



# Stateside

## Right of Way Services

3901 W. Pioneer Parkway  
Arlington, Texas 76013  
817.369.3191

October 25, 2023

Steven Jay Steenson and wife, Charlotte Steenson  
1704 Willow Road  
Carrollton, TX 75006-3849

RE: **REVISED INITIAL OFFER LETTER**

Parcel No.: 1  
Project: City of Carrollton, Texas, Proposed 0.0636 Acre (2,772 Square Foot) Drainage Easement  
Situs Address: 1704 Willow Road, City of Carrollton, Dallas County, TX

Dear Mr. and Mrs. Steenson:

The City of Carrollton, Texas (City) has determined a public need and necessity for a permanent drainage easement for the construction of the Proposed 0.0636 Acre (2,772 Square Foot) Drainage Easement (the "Project"). In order to complete this Project, the City must acquire a 0.0636 acre (2,772 sq. ft.) permanent drainage easement for a tract of land public records indicate belongs to Steven Jay Steenson. The specific tract is legally described as being part of that called 0.0636 acre (2,772 sq. ft.) tract of land in the Martha P. Green Survey, Abstract No. 519 conveyed to Steven Jay Steenson by deed filed for record in Instrument Number 201400156653, of the Official Public Records of Dallas County, Texas (O.P.R.D.C.T.), for the purposes of installing, constructing, operating, using, maintaining, repairing, modifying upgrade, monitoring, inspecting, replacing, making connections with, and/or removing the Facilities.

**REVISED INITIAL OFFER** in the amount of **\$32,016.00 (Thirty-Two Thousand Sixteen and NO/100 Dollars), and the City has agreed to accept the property owner's counteroffer.** The Appraiser determined that **\$19,058.00 (Nineteen Thousand Fifty-Eight and No/100 Dollars)** for the easement, which includes **\$19,058.00** for the Permanent Drainage Easement, and **\$0.00 for damages to your remaining property.** If this offer is acceptable, please sign a copy of this letter, the attached W-9, and execute the enclosed easement document(s) before a notary public and return them to me at your earliest convenience.

Notwithstanding your execution and return of the enclosed documents, payment of the above-referenced amount will be contingent upon approval by the City Council. If payment is not approved by the City Council, the purchase may be terminated by the City.

Please be advised that this communication is not subject to any confidentiality requirement, and you, as a landowner, have the right to: (1) discuss any offer or agreement regarding the City's acquisition of the property with others; or (2) keep the offer or agreement confidential, unless the offer or agreement is subject to Chapter 552, Government Code.

Should your property be disturbed in any way, the City will restore the property to as good as or better than its original condition upon completion of construction. If you have any other questions regarding this matter, or would like to set up a meeting, please feel free to call me at (817) 521-0125 or e-mail me at shawnj@statesiderow.com. Thank you for your help.

Sincerely,

Shawn Jackson  
Stateside Right of Way Services

**ACCEPTANCE OF OFFER:**

I received a copy of The State of Texas Landowner's Bill of Rights before signing this agreement. I fully understand the City of Carrollton's offer as contained in this agreement and I agree to the terms set forth above. By signing below, I accept the City's offer of **\$32,016.00 (Thirty-Two Thousand Sixteen and NO/100 Dollars)** in exchange for a Permanent Drainage Easement to the property described above.

Steven Jay Steenson  
Steven Jay Steenson

Date: 11-9-2023

Charlotte Steenson  
Charlotte Steenson

Date: 11-9-2023

**APPROVED AS TO FORM:**

**City of Carrollton**

By: \_\_\_\_\_

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

**CITY OF CARROLLTON DRAINAGE EASEMENT**

**THE STATE OF TEXAS       §**  
**§       KNOW ALL MEN BY THESE PRESENTS:**  
**COUNTY OF DALLAS       §**

That, STEVEN JAY STEENSON and wife, Charlotte Steenson, (the "Grantor"), for and in consideration of the sum of Ten (\$10.00) Dollars, and other good and valuable consideration to Grantor in hand paid by the CITY OF CARROLLTON, Texas, a municipal corporation (the "Grantee"), whose address is 1945 East Jackson Road, Carrollton, Texas 75006, the receipt and sufficiency of which is hereby acknowledged, has given and granted and by these presents does hereby give and grant unto Grantee the right to enter upon and construct, maintain, operate, repair, replace, change, add and/or remove drainage facilities with all necessary appurtenances thereto, over, under, through, across, and along that certain land situated in the Martha P. Green Survey, Abstract No. 519, City of Carrollton, County of Dallas, State of Texas, and being more particularly described in Exhibit "A", attached hereto and made a part hereof.

