Easement

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PW0121811

CITY COUNCIL USE ONLY		CITY CLERK USE ONLY
Date Received:	Tracking #:	☐ Scanned Date: 03.04.2026
Committee Date:	Committee:	☐ Posted Item #: 2603.00510
1st Agenda Date:	Hearing Date:	
	2nd Agenda Date:	

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
Courtney Jones CJ 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
768

Additional Information/Tracking Number

Budget

Contract Types
☑ **No Payments Involved**
○ Revenue Contracts
○ Expense Contracts

Funding Source(s)

DONATION:
TOTAL: $0.00

Approvals

Department:		**Date:**	02.11.26
Legal:		**Date:**	2/24/26
Board:		**Date:**	
Mayor:		**Date:**	MAR 0 4 2026
Other:		**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: 02/12/26 MSL: 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 (addt'l signature copies attached)
☑ **Must be filed with other governmental entity**
☐ Addt'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-RFZ-0103

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 30th 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.

Kristin L. Bryant
Notary Public

My commission expires:

July 8, 2029

OKLAHOMA EST. 1907
KRISTIN L BRYANT
NOTARY PUBLIC, STATE OF OKLAHOMA
COMMISSION #21004013
EXPIRES JULY 8, 2029

APPROVED AS TO FORM:

Asst. City Attorney

APPROVED AS TO SUBSTANCE:

Dep. Director

ACCEPTED BY CITY COUNCIL:

Date: _____

BY: _____
Name: Karen Gilbert
Title: Chair

APPROVED BY MAYOR:

Date: _____

CITY OF TULSA, OKLAHOMA,
a municipal corporation

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:

_____

E13

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 THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER (SW/4, NE/4) OF SAID SECTION EIGHTEEN (18) FOR A DISTANCE OF 1021.10 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 N90°00'00"W FOR A DISTANCE OF 238.54 FEET; THENCE N00°00'00"W FOR A DISTANCE OF 20.00 FEET; THENCE N90°00'00"E FOR A DISTANCE OF 238.00 FEET TO THE POINT OF BEGINNING (P.O.B.)

SAID TRACT CONTAINS 4,765 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, CLIFF BENNETT, 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 21st DAY OF OCTOBER 2025.

REGISTERED PROFESSIONAL LAND SURVEYOR
CLIFF BENNETT
1815
OKLAHOMA

CLIFF BENNETT, P.L.S.
OKLAHOMA NO. 1815
CERT. OF AUTH. NO. 1460
EXP. DATE JUNE 30, 2027

SURVEYOR'S LAST SITE VISIT: NOVEMBER 21, 2024

wallace design collective

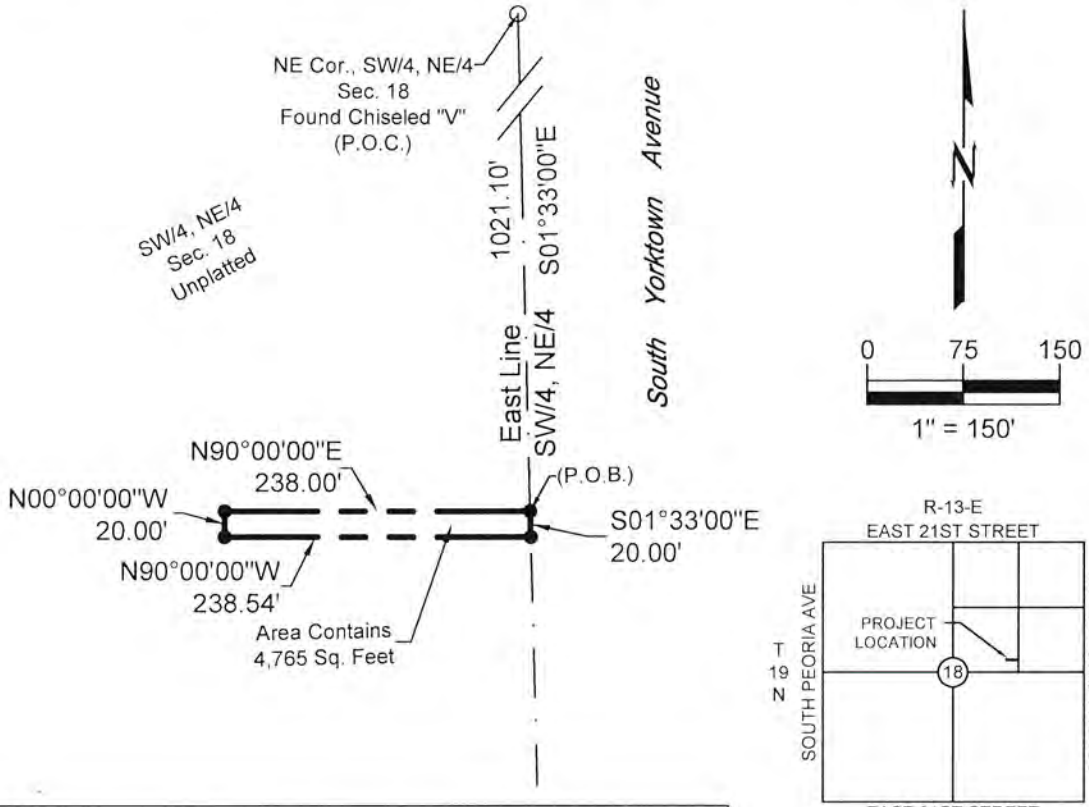
wallace design collective, pc

ET

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



LOCATION MAP

SCALE: NTS

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, NE/4 SEC. 18, T-19-N, R-13-E, I.B.& M. AS S01°33'00"E.

SURVEYOR'S LAST SITE VISIT:

NOVEMBER 21, 2024

LEGEND

P.O.B.	= POINT OF BEGINNING
P.O.C.	= POINT OF COMMENCEMENT
●	= IRON PIN SET
O	= CHISELED "V" FOUND

CERTIFICATION

I, CLIFF BENNETT, 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 21ST DAY OF OCTOBER 2025.

REGISTERED PROFESSIONAL LAND SURVEYOR
CLIFF BENNETT
1815
OKLAHOMA

CLIFF BENNETT P.L.S.
OKLAHOMA NO. 1815
CERT. OF AUTH. NO. 1460
EXP. DATE JUNE 30, 2027

wallace design collective

EXHIBIT "A"

\\Chouteau-Server\Root\Jobs\2240258.2 Cascia Hall-Wallace_dwg (IN PROGRESS)\2240258.2 Waterline Easement.dwg PLOT:10/21/2025 12:24:38 PM ORIG SIZE:8.5"X11"