City Council Meeting
10-12-26
Item 1.B.8.

Council Agenda Report

To: Mayor Silverstein and the Honorable Members of the City Council

Prepared by: Kristin Riesgo, Community Services Director

Approved by: Joseph D. Irvin, City Manager

Date prepared: September 22, 2026 Meeting date: October 12, 2026

Subject: Acceptance of Legacy Park Enhancement Donation

RECOMMENDED ACTION: At the recommendation of the Parks and Recreation Commission, approve Legacy Park enhancements and donation from the Wallis Annenberg Legacy Foundation as part of the Park Enhancement and Donation Program.

FISCAL IMPACT: The Wallis Annenberg Legacy Foundation donation of $50,000 will be recorded in Account No. 500-0000-3920-00 (Legacy Park donations).

STRATEGIC PLAN IMPLEMENTATION: N/A

DISCUSSION: At the February 9, 2026 Regular meeting, Council approved revisions to the Park Enhancement and Donation Program (Program) for City parks and facilities (Attachment 1). The Program includes guidelines for the acceptance of private donations as well as options for the public to purchase memorial benches, memorial rocks, and trees to be placed in various City parks. It also specifies the number of allowable memorial items and enhancements at each City park.

In May 2026, staff was approached by the Wallis Annenberg Legacy Foundation who were interested in funding an expansion of the native pollinator garden at Legacy Park in addition to adding a new bench near the park's retention basin (Attachment 2). The Foundation has provided a $50,000 donation to the City for the park enhancements, which covers the cost for new plants, signage, bench, materials, and labor.

While the Program prohibits new enhancements at Legacy Park, the Parks and Recreation Commission may consider special requests for specific enhancements identified in the Program. The Parks and Recreation Commission reviewed the request at the September 15, 2026 Regular Commission meeting and recommends Council approve the

enhancements and accept the donation. If approved, staff will draft a timeline and secure materials to complete a planting in Winter 2026.

ATTACHMENTS:
1. Park Enhancement and Donation Program Guidelines
2. Proposed Legacy Park Enhancements and Locations

Park Enhancement and Donation Program

Community organizations and individuals may donate money and needed equipment to the City of Malibu for park enhancements and beautification projects. The City accepts enhancements, such as native plants, trees, or other items, earmarked for a specific project at City parks or facilities.

All donations become the property of the City of Malibu, which will oversee, maintain, and manage them. Over time, a park may be redesigned or renovated, requiring the removal or relocation of a donated item. The City will determine how to manage a donation, with no guarantee of retaining the item for any length of time. The City will make every effort to notify the donor if the item is removed, relocated, replaced, altered, or otherwise changed. It is the donor's responsibility to notify the City if their contact information has changed.

The following must be approved by the Community Services Director:

- The need for the item or equipment
- The make, model, and type of item or equipment
- The installation location of the item or equipment
- Donor recognition

All park enhancement and donation requests will be reviewed by the Parks and Recreation Commission at a Regular meeting. The Commission will make a recommendation to approve or deny applicants, based on the factors outlined in the Program. A limited amount of memorial items and donations are permitted at each park. Once the park reaches the maximum capacity for items, additional items will not be accepted unless it is recommended by the Parks and Recreation Commission and approved by City Council.

Location	Total Items/Enhancements
Charmlee Wilderness Park	4
Las Flores Creek Park	4
Malibu Bluffs Park	20 general items; 12 picnic table plaques
Malibu Skate Park	4
Trancas Canyon Park	4
Legacy Park	0

Once a memorial item or donation is approved, costs are determined, payment is received, and the donation agreement is signed, Community Services Department staff will order the item or equipment and install it at the identified facility. Ongoing maintenance and upkeep of the equipment or materials shall become the City's responsibility.

Modifications to existing facilities that result in a significant visual, functional, or land use change may require special permits and must be approved by the City of Malibu's Community Development Department.

POLICY

A. General Provisions for Donated Items

1. A donation must be consistent with the needs of City parks and facilities.

2. A donation must provide benefit to the City and the community.

3. A cost analysis will be performed prior to the acceptance of the donation to ensure the cost associated with the item does not outweigh the value to the City. The City retains the right to refuse a donation if the cost exceeds the community benefit.

