



CITY OF HAYWARD

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

Cover Memo

File #: CONS 18-215, **Version:** 1

DATE: April 3, 2018

TO: Mayor and City Council

FROM: City Clerk

SUBJECT

Resignation of Ms. V. Toni Adams from the Personnel Commission

RECOMMENDATION

That the City Council adopts a resolution accepting the resignation of Ms. V. Toni Adams from the Personnel Commission, effective immediately.

SUMMARY

Ms. V. Toni Adams was appointed to the Personnel Commission on September 15, 2015. Ms. Adams' resignation becomes effective immediately per her resignation letter (Attachment III). Ms. Adams' 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.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	Resignation Letter