

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

UPCOMING MEETINGS

MONDAY, AUGUST 8

***Board of Commissioners/PCUA Regular Meeting***

City Hall, Commission Chamber, 516 E. Grand Avenue, 5:30 p.m.

TUESDAY, AUGUST 9

***Cultural Affairs Commission***

Marland's Grand Home, 1000 E. Grand Avenue, 8:30 a.m.

***Library Board***

Library Board Room, 515 E. Grand Avenue, 12:00 p.m.

**PUBLIC WORKS NEWS**

***Low Wentz Golf Course***

MONDAY, AUGUST 8

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

TUESDAY, AUGUST 9

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

***Ladies Night Out*** – A fun time for beginners to seasoned golfers, 6:00 p.m., cost is \$15.00.

WEDNESDAY, AUGUST 10

***Drink Specials*** - All drink prices reduced, all day.

***League***, 5:00 p.m.

Contact: Rod Alexander, Golf Pro, 580-767-0433

## **DEVELOPMENT SERVICES NEWS**

### ***Grants Administration***

#### COVID-19 RENT/MORTGAGE ASSISTANCE & UTILITY ASSISTANCE STILL AVAILABLE!

The City of Ponca City, in partnership with NERA (New Emergency Resource Agency), was approved for the Rent and Mortgage Assistance and Utility Assistance grant program made available by the CDBG CARES ACT through the Oklahoma Department of Commerce. This program aids income eligible residents who reside within the city limits of Ponca City and are delinquent on their utilities, rent, and/or mortgage accounts. All potential applicants must have incomes at or below HUD's Income Guidelines for Kay County to be eligible for this program. Persons may apply for the Rent/Mortgage Assistance and/or Utility Assistance Program(s) by completing application forms at NERA, located at 112 South First Street. Applications are reviewed in the order in which they are received and grant funds are expended on a first-come first serve basis until the grant has been depleted.

Questions? Call NERA at 580-765-5372

#### SPECIAL SERVICES/INTERIM ASSISTANCE PROGRAM APPLICATION IS NOW AVAILABLE ONLINE

The purpose of the Special Services/Interim Assistance Program is to provide grants to homeowners of single family detached dwellings, townhouses, condominiums, and mobile homes on permanent foundations, where immediate action is necessary in order to stop the physical deterioration of residential properties until something permanent can be undertaken. Additionally, interim assistance will be available to low to moderate income citizens to eliminate conditions which threaten their health and safety. Special services will be available for the repair/replacement of sewers, gas lines, drain lines, water lines, furnaces, the removal of architectural barriers, and any other emergency type situation to stop the physical deterioration of residential properties.

The program objective is to assist eligible low- and moderate-income residential owner-occupants in addressing emergency repairs to their properties. Each request for assistance will be reviewed on a case-by-case basis.

Assistance shall be available to eligible homeowners in the form of a grant to be determined on a case-by-case basis.

Applications are available on the City of Ponca City website at:  
<https://poncacityok-grantapplications.app.transform.civicplus.com/forms/26090>

## LIBRARY NEWS

### *Ponca City Library*

#### PONCA CITY PONCON COMING THIS FALL

Schedule of Events:

#### **August 1 thru October 15 - 2022 Micro-Fiction Contest and Graphic Novel Contest**

- A prize of \$50.00 to each of the winners of three (3) age categories for each contest
- Competition rules: on the PonCon Facebook page or by contacting ponconinfo@gmail.com

#### **October 15 - Free Come-And-Go Create Space**

- 9:00 a.m. to 5:00 p.m. at the Ponca City Library
- A sign-up sheet for access to high-resolution printing and 3D editing on a first-come first-serve basis at no charge

#### **November 3 thru 18 - Art Show**

- The Ponca City Arts Association-City Arts is currently accepting submissions
- For more information, contact City Arts at 580-765-9746 or terron@pcarts.org

