

Shawnee YMCA Operations and City Agreements Detailed Timeline

6-21-2025

Detailed Timeline

- 1943** April 23, 1943: The City of Shawnee leases 365 acres, more or less, to the United States of America for use as a Naval Air Station, as detailed in Lease No. NOy (R) - 33847.
- 1944** Surplus Property Act of 1944: This federal act is enacted, governing the disposal of surplus government property.
- 1946** January 31, 1946: Executive Order 9689 is issued, relating to the War Assets Administrator's authority.
June 26, 1946: WAA Regulation 16, defining terms like "building areas" and "non-aviation facilities" related to airports, is issued.
- 1947** June 6, 1947: A "Delegation of Authority Incident to the Care, Handling and Conveyancing" document is issued by the War Assets Administration, authorizing various officials to execute deeds, leases, and other instruments for surplus real property.
June 9, 1947: The "Delegation of Authority No. 35" becomes effective.
November 20, 1947: The United States of America, acting through the War Assets Administrator C. L. Stanley, executes an "Instrument of Transfer" (a quitclaim deed) conveying various tracts of land (including 4.81 acres at 700 W. Saratoga Street) and structures to the City of Shawnee. This transfer includes specific conditions and restrictions, such as the requirement for the land to be used for public airport purposes (with exceptions) and a reversion clause if conditions are breached. This date is when the instrument is signed by the War Assets Administration.
November 26, 1947: The Instrument of Transfer is filed for record at 4:00 P.M. by Lelah Glenn, County Clerk, and acknowledged by Geo. E. McKinnis, Jr., Mayor of Shawnee, before Notary Public Jean Adams.
- 1964** February 19, 1964: An original lease agreement is established between the City of Shawnee (Lessor) and the YMCA (Lessee), referred to as "the Lease" in later documents, detailing the premises at 700 W. Saratoga Street.
- 1995** 1995-Present: The start of the study period for doctoral research on Shawnee's TIF districts, using minutes from the Shawnee Minutes Dataset.

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- 2006** March 25, 2006: A City Commission Special Call meeting (CSSC-2006-03-25) takes place. Agenda Item No. 1 is the Capital Outlay Budget for FY 2006-2007, during which a request for YMCA financial assistance is presented by a YMCA representative, Marion McMillian.
- 2013** August 14, 2013: James Bryce, Director of Operations, sends a memo to the Mayor and City Commissioners regarding the YMCA Contract for Lions Club Park.
August 19, 2013: A new agreement ("1628_YMCA_Lions_Club_Lease.pdf") commences between the City of Shawnee and the Troy and Dollie Smith Family YMCA for the use of facilities and property at Lions Club Park. This agreement is set to automatically renew for successive one-year terms unless revoked. The YMCA is to pay \$1.00 annually and use the property solely for recreation, education, and sports skill development, primarily for Shawnee area youth without discrimination. The YMCA is responsible for certain maintenance and cannot make improvements over \$25,000 without City Parks Department approval, or over \$25,000 without City Commission approval.
- 2014** February 19, 2014: A "Memorandum of Lease" is dated, signifying the YMCA's exercise of its right to extend the 1964 lease for an additional 50 years. This extension makes the lease term from February 19, 2014, to February 18, 2064, for the 4.81 acres at 700 W. Saratoga Street. The YMCA pays \$5,000 for this extension.
August 4, 2014: The Shawnee Airport Authority holds a meeting to approve the renewal of the 1964 Lease Agreement (as amended) between the Airport Authority and the Young Men's Christian Association of Shawnee, Inc.
- 2016** 2016: The base year valuation (\$35M) is set for the future Downtown TIF District.
- 2017** June 5, 2017: The Downtown TIF Ordinance (CS-2017-06) is officially established, setting the base valuation and authorizing \$1 million in bond capacity for a 20-year lifespan.
July 2017: An Engineering Request for Proposal (RFP) is initiated for the Downtown TIF project.
- 2018** Early FY 2018: The Downtown TIF fund hits an \$820,000 balance, providing financial flexibility.
- 2019** 2019: The Downtown TIF district issues \$600,000 in bonds.

