



City Council Agenda Item Report

FROM: Ryan Cummins, City Manager

MEETING DATE: March 4, 2026

SUBJECT: Village Square Park – Selection of a Concept and Approval of Donor Agreement

DESCRIPTION:

Refreshing the Village Square Courts is a priority for the current fiscal year. Resurfacing the tennis and basketball courts and development of new use areas are listed projects in the Tri-Community Parks and Recreation Master Plan.

A donor has come forward and offered to pay \$100,000 toward a court refresh project. In early 2025, City Council reviewed conceptual designs and approved applying for a \$150,000 Department of Natural Resources (DNR) Recreation Passport Grant, including a \$10,000 City match, to support the project. The DNR has since notified the City, via the attached letter, that our application was approved for the full requested funding. A formal grant agreement is forthcoming.

The donor's representative has confirmed the donor still wishes to donate 100K. A draft donor agreement is attached.

As a reminder, the project includes the following:

- Resurfacing the full basketball court, expansion to standard dimensions, and side concrete extension.
- Removal of the existing half basketball court and replacing with green space.
- Adding benches to both courts.
- New sidewalk connections to make the courts universally accessible.
- Improving the landscaping with rain gardens.
- Adding a wall mounted fountain for drinking and bottle filling.

Workshop Meeting Review and Updated Concepts

At a February workshop meeting, Council reviewed an updated concept incorporating the following based on feedback we have received:

- The existing tennis court replaced with two pickleball courts and fencing.
- The basketball court color palette reflects more subtle colors (green and a crimson accent), both with toned down hues to match the existing play structures and also avoid visual clash.
- A basketball hoop option with commercial durability.

The existing tennis/pickleball court area received a lot of discussion. Based on that, F&V prepared some additional concepts for Council review. F&V highlighted the following:

- The four-court pickleball version (option III), will be possible if we remove four existing trees, and reorient one of the courts east-west.
- We generally prefer the north-south orientation over the east-west, because of sunlight interference in late afternoons.
- Options II, III, & V required more concrete to provide sidewalk access based on different layouts than options I & IV (option I may also require more if the optional shuffleboard court is reinstated).
- Text added to all concepts (below legend) noting available tennis courts at the high school.
- The rain garden's footprint is considerably reduced to preserve room for flexible event organization on west side of the courts.
- Adjustable tennis/pickleball court net added to the product list.
- Label added noting consideration of an all-new concrete surface, if needed, and budget permitting.
- Shuffleboard court, in standard size, was reinstated as optional in all applicable options.

Regular Meeting Direction

At the regular meeting on February 9, Council:

- Approved the engineering proposal so F&V can complete their survey work and begin design of the basketball court area.
- Provided further feedback on the concepts but were advised the Parks and Public Works Committee would review in February and be asked for their recommendation.

Parks and Public Works Committee (PPW) Recommendation

The PPW committee reviewed the various concepts and recommended a new option which is labeled Concept VI. This option includes the following modifications:

- Existing tennis/pickleball court to be utilized for two new pickleball courts with north-south orientation.
 - Standard fence around and in between courts, including two paddle rack center for group games and tournament organization.
- Adding ADA-accessible chess/picnic tables under pergola structure or with add-on shade (both optional).
- New trees for additional shade (optional).

Further feedback is attached from the Chair of the PPW committee.

Nest Steps

Council is asked to work towards making a final decision on a concept and approval of the donation agreement.

BUDGET ACTION REQUIRED:

None at this time. Sufficient dollars were budgeted to begin design engineering. A budget amendment will be upcoming to reflect the grant as revenue and fuller project scope as expenses.

LEGAL REVIEW:

The City Attorney prepared the donor agreement and will be at your meeting if you have any questions.

SAMPLE MOTION:

Motion to approve Concept ____ and the related Donation Agreement for Village Square Park, and to authorize the City Manager to obtain all required permits and approvals, including Historic District Commission approval.

Ryan Cummins

From: nancy.kimble@gmail.com
Sent: Tuesday, February 24, 2026 5:33 PM
To: Holly Anderson; Ryan Cummins
Subject: Village Courts - Concept #4 vs #5

Caution: This email originated from outside of the organization. DO NOT click on links or open attachments unless you recognize the sender and know the content is safe.

Hi Holly and Ryan,

As you know, the PPW Committee was asked to review the Village Square conceptual designs prepared by our city engineer. At our meeting today, the Committee voted unanimously to recommend Concept #4, 2 pickleball courts. Our motion also included numerous suggestions for additional changes to Concept #4 which Michelle Gibson documented and will be providing to you. However, I did want to explain our overall preference for the two-pickleball courts option over Concept #5, a single pickleball and single tennis court. While #5 seems like a good compromise at first glance, when I started visualizing it, it just didn't feel right. So, we did do some internet research and reached out to residents who are avid tennis players. Here are our thoughts:

1. Pickleball is noisy due to the nature of the equipment when compared to tennis. Tennis requires concentration with tennis players preferring a relatively quiet atmosphere
2. Pickleball (PB) games turn over in 15-20 minutes; tennis games can last an hour or more. PB game turnover can be disruptive to an adjacent tennis court
3. Depending on the type of fencing separating the two, pickleballs frequently bounce onto the tennis court
4. Pickleball is popular and there are frequently other players waiting their turn – more people just “hanging around,” likely socializing, and being noisy
5. Tennis players prefer higher fencing to reduce the distance balls travel outside the court; a high fence encircling the tennis court would be unsightly. Pickleball requires shorter fencing.
6. Due to the popularity of pickleball, two pickleball courts will likely be utilized significantly more than one pickleball and one tennis court

The committee was also skeptical that a shuffleboard would be heavily utilized and favored instead adding game tables that could be used for checkers and chess. These would also provide additional seating. Our other comments were included in the motion that was passed so I'll not list them here – just wanted to share some insights for our preference for Concept #4 over #5.

We do want the community to support tennis and are hopeful that the school courts can be renovated soon. While the school does not have a tennis team, they do use the courts during PE. Also, the Boys and Girls Clubs have utilized the courts in addition to residents and visitors.

