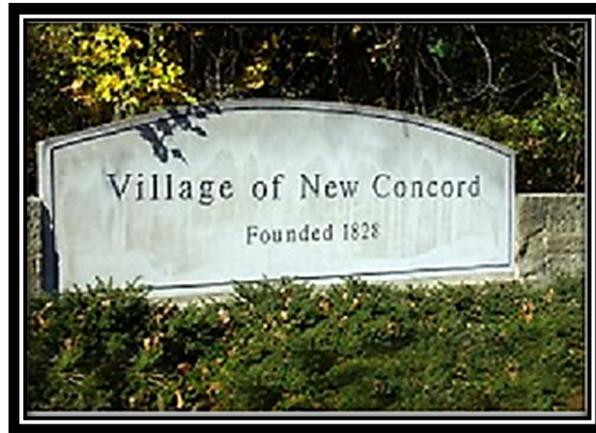


Village of New Concord

2014 Annual Report



New Concord Village Hall (All Village Departments)

2 West Main St, P.O. Box 10, New Concord, OH 43762 – 740.826.7671 – www.newconcord-oh.gov

New Concord Area Arts & Recreation District

4 Comin St, New Concord, OH 43762 – 740.826.2293 – www.ncaard.org - www.facebook.com/NCAARD

Celebrate New Concord (CNC)

2 West Main St, P.O. Box 10, New Concord, OH 43762 – www.facebook.com/pages/Celebrate-New-Concord/

Table of Contents

Mayor's Report to Council	3
Village Leadership	5
Village Council Priorities	6
Administrative Report	7
Finance Department	9
Police Department	11
Magistrate's Court	13
Fire Department	14
Zoning Department	16
Operations Department	17
Water & Waste Water Billing	19
Water & Waste Water Treatment Plants	20
New Concord Area Arts & Recreation District	22

Mayor's Report to Council for FY ending December 31, 2014

Much substantial change has impacted the Village of New Concord during 2014. This change has potential to influence the nature of our community for many years to come. Last year the Village focused on resolving long term revenue and/or service delivery issues, police/fire/ems safety issues, and leadership development and continuity issues. The following highlights and actions in 2014 are noted:

- Voters decided in November to increase the Village income tax to 1.5%, from 1.0%, to support Safety Services, thus helping to resolve some of the Village's revenue and service expectations
- A strategic examination of arts, recreation and wellness programming in the community, supported by a \$45,000 state innovation grant, began through a partnership between the Village, EMSD, Muskingum University, and NCAARD
- Village Administrator John Huey retired and the Village hired a new Administrator Charlotte Colley
- The Route 83 bridge was renovated, during which time, the South Liberty Road bridge was closed due to rerouted traffic traveling over the old bridge

Looking ahead, the challenge facing us is to help manage the inevitable change, while preserving the core positive elements that uniquely define our community. Looking ahead to 2015 the Village team hopes to:

- Complete the arts, recreation, and wellness innovation study with the potential to synergize the community, Muskingum University, and East Muskingum School District in new and creative ways.
- Update the Village's financial system to the Unified Accounting Network (UAN) and improve financial reporting
- Develop financial projections for safety services to insure that necessary improvements are made and the safety needs of our community are met. Fiscal discussions with surrounding townships who are serviced by the Village will continue.
- Support the planned development and contemplated annexation along the SR 83/I-70 corridor
- Implement the Safe Routes to Schools project
- Develop a plan of action to resolve the South Liberty Road bridge closure

We are fortunate to have a very dedicated group of people who contribute so much of their time and resources to help make our community what it is. While the Village administration will miss the expertise and experience of John Huey, the village is fortunate to have recruited Charlotte Colley who is already working hard to insure the community meets the challenges of the future. A number of volunteers have been serving in leadership capacities for a number of years. The Village needs to consider succession planning for the leadership of these valuable programs and organizations to insure their mission continues into the future.

While each organization enjoys a high standard in its own right, it is the interplay of these elements that distinguishes New Concord from many communities and in the end contributes significantly to each entity's respective mission. Each of these three key entities (New Concord Community, Muskingum University, and East Muskingum School District) has a clear and inseparable responsibility in continuing to make this a positive place to live, work, play and go to school. These key stakeholders make our Village unique.

Village Administrator Charlotte Colley has suggested that we streamline our annual reporting and focus on highlights from the year, as well as goals/targets for measurable objectives going forward. Staff engagement in planning and implementing tactics to improve upon these objectives will be critical. Charlotte is working to develop a quality report card with department centric metrics that collectively and quantitatively reflect the overall health of the Village. This, along with a baseline and target measurements, will be used in next year's report.

This is the 27th annual report produced in this format. Each department report highlights key accomplishments from the previous year. Over the years, I have been proud to be associated with our community. That pride is shared with all who call New Concord their hometown.

