

STATE OF THE CITY

City of Ponca City — Fiscal 2016-17



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OPPORTUNITIES

THE CITY OF PONCA CITY PROVIDES
NUMEROUS OPPORTUNITIES FOR
COMMUNICATION AND PARTICIPATION:



Communication and participation are key to
community success.

- Informative and educational local government programming, as well as City Commission meetings and Ponca Politics sessions are broadcast on the City's cable channel 56 and www.poncacityok.gov.
- Citizen input and participation are encouraged through citizens' comments at City Commission meetings, citizen advisory boards, City website, and phone hotlines.
- City staff presentations and participation are encouraged throughout community.
- Resident guide information is provided within Chamber of Commerce Business Directory, City website, and new resident/Ponca City Utility Authority customer packets.
- Regular press releases, weekly media tip sheets, monthly employee newsletters, and detailed City service information is at www.poncacityok.gov, as well as via Twitter and Facebook postings.
- Free educational events and programs for local residents are held throughout the year, such as Arbor Day, Book Clubs, Citizens Police Academy, Coffee with a Cop, Earth Day, Electrical Safety Presentations, Fire Prevention & Safety Presentations, Historic Tours of Marland's Grand Home and Mansion, Household Hazardous Waste Day, Health Fairs, Pre-School Story Time, Ponca City Citizens Fire Academy, Recycling Presentations, Senior Center Medicare Part D Assistance Program, Stormwater Presentations, and Volunteer Income Tax Assistance at the Library.
- Many City of Ponca City government documents are available for review at the Ponca City Library within the Business Reference Section and Oklahoma Collection.



CITY OF PONCA CITY
Office of the Mayor

Dear Residents:

The City Commission is the representative body of the people of Ponca City. Members are responsible for overseeing City expenditures and the tedious, sometimes unpopular, task of ensuring that community needs are prioritized and addressed under the constraints of the operating budget and state and federal laws imposed on the City.

The Commissioners play an active role not only in our community, but at the state level as well. Participation at the state level facilitates communication and provides valuable information and insight for making decisions, shaping policy, and developing goals.

Around the state of Oklahoma, Ponca City is known as a community that works together. This can do attitude promotes communication, generates creativity, and reduces duplication. Ponca City continues to work together and positively support each other's efforts; as each sector of our community has a direct impact upon the others.

We are blessed to live in Ponca City! Let us also strive individually to work together as good neighbors and citizens...whether at home or out and about our daily activities.

With highest regards,

Homer Nicholson

Homer Nicholson, Mayor

Mayor Homer Nicholson was inducted into the Oklahoma Hall of Fame for City and Town Officials on September 15, 2016.

— HALL OF FAME —

Formed in 1999, the Oklahoma Hall of Fame for City and Town Officials Foundation recognizes individuals for outstanding achievements or contributions to city and town government. To be selected, an honoree must make significant contributions to Oklahoma local government, through their positive spirit of public service, with unquestioned ethics.



Homer Nicholson, Mayor
Service: 2007 to present
Term expires: March of 2019

Ponca City citizens elect five at-large commissioners with one designated as Mayor.

Each serves a three-year term.

The Commission selects a vice-mayor each year.



Mary Beth Moore, Vice-Mayor
Service: 2014 to present
Term expires: March of 2017

CITY COMMISSION

Mission: *The City Commission will think and plan strategically for the better good of our community. Commissioners encourage adaptive thinking, which leads to greater productivity with resultant cost-savings for citizens.*

“ANOTHER GREAT DAY IN PONCA CITY!”

Mayor Nicholson represents the City of Ponca City on boards and committees including: the Water Quality Management Advisory Council, Governor’s Task Force on Collection, Distribution & Enforcement of Municipal Sales Tax, Oklahoma Academy Town Hall, Oklahoma Department of Environmental Quality Board, Oklahoma Homeland Security Advisory Council, Oklahoma Municipal Utility Providers Board, Oklahoma Pipeline Safety Task Force, Northwestern Oklahoma Workforce Investment Board, Mayors Council of Oklahoma, Oklahoma Municipal League Executive Board and Legislative Committee, Oklahoma Municipal Power Authority’s Board of Directors and Legislative Committee, American Public Power Policy Makers Council, and the United States Service Academy Selection Committee.

Mayor Nicholson coordinates the Kay County Mayors Round Table, as an on-going effort to increase dialogue regarding pertinent issues facing

North Central Oklahoma communities, such as legislation, tourism, code enforcement, tax collections, environmental regulations, 911, and seismic activity.

The City Commission continues to support efforts of the Mid-Size City Coalition regarding legislative funding issues, Oklahoma Municipal League’s Legislative Committee regarding municipal issues, and the Oklahoma Municipal Power Authority’s Legislative Committee regarding public power issues.

City Commission objectives include continuing to create an environment for open dialogue regarding capital improvement projects; ensure long-term water rights and water supply needs; keep Ponca City clean through code enforcement and removal of dilapidated housing efforts; work on favorable legislation to improve municipal revenues and limit sales tax exemptions through diversification of sources; and partner with the Ponca City Development Authority to recruit new business, industry, and residents.



