

CENTENNIAL OFFICE PARK OWNERS' ASSOCIATION ('COPOA')

MEETING MINUTES

DATE: 07.21.2016

LOCATION: Crowne Plaza Hotel

ATTENDANCE:	Mike Kasmaukis President	2828 Kraft Ave.
	Dan Wiersma Secretary/Treasurer	2900 Charlevoix Dr.
	John Shape	5920 Tahoe Dr.
	Kim Ridings	5800 Foremost Dr.
	Kirk Driesenga	6000 28 th St.
		3040 Charlevoix Dr.
		3030 Charlevoix Dr.
		2851 Charlevoix Dr.
	Larry Fleis	2960 Lucerne Dr.
	Glenn Turek / Nancy McDonough	2959 Lucerne Dr.
		3025 Charlevoix Dr.
	Cheryl Staats	3001 Orchard Vista Dr.
	Deb Rost	3041 Charlevoix Dr.
	John Lagazo	5700 28 th St.
	Sandra Korhorn	Cascade Township DDA

- I. Welcome / Attendee Roll Call Attendance was taken via a 'sign-in'
- II. Mike Kasmaukis ... Welcome everyone to today's meeting, acknowledged the good attendance.
- III. Meeting Minutes (04.21.2016) were reviewed accepted.
- IV. AGENDA
 - a. Cascade Township Downtown Development Authority ('DDA')
 - i. COPOA member attendance at DDA meetings is important ... recognizing the partnership that exists between the COPOA and DDA, it's important that a COPOA member attend each DDA meeting. NOTE: Kim Ridings is a member of the DDA.

1. Dan Wiersma and Mike Kasmauskis attended the 07.20.16 meeting.
 2. Sandra requested that, in the future, the attending COPOA member used the opportunity provided at the meeting to give a verbal 'update' on what the COPOA is doing, planning.
- ii. Meeting Dates / Member Attendees
1. 08.16.16 Larry Fleis
 2. 09.20.16 Nancy McDonough
 3. 10.18.16 Mike Kasmauskis
 4. 11.15.16 TBD
- b. Financials
- i. Association Dues Initiative
1. Association Letter ... Mike presented / read the letter and the letter was approved for mailing out to each individual property owner within Centennial Park. In addition to the letter an invoice for \$500.00 will be included – AND – a picture illustrating the Centennial Park banner – including a notation that says, "Coming Soon With Your Help' that is to be mounted on the light poles.
 2. Participation Follow Up ... After allowing sufficient time for 'volunteer' participation (60 days following letter date) a roster of names of those property owners who did NOT participate by paying their invoiced dues will be distributed and the COPOA will identify which specific members need to make a 'personal call' to make a personal request for participation.
 3. Fund Raising Plan ... Reminder that the total Association Dues initiative is \$1,500.00 (\$500.00 per property owner / per year for a period of three (3) years).
- c. Public Relations
- i. Committee formed, members are:
1. Glenn Turek, Larry Fleis and Kirk Driesenga
 2. Initial efforts are to advance the visibility of Centennial Park to the marketplace (i.e. real estate brokerage community) via an 'email blast.'
 - a. Highlight the following attributes, including;
 - i. Interstate Highway Access / Visibility
 - ii. Proximity to the Gerald R. Ford Airport
 - iii. Easy to 'get into / out of' (i.e. Ingress – Egress)
 - iv. Retail Amenities (i.e. Shopping, Restaurants, etc.)
 - v. RAPID Bus Line service
- d. Organization
- i. Establish the 'business basics' to legitimize COPOA, including

1. Address | USPS ... c/o OXFORD Partners mailing address
 2. Address | Internet (i.e. domain name) ... will search and secure
 3. Email Account ... will establish
 4. Web Site ... future initiative
- e. Centennial Park Master Plan - TABLED
- i. Entrance Upgrades ... removal of existing, design of new
 - ii. Wayfaring Signage ... discussion
 - iii. Funding Plan (beyond near term initiative)
- f. Centennial Park 'Graphic Logo'
- i. Three (3) graphics were presented and voted upon, however following further review it was determined that the logo needed to be reworked so that the lettering / graphic orientation and scale presented better from a distance. Larry will have his staff work on this and distribute (via email) 3 new versions for review and voting.
- g. New Business Items
- i. Association Invoicing Will be sent out within the next 3/5 days. Association members to 'follow up' with non-participating neighbors.
 - ii. Association Signage (28th St.)
 1. Monument sign on the Crowne Plaza 28th St. frontage: i) who is responsible for maintenance?, ii) Cascade Township (i.e. Sandra) to provide supporting documentation/agreements (if any) that allowed for the signage, iii) Is Sunrise paying for the use of this sign?, if so to who? (Deb Rost).
 2. Monument sign at Charlevoix entrance ... maintenance / landscaping of this area; East sign area serviced by 2900 Charlevoix and West sign area service by 2851 Charlevoix.
 - iii. RAPID Bus Usage ... Sandra (Sandra@cascadetwp.com) has requested that all members email her any information that identifies usage of the 'NEW' Rapid bus service that services the Centennial Park area.
- V. Meeting ... Next scheduled meeting of the CPBOA
- Crowne Plaza Hotel
Thursday, October 20, 2016
9:00 a.m.