Greg Adams

*Mayor
February 28, 2015*



Village of New Concord Mayor & Village Council

	<u>Appointment Expiration Date</u>
• Greg Adams, Mayor	December 31, 2015
• Brett Essex, Council President	December 31, 2018
• Steve Kokovich, Council Member	December 31, 2018
• Jennifer Bronner, Council Member	December 31, 2015
• Robert Dickson, Council Member	December 31, 2015
• Jennifer Lyle, Council Member	December 31, 2018
• Bil Kerrigan, Council Member	December 31, 2018

Village of New Concord Boards & Committees

Design Review Board (5 year term)

• Lorle Porter – Chair	<u>Appointment Expiration Date</u> December 31, 2113 (resigned 2014)
• Jennifer Lyle Burson	December 31, 2017
• George St. Clair	December 31, 2016
• Jerry Gibson	December 31, 2015
• Sally Brixner	December 31, 2014

Planning Commission (6 year term)

• Al Chaffee - Chair	<u>Appointment Expiration Date</u> December 31, 2015
• Colleen Heacock	December 31, 2013
• R. Gregory Adams	Term of Office
• Robert Dickson	Term of Office
• Vacant	

Board of Zoning Appeals (5 year term)

• Jim Taylor – Chair	<u>Appointment Expiration Date</u> December 31, 2013
• Bob Clevenger	December 31, 2017
• Lori Tucker	December 31, 2015
• Jim Wilson	December 31, 2014
• Vacant	

Tree Committee (5 year term)

• Barb St. Clair	<u>Appointment Expiration Date</u> December 31, 2013
• Fredrick Frank	December 31, 2014
• Jim Wilson	December 31, 2017

The Harper Cabin Board

- George St. Clair – Chair
- Sally Spillman
- Al Chaffee
- Barb St. Claire
- Rita Mitchell
- Jordan Stewart

Muskingum County Tax Incentive Review Board (Enterprise Zone – Tax Abatement)

New Concord Representatives:

- Jennifer Lyle Burson
- Vacant

2015 Village Council Priorities

Jennifer Bronner

- Keep New Concord family friendly and safe
- Encourage good neighbor programs and activities
- Support recreation, fitness and wellness for individuals and families

Jennifer Lyle

- Promote development of senior housing (Long term goal)
- Village leadership commitment to maximizing village-wide recycling through awareness/education efforts, coordination with business community, and work with local providers.
- Pedestrian friendly Village

Bil Kerrigan

- Walking safety concerns – possibly form a diverse committee to address pedestrian safety issues
- Explore ways for Village to assist in sidewalk clearing during snow/ice events
- Address additional sidewalk/pedestrian access recommendations that were identified during Safe Routes To School grant process

Steve Kokovich

- Ensure New Concord remains financially sound
- Explore Nuisance animal control issues and develop workable solutions
- Maintain our existing sidewalks
- Conservation – preserve our green space and identify ways to conserve our “at-risk” habitats (i.e. wetlands)

Robert Dickson

- Conservation of Village trees, green space and trails and expansion of recycling opportunities
- Explore senior housing options
- Ensure I-70/SR83 development is high-quality and built to specifications and standards set forth by the Village
- Continue to support family activities such as arts and recreation programs

Brett Essex

- Provide good stewardship to the Village of New Concord now and into the future
- Ensure the Village is proactive in regard to challenges in the future and remains fiscally responsible
- Plan new and exciting development opportunities while still maintaining a small town, safe and family friendly Village atmosphere

Administrative Report

For the last 22 years former Village Administrator John Huey has faithfully served the Village and was a critical factor in the successes and prosperity that has been enjoyed in New Concord. In September of 2014 John Huey retired and the Village hired Charlotte Colley as his replacement. Village staff and leadership have all worked hard to ensure a smooth transition.

The Village has continued to develop and grow with new construction and businesses. Community Commons, a multi-use development at the corner of State Route 83 and Main Street was completed in 2014. The Marathon gas station, one of the few compressed natural gas stations in the region, was retrofitted and has opened for business.

The development at the I-70 & State Route 83 interchange began to take shape in 2014. Currently this area is outside of the Village in Union Township but the developer has approached Village officials about the possibility of annexation in order to access utilities and services necessary for the proposed development. Plans for the construction of a high quality, five story hotel were discussed and the developer is working diligently to attract restaurants and retailers to the site.

Design Guidelines for the South Friendship Drive Corridor were developed by EMH&T, a planning, landscape design and engineering firm. Village Council and the Planning Commission reviewed guidelines during 2014 and early 2015. The guidelines will help the Village to ensure that the S. Friendship Corridor develops in a manner which is safe, aesthetically pleasing and welcoming to all modes of transportation including pedestrian and cyclists. Council formally adopted the Design Guidelines in February of 2015.

The Village is working to develop performance measures that will allow staff to evaluate performance over time, set goals for improvement and provide relevant data for informed decision making by Village leadership. During 2015 all departments will begin collecting data on various measures, including those posted below. A more in-depth review of the information gathered will appear in the 2015 Village Annual Report.

- *Percent of year end fund balance*
- *Number of trees planted compared to number of trees removed*
- *Percent of residents rating overall quality of life in the Village as good or excellent*
- *Percent of residents rating Village staff customer service as good or excellent*

During the spring of 2014 the Ohio Department of Transportation (ODOT) began work on the SR83 bridge connecting the north and south ends of the Village. This project, although inconvenient, was necessary to preserve the integrity of the bridge and avoid future, more costly and lengthy repairs. However, as a result of the closure, traffic was redirected to other routes within the Village, often resulting in unintended damage to these roadways.

One such example is the Liberty Road bridge which was closed to vehicular traffic in August of 2014 due to concerns of deterioration and potential failure. Since that time the Village, ODOT, Muskingum County and the Genesee-Wyoming Railroad have been working to identify a solution that will provide the community with a necessary and safe railroad crossing. Providing a connection between the north and south sections of the Village is particularly important in safety and emergency situations. Village leadership understands the impact that this bridge closure has had on the community and is working to expedite the identification and implementation of a permanent solution.