Lanita Chapman, Commissioner
Service: 2008 to present
Term expires: March of 2017



Nancy Rathbun, Commissioner
Service: 2015 to present
Term expires: March of 2018



Ryan Austin, Commissioner
Service: 2015 to present
Term expires: March of 2018

ADVISORY BOARDS

Mission: *To provide an opportunity for residents to have an active role and voice in their municipal government through advisory boards, which initiate in-depth studies of specific areas of responsibility and make recommendations to the Mayor and Commissioners.*

*Airport Advisory Board

This board advises and makes recommendations to the Board of Commissioners on the planning, development, construction, enlargement, improvement, maintenance, equipment, operation, regulation, protection, and policing of the municipal airport and land adjacent to the airport that is subject to the jurisdiction of the Federal Aviation Association. Board members serve one three-year term and include five citizens and ex-officio non-voting member Homer Nicholson. Meetings: Held as needed

*Animal Control Commission

This commission advises and makes recommendations to the Board of Commissioners on maintenance, improvements, operations, and equipment of the Animal Control Center; all ordinances for the control, regulating, and licensing of animals in the City; and any and all legislation concerning animals kept within the limits of the City. Board members serve one three-year term and include citizens: Margaret Bowman, Raymond Ham, Rhea Jones, Gayle Williams, and non-voting members Don Bohon and Steve Miner. Meetings: Quarterly, 5:30 p.m., City Hall, McFadden Room

Board of Adjustment

This board decides requests for zoning variances and appeals from decisions made by administrative officials on the enforcement of zoning regulations. Board members serve one three-year term and include citizens: Dave Baur, Winston Lindsay, Sonja Long, Kelly Murphy, James A. Smith, and non-voting staff member Chris Henderson. Meetings: Held as needed

Construction Appeals Board

This board hears all appeals regarding code enforcement officer decisions referencing electrical, mechanical, plumbing, building and/or fire codes. Board members serve five years and include citizens: Larry D. Baird, L. Randol Marzuola, Darrell Stolhand, Richard Welborn, John Adams; alternate members Floyd Novotny and William T. Salmons. Meetings: Held as needed

Cultural Affairs Commission

This commission advises the Board of Commissions and City Manager on matters concerning the operation, regulation, promotion, and improvements of Hutchins Memorial, Marland's Grand Home, Indian Museum, and all matters relating to the cultural affairs of the City. Board members serve one three-year term and include citizens: Chris LittleCook, Betty Jean Norman, William Oldfield, Maribeth Subramaniam, Terry Vandell-Bell, and ex-officio members David Keathly and Tana McKinley. Meetings: 2nd Tuesday, 8:30 a.m., Marland's Grand Home, Sun Room

Historic Preservation Advisory Panel

This board prepares a comprehensive inventory and preservation plan for historical, architectural, and archeological resources within the City, as well as makes recommendations to the Board of Commissioners and Planning Commission concerning the acquisition of development rights, facade easements, and the development of historical plans. Board members serve a three-year term and include citizens: Robert Bodick, Beverly Bryant, Marcia Davis, Mindy LittleCook, Lee Matts, Donna Reid, Richard Winterrowd; non-voting member Chris Henderson.

*Library Board

This board considers all phases of library operations and makes recommendations to the Board of Commissioners for improvements in any area of library operations. Members serve three-year terms and include citizens: Lilly Freeman, Carla Kervin, Katherine Long, Angela Spicer, and non-voting member Holly LaBossiere. Meetings: 2nd Tuesday, 12:00 p.m., Library Board Room

E.W. Marland Estate Commission

This commission adopts policies, declares regulations, promulgates rules, allocates space, determines uses, provides long range development, fixes user fees, and is dedicated to cultural, educational, historical, recreational, and similarly related purposes. The commission advises the Board of Commissioners through the City Manager. Members serve three-year terms and include citizens: Debra Bellmard, Robert Bodick, Lori Henderson, James K. Howard, Brook Lindsay, Mert Martens, Chelsea McConnell, Tom Myatt, Dr. S.J. Pickens, Michael D. Smith, Marilyn Snyder, and ex-officio member Craig Stephenson. Meetings: 3rd Tuesday, 4:30 p.m., Marland Estate, Lydie's Cottage

*Park and Recreation Advisory Board

This board sets policies for the operation of the Park and Recreation program, reviews and approves individual programs, as well as the annual Park and Recreation Capital Improvement Projects budget. Members serve one three-year term and include citizens: Kimberlyn Bivins, Alfred Moore, Aaron Reynolds, Robin Riley, Jeremy Sacket, Tom Throop, Jason Troutman, Bill Wentroth, and ex-officio member Jim Sindelar. Meetings: 3rd Thursday, 5:30 p.m. City Hall, Barnes Room

*Personnel Board

This board advises the City Manager and the Board of Commissioners on matters of personnel policy and problems of personnel administration, representing the interest in the improvement of personnel administration in the City's service. Members include Laura Wedd, Robert Howard is the alternate, and Craig Stephenson is an advisory board member. Meetings: Held as needed

Planning Commission

This commission considers and investigates subject matters tending to the development and betterment of the City and makes recommendations concerning the adoption of surveys, maps, or plans. The Planning Commission is appointed as the Zoning Commission and as such recommends the boundaries of various zones. Commission members serve one three-year term and include citizens: Bonnie Cook, Ben Evans, Warren Frantz, Keith Lawrence, Winston Lindsay, Michael Mattera, Charles Miller, Rick Norris, Dwain West, and non-voting staff members Chris Henderson, Jim Fairbanks, Hong Fu, Mike Lane, and Craig Stephenson. Meetings: 1st Tuesday, 5:30 p.m., City Hall, Commission Chamber

*Senior Advisory Board

This board advises the Board of Commissioners and the City of Ponca City on any and all matters concerning encouraging, fostering, and promoting senior development, to increase the well-being and quality of life of Ponca City's senior population. Board members serve one three-year term and include citizens; Stan Brown, Charles Clark, Joan Clark, and ex-officio non-voting members Lanita Chapman and Jim Sindelar. Meetings: 6X/Year, 2nd Thursday, 3:00 p.m., City Hall, Barnes Room

The (*) denotes board vacancies. Applications are available in the City Manager's Office, located at 516 E. Grand Avenue and online at www.poncacityok.gov.



