



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
www.Hayward-CA.gov

## Cover Memo

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**File #:** CONS 16-163, **Version:** 1

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**DATE:** April 5, 2016

**TO:** Mayor and City Council

**FROM:** City Clerk

**SUBJECT**

Resolution Accepting the Resignation of Mr. Jason Escareno from the Keep Hayward Clean and Green Task Force and Mr. Joseph Davis from the Downtown Hayward Business Improvement Area Advisory Board

**RECOMMENDATION**

That the City Council adopts a resolution accepting the resignation of Mr. Jason Escareno from the Keep Hayward Clean and Green Task Force and the written resignation of Mr. Joseph Davis from the Downtown Hayward Business Improvement Area Advisory Board.

**BACKGROUND AND DISCUSSION**

Mr. Jason Escareno was appointed to the Keep Hayward Clean and Green Task Force on September 15, 2015, and Mr. Joseph Davis was appointed to the Downtown Hayward Business Improvement Area Advisory Board on September 16, 2014.

Resignations of both individuals become effective immediately. Their vacated position will be filled as part of the annual appointment process for the City's appointed officials to Boards, Commissions, and Committees.

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

Approved by:

Fran David, City Manager

Attachments:

- Attachment I Resolution
- Attachment II Resignation Letter