



Internal Memo

02/03/2020

TO: Mark C. Meyers, City Administrator

FROM: Jon Gale, Chief of Police

SUBJECT: Mona Lake Marine Patrol

This memo is in response to citizen concerns of damage to docks and seawalls along Mona Lake due to high water levels and boating traffic. As you know the Police Department provided patrols to Mona Lake whenever possible last year. We requested assistance with the Department of Natural Resources and the Sheriff's Department to assist with the demand for services. We partnered with the Mona Lake Improvement Association and the Mona Lake Boat Club to provide education through social media and also offered boater safety classes.

Currently, we do not have a budget to provide enforcement or education on Mona Lake. I have highlighted the Police Department's recommendation and costs associated with the plan below.

- Contract services with the Muskegon County Sheriff's Office to provide 40 hours of peak enforcement/education on Mona Lake and Lake Michigan for a cost of \$12,100. This includes two Marine certified Deputies covering the lake from April until mid-September.
- Norton Shores Officers will still provide education courses and post on social media the rules of the water. Our officers will work special events and cover the off times, outside of the Sheriff's Department contract.
- Replace the current rescue boat for a patrol boat for a cost of \$88,000 which includes all emergency gear. The current rescue boat was purchased in 1995 and is long overdue for replacement. The city has paid into the Equipment Revolving fund since the purchase. The amount paid into the fund for replacement is \$97,656, therefore funds are available for the replacement.
- Install a permanent docking system for a cost of \$45,000 which includes the permitting process. Our current dock is not usable due to damage sustained from high water and wave action. This project would need to start spring of 2020 to be used for the boating season.

We hope to continue providing these important services, so I would like to introduce the Police Department plan for summer of 2020 to the Mayor and the City Council. I wish to bring this plan to the upcoming City Council work session on February 25th. Please see the attached proposal supplied by the Sheriff's Office. Also note, since the boating season begins before the beginning of the next fiscal year, July 1, 2020 mid-year budget adjustments would be necessary to implement this plan.



OFFICE OF THE
MUSKEGON COUNTY SHERIFF
MICHAEL J. POULIN

UNDERSHERIFF
KENNETH R. SANFORD

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KATHLEEN JULIEN, ADMINISTRATIVE ANALYST
CHRISTIAN TOEBE, OPERATIONS SUPERVISOR

COMMUNITY CORRECTIONS
SCOTT LAMIMAN, PROGRAM COORDINATOR

OPERATIONS COMMANDER
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SGT. DAVID VANDERLAAN

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MARINE DIVISION
DEP. JOHN YAX

TRAFFIC SERVICES
DEP. JASON VANANDEL
DEP. CHRISTIAN HERREMANS

INFORMATION SYSTEMS
RYAN FOSTER

WEBSITE
[HTTP://WWW.MUSKEGONSHERIFF.COM/](http://www.muskegonsheriff.com/)

To: Chief J. Gale/NSPD

From: Deputy John Yax/MCSD

Ref: Sheriff's Office Full Time Patrol Mona Lake Exclusive.

Proposal for the patrol duties of Mona Lake:

1. Duties of the County:

The County, through the Muskegon County Sheriff's Office Marine Division, would agree to provide 2 Marine Deputies (at an average of 40 hours per Deputy per week) to conduct patrol activities within the Mona Lake, Mona Lake Chanel, and adjacent Lake Michigan areas. The positions typically run from the last week in April (Michigan Sheriff's Marine Deputy School) until early/mid September. The hours would be adjustable for emergencies, special events, and sick days.

The positions would be staffed by the Muskegon County Sheriff's Office Marine Division with staff who are qualified and trained in accordance with the requirements of a Marine Deputy.

FUNDING:

Wages paid by Norton Shores = Current Marine Deputy Pay Step 1 = Minimum Wage

Step 2 = \$9.70

Step 3 = \$9.95

Plus Medicare, Social Security, Unemployment added. The Marine Deputies have no other benefits and are considered seasonal.

Any future raises to the Marine Deputy hourly pay to be paid by Norton Shores during contracted times.

Totals Estimate: Deputy Pay (Weather, OT would differ) = \$756 Week 16 week season \$12,096

Total Cost ESTIMATE for Services = \$12,096 for 2 Deputies

If you have any questions please feel free to call me.



LAW ENFORCEMENT DIVISION
1611 Oak Ave., Lower Level
Muskegon, MI 49442
Phone: 231-724-6259
Fax: 231-777-9940

ADMINISTRATION
990 Terrace St., 6th Floor
Muskegon, MI 49442
Phone: 231-724-6236
Fax: 231-724-6177

CORRECTIONS DIVISION
980 Terrace St.
Muskegon, MI 49440
Phone: 231-724-6308
Fax: 231-724-6683