Craig Stephenson, City Manager



CITY OF PONCA CITY
Office of the City Manager

Dear Residents:

Staff continues to maintain a fiscally conservative outlook, and management continues to strategically evaluate operational efficiencies. This has proven to be a sustainable course of action allowing our residents to continue enjoying the same high standard of quality services and programs unique to our community.

This fiscal 2016-17 budget provides for City and Ponca City Utility Authority expenditures totaling \$101,002,802, which represents a 0.37% decrease from the prior year's budget. Included in this budget is \$8,048,667 in capital improvements. The full time employee base across the City and PCUA remains at 392 full time positions. This year's budget also includes a 27th pay period, which occurs approximately every thirteen years. City employees are to be commended for a job well done, as they strive to work safely, deliver great customer service, and collaborate with residents.

The organization continues to seek and implement innovative solutions and to mitigate the financial impact of unfunded regulatory mandates by both federal and state agencies. The driving force is a sincere interest in providing high quality services to the community. This cannot be accomplished without the support of the City Commission. The underlying premise is to maintain a fiscally sound local government, invest in Ponca City, implement sustainable initiatives, and serve and protect the community while preparing for the future.

Sincerely,

Craig Stephenson

Craig Stephenson, City Manager

The City raises needed revenues to operate services.

Sales tax is the only tax generating stream of revenue for the City.

The City does not receive any property tax revenues for operations or any appropriations from the State.

Of the \$23,861.654 budgeted for the General Fund, \$13,637,062 (57%) is for public safety.

— SALES TAXES IN PLACE AS OF 11.07.16 —

State Sales Tax — 4.5% (in perpetuity)

Kay County Sales Tax for Jail — 0.667% (1/2 in perpetuity, 1/2 in 2028)

City Sales Tax for General Fund — 2.0% (in perpetuity)

City Sales Tax for Street Improvements — 0.5% (in perpetuity)

City Sales Tax for Economic Development— 0.5% (2018)

City Sales Tax for PCAFC-YMCA—0.5% (2020)

TOTAL: 8.667%

ADMINISTRATION

Mission: *To be responsible for all administrative and operational functions of the municipal government in accordance with the City Charter and Municipal Code of Ordinances.*

CITY DEPARTMENTS WORK TOGETHER

The City of Ponca City operates under a council-manager form of government, combining the strong representative leadership of elected officials in the form of the City Commission with the managerial experience of an appointed professional City Manager.

City Manager Craig Stephenson is responsible for the implementation of policy and procedures, as directed by the City Commission, through the coordination and supervision of all City departments as they work toward the goals and visions of the Commissioners.

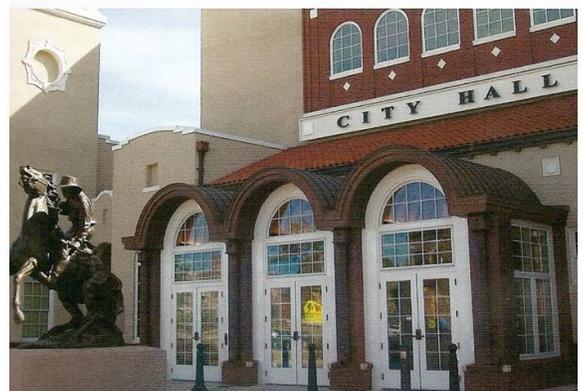
Stephenson assists the Commissioners in the making of policies by providing preliminary planning, recommendations, technical assistance, and reporting on all matters relating to the planning, development, and operating status of the City departments.

City Administration represents the City of Ponca City at the national, state, and local level through active leadership roles in various organizations, such as the International City/County Management Association, Oklahoma Municipal League, Oklahoma Academy Town Hall, Oklahoma Mid-Size City Coalition, Alliance for Innovation, Society of Human Resource Managers, Oklahoma Public Employers Labor Relations Association, Ponca City Chamber of Commerce, Ponca City Main Street, Kay County

Healthy Living Coalition, Arts & Economic Prosperity 5 Committee, and United Way of Ponca City.

In addition, Stephenson serves as Chair of the AMIGOS Library Services, President of the City Management Association of Oklahoma, and Vice-Chair of the Oklahoma Municipal Assurance Group.

The objectives of the City Manager are to administer and provide support to the attainment of the City Commission and Departmental goals through budget implementation; to enhance employee education and development through continuation of the Supervisor Training Program and annually required safety training sessions outlined by the City's safety manual; to improve health and wellness opportunities for City employees through initiatives such as free, voluntary, annual employee health assessments; to promote Ponca City as a City of Character; to work with governmental jurisdictions and corporate relationships; and to actively engage in monitoring approved legislation at the state and national level that has the potential of impacting municipal operations.



