

# Easement

Version 3.5 released on 7/1/25

PW0101813



### CITY COUNCIL USE ONLY

Date Received: \_\_\_\_\_  
 Committee Date: \_\_\_\_\_  
 1<sup>st</sup> Agenda Date: \_\_\_\_\_

Tracking #: \_\_\_\_\_

Committee: \_\_\_\_\_  
 Hearing Date: \_\_\_\_\_  
 2<sup>nd</sup> Agenda Date: \_\_\_\_\_

### CITY CLERK USE ONLY

Scanned      Date: 03.04.2026  
 Posted      Item # 603.00509

**All department items requiring Council approval must be submitted through the Mayor's Office.**

## Primary Details

### Board Approval

### Other Board Name

### City Council Approval

Yes     No

Department  
Public Works

Contact Name CP  
Courtney Jones 02.10.26

Email  
courtneyjones@cityoftulsa.org

Phone  
918-596-9549

Easement Type  
Waterline

Owner-Grantor  
Cascia Hall Facilities, Inc.

Bid/Project Number  
IDP 205958

Project Title  
Cascia Hall Sanitary Sewer

Council District  
4

Section  
18

Township  
19

Range  
13

Addition  
UNPLATTED

Lot

Block

Address  
2520 S. Yorktown Ave. E.

Parcel Number  
761

Additional Information/Tracking Number

## Budget

### Contract Types

- No Payments Involved
- Revenue Contracts
- Expense Contracts

### Funding Source(s)

DONATION: \_\_\_\_\_  
 TOTAL: \$0.00

## Approvals

Department: \_\_\_\_\_  
 Legal: \_\_\_\_\_  
 Board: \_\_\_\_\_  
 Mayor: \_\_\_\_\_  
 Other: \_\_\_\_\_

Date: 02.11.26  
 Date: 2-24-26  
 Date: MAR 04 2026  
 Date: \_\_\_\_\_

## Policy Statement

### Background Information

This Waterline easement is being donated by Cascia Hall Facilities, Inc., an Oklahoma not-for-profit corporation, as a requirement of IDP 205958. This Waterline easement is required for infrastructure improvements at Cascia Hall.

PDZ: swb 02.11.26 MSL: swb 2/10/26 swb

### Summation of the Requested Action

Mayoral approval and City Council acceptance.

### Other Pertinent Details

## Processing Information for City Clerk's Office

### Post Execution Processing

- Mail vendor copy (add'l signature copies attached)
- Must be filed with other governmental entity
- Add'l governmental entity approval(s) required

### Additional Routing, Processing or Contact Details

Original to be picked up by Courtney Jones for further processing. (6-9549)

2026-RF#-0105

## WATER EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned, **CASCIA HALL FACILITIES, INC., an Oklahoma not-for-profit corporation**, (Grantor) the owner of the legal and equitable title to the following real estate, for and in consideration of the sum of ONE AND NO/100 DOLLARS (\$1.00) cash in hand paid by the **CITY OF TULSA, OKLAHOMA**, a municipal corporation, (CITY) and other good and valuable considerations, receipt of which is hereby acknowledged, does hereby grant and convey unto the said City, a perpetual easement, through, over, under and across the following described property:

See Exhibit "A"

for the purpose of permitting the City, to construct a **water main or mains** thereon through, over, under, and across said property, together with all necessary and convenient appurtenances thereto; and to use and maintain the same and of affording the City, its officers, agents, employees, and/or all persons under contract with it, the right to enter upon said premises and strip of land for the purpose of surveying, excavating for, constructing, operating, repairing, and maintaining of such construction.

The City is hereby given and granted the exclusive possession of said above premises for the purposes aforesaid and Grantor, for themselves, administrators, successors and assigns, covenants and agrees that no building, structure, fence, wall or other above ground obstruction will be placed, erected, installed or permitted upon the above described land; and further covenants and agrees that in the event the terms of this paragraph are violated by the Grantor, or any person in privity with them, such violation will be promptly corrected and eliminated immediately upon receipt of notice from City, or City shall have the right to remove or otherwise eliminate such violation, and Grantor, their heirs, administrators, successors and assigns, shall promptly pay the actual cost thereof.

TO HAVE AND TO HOLD such easement and right-of-way unto the City, its successors or assigns, forever.

Dated this 30<sup>th</sup> day of January, 2026.

CITY OF TULSA  
OFFICE OF CITY CLERK  
175 E. 2ND ST-STE 260  
TULSA, OKLAHOMA 74103

**CASCIA HALL FACILITIES, INC.,  
an Oklahoma not-for-profit corporation**

By: Annabelle Miller

Name: Annabelle Miller

Title: President

STATE OF OKLAHOMA    )  
  ) ss.  
COUNTY OF TULSA     )

Before me, the undersigned, a Notary Public, in and for said County and State on this 30th day of January, 2026, personally appeared **Annabelle Miller**, known to be the identical person who subscribed the name of **CASCIA HALL FACILITIES, INC., an Oklahoma not-for-profit corporation**, to the foregoing as its President and acknowledged to me that she executed the same as her free and voluntary act and deed and as the free and voluntary act and deed of **CASCIA HALL FACILITIES, INC., an Oklahoma not-for-profit corporation**, the uses and purposes therein set forth.

