



**DATE:** September 19, 2017  
**TO:** Mayor and City Council  
**FROM:** City Clerk  
**SUBJECT** Resignation of Janet Livingston from the Keep Hayward Clean and Green Task Force

**RECOMMENDATION**

That the City Council adopts a resolution accepting the resignation of Ms. Janet Livingston from the Keep Hayward Clean and Green Task Force effective immediately.

**BACKGROUND**

Ms. Janet Livingston was appointed to the Keep Hayward Clean and Green Task Force on September 13, 2016. Ms. Livingston's resignation becomes effective immediately per her resignation letter (Attachment III). Her vacated position will be filled as part of the annual appointment process for the City's appointed officials to Boards, Commissions, Committees, and Task Forces.

**STRATEGIC PRIORITIES**

This agenda item is a routine operational item and does not relate to one of the Council's Strategic Initiatives.

**FISCAL IMPACT**

There is no fiscal impact associated with this report.

*Prepared and Recommended by:* Miriam Lens, City Clerk

Approved by:

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Kelly McAdoo, City Manager