Celebrate New Concord, the summer entertainment series that began in 2001, entertained 1,580 audience members at six performances in 2014. The series' 14th season was the second year in a row that Celebrate New Concord set an all-time attendance record. The series is funded entirely by contributions from individuals, organizations and businesses in the greater New Concord area and is staffed entirely by volunteers, included Mayor Greg Adams, Rod Lang, Jeff Harman, Robert Owen Jones, Janice Hutchison, the members of the National Trail Ruritan Club and the men and women of the New Concord Fire Department.

The Village, working with the New Concord Area Arts and Recreation District (NCAARD), East Muskingum School District and Muskingum University, applied for and received a Local Government Innovation Fund (LGIF) grant from the State of Ohio for \$45,000 to develop a framework that will expand the current partnership arrangement between the Village, EMSD and Muskingum University and provide a strategic plan for the future of arts, recreation and wellness programming in our community.

Over the past six months I have been reacquainting myself, and my family, with the New Concord area. We are extremely happy to be back home in Southeastern Ohio and part of such a wonderful community. I look forward to becoming an active member of the community and working with Village Council and the Mayor to help guide the future of the Village of New Concord.

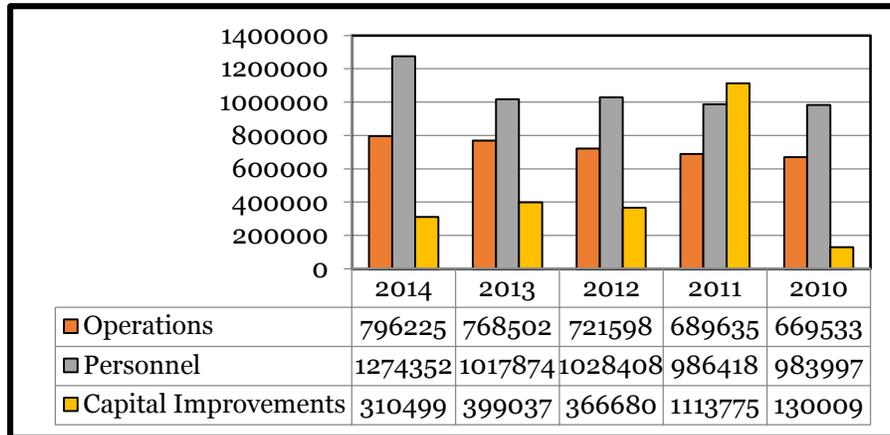


Charlotte Colley
Village Administrator

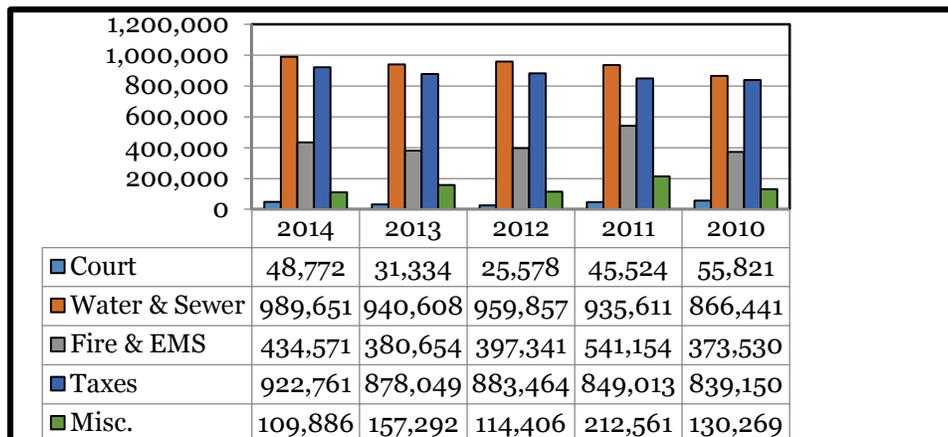
Finance Department

Despite a slight reduction in revenue and some increased expenditures in 2014 the Village of New Concord will continue its conservative fiscal approach in order to remain financially sustainable in the future. Total revenue received by the Village in 2014 was down 2% compared to 2013. New Concord was awarded over \$330,000 in grant funds which helped to reduce costs paid from Village funds. The General Fund carryover was down due to various different expenses such as: planning studies, new village hall phone system and the new operations truck. Audit fees, income tax refunds and travel/training expenses increased as well.

Village Expenditure Comparison



Village Revenue Comparison

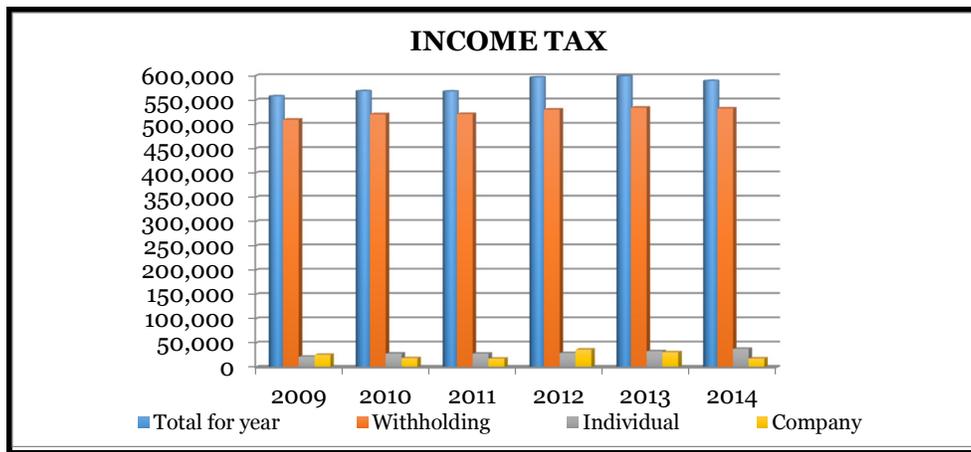


The Fire/EMS Department salaries increased \$158,000 due to the change to 24/7 paid staffing. However, the total Fire/EMS Department expenses increased only \$61,000 for the year. As a result of additional capital improvements in 2014 the Operations Department expenditures increased \$38,000. Expenditures in all other funds were similar compared to 2013.

