

From: [Zania Harris](#)
To: [Lori Martin](#)
Cc: [Annie To](#)
Subject: Attendance Letter
Date: Saturday, June 09, 2018 7:23:59 PM

Good afternoon Ms. Martin and Ms. To,

I am in receipt of the attendance letter sent to me dated 6/5/2018. I am not sure if the waiver request needs to be formal but the reason for my request is stated below:

On April 23, 2018 at 2:50am in the morning I was in a car accident returning from Grant Pass Oregon.

On April 27, 2018 my position was eliminated at work

On May 7, 2018 an aunt passed in Memphis

On May 18, 2018 an uncle passed in Memphis

On May 30, 2018 an aunt was found deceased in the stairwell of San Francisco General

Although these personal incidents was within a months time, I had not checked my email account to recognize the two (2) special meetings that had occurred in May and June. I am available for all meetings moving forward.

Regards,
Zania

July 1, 2018

Dear City Council,

I would like to request a waiver of my termination from the Planning Commission due to three absences during the twelve rolling month period.

The third absence was due to a special meeting held on June 25th, 2018 that I wasn't aware of until 3 business days prior.

Unfortunately as I notified the planning director as soon as I learned that the special meeting was scheduled, I had a prior work related commitment which I wasn't able to reschedule or not attend without negative impact on my job.

I do my best to arrange all work and personal events around the regular planning commission schedule and plan on attending all future meetings.

I truly enjoy being part of the planning commission and serving our community.

Hope my request for a waiver can be added to the next City Council agenda meeting on 7/10/18. However, if my presence is required in order to answer questions directly, please note that I have a pre-planned business trip to Los Angeles from 7/9 to late evening on 7/10/2018 but will be available on 7/24/18.

Thank you in advance for your consideration.

Sincerely,
Irina Galieva