



# CITY OF LAKE FOREST PARK

## CITY COUNCIL

### AGENDA COVER SHEET

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<b>Meeting Date</b>	June 13, 2024
<b>Originating Department</b>	Executive
<b>Contact Person</b>	Phillip Hill, City Administrator Kim Adams Pratt, City Attorney
<b>Title</b>	Ordinance 24-1291/Adopting a new Chapter 3.95, Acceptance of Donations, in the Lake Forest Park Municipal Code

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#### Legislative History

- First Presentation – April 11, 2024
  - Second Presentation – May 23, 2024
  - Third Presentation – June 13, 2024
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#### Attachments:

1. Ordinance 24-1291/Adopting a new chapter, 3.95 Acceptance of Donations, in the Lake Forest Park Municipal Code “Acceptance of Donations”
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#### Executive Summary

The mayor and council have expressed interest in adopting policies and procedures to allow for the city to receive donations. Local governments in Washington State are allowed to receive donations per RCW 35.21.100, which states.

Every city and town by ordinance may accept any money or property donated, devised, or bequeathed to it and carry out the terms of the donation, devise, or bequest, if within the powers granted by law. If no terms or conditions are attached to the donation, devise, or bequest, the city or town may expend or use it for any municipal purpose.

In the original draft ordinance, donors of real property or monetary donations greater than \$10,000 were prohibited from applying for permits under Titles 16 and 18 of the LFPMP for twelve months after the acceptance of their donation by the city. At the April meeting, the council requested language allowing exceptions to this prohibition in emergency situations. That provision is included in this draft in section

3.95.050(H). The current draft includes options to allow either the City Council to grant an exception or authorize the City Administrator or designee to grant the exception.

**Background**

Currently there is not a mechanism allowing the City of Lake Forest Park to accept donations. Over the past few years members of the public have desired to donate to the police department. To accept these donations, they have been made to an outside non-profit police foundation on behalf of the police department.

Adopting a policy by which the city can accept all forms of donations intended specifically to benefit the city will provide for an easy to understand and accessible process. The draft ordinance sets limitations on donations that may be accepted by the mayor or designee, those to be considered for acceptance by city council, and provides a general structure for assessing whether the proposed donation is consistent with city adopted plans and visions, and assessing costs associated with ownership, prioritization of city resources, and any terms or restrictions on the donation.

Allowed donations, including those that support the city in a declared local emergency, and Prohibited Donations are outlined in the proposed ordinance.

**Fiscal & Policy Implications**

Fiscal implications would be considered as part of the proposed donation assessment, such as operations and maintenance associated with real property donations.

Section 2 directs the Finance Director to establish accounting procedures to carry out the terms of the chapter.

**Alternatives**

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none"><li>• Adopt policies and procedures allowing for donations to the city.</li></ul>	The administration will create the necessary forms and procedures to support donations to the city.
<ul style="list-style-type: none"><li>• Do not adopt policies and procedures allowing for donations to the city.</li></ul>	Only donations to the police department will be allowed through the outside police foundation.

**Staff Recommendation**

Adopt Ordinance 24-129 adding a new Chapter 3.95, Acceptance of Donations, in the Lake Forest Park Municipal Code requiring the City Council grant exceptions under 3.95.050(H)

or

Adopt Ordinance 24-129 adding a new Chapter 3.95, Acceptance of Donations, in the Lake Forest Park Municipal Code including authorizing the City Administrator or designee to grant the exceptions under 3.95.050(H).