

Daniel Potter

Pay Period

4/16/2021 to

4/30/2021

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday									0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday	4/16/2021	4.75							4.75	
Saturday	4/17/2021								0.00	
Total Week		4.75	0.00	0.00	0.00	0.00	0.00	0.00	4.75	
Sunday	4/18/2021								0.00	
Monday	4/19/2021	8.53							8.53	
Tuesday	4/20/2021	9.85							9.85	
Wednesday	4/21/2021	10.00							10.00	
Thursday	4/22/2021	7.84							7.84	
Friday	4/23/2021								0.00	
Saturday	4/24/2021								0.00	
Total Week		36.22	0.00	0.00	0.00	0.00	0.00	0.00	36.22	
Sunday	4/25/2021								0.00	
Monday	4/26/2021	9.53							9.53	
Tuesday	4/27/2021	11.17							11.17	
Wednesday	4/28/2021	9.27							9.27	
Thursday	4/29/2021	9.98							9.98	
Friday	4/30/2021								0.00	
Saturday									0.00	
Total Week		39.95	0.00	0.00	0.00	0.00	0.00	0.00	39.95	
Total Pay Period		80.92	0.00	0.00	0.00	0.00	0.00	0.00	80.92	

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Payperiod Notes:

Daniel Potter

04/16/2021 to 04/30/2021

Regular	PTO	OT	DT	Total Hours
80.92	0.00	0.00	0.00	80.92

Time in	Time out	Duration		
April 16, 2021				4.75
7:45am (MDT)	12:30pm (MDT)	4.75	STRTS > STRTS - Grading / Blading	
April 19, 2021				8.53
8:28am (MDT)	8:46am (MDT)	0.30	STRTS > STRTS - Grading / Blading	
8:46am (MDT)	5:00pm (MDT)	8.23	EQP > EQP - MACK Dump Maintenance	
April 20, 2021				9.85
7:45am (MDT)	4:27pm (MDT)	8.70	WTR > WTR - Booster Station & Well Logs	
5:10pm (MDT)	6:19pm (MDT)	1.15	STRTS > STRTS - Sign Maintenance / Replacement	
April 21, 2021				10.00
8:00am (MDT)	6:00pm (MDT)	10.00	SWR > SWR - System Maintenance	
April 22, 2021				7.83
8:00am (MDT)	3:50pm (MDT)	7.83	STRTS > STRTS - Sidewalk Maintenance	
April 26, 2021				9.53
8:30am (MDT)	8:52am (MDT)	0.37	MTG > MTG - Staff Meeting	
8:52am (MDT)	2:38pm (MDT)	5.77	PARK > PARK - Mowing / Trimming	
2:38pm (MDT)	3:45pm (MDT)	1.12	PARK > PARK - Mowing / Trimming	
3:45pm (MDT)	5:07pm (MDT)	1.37	WTR > WTR - Booster Station & Well Logs	
6:30pm (MDT)	7:25pm (MDT)	0.92	MTG > MTG - Council Meeting	
April 27, 2021				11.17
7:30am (MDT)	6:40pm (MDT)	11.17	STRTS > STRTS - Street Sweeping	
April 28, 2021				9.27
8:30am (MDT)	5:46pm (MDT)	9.27	STRTS > STRTS - Peterson Pathway	
April 29, 2021				9.98
7:50am (MDT)	5:49pm (MDT)	9.98	STRTS > STRTS - Peterson Pathway	
5:49pm (MDT)	5:49pm (MDT)	0.00	STRTS > STRTS - Peterson Pathway	
5:49pm (MDT)	5:49pm (MDT)	0.00	STRTS > STRTS - Peterson Pathway	