The total amount of debt issued by the Village in 2014 was \$190,000. Total outstanding debt was reduced by \$220,284. Total remaining debt (principle only) was \$2,874,565 at the end of 2014. The 2014 Year to Date Fund Report showed total expenditure and revenue yearend balance of \$617,384.

The financial health of the Village of New Concord is directly tied to the income tax which comprises over 70 percent of the general fund operating budget revenue. New Concord voters approved a .5% income tax increase in November of 2014; raising the total income tax rate to 1.5% effective January 1, 2015. The Village will use the increased .5% to help fund Village Police, Fire and EMS safety services.

Total income tax collections for 2014 decreased by approximately 2% from 2013. Although taxes collected from individuals was slightly higher, business tax collections decreased. The state of the economy has a direct bearing upon the income and/or losses reported by businesses and consequently has a direct effect upon the income taxes collected by the Village of New Concord.



In 2014 the Income Tax Department purchased a new municipal income tax software program which will be implemented in 2015. This software will increase the effectiveness and efficiency of tax services administered by the department.

In 2015 the Fiscal Officer will work with the Auditor of State’s office to implement the Uniform Accounting Network (UAN) budgetary software. This will improve financial accounting and compliance for the Village. Additional priorities for 2015 include:

- Training and implementation of new income tax software
- Continue work on updating database for taxpayers.
- Maintain high quality fiscal processing, tax collection and audit, and debt management.
- Continue to ensure compliance and commitment to fiscal responsibility

The Finance Department is working to develop performance measures and will begin collecting data on the following measures during 2015. A more in-depth review of the information gathered will appear in the 2015 Village Annual Report.

- *Cost per payroll processed*
- *Overtime pay as a percentage of total payroll costs*
- *Total outstanding Village debt*
- *Number of income tax payments processed*

Police Department

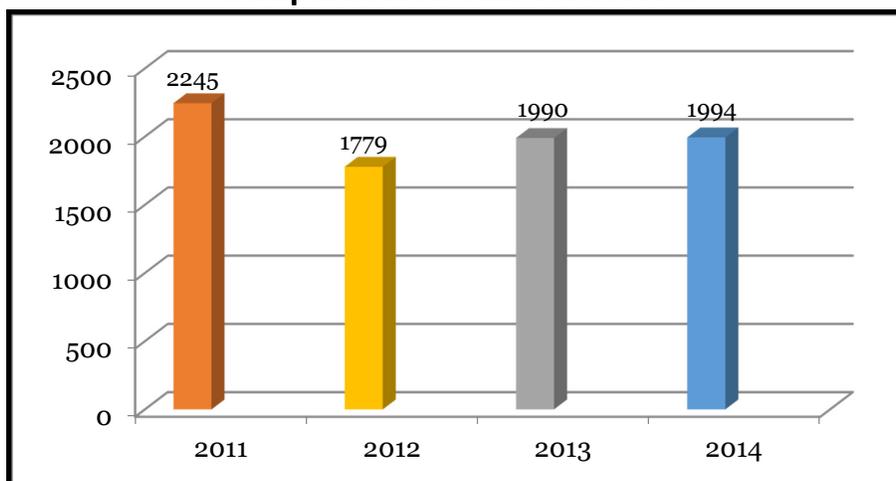
New Concord Police Department continued to provide fair and professional public safety services to the citizens and visitors of the village. The Police Department is staffed by 4 full time officers and 9 auxiliary members. The auxiliary staff increased their volunteer hours as a unit from 256 hours in 2012 to over 814 hours in 2014. This increase is due to required training and certifications.

Officers were out in the community to provide services and programs to the public such as: Stranger Danger, Female Self-Defense and ALICE classes

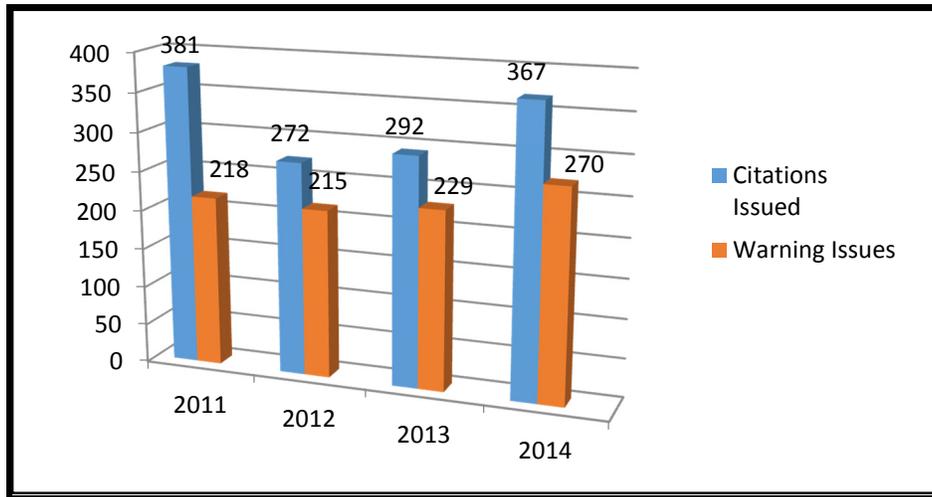
Village officers also participated in numerous parades and events such as Lets Pick It up New Concord, Read-a-thon Week with the elementary school students and Celebrate New Concord.



