



**CITY OF PONCA CITY**  
**City Administration**

UPCOMING MEETINGS

Monday, June 11

**Ponca City Board of Commissioners and Utility Authority,**  
City Hall, Commission Chamber, 516 E. Grand, 5:30 pm

Tuesday, June 12

**Cultural Affairs Commission,**  
Marland's Grand Home, 1000 E. Grand, Sun Room, 8:30 am  
**Library Board,**  
Library Board Room, 515 E. Grand, 12:00 pm

Thursday, June 14

**Ponca City Development Authority,**  
Chamber of Commerce Board Room, 420 E. Grand, 7:30 am  
**Ponca City Housing Authority,**  
201 E. Broadway, Lobby, 10:00 am

PONCA POLITICS COMMITTEE CANDIDATE FORUM

A Ponca Politics Candidate Forum will be held on Friday, June 22nd from 12 - 1:30 p.m. in the Commission Chambers at City Hall.

The forum will feature candidates for the Oklahoma Senate District 10 and for the House of Representatives District 37 and District 38, including Bill Coleman, Gary Lanham, Steve Vaughan, Ken Luttrell, John Pfeiffer, Casey McAninch and Brian Hobbs.

Be an informed voter!

The election is Tuesday, June 26th.



## **PARKS AND RECREATION NEWS**

### ***Recreation***

#### UPCOMING EVENTS

Thursday, June 16

***Mud Volleyball Tournament:*** Lake Ponca, Fee: \$40/team

Friday, June 22

***Mobile Movie Theater, "Planes-Rated PG":*** PCDA Hanger, 2501 N. Waverly, 9:00 p.m.

Movies outside on the big screen this summer and fall. Free to the public! Bring your lawn chair or blanket and enjoy! Thank You to the 32nd Leadership Class for the donation of a Mobile Movie Theater and associated equipment, including sound system for the benefit of the community!

Saturday, June 23

***Youth Triathlon:*** Lake Ponca and Wentz Camp, 8:00 a.m. to 12:00 p.m.

#### AMBUC POOL AND WENTZ POOL Schedules

***Ambuc Pool:*** 601 South 6<sup>th</sup> Street, Open Swim 1:00 p.m. to 7:00 p.m. every day except Wednesday.

Adult lap swim/senior swim from 10:30 a.m. to 12:45 p.m. every day, except Wednesday and Sunday.

***Wentz Pool:*** 2932 LA Cann Drive, Open Swim 1:00 p.m. to 7:00 p.m. everyday except Monday.

Family Swim 7:00 p.m. to 9:00 p.m. on Thursdays

Admission: \$1.00 for age 12 & under and \$2.00 over age 12. All children must be accompanied by a parent/guardian. All flotation devices must be Coast Guard Approved. Swim passes are available at the Parks and Recreation Department located at 905 W. Hartford Ave. (\$20.00 for 25 swims, either pool).

Contact: Terri Sherbon, Park and Recreation Department, 767-0432



## PARKS AND RECREATION NEWS

### *Ponca City Senior Center*

#### UPCOMING EVENTS

##### Tuesday, June 12

- **Choir**, 1:30 pm @ Creekside
- **Mid Steppers Line Dance**, 2:30 pm
- **Covered Dish & Cake Walk**, 5:00 pm

##### Wednesday, June 13

- **Tai Chi/Cardio**, 9:30 am
- **Bridge I**, 12:30 pm
- **ESL**, 5:00 pm

##### Thursday, June 14

- **Advanced Line Dance**, 1:00 pm
- **Beginners Line Dance**, 3:00 pm

##### Friday, June 15

- **Row at a Time**, 10:00 am
- **Movie Time on the Big Screen**, 12:30 pm
- **Bunco/Pitch**, 5:00 pm

##### Friday, June 22

And, an **Old Fashioned Sock Hop** with hits from the 1950's and 1960's will be held on the evening of Friday, June 22, starting at 5:30 p.m. Music by Larry Lenhart, Larrell Birdsong, Bob Rogers, Kevin Roe, Ryan Burkette, and Jacque Salman will feature Patsy Cline, Elvis, Jerry Lee Lewis, and other favorites. Hamburgers, chips, desserts, and bottled cokes will be served. There is no charge for this event, but reservations are helpful for planning.

Contact: Marie Trenary, Senior Citizens Program Specialist, 763-8051



## **GOLF NEWS**

### ***Lew Wentz Golf Course***

#### UPCOMING EVENTS

Monday, June 11

#### ***Senior Day***

Those 60+ get an 18-hole cart for the 9-hole rate

#### ***Individule Horse Race***

6:00 pm Register early and plan on arriving at 5:45

Tuesday June 12

#### ***Ladies Clinic***

Ladies get an 18-hole cart for the 9-hole rate.

