>	<u>\$ -</u>	<u>\$ 41,953</u>	<u>\$ 15,057,748</u>	<u>\$ 16,064,788</u>
\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
-	-	-	-	-
-	-	-	-	-
-	-	-	-	582,539
-	-	-	200,000	200,000
-	-	-	-	16,700
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ 799,239</u>
\$ -	\$ -	\$ -	\$ -	\$ 114,557
-	-	-	-	-
-	-	-	-	86,500
-	-	-	-	349,814
-	-	-	-	-
-	-	1,181,141	-	1,181,141
-	-	-	-	40,500
-	-	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,181,141</u>	<u>\$ -</u>	<u>\$ 1,772,512</u>
\$ -	\$ -	\$ -	\$ 1,201,866	\$ 1,271,866
-	-	-	(405,970)	(405,970)
-	-	-	(286,760)	(286,760)
-	-	-	(509,136)	(579,136)
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
-	-	1,181,141	(200,000)	981,141
-	-	-	-	7,868
<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,181,141</u>	<u>\$ -</u>	<u>\$ 1,780,380</u>
-	-	-	(692,730)	(709,430)
<u>\$ -</u>	<u>\$ -</u>	<u>\$ 41,953</u>	<u>\$ 14,365,018</u>	<u>\$ 15,363,226</u>

CITY OF NEWARK, DELAWARE
2026 CONSOLIDATED BUDGET SUMMARY
ENTERPRISE FUNDS

	ELECTRIC FUND	WATER FUND	SEWER FUND	STORMWATER FUND	PARKING FUND	TOTALS
Projected Fund Balance - January 1, 2026	<u>\$ 41,472,985</u>	<u>\$ 47,526,972</u>	<u>\$ 15,790,127</u>	<u>\$ 10,251,781</u>	<u>\$ 3,647,760</u>	<u>\$ 118,689,625</u>
Revenue						
Utility Sales	\$ 71,005,900	\$ 11,575,700	\$ 9,790,200	\$ 2,611,050	\$ -	\$ 94,982,850
Utility Other Service Revenue	1,190,000	75,000	24,100	18,000	-	1,307,100
Utilities Contributions	\$ 72,195,900	\$ 11,650,700	\$ 9,814,300	\$ 2,629,050	\$ -	\$ 96,289,950
Tax Revenue & Emergency Communication Fees	-	-	-	-	-	-
Fees for Service	-	26,000	15,000	74,000	3,139,175	3,254,175
Intergovernmental Revenue	-	-	-	-	-	-
Other Revenue	219,100	161,000	41,500	25,000	1,000	447,600
Appropriation of Prior Year Reserves	-	-	-	-	-	-
Total Operating Revenue	<u>\$ 72,415,000</u>	<u>\$ 11,837,700</u>	<u>\$ 9,870,800</u>	<u>\$ 2,728,050</u>	<u>\$ 3,140,175</u>	<u>\$ 99,991,725</u>
Expenditures						
Personnel Services	\$ 4,372,547	\$ 3,461,318	\$ 454,898	\$ 767,859	\$ 1,657,394	\$ 10,714,016
Utility Purchases	47,463,684	-	6,250,000	-	-	53,713,684
Materials and Supplies	401,200	632,900	52,100	70,150	50,600	1,206,950
Contractual Services	2,241,812	1,331,116	361,451	366,120	878,360	5,178,859
Equipment Depreciation	416,954	66,307	19,008	92,374	144,640	739,283
Debt Service	504,126	1,146,638	319,719	656,563	-	2,627,046
Other Expenses	359,876	25,564	12,917	57,253	10,835	466,445
Inter-Dept Charges	966,864	803,956	512,451	366,450	191,713	2,841,434
Total Operating Expenses	<u>\$ 56,727,063</u>	<u>\$ 7,467,799</u>	<u>\$ 7,982,544</u>	<u>\$ 2,376,769</u>	<u>\$ 2,933,542</u>	<u>\$ 77,487,717</u>
Capital Improvements						
Gross Capital Improvements	\$ 17,277,000	\$ 28,420,000	\$ 200,000	\$ 1,310,453	\$ 50,000	\$ 47,257,453
Less: Use of Reserves	-	(370,000)	(200,000)	(1,165,735)	(50,000)	(1,785,735)
Equipment Replacement	(127,318)	(62,999)	-	(94,718)	-	(285,035)
Grants	-	(200,000)	-	-	-	(200,000)
Bond Issues	-	-	-	-	-	-
State Revolving Loans	-	(27,650,000)	-	-	-	(27,650,000)
American Rescue Plan Act	-	-	-	-	-	-
Other Sources	(16,150,000)	-	-	-	-	(16,150,000)
Net Capital Improvements	<u>\$ 999,682</u>	<u>\$ 137,001</u>	<u>\$ -</u>	<u>\$ 50,000</u>	<u>\$ -</u>	<u>\$ 1,186,683</u>
Net Transfers	(14,688,255)	(3,575,000)	(1,725,000)	-	(200,000)	(20,188,255)
Net Current Surplus	<u>-</u>	<u>657,900</u>	<u>163,256</u>	<u>301,281</u>	<u>6,633</u>	<u>1,129,070</u>
Total Expenditures and Surplus	<u>\$ 57,726,745</u>	<u>\$ 8,262,700</u>	<u>\$ 8,145,800</u>	<u>\$ 2,728,050</u>	<u>\$ 2,940,175</u>	<u>\$ 79,803,470</u>
Other Increase (Decrease) in Fund Balance	<u>(127,318)</u>	<u>(432,999)</u>	<u>(200,000)</u>	<u>(1,260,453)</u>	<u>(50,000)</u>	<u>(2,070,770)</u>
Budgeted Fund Balance - December 31, 2026	<u>\$ 41,345,667</u>	<u>\$ 47,751,873</u>	<u>\$ 15,753,383</u>	<u>\$ 9,292,609</u>	<u>\$ 3,604,393</u>	<u>\$ 117,747,925</u>

CITY OF NEWARK, DELAWARE
2026 CONSOLIDATED BUDGET SUMMARY
OTHER FUNDS

	INTERNAL SERVICE FUND *	SELF INSURANCE FUND	OPEB EXPENSE FUND	TOTALS
Projected Fund Balance - January 1, 2026	\$ 4,141,143	\$ 1,653,182	\$ -	\$ 5,794,325
Revenue				
Utility Sales	\$ -	\$ -	\$ -	\$ -
Utility Other Service Revenue	-	-	-	-
Utilities Contributions	\$ -	\$ -	\$ -	\$ -
Tax Revenue & Emergency Communication Fees	-	-	-	-
Fees for Service	3,309,862	-	-	3,309,862
Intergovernmental Revenue	-	-	-	-
Other Revenue	-	8,000	-	8,000
Appropriation of Prior Year Reserves	-	537,000	-	537,000
Total Operating Revenue	\$ 3,309,862	\$ 545,000	\$ -	\$ 3,854,862
Expenditures				
Personnel Services	\$ 1,114,111	\$ -	\$ 1,000,000	\$ 2,114,111
Utility Purchases	-	-	-	-
Materials and Supplies	813,500	-	-	813,500
Contractual Services	776,216	145,000	-	921,216
Equipment Depreciation	75,230	-	-	75,230
Debt Service	193,120	-	-	193,120
Other Expenses	188,000	-	-	188,000
Inter-Dept Charges	149,685	-	-	149,685
Total Operating Expenses	\$ 3,309,862	\$ 145,000	\$ 1,000,000	\$ 4,454,862
Capital Improvements				
Gross Capital Improvements	\$ 800,000	\$ -	\$ -	\$ 800,000
Less: Use of Reserves	-	-	-	-
Equipment Replacement	-	-	-	-
Grants	(800,000)	-	-	(800,000)
Bond Issues	-	-	-	-
State Revolving Loans	-	-	-	-
American Rescue Plan Act	-	-	-	-
Other Sources	-	-	-	-
Net Capital Improvements	\$ -	\$ -	\$ -	\$ -
Net Transfers	-	(400,000)	1,000,000	600,000
Net Current Surplus	-	-	-	-
Total Expenditures and Surplus	\$ 3,309,862	\$ 145,000	\$ 1,000,000	\$ 4,454,862
Other Increase (Decrease) in Fund Balance	-	(537,000)	-	(537,000)
Budgeted Fund Balance - December 31, 2026	\$ 4,141,143	\$ 1,116,182	\$ -	\$ 5,257,325

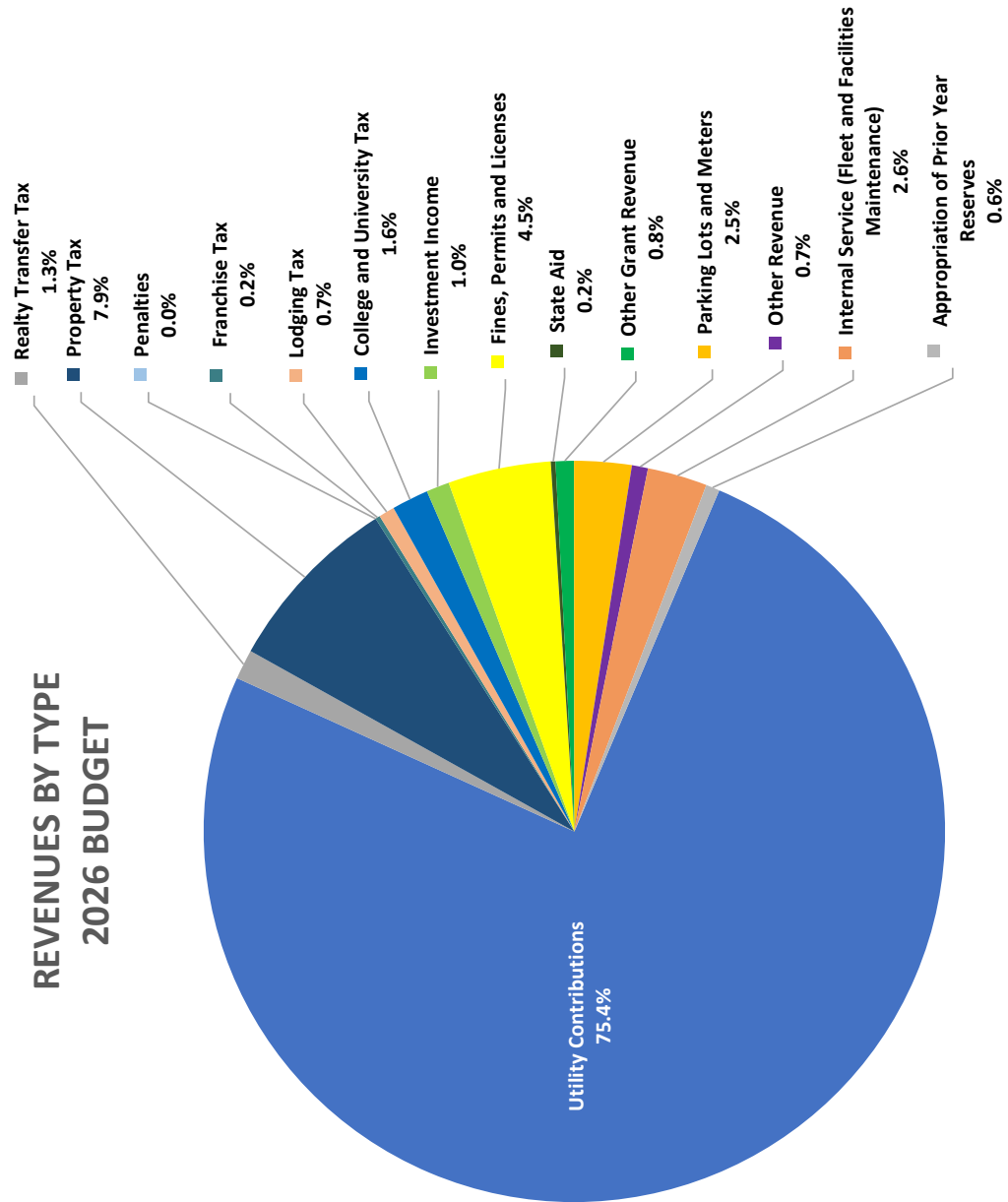
* Internal Service Fund totals include the Fleet Maintenance Division and the Facilities Maintenance Division.

CITY OF NEWARK, DELAWARE
CONSOLIDATED BUDGET SUMMARY - 2026
BUDGET AT A GLANCE

WHERE IT COMES FROM	2024	2025	2026
	ACTUAL	* BUDGET	** BUDGET
Utility Contributions	73.6%	75.3%	75.4%
Realty Transfer Tax	1.3%	1.4%	1.3%
Property Tax	8.0%	7.9%	7.9%
Penalties	0.0%	0.1%	0.0%
Franchise Tax	0.3%	0.2%	0.2%
Lodging Tax	0.7%	0.6%	0.7%
College and University Tax	0.0%	0.0%	1.6%
Investment Income	2.2%	1.7%	1.0%
Fines, Permits and Licenses	5.5%	5.2%	4.5%
State Aid	0.1%	0.2%	0.2%
Other Grant Revenue	2.9%	1.3%	0.8%
Parking Lots and Meters	2.7%	2.7%	2.5%
Other Revenue	1.0%	0.7%	0.7%
Internal Service (Fleet and Facilities Maintenance)	1.7%	2.7%	2.6%
Appropriation of Prior Year Reserves	0.0%	0.0%	0.6%
TOTAL	100.0%	100.0%	100.0%

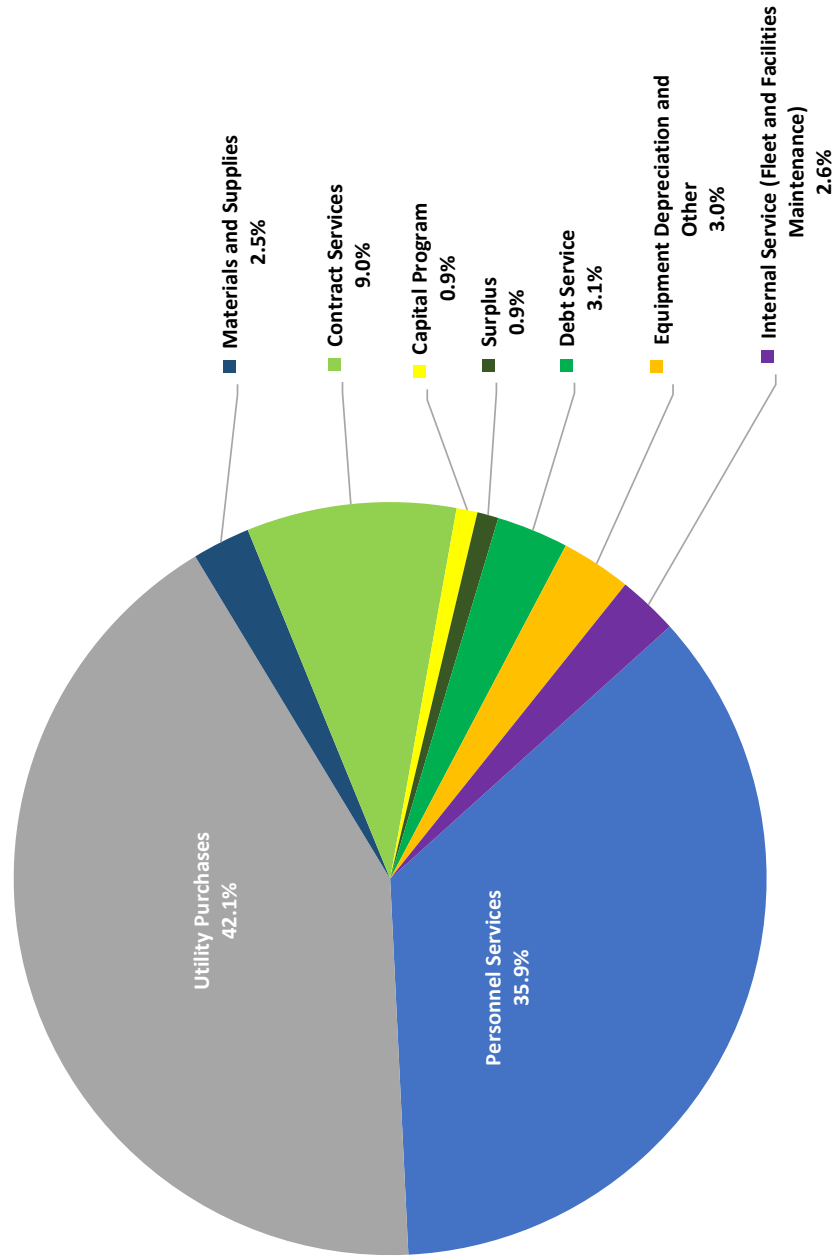
WHERE IT GOES	2024	2025	2026
	ACTUAL	* BUDGET	** BUDGET
Personnel Services	34.9%	36.2%	35.9%
Utility Purchases	38.4%	40.9%	42.1%
Materials and Supplies	2.4%	2.5%	2.5%
Contractual Services	6.5%	9.3%	9.0%
Capital Program	1.1%	1.5%	0.9%
Net Surplus	9.1%	0.1%	0.9%
Debt Service	2.7%	3.9%	3.1%
Equipment Depreciation and Other	3.2%	2.9%	3.0%
Internal Service (Fleet and Facilities Maintenance)	1.7%	2.7%	2.6%
TOTAL	100.0%	100.0%	100.0%

REVENUES BY TYPE 2026 BUDGET



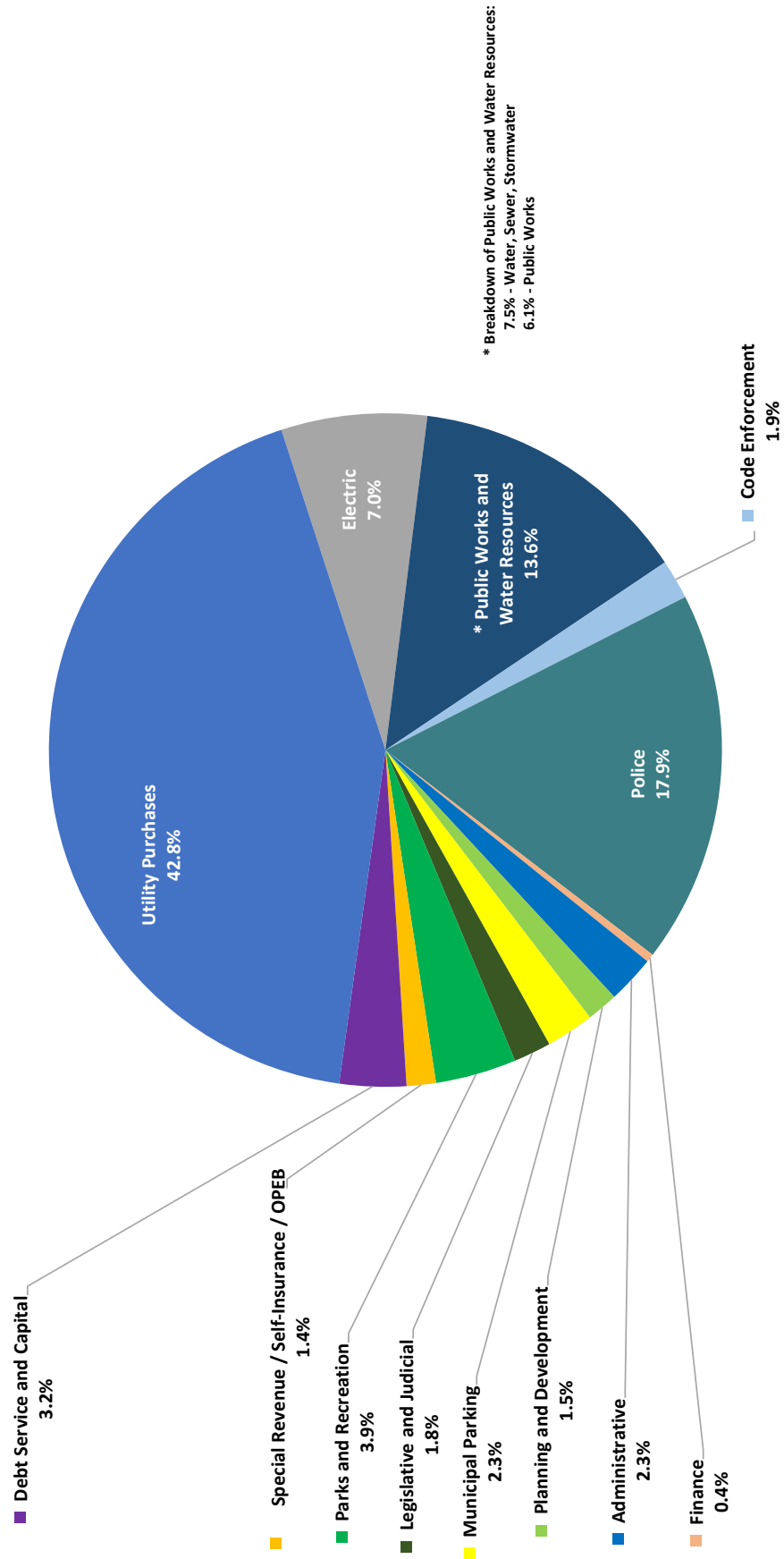
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EXPENDITURES BY FUNCTION 2026 BUDGET



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EXPENDITURES BY DEPARTMENT 2026 BUDGET



CITY OF NEWARK, DELAWARE

HISTORICAL PERSONNEL COUNT

	2024		2025		2026	
	AS AMENDED		AS AMENDED		AS PROPOSED	
	FT	Equiv PT	FT	Equiv PT	FT	Equiv PT
Electric	25	-	24	-	24	-
Water	23	-	25	-	24	-
Sewer	4	-	4	-	4	-
Stormwater	6	0.5	6	0.5	6	0.5
Refuse	9	-	9	-	9	-
Street	7	-	7	-	7	-
Engineering	7	-	7	-	7	-
Planning	7	-	7	-	7	-
Code Enforcement	13	0.5	13	0.5	13	0.5
Parking	10	4.5	10	4.5	10	4.5
Police	100	1.5	100	2.0	101	1.5
Parks and Recreation	16	3.0	17	2.5	17	2.5
Administrative	9	0.5	8	0.5	11	1.0
Information Technology	10	-	10	-	10	-
Legislative	6	1.0	6	1.0	4	0.5
Judicial	3	2.5	3	2.5	3	2.5
Finance	13	1.5	13	1.5	13	1.5
Fleet Maintenance	5	-	5	-	5	-
Facilities Maintenance	1	5.0	1	5.0	1	5.0
CITY-WIDE TOTAL	274	20.5	275	20.5	276	20.0

2025 Management Pay Plan (3% COLA)			
Title	Pay Grade	Minimum	Maximum
Parks Supervisor ⁽¹⁾	A53 ⁽²⁾	\$69,012	\$103,799
HR Administrator	A52 ⁽²⁾	\$61,521	\$92,270
PW&WR Supervisor ⁽¹⁾	A53 ⁽²⁾	\$69,012	\$103,799
Facilities Maintenance Supervisor ⁽¹⁾⁽³⁾	A53	\$69,012	\$103,799
Parks Superintendent	A54 ⁽²⁾	\$77,849	\$116,795
Fleet Maintenance Manager ⁽¹⁾	A53	\$69,012	\$103,799
Clerk of the Court	A53	\$69,012	\$103,799
Payments & Utility Billing Manager	A53	\$69,012	\$103,799
Parking Manager	A53	\$69,012	\$103,799
Parking Supervisor	A53	\$69,012	\$103,799
PSAP & Pol. Records Manager ⁽¹⁾	A53	\$69,012	\$103,799
Deputy Dir of Parks & Rec	A55 ⁽²⁾	\$87,591	\$131,377
Code Enforcement Manager	A54	\$77,849	\$116,795
Chief of Community Engagement	A54	\$77,849	\$116,795
Assistant City Manager - Operations ⁽⁴⁾	A56	\$98,649	\$147,806
Water Operations Supt.	A55	\$87,591	\$131,377
Planning & Design Engineer	A55	\$87,591	\$131,377
Field Operations Supt.	A55	\$87,591	\$131,377
Director of Parks & Recreation	A56 ⁽²⁾	\$98,649	\$147,806
Assistant City Manager - Personnel ⁽⁴⁾	A56	\$98,649	\$147,806
IT Applications Manager	A56	\$98,649	\$147,806
Deputy Dir. Plng & Development	A56	\$98,649	\$147,806
Electric Line Superintendent	A56	\$98,649	\$147,806
Dir of Legislative Servs/City Sec	A56	\$98,649	\$147,806
Deputy Chief of Police ⁽⁵⁾	N/A	N/A	N/A
Deputy Director of PW&WR	A57 ⁽²⁾	\$108,962	\$174,338
Director of Planning & Dev	A57	\$108,962	\$174,338
Deputy Dir. of Finance	A57	\$108,962	\$174,338
IT Infrastructure Manager	A57	\$108,962	\$174,338
Deputy Director of Electric	A57	\$108,962	\$174,338
Chief of Police ⁽⁵⁾	N/A	N/A	N/A
Director of PW&WR	A58 ⁽²⁾	\$125,311	\$200,488
Director of Finance	A58	\$125,311	\$200,488
Director of Electric	A58	\$125,311	\$200,488

⁽¹⁾ Management Supervisory Position

⁽²⁾ Recommended pay grade varies from salary study recommendation to address union salary compression and/or internal peer equity considerations

⁽³⁾ Position was created after the most recent salary study

⁽⁴⁾ Position was renamed after the most recent salary study

⁽⁵⁾ Effective 7/1/25 Chief and Deputy Chief of Police wages set based off FOP contract

2026 Management Pay Plan (4% COLA)			
Title	Pay Grade	Minimum	Maximum
Parks Supervisor ⁽¹⁾	A53 ⁽²⁾	\$71,773	\$107,951
HR Administrator	A52 ⁽²⁾	\$63,982	\$95,961
PW&WR Supervisor ⁽¹⁾	A53 ⁽²⁾	\$71,773	\$107,951
Facilities Maintenance Supervisor ⁽¹⁾⁽³⁾	A53	\$71,773	\$107,951
Parks Superintendent	A54 ⁽²⁾	\$80,963	\$121,467
Fleet Maintenance Manager ⁽¹⁾	A53	\$71,773	\$107,951
Clerk of the Court	A53	\$71,773	\$107,951
Payments & Utility Billing Manager	A53	\$71,773	\$107,951
Parking Manager	A53	\$71,773	\$107,951
Parking Supervisor	A53	\$71,773	\$107,951
PSAP & Pol. Records Manager ⁽¹⁾	A54 ⁽²⁾	\$80,963	\$121,467
Deputy Dir of Parks & Rec	A55 ⁽²⁾	\$91,095	\$136,632
Code Enforcement Manager	A54	\$80,963	\$121,467
Chief of Community Engagement	A54	\$80,963	\$121,467
Assistant City Manager - Operations ⁽⁴⁾	A56	\$102,595	\$153,718
Water Operations Supt.	A55	\$91,095	\$136,632
Planning & Design Engineer	A55	\$91,095	\$136,632
Field Operations Supt.	A55	\$91,095	\$136,632
Director of Parks & Recreation	A56 ⁽²⁾	\$102,595	\$153,718
Assistant City Manager - Personnel ⁽⁴⁾	A56	\$102,595	\$153,718
IT Applications Manager	A56	\$102,595	\$153,718
Deputy Dir. Plng & Development	A56	\$102,595	\$153,718
Electric Line Superintendent	A56	\$102,595	\$153,718
Dir of Legislative Servs/City Sec	A56	\$102,595	\$153,718
Deputy Chief of Police ⁽⁵⁾	N/A	N/A	N/A
Deputy Director of PW&WR	A57 ⁽²⁾	\$113,320	\$181,311
Director of Planning & Dev	A57	\$113,320	\$181,311
Deputy Dir. of Finance	A57	\$113,320	\$181,311
IT Infrastructure Manager	A57	\$113,320	\$181,311
Deputy Director of Electric	A57	\$113,320	\$181,311
Chief of Police ⁽⁵⁾	N/A	N/A	N/A
Director of PW&WR	A58 ⁽²⁾	\$130,323	\$208,508
Director of Finance	A58	\$130,323	\$208,508
Director of Electric	A58	\$130,323	\$208,508

⁽¹⁾ Management Supervisory Position

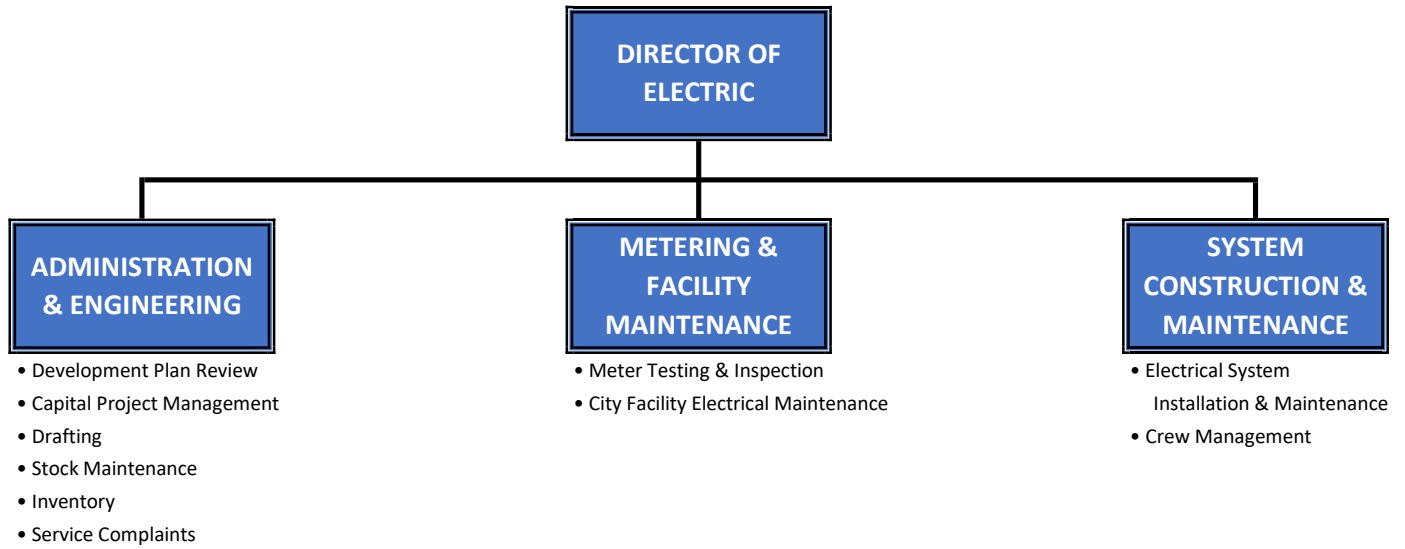
⁽²⁾ Recommended pay grade varies from salary study recommendation to address union salary compression and/or internal peer equity considerations

⁽³⁾ Position was created after the most recent salary study

⁽⁴⁾ Position was renamed after the most recent salary study

⁽⁵⁾ Effective 7/1/25 Chief and Deputy Chief of Police wages set based off FOP contract

**CITY OF NEWARK, DELAWARE
ELECTRIC DEPARTMENT
ORGANIZATIONAL CHART**



**CITY OF NEWARK, DELAWARE
ELECTRIC DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

The City of Newark operates its own electric utility to provide electric services to over 13,000 meters, supporting commercial, industrial, and residential customers within city limits. Power is purchased on the wholesale power market and delivered by the city. The Electric department maintains 175 miles of electric lines and coordinates its services through several programs. They include:

Meter Relay and Electrical Maintenance Program:

Responsible for installing and maintaining electrical system in city buildings, water wells, water, and wastewater pumping stations, traffic lights and control systems, meters, and other facilities.

Electrical Line Construction and Maintenance Program:

Responsible for maintaining the City's electric lines, substation sites, substation units, circuit breakers, circuit protective equipment, and transformers.

In addition to maintaining the City's electrical distribution system, new power lines, substations, and underground electric utilities are designed and installed to expand services to new customers. Notably in 2025 and the years to come, the STAR Campus area of the City will begin to see significant load growth. That fact in combination with general load growth trends from electrification and EV growth contribute to the need for a new substation. Major engineering groundwork on the new substation will occur in 2025.

Additional departmental responsibilities include maintaining and installing streetlights, trimming trees along the electric right-of-way, and providing distribution and sub-transmission switching and sectionalizing. The electric department's staff is also responsible for development plan reviews, schematic drawings, and engineering analysis for construction work.

The bottom line of any electric utility is reliability of service, and another major responsibility of the electric department is to look for ways to improve our reliability. This includes work such as adding protective sectionalizing devices, working with software to help get the maximum number of customers back as quickly as possible, improving operations procedures, and providing better customer-electric department communications such as through our Outage Management System (OMS), procured in 2024.

