ont to Agency Report	A Public Docu	ment	GIFT TO AGENCY REPOR	
1. Agency Name		Date Stamp	California 201	
Open Space, Parks & Golf, Community Services Department		· ·	Form OU	
Division, Department, or Reg	jion (if applicable)		For Official Use Only	
3201 East Bayshore Road, Palo Alto CA 94303				
Street Address				
Area Code/Phone Number	E-mail	_		
650-496-5916	Jeanette.Serna@CityofPaloAlto.Org	Amendment (e)	Date of Original Filing:	
Agency Contact (name and title		Date of Original Fill		
Jeanette Serna, Coordinator of Public Works Projects			(month, day, year)	
. Donor Name and Addre	SS			
	Aurko	Other		
Last Name	First Name	0.4	Name	
Address	East Palo Alto City	CA State		
Address	Only	Otato	Σίρ σουσ	
15 "01 " 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1				
	's business activity (if business) or its nature and interests.			
If applicable, identify the name	of each source and the amount(s) solicited o	r received by the donor for the	his gift:	
	•		Φ.	
Name		Name	\$ Amount	
. Payment Information				
•	00.06.22	4 000 00		
Date and Amount of Paym	nent (other than travel) 09,06,22 (month, day, year)	(Round to whole dollars	<u>,</u>	
Travel Payment Information	on (Round to whole dollars) Location of Trav	el		
Date(s) of Travel	ransportation Expenses \$ \$ \$ \$ \$	Meal Expenses S Other E	Expenses Total Expenses	
	ription of the nature and use of the			
-	· lopt-a-Park donation for a memorial beno	-		
Open Space and Farks Au	opt-a-raik donation for a memorial benc	ii at Eleanoi Faik.		
Identify the officials for	whom the payment was used:			
,				
			Open Space, Parks & Gol	
Last Name	First Name	Title	Department/Division	
Last Name	First Name	Title		
		1110	Вораганону В Монон	
. Verification				
	he interests of the agency to accept this gift a	nd use it for the official agen	cy business described above.	
DocuSigned by:				
Ed Shikada	Ed Shikada	City Manager	1/12/2023	
F2DCA19CCC8D4F9 Signature of Agency Head or Design		Title	(month, day, year)	
g = 517 (g51.5) 110dd 51 D65(g1		1140	(e.m, aay, your)	
Comment: (Use this space or a	an attachment for any additional information.)			

Gift to Agency Report Instructions

A Public Document

California Form 801

This form is for use by all state and local government agencies to disclose payments made to the agency when the payments provide a personal benefit to an official of the agency. Examples may include travel, meals or other benefits. Under certain circumstances, these payments will not result in a gift to the official, but will be considered a gift to the agency. The payments must be used for official agency business and must meet other requirements that are set out in FPPC Regulation 18944.2, which is available on the FPPC website www.fppc.ca.gov.

When to File

This form must be filed within 30 days of the use of the payment. Reports may be faxed, mailed, personally delivered or e-mailed.

Where to File

State Agencies: File this form with the Fair Political Practices Commission ("FPPC"), 428 J Street, Suite 620, Sacramento, CA 95814. Fax: 916-322-0886 E-mail: Form 801@fppc.ca.gov

Local Agencies: File this form with the official that maintains the agency's statements of economic interests (Form 700).

Website Posting: Each agency that maintains a website must also post the form or the information contained on the form on its website within 30 days of the use of the payment. Local agencies that do not maintain a website must forward the form to the FPPC for posting on its website.

Part 1. Agency Identification

List the agency's name and address and the name of an agency contact. Mark the amendment box if changing any information on a previously filed form and include the date of the original filing.

Part 2. Donor Information

Disclose the name and address of the donor. If the donor is not an individual, identify the business activity or nature and interests of the entity.

If the donor received payments from other sources that were used in connection with the activity, disclose the name and payment information for each source.

Part 3. Payment Information

Report the date and amount of each payment. For travel payments, also disclose the location(s), and a breakdown of the expenses. Provide a specific description of the use of the payment and the intended purpose. List each agency official for whom the payment was used.

Example: A business entity paid for an agency employee to travel to attend an informational seminar on solar energy projects in Washington D.C. The description should read: "Travel to attend an EPA cosponsored solar energy seminar held in Washington, D.C."

Part 4. Verification

The agency head or his or her designee must sign the form.

General Information

Gifts to agencies must meet the following requirements:

- The agency head or designee must determine and control the agency's use of the payment.
- The payment must be used for official agency business.
- The donor may identify a purpose for the gift but may not designate by name, title, class or otherwise, an official who may use the payment.
- The agency official who determines who will use the payment may not select himself or herself.

Travel payments must also meet these requirements:

- A payment for travel may not be used by a state or local elected officer or by the state, county, and city officials who hold positions listed in Government Code Section 87200.
- A payment for travel may not exceed the agency's own reimbursement rates for travel, or the State per diem or IRS reimbursement rates if the agency has no policy.
- The agency head or designee must preapprove travel paid for by a third party before travel commences.

Travel payments made by a federal government agency in connection with education, training, or other interagency programs are not reportable.

For further information on filing this report or for general information, contact the FPPC.