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2020 July 1, 2020: An agreement ("4946_Conset_Contract_YMCA.pdf") commences between the City of Shawnee and the YMCA for the lease of a 2015 Kubota ZD326HL-72 mower (City ID# 4586). The YMCA leases the mower for \$1.00 annually for the sole purpose of maintaining Lion's Club Park. This agreement is for one year, renewable for up to five consecutive years, and includes provisions for the YMCA to cover fuel, oil, lubricants, and repairs (with City approval for repairs over \$300).

2020-Present: Quarterly public meetings of the TIF Advisory Committee have been held since this year, with published minutes.

2021 March 28, 2021: Kenneth Crawford messages Ed Bolt, discussing potential use of Bolt's equipment for college sports communication courses.

October 5, 2021: Kenneth Crawford messages Ed Bolt asking about street sweeper use in residential areas.

2021: The base year (\$12M) is set for the Industrial Park TIF District.

2022 2022: The Industrial Park TIF Ordinance (Ord. CS-2022-10) is established, setting the base valuation and authorizing \$2 million in bond capacity for a 25-year term.

2023 April 12, 2023: Kenneth Crawford messages Ed Bolt, indicating he has "more investor questions & research to perform" and that "Time is crucial now."

May 6, 2023: Kenneth Crawford messages Ed Bolt, asking which youth organizations the City of Shawnee supports or has confidence in working relationships with.

June 18, 2023: Kenneth Crawford messages Ed Bolt, expressing frustration about the lack of communication from the City Manager and the perceived lack of priority for Shawnee's kids and community youth parks, threatening to ask questions publicly as the City, YMCA, and Boys/Girls Club have "no plans moving forward."

June 18, 2023: Ed Bolt responds to Kenneth Crawford, stating that Crawford is free to ask questions and defends the city's investments (\$8M on two new parks including KidSpace Park, Parks and Recreation activities, and other organizations' programs) while noting the financial strain from tornado debris removal and facility repairs. He mentions the CPN complex expansion as the only current "big sports complex" plan.

FY 2023: Downtown TIF increment revenues grow to \$200,000 annually.

2023: Economic Development Report indicates the Downtown TIF has led to a 15% increase in occupancy and attracted \$2.5 million in private investment.

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2023: Grant Program Data shows 12 landmarks restored with 1:1 private matching through the Downtown TIF's grant program.

2024 June 2024: Utility plan approval occurs for the Industrial Park TIF.

2025 June 21, 2025: Kenneth Crawford submits a Public Records Request (No. 25-316) to the City of Shawnee regarding "YMCA TIF" funding, seeking official documentation, financial records, and communications related to any TIF funds for the YMCA project or facility.

June 21, 2025: Briefing documents and analysis are prepared regarding Shawnee's TIF districts and the "YMCA TIF" inquiry, concluding there is no official "YMCA TIF" district.

Cast of Characters

Government Officials / City Staff:

Brian E. McDougal: City Manager of Shawnee in August 2013 and February 2014. Signed the YMCA Lions Club lease and the 50-year Memorandum of Lease.

Phyllis Loftis, CMC: City Clerk of Shawnee in August 2013 and February 2014. Attested to the signing of the YMCA Lions Club lease and the 50-year Memorandum of Lease.

James Bryce: Director of Operations for the City of Shawnee in August 2013. He sent a memo to the Mayor and City Commissioners regarding the YMCA contract for Lions Club. Also referenced in a letter from the Troy & Dollie Smith Family YMCA as a key partner.

Wes Mainord: Mayor of the City of Shawnee in August 2013.

Pam Stephens: City Commissioner of Shawnee in August 2013.

Linda Agee: City Commissioner of Shawnee in August 2013.

James Harrod: City Commissioner of Shawnee in August 2013.

Keith Hall: City Commissioner of Shawnee in August 2013.

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John Winterringer: City Commissioner of Shawnee in August 2013.

Steve Smith: City Commissioner of Shawnee in August 2013.

Geo. E. McKinnis, Jr.: Mayor of the City of Shawnee in November 1947. Signed the Instrument of Transfer on behalf of the City.

J. C. Coleman: City Clerk of the City of Shawnee in November 1947. Attested to the signing of the Instrument of Transfer.

Lelah Glenn: Pottawatomie County Clerk in November 1947. Filed the Instrument of Transfer.

Maud Marak: Deputy County Clerk in November 1947.