WHERE THE CITY GETS \$\$\$

TAXES	General Fund Sales Tax	\$7,346,943
	General Fund Use Tax	\$620,000
	Street Improvement Sales Tax	\$1,836,736
	Street Improvement Use Tax	\$155,000
	Economic Development Sales Tax	\$1,836,736
	Economic Development Use Tax	\$155,000
	Recreation Center Sales Tax	\$1,836,736
	Recreation Center Use Tax	\$155,000
	Hotel/Motel Tax	\$560,000
	Ad Valorem Tax	\$1,288,000
	Other	\$127,000
LICENSES & PERMITS	License	\$64,000
	E-911	\$340,000
	Franchise Fees	\$508,000
	Other	\$50,000
INTERGOVERNMENTAL	Airport Grants	\$165,000
	Community Development Grants	\$5,250
	Emergency Management Grant	\$29,700
	Street & Alley	\$233,000
	Other	\$159,000
OUTSIDE	Cann Estate	\$25,000
	Library Grants & State Aid	\$36,000
	Other	\$500
CHARGES FOR SERVICES	General Government	\$4,171,683
	Utilities	\$55,097,531
	Marland Estate	\$126,200
	Golf	\$505,500
	Airport	\$894,450
	Other	\$1,500
	Municipal Court Fines	\$570,000
FINES	Other	\$28,700
	Interest	\$379,400
OTHER REVENUE	Asset Lease to OMPA	\$623,000
	Penalties & Bad Debt	\$447,800
	Disposal of Fixed Assets	\$31,000
	Assigned Fund Balance	\$3,342,149
	Other	\$212,889
	Contributions from Funds	<u>\$17,038,399</u>
	TOTAL	\$101,002,802

WHERE THE \$\$\$ GO

ELECTRIC	\$37,384,858
STORMWATER & WASTEWATER	\$5,670,836
WATER	\$8,111,580
SOLID WASTE	\$5,387,267
POLICE	\$5,878,846
FIRE	\$5,367,848
AMBULANCE	\$1,309,541
911 & EMERGENCY MANAGEMENT	\$828,133
ANIMAL CONTROL	\$252,694
WENTZ GOLF	\$791,194
GENERAL GOVERNMENT	\$3,652,875
STREETS	\$4,997,873
CAPITAL PROJECTS	\$534,667
TOURISM	\$631,667
LIBRARY	\$1,046,964
DEVELOPMENT SERVICES & ENGINEERING	\$1,342,791
AIRPORT	\$1,352,313
MARLAND ESTATE & GRAND HOME	\$542,625
PARKS & RECREATION	\$2,241,750
DEBT SERVICE CITY & ECONOMIC DEVELOPMENT	\$4,689,472
INTERNAL SERVICE DEPARTMENTS	<u>\$8,987,008</u>
TOTAL	\$101,002,802



CITY CLERK & FINANCE

Mission: *To provide timely and accurate financial information, records management, budget monitoring, accounting, investment, and accounts payable services for the City.*

MAINTAINING FISCAL ACCOUNTABILITY

City Clerk and Finance provide the following services: City Commission records, codification of municipal ordinances, contractual bidding, accounting, financial reporting, licenses and permit requirements, municipal accounts and investments, municipal court clerk services, official file maintenance, public notifications, schedule of regular meetings, and utility billing information and services.

Finance leads the charge each year, coordinating the various components of the budget document. Many employees of the City of Ponca City contribute to the preparation of the budget, and all employees participate in the implementation of the programs outlined in the budget document. Once again, maintaining fiscal accountability has paid off, and the City of Ponca City received an unqualified audit opinion for Fiscal 2014-15 with positive comments.

Finance completed eight internal review projects to document processes, internal controls, and compliance with laws and policies. They also completed a quantitative analysis of Landfill revenues, conducted an internal review of financial aspects of

the Ponca City Aquatics & Family Center, provided financial input to management regarding the Fiber to the Premises project, and formed a Defined Benefit Retirement Plan Committee to enhance oversight and due diligence.

Municipal Court continued to utilize the Oklahoma Compulsory Insurance Verification System to verify insurance verification presented by individuals on citations for failure to comply with compulsory insurance law. They also updated and modified the template forms to comply with the Department of Public Safety form changes on suspensions and cancellations.

Utility Billing evaluated credit card providers through a comparison process and determined to stay with the current provider. They also evaluated the Incode Utility Notification System compared to the reminder notices currently used and determined that it was not efficient to change at this time.

— GENERAL FUND: TOTAL SALES TAX REVENUE —

<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
\$7,007,940	\$7,243,847	\$7,085,015	\$6,722,128	\$7,072,710	\$7,634,343	\$7,444,295	\$7,764,127	\$7,838,422	\$7,434,055

CULTURAL AFFAIRS

Mission: *To restore and preserve Marland's Grand Home and Marland Mansion and Estate, educate the public about E.W. Marland, and create an authentic atmosphere portraying Marland's lifestyle from 1908 until the late 1930s.*

HIGH STAKES, THE LIFE & TIMES OF E.W. MARLAND

Ernest Whitworth Marland founded the Marland Oil Company in Ponca City just before WWI. During that time, oil was being discovered in Oklahoma at an amazing rate and mostly by Marland. By the 1920s, Marland controlled one-tenth of the world's oil reserves above ground. Marland Oil later became the Continental Oil Company. Schooled as an attorney, then self-trained as a geologist, E.W. Marland went on to achieve the titles of U.S. Congressman and 10th Governor of Oklahoma in the 1930s. He died in 1941 after serving his state and nation through experiences in the oil business and politics.

