



# CITY OF HAYWARD

Hayward City Hall  
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## Cover Memo

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**File #:** CONS 21-182, **Version:** 1

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**DATE:** April 20, 2021

**TO:** Mayor and City Council

**FROM:** City Clerk

### **SUBJECT**

Adopt a Resolution Accepting the Resignation of Ms. Lisa Sharp from the Keep Hayward Clean and Green Task Force Effective Immediately

### **RECOMMENDATION**

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

### **SUMMARY**

Ms. Lisa Sharp was appointed to the Keep Hayward Clean and Green Task Force on September 15, 2020. Ms. Sharp's resignation becomes effective immediately per her resignation letter dated March 30, 2021 (Attachment III).

Ms. Lisa Sharp'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.

### **ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	Resignation Letter