



# Howard County

*Internal Memorandum*

**Subject:** Testimony & Fiscal Impact Statement

Council Bill No. \_\_\_ - 2022, an Act pursuant to Section 612 of the Howard County Charter, approving a Lease Agreement between Howard County, Maryland and P Portfolio Owner, LLC, a Delaware limited liability company, for 2,836 square feet of space at 9790 Patuxent Woods Drive, Suite B, Columbia, Maryland, during a multi-year term; and authorizing the County Executive to take certain actions in connection with the Lease Agreement.

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

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

**Date:** August 10, 2022

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

The Department of Community Resources and Services, Office of Children and Families is in need of space to accommodate a local family support center.

P Portfolio Owner, LLC, a Delaware limited liability company, (the "Landlord"), is the fee simple owner of a building commonly known as 9790 Patuxent Woods Drive, Columbia, Maryland 21046 (the "Building") containing approximately 25,345 square feet of leasable space and is located near the Department of Community Resources and Services office.

The County proposes to lease 2,836 square feet of the Building from the Landlord for use as a Family Support Center.

The County and Landlord desire to enter into a Lease Agreement, attached, for a term of five (5) years, with the option to extend the term for two (2) additional periods of five (5) years each. 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.

Period	Base Rent per square foot	Monthly Installment of Annual Rent Based on 2,836 square feet	Annual Rent Based on 2,836 square feet
Year 1	\$14.00 per square foot	\$3,308.67	\$39,704.00
Year 2	\$14.42 per square foot	\$3,407.93	\$40,895.12
Year 3	\$14.85 per square foot	\$3,509.55	\$42,114.60
Year 4	\$15.30 per square foot	\$3,615.90	\$43,390.80
Year 5	\$15.76 per square foot	\$3,724.61	\$44,695.36

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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