Nancy

DONATION AGREEMENT

This Donation Agreement (“Agreement”) is entered into this ____ day of _____, 2026, by and between the City of Saugatuck, a Michigan Home Rule City (“City”), and the Joyful Generosity Fund, a Michigan Nonprofit Corporation (“Donor”).

RECITALS

WHEREAS, Donor has expressed interest in contributing funds to the City to be put towards the improvement of the City’s Village Square Park;

WHEREAS, Michigan law authorizes municipalities, like the City, to receive and enjoy gifts and donations for public parks and other public purposes (MCL 123.905);

WHEREAS, the City desires to accept the charitable contribution from Donor;

WHEREAS, the City has also applied for and received approval for a Recreation Passport grant from the Michigan Department of Natural Resources for improvements to the Village Square Park (“Grant Funds”);

WHEREAS, this Agreement is intended to govern the contribution and use of donated funds from Donor to be used along with Grant Funds to finance improvements to the City’s Village Square Park as set forth in greater detail below;

NOW, THEREFORE, in consideration of the foregoing and mutual promises contained herein, the parties agree as follows:

1. **Donation.** Within thirty (30) days following the execution of this Agreement, Donor shall make a donation to the City of Saugatuck of One Hundred Thousand Dollars and 0/100 (\$100,000.00), payable by check, cash, or wire transfer, subject to the conditions set forth herein (the “Donation”).
2. **Use of Donated Funds.**
 - a. The Donation shall be used by the City only for the improvement of the Village Square Park as set forth in the conceptual plan attached as **Exhibit A** (the “Permitted Purpose”), which shall include the following work: a) Basketball court resurfacing, expansion to standard dimensions, and side concrete extension; b) Tennis court resurfacing, expansion to standard dimensions, pickleball striping, side concrete extension, and adding a new safety fence; and c) Adding benches to both courts. The parties acknowledge and agree that the conceptual plan attached hereto is a concept only, and that non-material deviations from this plan are both acceptable and anticipated.

- b. Except for the requirement that the Donation be used only for the Permitted Purpose as set forth herein, Donor acknowledges and agrees that the City's use of the Donation is subject to no other restrictions or conditions, and that Donor does not expect and has not been promised anything else in return from the City.
 - c. Donor acknowledges that the Donation shall be applied to the Permitted Purpose in conjunction with Grant Funds and the City's own funds, and that the City makes no representation or warranty that any particular improvements encompassed by the Permitted Purpose will be paid for by any particular funds.
 - d. If the Donation is not applied to the Permitted Purpose within three (3) years of the effective date of this Agreement, Donor may, in writing, request return of the Donation, and the City shall comply with such request no later than thirty (30) days after receiving notice of the same.
3. **Notices.** All notices, requires, demands, and other communications under this Agreement shall be in writing and shall be addressed as follows:

To the City: Ryan Cummins, City Manager
 City of Saugatuck
 102 Butler St,
 Saugatuck, MI 49453

To Donor: _____

4. **Miscellaneous.**

- a. Each signatory to this Agreement represents that they have the authority to enter into this Agreement and to bind their respective party.
- b. This Agreement is written pursuant to the laws of the State of Michigan and was made in Allegan County, Michigan. This is the entire agreement between the parties regarding its subject matter. There are no contemporaneous agreements. It may not be modified or amended except in writing, signed by both parties. More than one copy of this Agreement may be signed, but all constitute but one agreement.

- c. No person shall be deemed to be a third-party beneficiary of this Agreement.
- d. The terms of this Agreement shall be binding upon and inure to the benefit of the parties and their successors and assigns.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first set forth above.

CITY OF SAUGATUCK

By _____
Holly Anderson
Mayor

And by _____
Jamie Wolters
City Clerk

JOYFUL GENEROSITY FUND

By _____
Its _____

Ryan Cummins

From: noreply-migrants@michigan.gov
Sent: Tuesday, December 9, 2025 1:50 PM
To: Ryan Cummins
Subject: Application Outcome for RP25-0073 - Village Square Park Improvements

Caution: This email originated from outside of the organization. DO NOT click on links or open attachments unless you recognize the sender and know the content is safe.

City of Saugatuck,
RP25-0073
Village Square Park Improvements

Congratulations! On behalf of Department of Natural Resources (DNR) Director Scott Bowen, this letter is to inform you that the application noted above was among those approved to receive a Recreation Passport (RP) local development grant in the amount of \$150,000.00.

A formal grant offer will be made in the form of a project agreement (PA). Until then, the following steps can be done before you enter into a PA with the DNR Grants Management Section. **If for any reason your PA is not approved or fully executed, your community will be liable for any expenses incurred.**

1. Begin preparing your legal description and boundary map
2. Finalize any easements or other land rights if all or a portion of the project area is not owned by your community
3. Retain the services (internal staff or consultant) of a prime professional
4. Make sure local matching funds are in place
5. Beginning in January, you may incur costs associated with the preparation of plans, specification, and bid documents for your project

Please refer to the project procedures booklet throughout the grant administration process. Even if you have received a RP grant in recent years, you should read this booklet carefully since it provides updated information on project procedures. Review the "Develop Project Procedures" booklet available on our website: www.Michigan.gov/DNR-Grants. Under "Recreation" click on "Recreation Passport Grant Program". Under "Forms and Information for Grantees" click on the development project procedures booklet.

If you have any questions regarding your project or the RP program, please contact your grant coordinator.