Comparison of Calls for Service



Arrests and citations for the year were at a steady incline over the last few years while still not reaching the 2011 numbers. Arrests numbers have inclined and so have the total amount of warnings issued. Speeding (92 citations) was the most issued traffic offense while underage consumption (31 arrests) leads the way for misdemeanors. The department investigated and arrested 7 felony cases in 2014.



Traffic crashes in the village increased from 36 to 44 reported incidents in 2014. The majority of reported incidents were on private property and handled accordingly.

The Police Department purchased 2 new portable radios with a \$3906.00 grant from the Office of Criminal Justice Services. The Village also received a free moving radar for our cruiser, valued at approximately \$2,000.00, from Ohio Traffic Safety Office by participating in the Click it or Ticket Program.

New Concord Police Department priorities for 2015:

1. Provide quality, professional service
2. Explore options to maintain 24/7 coverage in the village
3. Increase training levels for all officers
4. Effectively increase the overall safety in the village

The Police Department is working to develop performance measures and will begin collecting data on the following measures during 2015. A more in-depth review of the information gathered will appear in the 2015 Village Annual Report.

- *Property crime rate per 1,000 residents*
- *Average training hours completed per officer*
- *Rate of additional criminal offenses identified during routine traffic stops*
- *Police response time to 911 calls*

Magistrate's Court

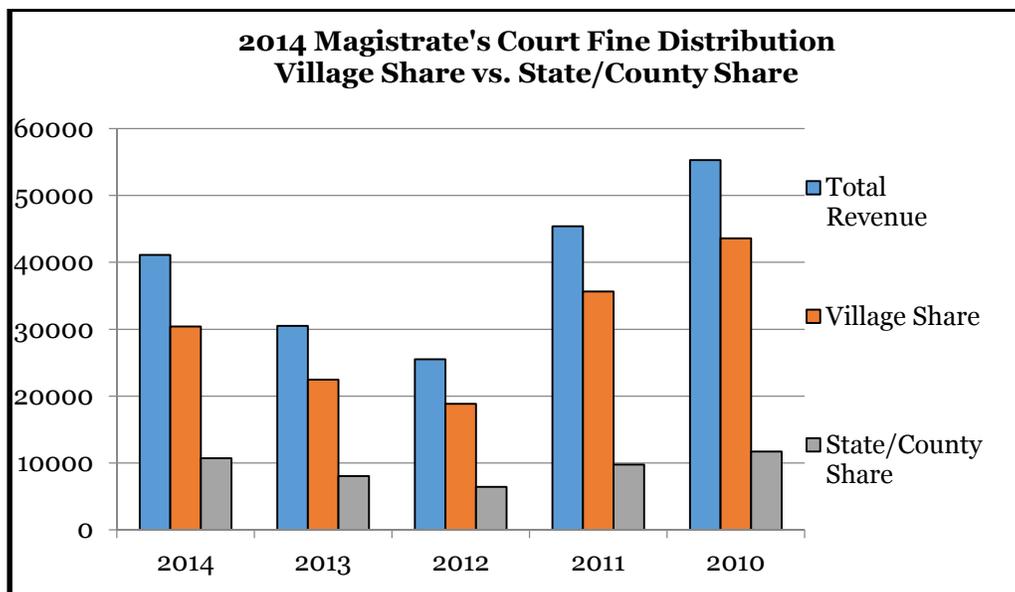
The purpose of the Magistrate's Court is to ensure prompt, fair and impartial hearings for persons cited for violating Village of New Concord municipal ordinances. Attorney Scott Eickelberger continued to serve as Village Magistrate in 2014, administering both the procedural and punitive functions of the court. The Magistrate's Court is staffed by the magistrate and the clerk of court.

Total revenue for 2014 was \$41,132.30. This was an increase of \$10,637.30 over the prior year. One reason for the substantial increase was the construction that took place for several months on the Route 83 bridge which made it necessary to close some roads and redirect traffic. There were many incidents of drivers not following the posted directional signs and being cited due to safety concerns for construction workers and other drivers and, in some cases, property damage. This was an unusual occurrence which is not expected to be repeated in the near future. The court continues to make a concerted effort in the collection of fines due by sending out notices and utilizing our collection agent, Capital Recovery Systems, when needed.

Education and training continue to remain a high priority for court personnel. The Magistrate's Court will continue to avail itself or resources for education and training in court procedures. These include, but are not limited to; seminars, printed materials and online resources.