#### **November 5 - The Geek Garage Sale**

- 9:00 a.m. to 5:00 p.m. at City Central
- A fee of \$10.00 for sellers

#### "LET'S TALK ABOUT IT" BOOK CLUB HOSTED BY PONCA CITY LIBRARY

This August, meet people who share a love of reading at Ponca City Library with "Let's Talk About It," a dynamic book club organized by Oklahoma Humanities that has connected curious readers across the state since 1985. Made possible by a grant from Oklahoma Humanities with generous funding and support from the Kirkpatrick Family Fund and Oklahoma City University, this program is FREE and open to all.

The theme this semester is: *The Worst Hard Time Revisited: Oklahoma in the Dust Bowl Years*. Through history, novels, letters, and poetry, readers learn how ordinary people coped with extraordinary circumstances.

During these programs, a book is distributed to interested community members in advance for reading. A scholar will come present background information on the book, author and themes for the audience and will help facilitate a discussion with those present. The book discussions will be on designated Thursdays from 6:00 – 8:00 p.m. in the Library Programming Room.

August 11 – *The Worst Hard Time* by Timothy Egan

September 15 – *Letters from the Dust Bowl* by Caroline Henderson, edited by Alvin O. Turner

October 13 – *Now in November* by Josephine W. Johnson

November 10– *Whose Names Are Unknown* by Sanora Babb

December 8 – *Out of Dust* by Karen Hesse

Please sign up for the programs in advance at the Reference Desk for planning purposes. There are a limited number of *The Worst Hard Time* available at the Reference Desk.

Contact: Holly LaBossiere, Library Director, 580-767-0345

For more information on the City of Ponca City go to [www.poncacityok.gov](http://www.poncacityok.gov) or Cable One Channel 56

## **PARKS AND RECREATION NEWS**

### ***Parks and Recreation***

#### THE RECPLEX IS NOW A LIVEBARN FACILITY!

The Ponca City RecPlex is excited to announce that they are now a LiveBarn facility. If you can't make it to the fields or courts, parents, grandparents, and friends can still stay connected by watching all events Live and On Demand.

LiveBarn is a subscription service that allows subscribers to watch events hosted at the RecPlex that include baseball, softball, basketball, volleyball, pickleball, swimming, and more; Live or On Demand for 30 days. Your subscription allows you to watch streams from any LiveBarn-installed facility across the United States and Canada.

Subscribers can save and share 30-second highlights, download entire games/practices, and tag highlights while watching live, in-venue. To subscribe, visit [www.livebarn.com](http://www.livebarn.com), our Ponca City community can receive 10% off by entering the promo code below:

**10% DISCOUNT - PROMO CODE: `pcrp-ball`**

For more information, call the RecPlex at 580-767-0430 or visit [livebarn.com](http://livebarn.com). Download the LiveBarn iOS App or the LiveBarn Android App for easiest mobile viewing - or the LiveBarn tvOS on AppleTV for home theatre viewing.

#### RECPLEX HOT TUB REMAINS CLOSED

Due to continual operational issues with the RecPlex hot tub, staff has sought diagnostic tests from a variety of contractors in an attempt to troubleshoot mechanics related to the tub heater. Based on the age of the heater, and the professional recommendations of the contractors, a new hot tub heater was ordered and the tub has been taken out of operation until it can be installed. The lead time for heaters with the specifications required is 14 weeks. Staff anticipates installation to take place sometime in October. We apologize for any inconvenience and look forward to having the hot tub operational as soon as possible.

#### ANNUAL HARDWOOD FLOOR MAINTENANCE AT THE RECPLEX

Annual hardwood floor maintenance at the RecPlex is scheduled to take place beginning August 9 and will continue thru September 1. During this time, spaces with hardwood flooring within the facility may be closed temporarily during floor buffing, application of sealers and for curing time. Regularly scheduled classes and activities could be impacted by these closings which may result in postponement or relocation to an alternative space in the building. Changes to the schedule will be sent via email and posted to the RecPlex Facebook page. Odor from the fumes of sealers and paints being used may be present in the building, but due to its water base, will be less impactful than other oil-based chemicals. We apologize for any inconvenience and appreciate your patience while this important maintenance is being performed.