Sincerely,
Grants Management

WALL-MOUNT DRINKING FOUNTAIN OPTIONS



ELKAY OUTDOOR WALL MOUNT BOTTLE FILLER AND FOUNTAIN
Heavy-duty construction
Vandal-resistant
Adjustable height
Smooth operating right angle crank
Easy to read line height indicator
Optional backboard padding
Optional crank lock (BALDWIN)

PLANTING PALETTE



MICHIGAN HOLLY HEDGE (NATIVE)



HAMELN GRASS

CONEFLOWER

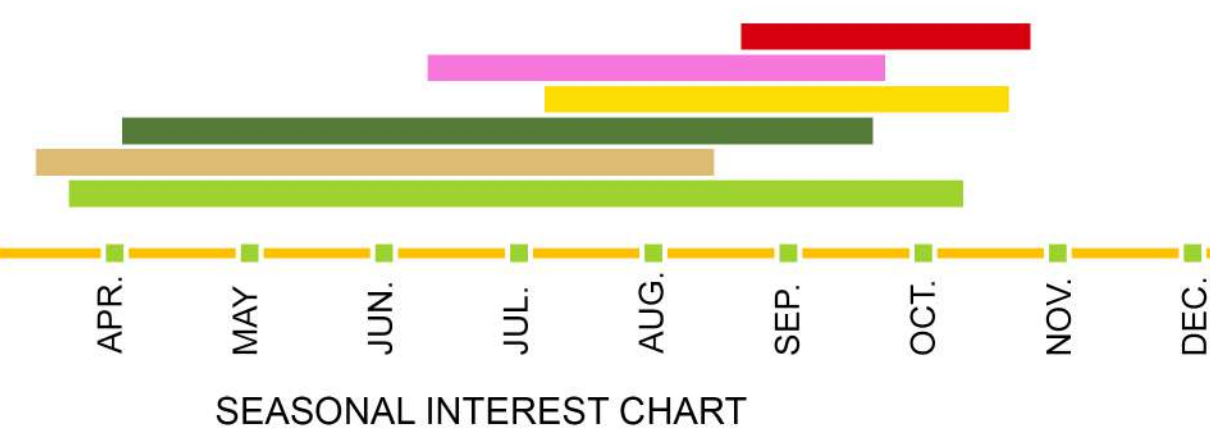
RUDBECKIA



VERSACOURT TILES
(ALTERNATIVE FOR BASKETBALL COURT)



Adjustable Net System
(Anthem Sports, for Tennis & Pickleball Court)



SEASONAL INTEREST CHART

BASEKTBALL HOOP OPTION

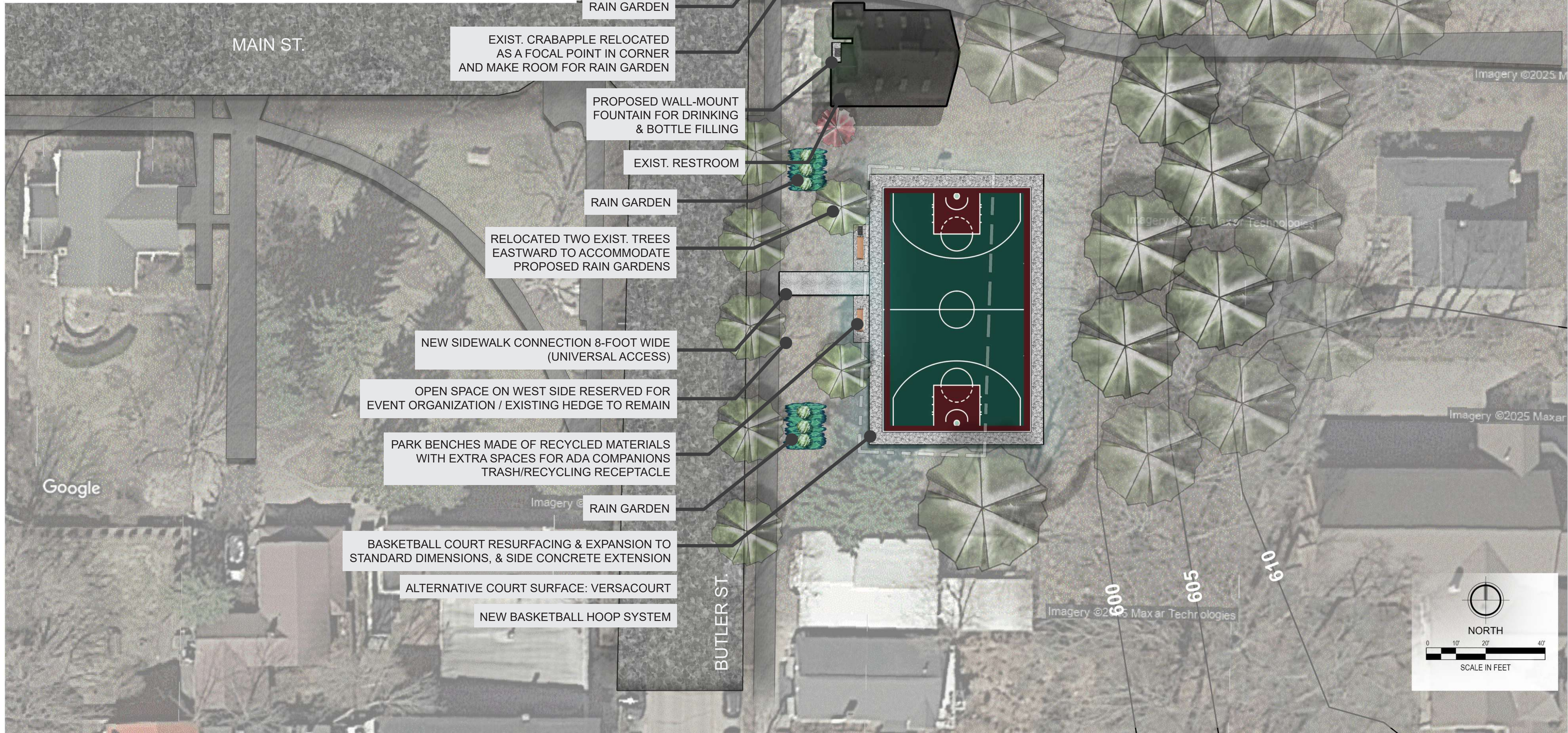
COMMERCIAL DURABILITY
ADJUSTABLE HEIGHT + RIM HEIGHT GAUGE
UNBREAKABLE POLYCARBON BACKBOARD
72-INCH BACKBOARD + 56-INCH SAFETY AREA
DIRECT GOAL MOUNT & HANGING TOLERANCE
6"x6" MAIN POLE SYSTEM + OPTIONAL PAD