The following is a list of priorities for 2015:

- Ensure fine payments are collected and past due amounts to the court are collected
- Develop specific policies and procedures for payments of fines
- Pursue educational and training opportunities

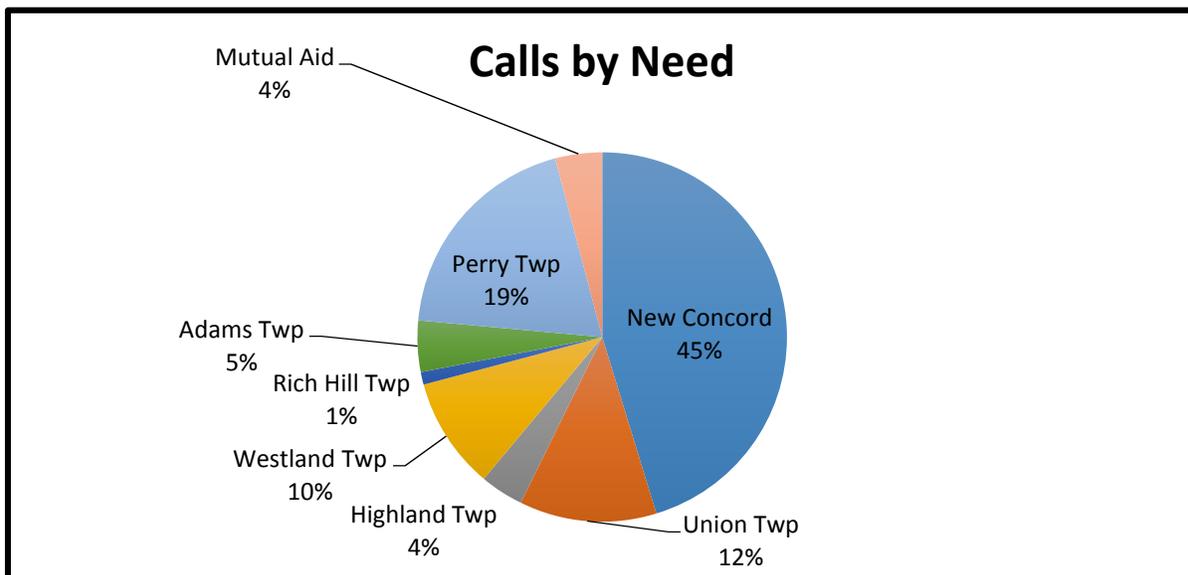


Fire Department

The first full year for the New Concord Fire Department to operate as a paid 24/7 fire department was 2014. The increased workload for both Fire and EMS has helped to justify the change. As the department continues to navigate the process of transitioning from combination/volunteer to paid staff the mission of protection, preservation, and well-being for those within the department's coverage area will be on the forefront of training efforts, operations and decision making by department leadership.

In 2015 the department will continue to evaluate the conversion from volunteer to paid staff in an effort to monitor costs, budget for future capital expenses, and improve services provided to the community. The goal for 2015 will be to maintain all aspects of departmental training, preventative pre-planning, and emergency response efforts.

Fire and EMS runs for the New Concord Fire Department totaled 1,341 total fire and EMS for 2014. This was 23% above the previous year's total of 1,089. During 2014 staff continued inspections, fire prevention, pre-planning, as well as providing support to other organizations' events in the protection area.



The New Concord Fire Association once again held a successful Fireman's Festival with fireworks featured on Friday night along with a parade and chicken barbeque on Saturday. The Festival grounds were packed for the weekend. The Association is planning to ensure another successful festival in 2015.

The Fire Department is working to develop performance measures and will begin collecting data on the following measures during 2015. A more in-depth review of the information gathered will appear in the 2015 Village Annual Report.

- *Number of runs missed due to inadequate staff coverage*
- *Average response time to the scene for both EMS & Fire calls*
- *Average training hours per fire fighter and EMT*
- *Cost per EMS medic dispatched*
- *Total number of fire inspections completed*



Zoning Department

The New Concord zoning department had a fairly standard year. The Community Commons project was completed, adding an attractive addition to the west entrance of the Village. A new home was built in an older Village neighborhood and an additional permit was issued for a new home in another area of the Village. There were several new businesses start-ups in 2014 and, unfortunately, one small business was lost.

The Zoning Appeals Board met only once during 2014 while the Design and Review Board met four times to review new signs. The Planning Commission met three times as Muskingum University began the rebuilding of the Roberta A. Smith Library and Marathon gas station on South Friendship Drive opened. The Commission also met regarding new design guidelines for the South Friendship Drive Corridor. The Planning Commission will likely have a busy year during 2015 as they begin to review development plans for the Wallhouse Hotel at the State Route 83/I-70 interchange and other potential commercial development.

Permits Issued in 2014:

Sign Permits Issued - 4
New Homes Built – 2
Remodeling Permits Issued – 1
Accessory Structure Permits Issued - 1
Demolition Permits Issued – 2

Total Value of Permits Issued: \$481,240

Operations Department

The 2013/2014 winter was extremely cold and snowy causing the Village to use its entire allotment of salt for the year. Due to the extreme winter conditions numerous streets needed to be patched in the spring. New curbs, storm drains and paving were completed on High Street. Crosswalks were repainted in the school zones and the brick crosswalks were repaired at the Stormont Street/Main Street and Layton Street/Main Street intersections.



In September the Village received an Ohio Bureau of Worker's Compensation Safety Intervention Grant for nearly \$40,000 to purchase a portable traffic signal system. This system will be used when traffic control measures are necessary for completion of work in or around roadways.

With assistance from Muskingum University, the Village bought and placed new park benches at the Upper Reservoir. An Eagle Scout project, completed by Andrew Caldwell at the Upper Reservoir, resulted in new steps leading from the reservoir to the upper pavilion. Crews collected approximately 66 tons of leaves during the fall leaf collection season. A new pickup truck was purchased for use in the operations department replacing the 2000 model pickup truck that had over 200,000 miles.



There were only 12 water breaks in 2014, with most of those occurring during the cold weather. There were 3 major sewer plugs of which only one happened after hours. All maintenance jetting of the sewers was completed as scheduled. Several GIS trainings were completed by the street department staff resulting in the location and mapping of water and sewer lines, streets and fire hydrants. There is the availability to add other items to the database which the Village hopes to utilize in the near future.