**CITY OF NEWARK, DELAWARE
ELECTRIC DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Key accomplishments in 2025 include:

- EV charging station infrastructure has been installed at the City Maintenance Yard and City Lot 1.
- Progress has been made on the CIP project E2303 to replace the aging underground cable at Devon. So far, we have successfully installed 3,235 feet of new underground cable and are currently working on an additional 1,375 feet, which is expected to be completed by the end of 2025. We still have 3,625 feet of cable left to replace.
- Significant progress has been made on the CIP project E1807, which involves replacing the electro-mechanical protective relays and panels at Kershaw Substation. We have completed the engineering design for transformer T4, transformer T3, bus 1, and bus 2. Additionally, the new relay panel for transformer T4 has been successfully installed. Currently, 60% of the engineering design for upgrading the existing DigitalLogic IGIN-based Remote Terminal Unit (RTU) and the Supervisory Control and Data Acquisition (SCADA) annunciator system at Kershaw Substation has been completed. The new RTU and SCADA equipment have been ordered, and materials for transformer T3 are expected to be ordered by the end of 2025.
- An Outage Management System (OMS) has been established to enhance outage restoration times and improve customer communication. Customers can report an outage through the customer outage portal, via text message, or by calling 302-366-7000.
- Project E1912 – 35kV Disconnect Switches Replacement is in progress and will be finished by the end of 2025.
- We have also completed the following development projects throughout the City:
 - Meridian on Main (134 E. Main)
 - Installed 35 new electric meters for the apartment building
 - Briarcreek North – in process
 - Installed 11 new electric meters for the townhouses
 - The Grove
 - Installed a new service for the following restaurants
 - Wonder The Grove Newark
 - Del Pez Mexican Gastropub
 - The Nest Newark (268 E. Main)
 - Installed 58 new electric meters for the apartment building

**CITY OF NEWARK, DELAWARE
ELECTRIC DEPARTMENT
2026 DEPARTMENTAL GOALS**

Goals for 2026 include:

- Initiate the replacement of substation transformer unit 45 at the West Main substation.
- Install new communication devices at the following substations to be transferred to the new Supervisory Control and Data Acquisition (SCADA) system.
 - East Main, West Main, Phillips, and Kershaw Substations
- E2302 – continue working on replacing 12,470-volt aerial spacer cable.
- E2303 – continue working on replacing the old underground 12,470-volt single-phase primary cable at Devon.
- E2002 – New Substation – Finalize the easements and rights of way for the new substation, issue the 30% design for the interconnection substation, and complete the material list. Additionally, issue the EPS contract for the distribution substation at the STAR Campus.
- E1912 – 35kV Disconnect Switches Replacement
- E1807 – Relay Replacement at Kershaw Substation
- E1810 – Lighting Arrestor Replacement

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**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Electric Fund - Electric Department

Summary:

* as amended

** as proposed

ELECTRIC DEPARTMENT - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>REVENUES</u>			
Sale of Electricity	\$ 62,474,526	\$ 70,035,100	\$ 71,755,900
No. of K.W.H.'s (Thousands)	422,658	423,709	423,709
Inter-Dept. Sales	580,300	558,196	626,300
Penalties	126,348	130,000	130,000
Service Fees	90,160	80,000	80,000
New Services	491,600	100,000	100,000
Application Fees	129,750	130,000	130,000
Solar Revenues	42,995	38,000	39,000
Other Revenues	108,080	79,500	30,100
Interest Revenue	169,719	140,000	150,000
Subtotal	\$ 64,213,478	\$ 71,290,796	\$ 73,041,300
Less: Electricity Purchased	N/A	N/A	N/A
No. of K.W.H.'s (Thousands)	464,701	449,459	452,840
Gross Operating Revenue	\$ 64,213,478	\$ 71,290,796	\$ 73,041,300
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 3,839,223	\$ 4,416,391	\$ 4,372,547
Utility Purchases	39,369,035	44,283,363	47,463,684
Materials and Supplies	342,686	362,200	401,200
Contractual Services	1,628,219	2,088,935	2,241,812
Other Charges	1,179,427	1,942,915	1,280,956
Subtotal	\$ 46,358,590	\$ 53,093,804	\$ 55,760,199
Inter-Departmental Charges (net of Inter-Departmental Sales)	1,314,219	1,359,644	1,593,164
Total Operating Expenses	\$ 47,672,809	\$ 54,453,448	\$ 57,353,363
Net Operating Margin (Before Capital Costs)	\$ 16,540,669	\$ 16,837,348	\$ 15,687,937

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Electric Fund - Electric Department

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5195102	6020	Supervisory	\$ 294,457	\$ 294,895	\$ 319,321
5195102	6030	Engineering/Technical	516,553	380,954	310,480
5195102	6040	Warehousing	84,615	79,483	84,282
5195102	6080	Clerical	79,003	82,527	86,888
5195102	6200	Line Maintenance	1,206,893	1,593,081	1,719,160
5195102	6580	Service Award	50,200	47,644	60,557
5195102	6590	Sick Pay	19,114	25,000	23,115
5195102	6619	Standby Pay	46,999	103,000	106,090
5195102	6620	Overtime	278,553	272,580	280,757
5195102	6880	Uniform Allowance	10,800	10,800	10,800
5195102	6885	Device Reimbursement	7,200	7,800	7,200
5195102	6920	Unemployment Comp. Ins.	3,122	3,150	3,024
5195102	6925	Delaware Paid Leave Plan	-	11,242	12,035
5195102	6930	Social Security Taxes	197,062	221,679	230,162
5195102	6940	City Pension Plan	333,475	478,060	517,712
5195102	6941	Defined Contribution 401(a) Plan	57,702	62,896	8,372
5195102	6950	Term Life Insurance	8,947	9,575	9,950
5195102	6960	Group Hospitalization Ins.	488,648	588,545	437,599
5195102	6961	Long-Term Disability Ins.	2,570	2,630	2,708
5195102	6962	Dental Insurance	20,863	26,254	24,264
5195102	6963	Flexible Spending Account	315	252	315
5195102	6964	Health Savings Account	850	850	4,250
5195102	6965	Post-Employment Benefits	110,944	91,660	91,660
5195102	6966	Retirement Health Savings Account	15,083	16,841	17,094
5195102	6967	Emergency Room Reimbursements	4,141	3,625	3,480
5195102	6968	Vision Insurance Premiums	1,114	1,368	1,272
TOTAL PERSONNEL SERVICES			\$ 3,839,223	\$ 4,416,391	\$ 4,372,547

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Electric Fund - Electric Department

Expenditures:

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5195103	7110	Safety Shoes and Supplies	\$ 7,588	\$ 9,000	\$ 9,000
5195103	7130	Tools, Field Sup., & Small Eq.	39,472	42,000	42,000
5195103	7131	Information Technology Supplies	-	5,000	7,000
5195103	7140	Uniforms	27,550	35,000	35,000
5195103	7150	Office Supplies	2,570	3,500	3,500
5195103	7160	Books, Periodicals, Etc	-	800	800
5195103	7255	Vandalism Supplies	-	2,500	2,500
5195103	7260	Line Maintenance	222,323	170,000	187,000
5195103	7270	Station Maintenance	62,583	45,000	60,000
5195103	7271	SCADA System Maintenance Supplies	-	12,000	12,000
5195103	7272	EV Charging Station Maint. Supplies	-	-	10,000
5195103	7273	Solar Field Maintenance Supplies	-	-	5,000
5195103	7300	Machinery & Equip. Maintenance	-	500	500
5195103	7330	Meter Testing & Repairs	1,649	2,000	2,000
5195103	7370	Street/Trail Light Maintenance	6,092	13,000	13,000
5195103	7430	House Service Maintenance	(26,209)	20,000	10,000
5195103	7480	Communication Equip. Maint.	250	500	500
5195103	7540	Inventory Adjustment	(5,229)	-	-
5195103	7550	Miscellaneous Supplies	4,047	1,400	1,400
TOTAL MATERIALS AND SUPPLIES			\$ 342,686	\$ 362,200	\$ 401,200

CITY OF NEWARK, DELAWARE

2026 OPERATING BUDGET

Electric Fund - Electric Department

Expenditures:

* as amended

** as proposed

CONTRACTUAL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5195104	8010	Freight	\$ 434	\$ 1,000	\$ 1,000
5195104	8020	Advertising	516	2,000	2,500
5195104	8030	Casualty Insurance	34,546	37,514	34,203
5195104	8031	Insurance - Property	99,548	123,597	130,194
5195104	8032	Insurance - Auto	37,196	40,188	40,643
5195104	8033	Insurance - Broker	5,438	5,716	5,716
5195104	8035	Insurance - Worker's Compensation	81,661	101,268	126,615
5195104	8040	Merchant Fees and Discounts	429,800	414,000	400,000
5195104	8045	Collection Fees	1,404	3,500	3,500
5195104	8050	Phone/Communications	1,927	2,500	2,000
5195104	8120	Outside Engineering	75,089	125,000	130,000
5195104	8130	Building & Equipment Rental	11,790	12,000	13,000
5195104	8131	Information Technology Cont'l	233,756	279,489	355,750
5195104	8190	Refuse Disposal	5,548	5,000	5,000
5195104	8255	Vandalism Cont'l	-	2,500	2,500
5195104	8260	Line Maintenance	48,700	120,000	120,000
5195104	8270	Station Maintenance	41,274	65,000	120,000
5195104	8271	SCADA System Maintenance Cont'l	-	10,000	10,000
5195104	8272	EV Charging Station Maintenance	-	4,000	5,000
5195104	8273	Solar Field Maintenance Cont'l	-	-	5,000
5195104	8300	Machinery & Equip. Maintenance	9,272	9,000	12,000
5195104	8312	Fleet & Facilities Services	195,779	376,063	348,791
5195104	8313	Self-Insurance Services	890	-	-
5195104	8420	Tree Removal & Maintenance	302,000	332,200	350,000
5195104	8480	Communication Equipment Maintenance	-	1,200	1,200
5195104	8550	Misc. Contracted Services	3,482	5,000	5,000
5195104	8570	Public Relations	1,139	1,200	1,700
5195104	8899	Facilities Mowing	7,030	10,000	10,500
TOTAL CONTRACTUAL SERVICES			\$ 1,628,219	\$ 2,088,935	\$ 2,241,812

CITY OF NEWARK, DELAWARE

2026 OPERATING BUDGET

Electric Fund - Electric Department

Expenditures:

* as amended

** as proposed

OTHER CHARGES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5195105	9001	Subvention - Utility Assistance	\$ 25,000	\$ 25,000	\$ 25,000
5195105	9002	Subvention - Aetna Hook and Ladder	58,824	58,000	58,000
5195105	9004	Subvention - Newark Senior Center	59,037	55,000	60,000
5195105	9010	Bad Debt Expense	152,795	80,000	69,926
5195105	9020	Mileage & Small Bus. Expense	-	150	150
5195105	9056	Debt Serv. Prin. - Smart Meters	254,650	260,265	265,978
5195105	9057	Debt Serv. Int. - Smart Meters	23,160	17,558	11,832
5195105	9060	Depreciation Expense	308,538	344,617	416,954
5195105	9070	Training & Continuing Educ/Conf	13,129	23,000	23,000
5195105	9091	Solar Rebate	1,122	1,800	1,800
5195105	9092	Notional Solar Cost	26,912	22,000	22,000
5195105	9094	Conservation Advisory Committee	32,958	100,000	100,000
5195105	9142	Debt Serv. Int. - Electric Substation (E2002)	-	730,000	-
5195105	9205	Debt Serv. Prin. - (ESCO)	148,210	152,777	157,179
5195105	9206	Debt Serv. Int. - (ESCO)	75,092	72,748	69,137
TOTAL OTHER CHARGES			\$ 1,179,427	\$ 1,942,915	\$ 1,280,956

* as amended

** as proposed

INTER-DEPT. CHARGES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
		Administrative Overhead	\$ 825,179	\$ 839,487	\$ 895,730
		Billings and Accounting	436,913	445,908	509,350
		Electricity	(417,382)	(389,045)	(450,450)
		Information Technology	119,648	164,338	192,064
		Other Indirect Charges	5,887	(15,438)	8,783
		Printing and Reproduction	115	130	130
		Street Lights and Traffic Signals	(213,511)	(216,699)	(228,911)
		Warehousing	(22,930)	(27,233)	(24,246)
TOTAL INTER-DEPT. CHARGES			\$ 733,919	\$ 801,448	\$ 966,864

* as amended

** as proposed

OPERATING EXPENSES - ELECTRIC DEPARTMENT			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES			\$ 7,723,474	\$ 9,611,889	\$ 9,263,379

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Electric Fund - Electric Department

Expenditures:

* as amended

** as proposed

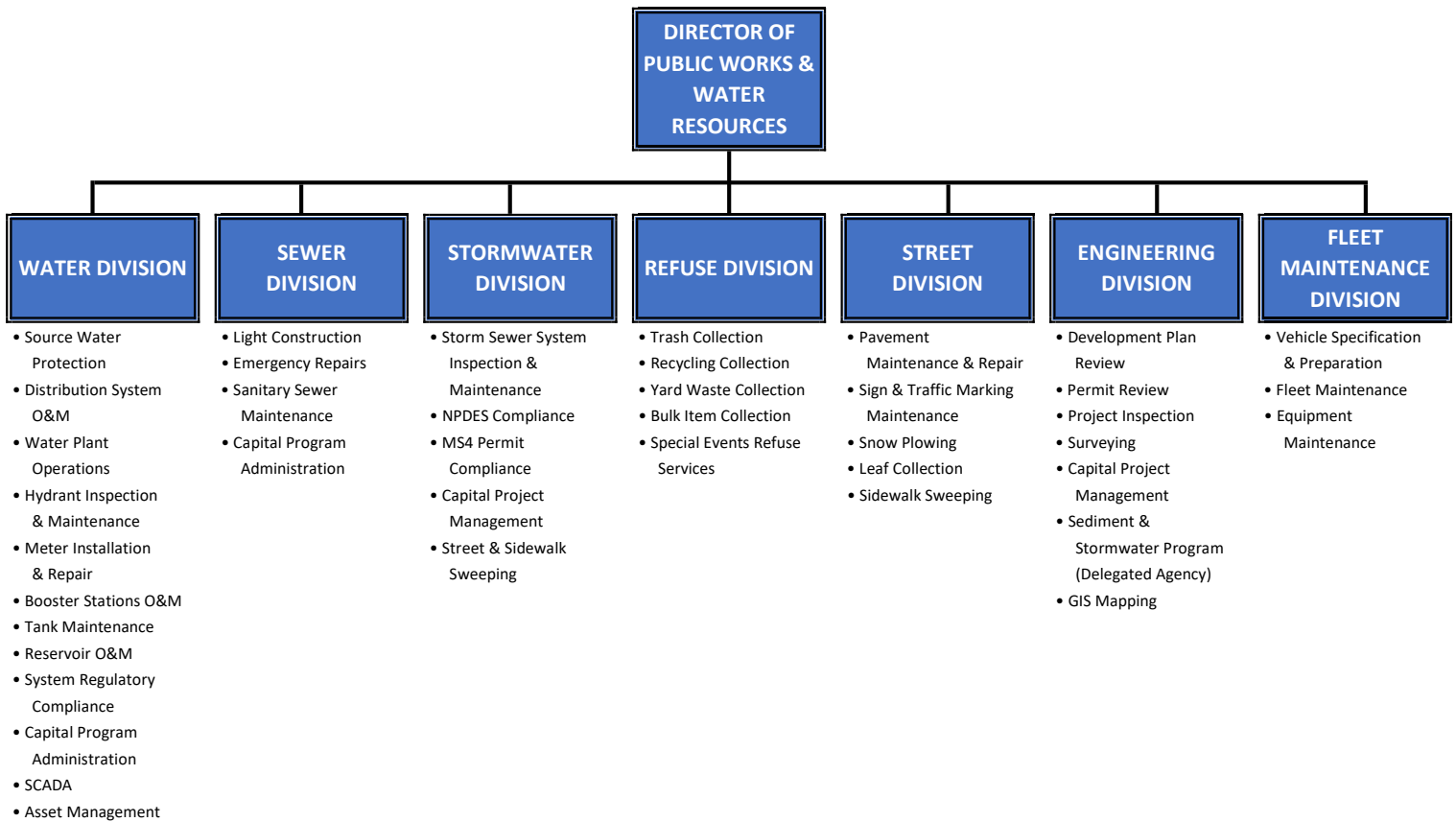
CAPITAL PROJECTS BUDGET				2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5195106	9621	Building & Structures		\$ -	\$ -	\$ 125,000
5195106	9623	Autos & Trucks		22,519	77,380	49,682
5195106	9730	CIP - Stations Material		-	-	147,340
5195106	9760	CIP - Lines Material		78,615	193,217	389,853
5195106	9830	CIP - Stations Labor		-	-	7,000
5195106	9860	CIP - Lines Labor		-	112,113	101,810
5195106	9960	CIP - Lines Contractual		-	344,670	178,997
TOTAL CAPITAL PROJECTS BUDGET				\$ 101,134	\$ 727,380	\$ 999,682

CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET

Electric Fund – Electric Department

Expenditures:										* as amended	** as proposed
CAPITAL PROJECT NUMBER AND DESCRIPTION		CURRENT RESOURCES	CAPITAL RESERVES	EQUIPMENT REPLACEMENT	GRANT RESOURCES	BOND ISSUES	STATE REVOLVING LOANS	AMERICAN RESCUE PLAN ACT	OTHER FINANCING		
E2601 - New Lines and Services		\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
E2302 - Spacer Cable Replacement		125,000	-	-	-	-	-	-	-		
E2303 - Underground Cable Replacement		150,000	-	-	-	-	-	-	-		
E2304 - Meter Replacement		100,000	-	-	-	-	-	-	-		
E2002 - New Substation		-	-	-	-	-	-	-	-	16,000,000	
E2202 - Electric Warehouse		125,000	-	-	-	-	-	-	-		
E1807 - Relay Replacements - Kershaw Substation		250,000	-	-	-	-	-	-	-		
E1502 - Underground Distribution - UD Star Campus		-	-	-	-	-	-	-	-	150,000	
EEQSF - Equipment Replacement Program		49,682	-	127,318	-	-	-	-	-		
TOTAL ELECTRIC FUND		\$ 999,682	\$ -	\$ 127,318	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,150,000	

**CITY OF NEWARK, DELAWARE
PUBLIC WORKS AND WATER RESOURCES DEPARTMENT
ORGANIZATIONAL CHART**



**CITY OF NEWARK, DELAWARE
PUBLIC WORKS AND WATER RESOURCES DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

The Public Works and Water Resources Department is responsible for potable water treatment and delivery, sanitary sewage collection and transmission services, refuse collection, City fleet maintenance, engineering and surveying, street maintenance, and stormwater management through its the seven (7) divisions described below. Three separate Utilities are operated within the PWWR Department, the Water Utility, Sewer Utility, and Stormwater Utility. Staff in each Division prepare reports and recommendations to the City Manager and City Council on facility improvements.

Engineering Division:

- As a Delegated Agency of the Delaware Department of Natural Resources and Environmental Control (DNREC) Sediment and Stormwater Program, the Engineering Division is responsible for the engineering review of new subdivisions and construction improvement plans, sediment and stormwater program implementation, and construction inspection. The division also provides public works capital project development and administration, survey support, GIS database management, and administration of our annual Street and Sidewalk Programs. Staff also responds to resident complaints regarding drainage, erosion, and other related issues. Engineering staff maintain an active liaison with engineering consultants and other operating departments of the City.

Refuse Division:

- Performs numerous services including regular trash collection, curbside recycling collection, bulk or special pick-up service, yard waste collection, and Main Street Big Belly Compactor collection. The Refuse Division also assists various operating departments for trash collection at special events throughout the year.

Street Division:

- Responsible for minor repairs of streets and curbs, repair of city owned sidewalks, maintenance of the City's yard waste processing areas, application of traffic control signage and striping, leaf collection, and snow plowing. In addition, this division routinely assists other departments and PWWR divisions as required.

Fleet Maintenance Division:

- Responsible for maintaining the City's 330 vehicles and pieces of motorized equipment and focused on improving fleet standardization and minimizing life cycle costs, while reducing parts inventory requirements, maintenance burden, and vehicle down time. The Fleet Maintenance Division also provides vehicle inspection reports to assist with vehicle specifications for new purchases.

Water Division:

- Responsible for maintaining regulatory compliance, GIS database management, oversight of day-to-day water system operations, engineering and design of facilities, supervision and inspection of construction projects, and capital project development and administration. Water construction plans and specifications are prepared for bidding under this program.

**CITY OF NEWARK, DELAWARE
PUBLIC WORKS AND WATER RESOURCES DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

Sewer Division:

- The sewer division is responsible for maintaining regulatory compliance, oversight of day-to-day sanitary sewer system operations, engineering and design of facilities, supervision and inspection of construction projects, and capital project development and administration. Resident interaction during backup events is a specialty of this division.

Stormwater Division:

- Responsible for programming and administration of the Stormwater Utility, maintaining National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Separate Storm Sewer System (MS4) Permit compliance, GIS database management, oversight of day-to-day system operations, engineering and design of facilities, supervision and inspection of construction projects, and capital project development and administration.

**CITY OF NEWARK, DELAWARE
PUBLIC WORKS AND WATER RESOURCES DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Stormwater Utility:

- Completed substantial work on new Phase II MS4 permit. Draft plan is under review with DNREC.
- Completed a successful 5-year program audit and re-delegation from DNREC on behalf of EPA for Delegated Agency Status for our Sediment and Stormwater Program.
- Completed plans and specifications and solicited bids for a major reconstruction of the storm sewer system in Academy Street south of East Park Place. This section of deteriorated, large diameter corrugated metal pipe (CMP) drains a large portion of the University of Delaware's Central Campus.

Sewer Utility:

- Completed negotiations and signed new 10-year sewer agreement with NCC to accept our flows.
- Replaced backup generator at Cooches Bridge Pump Station.
- Completed plans and specifications and solicited bids for Silverbrook Pump Station rehabilitation to upgrade wet well storage, bypass pumping, and replace the backup generation. Construction is expected to begin in early 2026 and is funded by a low interest loan through the State Revolving Fund.

Water Utility:

- Completion of \$4 million Water Main Replacement Project – ARPA Funded.
- Security upgrades at 3 recently rehabilitated water storage tanks (Arbour Park, Louviers, and New London).
- Joined class action lawsuit resulting from PFAS contamination in our water supplies. Over \$1.7mm recovered for Newark in 2025.

Refuse Division:

- Implemented changes to our bulk collections program as directed by Council as part of the 2025 budget approval. January through June 2025 we disposed of 134.77 tons of bulk through 2,418 collections. For comparison, January through June 2024 we disposed of 161.82 tons of bulk through 3,236 collections. This represents a decrease of 818 items weighing 27.05 tons, resulting in savings of nearly \$2000.00 in disposal fees as well as increased opportunity costs for our refuse field staff.

Street Division:

- Completed contract documents and began paving and rehabilitation of streets, parking lots, and curbs in 27 locations throughout the City. Completion is expected in Spring 2026.
- Completed construction for 19 curb ramps for ADA Accessibility in various locations around the City, mainly along DelDOT roads, but affecting accessibility for City residents.

Engineering Division:

- Integral part of Enterprise Permits and Licensing (EPL) software rollout.
- Supported capital projects with design and construction assistance for multiple departments.
- Completed plans, specifications, and implementation of safety measures for Main Street ahead of student return for Fall 2025 classes.
- 2024/25 Plan Review Data - Sept. 1, 2024-Sept. 1, 2025 (Change from previous year)
 - Lines and Grades Plan Reviews: 115 (+80, +229%)
 - Construction Improvement Plan (CIP) Reviews: 32 (+16, +100%)
 - Subdivision Reviews: 41 (-5, -11%)
 - Average Days in the Queue (2025 Calendar Year): 20 (-5, -20%)

Fleet Division:

- Hired a new Fleet Maintenance Manager and Three (3) new Mechanics since October 2024. All have varied backgrounds in the automotive field allowing for cross training of all mechanics to work on our diverse fleet of 330+ pieces of equipment.

**CITY OF NEWARK, DELAWARE
PUBLIC WORKS AND WATER RESOURCES DEPARTMENT
2026 DEPARTMENTAL GOALS**

Department Wide:

- Complete all projects funded through the American Recovery Plan Act (ARPA). Encumbered funds must be spent by Dec 2026. PWWR projects on track for completion in Q12026.

Stormwater Utility:

- Complete applicable permit requirements, including a new plan for NPDES MS4 permit compliance.
- Complete corrugated metal pipe rehabilitation project on Academy Street.

Sewer Utility:

- Complete rehabilitation of Silverbrook Pump Station.
- Continue to evaluate the system through CCTV and address Inflow and Infiltration, ultimately saving money on our bills from NCC.
- Develop field employees in this division to maintain our in-house flushing and inspection program.

Water Utility:

- Begin Curtis WTP PFAS Design.
- Complete Water Main Conditions Assessment.

Refuse:

- Begin collection of additional commercial collections for a fee, likely through consolidated compactor collections.

Street:

- Complete 2026 Street and ADA contracts.
- Complete evaluation of Speed Bump Pilot and make recommendation to City Council regarding future use within the City.

Engineering:

- Maintain or decrease plan review timelines.
- Revise City Standards and Specifications for Utility and Road Construction.

Fleet Maintenance:

- Continue to build mechanic team that has had 80% turnover since 2024 by growing all mechanic skill sets and increasing knowledge of current fleet.

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Water Fund - Public Works and Water Resources Department - Water Division

Summary:

* as amended

** as proposed

WATER DIVISION - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>REVENUES</u>			
Sale of Water	\$ 10,272,851	\$ 10,368,948	\$ 11,575,700
Penalties	23,625	30,000	25,000
Service Fees	86,907	45,000	50,000
Other Revenues	233,832	128,500	152,000
Interest Revenue	38,813	35,000	35,000
Subtotal	\$ 10,656,028	\$ 10,607,448	\$ 11,837,700
Less: Water Purchased	N/A	N/A	N/A
Gross Operating Revenue	\$ 10,656,028	\$ 10,607,448	\$ 11,837,700
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 2,851,894	\$ 3,471,465	\$ 3,461,318
Utility Purchases	N/A	N/A	N/A
Materials & Supplies	572,787	602,042	632,900
Contractual Services	867,470	1,311,533	1,331,116
Other Charges	1,079,283	1,253,512	1,238,509
Subtotal	\$ 5,371,434	\$ 6,638,552	\$ 6,663,843
Inter-Dept. Charges	622,956	815,685	803,956
Total Operating Expenses	\$ 5,994,390	\$ 7,454,237	\$ 7,467,799
Net Operating Margin (Before Capital Costs)	\$ 4,661,638	\$ 3,153,211	\$ 4,369,901

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Water Fund - Public Works and Water Resources Department - Water Division

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5295202	6020	Supervisory	\$ 480,209	\$ 522,034	\$ 537,992
5295202	6030	Engineering/Technical	26,645	27,916	30,135
5295202	6050	Information Technology	26,346	26,306	27,731
5295202	6080	Clerical	100,495	102,684	112,446
5295202	6200	Line Maintenance	410,968	403,481	351,996
5295202	6210	Inspectors	81,622	124,921	131,908
5295202	6220	Plant Operators	415,150	490,709	518,859
5295202	6230	Maintenance Workers	108,925	212,247	227,275
5295202	6580	Service Award	28,647	28,118	35,944
5295202	6590	Sick Pay	22,514	16,491	12,950
5295202	6615	Interns	8,460	7,000	7,000
5295202	6619	Standby Pay	20,674	15,000	16,000
5295202	6620	Overtime	172,911	185,000	190,000
5295202	6621	Shift Differential	4,042	7,500	8,500
5295202	6622	Holiday Premium	21,912	20,000	23,000
5295202	6623	Weekend Premium	4,870	12,000	12,000
5295202	6880	Uniform Allowance	8,640	9,830	10,400
5295202	6885	Device Reimbursement	6,300	7,350	7,500
5295202	6920	Unemployment Comp. Ins.	3,324	3,108	2,982
5295202	6925	Delaware Paid Leave Plan	-	8,320	8,660
5295202	6930	Social Security Taxes	144,771	169,722	172,957
5295202	6940	City Pension Plan	171,527	319,572	389,693
5295202	6941	Defined Contribution 401(a) Plan	72,972	74,939	29,082
5295202	6950	Term Life Insurance	7,245	7,963	8,384
5295202	6960	Group Hospitalization Ins.	405,476	537,666	452,575
5295202	6961	Long-Term Disability Ins.	1,913	2,113	2,126
5295202	6962	Dental Insurance	17,331	23,554	24,062
5295202	6963	Flexible Spending Account	179	189	252
5295202	6964	Health Savings Account	3,400	3,400	8,500
5295202	6965	Post-Employment Benefits	53,519	72,830	72,830
5295202	6966	Retirement Health Savings Account	19,969	24,750	22,792
5295202	6967	Emergency Room Reimbursements	-	3,505	3,432
5295202	6968	Vision Insurance Premiums	938	1,247	1,355
TOTAL PERSONNEL SERVICES			\$ 2,851,894	\$ 3,471,465	\$ 3,461,318

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Water Fund - Public Works and Water Resources Department - Water Division

Expenditures:

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5295203	7080	Pumping Station Electric	\$ 42,001	\$ 50,000	\$ 50,000
5295203	7090	Treatment Plant Chemicals	146,657	175,000	175,000
5295203	7110	Safety Shoes and Supplies	4,627	8,400	8,400
5295203	7130	Tools, Field Sup., & Small Eq.	30,451	26,392	28,000
5295203	7150	Office Supplies	4,452	3,750	3,500
5295203	7255	Vandalism Supplies	-	2,500	2,500
5295203	7260	Line Maintenance	171,488	150,000	185,000
5295203	7270	Station and Well Maintenance Supplies	9,605	26,000	26,000
5295203	7271	SCADA System Maintenance Supplies	24,399	15,000	12,000
5295203	7275	Reservoir Maintenance	756	5,000	2,500
5295203	7280	Treatment Plant Maintenance	29,436	40,000	40,000
5295203	7330	Water Meters	108,446	100,000	100,000
5295203	7540	Inventory Adjustment	469	-	-
TOTAL MATERIALS & SUPPLIES			\$ 572,787	\$ 602,042	\$ 632,900

* as amended

** as proposed

CONTRACTUAL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5295204	8020	Advertising	\$ 1,112	\$ 3,600	\$ 2,500
5295204	8030	Casualty Insurance	32,916	33,634	36,305
5295204	8031	Insurance - Property	154,535	198,464	208,448
5295204	8032	Insurance - Auto	28,786	35,460	36,872
5295204	8033	Insurance - Broker	4,875	5,125	5,125
5295204	8035	Insurance - Worker's Compensation	52,094	64,602	110,100
5295204	8040	Merchant Fees and Discounts	69,650	59,500	60,000
5295204	8050	Phone/Communications	576	1,304	500
5295204	8120	Outside Engineering	40,537	135,000	100,000
5295204	8130	Building & Equipment Rental	260	3,000	2,500
5295204	8131	Information Technology Cont'l	90,223	87,415	108,342
5295204	8150	Water Service Contracts	56,145	60,000	82,500
5295204	8255	Vandalism Cont'l	-	2,500	-
5295204	8260	Line Maintenance	14,341	130,000	90,000
5295204	8270	Station and Well Maintenance Cont'l	22,644	50,000	50,000
5295204	8271	SCADA System Maintenance Cont'l	15,000	10,000	13,000
5295204	8275	Reservoir Maintenance	48,121	85,000	85,000
5295204	8280	Treatment Plant Maintenance	57,710	100,000	75,000
5295204	8312	Fleet & Facilities Services	150,551	195,929	213,924
5295204	8325	Tank Cleaning and Inspection	-	10,000	10,000
5295204	8330	Meter Testing and Repairs	-	1,000	1,000
5295204	8550	Misc. Contracted Services	6,389	10,000	10,000
5295204	8899	Mowing Contract	21,005	30,000	30,000
TOTAL CONTRACTUAL SERVICES			\$ 867,470	\$ 1,311,533	\$ 1,331,116

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Water Fund - Public Works and Water Resources Department - Water Division

Expenditures:

* as amended

** as proposed

OTHER CHARGES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5295205	9002	Subvention - Aetna Hook and Ladder	\$ 7,776	\$ 6,000	\$ 6,000
5295205	9010	Bad Debt Expense	1,782	900	3,564
5295205	9056	Debt Serv. Prin. - Smart Meters	390,065	398,634	407,417
5295205	9057	Debt Serv. Int. - Smart Meters	35,475	26,893	18,123
5295205	9060	Depreciation Expense	52,194	45,714	66,307
5295205	9070	Training & Continuing Educ/Conf	5,875	14,000	16,000
5295205	9152	Debt Serv. Int. - SRL Funded Capital-W1703	-	70,000	-
5295205	9153	Debt Serv. Prin. - SRL Funded Capital-W1402	185,424	190,068	194,829
5295205	9154	Debt Serv. Int. - SRL Funded Capital-W1402	90,196	87,092	82,331
5295205	9155	Debt Serv. Prin. - SRL Funded Capital-W9302	72,863	11,414	9,544
5295205	9156	Debt Serv. Int. - SRL Funded Capital-W9302	12,635	74,687	76,558
5295205	9157	Debt Serv. Prin. - SRL Funded Capital-W9308 [P1]	46,339	47,500	48,690
5295205	9158	Debt Serv. Int. - SRL Funded Capital-W9308 [P1]	22,540	21,765	20,575
5295205	9160	Debt Serv. Int. - SRL Funded Capital-W8605	2,560	50,000	70,000
5295205	9165	Debt Serv. Prin. - SRL Funded Capital-W9308 [P2]	43,361	88,028	89,797
5295205	9166	Debt Serv. Int. - SRL Funded Capital-W9308 [P2]	39,313	19,273	36,777
5295205	9170	Debt Serv. Int. - SRL Funded Capital-W2206	-	10,000	21,000
5295205	9201	Debt Serv. Prin. - Unit 207 Lease Payment	29,306	30,088	30,891
5295205	9202	Debt Serv. Int. - Unit 207 Lease Payment	2,200	1,418	615
5295205	9201	Debt Serv. Prin. - Unit 209 Lease Payment	16,512	17,104	17,718
5295205	9202	Debt Serv. Int. - Unit 209 Lease Payment	4,435	3,842	3,228
5295205	9201	Debt Serv. Prin. - Unit 211 Lease Payment	8,983	9,314	9,657
5295205	9202	Debt Serv. Int. - Unit 211 Lease Payment	2,076	1,745	1,402
5295205	9201	Debt Serv. Prin. - Unit 224 Lease Payment	-	9,314	-
5295205	9202	Debt Serv. Int. - Unit 224 Lease Payment	-	1,745	-
5295205	9201	Debt Serv. Prin. - Unit 299 Lease Payment	-	8,024	-
5295205	9202	Debt Serv. Int. - Unit 299 Lease Payment	-	1,504	-
5295205	9205	Debt Serv. Prin. - (ESCO)	4,894	5,044	5,203
5295205	9206	Debt Serv. Int. - (ESCO)	2,479	2,402	2,283
TOTAL OTHER CHARGES			\$ 1,079,283	\$ 1,253,512	\$ 1,238,509

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Water Fund - Public Works and Water Resources Department - Water Division

Expenditures:

* as amended

** as proposed

INTER-DEPT. CHARGES		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Administrative Overhead	\$	398,272	\$ 444,206	\$ 449,181
Billings and Accounting		81,572	166,465	100,254
Electricity		249,684	235,699	269,538
Information Technology		111,138	164,338	185,412
Other Indirect Charges		(236,461)	(216,923)	(234,753)
Printing and Reproduction		92	104	104
Records		-	-	14,489
Warehousing		18,659	21,796	19,731
TOTAL INTER-DEPT. CHARGES	\$	622,956	\$ 815,685	\$ 803,956

* as amended

** as proposed

OPERATING EXPENSES - WATER DIVISION		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES	\$	5,994,390	\$ 7,454,237	\$ 7,467,799

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Water Fund - Public Works and Water Resources Department - Water Division

Expenditures:

* as amended

** as proposed

CAPITAL PROJECTS BUDGET			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5295206	9623	Autos & Trucks	\$ -	\$ -	\$ 137,001
5295206	9760	CIP - Lines Material	491,296	100,000	-
5295206	9960	CIP - Lines Contractual	-	150,000	-
TOTAL CAPITAL PROJECTS BUDGET			\$ 491,296	\$ 250,000	\$ 137,001

CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET

Water Fund - Public Works and Water Resources Department - Water Division

Expenditures:

* as amended ** as proposed

CAPITAL PROJECT NUMBER AND DESCRIPTION	CURRENT RESOURCES	CAPITAL RESERVES	EQUIPMENT REPLACEMENT	GRANT RESOURCES	BOND ISSUES	STATE REVOLVING LOANS	AMERICAN RESCUE PLAN ACT	OTHER FINANCING
W2602 - Paper Mill Storage Tank Improvements	\$ -	\$ 70,000	\$ -	-	\$ -	-	\$ -	\$ -
W2401 - Curtis Water Treatment Plant - PFAS Removal	-	-	-	50,000	-	24,950,000	-	-
W2302 - New Elevated Water Storage Tank	-	-	-	-	-	200,000	-	-
W2303 - Water Main Conditions Assessment	-	50,000	-	-	-	-	-	-
W2201 - Water Facilities Security Improvements	-	-	-	150,000	-	-	-	-
W2205 - Curtis WTP - Raceway and Backwash Lagoon Rehabilitation	-	-	-	-	-	1,500,000	-	-
W2102 - Highfield Drive Booster Station Rehabilitation	-	50,000	-	-	-	-	-	-
W2001 - Newark Reservoir Upgrades	-	150,000	-	-	-	-	-	-
W1602 - Roseville Park Pressure District	-	50,000	-	-	-	-	-	-
W9308 - Water Main Replacement Program	-	-	-	-	-	1,000,000	-	-
WEQSF - Equipment Replacement Program	137,001	-	62,999	-	-	-	-	-
TOTAL WATER FUND	\$ 137,001	\$ 370,000	\$ 62,999	\$ 200,000	\$ -	\$ 27,650,000	\$ -	\$ -

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Sewer Fund - Public Works and Water Resources Department - Sewer Division

Summary:

* as amended

** as proposed

SEWER DIVISION - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>REVENUES</u>			
Sewer Service Charge	\$ 8,604,838	\$ 9,491,050	\$ 9,790,200
Penalties	15,621	24,000	24,000
Service Fees	15,037	16,100	15,100
Other Revenues	7,064	400	1,500
Interest Revenue	40,701	35,000	40,000
Subtotal	\$ 8,683,261	\$ 9,566,550	\$ 9,870,800
Less: County Sewer Charge	N/A	N/A	N/A
Gross Operating Revenue	\$ 8,683,261	\$ 9,566,550	\$ 9,870,800
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 246,285	\$ 509,664	\$ 454,898
Utility Purchases	4,947,589	6,250,000	6,250,000
Materials & Supplies	48,561	53,500	52,100
Contractual Services	286,492	371,069	361,451
Other Charges	182,193	323,973	351,644
Subtotal	\$ 5,711,120	\$ 7,508,206	\$ 7,470,093
Inter-Dept. Charges	431,028	483,322	512,451
Total Operating Expenses	\$ 6,142,148	\$ 7,991,528	\$ 7,982,544
Net Operating Margin (Before Capital Costs)	\$ 2,541,113	\$ 1,575,022	\$ 1,888,256