LEGEND

- PROPOSED SPORT COURT RESURFACING & EXPANSION TO STANDARD SIZE
- PROPOSED SPORT COURT STANDARD FENCE
- PROPOSED SPORT COURT PERIPHERAL EXTENSION
- PROPOSED SIDEWALK CONCRETE
- PROPOSED BENCH & RECEPTACLE, TYP.
- PROPOSED RAIN GARDEN W/ MICHIGAN HOLLY HEDGE
- PROPOSED WALL-MOUNT DRINKING FOUNTAIN
- PROPOSED PARKING LOT STRIPING + ADA SPOTS & SIGNS
- EXISTING SIDEWALK CONCRETE
- EXISTING HMA
- EXISTING RESTROOM
- EXISTING CANOPY TREE
- EXISTING ORNAMENTAL TREE
- EXISTING COURTS FOOTPRINT

ADDITIONAL TENNIS COURTS
AVAILABLE AT THE LOCAL
HIGH SCHOOL



EXIST. TREE IN POOR CONDITION TO BE REMOVED
OPEN AREAS WEST OF COURTS TO BE UTILIZED FOR EVENTS
PARK BENCHES MADE OF RECYCLED MATERIALS
WITH EXTRA SPACES FOR ADA COMPANIONS
TRASH/RECYCLING RECEPTACLE

NEW SIDEWALK CONNECTION & SAFETY FENCE WITH ADA GATE

EXISTING TENNIS COURT FOOT PRINT
TO BE UTILIZED FOR A DOUBLE COURT
TENNIS & PICKLEBALL COMBINED W/ ADJUSTABLE NET
REMOVAL & ALL NEW CONCRETE TO BE STUDIED

REMOVE EXIST. BASKETBALL NET AND
GOAL AND HMA AREA AND UTILIZE FOR
STANDARD SIZE SHUFFLEBOARD COURT

RE-GRADE AND RESTORE THE LAWN
ON SOUTH & EAST CORNERS OF
TENNIS COURT TO ACHIEVE
A MORE GENTLE SLOPE

NEW SIDEWALK CONNECTION 8-FOOT WIDE (UNIVERSAL ACCESS)

RAIN GARDEN

EXIST. CRABAPPLE RELOCATED
AS A FOCAL POINT IN CORNER
AND MAKE ROOM FOR RAIN GARDEN

PROPOSED WALL-MOUNT
FOUNTAIN FOR DRINKING
& BOTTLE FILLING

EXIST. RESTROOM

RAIN GARDEN

RELOCATED TWO EXIST. TREES
EASTWARD TO ACCOMMODATE
PROPOSED RAIN GARDENS

NEW SIDEWALK CONNECTION 8-FOOT WIDE
(UNIVERSAL ACCESS)

OPEN SPACE ON WEST SIDE RESERVED FOR
EVENT ORGANIZATION / EXISTING HEDGE TO REMAIN

PARK BENCHES MADE OF RECYCLED MATERIALS
WITH EXTRA SPACES FOR ADA COMPANIONS
TRASH/RECYCLING RECEPTACLE

RAIN GARDEN

BASKETBALL COURT RESURFACING & EXPANSION TO
STANDARD DIMENSIONS, & SIDE CONCRETE EXTENSION

ALTERNATIVE COURT SURFACE: VERSACOURT

NEW BASKETBALL HOOP SYSTEM



A large, dense bush of red flowers, likely a flowering dogwood, in a garden setting. The flowers are bright red and appear to be in full bloom, covering the entire bush. The background is a soft, out-of-focus green, suggesting a lawn or other garden plants.

SEASONAL INTEREST CHART

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GAUGE
BOARD
SAFETY AREA
TOLERANCE
IAL PAD

BUTLER ST.

RAIN GARDEN

UNIVERSAL ACCESS)

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RAIN GARDEN

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Imagery ©2025 M

Imagery ©2025 Maxar Technologies

Imagery ©2025 Maxar

Imagery ©2025 Maxar Technologies

600 605 610

Imagery ©2025 Maxar Technologies

NORTH

0 10' 20' 40'

SCALE IN FEET

FLEIS&VANDENBRINK
DESIGN. BUILD. OPERATE.

**CITY OF SAUGTATUCK
ALLEGAN, MI
VILLAGE SQUARE PARK IMPROVEMENTS**

CONCEPT II

CONCEPT II

DESIGN TEAM	PROJ MNGR: RJG
	DESIGNED BY: RJG DRAWN BY: AEG
CHECKED BY: JWM	

NOT FOR
CONSTRUCTION

PROJECT NO.
871340

C-101

WALL-MOUNT DRINKING FOUNTAIN OPTIONS



PLANTING PALETTE



MICHIGAN HOLLY HEDGE (NATIVE)