Marland's Grand Home, located at 1000 East Grand Avenue, is listed on the National Register of Historic Places and is celebrating 100 years! It was the first mansion-style home of Marland and his family. Designed by Solomon Layton in Renaissance Revival style, construction of the home began in 1914 and was completed in 1916. It covers 16,500 square feet and houses the first indoor swimming pool built in Oklahoma. The property originally included extensive formal gardens to the east and a carriage

house to the west. The home cost approximately \$350,000 to build. Today, Marland's Grand Home provides facility and ground rentals, gives historic home tours, and houses Marland Family Displays, 101 Ranch Artifacts, an Archeology Display, Native American Artifacts, and a Daughters of the American Revolution Exhibit.

Marland Mansion and Estate, located at 901 Monument Road, is a National Historic Landmark that took three years to construct, between 1925 to 1928. Master architect John Duncan Forsyth, artists, decorators, and sculptors of international reputation combined their talents to create this "Palace on the Prairie." The mansion is 78 feet wide and 184 feet long and contains 43,561 square feet distributed over four levels. There are 55 rooms, including 10 bedrooms, 12 bathrooms, 7 fireplaces, and 3 kitchens. Marland Mansion and Estate provides facility and grounds rentals, gives guided historic home tours, and houses the Bryant Baker Gallery and Artist's Studio, John Duncan Forsyth Room, Marland Oil Museum, and Marland Family Exhibit.

Copies of the documentary "High Stakes: The Life and Times of E.W. Marland" are available for purchase in the Marland Mansion Gift Shop.

Proceeds go towards the restoration and preservation of the Marland Mansion & Estate.



DEVELOPMENT SERVICES

Mission: *To promote and facilitate land use planning, assist individual citizens in achieving their development goals and objectives, and implement the community-wide standards of the Ponca City Master Plan.*

POSITIVE TOOLS FOR GROWTH & QUALITY OF LIFE

Planning/Code Administration reviewed building plans, issued permits, and provided inspection oversight for residential and commercial construction projects with a total value of \$19,828,720; abated 2,612 individual properties for violations associated with the care of premises, high grass and weeds, dilapidated structures, non-complaint signage, and the illegal parking of vehicles; and completed a FEMA acquisition grant that resulted in the removal of three flood prone structures.

Engineering completed the plan review, bidding, and construction oversight for the reconstruction of Elm Street from Otoe to Ponca and from Highland to Summit, and the reconstruction of Second Street from Broadway to Hazel. They also provided design and construction oversight of a new concrete pipe bridge to protect the City’s raw water lines, implemented a new GIS detention pond inventory and inspection process, maintained an ISO Community Rating System rating of 5, and provided plan review guidance and GIS data assistance for

various development projects, including Golden Chick, La Quinta Inn, and Waverly RV Park.

Grants Administration utilized CDBG funding to complete the 4th and South Avenue Traffic Signal Replacement Project, provide closing costs and down payment assistance for 13 income eligible applicants, and emergency repairs for 12 income eligible households. They also utilized a \$120,300 Assistance to Firefighter Grant to fund fire equipment updates.

Traffic Engineering installed traffic signal battery backup at 5th & Prospect, Hartford & Union, and 5th & Highland; completed installation of new traffic signal mast arms and street name signs with hundred-block addressing; replaced non-complaint street name markers; completed traffic signal renovation at 8 intersections within the central business district; contracted 80,100 linear feet of street pavement markings; produced 773 traffic control signs and 2,611 special signs/decals; and replaced 504 traffic control signs and 244 street name markers.

— BUILDING PERMITS —

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Residential	\$1,170,464	\$3,428,935	\$1,752,160	\$8,017,335	\$8,121,900	\$7,370,000
Permits	47	21	40	48	27	36
Commercial	\$7,549,542	\$13,334,240	\$22,036,505	\$22,634,035	\$32,138,452	\$10,949,229
Permits	39	21	28	36	31	33



Ponca City Main Street and the City of Ponca City partnered to construct the Veterans Plaza, located downtown at Fourth Street and Grand Avenue. The plaza recognizes and honors all veterans of Kay County. It provides a unique open air environment and includes a water feature paid for by the City, making it the perfect location for small gatherings and events. Funding for construction of the park came from local individuals, companies, and organizations.

ENVIRONMENTAL SERVICES

Mission: *To provide solid waste, water, and wastewater services, while protecting public health and meeting all state and federal environmental regulations.*

DEVELOPING A LONG-TERM WATER SUPPLY PLAN

Water Administration continued to develop a long-term raw water supply plan for Ponca City by analyzing aquifer productivity information, Kaw Reservoir storage and release data, Ponca City's two surface water rights and one groundwater right, and Ponca City's historical water demand. Staff worked closely with consulting engineers on technical topics relating to the possibility of Ponca City exercising its water right to Kaw Lake, in areas such as the hydraulic capacity analysis of the Kaw Reservoir Intake Structure and cost estimates for Kaw Lake Raw Water Supply Project under various scenarios.

Water Production rehabilitated the 5 million gallon Industrial Park storage tank, replaced a Mid-Well field water well to increase raw groundwater supply capacity, rehabilitated two filters at the Water Treatment Plant to improve filtration efficiency, and treated over 2.98 billion gallons of drinking water that met or exceeded state and federal standards.

Water Distribution located over 200 buried valves in the water distribution system and raised them to grade with sizing identification. They installed 26 new fire hydrants and 32 water valves, repaired 176 emergency water main breaks, and replaced 500 feet of problematic water main sections.



Solid Waste Collection continued to provide the Christmas Tree Recycling Program, Fall Leaf Pick Up, Citywide Spring Clean Up, Twice-a-Week Residential Collection, Commercial Collection, Roll-Off Container Collection, and Special Pick-Up.