Contact: Eric Newell, Parks and Recreation Director, 580-767-0430

*For more information on the City of Ponca City go to [www.poncacityok.gov](http://www.poncacityok.gov) or Cable One Channel 56*

## **PARKS AND RECREATION NEWS**

### ***Parks and Recreation***

#### AMBUC POOL AND WENTZ POOL

Open Swim Admission: \$2.00 for ages 13 and up and \$1.00 for age 12 and under.  
All children under the age of 12 must be accompanied by an adult.

Individuals may purchase pool passes for AMBUC Pool and Wentz Pool from the Ponca City RecPlex. Pool Passes are 25 swims for \$20.00. Active RecPlex memberships allows access to Wentz Pool & AMBUC Pool.

#### **AMBUC Pool**

Open Swim is held from 1:00 p.m. to 7:00 p.m. on Sunday thru Tuesday and Thursday thru Saturday.  
The pool is **closed on Wednesdays** for maintenance.

Senior/Adult Lap Swim is 10:45 a.m. to 12:45 p.m. on Monday, Tuesday and Thursday thru Saturday.  
Senior/Adult Lap Swim Admission is \$1.00 for adults.

#### **Wentz Pool**

Open Swim is held from 1:00 p.m. to 7:00 p.m. on Sunday and Tuesday thru Saturday.  
The pool is **closed on Mondays** for maintenance.

AMBUC and Wentz Pools will only be open on weekends beginning August 13, and will **close for the season on September 6.**

#### PAINT NIGHT AT THE REC PLEX

- Paint Night at the RecPlex will help you tap into your creative side to relax and have fun.
- The class is August 14 at 5:00 p.m. in the RecPlex Art Studio.
- For ages 12 and older. The cost is \$35.00 per class.
- Register online by August 11 at: [www.poncacityok.gov/parksandrec-registration](http://www.poncacityok.gov/parksandrec-registration)

#### KIDS NIGHT OUT

- Kids will get to play organized games, use the climbing wall, watch a movie, eat snacks and have loads of fun! All kids will be supervised by RecPlex staff.
- Saturday, August 13, 5:00 p.m. to 10:00 p.m., with check-in starting at 5:00 p.m.
- For ages 2 to 12 years. The cost is \$35.00. Sibling discount \$25.00.
- Register online thru August 12 at: [www.poncacityok.gov/parksandrec-registration](http://www.poncacityok.gov/parksandrec-registration)

#### INDOOR TRIATHLON

- Members and Non-members are invited to participate in the RecPlex's Indoor Triathlon. Events include a 400-meter swim, a 5-mile bike ride, and a 2-miles run – ALL INDOORS! All entrants who complete the event will receive a t-shirt.
- The Triathlon is Saturday, August 6, from 8:00 to 1:00 p.m.
- For ages 13 and up. The cost is \$20.00.
- Register online thru August 6 at: [www.poncacityok.gov/parksandrec-registration](http://www.poncacityok.gov/parksandrec-registration)

