



UPCOMING MEETINGS

City of Ponca City

Monday, May 14

Ponca City Board of Commissioners and Utility Authority

City Hall, Commission Chamber, 516 E. Grand, 5:30 pm

Thursday, May 17

Park and Recreation Advisory Board

City Hall, B.S. Barnes Room, 516 E. Grand, 5:30 pm

PARKS AND RECREATION NEWS

Monday, May 14

- **Indoor Walking**, Unity Gym, 7:00-11:00 am
- **Pickleball**, Unity Gym, 9:30-11:30 am, No Fee
- **Jazzercise**, Unity Gym, 5:30-6:30 pm, Class Fee: \$40/month, Instructor: Yolanda Trant

Tuesday, May 15

- **Fitness for Health**, Unity Gym, 5:30-6:30 am, Class Fee: \$35/month or \$5/class, Instructor: Colleen Walker
- **Indoor Walking**, Unity Gym, 7:00-11:00 am
- **Zumba**, Unity Gym, 5:30-6:30 pm, Class Fee: \$5, Instructor: Nicole Chandler

Wednesday, May 16

- **Indoor Walking**, Unity Gym, 7:00-11:00 am
- **Pickleball**, Unity Gym, 9:30-11:30 am, No Fee
- **Jazzercise**, Unity Gym, 5:30-6:30 pm, Class Fee: \$40/month, Instructor: Yolanda Trant

Thursday, May 17

- **Fitness for Health**, Unity Gym, 5:30-6:30 am, Fee: \$35/month or \$5/class, Instructor: Colleen Walker
- **Indoor Walking**, Unity Gym, 7:00-11:00 am
- **Zumba**, Unity Gym, 5:30-6:30 pm, Class Fee: \$5, Instructor: Nicole Chandler
- **Pickleball**, Unity Gym, 6:45-8:45 pm, No Fee

Friday, May 18

- **Indoor Walking**, Unity Gym, 7:00-11:00 am
- **Pickleball**, Unity Gym, 9:30-11:30 am, No Fee

Tuesday, June 5

- **Youth Fishing Clinic** Register at poncacityok.gov or in person at 905 W. Hartford
- **Sand Volleyball League** • Lake Ponca • 6:00-9:00 pm • Fee: \$50/team • ages 18+
Format will be 4 players on the court: two males and two females.

Thursday, June 16

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

Saturday, June 23

- **Youth Triathlon**, Lake Ponca and Wentz Camp, 8:00 am-12:00 pm

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

For more information on the City of Ponca City go to www.poncacityok.gov or Cable One Channel 56



SENIOR NEWS

Parks and Recreation Department

REAL FACE TIME VS. SCREEN TIME = GENERATIONS UNITED

Students willing to put their cell phone away for a couple hours a week this summer? Like to dance and sing? Enjoy games? Like to have a good sit down chat? This volunteer program is for you!

Generations United is a student summer volunteer program at the Ponca City Senior Center. The program is designed to connect students and senior adults in face to face conversations and interactions, through table games, knitting, dancing, listening, and writing.

Students 14-17 are encouraged to apply for a program participation interview. Upon participant selection, students will begin June 4 and end July 16. Two-hour time slots will be coordinated based on individual needs. Participation awards will be presented at the end of the program.

Information and applications are available at 319 W. Grand. 580-763-8051 Enrollment is limited.

Friday, May 11

- *Row at a Time*, 10:00 am
- *Honoring Moms*, 11:00 am
- *Bingo*, 12:30 pm
- *Bunco/Pitch*, 5:00 pm

Monday, May 14

- *Tai Chi/Cardio*, 9:30 am
- *Bridge I*, 12:30 pm
- *Color Me Calm*, 1:00 pm

Tuesday, May 15

- *Choir*, 1:00 pm
- *Mid Steppers Line Dance*, 2:30 pm

Wednesday, May 16

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

Thursday, May 17

- *You Be The Judge/Discussion Group*, 11:00 am
- *Advanced Line Dance*, 1:00 pm
- *Beginners Line Dance*, 3:00 pm