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Sewer Fund - Public Works and Water Resources Department - Sewer Division

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5395302	6030	Engineering/Technical	\$ 26,637	\$ 27,916	\$ 30,134
5395302	6050	Information Technology	23,990	26,306	27,731
5395302	6200	Line Maintenance	101,320	203,956	217,552
5395302	6580	Service Award	845	813	1,431
5395302	6590	Sick Pay	926	1,055	555
5395302	6615	Interns	-	7,000	7,000
5395302	6620	Overtime	9,561	26,000	22,000
5395302	6880	Uniform Allowance	1,650	2,480	2,480
5395302	6885	Device Reimbursement	850	1,200	1,200
5395302	6920	Unemployment Comp. Ins.	385	588	588
5395302	6925	Delaware Paid Leave Plan	-	965	1,240
5395302	6930	Social Security Taxes	11,708	22,700	23,721
5395302	6940	City Pension Plan	3,980	45,408	60,416
5395302	6941	Defined Contribution 401(a) Plan	10,405	17,110	2,080
5395302	6950	Term Life Insurance	458	654	1,207
5395302	6960	Group Hospitalization Ins.	45,956	105,498	36,962
5395302	6961	Long-Term Disability Ins.	170	173	213
5395302	6962	Dental Insurance	1,966	4,648	3,130
5395302	6965	Post-Employment Benefits	706	7,140	7,140
5395302	6966	Retirement Health Savings Account	4,663	7,144	7,252
5395302	6967	Emergency Room Reimbursements	-	677	677
5395302	6968	Vision Insurance Premiums	109	233	189
TOTAL PERSONNEL SERVICES			\$ 246,285	\$ 509,664	\$ 454,898

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5395303	7110	Safety Shoes and Supplies	\$ 419	\$ 2,000	\$ 1,600
5395303	7130	Tools, Field Sup., & Small Eq.	14,049	16,000	14,000
5395303	7255	Vandalism Supplies	-	2,500	1,500
5395303	7260	Line Maintenance	25,556	25,000	25,000
5395303	7270	Station Maintenance	7,382	3,000	5,000
5395303	7271	SCADA System Maintenance Supplies	1,267	5,000	5,000
5395303	7540	Inventory Adjustment	(112)	-	-
TOTAL MATERIALS & SUPPLIES			\$ 48,561	\$ 53,500	\$ 52,100

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Sewer Fund - Public Works and Water Resources Department - Sewer Division

Expenditures:

* as amended

** as proposed

CONTRACTUAL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5395304	8020	Advertising	\$ -	\$ 1,000	\$ 1,000
5395304	8030	Casualty Insurance	5,559	6,037	7,379
5395304	8031	Insurance - Property	3,972	5,316	5,352
5395304	8032	Insurance - Auto	4,205	10,244	9,218
5395304	8033	Insurance - Broker	875	920	920
5395304	8035	Insurance - Worker's Compensation	10,560	13,095	22,020
5395304	8040	Merchant Fees and Discounts	58,661	52,000	45,000
5395304	8120	Outside Engineering	44,999	40,000	40,000
5395304	8131	Information Technology Cont'l	67,707	66,959	84,150
5395304	8255	Vandalism Cont'l	-	2,500	-
5395304	8260	Line Maintenance	30,283	60,000	60,000
5395304	8265	Easement Clearing	10,000	10,000	10,000
5395304	8270	Station Maintenance	21,799	30,000	30,000
5395304	8271	SCADA System Maintenance Cont'l	7,847	10,000	10,000
5395304	8312	Fleet & Facilities Services	20,025	62,998	36,412
TOTAL CONTRACTUAL SERVICES			\$ 286,492	\$ 371,069	\$ 361,451

* as amended

** as proposed

OTHER CHARGES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5395305	9002	Subvention - Aetna Hook and Ladder	\$ 7,347	\$ 6,000	\$ 6,000
5395305	9010	Bad Debt Expense	618	110	2,917
5395305	9060	Depreciation Expense	36,949	21,269	19,008
5395305	9070	Training & Continuing Educ/Conf	1,655	4,000	4,000
5395305	9161	Debt Serv. Prin. - SRL Funded Capital-S0904	63,843	65,441	67,080
5395305	9162	Debt Serv. Int. - SRL Funded Capital-S0904	29,882	28,813	27,174
5395305	9167	Debt Serv. Prin. - SRL Funded Capital-S0904 [Ph 2]	-	88,028	195,000
5395305	9168	Debt Serv. Int. - SRL Funded Capital-S0904 [Ph 2]	11,434	38,546	-
5395305	9201	Debt Serv. Prin. - Unit 304 Lease Payment	24,015	24,877	25,770
5395305	9202	Debt Serv. Int. - Unit 304 Lease Payment	6,450	5,588	4,695
5395305	9201	Debt Serv. Prin. - Unit 305 Lease Payment	-	31,614	-
5395305	9202	Debt Serv. Int. - Unit 305 Lease Payment	-	9,687	-
TOTAL OTHER CHARGES			\$ 182,193	\$ 323,973	\$ 351,644

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Sewer Fund - Public Works and Water Resources Department - Sewer Division

Expenditures:

* as amended

** as proposed

INTER-DEPT. CHARGES		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Administrative Overhead	\$	137,455	\$ 124,412	\$ 146,717
Billings and Accounting		84,333	103,267	95,247
Electricity		14,184	12,999	15,338
Information Technology		111,138	164,338	164,704
Other Indirect Charges		82,067	75,464	80,002
Records		-	-	8,486
Warehousing		1,851	2,842	1,957
TOTAL INTER-DEPT. CHARGES	\$	431,028	\$ 483,322	\$ 512,451

* as amended

** as proposed

OPERATING EXPENSES - SEWER DIVISION		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES	\$	1,194,559	\$ 1,741,528	\$ 1,732,544

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Sewer Fund - Public Works and Water Resources Department - Sewer Division

Expenditures:

* as amended

** as proposed

CAPITAL PROJECTS BUDGET			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5395306	9760	CIP - Lines Material	\$ -	\$ 125,000	\$ -
TOTAL CAPITAL PROJECTS BUDGET			\$ -	\$ 125,000	\$ -

CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET

Sewer Fund - Public Works and Water Resources Department - Sewer Division

Expenditures:

* as amended

** as proposed

CAPITAL PROJECT NUMBER AND DESCRIPTION	CURRENT RESOURCES	CAPITAL RESERVES	EQUIPMENT REPLACEMENT	GRANT RESOURCES	BOND ISSUES	STATE REVOLVING LOANS	AMERICAN RESCUE PLAN ACT	OTHER FINANCING
S0904 - Sanitary Sewer Study and Repairs	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL SEWER FUND	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Stormwater Fund - Public Works and Water Resources Department - Stormwater Division

Summary:

* as amended

** as proposed

STORMWATER DIVISION - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>REVENUES</u>			
Stormwater Service Fees	\$ 2,566,008	\$ 2,611,050	\$ 2,611,050
Stormwater Penalties	6,643	18,000	18,000
Stormwater As-Built Review	5,186	500	1,000
Sediment & SWM Review Fee	8,760	12,000	12,000
Sediment & SWM Inspection	6,675	10,000	6,000
SWM Facility Annual Inspection	55,080	49,500	55,000
Interest	32,722	25,000	25,000
Misc Revenue	525	-	-
Gross Operating Revenue	\$ 2,681,599	\$ 2,726,050	\$ 2,728,050
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 564,157	\$ 808,277	\$ 767,859
Materials and Supplies	29,007	65,545	70,150
Contractual Services	259,460	355,874	366,120
Other Charges	736,986	804,345	806,190
Subtotal	\$ 1,589,610	\$ 2,034,041	\$ 2,010,319
Inter-Dept. Charges	292,245	347,628	366,450
Total Operating Expenses	\$ 1,881,855	\$ 2,381,669	\$ 2,376,769
Net Operating Margin (Before Capital Costs)	\$ 799,744	\$ 344,381	\$ 351,281

CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET

Stormwater Fund - Public Works and Water Resources Department - Stormwater Division

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5595502	6030	Engineering/Technical	\$ 122,324	\$ 126,123	\$ 135,296
5595502	6050	Information Technology	23,990	55,135	27,731
5595502	6200	Line Maintenance	60,899	67,393	68,413
5595502	6230	Maintenance Workers	138,070	255,249	249,383
5595502	6580	Service Award	10,993	10,870	14,004
5595502	6590	Sick Pay	1,491	3,761	1,860
5595502	6615	Interns	7,434	-	-
5595502	6620	Overtime	9,544	17,500	17,500
5595502	6880	Uniform Allowance	2,160	2,720	2,720
5595502	6885	Device Reimbursement	1,100	1,500	1,500
5595502	6920	Unemployment Comp. Ins.	742	714	714
5595502	6925	Delaware Paid Leave Plan	-	1,856	2,074
5595502	6930	Social Security Taxes	28,059	41,329	39,658
5595502	6940	City Pension Plan	46,483	65,032	78,087
5595502	6941	Defined Contribution 401(a) Plan	6,102	11,634	2,080
5595502	6950	Term Life Insurance	1,458	1,814	1,896
5595502	6960	Group Hospitalization Ins.	77,114	117,943	96,729
5595502	6961	Long-Term Disability Ins.	371	433	463
5595502	6962	Dental Insurance	4,000	6,182	5,065
5595502	6965	Post-Employment Benefits	19,594	15,840	15,840
5595502	6966	Retirement Health Savings Account	1,994	4,084	5,698
5595502	6967	Emergency Room Reimbursements	-	824	824
5595502	6968	Vision Insurance Premiums	235	341	324
TOTAL PERSONNEL SERVICES			\$ 564,157	\$ 808,277	\$ 767,859

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5595503	7110	Safety Shoes and Supplies	\$ 1,660	\$ 2,400	\$ 2,400
5595503	7130	Tools, Field Sup., & Small Eq.	5,234	5,445	5,000
5595503	7150	Office Supplies	-	200	250
5595503	7255	Vandalism Supplies	236	2,500	1,500
5595503	7400	Storm Sewer Maintenance	19,338	50,000	55,000
5595503	7401	Stormwater Program Supplies	3,145	5,000	6,000
5595503	7540	Inventory Adjustment	(606)	-	-
TOTAL MATERIALS & SUPPLIES			\$ 29,007	\$ 65,545	\$ 70,150

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Stormwater Fund - Public Works and Water Resources Department - Stormwater Division

Expenditures:

* as amended

** as proposed

CONTRACTUAL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5595504	8020	Advertising	\$ -	\$ 1,200	\$ 800
5595504	8030	Casualty Insurance	8,736	9,486	11,817
5595504	8031	Insurance - Property	3,971	5,316	5,352
5595504	8032	Insurance - Auto	10,350	11,820	10,894
5595504	8033	Insurance - Broker	1,375	1,445	1,445
5595504	8035	Insurance - Worker's Compensation	14,784	18,333	23,121
5595504	8040	Merchant Fees and Discounts	17,266	15,015	10,100
5595504	8050	Phone/Communications	-	250	-
5595504	8120	Outside Engineering	6,430	90,000	50,000
5595504	8131	Information Technology Cont'l	28,325	30,044	40,880
5595504	8191	Yard Waste	43,675	40,000	50,000
5595504	8255	Vandalism Cont'l	-	2,500	-
5595504	8312	Fleet & Facilities Services	94,165	85,465	116,711
5595504	8401	Stormwater Contractual	30,359	45,000	45,000
5595504	8550	Misc. Contracted Svc.	24	-	-
TOTAL CONTRACTUAL SERVICES			\$ 259,460	\$ 355,874	\$ 366,120

* as amended

** as proposed

OTHER CHARGES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5595505	9010	Bad Debt Expense	\$ 1,787	\$ 330	\$ 10,853
5595505	9060	Depreciation Expense	73,083	83,905	92,374
5595505	9070	Training & Continuing Educ/Conf	1,207	4,000	4,000
5595505	9084	Annual Regulatory Fees	200	2,400	2,400
5595505	9095	Stormwater Grant Program	41,021	50,000	40,000
5595505	9163	Debt Serv. Prin. - SRL Funded Capital-Q1802	443,829	452,750	461,850
5595505	9164	Debt Serv. Int. - SRL Funded Capital-Q1802	175,859	160,525	151,424
5595505	9201	Debt Serv. Prin. - Unit 1530 Lease Payment	-	33,177	34,542
5595505	9202	Debt Serv. Int. - Unit 1530 Lease Payment	-	10,166	8,747
5595505	9201	Debt Serv. Prin. - Unit 1531 Lease Payment	-	5,648	-
5595505	9202	Debt Serv. Int. - Unit 1531 Lease Payment	-	1,444	-
TOTAL OTHER CHARGES			\$ 736,986	\$ 804,345	\$ 806,190

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Stormwater Fund - Public Works and Water Resources Department - Stormwater Division

Expenditures:

* as amended

** as proposed

INTER-DEPT. CHARGES		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Administrative Overhead	\$	77,719	\$ 76,556	\$ 84,061
Billings and Accounting		42,665	48,783	48,035
Electricity Used		884	799	938
Information Technology		107,661	164,338	166,692
Other Indirect Charges		63,088	56,818	62,090
Printing and Reproduction		22	25	25
Records		-	-	4,391
Warehousing		206	309	218
TOTAL INTER-DEPT. CHARGES	\$	292,245	\$ 347,628	\$ 366,450

* as amended

** as proposed

OPERATING EXPENSES - STORMWATER DIVISION		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES	\$	1,881,855	\$ 2,381,669	\$ 2,376,769

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Stormwater Fund - Public Works and Water Resources Department - Stormwater Division

Expenditures:

* as amended

** as proposed

CAPITAL PROJECTS BUDGET			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5595506	9720	CIP - Storm Sewers Material	\$ -	\$ 50,000	\$ 50,000
TOTAL CAPITAL PROJECTS BUDGET			\$ -	\$ 50,000	\$ 50,000

CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET

Stormwater Fund - Public Works and Water Resources Department - Stormwater Division

Expenditures:

CAPITAL PROJECT NUMBER AND DESCRIPTION	CURRENT RESOURCES	CAPITAL RESERVES	EQUIPMENT REPLACEMENT	GRANT RESOURCES	BOND ISSUES	STATE REVOLVING LOANS	AMERICAN RESCUE PLAN ACT	OTHER FINANCING
Q2601 - Annual Stormwater Improvements Projects	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ -	-	\$ -
Q2602 - Hillside Park Underpass Canopy	-	200,000	-	-	-	-	-	-
Q2501 - Catch Basin Repair/Replacement	-	100,000	-	-	-	-	-	-
Q2502 - Crawler Inspection Camera	-	100,000	-	-	-	-	-	-
Q0101 - Stormwater Quality Improvements (NPDES Phase II Permit)	50,000	110,453	-	-	-	-	-	-
QEQSF - Equipment Replacement Program	-	105,282	94,718	-	-	-	-	-
TOTAL STORMWATER DIVISION	\$ 50,000	\$ 1,165,735	\$ 94,718	\$ -	\$ -	\$ -	-	\$ -

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Public Works and Water Resources Department - Refuse Division

Summary:

* as amended

** as proposed

REFUSE DIVISION - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 874,625	\$ 1,081,730	\$ 1,033,835
Materials and Supplies	34,130	29,600	29,600
Contractual Services	833,708	1,232,517	923,974
Other Charges	142,261	103,521	93,433
Subtotal	\$ 1,884,724	\$ 2,447,368	\$ 2,080,842
Inter-Dept. Charges	129,976	108,132	141,928
Total Operating Expenses	\$ 2,014,700	\$ 2,555,500	\$ 2,222,770

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Public Works and Water Resources Department - Refuse Division

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES				2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0141042	6240	Refuse Workers	\$	459,325	\$ 592,599	\$ 586,421
0141042	6580	Service Award		5,446	5,446	7,662
0141042	6590	Sick Pay		1,297	2,352	2,340
0141042	6620	Overtime		12,407	14,000	14,000
0141042	6880	Uniform Allowance		4,800	5,400	5,250
0141042	6885	Device Reimbursement		2,675	3,000	2,925
0141042	6920	Unemployment Comp. Ins.		1,219	1,134	1,134
0141042	6925	Delaware Paid Leave Plan		-	2,247	2,474
0141042	6930	Social Security Taxes		35,188	47,644	47,323
0141042	6940	City Pension Plan		111,666	133,100	137,334
0141042	6941	Defined Contribution 401(a) Plan		24,259	31,173	7,899
0141042	6950	Term Life Insurance		2,498	2,730	3,135
0141042	6960	Group Hospitalization Ins.		145,971	193,382	169,312
0141042	6961	Long-Term Disability Ins.		605	622	751
0141042	6962	Dental Insurance		5,536	7,812	8,065
0141042	6963	Flexible Spending Account		63	63	126
0141042	6965	Post-Employment Benefits		51,086	26,550	26,550
0141042	6966	Retirement Health Savings Account		9,050	10,717	9,324
0141042	6967	Emergency Room Reimbursements		1,195	1,305	1,305
0141042	6968	Vision Insurance Premiums		339	454	505
TOTAL PERSONNEL SERVICES				\$ 874,625	\$ 1,081,730	\$ 1,033,835

* as amended

** as proposed

MATERIALS AND SUPPLIES				2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0141043	7110	Safety Shoes and Supplies	\$	785	\$ 3,600	\$ 3,600
0141043	7130	Tools, Field Sup., & Small Eq.		1,135	1,000	1,000
0141043	7132	Collection Carts		32,270	25,000	25,000
0141043	7540	Inventory Adjustment		(60)	-	-
TOTAL MATERIALS & SUPPLIES				\$ 34,130	\$ 29,600	\$ 29,600

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Public Works and Water Resources Department - Refuse Division

Expenditures:

* as amended

** as proposed

CONTRACTUAL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0141044	8030	Casualty Insurance	\$ 13,501	\$ 14,661	\$ 11,817
0141044	8032	Insurance - Auto	20,700	25,216	24,721
0141044	8033	Insurance - Broker	2,125	2,234	2,234
0141044	8035	Insurance - Worker's Compensation	26,751	33,174	33,030
0141044	8050	Phone/Communications	400	700	150
0141044	8130	Building & Equipment Rental	-	2,500	1,500
0141044	8131	Information Technology Cont'l	8,248	10,694	11,038
0141044	8190	Refuse Disposal-Landfill	436,163	485,000	440,000
0141044	8200	Printing and Reproduction	1,548	2,000	2,500
0141044	8312	Fleet & Facilities Services	322,580	656,338	396,984
0141044	8313	Self-Insurance Services	142	-	-
0141044	8550	Misc. Contracted Services	1,550	-	-
TOTAL CONTRACTUAL SERVICES			\$ 833,708	\$ 1,232,517	\$ 923,974

* as amended

** as proposed

OTHER CHARGES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0141045	9060	Depreciation Expense	\$ 140,181	\$ 101,521	\$ 91,433
0141045	9070	Training & Continuing Educ/Conf	2,080	2,000	2,000
TOTAL OTHER CHARGES			\$ 142,261	\$ 103,521	\$ 93,433

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Public Works and Water Resources Department - Refuse Division

Expenditures:

* as amended

** as proposed

INTER-DEPT. CHARGES		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Billings and Accounting	\$	32,220	\$ 37,155	\$ 26,683
Electricity Used - Transfer Station		3,084	2,999	3,338
Information Technology		69,600	85,389	84,998
Mailroom and Postage		1,082	1,225	946
Other Indirect Charges		21,388	(21,230)	21,353
Printing and Reproduction		97	110	110
Records		1,580	1,655	3,522
Warehousing		925	829	978
TOTAL INTER-DEPT. CHARGES	\$	129,976	\$ 108,132	\$ 141,928

* as amended

** as proposed

OPERATING EXPENSES - REFUSE DIVISION		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES	\$	2,014,700	\$ 2,555,500	\$ 2,222,770

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Public Works and Water Resources Department - Street Division

Summary:

* as amended

** as proposed

STREET DIVISION - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 632,967	\$ 855,783	\$ 875,643
Materials and Supplies	171,159	220,800	208,800
Contractual Services	297,950	452,350	367,559
Other Charges	77,037	94,719	86,504
Subtotal	\$ 1,179,113	\$ 1,623,652	\$ 1,538,506
Inter-Dept. Charges	339,204	387,099	377,307
Total Operating Expenses	\$ 1,518,317	\$ 2,010,751	\$ 1,915,813

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Public Works and Water Resources Department - Street Division

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0131052	6020	Supervisory	\$ 91,816	\$ 99,810	\$ 100,014
0131052	6230	Maintenance Workers	201,792	321,393	372,869
0131052	6580	Service Award	2,845	2,703	3,568
0131052	6590	Sick Pay	1,505	1,911	2,275
0131052	6610	Seasonal Workers	-	7,000	-
0131052	6620	Overtime	48,092	40,000	47,000
0131052	6622	Holiday Premium	2,343	1,000	2,000
0131052	6880	Uniform Allowance	2,790	3,840	3,840
0131052	6885	Device Reimbursement	1,250	1,800	1,800
0131052	6920	Unemployment Comp. Ins.	909	882	882
0131052	6925	Delaware Paid Leave Plan	-	1,488	1,870
0131052	6930	Social Security Taxes	26,061	36,678	40,802
0131052	6940	City Pension Plan	91,278	105,996	133,651
0131052	6941	Defined Contribution 401(a) Plan	14,767	25,287	-
0131052	6950	Term Life Insurance	1,587	1,527	2,068
0131052	6960	Group Hospitalization Ins.	86,334	165,976	123,053
0131052	6961	Long-Term Disability Ins.	414	370	499
0131052	6962	Dental Insurance	3,808	7,219	6,664
0131052	6963	Flexible Spending Account	-	-	63
0131052	6964	Health Savings Account	1,700	1,700	3,400
0131052	6965	Post-Employment Benefits	47,208	18,650	18,650
0131052	6966	Retirement Health Savings Account	6,264	9,186	9,324
0131052	6967	Emergency Room Reimbursements	-	1,015	1,015
0131052	6968	Vision Insurance Premiums	204	352	336
TOTAL PERSONNEL SERVICES			\$ 632,967	\$ 855,783	\$ 875,643

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0131053	7110	Safety Shoes and Supplies	\$ 2,796	\$ 2,800	\$ 2,800
0131053	7130	Tools, Field Sup., & Small Eq.	6,793	6,000	7,000
0131053	7340	Street Signs and Roadway Markings	26,484	42,000	44,000
0131053	7380	Street Maintenance Supplies	105,574	80,000	110,000
0131053	7381	Bridge Maintenance Supplies	-	50,000	-
0131053	7400	Storm Sewer Maintenance	1,445	-	-
0131053	7450	Salt, Sand, & Snow Removal	26,495	40,000	45,000
0131053	7540	Inventory Adjustment	1,572	-	-
TOTAL MATERIALS & SUPPLIES			\$ 171,159	\$ 220,800	\$ 208,800

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Public Works and Water Resources Department - Street Division

Expenditures:

* as amended

** as proposed

CONTRACTUAL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0131054	8020	Advertising	\$ 516	\$ -	\$ 1,200
0131054	8030	Casualty Insurance	9,927	10,780	10,371
0131054	8031	Insurance - Property	1,691	2,658	2,676
0131054	8032	Insurance - Auto	34,931	42,946	46,090
0131054	8033	Insurance - Broker	1,563	1,643	1,643
0131054	8035	Insurance - Worker's Compensation	22,527	27,936	33,030
0131054	8050	Phone/Communications	135	200	200
0131054	8131	Information Technology Cont'l	5,827	8,951	9,212
0131054	8312	Fleet & Facilities Services	168,594	217,236	253,137
0131054	8380	Street Maintenance Cont'l	2,780	30,000	10,000
0131054	8381	Bridge Maintenance Cont'l	49,408	110,000	-
0131054	8550	Misc. Contracted Services	51	-	-
TOTAL CONTRACTUAL SERVICES			\$ 297,950	\$ 452,350	\$ 367,559

* as amended

** as proposed

OTHER CHARGES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0131055	9060	Depreciation Expense	\$ 75,842	\$ 86,719	\$ 78,504
0131055	9070	Training & Continuing Educ/Conf	1,195	8,000	8,000
TOTAL OTHER CHARGES			\$ 77,037	\$ 94,719	\$ 86,504

CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET

General Fund - Public Works and Water Resources Department - Street Division

Expenditures:

* as amended

** as proposed

INTER-DEPT. CHARGES		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Billings and Accounting	\$	25,501	\$ 29,229	\$ 25,429
Electricity Used		689	604	744
Information Technology		54,131	66,414	74,955
Mailroom and Postage		848	962	899
Other Indirect Charges		41,898	70,326	41,380
Printing and Reproduction		97	110	110
Records		1,240	1,298	3,516
Street Lights and Traffic Signals		213,511	216,699	228,911
Warehousing		1,289	1,457	1,363
TOTAL INTER-DEPT. CHARGES	\$	339,204	\$ 387,099	\$ 377,307

* as amended

** as proposed

OPERATING EXPENSES - STREET DIVISION		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES	\$	1,518,317	\$ 2,010,751	\$ 1,915,813

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Public Works and Water Resources Department - Engineering Division

Summary:

* as amended

** as proposed

ENGINEERING DIVISION - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 1,028,508	\$ 1,159,135	\$ 1,172,179
Materials and Supplies	1,253	7,100	6,900
Contractual Services	80,196	110,241	155,465
Other Charges	19,126	22,556	23,754
Subtotal	\$ 1,129,083	\$ 1,299,032	\$ 1,358,298
Inter-Dept. Charges	44,487	65,414	69,874
Total Operating Expenses	\$ 1,173,570	\$ 1,364,446	\$ 1,428,172

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Public Works and Water Resources Department - Engineering Division

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0131072	6020	Supervisory	\$ 107,156	\$ 116,182	\$ 122,633
0131072	6030	Engineering/Technical	140,777	192,651	201,713
0131072	6210	Inspectors	319,685	337,572	357,406
0131072	6580	Service Award	8,725	8,374	11,566
0131072	6590	Sick Pay	7,066	7,497	6,620
0131072	6620	Overtime	13,123	18,000	15,000
0131072	6880	Uniform Allowance	1,200	1,440	1,440
0131072	6885	Device Reimbursement	600	600	600
0131072	6920	Unemployment Comp. Ins.	1,041	882	882
0131072	6925	Delaware Paid Leave Plan	-	2,729	2,868
0131072	6930	Social Security Taxes	43,793	52,197	54,849
0131072	6940	City Pension Plan	133,507	164,780	167,217
0131072	6941	Defined Contribution 401(a) Plan	29,904	30,909	21,246
0131072	6950	Term Life Insurance	3,167	2,968	2,990
0131072	6960	Group Hospitalization Ins.	158,696	174,316	155,206
0131072	6961	Long-Term Disability Ins.	854	746	786
0131072	6962	Dental Insurance	7,070	8,173	8,234
0131072	6963	Flexible Spending Account	126	126	126
0131072	6964	Health Savings Account	-	-	1,700
0131072	6965	Post-Employment Benefits	44,518	29,900	29,900
0131072	6966	Retirement Health Savings Account	6,792	7,655	7,770
0131072	6967	Emergency Room Reimbursements	343	1,015	1,015
0131072	6968	Vision Insurance Premiums	365	423	412
TOTAL PERSONNEL SERVICES			\$ 1,028,508	\$ 1,159,135	\$ 1,172,179

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0131073	7110	Safety Shoes and Supplies	\$ 198	\$ 2,400	\$ 2,400
0131073	7130	Tools, Field Sup., & Small Eq.	487	2,500	2,500
0131073	7150	Office Supplies	568	2,200	2,000
TOTAL MATERIALS & SUPPLIES			\$ 1,253	\$ 7,100	\$ 6,900

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Public Works and Water Resources Department - Engineering Division

Expenditures:

* as amended

** as proposed

CONTRACTUAL SERVICES				2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0131074	8020	Advertising	\$	1,130	\$ 2,200	\$ 2,000
0131074	8030	Casualty Insurance		9,927	10,780	11,817
0131074	8032	Insurance - Auto		12,291	10,244	10,894
0131074	8033	Insurance - Broker		1,563	1,643	1,643
0131074	8035	Insurance - Worker's Compensation		7,040	8,730	11,010
0131074	8050	Phone/Communications		655	500	200
0131074	8120	Outside Engineering		3,270	37,500	25,000
0131074	8131	Information Technology Cont'l		19,378	20,474	59,772
0131074	8312	Fleet & Facilities Services		24,926	18,170	33,129
0131074	8550	Misc. Contracted Services		16	-	-
TOTAL CONTRACTUAL SERVICES				\$ 80,196	\$ 110,241	\$ 155,465

* as amended

** as proposed

OTHER CHARGES				2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0131075	9060	Depreciation Expense	\$	14,348	\$ 12,556	\$ 13,754
0131075	9070	Training & Continuing Educ/Conf		4,778	10,000	10,000
TOTAL OTHER CHARGES				\$ 19,126	\$ 22,556	\$ 23,754

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Public Works and Water Resources Department - Engineering Division

Expenditures:

* as amended

** as proposed

INTER-DEPT. CHARGES		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Billings and Accounting	\$	21,929	\$ 24,955	\$ 24,947
Electricity Used		684	599	738
Information Technology		54,131	66,414	74,813
Mailroom and Postage		722	818	882
Other Indirect Expenses		(34,131)	(28,587)	(35,130)
Printing and Reproduction		97	110	110
Records		1,055	1,105	3,514
TOTAL INTER-DEPT. CHARGES	\$	44,487	\$ 65,414	\$ 69,874

* as amended

** as proposed

OPERATING EXPENSES - ENGINEERING DIVISION		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES	\$	1,173,570	\$ 1,364,446	\$ 1,428,172

CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET

Maintenance Fund - Public Works and Water Resources Department - Fleet Maintenance Division

Summary:

* as amended

** as proposed

FLEET MAINTENANCE DIVISION - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 554,876	\$ 745,729	\$ 700,771
Materials and Supplies	616,650	725,320	680,250
Contractual Services	351,872	479,094	442,146
Other Charges	37,303	51,687	54,599
Subtotal	\$ 1,560,701	\$ 2,001,830	\$ 1,877,766
Inter-Dept. Charges	88,475	97,182	119,922
Total Operating Expenses	\$ 1,649,176	\$ 2,099,012	\$ 1,997,688

CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET

Maintenance Fund - Public Works and Water Resources Department - Fleet Maintenance Division

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
6006002	6020	Supervisory	\$ 36,692	\$ 98,959	\$ 96,408
6006002	6250	Mechanics	315,583	321,665	324,123
6006002	6580	Service Award	4,862	2,273	2,614
6006002	6590	Sick Pay	13,445	746	2,185
6006002	6620	Overtime	12,305	26,000	24,000
6006002	6880	Uniform Allowance	2,160	2,640	2,640
6006002	6881	Tool Allowance	1,800	2,500	2,500
6006002	6885	Device Reimbursement	1,350	2,100	1,800
6006002	6920	Unemployment Comp. Ins.	1,150	630	630
6006002	6925	Delaware Paid Leave Plan	-	1,123	1,825
6006002	6930	Social Security Taxes	28,997	34,952	34,905
6006002	6940	City Pension Plan	51,756	102,432	96,580
6006002	6941	Defined Contribution 401(a) Plan	9,168	10,327	7,231
6006002	6950	Term Life Insurance	1,463	765	2,123
6006002	6960	Group Hospitalization Ins.	49,203	105,864	68,587
6006002	6961	Long-Term Disability Ins.	378	175	519
6006002	6962	Dental Insurance	2,109	4,664	3,930
6006002	6963	Flexible Spending Account	63	-	126
6006002	6964	Health Savings Account	850	850	850
6006002	6965	Post-Employment Benefits	17,016	18,440	18,440
6006002	6966	Retirement Health Savings Account	3,190	7,655	7,770
6006002	6967	Emergency Room Reimbursements	1,200	725	725
6006002	6968	Vision Insurance Premiums	136	244	260
TOTAL PERSONNEL SERVICES			\$ 554,876	\$ 745,729	\$ 700,771

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
6006003	7060	Tire & Tire Repair Expense	\$ 46,632	\$ 90,000	\$ 75,000
6006003	7070	Gasoline, Oil, Coolant, Etc.	358,196	350,000	350,000
6006003	7110	Safety Shoes and Supplies	850	2,500	2,000
6006003	7130	Tools, Field Sup., & Small Eq.	13,459	27,070	15,000
6006003	7150	Office Supplies	70	750	750
6006003	7300	Machinery & Equip. Maintenance	201	5,000	2,500
6006003	7310	Vehicle Maintenance	197,242	250,000	235,000
TOTAL MATERIALS & SUPPLIES			\$ 616,650	\$ 725,320	\$ 680,250

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Maintenance Fund - Public Works and Water Resources Department - Fleet Maintenance Division

Expenditures:

* as amended

** as proposed

CONTRACTUAL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
6006004	8030	Casualty Insurance	\$ 5,598	\$ 6,037	\$ 7,379
6006004	8031	Insurance - Property	73,340	112,430	97,860
6006004	8032	Insurance - Auto	4,205	5,910	16,760
6006004	8033	Insurance - Broker	881	920	920
6006004	8035	Insurance - Worker's Compensation	15,846	19,206	22,020
6006004	8050	Phone/Communications	135	200	200
6006004	8131	Information Technology Cont'l	24,826	12,415	15,796
6006004	8300	Machinery & Equip. Maintenance	211	10,000	10,000
6006004	8310	Vehicle Maintenance	202,782	192,930	150,000
6006004	8311	Vehicle Accidents	15,935	10,000	10,000
6006004	8312	Fleet & Facilities Services	8,062	109,046	111,211
6006004	8550	Misc. Contracted Services	51	-	-
TOTAL CONTRACTUAL SERVICES			\$ 351,872	\$ 479,094	\$ 442,146

* as amended

** as proposed

OTHER CHARGES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
6006005	9060	Depreciation Expense	\$ 35,447	\$ 39,687	\$ 42,599
6006005	9070	Training & Continuing Educ/Conf	1,856	12,000	12,000
TOTAL OTHER CHARGES			\$ 37,303	\$ 51,687	\$ 54,599

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Maintenance Fund - Public Works and Water Resources Department - Fleet Maintenance Division

Expenditures:

* as amended

** as proposed

INTER-DEPT. CHARGES		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Billings and Accounting	\$	21,643	\$ 25,158	\$ 24,557
Electricity		6,660	5,203	7,160
Information Technology		30,932	37,951	55,441
Other Indirect Charges		29,240	28,870	29,250
Records		-	-	3,514
TOTAL INTER-DEPT. CHARGES	\$	88,475	\$ 97,182	\$ 119,922

* as amended

** as proposed

OPERATING EXPENSES - FLEET MAINTENANCE DIVISION		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES	\$	1,649,176	\$ 2,099,012	\$ 1,997,688

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Maintenance Fund - Public Works and Water Resources Department - Fleet Maintenance Division

Expenditures:

* as amended

** as proposed

CAPITAL PROJECTS BUDGET			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
6006006	9622	Machinery & Equipment	\$ 647	\$ -	\$ -
TOTAL CAPITAL PROJECTS BUDGET			\$ 647	\$ -	\$ -

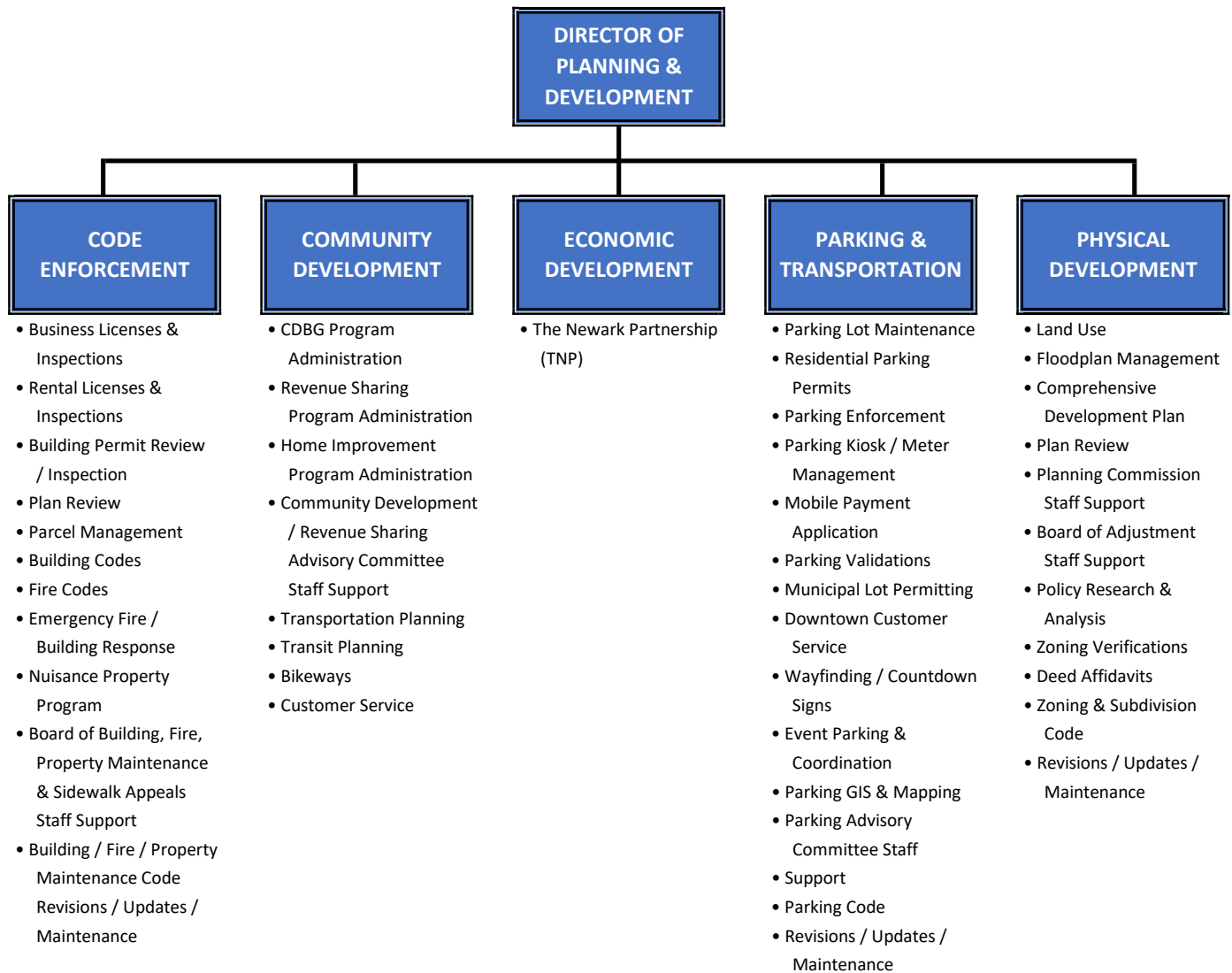
Maintenance Fund - Public Works and Water Resources Department - Fleet Maintenance Division

Expenditures:

CAPITAL PROJECT NUMBER AND DESCRIPTION	CURRENT RESOURCES	CAPITAL RESERVES	EQUIPMENT REPLACEMENT	GRANT RESOURCES	BOND ISSUES	STATE REVOLVING LOANS	AMERICAN RESCUE PLAN ACT	OTHER FINANCING
*N/A								
TOTAL FLEET MAINTENANCE FUND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

*Please note, there are no Fleet Maintenance Division projects with 2026 capital spending budgeted.