Grantor acknowledges that the consideration paid by the Grantee is full and final payment for all rights and privileges herein granted.

No buildings, fences, trees, shrubs or other improvements shall be constructed or placed upon, over or across the easements conveyed herein. Grantee shall have the right to remove and keep removed all or part of any buildings, fences, trees, shrubs or other improvements or growths which in any way endanger or interfere with the construction, maintenance or efficiency of its system. Grantee shall at all times have the right of ingress and egress to and from and upon any of said easement for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining and adding to or removing all or part of its system without the necessity at any time of procuring the permission of anyone.

The easement rights and privileges herein granted shall be perpetual and shall constitute covenants running with the land and shall be binding upon and inure to the benefit of Grantor and Grantee, respectively and their respective successors and assigns.

**TO HAVE AND TO HOLD** the above described easement and rights appurtenant thereto unto Grantee, its successors and assigns.

**\*\*REMAINDER OF PAGE LEFT INTENTIONALLY BLANK\*\***  
**SIGNATURES AND ACKNOWLEDGMENTS ON NEXT PAGE**



EXECUTED this 9<sup>th</sup> day of November, 2023.

**GRANTOR:**

By: Steven Jay Steenson  
Steven Jay Steenson

By: Charlotte Steenson  
Charlotte Steenson

**ACKNOWLEDGMENT**

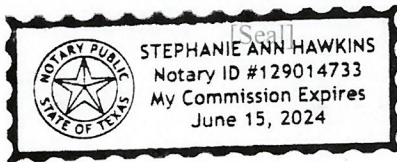
STATE OF TEXAS

§  
§  
§

COUNTY OF DENTON

This instrument was acknowledged before me on the 9<sup>th</sup> day of November, 2023,  
by Steven Jay Steenson.

GIVEN UNDER MY HAND AND SEAL OF OFFICE 9<sup>th</sup> day of November, 2023.



Stephanie Ann Hawkins  
Notary Public, State of Texas

**ACKNOWLEDGMENT**

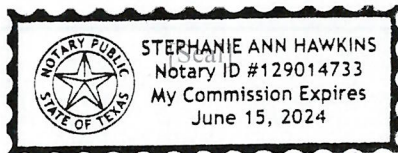
STATE OF TEXAS

§  
§  
§

COUNTY OF DENTON

This instrument was acknowledged before me on the 9<sup>th</sup> day of November, 2023,  
by Charlotte Steenson.

GIVEN UNDER MY HAND AND SEAL OF OFFICE 9<sup>th</sup> day of November, 2023.



Stephanie Ann Hawkins  
Notary Public, State of Texas

**After Recording Please Return To:**

City of Carrollton  
Legal Department  
1945 E. Jackson Road  
Carrollton, Texas 75006

**EXHIBIT "A"**  
**DRAINAGE EASEMENT**  
**MARTHA P. GREEN SURVEY, ABS. NUMBER 519**  
**CITY OF CARROLLTON, DALLAS COUNTY, TEXAS**

**BEING** a 0.0636 acre tract of land located in the Martha P. Green Survey, Abstract Number 519, City of Carrollton, Dallas County, Texas, said 0.0636 acre tract being a portion of a certain tract of land conveyed to **STEVEN JAY STEENSON**, by deed thereof filed for record in Instrument Number 201400156653, Official Public Records, Dallas County, Texas, said 0.0636 acre tract being more particularly described by the metes and bounds as follows:

**BEGINNING** at a 3/8 inch iron rod found at the most westerly northwest property corner of the said Steenson tract, same being the northeast property corner of a called 4.30 acre tract of land conveyed to TCCI Land Development, Inc., by deed thereof filed for record in Instrument Number 202100280190, Official Public Records, Dallas County, Texas, said beginning point being on the south lot line of Lot 8, Block 6, Duncan Heights Addition, being an Addition to the City of Carrollton, Dallas County, Texas, according to the plat thereof filed for record in Volume 12, Page 355, Plat Records, Dallas County, Texas, said beginning point also having a NAD83 Texas North Central Zone (4202) grid coordinate of N: 7,036,450.50 and E: 2,456,456.07;

**THENCE** South 89°59'05" East, along the north property line of the said Steenson tract and along the said south lot line, at a distance of 86.10 feet passing a 1 inch pipe found at the southeast lot corner of said Lot 8, same being the southwest right-of-way corner of Willow Road (being a 50 feet wide public right-of-way at this point, Volume 12, Page 355, Plat Records, Dallas County, Texas), continuing along the said north property line and along the south right-of-way line of said Willow Road, in all a total distances of 107.31 feet;

**THENCE** departing the said north property line and the said south right-of-way line, over and across the said Steenson tract the following courses and distances:

South 45°00'55" West, 21.21 feet;

North 89°59'05" West, 77.31 feet;

South 00°00'42" West, 85.04 feet to the south property line of the said Steenson tract, same being the north property line of a called 3.26 acre tract of land conveyed to TCCI Land Development, Inc., by deed thereof filed for record in Instrument Number 202100280191, Official Public Records, Dallas County, Texas;

**THENCE** North 89°49'37" West, along the said property lines, 15.00 feet to the southwest property corner of the said Steenson tract, same being the northwest property corner of the said 3.26 acre tract, said point being on the east property line of the said 4.30 acre tract;

**THENCE** North 00°00'42" East, along the west property line of the said Steenson tract and along the said east property line, 100.00 feet to the **POINT OF BEGINNING**.

The herein above described tract of land contains a computed area of **0.0636 acres (2,772 square feet)** of land, more or less.

The bearings and coordinates recited hereinabove are based on the State Plane Coordinate System, Texas North Central Zone 4202, North American Datum of 1983, adjustment realization 2011. Area and distances recited hereinabove are surface.

I Eric S. Spooner, a Registered Professional Land Surveyor in the State of Texas, do hereby state that the foregoing description accurately sets out the metes and bounds description of the easement tract described herein.

Eric S. Spooner, RPLS  
Spooner & Associates, Inc.  
Texas Registration No. 5922  
TBPLS Firm No. 10054900





# MAP OF EXHIBIT "A"

SEE ATTACHED METES & BOUNDS  
DESCRIPTION ON PAGE 1 HEREIN

MARTHA P. GREEN SURVEY  
ABSTRACT NO. 519

LOT 8, BLOCK 6  
DUNCAN HEIGHTS ADDITION  
VOL. 12, PG. 355  
P.R.D.C.T.

N: 7,036,450.50  
E: 2,456,456.07  
(NAD83 ~ GRID)

POINT OF  
BEGINNING

LOT LINE

3/8" IRF

86.10'

1" IPF

R.O.W.

S89°59'05"E ~ 107.31'

15.0'

N89°59'05"W ~ 77.31'

EXHIBIT "A"  
DRAINAGE EASEMENT  
0.0636 ACRES (2,772 S.F.)

OWNER  
STEVEN JAY STEENSON  
INS. NO. 201400156653  
O.P.R.D.C.T.

CALLED: 4.30 ACRES  
TCCI LAND DEVELOPMENT, INC.  
INS. NO. 202100280190  
O.P.R.D.C.T.

N00°00'42"E ~ 100.00'

S00°00'42"W ~ 85.04'

15.0'

PROPERTY  
LINE

L2

## LINE TABLE

NO.	DIRECTION	DIST.
L1	S45°00'55"W	21.21'
L2	N89°49'37"W	15.00'

0' 15' 30'



GRAPHIC SCALE IN FEET  
1" = 30'

CALLED: 3.26 ACRES  
TCCI LAND DEVELOPMENT, INC.  
INS. NO. 202100280191  
O.P.R.D.C.T.

NOTE: BEARINGS AND COORDINATES ARE REFERENCED TO  
THE TEXAS STATE PLANE COORDINATE SYSTEM, TEXAS  
NORTH CENTRAL ZONE 4202. ADJUSTMENT REALIZATION  
2011. DISTANCES AND AREAS SHOWN ARE SURFACE.

WILLOW ROAD  
(50' WIDE PUBLIC RIGHT-OF-WAY)  
(VOLUME 12, PAGE 355, P.R.D.C.T.)

LOT 3, BLOCK 9  
DUNCAN HEIGHTS ADDITION  
VOL. 12, PG. 355  
P.R.D.C.T.

EXHIBIT "A"  
DRAINAGE EASEMENT  
MARTHA P. GREEN SURVEY, ABS. NUMBER 519  
CITY OF CARROLLTON, DALLAS COUNTY, TEXAS

PROPERTY: CALLED: 100' X 280', STEVEN JAY STEENSON,  
INS. NO. 201400156653, O.P.R.D.C.T.  
20048\_STEENSON\_DRAFT\_2022-07-08.DWG

S&A JOB NO.: 20048  
DATE: 07/11/2022

DRAWN BY: R.F.O.  
CHECKED BY: E.S.S.



**SPOONER & ASSOCIATES**  
REGISTERED PROFESSIONAL LAND SURVEYORS  
OVER 30 YEARS OF SERVICE

309 BYERS STREET, SUITE 100, EULESS, TEXAS 76039  
(817) 685-8448 WWW.SPOONERSURVEYORS.COM  
TBPLS FIRM NO. 10054900