Wednesday June 13

#### ***Drink Specials***

All drink prices reduced, all day

Friday, June 15

#### ***Course Closed***

P66/Unitedway Tournament

Friday, June 22

#### ***Firday Night Fun Night***

6:00-8:00 pm, \$15 for non members

Tuesday, June 26

#### ***Course Closed***

South Central Section JR PGA tournament

Contact: Rod Alexander, Golf Pro, 767-0433



**LIBRARY NEWS**  
***Ponca City Library***

UPCOMING PROGRAMS

Saturday, June 9

***Kids Rodeo Carnival:*** 10:30-12:30 pm, All Ages

Come and enjoy bouncy horse corral, live animals, 101 duck pond lasso roping, ring toss, musical hay bales, Rodeo Queen signing, cactus hat throw, horse bean bag toss and stick horse relay.

Monday, June 11

***Teen Move:*** 1:00-3:30 pm, Ages 13+, Mr. Hollands Opus (PG)

Tuesday, June 12

***Teen Tech Camp:*** 11:00 am, Ages 10-16

***Summer Adult Movie Matinee:*** 3:00-5:00 pm, Sister Act 2 (PG)

Wednesday, June 13

***Story time and Craft:*** 11:00-12:00 pm, Ages 0-6 and 1:00-2:00 pm, Ages 0-6

Enjoy a fun singing exercise and then embark on an enchanting storybook read by the Children's Librarian followed by a unique craft.

Thursday, June 14

***Kids Craft-Paper Animals:*** 10:00 am or 1:00 pm

Pre-register for this program at the reference desk.

***Board Game Night:*** 6:00-8:00 pm, All Ages

Come join us and play Scrabble, Apples to Apples, Trivial Pursuit and many more.

Friday, June 15

***Lapsit:*** 11:00 am

Lapsit Storytime is geared towards toddlers under the age of 2 to help with early literacy skills.

***Family move:*** 1:00 – 2:30 pm

Rock Dog (PG)

Contact: Holly LaBossiere, Library Director, 767-0345



**FIRE NEWS**  
***Fire Department***

CHILDREN AND SUMMER FIRE SAFETY

Although the kids are out of school for summer vacation, it comes without saying that fire does not take a summer break. Children and their caregivers are reminded to have a fire safe summer by following these fire-safety tips;

- Make a home fire escape plan and practice it at least twice a year with your children.
- Have a fire escape plan for young children who cannot get outside by themselves. Talk about who will help each child get out safely.
- Children should know what to do when they hear a smoke alarm and there is no adult around. Help them practice going to an outside meeting place.
- Teach children to never go back inside a building that is on fire.
- Keep children 3 feet away from anything that can get hot.
- Keep smoking materials locked up in a high place.
- Never play with lighters or matches when you are with your children.

Contact: Butch Herring, Fire Chief, 767-0368



**EMERGENCY MANAGEMENT NEWS**  
***Ponca City Emergency Management***

FLASH FLOODS

Except for heat related fatalities, more deaths occur from flooding than any other hazard. Why? The main reason is people underestimate the force and power of water. For example, six inches of fast-moving flood water can knock you off your feet.

Many of the deaths occur in automobiles as they are swept downstream. Of these drownings, many are preventable, but too many people continue to drive around the barriers that warn you the road is flooded.

While the number of fatalities can vary dramatically with weather conditions from year to year, the national 30-year average for flood deaths is 127. That compares with a 30-year average of 73 deaths for lightning, 65 for tornadoes and 16 for hurricanes.

National Weather Service data also shows that nearly half of all flash flood fatalities are vehicle-related, the majority of victims are males, and flood deaths affect all age groups.

Most flash floods are caused by slow moving thunderstorms, thunderstorms that move repeatedly over the same area or heavy rains from tropical storms and hurricanes. These floods can develop within minutes or hours depending on the intensity and duration of the rain, the topography, soil conditions, and ground cover.

Flash floods can roll boulders, tear out trees, destroy buildings and bridges, and scour out new channels. Rapidly rising water can reach heights of 30 feet or more.

Whether you are driving or walking, if you come to a flooded road "Turn Around Don't Drown". You will not know the depth of the water nor will you know the condition of the road under the water.

Contact: Paula Cain, Emergency Management Director, 767-0380



**HUMAN RESOURCES NEWS**  
**Human Resources Department**

OPEN POSITIONS

**CART BARN ATTENDANT AT WENTZ GOLF COURSE**

Salary: \$7.25 Open until filled

**GENERAL JOB DESCRIPTION:**

Wait on the public for all golfing needs and maintain the pro shop, front entrance, golf carts, and cart barn area at Low Wentz Golf Course.

