



CITY OF HAYWARD

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

Cover Memo

File #: CONS 16-209, **Version:** 1

DATE: May 3, 2016

TO: Mayor and City Council

FROM: City Clerk

SUBJECT

Resolution Accepting the Written Resignation of Florine Banks from the Keep Hayward Clean and Green Task Force

RECOMMENDATION

That the City Council adopts the attached resolution accepting the written resignation of Ms. Florine Banks from the Keep Hayward Clean and Green Task Force.

BACKGROUND AND DISCUSSION

Ms. Florine Banks was appointed to the Keep Hayward Clean and Green Task Force on April 15, 2008 at the virtual beginning of the Task Force, and has been an active and involved member of the Task Force since then. Ms. Banks' resignation became effective May 1, 2016, and her vacated position will be filled as part of the annual appointment process for the City's appointed officials for Boards, Commissions, Committees and Task Force.

Recommended and Prepared by: Miriam Lens, City Clerk

Approved by:

Fran David, City Manager

Attachments:

Attachment I	Resolution
Attachment II	Resignation Letter