**CITY OF NEWARK, DELAWARE
PLANNING AND DEVELOPMENT DEPARTMENT
ORGANIZATIONAL CHART**



**CITY OF NEWARK, DELAWARE
PLANNING AND DEVELOPMENT DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

The Planning and Development Department regulates all land use and development in the City and provides related ancillary services through its program divisions including Land Use and Planning, Code Enforcement, Parking, and Facilities Management described below:

Land Use and Planning Division:

- This Division advises and makes recommendations to the City Manager, Planning Commission and City Council regarding physical development and the implementation of the City's Comprehensive Development Plan. Additionally, this Division is responsible for updating long-range planning documents; administering and reviewing plans and procedures for annexations, rezonings, subdivisions, parking waivers, the preservation of historic buildings, and special use permits; recommending zoning and subdivision regulation revisions; reviewing building permit and certificates of occupancy and economic hardship applications for zoning compliance; and administering the Federal Flood Insurance Program. The Division also serves as staff to the Planning Commission and the Board of Adjustment. In addition, the Land Use and Planning Division also includes Economic Development, Transportation and Technical Services, and the Community Development Block Grant which are further described below.

Staff

The Land Use and Planning Division is comprised of seven (7) staff, including one (1) Director, one (1) Deputy Director, one (1) Senior Planner, one (1) Planner II, one (1) Planner I, one (1) Community Planner I, and one (1) Administrative Professional I.

Transportation and Technical Services:

- The Land Use and Planning Division also serves as a liaison between the City and federal, state, regional and local agencies to facilitate inter-jurisdictional cooperation and planning on issues of mutual concern. The division develops short and long-term transportation plans in conjunction with other City departments, the City's Traffic Committee and Parking Advisory Committee and outside agencies such as WILMAPCO and the Delaware Department of Transportation.

Economic Development:

- The Land Use and Planning Division also includes economic development. Economic development activities supplement private sector initiatives to strengthen Newark's commercial and industrial well-being. It is responsible for developing and modifying long range economic development plans, monitoring the impact of City regulations on businesses, developing business incentives and recruitment programs, producing public information materials, and serving as liaison with The Newark Partnership on economic development related items.

Community Development Block Grant (CDBG):

- The City has received funds under the Federal Housing and Urban Development's Community Development Block Grant Program (CDBG) since 1974 to benefit low to moderate income residents in Newark. The Planning Department administers the CDBG program according to Federal guidelines, reviews project funding requests and develops the operating budget in conjunction with the City Community Development/Revenue Sharing Advisory Committee; monitors programs for contract compliance; and directly manages the Home Improvement Program.

**CITY OF NEWARK, DELAWARE
PLANNING AND DEVELOPMENT DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

Code Enforcement Division:

- This Division is responsible for the administration and enforcement of the adopted International Building Codes, related State of Delaware Codes, and applicable portions of the Newark Municipal Code. The Division does comprehensive plan reviews of all construction projects within the City of Newark. The Division issues permits for building construction, fire protection, signs, and elevators, as well as coordinates permit review with other City departments. The Division is responsible for the issuance of contractor licenses, fire safety registrations, rental licenses, and business licenses. Each team member spends dedicated time within the office conducting reviews, typing citations, meeting with contractors or property owners or spending time out in the field conducting building, fire, property maintenance, business, and rental inspections as well as responding to and investigating building, fire, property maintenance, business, and rental complaints.

Staff

The Code Enforcement staff includes: the Code Enforcement Manager, one (1) Lead Property Maintenance Inspector, two (2) additional Property Maintenance Inspectors, one (1) Lead Code Enforcement Officer, four (4) additional Code Enforcement Officers, two (2) Fire Protection Specialists, two (2) full-time Administrative staff and one (1) part-time Administrative staff.

Parking Division:

- This Division is responsible for the oversight, management, maintenance, and supervision of the downtown off-street parking facilities, the maintenance and operation of all on-street parking kiosks, mobile payment applications, and residential parking, permitting, recordkeeping and enforcement throughout Newark. This Division is responsible for Newark's 18 residential parking permit zones, 1150+ municipal parking spaces, and 7 municipal parking lots. Inter-departmental cooperation occurs on a daily basis, which includes the Public Works and Water Resources Department regarding maintenance, signage and repairs; Electric for the construction and maintenance of lighting and electric vehicle infrastructure; Finance for accounting, auditing and bookkeeping of parking services; Police Department for crime prevention and community policing; Parks and Recreation Department for landscape maintenance and snow removal; and The Newark Partnership to ensure parking is available for local events and businesses.
- The Division also handles monthly financial reporting and auditing, with assistance from the Finance Department, so that the Division can provide a better understanding of incoming parking revenue and how changes to the municipal Code could affect parking revenue streams coming into the City. The Division is responsible for parking enforcement and the Residential Parking Permit Program, ensuring residents in areas near the University of Delaware have available on-street parking near their homes. The parking enforcement team, known as Parking Ambassadors, work to assist the patrons of the City's downtown district, as well as help to enforce residential parking, municipal parking payments, Americans with Disabilities Act regulations, municipal and state fire codes, and assists the Newark Police and other City departments in event organization and safety.

Staff

The Parking Division staff includes: the Parking Manager, the Parking Field Supervisor, two (2) Customer Service Representatives, two (2) Maintenance field employees, two (2) Parking Coordinators, two (2) Full-Time Parking Ambassadors, and eighteen (18) Part-Time Parking Ambassadors.

**CITY OF NEWARK, DELAWARE
PLANNING AND DEVELOPMENT DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Key accomplishments in 2025 include:

- Planning and Development completed the pre-planning process for the new Comprehensive Development Plan VI and kicked off the public outreach process at the September 2 Planning Commission meeting with the first major outreach event scheduled for Newark Community Day on September 21.
- Staff continued implementation of Tyler Enterprise Permitting and Licensing, which launched on October 1, 2024. Over 130 processes have been launched in the system to date. Staff has continued to fine tune the processes to help constituents with seamless applications for services, and for staff to help cut review times and the need for multiple submissions. The implementation of this software has given constituents the ability to apply and view the status of their request for permits, licenses, lien certificates, deed affidavits, development plans and more. Plan submissions have transitioned to 100% digital and staff continues to work to transition business and rental license accounts to the new system with up-to-date contact information. This transition is expected to continue into 2026.
- Planning staff with the City's consultants for general planning services have kicked off the business and rental license audit and the comprehensive fee review, both which have been requested by Council. It is anticipated that both will be completed in early 2026 with follow up work and implementation being part of the Department's 2026 goals.
- The Parking Advisory Committee launched in April 2025 and has successfully held monthly meetings with minimum quorum membership. The Committee presented its initial short-term parking recommendations to Council at their August 11, 2025 meeting, where unanimous feedback was received to move forward. The Committee will be working on implementation in the fall and will review the feasibility of additional changes in future months.

Land Use and Planning Division:

Despite higher interest rates and increased costs of construction, the Planning and Development Land Use and Planning Division continues to see high levels of interest in the development and redevelopment of property in the City of Newark, which takes a significant amount of staff time. Other activities and accomplishments beyond the land use development and related activity as described below includes:

1. Staff continues to work on affordable housing initiatives in the City of Newark. Staff presented the results of a series of community meetings, regarding affordable housing to Council on July 17, 2025. Based on that feedback, staff will be going back to Planning Commission with a potential path forward to begin bringing code changes forward.
2. Staff continues to work on Tyler Enterprise Permitting and Licensing (EPL) to add processes and to help navigate Constituents to do business with the city. Currently the system allows applications for City Secretary, Public Works, Codes, and Planning services. Staff is working with Developer to move all previous paper submission and future development projects into EPL.
3. Land Use staff continues to work to implement regulations resulting from State legislative action.

**CITY OF NEWARK, DELAWARE
PLANNING AND DEVELOPMENT DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Planning Commission/Council Activities [August 2024 through July 2025]:

Code Amendments

1. Amendment to Chapter 32, Zoning, by amending definitions and adding hospitals as a by-right use within the BB and BC districts (Council March 2025)
2. Amendments to Chapter 27, Subdivisions and Chapter 32, Zoning, to increase development fees by 10% and to add re-review fees for Construction Improvement Plan and Lines and Grades Plan submissions and technology fee. (PC October 2024, Council December 2024)
3. Amendment to Chapter 27, Clarifying the City of Newark addressing standards. (PC November 2024, Council March 2025)
4. Amendment to Chapter 32, to allow churches and other places of worship as a by-right use in the BB zoning district. (PC December 2024, Council February 2025)
5. Amendment to Chapter 32, to allow body art establishments with special use permit in the BB and BC zoning districts. (PC December 2024, Council February 2025)
6. Amendment to Chapter 32, Zoning, to create sign regulations for the Parkland (PL) zoning district. (PC May 2025, Council July 2025)
7. Amendment to Chapter 27, Subdivisions, to update subdivision submission requirements (PC June 2025, Council Pending)

Rezoning

1. 1110 South College Avenue (PC August 2024, Council November 2024)
2. 339, 341 and 349 East Main Street (PC September 2024, Council January 2025)
3. 136 – 160 South Main Street (PC November 2024, Council Pending)
4. 300 East Main Street (PC January 2025, Council February 2025)
5. 67 West Cleveland Avenue and 46, 52 and 54 Church Street (PC July 2025, Council Pending)

Comprehensive Development Plan Amendments

1. 339, 341 and 349 East Main Street (PC September 2024, Council January 2025)
2. 711 Barksdale Road (PC October 2024, November 2024)
3. 136-160 South Main Street (PC November 2024, Council Pending)
4. 300 East Main Street (PC January 2025, Council February 2025)
5. 53 West Delaware Avenue (PC January 2025, Council February 2025)
6. 118, 120, 126 and 129 Lovett Avenue (PC May 2025, Council Pending)
7. 67 West Cleveland Avenue and 52 and 54 Church Street (PC July 2025, Council Pending)

Major/Minor Subdivisions

1. 1110 South College Avenue (PC August 2024, Council November 2024)
2. 141 East Main Street (PC August 2024, Council September 2024)
3. 339, 341 and 349 East Main Street (PC September 2024, Council January 2025)
4. 55 Benny Street (PC September 2024, Council October 2024)
5. 711 Barksdale Road (PC October 2024, Council November 2024)
6. 136-160 South Main Street (PC November 2024, Council Pending)
7. 261-263 South Chapel Street (PC January 2025, Council February 2025)
8. 1105 Elkton Road (Council March 2025)
9. 124 East Main Street (PC April 2025, Council June 2025)
10. 118, 120, 126 and 129 Lovett Avenue (PC May 2025, Council Pending)
11. 55 and 67 West Cleveland Avenue and 46, 52 and 54 Church Street (PC July 2025, Council Pending)

**CITY OF NEWARK, DELAWARE
PLANNING AND DEVELOPMENT DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Site Plan Approval

1. 55 Benny Street (PC September 2024, Council October 2024)
2. 711 Barksdale Road (PC October 2024, Council November 2024)
3. 118, 120, 126 and 129 Lovett Avenue (PC May 2025, Council Pending)
4. 55 and 67 West Cleveland Avenue and 46, 52 and 54 Church Street (PC July 2025, Council Pending)

Special Use Permits

1. 140 East Main Street (Ugly Dumpling) (September 2024)
2. 501 Grove Lane (Del Pez Mexican Gastropub) (September 2024)
3. 230 East Main Street (Casa Kahlo Mexican Grill & Bar LLC) (November 2024)
4. 1110 South College Avenue (PC August 2024, Council November 2024)
5. 800 Ogletown Road (Fresh Delaware, LLC) (PC November 2024, Council November 2024)
6. 170 East Main Street (B13 Tattoos) (February 2025)
7. 1164 Elkton Road (Boom Down Towing, LLC) (February 2025)
8. 1105 Elkton Road (March 2025)
9. 302 Markus Court (Herbal Growers, LLC) (PC June 2025, Council July 2025)

Capital Improvements Plan

1. Review and consideration of 2025-2029 Capital Improvements Program (October 2024)

2025 Work Plan

1. Adoption of the Planning Commission 2025 Work Plan (December 2024)

Planning Commission Training

1. Chair Hurd, Vice Chair Silverman and Commissioner Williamson attended Delaware APA conference in January 2025

Administrative Subdivisions Approved and Recorded

1. 500 & 643 Creek View Road
2. 0, 73, and 77 New London Road and 0 Hillside Road
3. 502 South College Avenue
4. 603 and 605 Leahy Drive
5. 47, 51 and 53 West Delaware Avenue
6. 125 and 127 Sandy Drive
7. 174 East Main Street

Plans Received and in Review (August 2024 – July 2025)

1. Pending administrative subdivision recordation
 - a. 401 and 405 Phillips Avenue
2. Pending Council review
 - a. 136-160 South Main Street
 - b. 118, 120, 126, and 129 Lovett Avenue
 - c. 55 and 67 West Cleveland Avenue and 46, 52 and 54 Church Street
3. Pending Planning Commission review - none

**CITY OF NEWARK, DELAWARE
PLANNING AND DEVELOPMENT DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

4. Subdivision Advisory Committee review
 - a. 1050 South College Avenue
 - b. 87 South Chapel Street
 - c. 73 West Delaware Avenue
 - d. 24-30 North Chapel Street
 - e. 900 Ogletown Road
 - f. 0 Milford Run Drive
 - g. 509-515 Capitol Trail

Ongoing Land Use Projects

1. The Grove (Formerly College Square Shopping Center)
2. Briarcreek North
3. Milford Run
4. 62 North Chapel Street
5. 1501 Casho Mill Road
6. 532 Old Barksdale Road
7. 500-700 Creek View Road
8. 1119 South College Avenue
9. 65 South Chapel Street
10. 313 East Main Street, 4-15 Independence Circle, and 300 and 302 Delaware Circle
11. 1115 South College Avenue
12. 1 North Twin Lakes Boulevard
13. 502 South College Avenue

Permitting Activities: 2018 to June 30, 2025

Permitting Activities	2018	2019	2020	2021	2022	2023	2024	2025 YTD
Deed Transfer Affidavits	424	418	444	642	541	504	215	170
Building Permit Reviews	1,057	1,748	1,086	1,463	1,435	1,388	1,262	174*
Certificates of Completion/Occupancy	18	48	240	115	138	17	27	8
Total	1,361	2,214	1,770	2,220	2,114	1,909	1,504	352

*As part of the development of processes in EPL, permits that did not require Planning review (mechanical, plumbing, electric, HVAC, etc.) removed Planning from the permit reviewer list effective October 1, 2024, which significantly decreased the number of permit reviews required by the Division.

**CITY OF NEWARK, DELAWARE
PLANNING AND DEVELOPMENT DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Code Enforcement Division:

Code Enforcement Division 2025 Accomplishments Year to Date

1. The Code Enforcement Division is back to full staffing. Currently 57% of the Division has less than two years in their current positions. With all the newer hires in the Division, training has been a high priority. The increase in the travel and training budget has allowed the Division to send multiple team members to weeklong training providing the required number of continuing education credits needed to maintain their professional certifications. The team continues to work to maintain and improve the level of customer service for permitting and inspections.
2. As of June 16, 2025, the Code Enforcement Division has issued 614 Building Permits and collected \$1,280,728.39 in permit fees. Included in the \$1,280,728.39 is Building Permit fees, Certificate of Completion and Certificate of Occupancy fees, Plan Review fees, and Work Commencing Before Permit Issuance fees. Not included in the \$1,280,728.39 is the Technology Fee which has generated \$96,757.87 to date and the Volunteer Fire Assistance Fund which we have collected \$311,920.93 to date to pass on to the local volunteer fire companies.
3. Staff continued implementation of the Enterprise Permitting & Licensing (EPL) software which gives the public an online option for applying for permits and applying for and renewing business licenses. It also allows for the review and approval of digital plans reducing the amount of paper the City takes in and retains and allows for the applicants to follow their application progress in real time. During this process the team configured 66 permit types and 25 business license types representing 70% of the processes transferred to date. The initial roll-out of the software has had the team doing a great deal of public outreach, education, and training in order to ensure that the data entered into the new system is up-to-date and accurate.
4. Since being fully staffed, the Fire Protection team, along with the Property Maintenance team, have begun after hours occupancy checks of the bars and restaurants. These are carried out randomly and have resulted in finding violations such as overcrowding and blocked emergency exits. The teams have been able to work with the management of these establishments to educate them and prevent further violations. Year to date as of June 16, 2025, the Fire Protection team has performed 168 Fire Safety Inspections related to business license applications and renewals with a total of 189 business licenses being reviewed and issued. Additionally, the team has reviewed and issued 393 Contractor Licenses and 162 Elevator Licenses.
5. The team has begun the process of working with outside vendors to complete audits of both the rental/business licenses and on all the fees the City collects. The rental/business audit is taking place in an effort to capture all unlicensed rental units and businesses, removing all inactive rental and business licenses off of the rolls, and making sure that all existing rentals/businesses are classified and charged correctly. The purpose of the fee audit is to make sure the City is in line with other surrounding jurisdictions related to the fees and amounts that are charged. This will also remove the fees from code and place them into a City Fee Schedule.
6. The Property Maintenance team continues to execute the updated inspection requirements for the rental license program which include the expansion of the properties that qualify for the mandatory exterior and interior common area inspections and the additional education efforts of tenants for the voluntary interior inspections. This has resulted in property maintenance and fire inspections in numerous older buildings. The public outreach and education efforts related to the City's rental program has been beneficial as staff has seen an increase in the number of interior rental unit

**CITY OF NEWARK, DELAWARE
PLANNING AND DEVELOPMENT DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

inspections requested. As of June 16, 2025, the team has performed 9 Common Area Rental Inspections of apartment buildings with 6 more properties scheduled in the coming months, 492 Exterior Area Rental Inspections with 57 more scheduled in the coming months, and 72 Interior Unit Rental Inspections with 6 more already scheduled in the coming months. While the exterior to interior numbers show a great difference this is actually a large increase in the number of units staff has been able to perform interior inspections on in the past and it is expected that number will grow year after year.

**CODE ENFORCEMENT 2024 PERMITTING
ACTIVITIES**

2024 Rentals	
Number of Rental Licenses	1187
Rental Billings (Billed)	\$622,985.00
Rental Billings (Collected)	\$620,898.45

2024 Business Licenses	
Number of Business Licenses	952
Business License Billings (Billed)	\$276,758.27
Business License Billings (Collected)	\$259,114.27

2024 Property Maintenance Cases	
Number of Violations	1484
Number of Citations	495
Citation Billings	\$54,585.00

2024 Permits	
Permits Issued	4292
Permit Fees Collected	\$2,663,611.38
Volunteer Fire Assistance Fund Fee Collected	\$340,497.28
Total Fees Collected	\$3,103,209.94

**CITY OF NEWARK, DELAWARE
PLANNING AND DEVELOPMENT DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Parking Division:

- In 2025, the Parking Division continued to make improvements to the Residential Parking Permit Program (RPPP) and Municipal Parking Permit Program (MPPP) giving residents additional access to online resources and forms to allow for quicker sign up to the program and to quickly make changes to existing permits within the program. The Division continued its move away from physical permits, opting for digital permits that are verified by the License Plate Recognition (LPR) device and extending this capability into the special residential parking zones. These changes allowed the Division to be more effective in its enforcement within special residential areas by speeding up the license plate reading process. Public feedback on the program continued to be positive, specifically from homeowner residents in the special residential parking districts and among Main Street employees in the municipal parking lots and on-street kiosks. This ensured that the Division continued to provide the highest level of customer service to our residents, streamlining the parking application process and allows the Division to quickly find vehicles that are illegally parking in residential and municipal areas. New services also include automatic letter/email generation for permits residents and customers that have expiring permits so that they can provide their vehicle information prior to permit expiration.
- The reopening of the sections of Lot #3 and Lot #4 has brought welcome additional parking to the central downtown business district to support area businesses. However, the municipal parking supply lost 70 spaces in 2025 with the commencement of construction of the property at 19 Haines Street, which was formerly Municipal Lot #7. Some additional on-street spaces are expected to be lost as part of the Main Street Pedestrian Improvements that are ongoing.
- The Parking Division made several safety improvements in 2025. The new parking radio network, along with new radios, was established to replace the aging radio system and hardware the division and its employees were using. These updated radios allow for multi-point panic button response in the event of an emergency and use new digital technology for clearer transmissions. In addition, the Parking Division also purchased body cameras for its field and customer service teams. Employees were trained on the body cameras for use in the field as a de-escalation, training, and recordkeeping tool. Body cams will allow for reviews of customer service interactions for Alderman's Court and other evidence keeping initiatives.
- With the addition of two Parking Coordinators, the Parking Division saw several operational improvements in 2025. The Division transferred Alderman's Court and online appeal duties from Parking Ambassadors to Coordinators, adding a layer of review before disputes go in front of the judges and ensuring that Ambassadors were not reviewing the citations that they themselves wrote. The Parking Office window now stays open until 8:00 p.m. on weekdays and from 10:00 a.m. to 2:00 p.m. on the weekends, ensuring that residents and patrons have ample time to pick up permits, seek payment assistance, or ask general parking questions to staff. There is also quick return-on-investment and improved customer service through enforcement improvements that come out of having an additional level of personnel, as Parking Ambassadors are directed to areas that are in need of enforcement by the Parking Coordinators.
- The Parking Division started to work with the new Parking Advisory Committee in 2025. Currently a 4-person committee, the Parking Division hopes that the committee will guide and assist Council and staff in parking-related decisions and initiatives. The Parking Division looks forward to getting public feedback for several of its programs through this committee and to improve relations between residents and parking services.

**CITY OF NEWARK, DELAWARE
PLANNING AND DEVELOPMENT DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Parking Division (continued):

- In 2025, the Parking Division conducted the winter and summer parking pilots that allow for complimentary parking on select days during the slowest times of year. Complimentary parking was available to patrons on select days from December 16, 2024 to January 15, 2025 and again from June 16, 2025 to August 15, 2025. These pilots aim to increase patronization of our local businesses and give back to the local residents by allowing them an opportunity to visit downtown with their vehicles without having to pay for parking. It is expected that a permanent recommendation regarding off-season parking will be provided to Council via the Parking Advisory Committee prior to the end of 2025.

Community Development Block Grant (CDBG):

- In the 50th year (July 1, 2024 to June 30, 2025), the City allocated \$289,912.00 in CDBG funds to 7 separate projects and programs. The City's allocation is accessed through New Castle County under an entitlement formula based on population. Loan repayments generated by the City's Home Improvement, Home Buyer Incentive, and Facade Improvement Programs augment this allocation throughout the year.

**CITY OF NEWARK, DELAWARE
PLANNING AND DEVELOPMENT DEPARTMENT
2026 DEPARTMENTAL GOALS**

Goals for 2026 include:

- Complete public outreach, draft, review and present the 10-year update to the Comprehensive Development Plan for review and adoption.
- Implement the results of the rental and business license audit.
- Present the results of the comprehensive fee audit for review and adoption.
- Work with the Parking Advisory Committee to continue improvements related to parking in downtown Newark.
- Additional goals will be subject to the results of the 2025-2026 Council prioritization exercise.

Land Use and Planning Division:

During 2026, the Planning and Development Department has several areas of responsibility as defined by Code, determined City management or City Council as well as determined by Department directives. In the area of Planning and Land Use, staff are responsible for the following activities as described below. The City Code mandated activity and the items provided by Council as part of their annual prioritization exercise take priority.

Planning Related Major Initiatives

- Complete the public training and roll out of Tyler Enterprise Permitting and Licensing (formerly known as EnerGov), a product of Tyler Technologies. This product was launched in October 1, 2025. Staff continues to develop additional processes and fine tune the applications available on the platform to provide residents, businesses and staff a seamless review and application process. Complete the Newark Resident Survey (last completed in 2016) to get feedback from City residents on current services. This was previously done every five years with the goal of all households being surveyed every 10 years.
- Complete public outreach, draft, review and present the 10-year update to the Comprehensive Development Plan for review and adoption.
- Continue the City's affordable housing initiatives.
 - Continue to implement the Work Plan for the approved recommendations and priority matrix of the Rental Housing Workgroup. For 2025, this includes finalizing recommendations for ordinances for inclusionary zoning and reviewing potential changes to the student home ordinance.
 - Administration of the City's Home Improvement Program, which offers 0% interest deferred loans for income qualifying homeowners in Newark.
 - Providing additional recommendations to Planning Commission and Council as time and staffing allows based on feedback and the results of the Council prioritization process.
- Complete the 10-year update for the Newark Bicycle Plan incorporating recommendations from the League of American Bicyclists.
- Continue to work with the Conservation Advisory Committee and City of Newark staff on implementing the *Newark Sustainability Plan*.
- Continue to work with WILMAPCO to leverage potential federal grant dollars to fund and complete an update to the completed *Newark Area Transit Study Project*.
- Review the Code and make recommended revisions to Planning Commission and City Council as appropriate.

**CITY OF NEWARK, DELAWARE
PLANNING AND DEVELOPMENT DEPARTMENT
2026 DEPARTMENTAL GOALS**

Boards, Committees, and Meetings

- Planning Commission
- City Council
- Board of Adjustment
- Community Development/Revenue Sharing Advisory Committee

Land Use and Land Development Activities

- Maintenance of Comprehensive Development Plan V 2.0
- Working with the development community and city residents regarding zoning and subdivision codes
- Code Amendments
- Process Code - mandated responsibilities:
 - Annexations
 - Rezoning
 - Comprehensive Plan Amendments
 - Major, Minor and Administrative Subdivisions
 - Site Plan Approval Plans
 - Special Use Permits
 - Parking Waivers
 - Requests for Extensions
- Other Code - mandated responsibilities
 - Subdivision Advisory Committee (SAC) administration
 - Building permit review
 - Flood plain review
 - Construction Improvement Plan review
 - Lines and Grades Plan review
 - Review of variance applications
 - Nuisance Property program
 - Business license review
 - Peddler/vendor permit review

Other Regular Duties

- Implementation of the *Community Development Block Grant and Revenue Sharing Programs*
- Participation in WILMAPCO Technical Advisory Committee (TAC) and Public Advisory Committee (PAC)
- Participation in Bike Newark
- Participation in the Delaware Population Consortium
- Community Rating Service for the National Flood Insurance Program
- Processing Buyer's Affidavits
- Zoning verification letters
- Responding to zoning and related planning inquiries (phone and e-mail)

Planning Commission Support

- Preparation of support material, background reports and information packets
- Public notification and posting requirements
- Administrative and secretarial support (Code - required)
- Transcription services
- Applicant interface
- Commission requests for data and information
- Planning Commission training
- Implement Planning Commission 2025 Work Plan consistent with Council direction and available funds
- Work to provide exemplary assistance to City departments, Planning Commission and City Council

**CITY OF NEWARK, DELAWARE
PLANNING AND DEVELOPMENT DEPARTMENT
2026 DEPARTMENTAL GOALS**

Code Enforcement Division:

In 2026, the Code Enforcement team will continue to evaluate the department's processes and procedures and make improvements to increase efficiency and customer service. The customer education and training process for the Tyler Enterprise Permitting and Licensing software system (fka EnerGov) will continue to be a focus in order to best leverage this new investment to further these goals. In addition, staff will be reviewing the 2024 International Codes along with Chapters 7, 14 and 17 of the Municipal Code for proposed amendments with a targeted Council review and possible adoption in 2026 if the State does not elect to move forward with a Statewide building code. The process of updating the Business License Code, which is contained in Chapter 13, Article VII of the City Code, will continue as part of the implementation of the results of the business and rental license audits as well as look into the possible creation of a new code section under Chapter 1 of the Municipal Code for good standing requirements which would be applicable to the entire Municipal Code.

Over the past two years, the Division has welcomed three new Code Enforcement Officers, two new Fire Protection Specialists, a new Property Maintenance Inspector and a new full-time and part-time Administrative Professional to the team. As a result, 2026 will continue to have a heavy concentration on training to earn and maintain the required certifications for their positions. Also, in order to create a more informationally diverse division, the Code Enforcement Officers and Property Maintenance Inspectors will be provided with cross training between the disciplines.

Parking Division:

In 2026, the Parking Division hopes to leverage the investments made by the City in recent years through the two Parking Coordinator positions and the safety-related radio and body worn cameras to continue to improve customer service and employee safety in our parking districts. This includes better coverage of parking areas to ensure availability to customers who need assistance with kiosk and the Passport app payments, continued training on de-escalation techniques to ensure safe interactions between Parking Coordinators/Ambassadors and patrons, improved signage to convey in clear and concise language the parking requirements for various areas throughout the City, and improving digital options for parking passes in order to make it more convenient for residents to maintain their on-street parking eligibility. Ongoing construction affecting off-street lots and on-street parking will continue to be a challenge; however, the Division continues to work with developers to ensure as minimum a disruption as possible for City businesses and the customers who patronize them.

The Parking Division continues to work with UD and private partners to increase the parking inventory and ensure that parking throughout Newark is managed properly and with our residents and patrons in mind. The Parking Division also plans to continue working with the Parking Advisory Committee to gather feedback on ways to improve parking for our residents, patrons, and visitors, ensuring that those that live in and are connected to the City have a seat at the table when discussions on parking arise.

In 2026, the Parking Division is looking to implement additional parking changes to help make downtown more desirable. The Parking Division plans to review the summer parking pilot statistics and extend free weekends into 2026 if the program is successful based on feedback from visitors and business owners. Increased communications from the Parking Division, with assistance from the Parking Advisory Committee, should allow for more information to reach our patrons and residents informing them of recent, positive parking changes.

**CITY OF NEWARK, DELAWARE
PLANNING AND DEVELOPMENT DEPARTMENT
2026 DEPARTMENTAL GOALS**

Transportation and Technical Services:

In 2026, staff will continue the effort to encourage multi-modal transportation in Newark through the 10-year update of the Newark Bicycle Plan. In addition, staff will continue implementing recommendations from the Newark Transportation Study, the Comprehensive Development Plan V 2.0, and the League of American Bicyclists recommendations, as well as implementing the Newark Transportation Improvement District, and partnering with DART where needed to successfully execute the DART Connect microtransit program.

Economic Development:

In 2026, the goal is to work with local stakeholders to continue to develop and expand economic development programs to help new and existing businesses navigate processes in the City to launch or expand as well as collect feedback on how the City can be more business friendly.

Community Development Block Grant (CDBG):

In 2026, staff's goal is to continue to administer the CDBG Program and Revenue Sharing effectively under Federal and City guidelines, to improve the City's living environment and to expand economic opportunities for low to moderate income Newark residents.