**COMMUNICATION OFFICER**

Salary: \$14.82 Open until filled

**GENERAL JOB DESCRIPTION:**

Perform emergency dispatch for fire, police and ambulance personnel; to operate the communications center which serves the Ponca City and surrounding areas; and to gather, receive, record and disseminate information.

**FIREFIGHTER**

Salary: \$14.23 (\$36, 914.70 annual) Open until filled

**GENERAL JOB DESCRIPTION:**

Perform individually and/or as a member of a firefighting or ambulance team and will participate in fire suppression and EMS activities including firefighting, rescue, first aid, ventilation, forcible entry, salvage, overhaul, inspection practices, auto extraction, patient handling and care, and triage.

Testing will be April 21, 2018 at Fire Station #1 at 500 E. Grand Avenue. The exam will begin at 9:00 am with no admittance after that time. Please notify Fire Department Administration of your intent to participate at 580-767-0368 during normal business hours (8am-5pm, Monday through Friday) or email [fire@poncacityok.gov](mailto:fire@poncacityok.gov).

**JAILER**

Salary: \$15.00 HR Open until filled

**GENERAL JOB DESCRIPTION:**

To maintain the immediate security, care, and control of prisoners and the Ponca City jail structure.

**QUALIFICATIONS:**

Knowledge of: Principles and procedures of recordkeeping. First aid principles, practices and techniques. Self-Defense tactics. Modern office procedures, methods and computer equipment. City and State laws and ordinances. Ability to: Work independently in the absence of supervision. Maintain mental capacity which allows the capability of making sound decisions and demonstrating intellectual capabilities. Work with hostile individuals in a stressful environment. Communicate clearly and concisely, both orally and in writing; understand and follow oral and written instructions. Establish and maintain effective working relationships with those contacted in the course of work.





**LABORER - GOLF COURSE PART-TIME/SEASONAL**

Salary: \$7.25 HR Open until filled

**GENERAL JOB DESCRIPTION:**

Learn and implement quality maintenance techniques to ensure fine turf; includes mowing, trimming, digging, landscaping and other related duties.

**LINE WORKER I/ LINE WORKER II - ELECTRIC**

Salary: \$18.51-\$32.41 HR Open until filled

**GENERAL JOB DESCRIPTION:**

Full Journey level class within the Line Worker series, Performs a variety of mechanical tasks involved in maintaining and repairing electrical power lines, installing and replacing transformers; and to perform a variety of technical tasks relative to assigned areas of responsibility. Must possess a CDL Class "A" driver's license.

**MAINTENANCE WORKER I - STREET**

Salary: \$12.50 HR Open until filled

**GENERAL JOB DESCRIPTION:**

Perform semi-skilled and skilled work in the construction, maintenance and related service activities related to the City streets.

**MAINTENANCE WORKER I - W DIST/WW COLL**

Salary: \$15.08 HR Open until filled

**GENERAL JOB DESCRIPTION:**

Perform semi-skilled and skilled work in the construction, maintenance and related service activities related to the Water and/or Wastewater Treatment Plants and the Water Distribution and Wastewater Collection systems.

**MAINTENANCE WORKER II FUELING OPERATIONS - AIRPORT - PART TIME**

Salary: \$12.00 HR Open until filled

**GENERAL JOB DESCRIPTION:**

Perform semi-skilled and skilled work in the construction, maintenance and related service activities related to the airport. Must be available to work weekends.

**MARLAND MANSION CUSTODIAN – PART-TIME**

Salary: \$10.00 HR Open until filled

**GENERAL JOB DESCRIPTION:**

Must be able to perform general custodial duties at the Mansion.



**OPERATIONS ASSISTANT - MARLAND MANSON**

Salary: \$11.60 - \$12.18 HR Open until filled

**GENERAL JOB DESCRIPTION:**

Perform a wide variety of clerical duties and be familiar with general office procedures. Prepare paper work for personnel information and payroll. Serve as events coordinator for the Marland Mason and Marland Grand home. Must be able to work flexible hours, have excellent customer service skills to work with the public and volunteers.

**PARK MAINTENANCE WORKER PART TIME/SEASONAL**

Salary: \$7.50 HR Open until filled

**GENERAL JOB DESCRIPTION:**

Assist in the maintenance of parks, grounds, planting beds, and gardens.

**PATROL OFFICER**

Salary: \$19.52 non CLEET certified (\$40,597.03 annually Open until filled  
\$20.39 CLEET certified (\$42,415.03 annually)

**GENERAL JOB DESCRIPTION:**

The City of Ponca City offers a financial bonus program for newly hired Police Officers who are certified in Oklahoma or a state with reciprocity and who are exempt from attending the full CLEET Academy. The bonus has two levels (\$3,000 and \$5,000), based on years of experience in a full time, certified, law enforcement position prior to employment with the City of Ponca City, and is paid in three parts. Please call Chief Don Bohon at 580-767-0375 for details.