4. Donated items must be in safe, durable, and usable condition.

5. Donated items intended for an exclusive user group or that are associated with a specific group will require approval before a donation can be made.

6. Once a donated item has been accepted, it becomes City property. The City may replace or dispose of the item as it deems appropriate.

7. Facility naming rights must follow City Council Policy #52 and will be approved by City Council.

B. Facility Donation Items

1. The donation must fit the style or current aesthetic plan of the facility.

2. Permanent modifications to facilities will be approved by City Council.

3. The City reserves the right to limit or deny donations based on the need and available space.

C. Acknowledgment of Donor

1. Donor acknowledgment requests that will be permanently displayed with or on the donated item will be considered under the guidelines:
    a. The plaque or plate will be placed on the item or near it at the City's discretion
    b. The plaque or plate will not be obtrusive or detract from the donated item
    c. The message on the plaque or plate will be limited to name, date, and a short phrase

d. The City will approve the written message on the plaque or plate. A plaque will be maintained by the City for a total length of 7 years. If the plaque is damaged or missing after 7 years, the City retains the right to remove it without a replacement
e. After the initial seven (7) year term, the donor may renew the donation for an additional seven-year period(s) by paying a renewal fee equal to 50% of the original donation amount. If the renewal fee is not paid, the City reserves the right to remove the plaque or donated item
f. In the event a location for a plaque or plate is not feasible, City staff will work with the donor to determine alternative recognition options.

D. Payments and Processing

The City requires full payment for all donations. The minimum cost for a plaque or memorial item is $2,000, with additional charges potentially applied for materials, installation, and maintenance. No items will be ordered until full payment has been received and processed. The City will issue the donor an invoice along with a Tax Identification number. Installation will be completed within 6 months.

Donation renewals, following the initial seven (7) year period, must be paid within thirty (30) days of City notification (reference C.1.e.).

CITY FACILITIES, PARKS, AND NEEDS

The City will accept donations for the facilities and parks listed below. The items listed for the facility are the highest-priority or most requested donation options. The City restricts the number of memorial donations at each location. Memorial and recognition plaques will be placed on existing benches or picnic tables. The list will be updated on an ongoing basis.

Charmlee Wilderness Park - 2577 Encinal Canyon Road
Maximum Memorial Donations: 4

1. Tree donation (no plaque)
2. Native plant donation (no plaque)
3. Memorial or recognition plaque

Las Flores Creek Park - 3805 Las Flores Canyon Road
Maximum Memorial Donations: 4

1. Native plant donation
2. Tree donation
3. Memorial or recognition plaque

Malibu Bluffs Park - 24250 Pacific Coast Highway
Maximum Memorial Donations: 20
Maximum Picnic Table Plaques: 12

1. Native plant donation
2. Sports field upgrades
3. Equipment for community recreation programs
4. Upgrades to the Michael Landon Center / monetary donations
5. Memorial or recognition plaque

Malibu Equestrian Park - 6225 Merritt Drive

1. Picnic tables
2. Arena care and upkeep / monetary donation

Malibu Senior Center - 23825 Stuart Ranch Road (located in Malibu City Hall)

1. Equipment (computers, books, games, printers)
2. Educational materials
3. Kitchen items (serving platters, utensils, etc.)

Malibu Skate Park - 24250 Pacific Coast Highway
Maximum Memorial Donations: 4

1. Native plant donation
2. Memorial or recognition plaque

Trancas Canyon Park - 6050 Trancas Canyon Road
Maximum Memorial Donations: 4

1. Native plant donation
2. Tree donation
3. Memorial or recognition plaque

Wallis Annenberg Legacy Foundation
Legacy Park Enhancement Donation 2026

Park Bench

- New park bench with footings and decomposed granite base
- Recognition Plaque

Park Enhancement

- Pollinator Garden expansion including new native plantings
- Landscape Maintenance: space preparation, remove existing plants, add new organic soil and ground cover
- Park Signs: Educational signs and Recognition Plaque

Park Bench Location





Butterfly Garden Location/Expansion



Park Enhancement Map
Butterfly Garden (square)
New Bench (circle)



ATTACHMENT 2