



# NORTHWEST FLORIDA STATE COLLEGE

## Memo

To: Board of Trustees  
From: Mel Ponder, President  
Date: February 18, 2025  
Re: One Okaloosa EDC Office Space Renewal Memorandum

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The College has a long-standing community partnership with One Okaloosa, The Economic Development Council of Okaloosa County (“EDC”). In 2018, the College entered a memorandum of understanding with the EDC for officing at the Fort Walton Beach Campus. In 2021, the College transitioned to a lease for the EDC office space at the College’s Fort Walton Beach Campus in rooms 717, 718, and 719, of the Computer Technology Laboratories Building. In exchange, the College receives an annual membership in the EDC as an Educational Partner (an annual value of approximately \$3,000). The College has determined that the ongoing partnership with the EDC continues to be of value to the College community in Okaloosa County, and there are no additional costs of hosting the EDC on-site not accounted for by the value of the membership. The enclosed renewal covers a set period from September 2024 to June 2027 rather than allowing the lease to renew automatically and puts the EDC lease on schedule for Board review every three years at the turn of the fiscal year.

### RECOMMENDATION:

The Board of Trustees approves the enclosed lease extension with One Okaloosa, The Economic Development Council of Okaloosa County, as presented.