



THE CITY OF SAN DIEGO

October 5, 2015

Ms. Heather Finlay
YWCA
1012 C Street
San Diego, CA 92101

Reference: Lease ID: ADMIN/658/A00, Mission Valley location, San Diego, California

Dear Ms. Finlay:

Pursuant to Section 2.2, Option Right to Extend, in the above referenced lease, YWCA was to have notified the City in writing of its intent or desires to exercise its right to extend the lease six months prior the expiration date of September 30, 2015 for an additional five (5) year term. A letter of request to exercise the first five year option to extend the lease term has been received by the Real Estate Assets Department Staff.

With this option the new termination date shall be September 30th 2020. There is one more five (5) year option available.

The rent will remain at \$333.00 per month throughout this extension and any other extensions.

If you have any questions, I can be contacted at Cgillis@sandiego.gov or (619) 236-6986.

Sincerely,

Charmaine R. Gillis
Property Agent

CRG

cc: Lease File: ADMIN/658/A00
Ms. Donna Gough COO, YWCA by e-mail

Real Estate Assets Department

1200 Third Avenue, Suite 1700, MS 51A • San Diego, CA 92101-4199
Tel (619) 236-6020 Fax (619) 236-6706



Gillis, Charmaine

YWCA
ADMIN/658/AOU

From: Donna Gough [dgough@ywcasandiego.org]
Sent: Friday, October 02, 2015 1:02 PM
To: Gillis, Charmaine
Cc: Mary Hardison-Castaneda
Subject: Lease Extension - Friars Road
Attachments: City of San Diego.Friars Road.Lease Extension.pdf

Charmaine,

As per your instructions to Mary Hardison-Castaneda, attached is our letter requesting a lease term extension for the property on Friars Road. Please let us know if you need additional information.

Thank you.

Donna

Donna Gough | Chief Operating & Financial Officer
619.239.0355 x209 | dgough@ywcasandiego.org
YWCA of San Diego County
eliminating racism
empowering women



San Diego County

September 30, 2015

Charmaine R. Gillis
Property Agent
Real Estate Assets Department
City of San Diego
1200 Third Avenue, Suite 1700
San Diego, CA 92101

RE: 5550 Friars Road, San Diego CA 92110

Dear Ms. Gillis,

Please accept this letter as our request to exercise the first five (5) year option to extend the lease term for the above referenced address.

If you need additional information, please contact Donna Gough, Chief Operating & Financial Officer, at 619.239.0355 extension 209 or dgough@ywcasandiego.org.

Sincerely,

Heather Finlay
Chief Executive Officer