

MEMO: 11/09/2021

To: Personal and Finance Committee

From: Rich Zietko of the ADRC

Regarding: July 2021 Mileage

I had sent July Mileage to my supervisor on the same e-mail as my ETR and it was overlooked. She has since signed and returned to me. As I have an unblemished track record w/ mileage submission over the 8 years I've been w/ the ADRC, I'm hoping to recoup as even though not a lot, every little bit helps. Thank you for your consideration.

Sincerely,

Rich Zietko