

From: Kaylah Sterling [REDACTED]
Sent: Wednesday, September 26, 2018 4:21 PM
To: Lorrayne Leong
Subject: Re: Reminder for Community Advisory Committee Appointments on October 2

Greetings City Council Members:

Thank you for considering me to fill the vacancy on the Committee on Aging. I very much look forward to contributing to the quality of life for seniors in Emeryville.

As you are aware, I have completed an application, and have attached a resume to familiarize you with my employment experience in medical and educational management, as well as my multifaceted clinical experience with hospice and seniors.

I work Tuesday until 6 PM - I may be able to get to City Hall by 7:30PM.

Here is my cell number in case you'd like to reach out to me Tuesday evening [REDACTED]

Warmly,

Kaylah Sterling

On Sep 26, 2018, at 3:57 PM, Lorrayne Leong <lleong@emeryville.org> wrote:

Hello,

This is a friendly reminder that you have applied for a position on one of our Community Advisory Committees.

Please note that the City Council special meeting will convene on **October 2, 2018, at 6:30 PM** at City Hall in the Council Chambers (1333 Park Avenue, Emeryville, 2nd Floor). Here is a [link](#) to the meeting agenda for your convenience.

Although attendance is not mandatory, you are encouraged to attend in case the City Council would like to speak with you about your qualifications and interests. If you are unable to attend the meeting, but would like to send a message to the Council, feel free to reply and your message will be forwarded to them.

Please let us know if you have any questions.

Thank you,

Lorrayne Leong

Deputy City Clerk | City Clerk's Office

Ph: (510) 596-4383 | Fx: (510) 450-7831 | lleong@emeryville.org

1333 Park Avenue, Emeryville, CA 94608