



Howard County

Internal Memorandum

Subject: Testimony & Fiscal Impact Statement

Council Bill No. ___ - 2026, an Act pursuant to Section 612 of the Howard County Charter, approving a Lease Agreement between Howard County, Maryland and Gateway Crossing 95, LLC, a Maryland limited liability company, for 38,285 square feet for the lease of space at 7138 Columbia Gateway Drive, Columbia, Maryland, during a multi-year term; and authorizing the County Executive to take certain actions in connection with the Lease Agreement.

To: Brandee Ganz,
Chief Administrative Officer

From: Samantha M. Cobb ^{Initial} SC
Department of General Services

Date: May 14, 2026

The Department of General Services has been designated coordinator for preparation of testimony relative to approval of a Lease Agreement between Howard County, Maryland (the "County") and Gateway Crossing 95, LLC (the "Landlord") for the County to lease the entirety of the building known as 7138 Columbia Gateway Drive comprising 38,285 square feet (the "Building").

The Howard County Board of Elections office and warehouse components are currently housed in two facilities. The term of the office space lease agreement expires March 31, 2027, and the term of the warehouse space lease agreement expires September 30, 2027.

Consolidation of its operations within the Building will provide efficiency and effectiveness for the agency to serve the voters of Howard County. Additional office and warehouse space is needed for staff, storage of equipment and supplies as well as a space to train election judges or do canvasses of Mail-In Ballots.

The County and Landlord desire to enter into a Lease Agreement, attached, for a term of twelve (12) years, with the option to extend the term for two (2) additional periods of five (5) years each. The County shall receive three hundred sixty-five (365) days of annual rent abatement from and including the lease commencement date.

The Lease Agreement requires payment by the County of funds from an appropriation in later fiscal years and therefore requires County Council approval as a multi-year agreement pursuant to Section 612 of the Howard County Charter.

Representatives of this department will be present at the public hearing to answer any questions or concerns. If you require any further information concerning this matter or have any additional questions, please do not hesitate to contact me at your convenience.

Lease Year	Annual Rent per square foot	Monthly Installment of Annual Rent Based on 38,285 square feet	Annual Rent Based on 38,285 square feet
1	\$17.00 square foot	\$54,237.08	\$650,845.00*
2	\$17.34 square foot	\$55,321.83	\$663,861.90
3	\$17.69 square foot	\$56,438.47	\$677,261.65
4	\$18.04 square foot	\$57,555.12	\$690,661.40
5	\$18.40 square foot	\$58,703.67	\$704,444.00
6	\$18.77 square foot	\$59,884.12	\$718,609.45
7	\$19.14 square foot	\$61,064.58	\$732,774.90
8	\$19.53 square foot	\$62,308.84	\$747,706.05
9	\$19.92 square foot	\$63,553.10	\$762,637.20
10	\$20.32 square foot	\$64,829.27	\$777,951.20
11	\$20.72 square foot	\$66,105.43	\$793,265.20
12	\$21.14 square foot	\$67,445.41	809,344.90

*No Annual Rent shall be due during the Rent Abatement Period. See Section 3(a).

cc: Jennifer Sager
File