



**DATE:** November 15, 2022  
**TO:** Mayor and City Council  
**FROM:** City Clerk  
**SUBJECT** Adopt a Resolution Accepting the Resignation of Ms. Elena Lepe from the Community Services Commission, Effective Immediately

**RECOMMENDATION**

That the Council adopts a resolution (Attachment II) accepting the resignation of Ms. Elena Lepe from the Community Services Commission, effective immediately.

**SUMMARY AND DISCUSSION**

Ms. Elena Lepe was appointed to the Community Services Commission on September 27, 2022. Ms. Elena Lepe’s resignation becomes effective immediately, per her resignation letter (Attachment III).

Ms. Lepe’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.

**FISCAL IMPACT**

There is no fiscal impact associated with this action.

**STRATEGIC ROADMAP**

The agenda item is a routine operational item and does not relate to the City’s Strategic Roadmap.

*Prepared and Recommended by:* Miriam Lens, City Clerk

Approved by:

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Kelly McAdoo, City Manager