

OFFICE OF THE MAYOR

**MEMORANDUM**

TO: City Council President and Member of City Council  
FROM: Ashton J. Hayward, III, Mayor *AJH*  
DATE: August 10, 2015  
SUBJ: Resignation of Tamara Fountain

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Mr. President and Members of the City Council

I have accepted the resignation of Chief Operation Officer (COO) Tamara Fountain effective August 10, 2015. I named Ms. Fountain as my COO last August so that she could take responsibility for several important projects, many of which are now close to completion. Tamara's work over the past year speaks for itself and I cannot thank her enough for her public service and the skills and expertise she brought to our team. I know that many of you have had the opportunity to work closely with Tamara and I hope that you will join me in wishing her the best.

The duties of the COO have been assigned to the City Administrator and other senior staff members. I am available to meet or speak with you and I encourage you to reach out to me with any questions that you may have.

cc: Richard Barker, Jr., Chief Financial Officer  
Ericka Burnett, City Clerk  
William Wells, Assistant City Attorney-Special Liaison