



Agenda Item No. (4)

To: Building and Operating Committee/Committee of the Whole  
Meeting of April 23, 2020

From: Norma Jellison, Manager of Real Estate Services and Property Development  
Ron Downing, Director of Planning  
Kellee J. Hopper, Deputy General Manager, Administration and Development  
Denis J. Mulligan, General Manager

Subject: **APPROVE NEW FIVE-YEAR LEASE WITH MARIN AIRPORTER ON A  
THREE-ACRE PORTION OF 1011 ANDERSEN DRIVE, SAN RAFAEL,  
CA, FOR TERMINAL AND PARKING FOR MARIN AIRPORTER  
SERVICE**

### **Recommendation**

The Building and Operating Committee recommends that the Board of Directors authorize execution of a new five-year lease, at \$23,025 per month for the first year, with Marin Airporter for approximately three acres of the Golden Gate Bridge, Highway and Transportation District's 1011 Andersen Drive, San Rafael, CA, property, for continued operation of the Marin Airporter terminal and customer parking associated with Marin Airporter service to San Francisco Airport, effective May 15, 2020. Subsequent annual rent increases will be based on the Consumer Price Index.

This matter will be presented to the Board of Directors at its April 24, 2020, meeting for appropriate action.

### **Summary and Background**

Since 2015 the Golden Gate Bridge, Highway and Transportation District (District) has leased space to Marin Airporter adjacent to the District's Administration and Bus Division headquarters at 1011 Andersen Drive in San Rafael. The District offered this area to Marin Airporter, as a replacement for the 2014 termination of its lease with Marin Airporter at 300 Larkspur Landing Circle in Larkspur. The current five-year lease will terminate on May 15, 2020.

The Marin Airporter terminal improvements consist of a modular bus terminal and customer parking. They are located on a former Park-and-Ride Lot and adjacent undeveloped land owned by the District. On March 25, 2020, FTA concurred with the ongoing incidental use and the new five-year lease to Marin Airporter.

Marin Airporter is currently securing a new Use Permit from the City of San Rafael for continued use of the portion of the District's Andersen Drive property for its Marin Airporter operations to San Francisco Airport. Approval is anticipated.

**Fiscal Impact**

The proposed \$23,025 per month land lease at Andersen Drive is the current rent through May 15, 2020. The rent has been increased annually based upon the Consumer Price Index (CPI) over the five-year term of the current lease and is considered to be fair market rent. In recognition of the current economic conditions facing Marin Airporter and as a transportation partner, it is recommended to continue the rent at the current rate and forego the annual CPI for the first year of the new lease. In subsequent years, the rent will be adjusted annually based upon the CPI.

The initial annual lease revenue for the approximately three-acre portion of the Andersen Drive site is \$276,300 per year.