



DATE: October 11, 2022

TO: Mayor and City Council

FROM: City Clerk

SUBJECT Adopt a Resolution Accepting the Resignation of Ms. Linda Xu from the Keep Hayward Clean and Green Task Force, Effective Immediately

RECOMMENDATION

That Council adopts a resolution (Attachment II) accepting the resignation of Ms. Linda Xu from the Keep Hayward Clean and Green Task Force, effective immediately.

SUMMARY AND DISCUSSION

Ms. Linda Xu was appointed to the Keep Hayward Clean and Green Task Force on September 21, 2021. Ms. Xu's resignation becomes effective immediately per her resignation letter dated September 30, 2022 (Attachment III).

Ms. Xu's vacated position will be filled as part of the annual appointment process for the City's appointed officials to Commissions and Keep Hayward Clean and Green Task Force.

FISCAL IMPACT

There is no fiscal impact associated with this action.

STRATEGIC ROADMAP

This agenda item is a routine operational item and does not relate to any of the projects outlined in the Council's Strategic Roadmap.

Prepared and Recommended by:

Miriam Lens, City Clerk

Approved by:

A handwritten signature in black ink, appearing to read 'K. McAdoo', with a long horizontal flourish extending to the right.

Kelly McAdoo, City Manager