Contact: Eric Newell, Parks and Recreation Director, 580-767-0430

## **PARKS AND RECREATION NEWS**

### ***Ponca City Senior Center***

#### MONDAY, AUGUST 8

**Exercise**, 8:00 a.m.

**Contract Bridge**, 12:30 p.m.

**Senior Diner**, 11:30 a.m., \$4.00, Chicken Gumbo Soup

#### TUESDAY, AUGUST 9

**Exercise**, 8:00 a.m.

**Bingo**, 12:30 p.m.

**Senior Diner**, 11:30 a.m., \$4.00, Scalloped Potato & Ham Bake

#### WEDNESDAY, AUGUST 10

**Exercise**, 8:00 a.m.

**Pitch**, 12:30 p.m.

**Senior Diner**, 11:30 a.m., \$4.00, Fish Sandwich

#### THURSDAY, AUGUST 11

**Exercise**, 8:00 a.m.

**Row at a Time**, 10:00 a.m.

**Senior Diner**, 11:30 a.m., \$4.00, Grilled Chicken Salad

#### FRIDAY, AUGUST 12

**Exercise**, 8:00 a.m.

**Movie**, 12:30 p.m.

**Senior Diner**, 11:30 a.m., \$4.00, Pancakes & Sausage

#### SENIOR CENTER UPCOMING EVENTS

August 5 **Health Fair** from 1:00-3:00 p.m. at the Carolyn Renfro Center. Vendors available to answer questions and provide information about health and well-being.

August 18 **Game Night** is 4:30-7:30 p.m. Enjoy an evening of fun and games. Please bring a snack to share with all.

August 25 **Lunch-n-Learn** at 11:30 a.m. Featuring Stacy Boyles with Legal Aid discussing End of Life documents.

August 26 **2<sup>nd</sup> Annual Ponca City Senior Center Sock Hop** is 6:00-8:00 p.m. at Unity Gym. Costumes/50s attire is preferred. There is a dance and costume contest!

August 30 **Glass Fusion Art Class** is 5:30-7:00 p.m. Regenia with the Doodle Academy will present how to make sun catchers or a small dish with glass.

Contact: Natalie Elwood, Senior Center Program Specialist, 580-763-8051

**HUMAN RESOURCES NEWS**

**Human Resources**

**OPEN POSITIONS**

**EMT/FIREFIGHTER**

Salary: \$41,971.24 Annually plus EMT educational pay                      Open until filled                      2016-001

**GENERAL JOB DESCRIPTION:**

Will 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, care and triage. The position of firefighter has a starting annual base wage of \$41,971.24 plus EMT educational pay with certification incentives per pay period:

- Basic EMT                      \$50.00 (\$1,300.00 annually)
- Intermediate EMT                      \$75.00 (\$1,950.00 annually)
- Paramedic EMT                      \$250.00 (\$6,500.00 annually)

**Until further notice, all testing will be limited to currently licensed EMT's and scheduled on an individual basis. Contact Deputy Chief Gary Wilson for schedule times at (580) 767-0368.**

**PATROL OFFICER**

Salary: \$22.33 HR NON-CLEET certified (\$46,446.40 Annually)  
 \$23.22 HR CLEET certified (\$48,297.60 Annually)                      Open until filled                      2016-051

**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.**

**GENERAL JOB DESCRIPTION:**

- 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.
- Patrol assigned area of City and enforces state and federal laws and City ordinances.
- Patrols and examines building and residences to detect suspicious conditions and handles situations accordingly.
- 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.
- 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.
- Speak before citizen's groups and participate in various training sessions.
- In addition to the starting wage, the officer may receive additional educational incentive pay per pay period:
  - Associate's Degree or 1000 hours of training                      \$35.00 (\$910.00 annually)
  - Bachelor's Degree or 1500 hours of training                      \$60.00 (\$1,560.00 annually)
  - Master's Degree or 2000 hours of training                      \$75.00 (\$1,950.00 annually)

Certified Officers with at least 4 years of recent service in a Patrol position may have the opportunity to test for Corporal (\$27.17 per hour/\$56,513.60 annually) after completion of initial field training.

**ADMINISTRATIVE ASSISTANT – PC ENERGY**

Salary: \$20.06 HR Open until filled 2022-31

**GENERAL JOB DESCRIPTION:**

To perform a wide variety of responsible administrative and clerical duties for a department director; to coordinate and participate in office support functions in support of the department’s goals and objectives; and to provide information and assistance to the public regarding departmental policies and procedures. Prepares paperwork relating to sensitive personnel information, etc. This work relates to the employer’s management of operations. Also, encumbers City money. Exercises discretion and makes independent decisions on how the work is accomplished.