Friday, May 18

- *Row at a Time*, 10:00 am
- *Bingo*, 12:30 pm
- *Pitch & Games*, 5:00 pm

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

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LIBRARY NEWS
Ponca City Library

LIBRARY PROGRAMS

Saturday, May 12

Mother's Day Craft

10:00-11:00 am and 1:00-2:00 pm

Geared towards children ages 0-10 years

Join us for a fun, free craft program in celebration of Mother's Day! Kids will enjoy spending time in making a unique craft for mom! This is a come-and-go program, so no need to sign up. Program has two different program times and is recommended for ages 0-10.

Wednesday, May 16

Story time and Craft

11:00-12:00 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.

Friday, May 18

Lapsit Story time

11:00-11:30 am

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

Saturday, May 19

Touch-A-Truck

09:30 am- 12:00 pm

Looking for something to do with the entire family on Saturday? Kids can explore the many vehicles that help our community to make it a better world. The local fire department will be giving away free smoke detectors, and this year we are taking early registration sign-ups for the Summer Reading Program. The Bat mobile will also be at Touch-A-Truck this year. Parents can join the fun too!

Contact: Holly LaBossiere, Library Director, 767-0345

GOLF NEWS

Lew Wentz Golf Course/a Four Star Golf Course

Monday, May 14

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

Tuesday, May 15

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

Wednesday, May 16

Drink Special. Reduced prices on all drinks all day

Contact: Rod Alexander, Golf Pro, 767-0433

For more information on the City of Ponca City go to www.poncacityok.gov or Cable One Channel 56



HUMAN RESOURCES NEWS
Human Resources Department

16 OPEN POSITIONS

- 1. 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 Lew Wentz Golf Course.

- 2. 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.

- 3. 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.

- 4. 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.

- 6. MAINTENANCE FOREMAN - WATER PRODUCTION**

Salary: \$20.95 - \$22.20 hourly rate Open until filled

GENERAL JOB DESCRIPTION:
Working foreman, with maintenance and repair of plant equipment, including water wells, surface water facilities, booster pumps and high distribution pumps

7. MAINTENANCE WORKER I - STREET

Salary: \$12.50 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.

8. MAINTENANCE WORKER I - W DIST/WW COLL

Salary: \$15.08 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.

9. MAINTENANCE WORKER II FUELING OPERATIONS - AIRPORT - PART TIME

Salary: \$12.00 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.

10. MARLAND MANSION CUSTODIAN - PART-TIME

Salary: \$10.00 Open until filled

GENERAL JOB DESCRIPTION:

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

11. PARK MAINTENANCE I

Salary: \$12.50 - \$13.13 Open until filled

GENERAL JOB DESCRIPTION:

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

12. PARK MAINTENANCE II - PARK DEPARTMENT

Salary: \$ 15.21 - \$15.97 Open until filled

GENERAL JOB DESCRIPTION:

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

13. 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.

14. 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.

15. PRO SHOP ATTENDANT - PART-TIME

Salary: \$ 7.25 Open until filled

GENERAL JOB DESCRIPTION:

Wait on the public for all golfing needs and maintain the pro shop area at Lew Wentz Golf Course.

16. SECRETARY TO THE CITY MANAGER - CITY MANAGER

Salary: \$ 16.77 - \$ 22.00 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 inquires 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.

17. SENIOR TREATMENT PLANT MECHANIC – WASTEWATER TREATMENT

Salary: \$ 21.44 - \$ 22.51 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.



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

Salary: \$ 7.50 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 Department200 E. Oklahoma767-0370
- 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
- Problem Gambling Hotline**.....800-522-4700
- Recreation**
- Lew Wentz Golf Course2928 LA Cann Drive.....767-0433
- Parks and Recreation Department.....905 W. Hartford767-0430
- Ponca City Aquatic & Family Center-YMCA1604 W. Grand765-5417
- Ponca City Senior Center319 W. Grand.....763-8051
- Suicide Prevention Lifeline**800-273-TALK (800-273-8255)