




# Howard County

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## Internal Memorandum

**Subject:** Testimony & Fiscal Impact Statement  
Council Bill No. \_\_\_ - 2021, an Act pursuant to Section 612 of the Howard County Charter, approving a Lease Agreement between Howard County, Maryland and FV 9017 Red Branch, LLC, a Maryland limited liability company, for 8,125 square feet of space 9017 Red Branch Drive, Columbia, Maryland, during a multi-year term; authorizing the County Executive to execute the Lease Agreement.

**To:** Lonnie R. Robbins,  
Chief Administrative Officer

**From:** Thomas J. Meunier   
Department of Public Works

**Date:** May 10, 2021

The Department of Public Works has been designated coordinator for preparation of testimony relative to approval of a Lease Agreement for leased space.

FV 9017 Red Branch, LLC, a Maryland limited liability company, (the "Landlord"), is the fee simple owner of approximately 8,125 square feet of leasable space, commonly known as Suite E, located at 9017 Red Branch Road, Columbia, Maryland 21045.

The Howard County Police Department is in need of warehouse space. The County proposes to lease 8,125 square feet of the Building from the Landlord for a term of ten (10) years and two (2) months, with the option to extend the term for one (1) additional period of five (5) years. The Lease Agreement requires payment by the County of funds from an appropriation over multiple fiscal years and therefore requires County Council approval as a multi-year agreement pursuant to Section 612 of the Howard County Charter.

The annual rent as set forth in the rent schedule below will be increased by (2.75%) a year. The County's proportionate share of the operating expenses for each calendar year, (15.76%), will be paid monthly. The operating expenses which vary with occupancy shall be computed as though the building was fully occupied. Controllable operating expenses including expenses other than taxes, insurance, utilities, snow and ice removal and security shall not increase by more than three percent (3%) per year over the immediately preceding calendar year on a non-cumulative basis.

Period	Base Rent per square foot	Monthly Installment of Annual Rent Based on 8,125 square feet	Annual Rent Based on 8,125 square feet
Commencement Date to End Year 1			\$66,354.20 (indicates only 10 months of payment because of abatement)
	\$9.80	\$6,635.42	
Year 2	\$10.07	\$6,817.89	\$81,814.69
Year 3	\$10.35	\$7,005.38	\$84,064.59
Year 4	\$10.63	\$7,198.03	\$86,376.37
Year 5	\$10.92	\$7,395.98	\$88,751.72
Year 6	\$11.22	\$7,599.37	\$91,192.39
Year 7	\$11.53	\$7,808.35	\$93,700.18
Year 8	\$11.85	\$8,023.08	\$96,276.94
Year 9	\$12.18	\$8,243.71	\$98,924.55
Year 10	\$12.51	\$8,470.41	\$101,644.98
Year 11 (Partial) 2 months	\$12.85	\$8,703.25	\$17,406.50

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  
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