Jean Adams: Notary Public in Pottawatomie County in November 1947. Acknowledged the Mayor's signature on the Instrument of Transfer.

Donna Mayo: Administration Department staff for the Shawnee Airport Authority in August 2014, who submitted the YMCA Lease Agreement for renewal approval.

Mayor Eric Stephens: Current Mayor of Shawnee as referenced in the "Analysis of Mayor Eric Stephens' Statements..." document. He made statements about land sales (66 Nations gas station, Shawnee Little Theatre, Early Childhood Center school) and the Pitt Stop property, raising questions about FAA approval and transparency.

Mayor Ed Bolt: Mayor of Shawnee in June 2023. Communicated with Kenneth Crawford regarding youth organizations and city investments in parks. Endorsed the new YMCA child care facility project.

Chance Allison: City Manager of Shawnee in July 2020. Signed the mower lease agreement with the YMCA.

Lisa Lasyone, CMC: City Clerk of Shawnee in July 2020. Attested to the mower lease agreement.

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Joseph M. Vorndran: City Attorney of Shawnee in July 2020. Approved the mower lease agreement as to form and legality.

Federal Government Officials:

C. L. Stanley: Regional Director, War Assets Administration, in November 1947. Signed the Instrument of Transfer on behalf of the United States of America.

Edith H. Coates: Notary Public in Tulsa County in November 1947. Acknowledged C. L. Stanley's signature.

L. S. Wright: Secretary of the Real Property Review Board, War Assets Administration, in November 1947. Certified C. L. Stanley's authority.

A. W. Manley: Associate Deputy Administrator, Office of Real Property Disposal, War Assets Administration. Authorized to certify copies of the Delegation of Authority.

J. T. Daly: Associate Deputy Administrator, Office of Real Property Disposal, War Assets Administration. Authorized to certify copies of the Delegation of Authority.

Robert M. Littlejohn: Administrator, War Assets Administration. Signed the "Delegation of Authority No. 35."

John M. Montgomery: Witness to C. L. Stanley's signature on the Instrument of Transfer.

Daniel W. Smith: Witness to C. L. Stanley's signature on the Instrument of Transfer.

YMCA Representatives:

Troy and Dollie Smith Family YMCA: The entity that entered into agreements with the City of Shawnee for the Lions Club Park (2013) and the mower lease (2020). The "Troy & Dollie Smith Family YMCA" is also referred to as the "Shawnee Family YMCA" in one source.

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Young Men's Christian Association of Shawnee, Inc.: The formal name of the YMCA entity that entered into the 1964 lease and the 2014 50-year Memorandum of Lease with the City of Shawnee.

Marion McMillian: YMCA representative who made a request for financial assistance during a City Commission Special Call meeting in March 2006.

Community Members / Stakeholders:

Kenneth Crawford: A community member who corresponds with Ed Bolt about youth organizations, city plans for kids' parks, and TIF funding for the YMCA. He also submitted a public records request regarding "YMCA TIF" funding.

Dell Kerbs (R-Shawnee): State Representative for Shawnee. Endorsed the new YMCA child care facility project.

Organizations:

City of Shawnee, Oklahoma: The municipal corporation that is party to numerous lease agreements, land transfers, and TIF districts.

United States of America (War Assets Administration): The federal entity that transferred significant land and property to the City of Shawnee in 1947.

Shawnee Airport Authority: An entity within the City of Shawnee involved in the renewal of the YMCA lease agreement in 2014.

Shawnee Economic Development Authority (SEDA): An entity responsible for economic development within Shawnee, potentially involved in discussions about incentive packages and TIF funds.

Oklahoma Department of Human Services (OKDHS): A state agency that has provided a \$1 million grant to the YMCA child care facility project and is partnering with the YMCA.

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Potts Family Foundation: A foundation that has provided support for the YMCA child care facility project.

Smart Start Central Oklahoma: An organization that has provided support for the YMCA child care facility project.

Shawnee Youth Athletics Association (SYAA): A previous organization that had a problematic contract for managing Lions Club Ballfields, which was later transitioned to the YMCA.

Boys & Girls Club in Shawnee: A youth organization mentioned by Kenneth Crawford as having "no plans moving forward" in June 2023, but whose programming Ed Bolt affirmed.

Community Renewal: An organization mentioned by Ed Bolt as having activities for youth.

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