



March 15, 2024

Ms. Angela Calvillo  
Clerk of the Board  
Board of Supervisors  
City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco, CA 94102-4689

Subject: Approval of COVID-19 Lease Extension Program for the Terminal 3 Boarding Area F Cafe Lease, A Small Business Enterprise Set-Aside, Lease No. 19-0054 (as amended, the Lease), by and between City and County of San Francisco, acting by and through its Airport Commission, as landlord (City) and Rylo Management, LLC, as tenant (Tenant)

Dear Ms. Calvillo:

Pursuant to Section 9.118 of the City Charter, I am forwarding for the Board of Supervisors' approval the proposed Resolution, which approves the COVID-19 Lease Extension Program that provides for a lease term extension for Rylo Management, LLC at San Francisco International Airport.

The following is a list of accompanying documents:

- Board of Supervisors Resolution;
- Approved Airport Commission Resolution No. 23-0251;
- Memorandum accompanying Airport Commission Resolution No. 23-0251;
- SFEC-126(f)4 (Board of Supervisors) for Rylo Management, LLC;
- A copy of Terminal 3 Boarding Area F Cafe Lease, A Small Business Enterprise Set-Aside, Lease No. 19-0054;
- A copy of Amendment No. 1 to Terminal 3 Boarding Area F Cafe Lease, A Small Business Enterprise Set-Aside, Lease No. 19-0054;
- A copy of Amendment No. 2 to Terminal 3 Boarding Area F Cafe Lease, A Small Business Enterprise Set-Aside, Lease No. 19-0054, the City Attorney's Office is prepared to approve the Lease as to form upon approval by the Board of Supervisors.

The following person may be contacted regarding this matter:

Cheryl Nashir  
Director  
Revenue Development and Management  
(650) 821.4500  
[cheryl.nashir@flysfo.com](mailto:cheryl.nashir@flysfo.com)

Very truly yours,

*Kantrice Ogletree /s/*

Kantrice Ogletree  
Commission Secretary

Enclosures

cc: Cheryl Nashir, Revenue Development and Management  
Dyanna Volek, Government Affairs