Landfill fulfilled all reporting requirements for Air Quality, Greenhouse Gas and Leachate, as well as groundwater monitoring required by EPA's Source Performance Standards and Emission Guidelines.

Wastewater Administration continued to promote higher operation standards and efficiency, enhance preventative maintenance activities to further reduce unpermitted discharges, improve customer satisfaction, and protect stream water by implementing the Industrial Pretreatment Program mandated by the Clean Water Act.

Wastewater Treatment treated 1.37 billion gallons of wastewater, replaced two 72-inch gate valves to facilitate different aeration basin operation modes, and worked with Ponca City Energy to install a dual feed electrical system for emergency power.

Wastewater Collection replaced 100 feet of 8" sewer pipe crossing Turkey Creek at Lake Ponca, flushed 500,000 feet of sewer mains, filmed and evaluated 10,000 feet of sewer mains, and treated 51,000 feet of

Distributing an abundant and high quality supply of potable water

by operating a 16 Million Gallon/Day Water Treatment Plant and maintaining 180 miles of water mains, 11,400 water meters, various valves, 900 fire hydrants, 6 distribution booster pumping facilities, 2 elevated water storage towers, and 4 ground storage reservoirs, as well as 20 water wells.

FIRE & AMBULANCE

Mission: *To minimize the loss of life and property resulting from fire, medical emergencies, and other disasters.*

COLLABORATION IMPROVES RESPONSE EFFICIENCIES

Fire responded to 1,329 calls related to fire, rescue, or other citizen requests for assistance; provided proper installation of 39 child safety seats in vehicles; performed a total of 81 in-home smoke alarm checks, installing 58 new smoke alarms and replacing 23 batteries; provided fire safety education to more than 3,000 elementary students in all Ponca City public and private schools; and provided 19 fire safety awareness speaking engagements.

Fire Administration provided in-class recruitment speeches at five educational institutions in Oklahoma and Kansas that offer firefighter technical programs and advanced levels of EMS training; held two candidate examination opportunities at Eastern Oklahoma County Technology Center's fire training facility, yielding eleven candidates of whom three were hired. Recruitment training was provided for the eleven personnel hired in fiscal 2015 to replace department retirees.

Fire engaged in seven collaborative training opportunities with Kay County fire departments and Phillips 66, resulting in higher levels of training in the areas of vehicle extrication, post-traumatic stress disorder awareness, advanced rope rescue, advanced fire behavior, and fire instruction techniques.

Fire and Ambulance's primary response area

is 19.3 square miles within the Ponca City limits.

Fire responds to 64 square miles of rural area in Kay County.

Ambulance responds to 445 square miles of rural area:

220 square miles in Kay County, 125 square miles in Noble

County, and 100 square miles in Osage County.

Ambulance responded to 3,948 emergency medical related calls. They participated in collaborative efforts between Alliance Health Hospital and the PCFD emergency medical division, and attended quarterly quality assurance meetings to reduce pre-treatment time for patients seeking cardiac care. In addition, a new heart monitor was placed into service.

A medical protocol review process specific to the level of EMS certification held by each firefighter medic was established, and the PCFD transitioned to the direct entry of patient care reports into the Oklahoma Department of Health's information system's database.

In addition, they engaged in a dialog with the administrative personnel of five skilled nursing and assisted living facilities to improve the efficiency of the City's EMS system and medical care for their residences.

PCFD provided CPR, automatic electronic defibrillator, and first aid training to 92 City employees; delivered five EMS awareness speaking engagements; and participated in three health fair events sponsored by area health care organizations and businesses.





The City of Ponca City received a \$700,000 Transportation Alternatives Program grant from the Oklahoma Department of Transportation to construct the first of five segments of the Lake Ponca Trails Project, Segment 4. Segment 4 is for the construction of a pedestrian and bicycle trail, consisting of concrete trails, striping, lighting, signage, and landscaping located in Lake Ponca Park, which runs along L.A. Cann Drive to the Checkstand Road Park Loop. The estimated construction cost is \$1,163,304. A required 20% cash grant match of \$140,337.36 will come from the Hotel/Motel Tax Fund, and \$321,967 will come from Ponca City Energy. Pictured is the beautiful Marland Trail, part of the Ponca City Trail System.

PARKS AND RECREATION

Mission: *To provide clean, safe, and aesthetically pleasing facilities; quality recreational opportunities; and a variety of enjoyable, safe, and healthful leisure experiences for all age groups in the most cost-effective manner.*

PROMOTING HEALTH AND WELLNESS OPPORTUNITIES

Park Maintenance continues to maintain Tree City USA certification, edge 45 miles of arterial roadway, and increase shrub and perennial plantings to reduce annual plantings.

