

CENTENNIAL OFFICE PARK OWNERS' ASSOCIATION ('COPOA')

MEETING MINUTES

DATE: 04.18.2019

LOCATION: Crowne Plaza Hotel

ATTENDANCE:

Mike Kasmauskis President	2828 Kraft Ave.
Dan Wiersma Secretary/Treasurer	2900 Charlevoix Dr.
Glenn Turek	3025 Charlevoix Dr
Nancy Salik	2959 Lucerne Dr.
Sandra Korhorn	Cascade Township DDA

- I. Welcome / Attendee Roll Call Attendance was taken via a 'sign-in'
- II. Mike Kasmauskis ... Welcome everyone to today's meeting
- III. Meeting Minutes (01.17.19) were reviewed and accepted.
- IV. Next Meeting: **Thursday, July 18, 2019 – 9:00 a.m. Crowne Plaza**
- V. AGENDA
 - a. Cascade Township | Kent County Road Commission – Centennial Park Improvement Project ... Sandra Korhorn | Cascade Township
 - i. Sidewalk ... Project has been approved and is scheduled to start/end in Q-II and Q-III 2019. The project consists of completing the 'outer loop' (i.e. Orchard Vista Dr.) so that the entirety of Centennial Park is 'walkable' without pedestrians walking in the street. Because it represents 'concrete work' the project WILL include the construction of the island medians / boulevards.
 - ii. Roadway/Island Improvements ... Project, though originally intended to be started/ended in 2019 has now been deferred to 2020 due to planning and logistical issues between Kent County and Cascade Township.
 - b. Centennial Park 'Signage' Project

1. Funded via a 'Special Assessment' charged to commercial property owners ... subject to a vote of the property owners indicating 'no less than 51% support' of the Special Assessment.
 2. Signage Plan / Design ... Members will move forward with finalizing the signage plans, budget and funding sources ahead of the road improvement project commencing in 2020.
- c. COPOA member attendance at the Cascade Township Downtown Development Authority ('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.
1. Cascade Township Meeting Dates [3rd Tuesday at 5:30 p.m. – Cascade Township | Wisner Center – 2870 Jack Smith Ave SE
 1. 04.16.19 Mike Kasmauskis
 2. 05.21.19 Attendance encouraged however this meeting will be a 'joint' meeting between the Township Board, Planning Commission and DDA
 3. 06.18.19 Dan Wiersma
 4. 07.16.19 Larry Fleis (tentative)
- d. Financial Report | Dan Wiersma - Treasurer
- i. Financial Summary
 1. Account Reconciliation

Balance (01.17.19)	\$8,060.85
ADD: Deposits	\$8,500.00
LESS: Payments	<u>\$0,070.00</u>
Balance (04.18.19)	\$16,490.85
 2. Association Invoicing – Invoicing Q-I 2019.
 \$500.00 Per Tax Parcel Assessment issued in Q-I 2019
 39 Invoices 'Mailed'
 16 Invoices 'Paid' / 40% Response Rate
- e. Public Relations
- i. Committee Members
 1. Glenn Turek – Chair
 2. Mike Kasmauskis
 3. Larry Fleis
 - ii. Centennial Park | Website Initiative
 1. Website is 'UP' | www.centennialparkgr.com
 2. Thanks to Mike Kasmauskis for his efforts on this project.
 3. Discussions relative to the 'objective' of the website discussions will continue.
 4. Suggestion was made to 'Add A Page' to the website that will be populated with links to specific buildings in Centennial Park.

- iii. Centennial Park | Light Pole Banners
 - 1. Agreement of those in attendance to move forward with purchasing additional banners – same design, varying colors – and have them installed for Summer 2019. Coordinate with those involved in the original order to order new.
 - 2. Installation to follow Cascade Township repair of existing banner holders.
- iv. Media Coverage / Press Release(s) related to ‘activity’ within the park.
 - 1. Glenn Turek to contact local business writers about having them ‘write a story’ on Centennial Park ... identifying its history and where it is today (i.e. “Mixed Use” before it was cool). Highlights would include recent items, including;
 - 1. START Midwest Cancer Treatment Center – 5800 Foremost
 - 2. MILL STEEL Corporate Headquarters – 2905 Lucerne Dr.
 - 3. ACOSTA Marketing ‘New Building Expansion’ – 5989 Tahoe Dr.
 - 4. Centennial Counseling ‘Expansion’ – 2828 Kraft Ave.
 - 5. ADAC Automotive Corporate Headquarters – Eagle Dr.
 - 6. Fleis & VendenBrink Headquarters Renovation
- f. Centennial Office Park | Architectural Review Board
 - i. Committee Members
 - 1. Dan Wiersma
 - 2. Kirk Driesenga
 - 3. Karl Knieling
 - ii. No discussion, however, the following continue to be initiatives that need to continue moving forward, including;
 - 1. Cascade Township is required to have ‘two’ members on the Board, both are currently vacant. Steve Peterson has been ‘filling in’ until the Township adds its two members. Request of COPOA is that it be Sondra and one additional.... Sondra is suggesting that the Township isn’t likely to be able to identify a committee member anytime soon.
- g. New Business – None identified
- h. Meeting ... Next scheduled meeting of the CPBOA
 - Crowne Plaza Hotel
 - Thursday, July 18, 2019
 - 9:00 a.m.

Minutes Submitted By: Dan Wiersma