HAMELN GRASS

CONEFLOWER

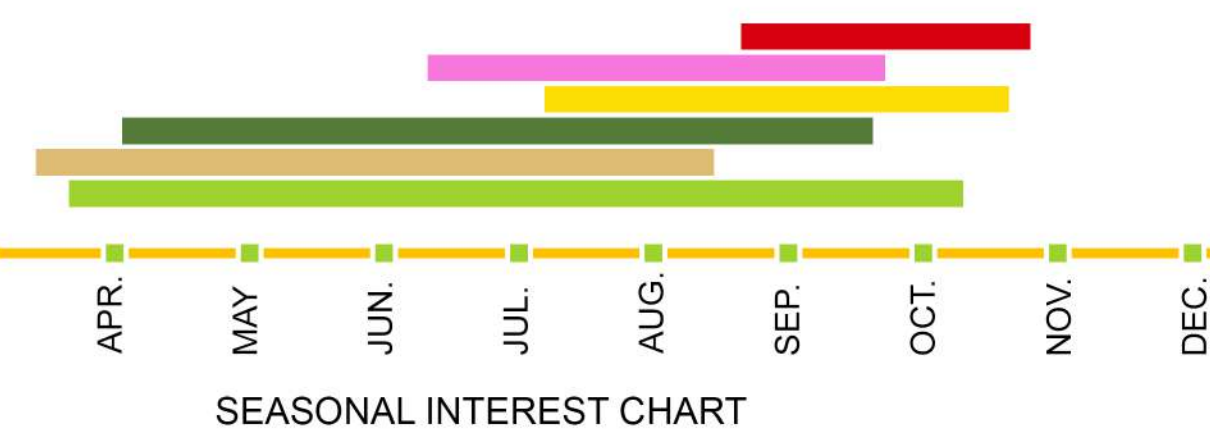
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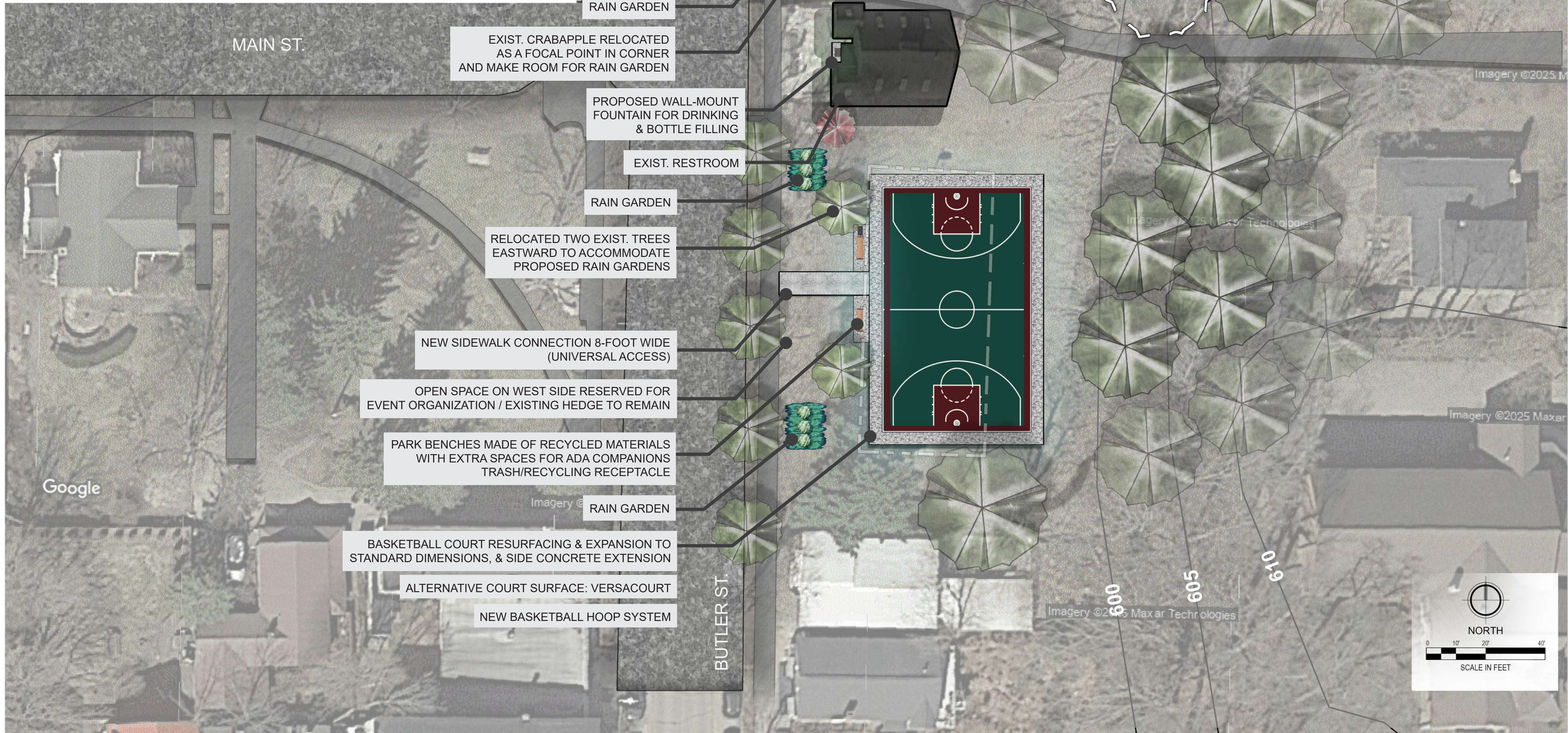
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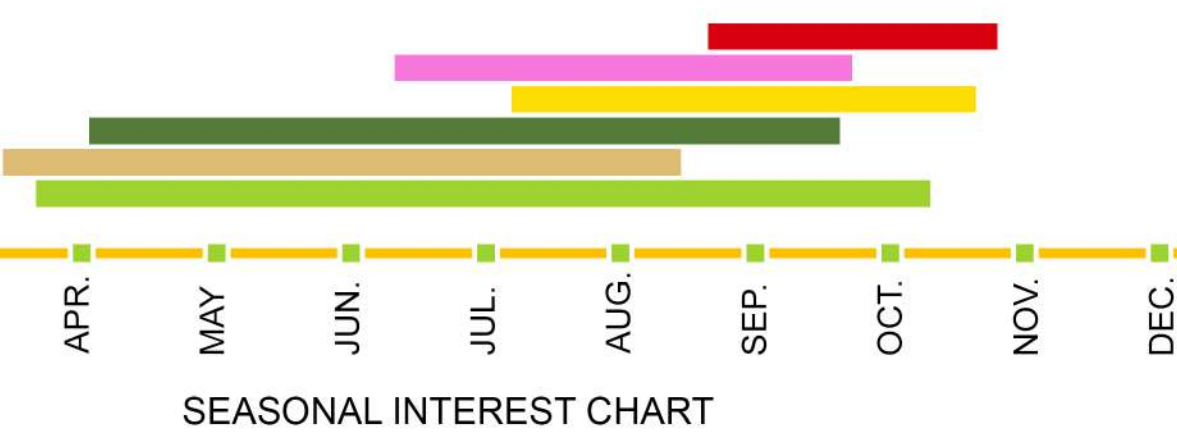
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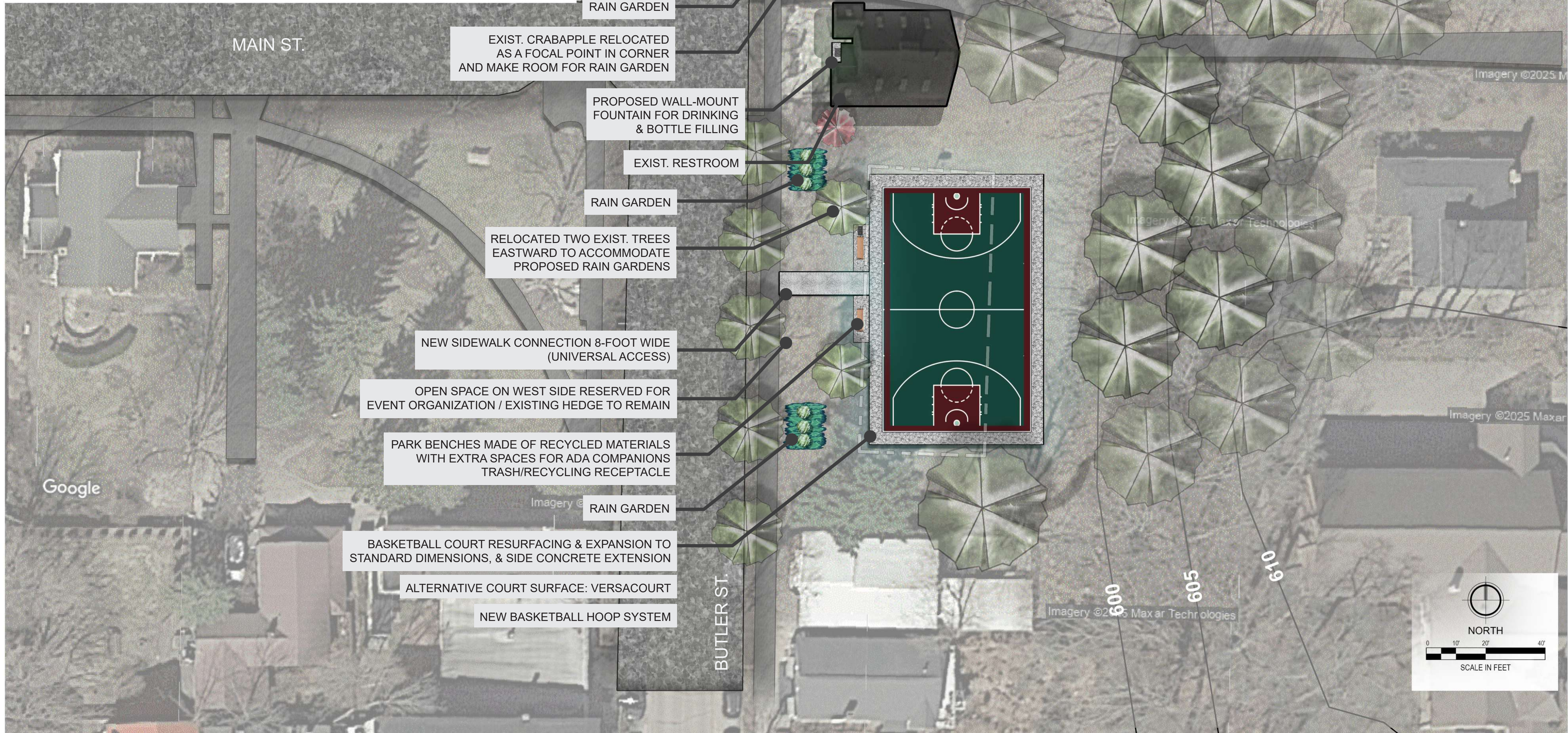
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(OPTIONAL) NEW SHUFFLEBOARD COURT

