itt to Agency Report	A Public Document		
Agency Name		Date Stamp	California QA
Open Space, Parks & Golf, Community Services Department			Form OUT
Division, Department, or Region (if applicable)		1	For Official Use Only
3201 East Bayshore Road,	Palo Alto CA 94303		
Street Address		1	
Area Code/Phone Number	E-mail	_	1
650-496-5916	Jeanette.Serna@CityofPaloAlto.Org	Amendment (expla	in in comment section)
Agency Contact (name and title	, ,	Date of Original Filing	:
			(month, day, year)
Jeanette Serna, Coordinato	·		
Donor Name and Addres	SS		
☑ Individual Woodward	Sheryl		
Last Name	First Name	O A	Name
Address	Mountain View City	CA State	94040 Zip Code
iddi 633	Gity	State	Zip Oude
f ((O4)) :	harden and the Control of the Contro		
	s business activity (if business) or its nature and interests.		
applicable, identify the name	of each source and the amount(s) solicited or receive	ved by the donor for this	gift:
	Φ.		Φ.
	4		\$
Name	Amount —	Name	Amount
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Payment Information			Amount
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Payment Information Date and Amount of Payme	ent (other than travel) 04,12, 23 (month, day, year) \$	4,000.00 (Round to whole dollars)	
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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.

Certificate Of Completion

Envelope Id: BFC55026A1A44F2A9B7A9D72A44299D6

Subject: City of Palo Alto Adopt a Park Memorial bench donations.

Source Envelope:

Document Pages: 15 **Envelope Originator:** Signatures: 5 Certificate Pages: 2 Initials: 0 Jeanette Serna

AutoNav: Enabled

Envelopeld Stamping: Enabled

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

250 Hamilton Ave Palo Alto, CA 94301

Status: Completed

Jeanette.Serna@CityofPaloAlto.org

IP Address: 199.33.32.254

Record Tracking

Status: Original

5/4/2023 5:35:05 PM

Security Appliance Status: Connected Storage Appliance Status: Connected Holder: Jeanette Serna

Jeanette.Serna@CityofPaloAlto.org

Pool: StateLocal Pool: City of Palo Alto Location: DocuSign

Location: DocuSign

Signer Events

Ed Shikada

Ed.Shikada@CityofPaloAlto.org Ed Shikada, City Manager City of Palo Alto

Security Level: Email, Account Authentication

(None)

Signature DocuSigned by: Ed Shikada

F2DCA19CCC8D4F9..

Signature Adoption: Pre-selected Style Using IP Address: 199.33.32.254

Timestamp

Sent: 5/4/2023 5:41:25 PM Viewed: 5/5/2023 9:54:09 AM Signed: 5/5/2023 9:54:35 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Vinhloc nguyen vinhloc.nguyen@citvofpaloalto.org	COPIED	Sent: 5/4/2023 5:41:26 PM Viewed: 7/19/2023 3:08:04 PM

vinhloc.nguyen@cityofpaloalto.org Administrative Associate III City of Palo Alto Security Level: Email, Account Authentication

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

(None)

Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	5/4/2023 5:41:26 PM
	Hashed/Encrypted Security Checked	•

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	5/5/2023 9:54:35 AM
Payment Events	Status	Timestamps