



Howard County
Internal Memorandum

Subject: Testimony & Fiscal Impact Statement
Council Bill No. ___ - 2020, an Act pursuant to Section 612 of the Howard County Charter, approving an Eighth Amendment and Renewal of Lease between Howard County, Maryland and Symphony Woods, LLC, a Maryland limited liability company, for 1,653 square feet of space at 5950 Symphony Woods Drive, Columbia, Maryland, during a multi-year term; authorizing the County Executive to make changes to the Amendment, under certain conditions; authorizing the County Executive to execute the Amendment and generally relating to the Amendment.

To: Lonnie R. Robbins,
Chief Administrative Officer

From: James M. Irvin, Director
Department of Public Works 

Date: December 17, 2019

The Department of Public Works has been designated coordinator for preparation of testimony relative to approval of an Eighth Amendment and Renewal of Lease for leased space.

Symphony Woods, LLC, a Maryland limited liability company (the "Landlord"), is the fee simple owner of approximately 1,653 square feet of leasable office space, commonly known as Suite 503, located at 5950 Symphony Woods Drive, Columbia, Maryland 20863.

On or about September 22, 2010, the County entered into a Full-Service Office Building Lease Agreement with Symphony Woods LLC for the use of the Department of Police, and from 2011 – 2017 there have been a series of one-year extensions of the initial lease.

On or about July 1, 2017, the County began a seventh renewal period as authorized by the passage of Council Bill No. 13-2017, for a three (3) term to expire on June 30, 2020.

The parties have agreed to extend the term of the initial Lease for an additional three (3) years commencing on July 1, 2020 and ending on June 20, 2023.

The County and Landlord desire to enter into an Eighth Amendment and Renewal of Lease, attached, for a term of three (3) years, with no renewal options. The Eighth Amendment and Renewal of Lease 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.

Month	Monthly Rent	Yearly Rent
July 1, 2020 - June 30, 2021	\$3,921.79	\$47,061.42
July 1, 2021 – June 30, 2022	\$4,078.66	\$48,943.88
July 1, 2022- June 30, 2023	\$4,241.81	\$50,901.64

Page 2 of 2

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.

cc: Jennifer Sager
File