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NEW BASKETBALL HOOP SYSTEM

WALL-MOUNT DRINKING FOUNTAIN OPTIONS



PLANTING PALETTE



MICHIGAN HOLLY HEDGE (NATIVE)



HAMELN GRASS



CONEFLOWER



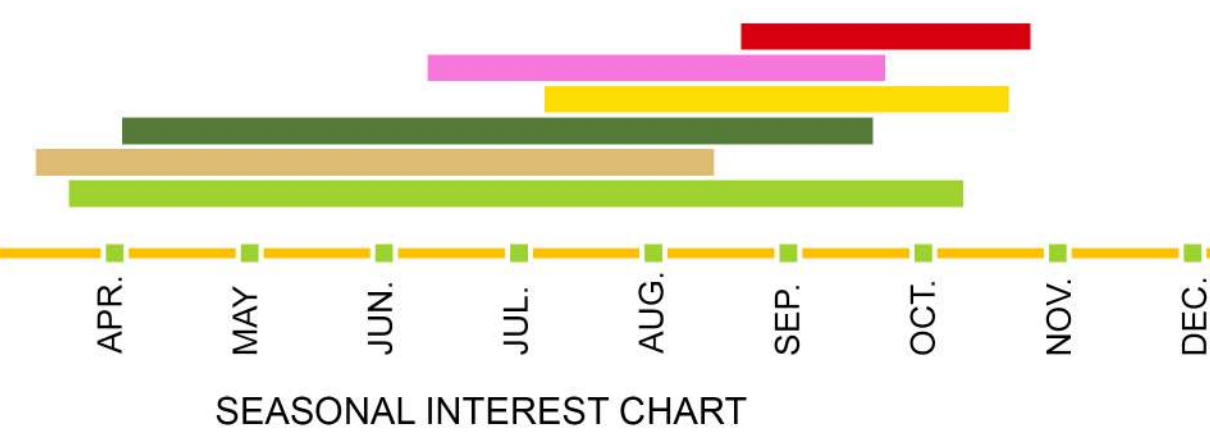
RUDBECKIA



VERSACOURT TILES
(ALTERNATIVE FOR BASKETBALL COURT)