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**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Planning and Development Department - Planning Division

Summary:

* as amended

** as proposed

PLANNING DIVISION - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 845,215	\$ 1,053,594	\$ 1,055,227
Materials and Supplies	4,684	2,750	2,750
Contractual Services	123,619	319,671	215,286
Other Charges	560,644	440,500	517,500
Subtotal	\$ 1,534,162	\$ 1,816,515	\$ 1,790,763
Inter-Dept. Charges	76,095	86,946	118,108
Total Operating Expenses	\$ 1,610,257	\$ 1,903,461	\$ 1,908,871

CITY OF NEWARK, DELAWARE

2026 OPERATING BUDGET

General Fund - Planning and Development Department - Planning Division

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111112	6020	Supervisory	\$ 250,016	\$ 276,129	\$ 279,875
0111112	6030	Engineering/Technical	197,924	256,562	277,479
0111112	6080	Clerical	50,434	54,359	58,427
0111112	6580	Service Award	5,942	5,853	7,093
0111112	6590	Sick Pay	4,691	5,126	5,570
0111112	6620	Overtime	39,304	25,000	35,000
0111112	6885	Device Reimbursement	1,200	1,200	1,200
0111112	6920	Unemployment Comp. Ins.	1,065	832	832
0111112	6925	Delaware Paid Leave Plan	-	2,135	2,598
0111112	6930	Social Security Taxes	39,932	46,716	49,685
0111112	6940	City Pension Plan	62,333	124,872	136,783
0111112	6941	Defined Contribution 401(a) Plan	31,696	35,526	23,296
0111112	6950	Term Life Insurance	2,193	1,906	2,489
0111112	6960	Group Hospitalization Ins.	124,038	168,686	126,448
0111112	6961	Long-Term Disability Ins.	612	509	648
0111112	6962	Dental Insurance	5,809	7,955	7,471
0111112	6963	Flexible Spending Account	126	126	126
0111112	6964	Health Savings Account	3,400	3,400	3,400
0111112	6965	Post-Employment Benefits	15,906	26,150	26,150
0111112	6966	Retirement Health Savings Account	7,889	9,186	9,324
0111112	6967	Emergency Room Reimbursements	400	957	957
0111112	6968	Vision Insurance Premiums	305	409	376
TOTAL PERSONNEL SERVICES			\$ 845,215	\$ 1,053,594	\$ 1,055,227

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111113	7150	Office Supplies	\$ 4,514	\$ 1,600	\$ 1,600
0111113	7160	Books, Periodicals, Etc.	170	350	350
0111113	7550	Miscellaneous Supplies	-	800	800
TOTAL MATERIALS & SUPPLIES			\$ 4,684	\$ 2,750	\$ 2,750

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Planning and Development Department - Planning Division

Expenditures:

* as amended

** as proposed

CONTRACTUAL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111114	8020	Advertising	\$ 2,709	\$ 3,000	\$ 4,000
0111114	8030	Casualty Insurance	9,927	10,780	10,371
0111114	8033	Insurance - Broker	1,563	1,643	1,643
0111114	8035	Insurance - Worker's Compensation	1,408	1,746	2,202
0111114	8131	Information Technology Cont'l	17,241	17,783	20,483
0111114	8180	Consulting Fees	13,000	200,000	90,000
0111114	8220	Revenue Sharing Program	67,601	75,718	77,459
0111114	8312	Fleet & Facilities Services	2,623	8,001	8,128
0111114	8550	Misc. Contracted Services	7,547	1,000	1,000
TOTAL CONTRACTUAL SERVICES			\$ 123,619	\$ 319,671	\$ 215,286

* as amended

** as proposed

OTHER CHARGES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111115	9002	Subvention - Aetna Hook and Ladder	\$ 472,245	\$ 350,000	\$ 500,000
0111115	9003	Subvention - Newark Ambulance	5,000	5,000	5,000
0111115	9005	Subvention - Newark Partnership	75,000	75,000	-
0111115	9020	Mileage & Small Bus. Exp.	121	500	500
0111115	9070	Training & Continuing Educ/Conf	8,278	10,000	12,000
TOTAL OTHER CHARGES			\$ 560,644	\$ 440,500	\$ 517,500

*Please note in addition to staff related training, object 9070 - Training & Continuing Educ/Conf includes funds for Planning Commission related training.

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Planning and Development Department - Planning Division

Expenditures:

* as amended

** as proposed

INTER-DEPT. CHARGES		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Billings and Accounting	\$	32,116	\$ 35,060	\$ 35,272
Electricity Used		1,151	1,008	1,242
Information Technology		54,131	66,414	73,902
Mailroom and Postage		623	706	770
Printing and Reproduction		403	457	457
Records		13,100	13,735	38,056
Services to Utility Funds		(25,429)	(30,434)	(31,591)
TOTAL INTER-DEPT. CHARGES	\$	76,095	\$ 86,946	\$ 118,108

* as amended

** as proposed

OPERATING EXPENSES - PLANNING DIVISION		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES	\$	1,610,257	\$ 1,903,461	\$ 1,908,871

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Planning and Development Department - Code Enforcement Division

Summary:

* as amended

** as proposed

CODE ENFORCEMENT DIVISION - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 1,640,333	\$ 1,884,270	\$ 1,793,546
Materials and Supplies	13,757	16,000	13,600
Contractual Services	110,053	418,180	232,899
Other Charges	80,524	126,910	127,865
Subtotal	\$ 1,844,667	\$ 2,445,360	\$ 2,167,910
Inter-Dept. Charges	139,193	167,151	180,330
Total Operating Expenses	\$ 1,983,860	\$ 2,612,511	\$ 2,348,240

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Planning and Development Department - Code Enforcement Division

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0121082	6020	Supervisory	\$ 103,836	\$ 115,567	\$ 117,505
0121082	6080	Clerical	139,254	172,424	141,469
0121082	6260	Code Enforcement	702,695	788,694	807,684
0121082	6580	Service Award	12,646	13,507	9,800
0121082	6590	Sick Pay	3,446	3,590	3,325
0121082	6600	Part-Time	3,607	-	-
0121082	6620	Overtime	24,947	28,000	30,000
0121082	6880	Uniform Allowance	1,740	2,400	2,160
0121082	6885	Device Reimbursement	600	600	600
0121082	6920	Unemployment Comp. Ins.	1,852	1,638	1,638
0121082	6925	Delaware Paid Leave Plan	-	4,499	4,450
0121082	6930	Social Security Taxes	73,103	86,046	85,110
0121082	6940	City Pension Plan	147,452	206,360	250,091
0121082	6941	Defined Contribution 401(a) Plan	46,587	45,453	9,888
0121082	6950	Term Life Insurance	4,203	4,921	4,975
0121082	6960	Group Hospitalization Ins.	269,525	341,292	255,160
0121082	6961	Long-Term Disability Ins.	1,100	1,206	1,221
0121082	6962	Dental Insurance	10,787	14,304	12,714
0121082	6963	Flexible Spending Account	336	252	315
0121082	6964	Health Savings Account	-	-	1,700
0121082	6965	Post-Employment Benefits	77,789	34,050	34,050
0121082	6966	Retirement Health Savings Account	13,457	16,841	17,094
0121082	6967	Emergency Room Reimbursements	800	1,885	1,885
0121082	6968	Vision Insurance Premiums	571	741	712
TOTAL PERSONNEL SERVICES			\$ 1,640,333	\$ 1,884,270	\$ 1,793,546

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0121083	7110	Safety Shoes and Supplies	\$ 1,486	\$ 4,000	\$ 4,000
0121083	7130	Tools, Field Sup., & Small Eq.	4,782	5,000	5,000
0121083	7150	Office Supplies	3,755	3,000	3,100
0121083	7160	Books, Periodicals, Etc.	3,734	4,000	1,000
0121083	7550	Miscellaneous Supplies	-	-	500
TOTAL MATERIALS & SUPPLIES			\$ 13,757	\$ 16,000	\$ 13,600

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Planning and Development Department - Code Enforcement Division

Expenditures:

* as amended

** as proposed

CONTRACTUAL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0121084	8020	Advertising	\$ -	\$ 500	\$ 500
0121084	8030	Casualty Insurance	15,883	17,248	20,692
0121084	8032	Insurance - Auto	16,172	11,820	12,151
0121084	8033	Insurance - Broker	2,500	2,628	2,628
0121084	8035	Insurance - Worker's Compensation	4,224	5,238	6,606
0121084	8040	Merchant Fees and Discounts	10,519	8,000	6,000
0121084	8050	Phone/Communications	4,755	6,200	150
0121084	8120	Outside Consulting	-	110,000	25,000
0121084	8131	Information Technology Cont'l	35,343	224,819	128,186
0121084	8312	Fleet & Facilities Services	20,290	29,227	28,486
0121084	8550	Misc. Contracted Services	367	2,500	2,500
TOTAL CONTRACTUAL SERVICES			\$ 110,053	\$ 418,180	\$ 232,899

* as amended

** as proposed

OTHER CHARGES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0121085	9020	Mileage & Small Bus. Expense	\$ 4	\$ -	\$ -
0121085	9060	Depreciation Expense	71,938	116,910	107,865
0121085	9070	Training & Continuing Educ/Conf	8,582	10,000	20,000
TOTAL OTHER CHARGES			\$ 80,524	\$ 126,910	\$ 127,865

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Planning and Development Department - Code Enforcement Division

Expenditures:

* as amended

** as proposed

INTER-DEPT. CHARGES		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Billings and Accounting	\$	34,647	\$ 39,635	\$ 37,676
Electricity Used		895	784	966
Information Technology		100,531	123,339	136,457
Mailroom and Postage		1,149	1,303	1,333
Printing and Reproduction		292	331	331
Records		1,679	1,759	3,567
TOTAL INTER-DEPT. CHARGES	\$	139,193	\$ 167,151	\$ 180,330

* as amended

** as proposed

OPERATING EXPENSES - CODE ENFORCEMENT DIVISION		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES	\$	1,983,860	\$ 2,612,511	\$ 2,348,240

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Parking Fund - Planning and Development Department - Parking Division

Summary:

* as amended

** as proposed

PARKING DIVISION - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>REVENUE</u>			
Parking Lot Revenues	\$ 3,138,103	\$ 3,280,000	\$ 3,139,175
Other Revenues	3,744	2,000	1,000
Gross Operating Revenue	\$ 3,141,847	\$ 3,282,000	\$ 3,140,175
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 1,418,270	\$ 1,716,468	\$ 1,656,394
Materials and Supplies	32,649	47,100	50,600
Contractual Services	716,290	801,936	878,360
Other Charges	151,498	169,128	155,475
Subtotal	\$ 2,318,707	\$ 2,734,632	\$ 2,740,829
Inter-Dept. Charges	147,827	175,137	191,713
Total Operating Expenses	\$ 2,466,534	\$ 2,909,769	\$ 2,932,542

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Parking Fund - Planning and Development Department - Parking Division

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5495402	6020	Supervisory	\$ 184,378	\$ 192,906	\$ 200,865
5495402	6072	Parking Enforcement	573,985	676,767	603,028
5495402	6080	Clerical	125,963	134,917	142,181
5495402	6230	Maintenance Workers	110,498	146,442	155,570
5495402	6580	Service Award	13,052	12,539	16,718
5495402	6590	Sick Pay	3,106	6,224	6,755
5495402	6620	Overtime	8,228	5,000	15,000
5495402	6621	Shift Differential	2,390	3,500	6,000
5495402	6880	Uniform Allowance	1,200	1,200	1,200
5495402	6885	Device Reimbursement	1,800	1,800	1,800
5495402	6920	Unemployment Comp. Ins.	3,398	1,260	1,260
5495402	6925	Delaware Paid Leave Plan	-	4,245	4,596
5495402	6930	Social Security Taxes	75,635	90,369	87,907
5495402	6940	City Pension Plan	64,677	112,640	114,899
5495402	6941	Defined Contribution 401(a) Plan	16,299	19,295	20,259
5495402	6950	Term Life Insurance	3,013	3,663	3,694
5495402	6960	Group Hospitalization Ins.	189,326	248,992	218,887
5495402	6961	Long-Term Disability Ins.	771	870	886
5495402	6962	Dental Insurance	9,119	12,262	11,550
5495402	6963	Flexible Spending Account	189	189	315
5495402	6965	Post-Employment Benefits	24,812	31,610	31,610
5495402	6966	Retirement Health Savings Account	5,511	7,655	9,324
5495402	6967	Emergency Room Reimbursements	400	1,450	1,450
5495402	6968	Vision Insurance Premiums	520	673	640
TOTAL PERSONNEL SERVICES			\$ 1,418,270	\$ 1,716,468	\$ 1,656,394

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5495403	7110	Safety Shoes and Supplies	\$ 250	\$ 600	\$ 600
5495403	7130	Tools, Field Sup., & Small Eq.	6,647	5,000	5,000
5495403	7131	Information Technology Supplies	1,465	-	-
5495403	7140	Uniforms	12,406	10,000	12,500
5495403	7150	Office Supplies	3,645	2,000	3,000
5495403	7180	Billing & Collection Supplies	2,976	15,000	15,000
5495403	7250	Buildings and Grounds Maint. Supplies	276	4,500	3,500
5495403	7255	Vandalism Supplies	4,984	8,000	8,000
5495403	7300	Mach & Equip Maintenance	-	1,500	2,500
5495403	7550	Miscellaneous Supplies	-	500	500
TOTAL MATERIALS & SUPPLIES			\$ 32,649	\$ 47,100	\$ 50,600

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Parking Fund - Planning and Development Department - Parking Division

Expenditures:

* as amended

** as proposed

CONTRACTUAL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5495404	8020	Advertising/Signage	\$ 5,115	\$ 5,000	\$ 7,500
5495404	8030	Casualty Insurance	18,663	20,266	39,938
5495404	8032	Insurance - Auto	10,350	11,820	12,151
5495404	8033	Insurance - Broker	2,938	3,088	3,088
5495404	8035	Insurance - Worker's Compensation	25,343	31,428	29,727
5495404	8040	Merchant Fees and Discounts	421,766	370,000	450,000
5495404	8050	Phone/Communications	1,512	1,400	1,500
5495404	8130	Building & Equipment Rental	61,680	143,966	85,000
5495404	8131	Information Technology Cont'l	75,059	82,937	115,578
5495404	8250	Building & Grounds	-	1,000	10,000
5495404	8255	Vandalism Cont'l	-	1,500	1,500
5495404	8300	Mach. & Equip. Maint.	56,770	65,000	60,000
5495404	8312	Fleet & Facilities Services	32,644	59,531	57,378
5495404	8550	Misc. Contracted Services	4,450	5,000	5,000
TOTAL CONTRACTUAL SERVICES			\$ 716,290	\$ 801,936	\$ 878,360

* as amended

** as proposed

OTHER CHARGES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5495405	9060	Depreciation Expense	\$ 150,583	\$ 163,293	\$ 144,640
5495405	9070	Training & Continuing Educ/Conf	80	5,000	10,000
5495405	9093	Subvention	835	835	835
TOTAL OTHER CHARGES			\$ 151,498	\$ 169,128	\$ 155,475

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Parking Fund - Planning and Development Department - Parking Division

Expenditures:

* as amended

** as proposed

INTER-DEPT. CHARGES		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Billings and Accounting	\$	59,238	\$ 67,009	\$ 63,936
Electricity		5,400	5,600	5,800
Information Technology		77,333	94,878	114,956
Mailroom and Postage		1,933	2,192	2,249
Other Indirect Expenses		1,098	2,500	1,098
Records		2,825	2,958	3,674
TOTAL INTER-DEPT. CHARGES	\$	147,827	\$ 175,137	\$ 191,713

* as amended

** as proposed

OPERATING EXPENSES - PARKING DIVISION		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES	\$	2,466,534	\$ 2,909,769	\$ 2,932,542

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Parking Fund - Planning and Development Department - Parking Division

Expenditures:

* as amended

** as proposed

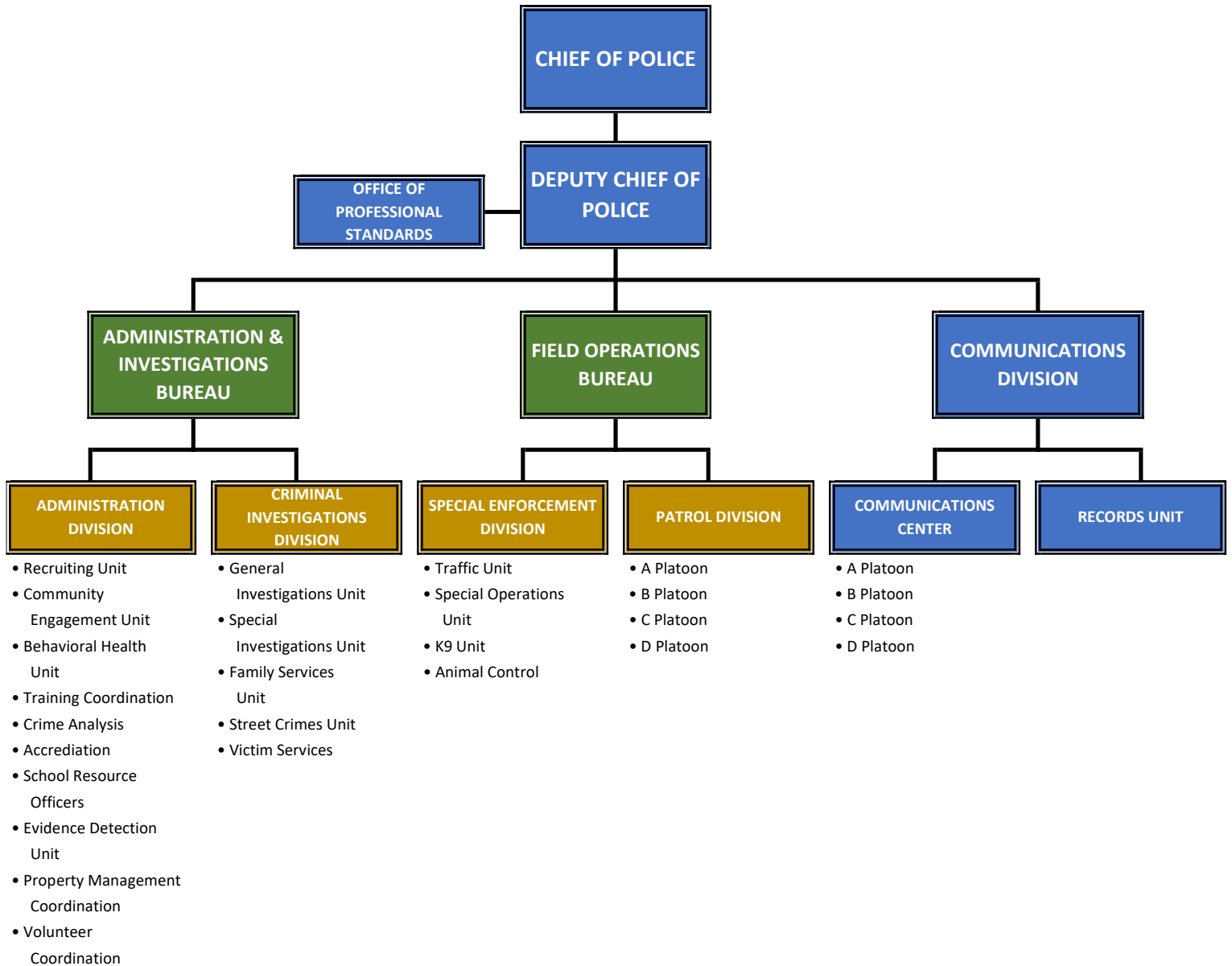
CAPITAL PROJECTS BUDGET				2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
5495406	9622	Machinery & Equipment		\$ 98,728	\$ 107,336	\$ -
5495406	9623	Autos and Trucks		-	26,511	-
TOTAL CAPITAL PROJECTS BUDGET				\$ 98,728	\$ 133,847	\$ -

CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET

Parking Fund - Planning and Development Department - Parking Division

Expenditures:												* as amended	** as proposed
CAPITAL PROJECT NUMBER AND DESCRIPTION	CURRENT RESOURCES	CAPITAL RESERVES	EQUIPMENT REPLACEMENT	GRANT RESOURCES	BOND ISSUES	STATE REVOLVING LOANS	AMERICAN RESCUE PLAN ACT	OTHER FINANCING					
V2302 - Parking Lot Surface Maintenance	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					\$ -
TOTAL PARKING FUND	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					\$ -

**CITY OF NEWARK, DELAWARE
POLICE DEPARTMENT
ORGANIZATIONAL CHART**



**CITY OF NEWARK, DELAWARE
POLICE DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

The Newark Police Department is responsible for protecting the lives, homes and properties of Newark residents. The Newark Police Department is dedicated to serving all citizens by responding to calls for police service, enforcing state and local laws, conducting preventative patrol activities, performing criminal investigations, promoting traffic safety, and apprehending criminal and traffic offenders. The Newark Police Department's core values are the preservation of human life, integrity, professionalism and service.

In January 2025, the police department launched the Behavioral Health Unit with the assistance of the Delaware Criminal Justice Council Connect and Protect Grant. The Newark Police Department recognized the need to bring together the police department, mental health professionals, and community resources for the purpose of peacefully resolving incidents involving people in mental health crisis. In collaboration with Christiana Care, a Mental Health Case Manager was hired. The case manager is specifically trained to identify patients, assess their needs, connect them to treatment or follow-up services, and assist their families in connecting to support services.

The Newark Police Department's authorized strength of 103 employees (79 sworn officers and 24 civilians) is dedicated to serving citizens through the bureaus, divisions and units described below.

Field Operations Bureau: The Field Operations Bureau is broken down into two main components: The Patrol Division and the Special Enforcement Division. Oversight of the bureau is provided by the Captain of Field Operations.

- **Patrol Division:**

The Patrol Division is the backbone of the Newark Police Department, as they are available twenty-four hours a day, seven days a week. The Patrol Division has the responsibility of being the first responders to all calls for police service in the city. The Patrol Division is comprised of four patrol platoons, each with 10 officers assigned to it. In 2024, the police department logged 44,180 calls for service in the Computer Aided Dispatch System. Oversight of the division is maintained by the Patrol Division Lieutenant.

- **Special Enforcement Division:**

The Special Enforcement Division is comprised of several units including the Traffic Unit, Special Operations Unit, K9 Unit and Animal Control. Oversight of the division is maintained by the Special Enforcement Division Lieutenant.

Traffic Unit - The Traffic Unit is responsible for promoting traffic safety and enforcing traffic laws. The Traffic Unit is also responsible for investigating serious injury and fatal motor vehicle collisions.

Special Operations Unit - The primary responsibility of the SOU is to provide operational flexibility to impact specific crime and disorder problems as they arise in the community. SOU operates in a uniformed capacity and adheres to community-oriented policing and problem-solving principles.

K9 Unit - The K9 Unit consists of two officers and their K9 partners. A trained law enforcement K9 is a valuable supplement to police manpower due to the K9's superior sense of smell and hearing. The primary function of the K9 Unit is to perform searches, tracking and evidence detection. The K9 Unit is partially supported by fundraising activities by the Friends of Newark K9 program.

Animal Control - The Animal Control Officer is responsible for enforcing animal violations and public education regarding animal issues.

**CITY OF NEWARK, DELAWARE
POLICE DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

Administration and Investigations Bureau: The Administration and Investigations Bureau is broken down into two main components: The Administration Division and the Criminal Investigations Division. Oversight of the bureau is provided by the Captain of Administration and Investigations.

- **Criminal Investigations Division:**

The Criminal Investigations Division is broken down into several different units including the Criminal Investigations Unit, Special Investigations Unit, Family Services Unit, Street Crimes Unit, and Victim Services Unit. Oversight for the division is provided by the Criminal Division Lieutenant.

Criminal Investigations Unit - The Criminal Investigations Unit is responsible for the follow-up investigation of major crimes or crime involving long term or specialized investigative efforts.

Special Investigations Unit - The Special Investigations Unit is responsible for drug, vice and organized crime investigations. The members of this unit are assigned to the DEA Task Force.

Family Services Unit - The Family Services Unit is responsible for conducting follow-up investigations of domestic violence cases, cases involving juvenile victims and offenders including follow-up on juvenile runaway or missing persons, cases involving child abuse or neglect, and acts as the department liaison with family service organizations throughout the state.

Street Crimes Unit - The Street Crimes Unit is responsible for combating street crime using proactive tactics, conducting surveillance on known suspects, investigating nuisance crimes and providing support services to the units within the Criminal Investigations Division and the Patrol Division. As crime trends and community concerns rise, the Street Crimes Unit is deployed to specific areas of the city to combat the increase.

Victim Services Unit - The Victim Services Unit provides social work services to victims and witnesses of violent crimes including but not limited to crisis intervention, information and support for the court process and assistance in applying for Violent Crimes Compensation.

- **Administration Division:**

The Administration Division is staffed by both sworn officers and civilian employees who serve in a variety of support functions including the Recruitment Unit, Community Engagement Unit, Behavioral Health Unit, Crime Prevention & Analysis, Accreditation, School Resource Officers, Property & Evidence Custodian, Evidence Detection, Training Officer, and Property Coordinator. Oversight for the division is provided by the Administration Unit Lieutenant who also serves as the Professional Standards Officer and Public Information Officer.

Recruitment Unit – The Recruitment Unit is made up of current Administration Division members. The unit handles the recruitment of sworn police officers from the point of initial application, through the various testing phases, up until a conditional offer of employment is made.

Community Engagement Unit – The Community Engagement Unit was established in 2024 with the assistance of COPS grant funding. The two-officer unit is charged with participating in and developing the police department's robust community outreach and engagement programs.

Behavioral Health Unit – A Mental Health Case Manager who is specifically trained to identify patients, assess their needs, connect those individuals to treatment or follow-up services, and assist their families in connecting to support services.

**CITY OF NEWARK, DELAWARE
POLICE DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

Crime Prevention and Crime Analysis (CP/CA) - The CP/CA officer is responsible for providing security surveys, organizing Neighborhood Watch programs, implementing crime prevention programs, managing social media accounts, public relations functions as well as supervising the department FTO Program. The CP/CA Officer is also responsible for analyzing crime trends and criminal intelligence, then reporting the information to both the Field Operations Bureau and the Criminal Investigations Division, as well as with allied law enforcement agencies.

Accreditation - The civilian Accreditation Manager is responsible for ensuring that periodic reports, reviews, and other activities mandated by applicable CALEA accreditation standards are accomplished. The Accreditation Manager is responsible for developing and maintaining the Rules and Procedures Manual, preparing personnel allocation studies and management staff studies concerning various functions of the Department. The Accreditation Manager prepares the police department for its on-site assessment and inspection conducted by CALEA. The department participates in both the Advanced Law Enforcement and Public Safety Communications accreditation programs.

School Resource Officers (SRO) - The SROs are responsible for investigating crimes at local schools or school related functions, managing youth-related problems, running the police explorer program, and maintaining liaison with local schools. The SROs are assigned to and work full-time at Christina School District schools and maintain a liaison with the four Newark Charter Schools.

Property Management Coordinator (PMC) - The civilian Property Management Coordinator is responsible for storing and accounting for all evidence and recovered property. The PMC is also responsible for the agency vehicle fleet, overseeing the outfitting of police vehicles and facilitating repairs of vehicle equipment.

Evidence Detection Officer - The Evidence Detection Officer is responsible for coordinating the forensic processing of major crime scenes, for submitting evidence to laboratories, for coordinating the Field Evidence Technician program, and for maintaining all supplies required for processing evidence.

Training Officer - The Training Officer is responsible for all aspects department training, including ensuring compliance with the Commission on Accreditation of Law Enforcement Agencies (CALEA) and the Police Officer Standards and Training Commission (POST) mandates, maintaining training files, and managing the Department's training budget.

Property Coordinator - The civilian Property Coordinator is responsible for assisting the Property Management Coordinator and others within the agency for the purchasing, distribution, storage and maintenance of departmental property.

Communications Division:

The Communications Center and Records Unit is managed by the PSAP (Public Safety Answering Point) and Police Records Manager who reports directly to the Deputy Chief of Police.

**CITY OF NEWARK, DELAWARE
POLICE DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

Communications Center - The communications center is the City of Newark's 911 center. Fourteen full-time civilians are responsible for receiving complaints and emergency calls from citizens, retrieving information for patrol officers, and dispatching patrol officers to calls for service. In 2024 the communication center handled 65,202 phone calls, of which 11,823 were 911 calls, 35,268 were non-emergency phone calls, and 18,111 were outbound calls. The communications center dispatched police to 44,180 calls for service.

Records Unit - The records unit maintains a centralized records pool, sends the required reports to other agencies, and acts as a central repository for all records of official activity of the Department. The records unit is staffed by two full-time and one part-time civilians.

Newark Police Department Statistics:

Newark Police Department Statistics		2023	2024
Total Calls for Police Service		43,378	44,180
Criminal and Civil Charges		2023	2024
Adult Criminal Charges		1,404	1,623
Juvenile Criminal Charges		116	92
Adult Civil Charges		199	163
Juvenile Civil Charges		2	12
Group A - Crimes Against Persons		2023	2024
Homicide (Attempts)		0 (0)	1 (0)
Rape/Sex Offenses		15	11
Aggravated Assault		65	70
Robbery		13	9
Burglary		55	54
Simple Assault		247	247
Intimidation		94	100
Kidnap/Unlawful Imprisonment		3	8
Group A - Crimes Against Property		2023	2024
Thefts		485	573
Motor Vehicle Thefts		56	56
Stolen Property Offenses		25	25
Arson		1	1
Fraud		200	167
Criminal Mischief/Vandalism		231	200

**CITY OF NEWARK, DELAWARE
POLICE DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

Newark Police Department Statistics (continued):

Newark Police Department Statistics		2023	2024
Crimes Against Society		2023	2024
Drug Offenses		109	111
Prostitution		7	4
Weapons Offenses		35	57
Group B - Crimes Not Encompassed in Group A		2023	2024
Disorderly Conduct		111	146
Alcohol Related Complaints		229	294
Noise/Disorderly Premise		334	442
Trespass		366	462
Other		566	436
Miscellaneous/Calls for Service		2023	2024
Alarms		692	730
Recovered Property		187	235
Service/Public Assist		22,706	22,781
Animal Control		481	529
Suspicious Events		416	401
Traffic Related Calls for Service		2023	2024
Traffic Crashes		1,189	1,217
Fatal Crashes		2	2
Personal Injury Crashes		225	189
Property Damage Crashes		962	1026
Hit and Run Crashes		217	209
Traffic Summonses Issued		6,308	6,322
DUI Offenses		147	175

**CITY OF NEWARK, DELAWARE
POLICE DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Key accomplishments in 2025 include:

- Accreditation – successful Year 3 review (web-based) for Police and Communications.
- Six new police officers hired, one officer retired, one left for another agency, and five vacancies remain.
- Refresh of police recruiting campaign videos and website with Epic Recruiting.
- Creation of the Behavioral Health Unit in partnership with ChristianaCare.
- Implementation of a 12-hour shift schedule for the Patrol Division.
- Creation of a paid internship program.
- Introduction of Officer Soar, NPD's mascot.

Community Events and Social Media Outreach:

- National Night Out
- Community Days
- Presents with Police
- National Faith and Blue
- Active Facebook, Instagram, Next Door, Neighbors, and Twitter
- Partnerships with Newark Parks and Recreation
- Career Fairs
- Mobile Police Athletic League events
- Citizens Police Academy
- NPD Trading Card Project

Technology Projects:

- New and upgraded public safety cameras
- New and upgraded LPR systems
- Implementation of upgraded Axon® equipment (BWC, MVR, Taser, Axon Standards Reporting)
- Implementation of SmartForce® platform for agency-wide information sharing
- Implementation of PowerDMS® for policy management
- Video to 911 for the Communications Center

**CITY OF NEWARK, DELAWARE
POLICE DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Notable Training:

- Anti-Defamation League's Hate Crime and Anti-Biased Policing program
- Active Bystandership for Law Enforcement
- Basic/Advanced Crisis Intervention Team training
- Supervisory and Executive Leadership programs
- ALICE (active shooter) training
- School Resource Officer training
- Armorer training
- Drug Recognition Expert training
- Advanced Firearm Instructor training
- Critical Incident Tabletop – COOP/EOP
- CM Mental Performance Consulting (officer wellness)
- National Officer Wellness Conference
- PLECET Community Engagement Conference
- Polygraph Operator (added a second polygrapher)

**CITY OF NEWARK, DELAWARE
POLICE DEPARTMENT
2026 DEPARTMENTAL GOALS**

Goals for 2026 include:

**The 2026-2030 NPD Strategic Plan is currently in progress. Please refer to this document for the 2026 goals.

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Police Department

Summary:

* as amended

** as proposed

POLICE DEPARTMENT - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 15,781,126	\$ 15,869,094	\$ 17,230,375
Materials and Supplies	287,177	306,474	271,755
Contractual Services	1,581,622	2,398,825	2,647,345
Other Charges	724,793	604,268	647,186
Subtotal	\$ 18,374,718	\$ 19,178,661	\$ 20,796,661
Inter-Dept. Charges	1,222,864	1,404,349	1,599,433
Total Operating Expenses	\$ 19,597,582	\$ 20,583,010	\$ 22,396,094

CITY OF NEWARK, DELAWARE

2026 OPERATING BUDGET

General Fund - Police Department

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0121092	6020	Supervisory	\$ 2,426,411	\$ 2,400,992	\$ 2,793,604
0121092	6030	Engineering/Technical	71,783	77,370	83,860
0121092	6070	Police Officers	4,343,127	5,004,786	5,896,974
0121092	6073	Communications	980,236	1,032,184	1,156,482
0121092	6074	Animal Control	65,293	68,186	75,929
0121092	6080	Clerical	346,103	399,009	416,715
0121092	6540	Education Stipend	44,000	41,000	40,000
0121092	6580	Service Award	47,714	43,868	49,030
0121092	6590	Sick Pay	96,688	92,769	105,765
0121092	6600	Part-Time	50,341	52,498	55,342
0121092	6619	Standby Pay	56,574	50,890	52,417
0121092	6620	Overtime	642,570	446,248	439,635
0121092	6621	Shift Differential	21,403	17,245	17,590
0121092	6622	Holiday Premium	140,065	136,591	140,689
0121092	6629	Reimbursable Overtime	259,797	165,327	240,287
0121092	6880	Uniform Allowance	19,650	27,550	27,250
0121092	6885	Device Reimbursement	3,600	4,200	3,600
0121092	6920	Unemployment Comp. Ins.	13,079	12,600	12,726
0121092	6925	Delaware Paid Leave Plan	-	37,179	44,707
0121092	6930	Social Security Taxes	716,340	769,287	885,094
0121092	6940	City Pension Plan	2,299,974	1,617,528	1,658,049
0121092	6941	Defined Contribution 401(a) Plan	91,674	80,913	49,161
0121092	6943	State Pension Plan	155,467	203,064	213,217
0121092	6950	Term Life Insurance	33,538	35,754	42,422
0121092	6960	Group Hospitalization Ins.	1,829,960	2,381,911	2,042,870
0121092	6961	Long-Term Disability Ins.	9,546	9,402	10,296
0121092	6962	Dental Insurance	79,319	107,213	108,446
0121092	6963	Flexible Spending Account	835	756	945
0121092	6964	Health Savings Account	8,500	8,500	13,600
0121092	6965	Post-Employment Benefits	848,424	439,980	439,980
0121092	6966	Retirement Health Savings Account	68,064	84,205	93,240
0121092	6967	Emergency Room Reimbursements	6,821	14,500	14,645
0121092	6968	Vision Insurance Premiums	4,230	5,589	5,808
TOTAL PERSONNEL SERVICES			\$ 15,781,126	\$ 15,869,094	\$ 17,230,375

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Police Department

Expenditures:

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0121093	7040	Firearm Supplies	\$ 73,543	\$ 63,352	\$ 64,321
0121093	7130	Tools and Small Equipment	74,496	105,345	85,282
0121093	7131	Information Technology Supplies	-	1,000	1,000
0121093	7135	Forensic/Photography Supplies	7,128	8,394	8,394
0121093	7140	Uniforms	111,130	100,308	90,308
0121093	7150	Office Supplies	14,899	20,625	15,000
0121093	7160	Books, Periodicals, Etc.	1,438	1,500	1,500
0121093	7200	Copying Supplies	3,545	4,500	4,500
0121093	7530	Prisoners' Expenses	187	250	250
0121093	7550	Misc. Supplies	811	1,200	1,200
TOTAL MATERIALS & SUPPLIES			\$ 287,177	\$ 306,474	\$ 271,755

* as amended

** as proposed

CONTRACTUAL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0121094	8020	Advertising	\$ 1,059	\$ 1,500	\$ 1,500
0121094	8030	Casualty Insurance	131,038	142,295	153,868
0121094	8032	Insurance - Auto	97,742	133,172	146,231
0121094	8033	Insurance - Broker	20,625	21,679	21,679
0121094	8035	Insurance - Worker's Compensation	383,667	475,785	600,045
0121094	8050	Phone/Communications	7,494	8,750	7,800
0121094	8130	Building & Equipment Rental	6,530	10,557	10,557
0121094	8131	Information Technology Cont'l	264,805	562,506	619,734
0121094	8180	Consulting Fees	7,540	7,690	7,690
0121094	8300	Mach. & Equip. Maintenance	2,951	3,000	3,000
0121094	8310	Vehicle Maintenance	3,540	-	-
0121094	8312	Fleet & Facilities Services	611,943	913,571	1,000,366
0121094	8313	Self-Insurance Services	1,188	-	-
0121094	8480	Communication Equip. Maint.	-	1,500	1,500
0121094	8550	Misc. Contracted Svc.	34,017	109,320	55,875
0121094	8570	Annual Reports & Pub. Rel.	7,483	7,500	17,500
TOTAL CONTRACTUAL SERVICES			\$ 1,581,622	\$ 2,398,825	\$ 2,647,345

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Police Department

Expenditures:

* as amended

** as proposed

OTHER CHARGES				2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0121095	9020	Mileage & Small Bus. Exp.	\$	2,890	\$ 3,500	\$ 3,500
0121095	9030	Recruitment & Retention Expenses		29,808	28,600	30,000
0121095	9060	Depreciation Expense		626,014	493,168	522,686
0121095	9070	Training & Continuing Educ/Conf		66,081	79,000	91,000
TOTAL OTHER CHARGES				\$ 724,793	\$ 604,268	\$ 647,186

* as amended

** as proposed

INTER-DEPT. CHARGES				2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
		Billings and Accounting	\$	307,326	\$ 351,436	\$ 343,384
		Electricity		67,900	65,600	73,200
		Information Technology		811,440	944,170	1,154,747
		Mailroom and Postage		10,193	11,550	12,158
		Other Indirect Expenses		11,117	16,000	11,117
		Records		14,888	15,593	4,827
TOTAL INTER-DEPT. CHARGES				\$ 1,222,864	\$ 1,404,349	\$ 1,599,433

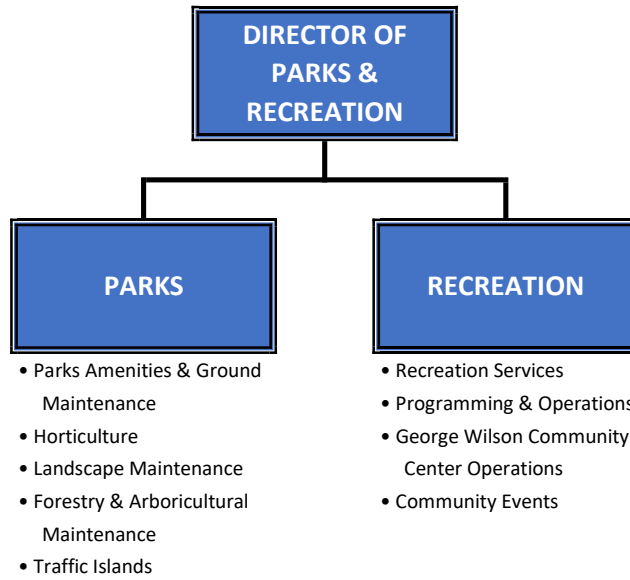
* as amended

** as proposed

OPERATING EXPENSES - POLICE DEPARTMENT				2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES				\$ 19,597,582	\$ 20,583,010	\$ 22,396,094

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**CITY OF NEWARK, DELAWARE
PARKS AND RECREATION DEPARTMENT
ORGANIZATIONAL CHART**



**CITY OF NEWARK, DELAWARE
PARKS AND RECREATION DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

The Parks and Recreation Department operates, maintains, and manages the City's Park system and recreation services through the following divisions:

Administration and Planning

This division provides leadership and oversight for all recreation, park, and horticulture programs, facilities, and operations. Responsibilities include the planning, design, construction, renovation, and maintenance of park facilities; management of recreation services; development and administration of operating and capital budgets; coordination of department advertising and promotions; pursuit of grant funding; and collaboration with community partners to support department-wide initiatives.

