

Stoke Transition

Caroline Booth – Economic Development

Sept. 12, 2017



Objective:

- ▶ To present information regarding the transition plan for Stoke Denton
- ▶ To receive direction from Council regarding the transition plan

Background:

- ▶ Top priority: continuity of service for existing member businesses
- ▶ Member meeting Aug. 25
 - ▶ All current members can remain in Stoke
 - ▶ Pricing structure/operating hours will not change
 - ▶ RFP will be issued for new management
 - ▶ Member meetings on Sept. 8 and 22

Background:

▶ Transition Team:

- ▶ Primary: Caroline Booth, Paul Desjardins, Jamie Lindsay, Kerry Montz
- ▶ Supporting: Melissa Kraft, Tiffany Thomson, Michelle Coughlin, Julie Glover
- ▶ Legal: Larry Collister, Jennifer DeCurtis
- ▶ Finance: Chuck Springer, Tony Puente, Dan Galizia

Background:

- ▶ Legal Considerations
- ▶ Fiscal Considerations
- ▶ Operational Considerations
 - ▶ daily management
 - ▶ programming/events
 - ▶ marketing/recruitment
 - ▶ mentor Program
 - ▶ website, social media, and space management platform transfer

RFP:

- ▶ Initial Scope of Work drafted
 - ▶ Proposal types accepted: management, sub-lessee, assignment
 - ▶ Experience pertinent to the proposal
 - ▶ Financial backing and evidence of ability to perform
 - ▶ Business plan with tech/tech-enabled focus and metrics

RFP:

- ▶ RFP Evaluation Committee
 - ▶ Todd Hileman, City Manager
 - ▶ Bryan Langley, Deputy City Manager
 - ▶ Aaron Leal, Interim City Attorney
 - ▶ Melissa Kraft, Chief Technology Officer
 - ▶ Tony Puente, Assistant Director of Finance
 - ▶ Karen Smith, Purchasing Manager
 - ▶ Caroline Booth, Director of Economic Development
- ▶ Goal: New manager takes over Dec. 2017

Key Points:

- ▶ Focusing on continuity of service for current members
- ▶ Multi-departmental Transition Team in place
- ▶ Quickly issuing an RFP with a goal of new management in December 2017

Direction:

- ▶ Seeking direction regarding the Stoke transition plan



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