

# ACTION ITEM MEMO

Port of Tacoma Commission



Item No: 5C  
Meeting Date: 6/16/26

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**DATE:** June 8, 2026  
**TO:** Port of Tacoma Commission  
**FROM:** Eric Johnson, Executive Director  
Sponsor: Debbie Shepack, Sr Director, Real Estate  
Project Manager: Berny Rodriguez, Sr. Real Estate Specialist  
**SUBJECT:** First Amendment to SeaPort Sound Terminal Easement Agreement #2

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**A. ACTION REQUESTED**

Authorize the Executive Director or his designee to execute a First Amendment to Pipeline Easement Agreement #2 with Seaport Sound Terminal LLC as Grantee and the Port of Tacoma as Grantor.

**Strategic Plan Initiative: EV-1**

**B. BACKGROUND**

SeaPort Sound Terminal, LLC (“Grantee”) is a storage and transportation company that handles a wide range of petroleum and petroleum related products including asphalt, distillate oil, diesel, biodiesel, ethanol, and industrial oils.

The SeaPort Sound Terminal Easement Agreement #2 is a pipeline easement for the transmission of fuel projects that runs from their facility on Marine View Drive in Tacoma, under the Blair and Hylebos waterways, down 11<sup>th</sup> Street, and connects to the Olympian Pipeline. The original easement was executed on June 10, 2011, and has a term of 25 years and one additional extension of 25 years, provided that the Grantee is in good standing with the Port.

This First Amendment to the Pipeline Easement Agreement #2 clarifies and corrects the legal description of the existing easement, including the depth of the pipeline, across Port property. This amendment will also provide a clearer understanding and calculation of yearly easement and administrative fees, along with extending the pipeline term for another 25 years.

**C. TIMEFRAME/PROJECT SCHEDULE**

Commission Reading	6/16/2026
Easement Execution	6/16/2026
Easement Effective Date	05/27/2026

**D. FINANCIAL SUMMARY**

Effective January 1, 2026, the annual easement fee will be Fourteen Thousand Dollars (\$14,000.00). The Easement fee shall be subject to a three percent (3%) yearly increase thereafter, which shall be due on January 1<sup>st</sup> of each year.

**E. NEXT STEPS**

Upon Commission approval of the requested action, the Real Estate Department will finalize and record the easement document.