

**MEMORANDUM**

**TO:** Chairperson and Members of the Board of Directors

**FROM:** Peter L. Stark, General Manager  
Shonda L. Shipman, Finance Director  
Tami Coleman, Revenue Manager

**DATE:** April 16, 2020

**SUBJECT:** Consideration of Permission to Enter into Agreement with Grant's Burgers for Lynden Station Location

**RECOMMENDATION**

Staff recommends that the Board of Directors give the General Manager permission to enter into a lease with Grant's Burgers for the Lynden Station when agreeable terms are reached.

**BACKGROUND**

Grant's Burgers has been a tenant in the Lynden Station for more than 10 years. As part of the lease agreement, Grant's has provided an onsite presence in the station and light janitorial services at the station.

The current lease agreement was set to expire at the end of 2019. WTA issued an RFP for the tenant space. Grant's Burgers was the only respondent. While the new lease terms are being finalized, Grant's is occupying the space under a short-term extension of the prior lease. Staff expects the lease to be finalized by May 2020.

**FISCAL IMPACT**

The fiscal impact of the lease with Grant's Burgers is minimal at approximately \$500 net per month.