Parks and Horticulture

This division is responsible for the maintenance of nearly 700 acres of parkland, encompassing 53 parks and open space areas, 20 miles of trails, over 50 landscaped sites, and more than 386 acres of forested land. Routine maintenance and repairs are performed on a wide range of amenities, including:

- Playground equipment
- 11 athletic fields
- 20 basketball courts
- 16 tennis courts
- 2 street hockey courts
- 2 skateboard facilities
- 13 shelters
- 6 outdoor pickleball courts
- 2 sand volleyball courts
- Fencing, trails, and footbridges
- Buildings, 2 pools, and 14 parking lots

The division also provides tree, turf, traffic island and landscape maintenance; manages snow and ice removal at City buildings, park sites, and downtown parking lots; oversees creek blockage removal and contracted tree services; conducts regular facility inspections to identify maintenance needs; and supports the Recreation Services division as well as other City departments for programs, events, and special projects.

Recreation Services

This division plans and delivers a wide variety of recreation programs and community events designed to enhance the quality of life for Newark residents. Each year, more than 200 programs and events are offered, covering areas such as:

- Health and fitness
- Youth and adult sports leagues
- Skill development classes
- Arts and cultural activities
- Seasonal camps and community-wide events

In 2024, the division recorded over 6,500 registrations and served nearly 62,000 participants through its diverse offerings.

**CITY OF NEWARK, DELAWARE
PARKS AND RECREATION DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Key accomplishments in 2025 include:

Capital Projects and Park Enhancements

- Completed enhancements at Dickey Park, including the addition of a walking trail, new pavilion, and outdoor fitness stations.
- Finalized improvements at George Read Park, featuring a new walking trail, upgraded basketball court, and playground installation.
- Completed Folk Park improvements with food forest plantings, a stone dust path, and habitat restoration, funded by a grant from the Wills Group.
- Initiated the first phase of Coleman Park upgrades, including the removal of invasive multi flora rose, briars and dead trees near Country Hills Drive.

Parks Improvements

- Installed a new play feature at Rahway Park.
- Installed new security gates at Folk Park and Rittenhouse Park.
- Conducted Arbor Day event at Fairfield Park with six tree companies working on pruning, trimming and routine maintenance of trees.
- Completed milling, asphalt overlay and backboard upgrades at the Fairfield Crest basketball court.
- Completed asphalt overlay at Elan Park basketball court.
- Resurfaced the street hockey court at Dickey Park.
- Resurfaced the basketball and tennis courts at Folk Park.
- Awarded the Forestry and Arboricultural Services bid to three contractors, improving scheduling flexibility and response times.

Recreation and Community Programming

- Introduced a Holiday Artisan Market to the annual Winterfest event.
- Updated and implemented improvements to the Memorial Day Ceremony & Parade.
- Installed a permanent Chair of Honor at the City Municipal Building in partnership with the Newark Morning Rotary Club.
- Reorganized responsibilities among Recreation Supervisors to align with staff strengths and enhance program delivery.

**CITY OF NEWARK, DELAWARE
PARKS AND RECREATION DEPARTMENT
2026 DEPARTMENTAL GOALS**

Goals for 2026 include:

- Complete trail improvements at Olan Thomas/Kershaw Park, including construction of an 8-foot-wide bicycle/pedestrian trail from Emerson Bridge to the Pomeroy Trail near Cleveland Avenue, and a connecting segment through Kershaw Park.
- Complete Old Paper Mill Road Park construction, featuring a multi-purpose athletic field, six outdoor pickleball courts, two sand volleyball courts, a plaza area with seating and shelter, and 100 parking spaces.
- Complete design, bidding, and award for improvement work at the George Wilson Center, including bathroom renovations and new flooring on both the main and lower levels.
- Complete electrical upgrades at the pumphouses serving the Dickey and George Wilson Center pools.
- Continue tree inventory and assessment of parkland trees across city properties.
- Complete purchase and installation of new pavilions at Phillips Park, Elan Park, and Hidden Valley Park, utilizing CRF funding.
- Complete purchase and installation of new play features at Elan Park, Stafford Park, and Douglas D. Alley Park, funded through CRF.
- Implement web enhancements to the Civic Rec online and mobile registration system, with a focus on improving accessibility and ADA compliance.
- Complete asphalt overlay of the multi-purpose court at Kells Park.
- Complete asphalt overlay of Handloff Park parking lots.
- Enhance Liberty Day & July 4th Fireworks celebration in honor of America's 250th birthday.
- Complete asphalt overlay of both the paved trail and parking lot at Folk Park.

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Parks and Recreation Department

Summary:

* as amended

** as proposed

PARKS AND RECREATION DEPARTMENT - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 2,757,290	\$ 2,968,578	\$ 2,952,561
Materials and Supplies	136,213	153,430	168,853
Contractual Services	801,541	1,213,996	1,291,665
Other Charges	145,382	171,667	135,765
Subtotal	\$ 3,840,426	\$ 4,507,671	\$ 4,548,844
Inter-Dept. Charges	249,752	292,050	345,189
Special Revenue Accounts	13,506	62,195	60,700
Total Operating Expenses	\$ 4,103,684	\$ 4,861,916	\$ 4,954,733

CITY OF NEWARK, DELAWARE

2026 OPERATING BUDGET

General Fund - Parks and Recreation Department

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0151142	6020	Supervisory	\$ 653,434	\$ 711,119	\$ 705,566
0151142	6030	Engineering/Technical	43,493	-	-
0151142	6080	Clerical	62,623	67,459	71,113
0151142	6230	Maintenance Workers	458,028	536,587	575,499
0151142	6580	Service Award	29,258	25,776	27,576
0151142	6590	Sick Pay	30,019	12,537	16,605
0151142	6610	Seasonal Workers	94,551	154,215	161,926
0151142	6620	Overtime	34,711	37,313	39,179
0151142	6622	Holiday Premium	46	750	750
0151142	6680	Day Camp	62,544	78,545	78,545
0151142	6685	Before and After Care	117,714	141,192	141,192
0151142	6690	Self-Supporting Programs	150,241	187,143	187,143
0151142	6750	Life Guards	15,475	23,120	23,120
0151142	6770	Comm Events - Rec Specialist	37,426	45,227	48,612
0151142	6850	Center Attendants	45,520	38,827	41,339
0151142	6880	Uniform Allowance	5,260	5,280	5,880
0151142	6885	Device Reimbursement	3,850	4,200	4,500
0151142	6920	Unemployment Comp. Ins.	7,884	2,142	2,142
0151142	6925	Delaware Paid Leave Plan	-	8,013	8,476
0151142	6930	Social Security Taxes	137,903	158,301	162,112
0151142	6940	City Pension Plan	250,694	260,656	243,712
0151142	6941	Defined Contribution 401(a) Plan	32,515	28,683	23,174
0151142	6950	Term Life Insurance	5,672	5,853	6,605
0151142	6960	Group Hospitalization Ins.	303,387	354,754	298,407
0151142	6961	Long-Term Disability Ins.	1,495	1,439	1,604
0151142	6962	Dental Insurance	12,648	15,557	15,094
0151142	6963	Flexible Spending Account	315	126	315
0151142	6964	Health Savings Account	733	-	-
0151142	6965	Post-Employment Benefits	148,240	48,140	48,140
0151142	6966	Retirement Health Savings Account	10,848	12,248	10,878
0151142	6967	Emergency Room Reimbursements	-	2,465	2,465
0151142	6968	Vision Insurance Premiums	763	911	892
TOTAL PERSONNEL SERVICES			\$ 2,757,290	\$ 2,968,578	\$ 2,952,561

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Parks and Recreation Department

Expenditures:

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0151143	7021	Advertising Supplies	\$ 937	\$ 1,250	\$ 1,250
0151143	7110	Safety Shoes and Supplies	1,552	3,400	4,000
0151143	7130	Tools,Field Sup.,Small Equip.	9,250	8,500	8,500
0151143	7150	Office Supplies	5,377	2,000	2,000
0151143	7255	Vandalism Supplies	115	2,500	2,500
0151143	7300	Mach. & Equip. Maintenance	74	2,000	2,000
0151143	7450	Salt, Sand & Snow Removal	-	1,750	1,750
0151143	7500	Parks Maintenance	80,806	76,760	82,133
0151143	7501	Island Beautification	6,213	8,000	8,000
0151143	7680	Day Camp	1,180	2,850	2,500
0151143	7685	Before and After Care	1,502	2,200	2,500
0151143	7690	Self-Supporting Programs	17,716	28,100	37,600
0151143	7691	Community Day	3,693	1,870	1,870
0151143	7692	Liberty Day Fireworks	165	500	500
0151143	7693	Halloween Parade/Trick or Treat	125	500	500
0151143	7694	Other Special Events	3,946	6,750	6,750
0151143	7850	George Wilson Center	3,562	4,500	4,500
TOTAL MATERIALS AND SUPPLIES			\$ 136,213	\$ 153,430	\$ 168,853

CITY OF NEWARK, DELAWARE

2026 OPERATING BUDGET

General Fund - Parks and Recreation Department

Expenditures:

* as amended

** as proposed

CONTRACTUAL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0151144	8020	Advertising	\$ 5,493	\$ 4,500	\$ 4,500
0151144	8030	Casualty Insurance	25,811	28,028	41,434
0151144	8031	Insurance - Property	10,933	14,619	14,718
0151144	8032	Insurance - Auto	39,136	44,522	46,090
0151144	8033	Insurance - Broker	4,063	4,271	4,271
0151144	8035	Insurance - Worker's Compensation	32,383	40,158	33,030
0151144	8040	Merchant Fees and Discounts	45,527	10,000	43,000
0151144	8050	Phone/Communications	12,073	16,500	9,500
0151144	8130	Building & Equipment Rental	-	9,000	10,500
0151144	8131	Information Technology Cont'l	39,984	41,476	48,811
0151144	8255	Vandalism Cont'l	-	2,500	2,500
0151144	8300	Mach. & Equip. Maintenance	-	1,500	1,500
0151144	8312	Fleet & Facilities Services	161,676	337,407	380,537
0151144	8410	Creek Maintenance	38,050	60,000	60,000
0151144	8420	Tree Removal & Maintenance	135,755	300,000	300,000
0151144	8500	Parks Maintenance	58,961	42,600	54,600
0151144	8550	Misc. Contracted Services	14,243	500	500
0151144	8680	Day Camp	6,095	16,850	16,850
0151144	8685	Before and After Care	356	3,000	1,000
0151144	8690	Self-Supporting Programs	66,127	101,150	66,000
0151144	8691	Community Day	4,869	5,286	5,286
0151144	8692	Liberty Day/Fireworks	48,897	59,853	68,853
0151144	8693	Halloween Parade/Trick or Treat	1,309	2,560	2,560
0151144	8694	Other Special Events	8,708	8,508	9,000
0151144	8696	Memorial Day Parade	3,546	3,900	4,000
0151144	8850	George Wilson Center	1,716	2,625	2,625
0151144	8899	Retention Basin Mowing	35,830	52,683	60,000
TOTAL CONTRACTUAL SERVICES			\$ 801,541	\$ 1,213,996	\$ 1,291,665

* as amended

** as proposed

OTHER CHARGES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0151145	9020	Mileage & Small Bus. Exp.	\$ -	\$ 50	\$ 50
0151145	9060	Depreciation Expense	136,961	158,117	122,215
0151145	9070	Training & Continuing Educ/Conf	8,421	13,500	13,500
TOTAL OTHER CHARGES			\$ 145,382	\$ 171,667	\$ 135,765

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Parks and Recreation Department

Expenditures:

* as amended

** as proposed

INTER-DEPT. CHARGES		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Billings and Accounting	\$	75,691	\$ 86,357	\$ 81,991
Electricity		23,695	19,962	25,600
Information Technology		123,732	151,804	187,844
Mailroom and Postage		2,502	2,835	2,894
Other Indirect Expenses		6,274	12,200	6,274
Printing and Reproduction		2,013	2,282	2,282
Records		15,845	16,610	38,304
TOTAL INTER-DEPT. CHARGES	\$	249,752	\$ 292,050	\$ 345,189

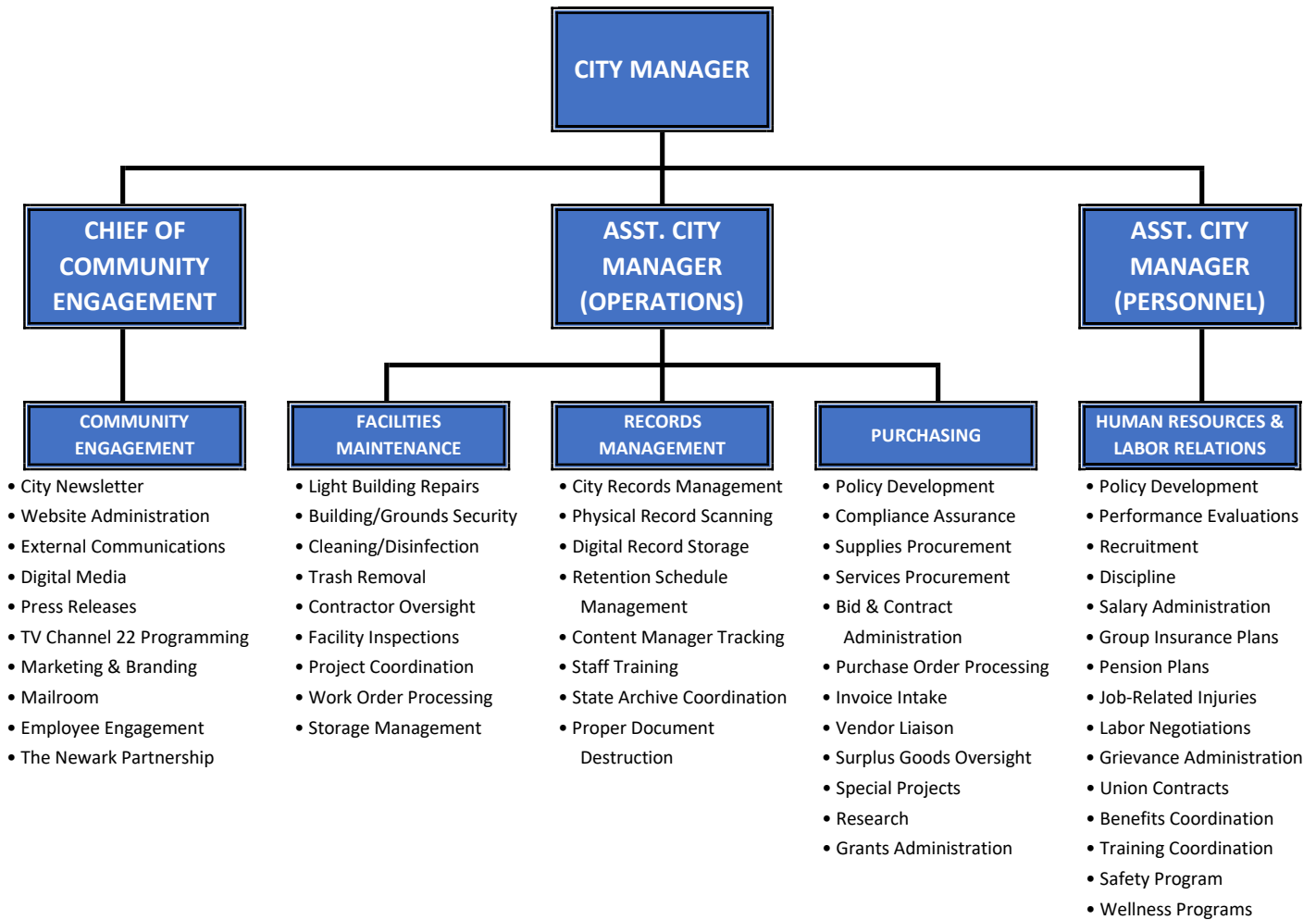
* as amended

** as proposed

OPERATING EXPENSES - PARKS AND RECREATION DEPARTMENT		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES	\$	4,090,178	\$ 4,799,721	\$ 4,894,033

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**CITY OF NEWARK, DELAWARE
ADMINISTRATIVE DEPARTMENT
ORGANIZATIONAL CHART**



**CITY OF NEWARK, DELAWARE
ADMINISTRATIVE DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

Under the City Manager's direction, the Administration Department oversees all operating departments, employees, and procedures, while also coordinating a positive relationship with City Council and the greater Newark community, which consists of the following groups:

- City residents
- University of Delaware (UD)
- Local businesses
- The Newark Partnership (TNP) and other religious and non-profit agencies
- Other constituent and neighborhood groups

The Administration Department evaluates City staff and services to efficiently and effectively use resources as well as provides appropriate staffing levels throughout all departments to meet resident service delivery expectations and budget constraints. Administration also assists in the creation and implementation of City policies and is responsible for executing ordinances, charter provisions, and City Council actions. Additionally, the Administration Department resolves problems and concerns received from the public and provides research assistance to the entire organization and Newark's City Council. The Administration Department is comprised of the following Divisions:

- Communications
- Human Resources
- Purchasing
- Facilities Maintenance
- Records Management

A detailed breakdown of the Department functions, as well as highlights from the previous fiscal year are provided as follows:

Human Resources:

The primary focus of the Human Resources Division is to lead and support the City in maintaining a competent, capable workforce and in creating a work environment that reflects respect for employees and promotes effective service delivery to citizens. The workforce includes approximately 260 full-time employees, 50 part-time employees, 200 retirees as well as many temporary and seasonal employees. Currently, the division consists of three full-time staff employees including the Chief Human Resources Officer and two HR Administrators.

The Human Resources Division is responsible for the personnel and human resource functions, including personnel policy formulation, recruitment, selection, promotion, training, discipline, performance evaluation, and fringe benefit administration such as health, life, disability, pension and wellness benefits. The Division also oversees risk management and worker's compensation benefits through our third-party administrator DeLea Founders Insurance Trust (DFIT). HR staff also directs the oversight and adherence of federal and state labor laws (including FMLA, discrimination, EEOC, FSLA and ADA).

Primarily, the Division oversees the hiring of new employees as well as inhouse promotions and transfers. The Division posts all internally and externally advertised vacancies as well as scheduling interviews and participating as a panelist on all interviews. The Division also assists other City Departments with succession planning through the creation or update of job classifications and departmental functions.

**CITY OF NEWARK, DELAWARE
ADMINISTRATIVE DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

Human Resources (continued):

Labor Relations are also handled within the Human Resources Division and includes the administration of labor relations involving four collective bargaining groups covering most full and part-time employees. This includes contract negotiations, the administration of collective bargaining agreements and the resolution of grievances and disputes submitted by employees. The division is responsible for providing management employees with assistance and advice in the interpretation of contract provisions and grievance administration. With the exception of management employees, the collective bargaining units negotiate with the city to establish agreements with working conditions, benefits, and salaries of their members. The HR Team works with the various union representatives to resolve employee matters such as grievances, discipline and policy interpretation.

Purchasing:

The Purchasing Division of the City of Newark works closely with all nine City departments. As the primary agency for acquiring goods and services for the City, the Purchasing Division directly oversees all purchases, contracts, and vendor negotiations. Specifically, Purchasing responsibilities include contract development and/or review, requests for quote (RFQ), and requests for proposal (RFP) documents as well as the resulting distribution and evaluation of bids and proposals.

In coordination with the requesting departments, finance director, and city manager, the Purchasing Division makes recommendations to City Council regarding the award of all formal bids and proposals according to the Code of the City of Newark and the Purchasing Division's guidelines. The Purchasing Division also provides oversight and support to other departments for various projects and programs.

On a day-to-day basis, the Purchasing Division is responsible for ensuring all purchases that are not subject to Council approval also comply with City policy and are appropriate given their intended use and quantity. This process complements the efforts of the Finance Department since addressing purchasing discrepancies in the early stages of the procurement process assists with accounting and auditing procedures as well as ensures proper use of taxpayer money.

Facilities Maintenance:

The Facilities Maintenance Division is responsible for the upkeep, functionality, and appearance of City-owned buildings, including City Hall, the Newark Police Department, the Parking Office, the Field Operations Complex, and additional satellite facilities. The division ensures that these spaces are safe, functional, and well-maintained to meet the needs of staff, residents, and visitors.

Facilities Maintenance oversees a range of responsibilities, including custodial services, preventative maintenance, and repair coordination for building systems such as HVAC, electrical, and plumbing. The division works closely with internal departments and outside contractors to address day-to-day needs as well as support larger facility-related projects. This includes responding to maintenance requests, coordinating scheduled work, and ensuring compliance with City policies and procedures.

Through proactive planning and responsive service, the Facilities Maintenance Division plays a key role in supporting City operations. Whether through routine upkeep or emergency response, the division contributes to the overall efficiency and effectiveness of government services while preserving the long-term integrity of City assets.

**CITY OF NEWARK, DELAWARE
ADMINISTRATIVE DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

Communications:

Led by the Chief Communications Officer, the Communications team consists of three additional members: an Admin Professional I and two mailroom aides. Together, the division is responsible for the design, review and approval of nearly all communications produced by the City of Newark for distribution to the public. They use a variety of mediums: print, video and electronic (including web and social media) to share information proactively and serve as liaisons with the media and members of the public to field and respond to questions or concerns. The team also works in partnership with other City Departments to craft messaging, distribute information, develop marketing materials and respond to critical communication needs, when appropriate. This includes utilizing strategic communication tactics and working with various state, county and municipal agencies, as well as community partners, to respond to topics of interest, and ensure messaging is clear, concise and consistent, while also being shared with the public in a timely manner.

The primary focus of the Communications Division is increased and enhanced communication with the public. The City has a robust social media program with a presence on Facebook, Twitter, Instagram and NextDoor with a combined following exceeding 30,000. In addition to the City-run accounts, the Communication division supports both the Newark Police Department and Parks and Recreation Department in administering and developing content for their social media accounts. Additionally, the team uses the resident notification system InformMe to share broad messages or location-specific information to a targeted audience via phone, text and email.

The Communications Division is also primarily responsible for the organization and implementation of City-sponsored community events including groundbreakings, ribbon cuttings, and larger events such as Main Street Alfresco. Additionally, the division assists with marketing major events including Food and Brew Fest, Restaurant Week, Community Day and Parks on Draft.

Recognizing not all residents have access to online content, the Communication Division creates a monthly newsletter as part of residential utility bills. The two-page newsletter is forward thinking – sharing timely information regarding upcoming events and opportunities for the public to engage on topics of importance to them.

The Communications Division proudly maintains the City's award-winning website.

Records Management:

The Records Management Division ensures the secure, efficient, and legally compliant handling of public records for the City of Newark. The division is responsible for overseeing the lifecycle of both physical and electronic records—from creation and classification through retention and eventual disposition. Its work underpins transparency, legal compliance, and operational efficiency across the organization.

By implementing citywide policies, training, and retention protocols, the division facilitates the transition to digital recordkeeping using Tyler Content Manager (TCM) as the City's primary records repository. It also manages coordination with the Delaware Public Archives for permanent archival transfers and oversees the secure destruction of records that have met retention. These efforts reduce storage burdens, improve access to records, and support compliance with Delaware's public records laws.

**CITY OF NEWARK, DELAWARE
ADMINISTRATIVE DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

Records Management (continued):

In addition to managing internal records processes, the division also plays a strategic role in supporting the City's long-term goals for digital modernization and interdepartmental collaboration. By streamlining access to critical documents and reducing reliance on paper storage, Records Management helps departments operate more effectively and make data-informed decisions. The division's focus on secure systems, standardized procedures, and staff training ensures that records remain accessible, accurate, and protected—reinforcing the City's commitment to good governance and operational excellence.

Committee Liaison:

The Administration Department continues to provide staff support to The Newark Partnership Board, Conservation Advisory Commission, Diversity & Inclusion Commission, the Traffic Committee, the Newark Area Welfare Committee, and the NAACP. Internally, Administration staff also acts as a liaison to the staff committees including but not limited to the Benefits and Pension committees. Staff members serve in a liaison capacity to maximize the effectiveness of various citizen boards, commissions, and authorities. The city manager also serves as the City's representative on the Delaware Municipal Electric Corporation (DEMEC) and DeLea Founder's Insurance Trust (DFIT) boards.

Interdepartmental Relations:

With the change to weekly council meetings, we now hold weekly staff meetings with Department Directors to facilitate communication on important issues and policies that may affect the City. Tentative City Council meeting agendas are reviewed and discussed at the staff meetings. Weekly reports are prepared and provided to Council summarizing progress on important projects and initiatives by each Department. Members of staff also attend City Council meetings as necessary to address Council on projects or services for which they are responsible.

**CITY OF NEWARK, DELAWARE
ADMINISTRATIVE DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Key accomplishments in 2025 include:

- **Emergency Operations Plan (EOP) and Continuity of Operations Plan (COOP):**

The City Manager's Office solicited proposals through a formal RFP process and selected the Olson Group to update Newark's EOP and COOP. Each department has met with the Olson Group in one-on-one and group seminar settings throughout the update process. Final completion and training on the updated documents is estimated to be complete in November 2025.

- **Main Street Safety Improvements:**

Following the tragic fatalities on Main Street during the 2024/2025 academic school year, staff worked with local legislators, DelDOT representatives, UD representatives, Aetna Hose, Hook & Ladder, and other stakeholders to develop a plan for short-, medium-, and long-term safety improvements to Main Street and the broader downtown area. Short-term solutions are estimated to be completed by the time the majority of students return for the 2025 fall semester.

- **Speed Camera Installation(s):**

While delayed significantly from initial vendor estimates, staff made tangible progress toward implementing speed cameras at various locations around Newark. Additionally, staff worked with our local state representatives to change necessary laws to allow for more broad use of speed cameras on Main Street.

- **Bid, Purchase Order, and Invoicing Management:**

In 2024, the Purchasing Division solicited bids/proposals for fifteen (15) Invitations to Bid (ITBs) and four (4) Requests for Proposal (RFP). The division also processed 1,372 purchase orders and approximately 3,000 invoices.

- **Grant Applications and Administration:**

In conjunction with the Finance Department, in 2024 Purchasing procured \$1,600,000 in competitive grant funding and \$76,000 in non-competitive grant funding for various City projects, including:

- Olan Thomas Warehouse/Police Impound Lot Improvements (project in design phase)
- Parks Recreation Equipment Installation – Pavilions and Playgrounds (project in design phase)
- Historic Newark Passenger Railroad Station Restoration – Additional Funding (project in construction)
- George Wilson Center Renovations – Additional Funding (project in design phase)
- Equipment replacements (complete)
- Water Utility Infrastructure Security Improvements (project in design phase)
- NPD Security Fencing (complete)
- Climate Action Plan (likely canceled at the federal level)

So far in 2025, \$2,190,000 worth of competitive grants were procured, though \$590,000 of this amount is likely to be canceled at the federal level before distributed:

- Community EV Charging Station installations (likely canceled at the federal level)
- Solar capacity testing and community outreach
- Main Street Safety Improvements
- Field Operations Complex Infrastructure Improvements

**CITY OF NEWARK, DELAWARE
ADMINISTRATIVE DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

- **Records Management Strategic Planning and Implementation:**

Under new management since August 2024, the Records Division has prioritized strategic recordkeeping practices to enhance efficiency and effectiveness. This includes no longer scanning documents with one-year-only retention requirements, prioritizing scanning physical documents to eliminate on-site storage needs, and providing training to and coordinating with other departments related to retention schedules and digital file searching.

- **Facilities Projects Completed:**

- Municipal Center signage replacement and cleaning
- Municipal Center and George Wilson Center electronic street sign installation
- Municipal Center loading dock flooding protections
- Municipal Center underground storage tank (UST) replacement
- Reservoir solar field repairs
- Field Operations Complex warehouse expansion (est. August 2025)
- Historic Newark Passenger Railroad Station restoration (est. November 2025)
- NPD Sallyport Slab replacement (est. November 2025)

- **Website cleanup and redesign**

The city's website underwent a complete redesign to improve user experience and streamline navigation. The new layout prioritizes the most commonly sought after information by placing it in easy to find locations. The fresh design offers a simplified menu and more intuitive structure to help residents and visitors quickly find answers. (est. September 2025)

- **Successful Ratification of AFSCME 1670 Contract**

The City and AFSCME 1670 in good faith negotiated a successor contract which goes into effect January 1, 2025 through December 31, 2027.

- **Job Postings and Recruitment**

To date, the city has posted 30 jobs with the anticipation there will be 5-10 more postings before the end of 2025. The HR staff have onboarded 40 new hires so far in 2025.

- **2025 Climate Study**

In Spring 2025, the City contracted with Bolton Talent to conduct a climate survey that went out to all employees. The survey had a 60% completion rate with more than half of the workforce participating. The consultants provided a high-level overview of the results for all employees. The next step in the process will involve creating focus groups to address the most prevalent concerns in the survey.

- **Anti-Harassment Training**

Per Delaware law, employers are required to have all employees complete anti-harassment training bi-annually. The HR team will work with all departments to get this completed by the December 31, 2025 deadline.

**CITY OF NEWARK, DELAWARE
ADMINISTRATIVE DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

- **Pension Plan Implementation**

As part of the negotiations process with CWA Local 1036, AFSCME 3919, and AFSCME 1670, the City pension plan was reactivated for all new hires and current employees who were hired under the 401a defined contribution plan were permitted a one-time irrevocable option to use their defined contribution funds to purchase their time. This project required assistance from the city's actuary. Management employees were also provided with this opportunity.

**CITY OF NEWARK, DELAWARE
ADMINISTRATIVE DEPARTMENT
2026 DEPARTMENTAL GOALS**

Goals for 2026 include:

- Continue searching for grants to achieve critical infrastructure and security improvements without using current resources.
- Continue to support operating departments for successful implementation of projects that are included in the 2025 and 2026 capital budget, and spend funds associated with ARPA by 12/31/26.
- Continue work on the projects funded by the 2025 and 2026 CRF/Bond Bill allocations from the State, including:
 - Main Street Safety Improvements
 - Underground Storage Tank (UST) Replacement – FOC
 - Renovating the George Wilson Community Center
 - Olan Thomas Warehouse/Police Impound Lot Improvements
 - Parks and Recreation FOC Warehouse
 - Water Utility Infrastructure Security Improvements
- Complete ongoing update of the City's Personnel Policy Manual, Employee Handbook, and remaining job descriptions using the PowerDMS system.
- Oversee the rollout of an updated City website.
- Integrate Meta ads for appropriate job postings, events, and other City business.
- Conduct tabletop exercises for the recently updated Emergency Operations Plan (EOP) and Continuity of Operations Plan (COOP).
- Finalize and implement an action plan from the results of the employee climate study by establishing a working group to address higher-level concerns.
- Continue working with Records division to digitize personnel records in TCM.
- Implement new DE Paid Family Leave Insurance Program which goes into effect January 1, 2026, for all eligible employees.
- Collaborate with DEMEC staff to create training programs for staff at all levels.
- Work with internal and external stakeholders to create employee engagement programs that promote staff development and retention.