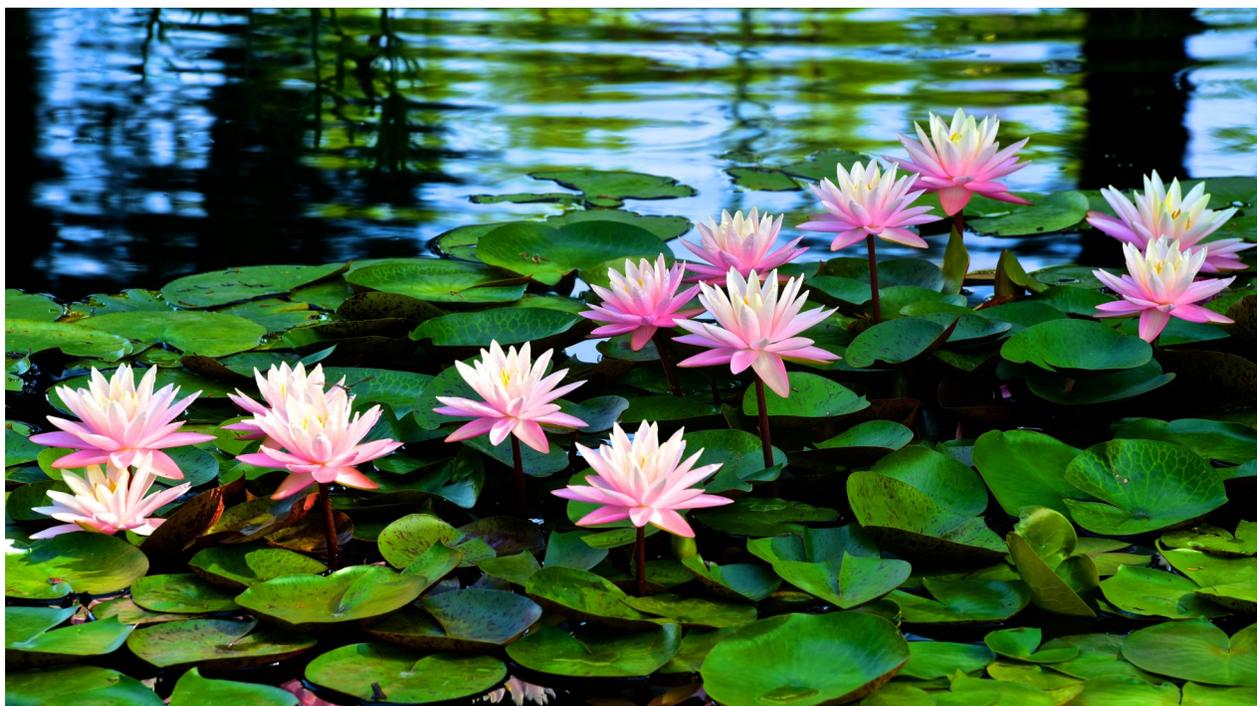
They provide grounds maintenance for 28 parks, Lake Ponca Recreational Area, AMBUC Pool, Wentz Camp and Pool, Senior Citizen Center, Unity Gym, Cann Memorial Gardens, Veterans Plaza, City Hall, Library, Marland's Grand Home, and Marland Mansion & Estate, as well as the Pioneer Woman Museum grounds through a state contract. In addition a nature themed playground was installed at McGraw Park thanks to a \$75,000 Phillips 66 grant.

Recreation continues to add new annual health and wellness programs, such as the Daddy Long Leg's 5K Fun Run/Walk, Kaleidoscope 5K Kolor Run,

Pickleball Tournament, Youth Fishing Clinic, Senior Center Veteran's Day Luncheon, Annual Older American Month Activities, Medicare Part D Appointments, AMBUC Pool Summer Sizzler Swim Meet, Full Moon Over Wentz Camp Free Swim, Dog Daze of Summer, and 2M2L Back to School Bash.

They also provide support for many annual community events such as the Herb Festival, Christmas Parade, Fourth of July Fireworks Over Lake Ponca, Battle of the Burger, Cruzin Grand, Oktoberfest, and the Standing Bear Pow Wow.

Ready to play ball? Parks and Recreation offers 4th-8th Grade Girls Basketball, Girls and Coed Volleyball, Jazzercise, Summer Tennis, and Pickleball, as well as programming at the Senior Center, Ambuc Pool, Wentz Camp and Pool, and Unity Gym.



PONCA CITY ENERGY

Mission: *To maintain and improve the electrical system and street lighting system, while providing a reasonable transfer to the City treasure for the public good as well as comparably low rates.*

STRIVING TO BE GOOD SERVANTS AND STEWARDS

Ponca City Energy continued to annually maintain and improve the electrical system by testing 2,000 poles and replacing 108 inferior poles; converting and replacing over one mile of non-accessible primary overhead to underground; testing 1,000 transformers, removing and replacing the final 12 PCB transformers; and replacing over 10 miles of brittle primary overhead wire.

They also mapped, labeled, and installed fault locators on transformers in 23 underground additions and installed a new underground system to Highland Park Estates' 34 new single family homes.

PCE extended a feeder from the Dan Moran Substation to the Wastewater Treatment Plant and

installed a pad mounted automatic source selection switch. In addition, they replaced circuit breakers and performed a relay upgrade at the Dan Moran Substation and performed a relay upgrade at the Wastewater Substation to improve reliability, network capability, and outage response.

PCE constructed fiber-optic extensions for new customers. They also changed out signal poles on Grand, from Pine to Seventh, and removed all signal poles on Central, from Second to Fourth.

To improve response times, reliability, and flexibility during adverse weather, significant modifications were made to the phone answering system, outage management electrical model, and feeders.



Ponca City Energy employees train to safely provide service to a 98 square mile area. They continue to represent Ponca City well at Municipal Electric Systems of Oklahoma and American Public Power Association line workers rodeo and safety trainings.



PONCA CITY LIBRARY

Mission: *To meet the informational needs of the community by serving as a guide to the world of information, a source of leisure materials, and a provider of resources for residents to make informed decisions, explore topics of interest, and learn throughout their lives.*

ENRICHING LIVES THROUGH KNOWLEDGE

Ponca City Library provided over 23,000 checkouts of downloadable materials to Ponca City residents through participation in the Oklahoma Virtual Consortium and provided over 14,000 downloaded magazines to library card holders through Zinnio. The Library achieved a five-day turnaround for processing materials from postal delivery to the new book shelves and re-labeled over 34,000 items to improve appearance and accessibility. They also created new signage, displays, and passive programs throughout the building.

