

# Cover Memo

#### File #: ACT 18-004, Version: 1

**DATE:** January 2, 2018

- **TO:** Hayward Area Shoreline Planning Agency
- FROM: Jay Lee, HASPA Technical Advisory Committee (TAC) Chair

## **SUBJECT**

Discussion and Possible Adoption of a Meeting Schedule for 2018

#### RECOMMENDATION

That the HASPA Trustees approve the recommended quarterly meetings of the Hayward Area Shoreline Planning Agency (HASPA)

### ATTACHMENTS

Attachment I Draft 2018 HASPA Meeting Schedule