



CITY OF HAYWARD

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

Cover Memo

File #: CONS 19-812, **Version:** 1

DATE: December 17, 2019

TO: Mayor and City Council

FROM: City Clerk

SUBJECT

Resignation of Ms. Christina Cabrera from the Keep Hayward Clean and Green Task Force, Effective November 22, 2019

RECOMMENDATION

That the Council adopts a resolution (Attachment II) accepting the resignation of Ms. Christina Cabrera from the Keep Hayward Clean and Green Task Force, effective November 22, 2019.

SUMMARY

Ms. Christina Cabrera was appointed to the Keep Hayward Clean and Green Task Force on September 10, 2019. Ms. Cabrera's resignation becomes effective November 22, 2019, per her resignation letter (Attachment III).

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

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	Resignation Letter