Besides books, residents also enjoyed checking out the many new programs offered at the Library, such as Brick Builders, Murder Mystery Night, Santa Story Time, Origami Extravaganza, and Book Club Monday.

The Library provides audio-visual materials, computers, internet, typewriters, optilecs, free meeting rooms, interlibrary loan services, senior assisted living outreach, and preschool story hours.

And, it is home to the Richard Gordon Matzene Art Collection.

The Library received over \$100,000 in grants, donations, and in-kind services. For example, grant funding provided two months of adult health literacy programs.

Another successful program at the Library is tax assistance. Each year, the Library partners with Volunteer Income Tax Assistance, which prepares income tax forms for approximately 1,000 people.

In order to continue improving services, Library staff implemented a new 3-year long range plan, as well as completed a Secret Shopper Assessment of library services, and an initial assessment of space to establish recommendations for improved use of the facility, collections, and services.



POLICE

Mission: *To work with all citizens to promote safety, preserve life, maintain human rights, protect property, and encourage individual responsibility and community commitment.*

THANKFUL FOR CONTINUED COMMUNITY SUPPORT

Ponca City Police Department is an accredited Police Department with 55 sworn officers, 24 civilian employees, 15 Tact Team officers, one K9, and 30 Extra Eyes volunteer personnel. In 2015, they drove over 462,562 miles protecting the community in 40 marked patrol cars, 3 special vehicles, and nine unmarked vehicles, as well as responding to 19,650 Police calls for service.

Police Officers in 2015 received an average of 119 training hours, with the department receiving 6,033 CLEET certified hours, 377 in service hours, and 188 mental health hours. Civilian employees received a 1,050 training hours, with Booking receiving 177 hours, Dispatch receiving 285 hours, analyst receiving 233 hours, volunteers receiving 397 hours, and others receiving 18 hours.

In 2015, compared to 2014, the Police Department made 191 more arrests, issued 2,045 more traffic citations, and cleared 7.8% more cases. Part 1

Crimes, which consist of arson, criminal homicide, forcible rape, robbery, aggravated assault, burglary, larceny/theft, and motor vehicle theft, decreased by 17.5%. Of the 313 Part 1 Crimes that were cleared, 65 were by juvenile arrests, meaning 20.77% of Part I Crimes were cleared by a juvenile arrest, an increase of 4.37%. Overall, the crime rate decreased by 7.8 crimes per 1,000. Ponca City had the second lowest recorded number of Part 1 Crimes in the past 20 years. In addition, Animal Control released more animals than they euthanized and reached record lows of animals handled and animals euthanized.

PCPD is thankful for the community's continued support and the many trained volunteers who come from graduating classes of the Citizens Police Academy and Extra Eyes. They perform duties such as records entry, fingerprint analysis, traffic control, crime stoppers, juvenile court, special patrols, parade duty, and crime scene assistance.

— POLICE SERVICES —

Animal Control, AFIX fingerprint scanning & comparison, Bicycle Patrol, Motorcycle Patrol, K9, Chaplain Program, Citizen's Police Academy, Community Education and Training, Crime Stoppers, Crime Analysis, Drug Recognition Experts, Emergency Management, Extra Eyes, Neighborhood Watch, Vacation Watch, School Resource Officers, and Underage Alcohol Enforcement.



PUBLIC WORKS

Mission: To provide overall direction for the Ponca City Regional Airport, City Garage, Lew Wentz Golf Course, Stormwater and Street services.

PROVIDING A SOLID FOUNDATION FOR THE FUTURE

Ponca City Regional Airport continues an aggressive pursuit to maintain the highest quality of safety standards set forth by the Federal Aviation Authority and the Oklahoma Aeronautics Commission, while promoting Ponca City Regional Airport as the best in Oklahoma. The Airport hosted over 5,400 people at the monthly fly-in breakfast meetings, hosted the Northern Oklahoma Flight Academy for the twelfth consecutive year, and reconstructed the drainage channel on the northeast side of the runway by removing trees and overgrowth.

City Garage continues to maintain and repair all City vehicles and equipment in an efficient and effective manner, by improving working skills and knowledge, which minimizes interruption time to City Departments. The Garage services 319 vehicles, including 97 pieces of heavy equipment..

Lew Wentz Golf Course provides a pleasurable golfing experience at the lowest possible cost, while providing excellent customer services. The Golf

Course aims to be financially responsible and benefit the City of Ponca City and its patrons. It received a course rating by the United States Golf Association by adding a new set of silver tees and relocating the red tees.

Stormwater utilizes Stormwater fee revenues to provide for management of rainfall runoff and maintains compliance with stormwater federal and state regulations. Stormwater completed the Notice of Intent and new Stormwater Management Plan for the Environmental Protection Agency and the Oklahoma Department of Environmental Quality Phase II Permit, as well as Tributary E Channel improvements from Fourteenth Street to Elmwood.

Street continues to provide proper maintenance of streets, alleys, drainage systems, parking lots, snow and ice removal, and assist other departments. They are responsible for the maintenance of 173 miles of streets, 71 miles of alleys, 25 miles of stormwater drainage systems, and 22 City drives and parking lots.

Lew Wentz Golf Course is nestled on the eastside of Lake Ponca and is the only 4-Star Rated Golf Course by Golf Digest in North Central Oklahoma.





STATE OF THE CITY

P.O. Box 1450

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