

# **Traverse City Downtown Development Authority Governance Committee Special Meeting**

February 16, 2024

**Immediately following the DDA Board  
meeting**

Commission Chambers, Governmental Center  
400 Boardman Avenue  
Traverse City, Michigan 49684



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If you are planning to attend and you have a disability requiring any special assistance at the meeting and/or if you have any concerns, please immediately notify the ADA Coordinator.

The City of Traverse City and Downtown Development Authority are committed to a dialog that is constructive, respectful and civil. We ask that all individuals interacting verbally or in writing with board members honor these values.

Downtown Development Authority:  
c/o Jean Derenzy, CEO  
(231) 922-2050  
Web: [www.dda.downtowntc.com](http://www.dda.downtowntc.com)  
303 East State Street, Suite C  
Traverse City, MI 49684

**Welcome to the Traverse City Downtown Development Authority  
Governance Committee Special Meeting**

**Agenda**

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<b>1. CALL TO ORDER</b>	
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<b>2. ROLL CALL</b>	
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<b>3. REVIEW AND APPROVAL OF AGENDA</b>	
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<b>4. OLD BUSINESS</b>	
A. Consultant Proposals for CEO search	3
<a href="#">Consultant Search memorandum 2.14.2024</a>	
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<b>5. PUBLIC COMMENT</b>	
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<b>6. ADJOURNMENT</b>	



Downtown Development Authority  
303 E. State Street  
Traverse City, MI 49684  
jean@downtowntc.com  
231-922-2050

## Memorandum

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To: Governance Committee  
From: Jean Derenzy, DDA CEO  
Date: February 14, 2024  
Subject: Consideration to Enter into Contract for CEO Search Process

Special meeting has been called for consideration to enter into a contract with consultant to complete the CEO recruitment process.

After discussion and consideration, the following motion is appropriate

RECOMMENDATION: That the DDA Governance Committee enter into Contract with \_\_\_\_\_ for a total cost of \$ \_\_\_\_\_ to assist the DDA Board in identifying and selecting a successor to the Chief Executive Officer position.