


**Howard County**
Internal Memorandum

Subject: Testimony & Fiscal Impact Statement
Council Bill No. ___ - 2023, an Act pursuant to Section 612 of the Howard County Charter, approving a Tenth Amendment and Renewal of Lease between Howard County, Maryland and Symphony Woods, LLC, a Maryland limited liability company, for 2,385 square feet of lease of space located at 5950 Symphony Woods Drive, 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: Art Shapiro, Acting Director
Department of Public Works 

Date: December 6, 2022

The Department of Public Works has been designated coordinator for preparation of testimony relative to approval of a Tenth 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 2,385 square feet of leasable office space, commonly known as Suite 503, located at 5950 Symphony Woods Drive, Columbia, Maryland 21044.

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 year to expire on June 30, 2020.

On or about July 1, 2020, the County began an eighth renewal period as authorized by the passage of Council Bill No. 5-2020, for a three (3) year term to expire on June 30, 2023.

On or about April 5, 2021, the County amended the lease as authorized by the passage of Council Bill No. 11-2021, to expand the premises by the addition of an office area containing one hundred eighty-four (184) square feet and that resulted in an increased rental amount for the remainder of the term expiring June 30, 2023.

The parties have agreed to extend the term of the initial Lease for an additional seven (7) years commencing on July 1, 2023 and ending on June 30, 2030, and to further expand the premises by the addition of a hallway and four (4) office areas containing five hundred forty-eight (548) square feet.

The County and Landlord desire to enter into a Tenth Amendment and Renewal of Lease, attached, for a term of seven (7) years, with no renewal options. The Tenth 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.

Period	Base Rent per rentable square foot	Monthly Rent based on 2,385 rentable square feet	Yearly Rent based on 2,385 rentable square feet
Lease Year 1: July 1, 2023 – June 30, 2024	\$25.25	\$5,018.44	\$60,221.25
Lease Year 2: July 1, 2024 – June 30, 2025	\$26.26	\$5,219.18	\$62,630.10
Lease Year 3: July 1, 2025 – June 30, 2026	\$27.31	\$5,427.94	\$65,135.30
Lease Year 4: July 1, 2026 – June 30, 2027	\$28.40	\$5,645.06	\$67,740.72
Lease Year 5: July 1, 2027 – June 30, 2028	\$29.54	\$5,870.86	\$70,450.34
Lease Year 6: July 1, 2028 – June 30, 2029	\$30.72	\$6,105.70	\$73,268.36
Lease Year 7: July 1, 2029 – June 30, 2030	\$31.95	\$6,349.92	\$76,199.09

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