Given under my hand and seal of office the day and year last above written.

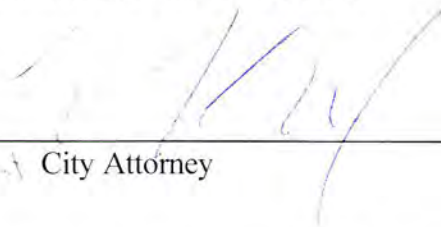
Justin Y. Bryant  
Notary Public

My commission expires:

July 8, 2029



**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
City Attorney

**APPROVED AS TO SUBSTANCE:**

  
\_\_\_\_\_  
Director

**ACCEPTED BY CITY COUNCIL:**

Date: \_\_\_\_\_

BY: \_\_\_\_\_  
Name: Karen Gilbert  
Title: Chair

**APPROVED BY MAYOR:**

CITY OF TULSA, OKLAHOMA,  
a municipal corporation

Date: \_\_\_\_\_

BY: \_\_\_\_\_  
Name: Monroe Nichols IV  
Title: Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk

STATE OF OKLAHOMA    )  
  ) ss.  
COUNTY OF TULSA        )

Before me, a Notary Public in and for said County and State, on the \_\_\_\_ day of \_\_\_\_\_, 2026, personally appeared Karen Gilbert, to me known to be the identical person who accepted the within and foregoing instrument as Chair of the City Council of the City of Tulsa, Oklahoma, and acknowledged to me that she accepted the within and foregoing instrument as her free and voluntary act and deed and as the free and voluntary act and deed of the City Council of the City of Tulsa, Oklahoma, for the uses and purposes therein set forth.

\_\_\_\_\_  
Notary Public

My commission expires:

\_\_\_\_\_

STATE OF OKLAHOMA    )  
  ) ss.  
COUNTY OF TULSA        )

Before me, a Notary Public in and for said County and State, on the \_\_\_\_ day of \_\_\_\_\_, 2026, personally appeared Monroe Nichols IV, to me known to be the identical person who approved the within and foregoing instrument as Mayor of the City of Tulsa, Oklahoma, and acknowledged to me that he approved the within and foregoing instrument as his free and voluntary act and deed and as the free and voluntary act and deed of the City of Tulsa, Oklahoma, for the uses and purposes therein set forth.

\_\_\_\_\_  
Notary Public

My commission expires:

\_\_\_\_\_

# WATERLINE EASEMENT

## Exhibit "A"

SHEET 1 OF 2

### LEGAL DESCRIPTION

A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER (SW/4, NE/4) OF SECTION EIGHTEEN (18), TOWNSHIP NINETEEN (19) NORTH, RANGE THIRTEEN (13) EAST OF THE INDIAN BASE AND MERIDIAN (I.B.&M.), CITY OF TULSA, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS, TO-WIT:

COMMENCING (P.O.C.) AT THE NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER (SW/4, NE/4) OF SAID SECTION EIGHTEEN (18); THENCE S01°33'00"E ALONG THE EAST LINE OF SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION EIGHTEEN (18) FOR A DISTANCE OF 431.55 FEET TO THE POINT OF BEGINNING (P.O.B.); THENCE CONTINUING S01°33'00"E ALONG THE SAID EAST LINE FOR A DISTANCE OF 20.00 FEET TO A POINT ON THE SAID EAST LINE; THENCE S88°27'00"W FOR A DISTANCE OF 90.00 FEET; THENCE N01°33'00"W PARALLEL TO THE SAID EAST LINE FOR A DISTANCE OF 20.00 FEET; THENCE N88°27'00"E FOR A DISTANCE OF 90.00 FEET TO THE POINT OF BEGINNING (P.O.B.). SAID AREA CONTAINS 1,800 SQUARE FEET.

### BASIS OF BEARINGS

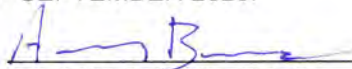
BASIS OF BEARINGS FOR THIS EXHIBIT IS THE OKLAHOMA STATE PLANE COORDINATE SYSTEM (NAD83 OKLAHOMA NORTH ZONE 3501). BASED LOCALLY ON THE EAST LINE OF THE SW/4, NE/4 SEC. 18, T-19-N, R-13-E, I.B. & M. AS S01°33'00"E.

### SURVEYOR'S CERTIFICATE

I, AARON BURNS, OF WALLACE DESIGN COLLECTIVE, PC, CERTIFY THAT THE ATTACHED LEGAL DESCRIPTION CLOSES IN ACCORDANCE WITH THE EXISTING REQUIREMENTS AND IS A TRUE REPRESENTATION OF THE LEGAL DESCRIPTION AS DESCRIBED. THIS LEGAL DESCRIPTION MEETS THE MINIMUM STANDARDS FOR LEGAL DESCRIPTIONS AS ADOPTED BY THE OKLAHOMA STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS FOR THE STATE OF OKLAHOMA.