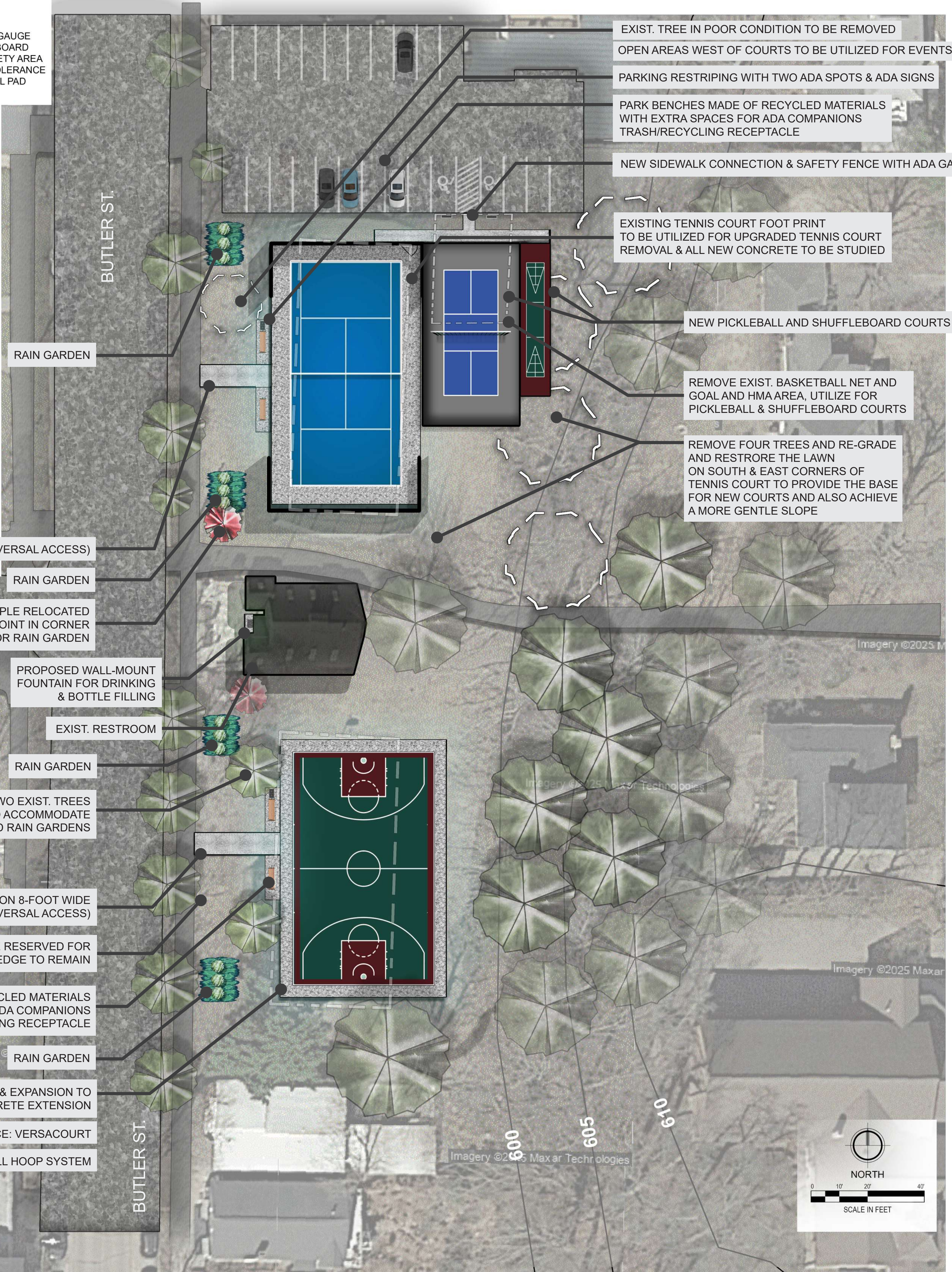
Adjustable Net System
(Anthem Sports, for Tennis & Pickleball Court)



SEASONAL INTEREST CHART

BASEKTBALL HOOP OPTION

COMMERCIAL DURABILITY
ADJUSTABLE HEIGHT + RIM HEIGHT GAUGE
UNBREAKABLE POLYCARBON BACKBOARD
72-INCH BACKBOARD + 56-INCH SAFETY AREA
DIRECT GOAL MOUNT & HANGING TOLERANCE
6"x6" MAIN POLE SYSTEM + OPTIONAL PAD



LEGEND

- PROPOSED SPORT COURT RESURFACING & EXPANSION TO STANDARD SIZE
- PROPOSED SPORT COURT STANDARD FENCE
- PROPOSED SPORT COURT PERIPHERAL EXTENSION
- PROPOSED SIDEWALK CONCRETE
- PROPOSED BENCH & RECEPTACLE, TYP.
- PROPOSED RAIN GARDEN W/ MICHIGAN HOLLY HEDGE
- PROPOSED WALL-MOUNT DRINKING FOUNTAIN
- PROPOSED PARKING LOT STRIPING + ADA SPOTS & SIGNS
- EXISTING SIDEWALK CONCRETE
- EXISTING HMA
- EXISTING RESTROOM
- EXISTING CANOPY TREE
- EXISTING ORNAMENTAL TREE
- EXISTING COURTS FOOTPRINT

ADDITIONAL TENNIS COURTS
AVAILABLE AT THE LOCAL
HIGH SCHOOL

WALL-MOUNT DRINKING FOUNTAIN OPTIONS



PLANTING PALETTE



MICHIGAN HOLLY HEDGE (NATIVE)