Goals for 2015 include:

- Exploring paving and overlay methods to extend the life of the streets
- Painting of sign posts and crosswalks
- Increasing tree replacement project
- Improvement of landscaping areas throughout the Village

The Operations Department is working to develop performance measures and will begin collecting data on the following measures during 2015. A more in-depth review of the information gathered will appear in the 2015 Village Annual Report.

- | |
|--|
| <ul style="list-style-type: none">➤ <i>Snow and ice control expenditures per capita compared to inches of snow</i>➤ <i>Percent of lane miles paved compared to cost per lane mile paved</i>➤ <i>Tons of leaves collected</i>➤ <i>Cost per lane mile swept</i>➤ <i>Number of water line breaks repaired within 12 hours</i>➤ <i>Number of sewer line back-ups repaired within 12 hours</i> |
|--|

Water & Waste Water Billing

Water revenue is comprised of water usage billed to residents, bulk water sales, water tap fees, miscellaneous water revenue, and penalty fees. Total water revenue for 2014 was \$500,971, an 8% increase from 2013. Waste water revenue includes sewer billing, waste hauler fees, sewer tap fees, penalty fees, and miscellaneous sewer revenue. Total sewer revenue for 2014 was \$484,080, a 3% increase over 2013.

In 2014, the water department replaced 20 older meters and 8 non-working meters. During 2015 the Village will be developing an inventory of water meters with the intent of prioritizing meter replacements. The meter replacements will occur over multiple years, as funds are available. The Village replaces non-working or “trouble” meters as soon as possible. The new meters provide more accurate readings and allow the Village to more effectively monitor our customer's usage.

Priorities for 2015:

- Repair/replace all broken meters
- Complete inventory of old meters throughout village
- Develop a targeted plan for 100% replacement of old meters
- Continue to monitor active water/sewer accounts for accuracy in billing
- Commit to ongoing training and education of water/sewer system employees and the reading/billing systems

Water Treatment and Waste Water Treatment Plants

The Water Plant mission is to provide a safe and continuous supply of drinking water for Village customers. The Village of New Concord's water treatment plant has been in service since 1913. Raw water obtained from surface sources is treated with EPA approved chemicals where it is coagulated, flocculated put through a sedimentation process, filtered, chlorinated, and fluoridated, resulting in a high quality drinking water that meets and exceeds with all present Ohio EPA drinking water standards.

The Village of New Concord's water system is made up of two reservoirs, two storage tanks, a class III conventional surface water plant and 10 miles of distribution water mains. Service is provided to over 2,600 residents with 726 water taps, 100 fire hydrants, one booster station, and a pressure reducing station. There is a daily demand of 252,700 gallons per day, with a peak flow of 397,520, requiring the water plant to operate for 18 hours per day. Over 84,000,000 gallons of drinking water was produced during 2014. The Village has begun measuring our water loss ratio in order to find ways to improve and hopes to maximize treatment through the plant to meet future demand.

Water plant achievements in 2014:

- Continued 100% compliance with all present Ohio EPA drinking water standards
- Completed all monthly equipment, and laboratory maintenance and calibrations
- Obtained \$12,500 grant for Algae and fluoride testing equipment
- Started implementation of a Surface Water Assessment Program (SWAP)

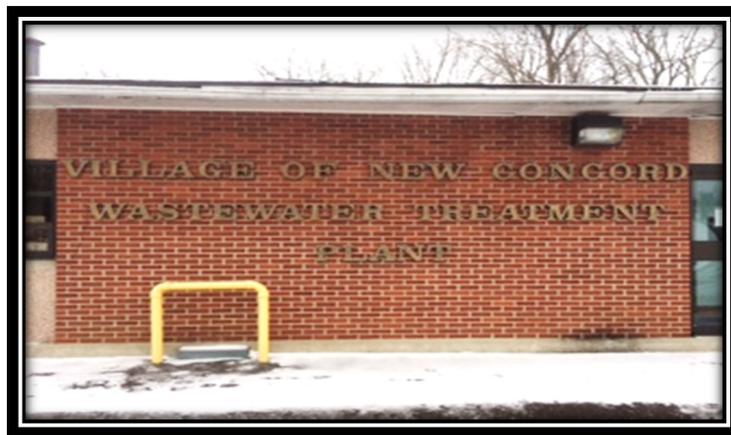


The Waste Water Plant mission is to protect Ohio waterways from community sanitary waste by complying with a federal NPDES permit. The Village of New Concord's Waste Water Treatment plant has been in service since 1942. Effluent water is discharged into North Crooked Creek after it has been treated biologically with millions of microorganisms, put through a sedimentation process, filtered, and during the summer months is disinfected with UV light, which produces a high quality water that exceeds all Ohio EPA and NPDES water standards. The plant is designed to handle 448,000 gallons of waste per day operators have been able to treat a peak wet weather flow of 1,500,000 gallons per day.

The Village of New Concord's Waste Water Treatment System is made up of two oxidation ditches, two pump stations, a bar screen, two aerobic digesters, a UV disinfection basin, and a belt press. It is classified as a class II extended aeration plant with 7 miles of collection sewer mains. The average daily flow for 2014 was 288,000 gallons per day. The peak flow of 1,381,000 occurred on April 30, when the area experienced a rain event of over 2 inches during a 48 hour time span. More than 104,000,000 gallons of wastewater were treated during 2014.