WITNESS MY HAND AND SEAL THIS 22<sup>ND</sup> DAY OF SEPTEMBER 2025.



  
AARON BURNS, P.L.S.  
OKLAHOMA NO. 1923  
CERT. OF AUTH. NO. 1460  
EXP. DATE JUNE 30, 2027

SURVEYOR'S LAST SITE VISIT SEPTEMBER 19, 2025

EXHIBIT "A"

Page 1 of 2



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design  
collective

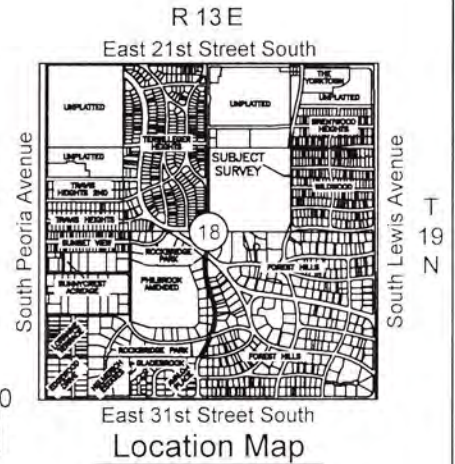
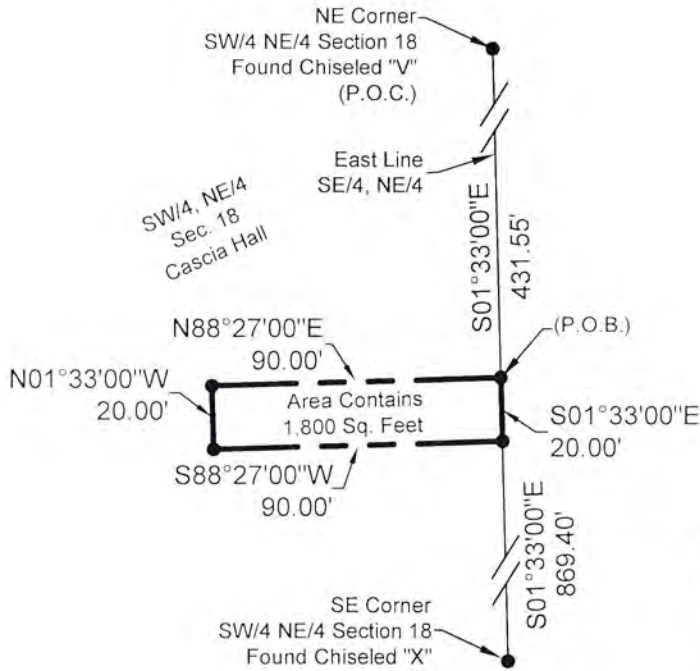
wallacedesigncollective.com

ORIG SIZE: 8.5"X11" PLOT: 9/23/2025 7:52:25 AM \\Chouteau-Server1\Root\Jobs\2240258-21-Cascia Hall STEM & Wellness Addition-Manhattan\Final Drawing\2240258 Waterline Easement.dwg

# Waterline Easement Exhibit "A"

SHEET 2 OF 2

A PART OF THE SW/4 OF THE NE/4 OF SEC. 18, T.19 N., R.13 E., I.B. & M.,  
CITY OF TULSA, TULSA COUNTY, STATE OF OKLAHOMA



### BASIS OF BEARINGS

THE BASIS OF BEARING FOR THIS SURVEY IS THE OKLAHOMA STATE PLANE COORDINATE SYSTEM (NAD83 OKLAHOMA NORTH ZONE 3501). SAID BEARINGS ARE BASED LOCALLY ON THE EAST LINE OF THE SW/4 OF THE NE/4 SEC. 18, T-19-N, R-13-E, I.B. & M. AS S01°33'00\"E.

### SURVEYOR'S LAST SITE VISIT:

SEPTEMBER 19, 2025

### LEGEND

- P.O.B. = POINT OF BEGINNING
- P.O.C. = POINT OF COMMENCEMENT
- = SET 3/8" IRON PIN W/ WDC CAP

### CERTIFICATION

I, AARON BURNS, HEREBY CERTIFY THAT THE ABOVE REPRESENTS A SURVEY PERFORMED UNDER MY DIRECT SUPERVISION AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS OF THIS DATE. THIS PLAT OF SURVEY MEETS THE MINIMUM TECHNICAL STANDARDS, AS ADOPTED BY THE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS FOR THE STATE OF OKLAHOMA.

WITNESS MY HAND AND SEAL THIS 22ND DAY OF SEPTEMBER 2025.



*Aaron Burns*  
 AARON BURNS P.L.S.  
 OKLAHOMA NO. 1923  
 CERT. OF AUTH. NO. 1460  
 EXP. DATE JUNE 30, 2027



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EXHIBIT "A"