**CART BARN ATTENDANT – WENTZ GOLF COURSE – PART-TIME**

Salary: \$10.00 HR Open until filled 2022-10

**GENERAL JOB DESCRIPTION:**

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

**DEPUTY CITY CLERK**

Salary: \$22.00 HR Open until filled 2022-30

**GENERAL JOB DESCRIPTION:**

To perform administrative duties in support of the City Clerk's Office; to maintain official City records; and to act as admin support to major boards and commissions. Prior work in a City Clerk’s office preferred. Three years of increasingly responsible administrative work involving the maintenance of complex records management systems.

**FITNESS INSTRUCTOR – RECPLEX – PART-TIME**

Salary: \$8.00-\$15.00 HR Open until filled 2019-31

**GENERAL JOB DESCRIPTION:**

This person will plan, execute and instruct fitness programs.

**FRONT DESK ATTENDANT – RECPLEX – PART-TIME**

Salary: \$10.00 HR Open until filled 2022-06

**GENERAL JOB DESCRIPTION:**

This individual will be responsible for performing manual and recreational work involving building operation, janitorial and maintenance duties. Position will be part-time 30 hours or less a week.

**GENERAL MANAGER – PONCA CITY ENERGY**

Salary: Dependent on Qualifications Open until filled 2022-24

**GENERAL JOB DESCRIPTION:**

Six years of increasingly responsible experience working in an electrical utility system including three years of administrative and supervisory responsibility. Equivalent to a Bachelor's degree from an accredited college or university with major course work in civil engineering, electrical engineering, public administration, or a related field.



**JAILER – POLICE DEPARTMENT**

Salary: \$17.73 HR Open until filled 2022-32

GENERAL JOB DESCRIPTION:

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

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

Salary: \$10.00 HR Open until filled 2022-17

GENERAL JOB DESCRIPTION:

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

**LIBRARIAN – YOUTH SERVICES**

Salary: \$40,000.00 ANNUALLY Open until filled 2022-25

GENERAL JOB DESCRIPTION:

This is a professional Librarian position, providing administrative, supervisory and direct service work, coordinating and managing the children and teen collection, programming and activities. This staff member also provides general library services for young library customers, including special services such as the Summer Reading Program, story hours and outreach that enhance the lives of and promote reading to young customers. Must have a Master’s Degree in Library and Information Studies.

**LIBRARY CLERK – PART-TIME**

Salary: \$10.00 HR Open until filled 2022-09

GENERAL JOB DESCRIPTION:

This clerical position works directly with the public at one of five service desks. The Library Clerk works flexible hours, including days, evenings and weekend hours. The ability to be trained in the use of computers, printers, phones and databases is required.

**LIFEGUARD**

Salary: \$11.00 HR Open until filled 2020-8

GENERAL JOB DESCRIPTION:

The duties of a lifeguard: help prevent accidents and enforce all pool rules and regulations, in and out of the water. Must have a current (A) Lifeguard Training Certificate, (B) First Aid and (C) Adult/Infant CPR.

**MAINTENANCE WORKER I - STREET**

Salary: \$16.59 HR Open until filled 2022-33

GENERAL JOB DESCRIPTION:

This position will perform semi-skilled and skilled work in the construction, maintenance and related service activities related to the City streets.

**PRO SHOP ATTENDANT – WENTZ GOLF SHOP – PART-TIME**

Salary: \$10.00 HR Open until filled 2022-29

GENERAL JOB DESCRIPTION:

To wait on the public for all golfing needs and maintain the pro shop area at Low Wentz Golf Course.