HAMELN GRASS



CONEFLOWER

RUDBECKIA

CANOPY STRUCTURES (OPTIONAL)



PREFAB ARCADIA GAZEBO, 24'x12'
(Cedar wood, 29-gauge steel roof, built-in electrical & USB outlets)

CHESS TABLE OPTIONS



DEPORTES URBANOS (SPAIN)
(GALVANIZED STEEL & THERMOPLASTIC)



KENNETH LYNCH (US-BASED)
(GALVANIZED STEEL + CONCRETE)



MOBIPARK (SPAIN)
(WOOD/PLASTIC COMPOSIT MATERIAL)



PREFAB LOUVERED PERGOLA, 20'x10'
(Galvanized steel, adjustable roof, built-in electric & USB outlets)



ADD-ON SHADE ATTACHMENT OPTIONS
(Cost effective, polyethylene canopy, steel frame, city logo/donor recognition option)



SPORT COURTS ACCESSORIES

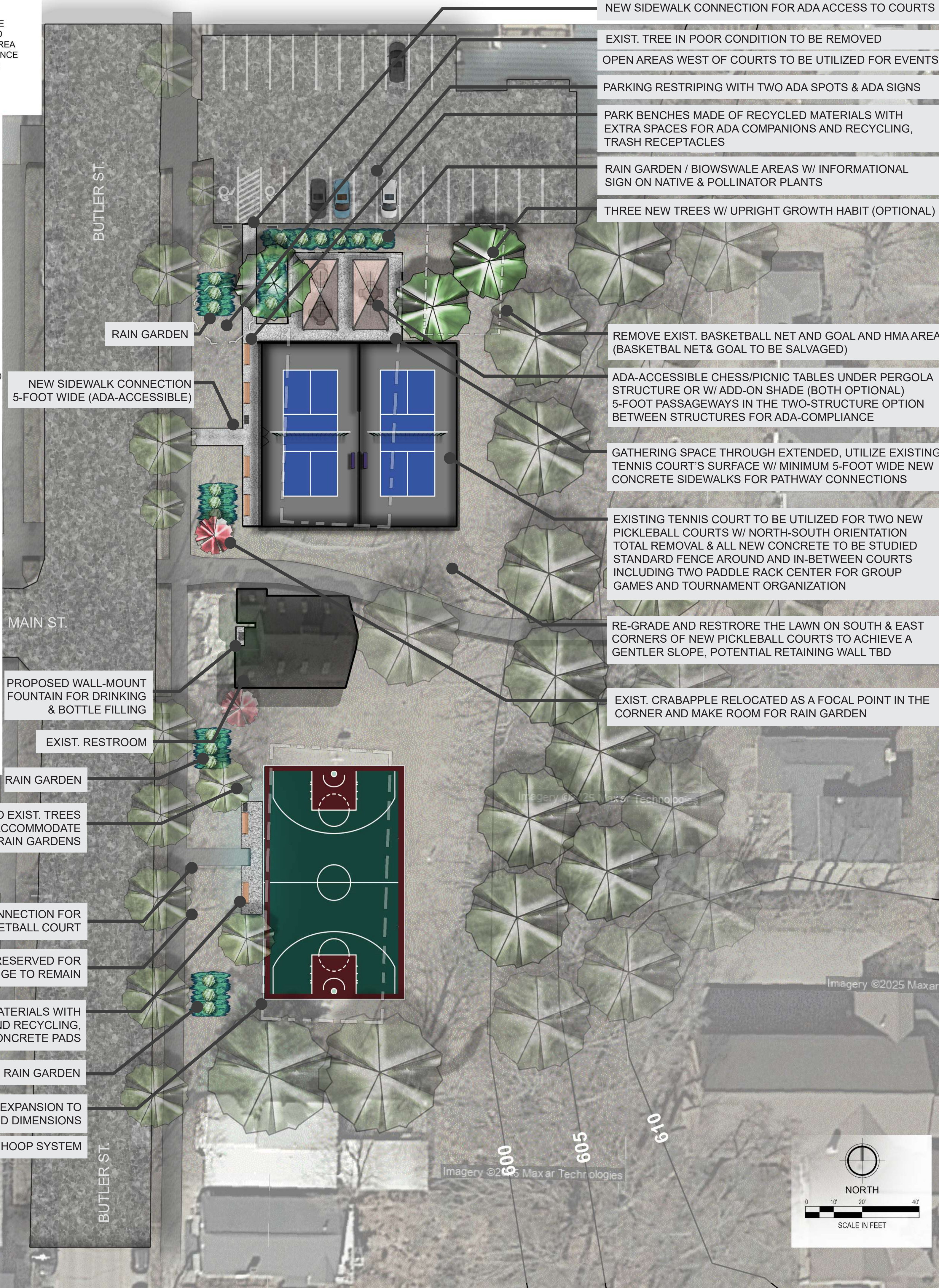


ADJUSTABLE NET
(Anthem Sports, for Pickleball Courts)



PADDLE CENTER
(By OnCourt/OffCourt, for Pickleball Courts)

BASKETBALL HOOP OPTION
COMMERCIAL DURABILITY
ADJUSTABLE HEIGHT + RIM HEIGHT GAUGE
UNBREAKABLE POLYCARBON BACKBOARD
72-INCH BACKBOARD + 56-INCH SAFETY AREA
DIRECT GOAL MOUNT & HANGING TOLERANCE
6"x6" MAIN POLE SYSTEM + OPTIONAL PAD



LEGEND

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- PROPOSED SPORT COURT STANDARD FENCE
- PROPOSED SPORT COURT PERIPHERAL EXTENSION
- PROPOSED SIDEWALK CONCRETE
- PROPOSED SITE FURNITURE & OPTIONAL CANOPY STRUCTURE
- PROPOSED RAIN GARDEN W/ MICHIGAN HOLLY HEDGE
- PROPOSED WALL-MOUNT DRINKING FOUNTAIN
- PROPOSED PARKING LOT STRIPING + ADA SPOTS & SIGNS
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