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**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Administrative Department - Management Division

Summary:

* as amended

** as proposed

MANAGEMENT DIVISION - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 1,233,137	\$ 1,412,748	\$ 1,782,769
Materials and Supplies	168,954	192,350	186,100
Contractual Services	264,622	402,037	356,921
Other Charges	142,153	196,838	204,413
Subtotal	\$ 1,808,866	\$ 2,203,973	\$ 2,530,203
Inter-Dept. Charges	(370,694)	(415,153)	(752,337)
Total Operating Expenses	\$ 1,438,172	\$ 1,788,820	\$ 1,777,866

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Administrative Department - Management Division

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111122	6020	Supervisory	\$ 487,258	\$ 507,905	\$ 542,549
0111122	6080	Clerical	263,558	298,276	310,178
0111122	6090	Digital Records Employees	-	-	246,132
0111122	6580	Service Award	12,620	12,005	20,246
0111122	6590	Sick Pay	7,998	8,255	8,760
0111122	6600	Part-Time	10,587	11,915	12,806
0111122	6615	Interns	-	-	5,500
0111122	6620	Overtime	14,662	15,000	15,600
0111122	6875	Vehicle Allowance	6,000	6,000	6,000
0111122	6885	Device Reimbursement	1,600	2,400	2,400
0111122	6920	Unemployment Comp. Ins.	1,069	1,008	1,386
0111122	6925	Delaware Paid Leave Plan	-	3,447	4,681
0111122	6930	Social Security Taxes	57,281	64,173	87,767
0111122	6940	City Pension Plan	111,073	188,672	220,120
0111122	6941	Defined Contribution 401(a) Plan	29,743	37,187	18,843
0111122	6950	Term Life Insurance	2,953	3,214	4,421
0111122	6960	Group Hospitalization Ins.	159,553	197,545	210,840
0111122	6961	Long-Term Disability Ins.	823	849	1,139
0111122	6962	Dental Insurance	7,920	10,166	13,100
0111122	6963	Flexible Spending Account	315	315	378
0111122	6964	Health Savings Account	-	-	1,700
0111122	6965	Post-Employment Benefits	50,186	35,070	35,070
0111122	6966	Retirement Health Savings Account	7,135	7,655	10,878
0111122	6967	Emergency Room Reimbursements	400	1,160	1,595
0111122	6968	Vision Insurance Premiums	403	531	680
TOTAL PERSONNEL SERVICES			\$ 1,233,137	\$ 1,412,748	\$ 1,782,769

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111123	7130	Tools, Field Sup., & Small Eq.	\$ 120	\$ 800	\$ 800
0111123	7150	Office Supplies	8,998	11,250	5,000
0111123	7160	Books, Periodicals, Etc.	170	300	300
0111123	7170	Mailroom Supplies & Postage	155,254	175,000	175,000
0111123	7200	Copying Supplies	4,412	5,000	5,000
TOTAL MATERIALS & SUPPLIES			\$ 168,954	\$ 192,350	\$ 186,100

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Administrative Department - Management Division

Expenditures:

* as amended

** as proposed

CONTRACTUAL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111124	8020	Advertising	\$ 1,026	\$ -	\$ -
0111124	8030	Casualty Insurance	13,104	14,230	19,246
0111124	8032	Insurance - Auto	-	5,910	1,676
0111124	8033	Insurance - Broker	2,063	2,168	2,168
0111124	8035	Insurance - Worker's Compensation	1,408	1,746	4,404
0111124	8050	Phone/Communications	-	200	150
0111124	8131	Information Technology Cont'l	81,916	104,813	107,155
0111124	8162	Legal/Consulting Services	102,266	80,000	60,000
0111124	8312	Fleet & Facilities Services	31,413	81,770	85,622
0111124	8550	Misc. Contracted Svc.	10,408	89,700	55,000
0111124	8560	Employee Testing Svc.	4,007	4,000	4,000
0111124	8570	Annual Reports & Pub. Rel.	17,011	17,500	17,500
TOTAL CONTRACTUAL SERVICES			\$ 264,622	\$ 402,037	\$ 356,921

* as amended

** as proposed

OTHER CHARGES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111125	9020	Mileage & Small Bus. Exp.	\$ 286	\$ 200	\$ 200
0111125	9030	Recruitment & Retention Expenses	113,720	162,425	170,000
0111125	9060	Depreciation Expense	13,213	13,213	13,213
0111125	9070	Training & Continuing Educ/Conf	13,934	21,000	21,000
0111125	9090	Other Special Programs	1,000	-	-
TOTAL OTHER CHARGES			\$ 142,153	\$ 196,838	\$ 204,413

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Administrative Department - Management Division

Expenditures:

* as amended

** as proposed

INTER-DEPT. CHARGES		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Billings and Accounting	\$	(99,931)	\$ (112,805)	\$ (108,235)
Electricity Used		11,067	9,691	11,946
Information Technology		69,600	85,389	118,445
Mailroom and Postage		(22,107)	(25,050)	(24,961)
Printing and Reproduction		(3,991)	(4,523)	(4,523)
Records		1,591	1,667	(246,448)
Services to Utility Funds		(326,923)	(369,522)	(498,561)
TOTAL INTER-DEPT. CHARGES	\$	(370,694)	\$ (415,153)	\$ (752,337)

* as amended

** as proposed

OPERATING EXPENSES - MANAGEMENT DIVISION		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES	\$	1,438,172	\$ 1,788,820	\$ 1,777,866

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Maintenance Fund - Administrative Department - Facilities Maintenance Division

Summary:

* as amended

** as proposed

FACILITIES MAINTENANCE DIVISION - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 329,603	\$ 395,183	\$ 413,340
Materials and Supplies	103,170	154,250	133,250
Contractual Services	(573,293)	320,048	334,070
Other Charges	390,062	394,477	401,751
Subtotal	\$ 249,542	\$ 1,263,958	\$ 1,282,411
Inter-Dept. Charges	21,791	25,409	29,763
Total Operating Expenses	\$ 271,333	\$ 1,289,367	\$ 1,312,174

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Maintenance Fund - Administrative Department - Facilities Maintenance Division

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
6006012	6020	Supervisory	\$ 6,923	\$ 89,305	\$ 91,590
6006012	6230	Maintenance Workers	272,450	243,419	238,305
6006012	6580	Service Award	-	-	109
6006012	6620	Overtime	608	6,500	5,000
6006012	6622	Holiday Premium	2,020	2,000	2,150
6006012	6880	Uniform Allowance	220	240	240
6006012	6885	Device Reimbursement	3,600	3,300	3,300
6006012	6920	Unemployment Comp. Ins.	1,324	126	126
6006012	6925	Delaware Paid Leave Plan	-	1,379	1,363
6006012	6930	Social Security Taxes	21,446	26,374	26,063
6006012	6940	City Pension Plan	-	-	14,297
6006012	6941	Defined Contribution 401(a) Plan	6,283	6,425	6,869
6006012	6950	Term Life Insurance	399	428	428
6006012	6960	Group Hospitalization Ins.	12,212	13,266	20,449
6006012	6961	Long-Term Disability Ins.	105	104	121
6006012	6962	Dental Insurance	475	544	1,092
6006012	6963	Flexible Spending Account	-	63	63
6006012	6966	Retirement Health Savings Account	1,508	1,531	1,554
6006012	6967	Emergency Room Reimbursements	-	145	145
6006012	6968	Vision Insurance Premiums	30	34	76
TOTAL PERSONNEL SERVICES			\$ 329,603	\$ 395,183	\$ 413,340

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
6006013	7020	Heating Fuel	\$ 8,654	\$ 18,500	\$ 12,000
6006013	7110	Safety Shoes and Supplies	545	1,750	1,750
6006013	7130	Tools, Field Sup., & Small Eq.	3,244	4,000	4,000
6006013	7150	Office Supplies	236	500	500
6006013	7230	Janitorial Supplies	19,788	27,000	25,000
6006013	7250	Buildings and Grounds Maint. Supplies	70,703	100,000	90,000
6006013	7255	Vandalism Supplies	-	2,500	-
TOTAL MATERIALS & SUPPLIES			\$ 103,170	\$ 154,250	\$ 133,250

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Maintenance Fund - Administrative Department - Facilities Maintenance Division

Expenditures:

* as amended

** as proposed

CONTRACTUAL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
6006014	8020	Advertising	\$ -	\$ 500	\$ 700
6006014	8030	Casualty Insurance	8,697	9,486	16,254
6006014	8032	Insurance - Auto	4,205	3,152	2,933
6006014	8033	Insurance - Broker	1,369	1,445	1,445
6006014	8035	Insurance - Worker's Compensation	14,425	18,333	27,525
6006014	8050	Phone/Communications	1,801	1,800	2,300
6006014	8131	Information Technology Cont'l	26,638	26,092	27,779
6006014	8250	Buildings and Grounds Maint.	227,078	249,500	75,000
6006014	8255	Vandalism Cont'l	-	2,500	1,500
6006014	8312	Fleet & Facilities Services	2,984	7,240	3,634
6006014	8313	Self-Insurance Services	(860,490)	-	-
6006014	8550	Misc. Contracted Services	-	-	175,000
TOTAL CONTRACTUAL SERVICES			\$ (573,293)	\$ 320,048	\$ 334,070

* as amended

** as proposed

OTHER CHARGES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
6006015	9060	Depreciation Expense	\$ 31,764	\$ 26,373	\$ 32,631
6006015	9070	Training & Continuing Educ/Conf	720	1,000	1,000
6006015	9083	Stormwater Fees	167,367	175,000	175,000
6006015	9205	Debt Serv. Prin. - (ESCO)	126,247	130,137	134,228
6006015	9206	Debt Serv. Int. - (ESCO)	63,964	61,967	58,892
TOTAL OTHER CHARGES			\$ 390,062	\$ 394,477	\$ 401,751

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Maintenance Fund - Administrative Department - Facilities Maintenance Division

Expenditures:

* as amended

** as proposed

INTER-DEPT. CHARGES		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Billings and Accounting	\$	11,845	\$ 13,985	\$ 11,017
Electricity		2,212	1,937	2,388
Information Technology		7,734	9,487	12,900
Records		-	-	3,458
TOTAL INTER-DEPT. CHARGES	\$	21,791	\$ 25,409	\$ 29,763

* as amended

** as proposed

OPERATING EXPENSES - FACILITIES MAINTENANCE DIVISION		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES		\$ 271,333	\$ 1,289,367	\$ 1,312,174

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Maintenance Fund - Administrative Department - Facilities Maintenance Division

Expenditures:

* as amended

** as proposed

CAPITAL PROJECTS BUDGET				2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
6006016	9621	Buildings & Structures		\$ 115,431	\$ -	\$ -
TOTAL CAPITAL PROJECTS BUDGET				\$ 115,431	\$ -	\$ -

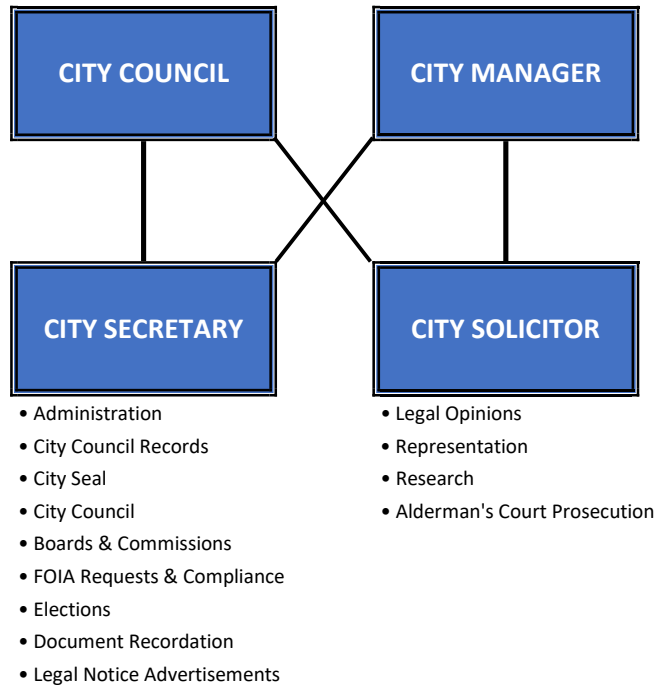
CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET

Maintenance Fund - Administrative Department - Facilities Maintenance Division

Expenditures:

CAPITAL PROJECT NUMBER AND DESCRIPTION	CURRENT RESOURCES	CAPITAL RESERVES	EQUIPMENT REPLACEMENT	GRANT RESOURCES	BOND ISSUES	STATE REVOLVING LOANS	AMERICAN RESCUE PLAN ACT	OTHER FINANCING
N2601 - ESCO 3: Re-Energized	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -
N2602 - Parks Maintenance Storage Facility	-	-	-	750,000	-	-	-	-
TOTAL FACILITIES MAINTENANCE DIVISION	\$ -	\$ -	\$ -	\$ 800,000	\$ -	\$ -	\$ -	\$ -

**CITY OF NEWARK, DELAWARE
LEGISLATIVE DEPARTMENT
ORGANIZATIONAL CHART**



**CITY OF NEWARK, DELAWARE
LEGISLATIVE DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

The Legislative Department provides clerical, administrative, research, and staff support to the Newark City Council, its appointed boards, commissions and committees, and both the City Solicitor and Deputy City Solicitor as well as electronic and paper document management for Council and permanent documents. The department is led by the City Secretary, who is appointed by City Council and also serves as the City Treasurer, and staffed by four additional team members – three full-time and one part-time.

The department serves as a liaison between citizens and City Council. It oversees agenda preparation for Council meetings, schedules meetings, advertises and provides public notification of hearings, and prepares the minutes of City Council and other committee meetings. The City's boards and commissions are also managed by this office, including all appointments, reappointments and resignations, and staffing the Board of Adjustment, Conservation Advisory Commission, Election Board, Diversity and Inclusion Commission, and other boards on an as needed basis. The staff also coordinates the City's elections in concert with the Election Board, which includes managing absentee ballots, locating and preparing polling places, managing voter registration lists, liaising with candidates and the Department of Elections, training poll workers, completing public notifications and ensuring fair, safe and accessible elections for all registered voters in Newark.

The City Secretary is the appointed FOIA Coordinator for the City and the office works with other departments for timely fulfillment of citizen requests and compliance with open meeting requirements.

This department is the City's record keeper for Council and permanent documents. Department staff ensure the official recording of numerous documents with the New Castle County Recorder of Deeds. Staff also processes lien certificates for every property transfer within the City of Newark, which provides the seller with all outstanding funds owed to the City as well as any open violations or permits prior to the transfer.

The City Secretary serves as the compliance officer charged with resolving cable television issues covered by the City's franchise agreements with providers.

The department processes applications for the Nuisance Abatement Plans in conjunction with the City's Code Enforcement Division.

This department also serves as the administrative arm of the legal section of the legislative branch of City government. The City Solicitor and Deputy City Solicitor rely on this office for research, drafting various documents, preparing case files, fulfilling discovery requests and full clerical support for the City's Alderman's Court.

**CITY OF NEWARK, DELAWARE
LEGISLATIVE DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Key accomplishments in 2025 include:

- Anticipate Staffing 69 Council and committee meetings in 2025, including 35 Council meetings, 9 Board of Adjustment meetings, 12 Conservation Advisory Commission meetings, 5 Election Board meetings, 6 Diversity and Inclusion Commission meetings, and 2 Ethics Board Meetings. This includes agendas, minutes, website postings, legal notices (where applicable), and agenda packets (where applicable).
- Continued administrative support of the Diversity and Inclusion Commission, Conservation Advisory Commission and Board of Adjustment.
- Began using AI Transcription to assist in the timely production and approval of meeting minutes, and have seen positive trends in the time it takes to complete meeting minutes.
- Processed 90 FOIA requests as of July 17, 2025, which is slightly down from previous years.
- Processed 264 lien certificate requests as of July 17, 2025, which continues to hold fairly steady from year to year.
- Processed 1,507 expungement orders as of July 28, 2025, which is a significant increase from the previous average of 120 per year. The primary reason for this significant increase is the change in the State Law under SB 111, Approved November 8, 2021, which created the automatic expungement process for certain eligible offenses.
- Coordinated the recordation of 44 documents with the New Castle County Recorder of Deeds, as of July 17, 2025, which already exceeds the annual average of 32 documents per year.
- Coordinated the discovery and document collection for 574 cases for 478 defendants of the Alderman's Court as of July 17, 2025. In 2024, the same period yielded 510 cases for 446 defendants, showing 2025 to be an increase over the number of cases previously processed.
- Drafted and Coordinated the approval of 14 Subdivision Agreements, as of July 17, 2025 which also exceeds the annual average of 9 per year.
- Oversaw the Annual Election as well as two special elections, one for the District 6 council position and one for the District 4 council position.
- Filled the vacant Administrative Professional position.

**CITY OF NEWARK, DELAWARE
LEGISLATIVE DEPARTMENT
2026 DEPARTMENTAL GOALS**

Goals for 2026 include:

- Successful execution of the 2026 Council elections.
- Continued enhancement of in-person/hybrid meetings to better engage the public and increase attendance.
- Continued Council member training as needed.
- Implementation and roll-out of the new Council/Board/Commissions/Committees agenda management software.
- Continued progress on the Legislative Services/City Secretary updated procedures manual.
- Continue promoting accessibility and transparency for the citizens of Newark to the records of the City and the legislative process.
- Updating and Streamlining processes for tasks completed with the Legislative Services Department.

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Legislative Department

Summary:

* as amended

** as proposed

LEGISLATIVE DEPARTMENT - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 900,188	\$ 929,922	\$ 687,675
Materials and Supplies	11,926	14,450	14,500
Contractual Services	596,035	852,262	834,172
Other Charges	30,230	22,000	16,000
Subtotal	\$ 1,538,379	\$ 1,818,634	\$ 1,552,347
Inter-Dept. Charges	(248,520)	(233,644)	(119,084)
Total Operating Expenses	\$ 1,289,859	\$ 1,584,990	\$ 1,433,263

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Legislative Department

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111132	6020	Supervisory	\$ 100,205	\$ 104,161	\$ 100,205
0111132	6080	Clerical	182,526	188,244	202,332
0111132	6090	Digital Records Employees	165,732	174,767	-
0111132	6400	Mayor and Council	110,862	112,300	112,300
0111132	6580	Service Award	2,637	2,486	2,967
0111132	6590	Sick Pay	2,209	-	-
0111132	6600	Part-Time	36,155	31,361	33,708
0111132	6620	Overtime	18,648	20,000	20,000
0111132	6885	Device Reimbursement	600	600	600
0111132	6920	Unemployment Comp. Ins.	1,034	756	504
0111132	6925	Delaware Paid Leave Plan	-	2,536	1,888
0111132	6930	Social Security Taxes	46,331	48,495	36,117
0111132	6940	City Pension Plan	60,639	66,352	77,461
0111132	6941	Defined Contribution 401(a) Plan	21,893	21,448	4,051
0111132	6950	Term Life Insurance	2,339	2,082	1,491
0111132	6960	Group Hospitalization Ins.	111,134	120,876	67,054
0111132	6961	Long-Term Disability Ins.	592	502	367
0111132	6962	Dental Insurance	5,397	6,180	3,368
0111132	6963	Flexible Spending Account	189	189	126
0111132	6965	Post-Employment Benefits	23,274	17,710	17,710
0111132	6966	Retirement Health Savings Account	7,483	7,655	4,662
0111132	6967	Emergency Room Reimbursements	-	870	580
0111132	6968	Vision Insurance Premiums	309	352	184
TOTAL PERSONNEL SERVICES			\$ 900,188	\$ 929,922	\$ 687,675

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111133	7150	Office Supplies	\$ 2,800	\$ 5,000	\$ 4,500
0111133	7160	Books, Periodicals, Etc.	8,116	6,750	7,500
0111133	7210	Election Expenses	-	1,500	1,500
0111133	7550	Miscellaneous Supplies	1,010	1,200	1,000
TOTAL MATERIALS & SUPPLIES			\$ 11,926	\$ 14,450	\$ 14,500

CITY OF NEWARK, DELAWARE

2026 OPERATING BUDGET

General Fund - Legislative Department

Expenditures:

* as amended

** as proposed

CONTRACTUAL SERVICES				2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111134	8020	Advertising	\$	16,886	\$ 25,000	\$ 20,000
0111134	8030	Casualty Insurance		17,075	18,542	16,254
0111134	8033	Insurance - Broker		2,688	2,825	2,825
0111134	8035	Insurance - Worker's Compensation		1,408	1,746	2,202
0111134	8050	Phone/Communications		248	300	300
0111134	8060	DE League of Local Govt.		-	6,300	6,300
0111134	8131	Information Technology Cont'l		17,536	18,570	29,354
0111134	8160	City Solicitor & Deputy		396,850	375,000	375,000
0111134	8161	Lobbyist		56,000	57,000	58,000
0111134	8162	Legal/Consulting Services		24,643	200,000	175,000
0111134	8163	Codification of Ordinance		6,216	12,000	10,000
0111134	8210	Election Expenses		22,372	35,000	30,000
0111134	8312	Fleet & Facilities Services		23,341	86,979	88,437
0111134	8550	Misc. Contracted Svc.		1,262	3,000	2,500
0111134	8741	Special Council Events		9,510	10,000	18,000
TOTAL CONTRACTUAL SERVICES				\$ 596,035	\$ 852,262	\$ 834,172

* as amended

** as proposed

OTHER CHARGES				2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111135	9020	Mileage & Small Bus. Exp.	\$	138	\$ 2,000	\$ 1,000
0111135	9060	Depreciation Expense		25,803	-	-
0111135	9070	Training & Continuing Educ/Conf		4,289	20,000	15,000
TOTAL OTHER CHARGES				\$ 30,230	\$ 22,000	\$ 16,000

*Please note in addition to staff related training, object 9070 - Training & Continuing Educ/Conf includes funds for Mayor and Council related training.

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Legislative Department

Expenditures:

* as amended

** as proposed

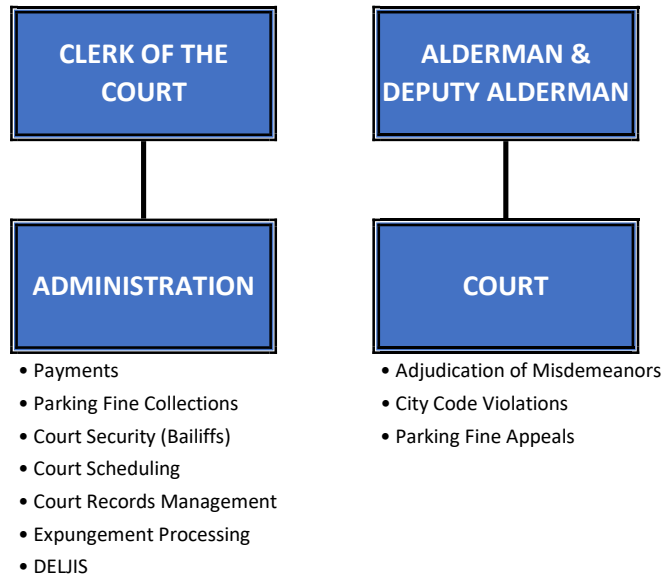
INTER-DEPT. CHARGES		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Billings and Accounting	\$	38,074	\$ 43,175	\$ 20,070
Electricity Used		9,257	8,106	9,992
Information Technology		105,514	123,339	72,584
Mailroom and Postage		1,248	1,413	715
Printing and Reproduction		126	143	143
Records		(68,631)	(71,925)	3,495
Services to Utility Funds		(334,108)	(337,895)	(226,083)
TOTAL INTER-DEPT. CHARGES	\$	(248,520)	\$ (233,644)	\$ (119,084)

* as amended

** as proposed

OPERATING EXPENSES - LEGISLATIVE DEPARTMENT		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES	\$	1,289,859	\$ 1,584,990	\$ 1,433,263

**CITY OF NEWARK, DELAWARE
JUDICIAL DEPARTMENT - ALDERMAN'S COURT
ORGANIZATIONAL CHART**



**CITY OF NEWARK, DELAWARE
JUDICIAL DEPARTMENT - ALDERMAN'S COURT
2026 DEPARTMENTAL NARRATIVE**

The Alderman's Court is designated as Court No. 40 and falls under the jurisdiction of the State of Delaware Chief Justice. All Traffic and Criminal Misdemeanors in and for the City of Newark are handled in the Alderman's Court. The Alderman (judge) is required to be an attorney, licensed in the State of Delaware, recommended by City Council, appointed by the Governor and confirmed by the Senate. The Alderman serves in the capacity of the Chief Alderman in the State of Delaware, as this is the largest Alderman's Court in the State. A Deputy Alderman is also appointed to serve on the bench in the absence of the Alderman.

The Alderman's Court has jurisdiction over all traffic, criminal misdemeanors and parking violations in the City limits of Newark. This also includes building and animal code violations. The Court is in session three times a week consisting of Tuesday, Wednesday and Thursday weekly and the first Friday of the month. All court sessions are from 8:00 am to 10:00 am. Parking appeals can be heard on Tuesday and Wednesday from 8:00 am to 10:00 am.

The goals of the Alderman's Court are to provide professionalism in support toward defendants, the Alderman and the City; and maintain administrative and financial reports to the City Council and State of Delaware.

This office has a staff of eight, including the Clerk of the Court who is responsible for the daily operation of the Court and reports to the Alderman on judicial matters and to the City Manager on administrative practices. The office is responsible for maintenance of court proceedings, scheduling of arraignments and trials, payment of fines, parking tickets, code violations, collection and disbursement of fines and other funds within the city and the State of Delaware.

In 2024, a total of 8,288 cases were filed in the City of Newark Alderman's Court and of those 8,288 cases, 1,780 were issued for non-moving violations and 6,508 were issued for moving violations.

**CITY OF NEWARK, DELAWARE
JUDICIAL DEPARTMENT - ALDERMAN'S COURT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Key accomplishments in 2025 include:

- Since the pandemic, Alderman's Court started processing traffic PBJ's and Plea in Absentias by mail which the court will continue to do on a case by case basis.
- The bailiffs will continue to work in the front atrium and the courtroom as part of their regular duties. With the addition of a fourth P/T bailiff and to increase security, a metal detector and x-ray machine have been added to the atrium.
- Alderman's Court continues to make improvements to enhance customer service and increase security. Such measures include:
 - Installation of security cameras in the courtroom and the lobby, as well as a TV monitor in the lobby.
 - The addition of a fourth P/T bailiff will also help with customer service and security to the courtroom.
 - The bailiffs have assisted court personnel with the daily operations of the office as well as providing security to court and the city.
- Language Link continues to provide interpreters for trials and arraignments and for translation for incoming phone calls and has assisted the Judges and officers with the court process.

**CITY OF NEWARK, DELAWARE
JUDICIAL DEPARTMENT - ALDERMAN'S COURT
2026 DEPARTMENTAL GOALS**

Goals for 2026 include:

The goals of the Alderman's Court are to provide professionalism in support toward defendants, the Alderman and the City; and maintain administrative and financial reports to the City Council and State of Delaware.

- Continue to submit timely reports to the City of Newark and State of Delaware reflecting the collection of all parking, criminal and traffic revenue.
- Adjudicate most misdemeanors within 90 days of offense unless the trial calendar, City Solicitor or the attorney's schedule dictates differently.
- Continue to promote the Probation before Judgment program to offenders for their first offense.
- Hold at least 2 training sessions for staff in T2, DELJIS and the Microsoft office suite to promote increased productivity.
- Continue to work with the records management team to comply with appropriate destruction practices for records with the State of Delaware.
- Continue to keep staff and court as safe as possible by employing 4 P/T bailiffs to monitor the x-ray machine and metal detector, as well as monitoring the courtroom.
- Continue to perform daily duties while safely operating.

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Judicial Department - Alderman's Court

Summary:

* as amended

** as proposed

JUDICIAL DEPARTMENT - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 562,570	\$ 619,412	\$ 653,232
Materials and Supplies	4,775	8,300	8,550
Contractual Services	90,986	108,378	118,084
Other Charges	1,497	2,617	2,617
Subtotal	\$ 659,828	\$ 738,707	\$ 782,483
Inter-Dept. Charges	52,728	59,869	89,797
Total Operating Expenses	\$ 712,556	\$ 798,576	\$ 872,280

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Judicial Department - Alderman's Court

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111152	6020	Supervisory	\$ 81,688	\$ 87,030	\$ 94,084
0111152	6060	Customer Service	176,838	189,183	200,972
0111152	6410	Alderman*	62,404	66,848	69,522
0111152	6420	Bailiffs	104,196	115,165	123,451
0111152	6580	Service Award	1,451	1,369	4,549
0111152	6590	Sick Pay	3,549	3,616	4,300
0111152	6620	Overtime	-	1,000	1,000
0111152	6885	Device Reimbursement	600	600	600
0111152	6920	Unemployment Comp. Ins.	1,415	378	378
0111152	6925	Delaware Paid Leave Plan	-	1,859	1,994
0111152	6930	Social Security Taxes	32,886	35,558	38,134
0111152	6940	City Pension Plan	33,036	48,312	53,223
0111152	6941	Defined Contribution 401(a) Plan	9,795	10,050	5,645
0111152	6950	Term Life Insurance	1,109	1,182	1,239
0111152	6960	Group Hospitalization Ins.	36,198	39,341	35,992
0111152	6961	Long-Term Disability Ins.	278	276	302
0111152	6962	Dental Insurance	1,841	2,109	2,256
0111152	6965	Post-Employment Benefits	12,147	11,900	11,900
0111152	6966	Retirement Health Savings Account	3,017	3,062	3,108
0111152	6967	Emergency Room Reimbursements	-	435	435
0111152	6968	Vision Insurance Premiums	122	139	148
TOTAL PERSONNEL SERVICES			\$ 562,570	\$ 619,412	\$ 653,232

*Please be advised that the Alderman's 2026 salary includes a 4% increase.

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111153	7040	Firearm Supplies	\$ 1,219	\$ 3,500	\$ 3,500
0111153	7140	Uniforms	188	2,300	2,300
0111153	7150	Office Supplies	3,368	2,500	2,750
TOTAL MATERIALS AND SUPPLIES			\$ 4,775	\$ 8,300	\$ 8,550

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Judicial Department - Alderman's Court

Expenditures:

* as amended

** as proposed

CONTRACTUAL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111154	8030	Casualty Insurance	\$ 7,148	\$ 7,762	\$ 16,254
0111154	8033	Insurance - Broker	1,125	1,183	1,183
0111154	8035	Insurance - Worker's Compensation	4,928	6,111	8,808
0111154	8040	Merchant Fees and Discounts	57,493	50,450	50,000
0111154	8050	Phone/Communications	135	200	200
0111154	8131	Information Technology Cont'l	10,124	10,532	11,553
0111154	8300	Mach. & Equip. Maintenance	-	2,800	-
0111154	8312	Fleet & Facilities Services	9,226	28,140	28,586
0111154	8550	Misc. Contracted Svc.	807	1,200	1,500
TOTAL CONTRACTUAL SERVICES			\$ 90,986	\$ 108,378	\$ 118,084

* as amended

** as proposed

OTHER CHARGES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111155	9060	Depreciation Expense	\$ 1,417	\$ 1,417	\$ 1,417
0111155	9070	Training & Continuing Educ/Conf	80	1,200	1,200
TOTAL OTHER CHARGES			\$ 1,497	\$ 2,617	\$ 2,617

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Judicial Department - Alderman's Court

Expenditures:

* as amended

** as proposed

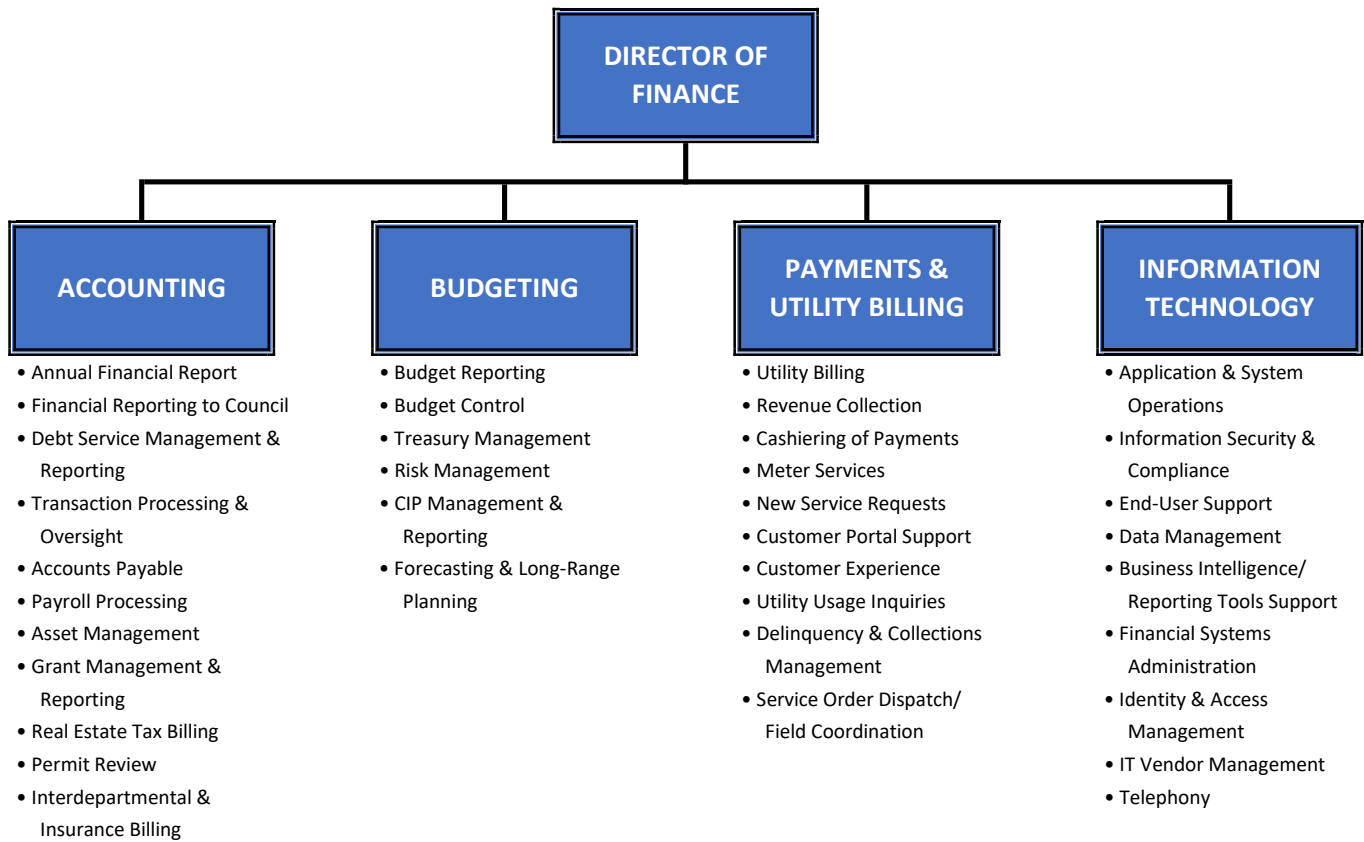
INTER-DEPT. CHARGES		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Billings and Accounting	\$	12,214	\$ 13,912	\$ 13,844
Electricity Used		4,047	3,543	4,368
Information Technology		23,200	28,463	32,974
Mailroom and Postage		403	456	490
Printing and Reproduction		86	97	97
Records		12,778	13,398	38,024
TOTAL INTER-DEPT. CHARGES	\$	52,728	\$ 59,869	\$ 89,797

* as amended

** as proposed

OPERATING EXPENSES - JUDICIAL DEPARTMENT		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES	\$	712,556	\$ 798,576	\$ 872,280

**CITY OF NEWARK, DELAWARE
FINANCE DEPARTMENT
ORGANIZATIONAL CHART**



**CITY OF NEWARK, DELAWARE
FINANCE DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

The Finance Department serves as the central hub for the City of Newark’s financial operations, reporting, and services. It includes five key divisions: Financial Management, Accounting, Budgeting, Payments & Utility Billing (PUB), and Information Technology (IT). The department plays a critical role in supporting both internal stakeholders, including City leadership and staff, and external stakeholders such as residents, businesses, and partner agencies.

Accounting

The Accounting Division ensures the City’s financial integrity, transparency, and compliance. Its responsibilities include:

- **Financial Reporting & Accountability:** Accurately recording and presenting financial data for decision-making and regulatory compliance.
- **Asset and Liability Management:** Safeguarding and managing City assets such as cash, receivables, infrastructure, and pension funds; recording liabilities like accounts payable, long-term debt, and capital leases.
- **Revenue Recognition & Billing:** Administering property tax and other revenue billing functions.
- **Disbursement of Funds:** Ensuring timely and accurate processing of payroll and accounts payable.
- **Additional Oversight:** Managing the City’s investment portfolio, liability insurance, risk management and oversight of all City funds.

Budgeting

The Budget Division, in coordination with the City Manager and Finance Director, develops and manages the City’s financial planning documents:

- **Annual Operating Budget (OPEX)**
- **Five-Year Capital Improvement Program (CIP)**

These plans provide a strategic framework for delivering services, supporting infrastructure, and aligning City priorities with available resources. For Fiscal Year 2025, the total budget is \$123.5 million, including a net capital budget of \$8.6 million.

Key responsibilities include:

- Forecasting revenues and expenditures
- Analyzing fiscal trends and monitoring performance
- Managing debt service
- Recommending utility and tax rates
- Collaborating with departments to identify resource needs

Following staff review and a public hearing, the proposed budget is adopted by City Council.

**CITY OF NEWARK, DELAWARE
FINANCE DEPARTMENT
2026 DEPARTMENTAL NARRATIVE**

Payments and Utility Billing (PUB)

The PUB Division is responsible for customer support, billing and revenue collection for the City's utility services including electric, water, sewer, and stormwater.

Key services include:

- Starting and ending utility service accounts
- Generating monthly bills using the City's smart meter system
- Processing payments and resolving billing inquiries
- Managing delinquent accounts and collections
- Educating customers about utility services and City programs

Billing cycles are staggered to ensure smooth daily operations. The division serves both residential and commercial customers, including those outside City limits who receive Newark water services.