**MEMBERSHIP SPECIALIST – RECPLEX**

Salary: \$15.00 HR

Open until filled

2022-22

**GENERAL JOB DESCRIPTION:**

Is responsible for the administration of the business operations of the RecPlex facility, including membership and program registration. Oversees the RecPlex Kidzone and member service representatives. Has the authority to recommend action in the interest of the employer, to hire, transfer, suspend, lay off, recall, promote, discharge, assign, reward, discipline employees. The responsibly to direct employees and to adjust their grievances/complaints. Is also responsible for the member service program and to promote a positive public image of the RecPlex within our community.

Contact: Frank Wilson, Human Resources Director, 580-767-0323

**HEALTHY RESOURCES**

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

Alcoholics Anonymous .....	alcoholicsanonymous.com .....	580-765-8462
Alzheimers Association Helpline .....		800-272-3900
Butterfly Wings Pregnancy or Child Loss .....		580-762-9102
Center for Poison and Drug Information .....		800-222-1222
Cimarron Transit .....		580-718-0444
Club Monarch for Children Dealing with Loss .....		580-762-9102
Compassionate Listening .....		405-286-4057
Crisis Text Line (Counseling) .....		741741
Dearing House (Child Victims of Sexual Assault) .....		580-762-5266
Edwin Fair Community Mental Health Center .....		800-256-2476
Family Wise-Free Prescription Discount Card .....		580-765-2476
Friendship Bikes .....		580-762-4990
Friendship Feast (Meals).....	210 N. 5 <sup>th</sup> Street .....	580-762-1667
Grand Lake Mental Health - Kay County Clinic .....		580-749-5056
Grandparents Raising Grandkids .....		580-762-9412
Heartline Information and Referral for Oklahoma .....		211
Kay County Health Department.....	433 Fairview Avenue .....	580-762-1641
Kay County Healthy Living Coalition/TSET Healthy Living Program.....		580-765-2476
Lew Wentz Golf Course .....	2928 LA Cann Drive .....	580-767-0433
Living Hope Pregnancy Center .....		580-765-9689
Meals on Wheels .....		580-767-9010
Mental Health Lifeline (replaces National Suicide Prevention Lifeline) .....		988
Missing and Exploited Children.....		800-843-5678
Missing and Murdered Indigenous People of Northern Oklahoma .....		580-304-2180
National Alliance on Mental Illness .....		800-950-6264
New Emergency Resource Agency .....	112 S. 1 <sup>st</sup> Street.....	580-765-5372
Noon Lions Vision Support Group .....		580-304-5689
Northern Oklahoma Youth Services .....		580-762-8341
Oklahoma Department of Human Services .....	801 W. Grand Avenue .....	580-763-6700
Oklahoma Domestic Abuse and Sexual Assault Safeline .....		800-522-SAFE
Oklahoma Problem Gambling Hotline .....		800-522-4700
Oklahoma Tobacco Hotline .....		800-784-8669
Oklahoma Youth Crisis and Runaway Hotline .....		800-448-4663
Osage Nation WIC .....		580-762-2845
Otoe Missouri WIC .....		877-692-6863
Pharmaceutical Take-Back .....	200 E. Oklahoma Avenue .....	580-767-0370
Ponca City RecPlex .....	1604 W. Grand Avenue .....	580-767-0430
Ponca City Senior Center .....	319 W. Grand Avenue .....	580-763-8051
Rx for Oklahoma-Prescription Assistance Program .....		580-765-9022 or 877-RX4-OKLA
Substance Abuse and Mental Health Services Administration.....		800-662-4357
The Mission (Meals) .....	909 E. South Avenue .....	580-765-1426
United Community Action Program .....	501 6 <sup>th</sup> Street, Pawnee .....	918-762-3041
United Way of Ponca City .....	205 N. 2 <sup>nd</sup> Street .....	580-765-2476
Veteran’s Landing .....	400 E. Central Ave., Suite 304 .....	580-362-6375
Veterans Benefits .....		877-222-8387