- 1 Operate a motor vehicle for extended periods of time in all environmental conditions and on occasion operate the vehicle at high speeds and in congested traffic situations.
- 2 Patrol assigned area of City and enforces state and federal laws and City ordinances.
- 3 Patrols and examines building and residences to detect suspicious conditions and handles situations accordingly.
- 4 Direct traffic in congested and emergency areas; report safety hazards; respond to scene of accident, administer first aid, and investigate cause and file accident reports; issue citations to violators of traffic laws.
- 5 Visit the scene of crimes and accidents; search for and preserve evidence; investigate and interview victims; witnesses and potential suspects; apprehend those suspected of crimes; participate in line-ups; make oral and written reports; provide testimony in court.
- 6 Speak before citizen's groups and participate in various training sessions.



### **SECRETARY TO THE CITY MANAGER - CITY MANAGER**

Salary: \$16.77 - \$22.00 HR Open until filled

#### **GENERAL JOB DESCRIPTION:**

This is an advanced administrative position. Assignments require independent judgment and involve high-level interactions with executive management and elected officials. Typical job duties include, compiling information for reports; preparing, editing, and proofreading correspondence, agendas, and documents; relaying information to department managers and ensuring follow-up; assessing purpose of phone, email, mail and visitor inquiries to determine urgency of request and direct to the appropriate contact; maintaining confidential records, prioritizing matters needing attention, exercises discretion and makes independent decisions on how the work is accomplished.

### **SENIOR TREATMENT PLANT MECHANIC – WASTEWATER TREATMENT**

Salary: \$21.44 - \$22.51 HR Open until filled

#### **GENERAL JOB DESCRIPTION:**

To lead, oversee, and participate in the more complex and difficult work of staff responsible for performing preventative maintenance and mechanical repairs to treatment plant related equipment; and to perform a variety of technical tasks relative to assigned areas of responsibilities.

### **SOLID WASTE COLLECTOR**

Salary: \$15.55 - \$16.33 Open until filled

#### **GENERAL JOB DESCRIPTION:**

To manually load refuse on solid waste trucks; to ensure refuse is properly picked up on the assigned commercial or residential route; and to perform minor maintenance and cleaning activities on solid waste heavy equipment. Assist in the operation of the drop-off recycling center and perform building and custodial maintenance as required.

### **WATER TREATMENT PLANT MECHANIC - WATER PRODUCTION**

Salary: \$17.50 - \$18.30 HR Open until filled

#### **GENERAL JOB DESCRIPTION:**

To operate and maintain the City's water plant and pumping facilities and to operate and maintain various pump equipment and production facilities in support of the City's water system. Possession of or ability to obtain a water class "D" or higher issued by the Oklahoma State Department of Health, possession of or ability to obtain an appropriate valid driver's license.

**WENTZ CAMP & POOL MAINTENANCE – PARK AND REC. DEPT.**

Salary: \$ 7.50 HR Open until filled

**GENERAL JOB DESCRIPTION:**

Maintain the grounds of Wentz Camp and Pool. Jobs include mowing, week eating and cleaning of facilities

Contact: Terry Brown, Human Resources Director, 767-0323

**HEALTHY RESOURCES**

As an advocate of Certified Healthy Oklahoma,  
the City of Ponca City participates in the Kay County Healthy Living Coalition.

**Cimarron Transit:** 718-0444

**Kay County Healthy Living Coalition:** 765-2476

**National Highway Traffic Safety Administration Child Car Seat Inspections:** (Appointment Only)

Kay County Health Department: 433 Fairview, 762-1641

Ponca City Fire Department: 500 E. Grand, 767-0368

**Oklahoma Bureau of Narcotics Pharmaceutical Take-Back Location:** Ponca City Police Department, 200 E. Oklahoma, 767-0370

**Oklahoma Domestic Abuse & Sexual Assault Safeline:** 800-522-SAFE (800-522-7233)

**Oklahoma Tobacco Hotline:** 800-QUIT-NOW (800-784-8669)

**Prescription Drugs Safe Storage & Proper Disposal Guidelines:** [www.TakeAsPrescribed.org](http://www.TakeAsPrescribed.org)

**Problem Gambling Hotline:** 800-522-4700

**Recreation:**

Lew Wentz Golf Course: 2928 LA Cann Drive, 767-0433

Parks and Recreation Department: 905 W. Hartford, 767-0430

Ponca City Aquatic & Family Center-YMCA: 1604 W. Grand, 765-5417

Ponca City Senior Center: 319 W. Grand, 763-8051

**Suicide Prevention Lifeline:** 800-273-TALK (800-273-8255)