Information Technology (IT)

The IT Division maintains the City's digital infrastructure and supports all departments, buildings and users. IT's role is essential for operational efficiency, innovation, and data security.

Core responsibilities include:

- Providing technical support to staff and workstations
- Administering network and communications systems
- Managing servers and enterprise software
- Supporting website and application development
- Researching and implementing new technologies
- Overseeing cybersecurity and responding to incidents
- Delivering employee training and user support

The IT team ensures the City's technology environment remains reliable, secure, and responsive to evolving municipal needs.

**CITY OF NEWARK, DELAWARE
FINANCE DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Key accomplishments in 2025 include:

The Finance Department supports all projects/programs within all City departments, both directly and indirectly. Key accomplishments for 2025 include:

Accounting:

- Awarded the “Certificate of Achievement for Excellence in Financial Reporting” by the Government Officers Association (GFOA) for the 2023 Annual Comprehensive Financial Report.
- Submitted the Annual Comprehensive Financial Report for 2024 to the GFOA for consideration of the “Certificate of Achievement for Excellence in Financial Reporting”.
- Received an unmodified audit opinion and no material weaknesses based on the audit of the City’s financial statements for the year ended December 31, 2024 by CliftonLarsonAllen LLP.

Budget:

Accomplishments of the budget program include:

- Actively worked on union negotiations with FOP and AFSCME 1670 over the past year.
- Actively managed the City’s \$18.1 million from the American Rescue Plan Act.
- Continued to work on preserving the financial health of the City to meet our short-term and long-term needs and requirements.
- Worked with directors to help find the resources needed to fund departmental budgetary shortfalls as they occurred during the year due to supply-chain constraints and inflationary increases.
- Participated in six meetings with City Council from August 2025 to November 2025, to deliberate on the 2026 Recommended Approved Operating Budget and 2026 to 2030 Capital Improvement Program, providing a platform for discussion and education among Council members, residents and our business community, ultimately resulting in the approval of these important financial documents.

Payments and Utility Billing (PUB):

- Renewable Energy Program: Enrolled 5,843 customers in 2024, representing over 43% of the City’s electric accounts (up from 5,524 customers and 41% in 2023).
- Continued collaboration with DEMEC and Efficiency Smart to provide low-cost or no-cost energy efficiency services to the City’s electric customers.
- Maintained the relationship with Catholic Charities and Efficiency Smart, ensuring energy education is completed prior to releasing City funds.

**CITY OF NEWARK, DELAWARE
FINANCE DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Payments and Utility Billing (PUB) (continued):

- Worked with our utility customers to create payment arrangements and acquire grant eligibility to help our residents and commercial customers.
- Worked with utility customers to create payment arrangements, access grant eligibility, and support new account setups. Assisted customers with Autopay enrollment through the new Harris SilverBlaze customer portal.
- Processed 5,751 move-in and move-out transactions in 2024 (42% of electric accounts) and 5,064 in 2025 (37%).
- Attended training sessions to enhance customer service skills and ensure effective support for residents and commercial customers.

Information Technology (IT) Applications:

- Implemented SQL Server Reporting Services for utility bill print in March. This change allows bills to be generated and presented to customers immediately instead of waiting 24 hours. It saves staff time by cutting unnecessary processing in Utility Billing.
- Staff participated in multiple pilot groups with our utility vendor to test new versions of customer service (CSR7) and billing software (Biller 7), ensuring Newark's needs are considered for future releases.
- Partnered with the Electric Department to launch the new Outage Management System in August. Residents can now report issues, see restoration progress on a live map, and sign up for text alerts, reducing call volume during outages.
- Worked closely with Finance to make sure system changes were in place to comply with new state legislation (HB62) affecting utility billing and collections.
- This October, Newark will host the annual Tyler User Group Conference for Delaware clients. This is an opportunity for peer cities to collaborate, share solutions, and strengthen use of our Tyler software systems.
- Upgraded Tyler Employee, and Vendor to Tyler Employee, and Vendor Access solutions. These upgraded solutions use Tyler Identity providing a more streamlined and secure process, requiring employees to use their active directory account for login, and allowing vendors to register using their Google, Apple, Microsoft and Facebook platforms logins (By end of 2025).
- Staff continued professional development pursuits by attending conferences.

**CITY OF NEWARK, DELAWARE
FINANCE DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Information Technology (IT) Infrastructure:

- Improved cybersecurity resiliency by upgrading to a Managed Detection and Response (MDR) platform. This solution provides 24x7 monitoring and threat detection across all endpoints, ensuring continuous visibility and faster response to any potential threats.
- Strengthened network security posture by upgrading to a Next-Generation Firewall (NGFW) solution. The new NGFW includes advance capabilities such as application visibility, content/DNS filtering, deep packet inspection, and intrusion prevention allowing staff to be more proactive in threat detection and mitigation.
- Successfully migrated on-premises Exchange email server to a cloud-based solution, proving a more reliable, secure, and scalable email infrastructure.
- Extended the City's fiber-optic network along New London Road and South College Avenue to improve connectivity to remote assets and facilities. This expansion enabled high-speed, secure network access for several locations, including the George Wilson Center and the Historic Train Station.
- Successfully deployed the necessary server and network infrastructure to support the City's new Outage Management System (OMS). This implementation included integration with many existing platforms and systems to improve customer communication through an outage portal, texting service, and interactive voice response system.
- Implemented a Security Information and Event Management (SIEM) solution to enhance visibility across the IT environment. This solution centralizes the collection, analysis, and retention of system and security logs.
- Completed a citywide upgrade to Windows 11 to ensure all workstations remain on a supported Microsoft operating system.
- Served as a committee member for Delaware's State and Local Cybersecurity Grant Program (SLCGP), contributing to statewide planning and coordination efforts. Successfully secured \$338,019 in grant funding through the program to enhance the City's defensive capabilities.
- Conducted a comprehensive tabletop exercise to evaluate the City's preparedness for cybersecurity incidents and major service disruptions. This exercise helped validate existing procedures, identify areas for improvement, and strengthen the coordination and communication with our response teams.
- Provisioned and configured dedicated server infrastructure to support the launch of the Police Department's new behavioral health response program.
- Completed the accessibility upgrade project for the Council Chamber A/V system.
- Worked with the Electric Department to deploy 28 new surveillance cameras.

**CITY OF NEWARK, DELAWARE
FINANCE DEPARTMENT
2025 DEPARTMENTAL ACCOMPLISHMENTS**

Information Technology (IT) Infrastructure (continued):

- Participated in the Delaware Technical Community College work-based learning program. This has allowed the City to hire interns during each semester at no cost while assisting these students with entry level workforce experience.
- Staff continued professional development pursuits with attending conferences and seminars, fulfilling continuing education requirements.

**CITY OF NEWARK, DELAWARE
FINANCE DEPARTMENT
2026 DEPARTMENTAL GOALS**

Goals for 2026 include:

1. Achieve Continued Recognition for Financial Reporting Excellence

- a. Maintain national recognition from the Government Finance Officers Association (GFOA) for excellence in financial reporting through the submission of the City's 2025 Annual Comprehensive Financial Report (ACFR).

2. Advance Long-Term Fiscal Sustainability

- a. Continue collaborating with the City Manager and departments to refine and implement a long-range financial strategy to close the operating budget gap while preserving or enhancing public services.

3. Enhance Financial Integrity and Efficiency

- a. Ensure accurate and timely accounting of all financial transactions.
- b. Improve reporting transparency and streamline disbursement processes.
- c. Strengthen risk management and maintain adequate insurance coverage at the lowest possible cost.

4. Deliver a Strategic, Inclusive Budget Process

- a. Prepare the 2026 operating budget and 2026–2030 Capital Improvement Program (CIP) in compliance with the City Charter and statutory deadlines.
- b. Forecast revenues and expenditures to maintain adequate reserves and enhance participatory budgeting through close coordination with departments and stakeholders.
- c. Ensure resource allocation decisions are aligned with City priorities and deliver measurable results.

5. Improve Utility Billing Operations and Data Management

- a. Maximize use of the Utility Billing system to enhance meter data accuracy, revenue tracking, and service responsiveness.
- b. Strengthen analytics for utility consumption and improve forecasting capabilities.
- c. Enhance customer support and outreach, with a focus on transparency and education.

6. Leverage Grant Funding for Community Impact

- a. Collaborate with the City Council, City Manager, and external partners to pursue, secure, and manage state and federal grant opportunities to fund infrastructure, sustainability, and community-focused initiatives.

**CITY OF NEWARK, DELAWARE
FINANCE DEPARTMENT
2026 DEPARTMENTAL GOALS**

7. Cultivate a High-Performing Finance & IT Team

- a. Foster a culture of continuous improvement, training, and innovation across Finance and Information Technology.
- b. Expand professional development and technical certifications to keep pace with evolving business needs.

8. Strengthen Cybersecurity and Technology Infrastructure

- a. Continue enhancing the City's cybersecurity framework to mitigate risk and safeguard data.
- b. Complete strategic upgrades to IT infrastructure to improve efficiency, security, and resilience.

9. Drive Innovation in Technology and Service Delivery

- a. Ensure all business-critical applications remain current and secure.
- b. Implement technology solutions that streamline internal operations and improve resident interactions.
- c. Solicit user feedback to recommend and deploy efficiency-driven improvements citywide.

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**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Finance Department

Summary:

* as amended

** as proposed

FINANCE DEPARTMENT - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 1,949,261	\$ 2,152,421	\$ 2,121,900
Materials and Supplies	23,418	14,350	11,850
Contractual Services	251,448	297,452	326,320
Other Charges	51,522	48,022	36,308
Subtotal	\$ 2,275,649	\$ 2,512,245	\$ 2,496,378
Inter-Dept. Charges	(1,890,792)	(2,069,684)	(2,041,851)
Total Operating Expenses	\$ 384,857	\$ 442,561	\$ 454,527

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Finance Department

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111102	6020	Supervisory	\$ 295,284	\$ 329,050	\$ 296,772
0111102	6040	Accounting	336,094	373,570	390,357
0111102	6050	Information Technology	88,251	93,022	99,970
0111102	6060	Customer Service	403,602	429,860	439,889
0111102	6270	Meter Readers	-	22,304	17,732
0111102	6580	Service Award	16,308	12,167	21,850
0111102	6590	Sick Pay	12,182	11,192	12,040
0111102	6600	Part-Time	41,580	44,800	47,488
0111102	6620	Overtime	23,852	24,000	24,000
0111102	6885	Device Reimbursement	1,800	1,800	1,800
0111102	6920	Unemployment Comp. Ins.	1,942	1,638	1,638
0111102	6925	Delaware Paid Leave Plan	-	5,188	5,077
0111102	6930	Social Security Taxes	89,152	102,337	103,283
0111102	6940	City Pension Plan	167,313	233,156	280,369
0111102	6941	Defined Contribution 401(a) Plan	55,012	52,031	10,194
0111102	6950	Term Life Insurance	4,717	5,057	5,161
0111102	6960	Group Hospitalization Ins.	301,498	326,723	277,694
0111102	6961	Long-Term Disability Ins.	1,328	1,253	1,317
0111102	6962	Dental Insurance	13,471	15,343	15,376
0111102	6963	Flexible Spending Account	567	504	504
0111102	6964	Health Savings Account	3,400	3,400	5,100
0111102	6965	Post-Employment Benefits	78,139	47,550	47,550
0111102	6966	Retirement Health Savings Account	13,052	13,779	13,986
0111102	6967	Emergency Room Reimbursements	-	1,885	1,885
0111102	6968	Vision Insurance Premiums	717	812	868
TOTAL PERSONNEL SERVICES			\$ 1,949,261	\$ 2,152,421	\$ 2,121,900

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111103	7130	Tools,Field Sup.,Small Equip.	\$ 9,251	\$ 1,000	\$ 1,000
0111103	7131	Information Technology Supplies	-	1,250	1,250
0111103	7150	Office Supplies	7,164	6,000	6,000
0111103	7160	Books, Periodicals, Etc.	-	-	500
0111103	7170	Postage	-	100	100
0111103	7180	Billing & Collec. Supplies	7,003	6,000	3,000
TOTAL MATERIALS & SUPPLIES			\$ 23,418	\$ 14,350	\$ 11,850

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Finance Department

Expenditures:

* as amended

** as proposed

CONTRACTUAL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111104	8020	Advertising	\$ 439	\$ 1,500	\$ 1,000
0111104	8030	Casualty Insurance	19,457	21,129	22,188
0111104	8032	Insurance - Auto	1,941	1,576	1,676
0111104	8033	Insurance - Broker	3,063	3,219	3,219
0111104	8035	Insurance - Worker's Compensation	2,112	2,619	3,303
0111104	8040	Merchant Fees and Discounts	29,877	21,750	25,000
0111104	8050	Phone/Communications	-	-	150
0111104	8131	Information Technology Cont'l	51,986	54,812	75,386
0111104	8170	Auditing Fees	72,515	71,500	72,500
0111104	8312	Fleet & Facilities Services	27,910	79,347	81,898
0111104	8550	Misc. Contracted Svc.	42,148	40,000	40,000
TOTAL CONTRACTUAL SERVICES			\$ 251,448	\$ 297,452	\$ 326,320

* as amended

** as proposed

OTHER CHARGES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111105	9010	Bad Debt Expense	\$ -	\$ -	\$ 1,000
0111105	9020	Mileage & Small Bus. Exp.	-	500	250
0111105	9060	Depreciation Expense	42,925	31,522	20,058
0111105	9070	Training & Continuing Educ/Conf	8,597	16,000	15,000
TOTAL OTHER CHARGES			\$ 51,522	\$ 48,022	\$ 36,308

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Finance Department

Expenditures:

* as amended

** as proposed

INTER-DEPT. CHARGES		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Finance	\$	(752,170)	\$ (746,810)	\$ (819,454)
Electricity Used		10,726	9,392	11,577
Information Technology		100,540	123,345	158,242
Mailroom and Postage		1,404	1,590	1,625
Printing and Reproduction		420	477	474
Records		2,050	2,147	3,601
Utility Billing		(1,253,762)	(1,459,825)	(1,397,916)
TOTAL INTER-DEPT. CHARGES	\$	(1,890,792)	\$ (2,069,684)	\$ (2,041,851)

* as amended

** as proposed

OPERATING EXPENSES - FINANCE DEPARTMENT		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES	\$	384,857	\$ 442,561	\$ 454,527

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Finance Department - Information Technology Division

Summary:

* as amended

** as proposed

INFORMATION TECHNOLOGY DIVISION - SUMMARY	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>OPERATING EXPENSES</u>			
Personnel Services	\$ 1,214,804	\$ 1,487,374	\$ 1,540,904
Materials and Supplies	41,932	50,519	144,471
Contractual Services	507,622	702,473	875,477
Other Charges	318,176	357,974	438,961
Subtotal	\$ 2,082,534	\$ 2,598,340	\$ 2,999,813
Inter-Dept. Charges	(2,082,534)	(2,598,340)	(2,999,813)
Total Operating Expenses	\$ -	\$ -	\$ -

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Finance Department - Information Technology Division

Expenditures:

* as amended

** as proposed

PERSONNEL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111162	6020	Supervisory	\$ 228,309	\$ 248,082	\$ 258,472
0111162	6050	Information Technology	539,092	670,168	709,043
0111162	6580	Service Award	11,897	11,346	11,840
0111162	6590	Sick Pay	2,602	3,953	1,655
0111162	6620	Overtime	7,885	9,000	9,000
0111162	6621	Shift Differential	151	500	-
0111162	6885	Device Reimbursement	4,450	6,600	6,600
0111162	6920	Unemployment Comp. Ins.	1,169	1,260	1,260
0111162	6925	Delaware Paid Leave Plan	-	3,512	3,484
0111162	6930	Social Security Taxes	57,367	72,648	76,241
0111162	6940	City Pension Plan	64,334	127,072	170,306
0111162	6941	Defined Contribution 401(a) Plan	33,029	39,942	4,929
0111162	6950	Term Life Insurance	3,104	3,225	3,535
0111162	6960	Group Hospitalization Ins.	195,744	234,691	226,600
0111162	6961	Long-Term Disability Ins.	899	938	1,049
0111162	6962	Dental Insurance	9,031	11,223	12,570
0111162	6963	Flexible Spending Account	336	252	378
0111162	6964	Health Savings Account	3,400	3,400	2,550
0111162	6965	Post-Employment Benefits	43,309	26,830	26,830
0111162	6966	Retirement Health Savings Account	8,237	10,717	12,432
0111162	6967	Emergency Room Reimbursements	-	1,450	1,450
0111162	6968	Vision Insurance Premiums	459	565	680
TOTAL PERSONNEL SERVICES			\$ 1,214,804	\$ 1,487,374	\$ 1,540,904

* as amended

** as proposed

MATERIALS AND SUPPLIES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111163	7130	Tools, Field Sup., & Small Eq.	\$ 37,992	\$ 43,519	\$ 137,971
0111163	7136	Software	925	1,500	1,500
0111163	7150	Office Supplies	2,880	5,000	4,500
0111163	7550	Miscellaneous Supplies	135	500	500
TOTAL MATERIALS & SUPPLIES			\$ 41,932	\$ 50,519	\$ 144,471

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

General Fund - Finance Department - Information Technology Division

Expenditures:

* as amended

** as proposed

CONTRACTUAL SERVICES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111164	8020	Advertising	\$ 516	\$ 1,200	\$ -
0111164	8030	Casualty Insurance	11,515	12,505	13,313
0111164	8033	Insurance - Broker	1,813	1,905	1,905
0111164	8035	Insurance - Worker's Compensation	1,408	1,746	2,202
0111164	8050	Phone/Communications	4,483	4,500	4,560
0111164	8136	Subscription Services (Software or SAAS)	347,303	439,000	615,179
0111164	8137	Leased Equipment (Contractual)	109,833	146,695	142,827
0111164	8312	Fleet & Facilities Services	11,777	35,922	36,491
0111164	8550	Misc. Contracted Svc.	18,974	59,000	59,000
TOTAL CONTRACTUAL SERVICES			\$ 507,622	\$ 702,473	\$ 875,477

* as amended

** as proposed

OTHER CHARGES			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
0111165	9060	Depreciation Expense	\$ 304,491	\$ 329,774	\$ 421,761
0111165	9070	Training & Continuing Educ/Conf	13,685	28,200	17,200
TOTAL OTHER CHARGES			\$ 318,176	\$ 357,974	\$ 438,961

CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET

General Fund - Finance Department - Information Technology Division

Expenditures:

* as amended

** as proposed

INTER-DEPT. CHARGES		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Billings and Accounting	\$	35,766	\$ 41,141	\$ 44,459
Electricity Used		5,166	4,523	5,576
Information Technology		(2,132,134)	(2,664,154)	(3,062,130)
Other Indirect Charges		8,536	20,000	8,536
Printing and Reproduction		132	150	150
Records		-	-	3,596
TOTAL INTER-DEPT. CHARGES	\$	(2,082,534)	\$ (2,598,340)	\$ (2,999,813)

* as amended

** as proposed

OPERATING EXPENSES - INFORMATION TECHNOLOGY DIVISION		2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
TOTAL OPERATING EXPENSES	\$	-	\$ -	\$ -

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Debt Service Fund

Summary:

* as amended

** as proposed

DEBT SERVICE	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
Fund Balance - January 1st	\$ 42,034	\$ 42,034	\$ 42,034
<u>Receipts</u>			
Transfer from Other Funds	\$ 743,040	\$ 1,253,844	\$ 1,181,141
Total Receipts	\$ 743,040	\$ 1,253,844	\$ 1,181,141
<u>Disbursements</u>			
Debt Service Interest - 2024 Vehicle/Equipment Leases	\$ -	\$ 27,954	\$ 65,883
Debt Service Interest - 2025 Vehicle/Equipment Leases	-	-	8,499
Debt Service Interest - Unit 423 Lease Payment	-	10,295	-
Debt Service Interest - Unit 511 Lease Payment	3,826	3,315	2,785
Debt Service Interest - Unit 522 Lease Payment	-	6,000	4,987
Debt Service Interest - Unit 528 Lease Payment	4,943	3,466	1,950
Debt Service Interest - Unit 554 Lease Payment	-	9,266	7,081
Debt Service Interest - Unit 916 Lease Payment	810	810	-
Debt Service Interest - Unit 928 Lease Payment	788	788	-
Debt Service Interest - Unit 931 Lease Payment	810	810	-
Debt Service Interest - Unit 945 Lease Payment	1,455	1,223	983
Debt Service Interest - Unit 946 Lease Payment	1,455	1,223	983
Debt Service Interest - Unit 947 Lease Payment	1,455	1,223	983
Debt Service Interest - Unit 948 Lease Payment	1,455	1,223	983
Debt Service Interest - Unit 949 Lease Payment	1,455	1,223	983
Debt Service Interest - Unit 950 Lease Payment	1,838	1,545	1,241
Debt Service Interest - Unit 951 Lease Payment	1,405	1,181	948
Debt Service Interest - Unit 952 Lease Payment	1,405	1,181	948
Debt Service Interest - Unit 953 Lease Payment	1,405	1,181	948
Debt Service Interest - Unit 954 Lease Payment	1,405	1,181	948
Debt Service Interest - Unit 955 Lease Payment	1,405	1,181	948
Debt Service Interest - Unit 956 Lease Payment	1,405	1,181	948
Debt Service Interest - Unit 957 Lease Payment	1,405	1,181	948
Debt Service Interest - Unit 958 Lease Payment	1,405	1,181	948
Debt Service Interest - Unit 959 Lease Payment	1,405	1,181	948
Debt Service Interest - Unit 960 Lease Payment	1,405	1,181	948
Debt Service Interest - Unit 961 Lease Payment	1,405	1,181	948
Debt Service Interest - Unit 962 Lease Payment	1,405	1,181	948
Debt Service Interest - Unit 963 Lease Payment	1,405	1,181	948
Debt Service Interest - Unit 964 Lease Payment	1,405	1,181	948
Debt Service Interest - Unit 965 Lease Payment	1,405	1,181	948
Debt Service Interest - H2101 BI Street	72,831	-	-
Debt Service Interest - (ESCO)	30,274	28,884	27,450
Interest on Fiber Lease	4,027	4,027	1,417
Interest on Bond Funding for General Fund Projects	-	58,557	50,241

(Continued on the following page)

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Debt Service Fund

Summary:

* as amended

** as proposed

DEBT SERVICE	2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>Principal Payments</u>			
Debt Service Principal - 2024 Vehicle/Equipment Leases	-	252,510	272,959
Debt Service Principal - 2025 Vehicle/Equipment Leases	-	110,753	32,639
Debt Service Principal - Unit 423 Lease Payment	-	31,370	-
Debt Service Principal - Unit 511 Lease Payment	14,248	14,759	15,289
Debt Service Principal - Unit 522 Lease Payment	-	6,300	21,920
Debt Service Principal - Unit 528 Lease Payment	55,348	56,824	58,340
Debt Service Principal - Unit 554 Lease Payment	-	28,233	27,963
Debt Service Principal - Unit 916 Lease Payment	7,137	7,137	-
Debt Service Principal - Unit 928 Lease Payment	6,941	6,941	-
Debt Service Principal - Unit 931 Lease Payment	7,137	7,137	-
Debt Service Principal - Unit 945 Lease Payment	6,298	6,530	6,771
Debt Service Principal - Unit 946 Lease Payment	6,298	6,530	6,771
Debt Service Principal - Unit 947 Lease Payment	6,298	6,530	6,771
Debt Service Principal - Unit 948 Lease Payment	6,298	6,530	6,771
Debt Service Principal - Unit 949 Lease Payment	6,298	6,530	6,771
Debt Service Principal - Unit 950 Lease Payment	7,955	8,248	8,552
Debt Service Principal - Unit 951 Lease Payment	6,079	6,303	6,535
Debt Service Principal - Unit 952 Lease Payment	6,079	6,303	6,535
Debt Service Principal - Unit 953 Lease Payment	6,079	6,303	6,535
Debt Service Principal - Unit 954 Lease Payment	6,079	6,303	6,535
Debt Service Principal - Unit 955 Lease Payment	6,079	6,303	6,535
Debt Service Principal - Unit 956 Lease Payment	6,079	6,303	6,535
Debt Service Principal - Unit 957 Lease Payment	6,079	6,303	6,535
Debt Service Principal - Unit 958 Lease Payment	6,079	6,303	6,535
Debt Service Principal - Unit 959 Lease Payment	6,079	6,303	6,535
Debt Service Principal - Unit 960 Lease Payment	6,079	6,303	6,535
Debt Service Principal - Unit 961 Lease Payment	6,079	6,303	6,535
Debt Service Principal - Unit 962 Lease Payment	6,079	6,303	6,535
Debt Service Principal - Unit 963 Lease Payment	6,079	6,303	6,535
Debt Service Principal - Unit 964 Lease Payment	6,079	6,303	6,535
Debt Service Principal - Unit 965 Lease Payment	6,079	6,303	6,535
Debt Service Principal - Office Equipment Lease Payment	40,959	50,477	50,000
Debt Service Principal - IT Equipment Lease Payment	-	50,000	50,000
Debt Service Principal - H2101 BP Street	228,070	-	-
Debt Service Principal - (ESCO)	58,845	60,658	62,565
Fiber Lease	45,228	45,228	47,838
Principal on Bond Funding for General Fund Projects	-	210,527	210,527
Total Disbursements	\$ 743,040	\$ 1,253,844	\$ 1,181,141
Fund Balance - End of Period	\$ 42,034	\$ 42,034	\$ 42,034
Bonds Outstanding - December 31st			
TOTAL DEBT SERVICE FUND	\$ -	\$ -	\$ -

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Capital Projects Fund

Expenditures:

* as amended

** as proposed

CAPITAL IMPROVEMENTS				2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
3063006	9620	Land & Land Improvement	\$	192,433	\$ 274,968	\$ -
3063006	9621	Buildings & Structures		117,145	38,652	-
3063006	9622	Machinery & Equipment		124,239	130,000	-
3063006	9623	Autos & Trucks		7,176	-	-
3063006	9760	CIP - Streets Material		4,765	145,357	-
3063006	9860	CIP - Lines & Streets Labor		-	991	-
TOTAL CAPITAL IMPROVEMENTS				\$ 445,758	\$ 589,968	\$ -

* as amended

** as proposed

EQUIPMENT REPLACEMENT				2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
3063026	9623	Autos & Trucks	\$	-	\$ -	\$ -
TOTAL EQUIPMENT REPLACEMENT				\$ -	\$ -	\$ -

CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET

Capital Projects Fund

Expenditures:

CAPITAL PROJECT NUMBER AND DESCRIPTION	CURRENT RESOURCES	CAPITAL RESERVES	EQUIPMENT REPLACEMENT	GRANT RESOURCES	BOND ISSUES	STATE REVOLVING LOANS	AMERICAN RESCUE PLAN ACT	OTHER FINANCING
<u>PUBLIC WORKS DEPARTMENT</u>								
H2601 - Annual Street Program	\$ -	\$ -	\$ -	\$ 499,136	\$ -	\$ -	\$ -	\$ -
H2602 - ADA Accessibility Transition Plan	-	95,000	-	-	-	-	-	-
TEQSF - Equipment Replacement Program	-	15,000	35,000	-	-	-	-	-
TOTAL	\$ -	\$ 110,000	\$ 35,000	\$ 499,136	\$ -	\$ -	\$ -	\$ -
<u>POLICE DEPARTMENT</u>								
C2601 - Patrol Rifle Replacement	-	25,200	-	-	-	-	-	-
C1401 - Ballistic Vests	-	-	22,530	-	-	-	-	-
CEQSF - Equipment Replacement Program	-	95,770	229,230	-	-	-	-	-
TOTAL	\$ -	\$ 120,970	\$ 251,760	\$ -	\$ -	\$ -	\$ -	\$ -
<u>PARKS & RECREATION DEPARTMENT</u>								
K2601 - Play Safety Surfacing	-	95,000	-	-	-	-	-	-
K2508 - Pool Pumphouse Electric Upgrade *	-	-	-	20,000	-	-	-	-
* (CDBG provides the \$20,000 grant)								
K2004 - Facilities Accessibility (ADA Compliance)	-	40,000	-	-	-	-	-	-
K0908 - Children's Play Equipment	-	-	-	60,000	-	-	-	-
TOTAL	\$ -	\$ 135,000	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -
<u>INFORMATION TECHNOLOGY DIVISION</u>								
I2601 - Wi-Fi Replacement	-	40,000	-	-	-	-	-	-
TOTAL	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CDBG/CAPITAL PROJECTS FUNDS	\$ -	\$ 405,970	\$ 286,760	\$ 579,136	\$ -	\$ -	\$ -	\$ -

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Community Development Fund - Planning and Development Department - Community Development Block Grant

Expenditures:

* as amended

** as proposed

COMMUNITY DEVELOPMENT BLOCK GRANT - SUMMARY			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
1191192	6030	Engineering/Technical	\$ 32,687	\$ 22,613	\$ 25,278
1191192	6920	Unemployment Comp. Ins.	-	50	50
1191192	6930	Social Security Taxes	2,463	692	774
1191192	6950	Term Life Insurance	-	-	133
1191192	6960	Group Hospitalization Ins.	5,009	5,124	-
1191192	6961	Long-Term Disability Ins.	-	-	30
1191192	6962	Dental Insurance	265	218	233
1191192	6967	Emergency Room Reimbursements	-	58	58
1191192	6968	Vision Insurance Premiums	12	14	-
1191193	7500	Parks Maintenance	-	25,000	20,000
1191194	8810	CDBG - Housing	62,672	173,412	143,482
1191194	8811	CDBG - Social Services	53,982	36,500	36,500
1191195	9020	Mileage & Business Expense	55	-	-
TOTAL COMMUNITY DEVELOPMENT			\$ 157,145	\$ 263,681	\$ 226,538

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Community Development Fund - Planning and Development Department - Community Development Block Grant

Programs:

ESTIMATED ACTIVITY ALLOCATION (51ST PROGRAM YEAR]		50TH YEAR 7/1/24-6/30/25	51ST YEAR 7/1/25-6/30/26
Newark Day Nursery (NDN) Day Care	\$	35,000	\$ 35,000
Parks and Recreation Fee Assistance		1,500	1,500
Senior Home Repair and Weatherization Program		40,000	20,000
Newark Housing Authority - Redevelopment		58,500	-
Program Administration		55,000	30,000
Program Delivery		-	55,078
Home Improvement Program		74,912	75,000
Good Neighbors - Home Repair Program		-	10,000
Parks and Recreation - George Read Park Pedestrian Track		25,000	-
Parks and Recreation - Dickey Park and George Wilson Poc		-	20,000
Newark Housing Authority - Capital Improvements		-	50,000
TOTAL	\$	289,912	\$ 296,578

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Law Enforcement Fund - Police Department - Law Enforcement Grants

Expenditures:

* as amended

** as proposed

LAW ENFORCEMENT GRANTS			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
1221202	6020	Supervisory	\$ 4,125	\$ -	\$ -
1221202	6070	Police Officers	74,075	-	-
1221202	6619	Standby Pay	2,499	5,026	5,177
1221202	6620	Overtime	73,506	73,247	73,247
1221202	6621	Shift Differential	188	857	883
1221202	6622	Holiday Premium	232	2,333	2,403
1221202	6930	Social Security Taxes	3,683	6,232	6,251
1221202	6966	Retirement Health Savings Account	207	-	-
1221203	7130	Small Equipment	127,795	32,500	32,500
1221203	7550	Miscellaneous Supplies	1,334	-	-
1221204	8130	Building & Equipment Rental	-	25,000	25,000
1221204	8480	Communication Equip. Maint.	48,580	-	-
1221204	8550	Misc. Contracted Services	157,796	90,000	118,132
1221204	8570	Annual Reports & Pub. Rel.	206	-	-
1221205	9070	Training & Continuing Educ/Conf	17,097	40,500	40,500
TOTAL LAW ENFORCEMENT GRANTS			\$ 511,323	\$ 275,695	\$ 304,093

Law Enforcement Fund - Police Department - Federally Forfeited Property

Expenditures:

* as amended

** as proposed

FEDERAL FORFEITED PROPERTY			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
1221294	8550	Miscellaneous Contracted Svc	\$ -	\$ 90,000	\$ -
1221296	9623	Autos & Trucks	19,850	-	-
TOTAL FEDERAL FORFEITED PROPERTY			\$ 19,850	\$ 90,000	\$ -

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Law Enforcement Fund - Police Department - Law Enforcement Grants

Programs:

CURRENT LAW ENFORCEMENT GRANT PROGRAMS		PROJECTED AMOUNT AVAILABLE
Emergency Illegal Drug Enforcement		\$ 9,600
Fund to Combat Violent Crime		100,000
State Aide to Local Law Enforcement		15,500
Federal Edward Byrne Memorial Grant		18,500
Office of Highway Safety Aggressive Driving Enforcement Programs		6,440
Office of Highway Safety Impaired Driving Enforcement Programs		30,080
Office of Highway Safety Distracted Driving Enforcement Programs		7,560
Office of Highway Safety Pedestrian Safety Enforcement Programs		6,720
Office of Highway Safety Motorcycle Enforcement		560
911 Funds		66,287
TOTAL		\$ 261,247

* Based on projected grant balance at 12/31/2025 and/or grant award amount for 2026.

**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Parks Special Revenue Fund - Parks and Recreation Department

Expenditures:

* as amended

** as proposed

PARKS SPECIAL REVENUE ACCOUNTS				2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
<u>FRIENDS OF SAFETY TOWN (1141)</u>						
1351302	6690	Self-Supporting Programs		\$ 717	\$ 1,389	\$ -
1351302	6920	Unemployment Comp. Ins.		9	-	-
1351302	6930	Social Security Taxes		55	106	-
1351303	7690	Self-Supporting Programs Supplies		540	2,500	2,500
1351304	8690	Self-Supporting Programs Cont. Svc		75	500	500
<u>COMMUNITY DONATIONS FOR PARKS (1142)</u>						
1351303	7500	Parks Maintenance		2,310	10,000	10,000
1351304	8500	Parks Maintenance		791	5,000	5,000
<u>BEAUTIFICATION (1143)</u>						
1351303	7501	Island Beautification		6,139	11,000	11,000
1351304	8130	Building & Equipment Rental		-	1,200	1,200
<u>CASH IN LIEU OF PARKLAND (1144)</u>						
1351304	8500	Parks Maintenance		2,492	10,000	10,000
<u>COMMUNITY GARDEN (1150)</u>						
1351303	7550	Miscellaneous Supplies		378	500	500
<u>CASH IN LIEU OF TREES (1152)</u>						
1351303	7500	Parks Maintenance		-	10,000	10,000
1351304	8500	Parks Maintenance		-	10,000	10,000
<u>TOTAL PARKS SPECIAL REVENUE ACCOUNTS</u>				\$ 13,506	\$ 62,195	\$ 60,700

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**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET**

Insurance Fund - Self-Insurance

Expenditures:

* as amended

** as proposed

SELF-INSURANCE			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
6116104	8162	Legal/Consulting Services	\$ -	\$ 10,000	\$ 10,000
6116104	8891	Claims - Medical	1,188	50,000	50,000
6116104	8892	Claims - Property	142	5,000	5,000
6116104	8894	Claims - Liability	890	30,000	30,000
6116104	8895	Claims - Permanent Impairment	-	50,000	50,000
TOTAL SELF-INSURANCE			\$ 2,220	\$ 145,000	\$ 145,000

Other Post-Employment Benefits Fund

Expenditures:

* as amended

** as proposed

POST-EMPLOYMENT BENEFITS			2024 ACTUAL	2025 BUDGET *	2026 BUDGET **
7307300	6991	Retiree Health Insurance	\$ 762,570	\$ 750,000	\$ 813,000
7307300	6992	Retiree/Spouse Health Insurance	185,156	180,000	185,000
7307300	6995	Retiree Life Insurance	1,754	2,000	2,000
TOTAL POST-EMPLOYMENT BENEFITS			\$ 949,480	\$ 932,000	\$ 1,000,000

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**CITY OF NEWARK, DELAWARE
2026 OPERATING BUDGET
DOCUMENT VERSION CONTROL**

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