Waste Water Plant achievements in 2014:

- Continued 100% compliance with all Ohio EPA and federal NPDES permit requirements
- Installed an 8 inch gravity piping system from RAS pit to influent wet well reducing overall pumping resulting in lower electrical use and pump wear
- Added 2.25 tons of filter sand to our traveling bridge filtration system
- Installed an Influent Auto Sampler
- Updated to energy efficient lighting by installing T8 light fixtures



The water and wastewater operations staff are committed to keeping local waterways safe and protecting precious natural resources while taking pride in maintaining both treatment plants.

The Water/Wastewater Plant Department is working to develop performance measures and will begin collecting data on the following measures during 2015. A more in-depth review of the information gathered will appear in the 2015 Village Annual Report.

Water Plant

- *Drinking water quality*
- *Average gallons of unaccounted water per month*
- *Water revenue per household*
- *Average contact training hours completed per plant operator*

Wastewater Plant

- *Gallons of effluent water produced*
- *% removal of CBOD and suspended solids*
- *Tons of biosolids processed and recycled*
- *Average cost per household for wastewater services*

New Concord Area Arts & Recreation District

2014 was a great year for NCAARD. We were able to offer new programs, such as Guitar lessons and Brains R Us, and as well as other “favorite programs” more frequently. A total of 56 programs were offered in 2014, reaching a total of 1,821 people. These patrons spent a total of \$10,194. NCAARD offered three Outdoor Movies during the summer providing free, fun family entertainment to 750 people. Our presence in Social Media grew in 2014. We gained over 350 followers on Facebook and are establishing a presence on Twitter and Instagram. Some of the posts for the Outdoor Movies were viewed by 1,038 people!



2014 NCAARD Board of Commissioners

The board of commissioners are responsible for NCAARD’s financial well-being and the fulfillment of the organization’s missions.

Kathy Normansell – President of the NCAARD Board. Chairs the NCAP Friends of the Pool Committee. Serves on Sports and Recreation Committee.

Ken Blood – Treasurer for NCAARD Board. Serves as the liaison between NCAARD and the East Muskingum School District Board. Serves on Education and Arts Committee and Sports and Recreation Committee.

Robert Dickson– Acts as liaison between the Village Council and the NCAARD Board. Serves on Friends of the Pool Committee and on Outdoor Pursuits Committee.

Tom German – NCAARD Board Member at large.

Colleen Stevenson- NCAARD Board Member at large. Serves on the Education and Arts Committee.

Carol Beazel – NCAARD Board Member at large. Serves on Friends of the Pool Committee.

Cindy Jacobs – Recording Secretary and NCAARD Board Member at large. Serves on Friends of the Pool Committee.

Shelley Szalay – NCAARD Board Member at large. Serves on Sports and Recreation Committee

Hallie Baker – NCAARD Board Member at large, Pool Booster

Tim Pollock – NCAARD Board Member at large. Serves on Education and Arts Committee.

Interns and Volunteers

NCAARD had 17 program leaders and 5 Friends of the Pool Volunteers during 2014. We provided field experiences to 12 Muskingum University students enrolled in Education 112, practicum experience for 2 Child and Family Studies majors and an internship for a Digital Media Design student (DMD399). We also worked with 4 John Glenn High School students who assisted with after school programs. Let's Pick It Up New Concord provided volunteer opportunities for over 200 Muskingum University students, Scout Troops, 4-H Clubs, East Muskingum School District faculty and students, and other citizens of New Concord.

Financial Overview

In 2014, NCAARD received \$21,000 from its stakeholders (Village of New Concord, Muskingum University and East Muskingum School District). Fees from arts and sports programs brought in an additional \$6,098.25, bringing total income for 2014 to \$31,858.10. Programming expenditures for 2014 totaled \$4,345.59. Total NCAARD expenses for 2014 were \$31,879.02. An additional \$42,187.69 is held in a separate NCAARD account for Capital Improvement.

In addition to the annual NCAARD budget, the organization oversees the New Concord Area Pool's finances. Total income for NCAP amounted to \$31,325.18 for 2014. Season passes totaled \$10,767.50; daily admission fees brought in \$3,619.50; and concession revenue was \$2,886.31. Program fees totaled an additional \$2,941.77 in revenue. Thanks to efforts of the NCAP Boosters revenue from special events and donations was \$6,391.00. Total expenses for the swimming pool were \$37,662.59 including: pool chemicals, utilities, concession supplies, the pool manager's salary, and hourly wages for the lifeguards.



2015 NCAARD Goals

- Review the original NCAARD mission statement and standing committees missions to reaffirm, recommit or revise them to reflect current operations.
- Increase the use of social media and on-line promotions as a means to reduce paper waste and reduce cost of printing program guides by 25%.
- Work with a digital media design intern to better utilize social media to enhance our online presence.
- Work with the Village Council on the Community Innovation grant to set long term recreation goals for the New Concord Area.
- Mentor new program leaders.
- Provide support to the Dog Park Committee.
- Continue to provide support for the operations of NCAP.
- Work with the Village Council to outline a plan for the future of NCAP.
- Continue to offer strong programs and adapt programming to meet the needs, passions, gifts, and talents of the community.

NCAARD 2014 Financial Information

Total Revenue	\$31,858.10
Total Expenses	\$31,879.02
Difference	-\$20.92

2013 Carryover	\$1,103.44
Total NCAARD Holdings To Date	\$1,082.52
Capital Improvements Fund	\$41,187.69

NCAP 2014 Financial Information

Total Revenue	\$31,325.18
Total Expenses	\$37,662.59
Difference	-\$6,337.41