

Daniel Potter

04/01/2021 to 04/15/2021

Regular **70.37** PTO **0.00** OT **2.03** DT **0.00** Total Hours **72.40**

Time in	Time out	Duration		
April 1, 2021				7.50
8:30am (MDT)	4:00pm (MDT)	7.50	WTR > WTR - Meter Reading	
April 2, 2021				6.23
8:35am (MDT)	10:31am (MDT)	1.93	EQP > EQP - Loader Maintenance	
10:31am (MDT)	2:49pm (MDT)	4.30	EQP > EQP - Loader Maintenance	
April 5, 2021				6.65
8:30am (MDT)	11:24am (MDT)	2.90	STRTS > STRTS - Storm Drainage	
11:24am (MDT)	3:09pm (MDT)	3.75	PARK > PARK - Maintenance	
April 6, 2021				8.95
8:30am (MDT)	2:20pm (MDT)	5.83	WTR > WTR - Booster Station & Well Logs	
2:20pm (MDT)	5:27pm (MDT)	3.12	SWR > SWR - System Maintenance	
April 7, 2021				9.50
7:30am (MDT)	5:00pm (MDT)	9.50	SWR > SWR - Sewer Logs	
April 8, 2021				3.05
8:26am (MDT)	11:29am (MDT)	3.05	WTR > WTR - Booster Station & Well Logs	
April 12, 2021				8.75
8:35am (MDT)	9:00am (MDT)	0.42	MTG > MTG - Staff Meeting	
9:01am (MDT)	5:21pm (MDT)	8.33	SWR > SWR - System Maintenance	
April 13, 2021				5.63
8:30am (MDT)	2:08pm (MDT)	5.63	WTR > WTR - Booster Station & Well Logs	
April 14, 2021				7.05
7:45am (MDT)	2:48pm (MDT)	7.05	WTR > WTR - Booster Station & Well Logs	
April 15, 2021				9.08
7:25am (MDT)	4:30pm (MDT)	9.08	WTR > WTR - Booster Station & Well Logs	

Daniel Potter

Pay Period

4/1/2021 to

4/16/2021

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	4/1/2021	7.50							7.50	
Friday	4/2/2021	6.23							6.23	
Saturday	4/3/2021								0.00	
Total Week		13.73	0.00	0.00	0.00	0.00	0.00	0.00	13.73	
Sunday	4/4/2021								0.00	
Monday	4/5/2021	6.65							6.65	
Tuesday	4/6/2021	8.95							8.95	
Wednesday	4/7/2021	9.50							9.50	
Thursday	4/8/2021	3.05							3.05	
Friday	4/9/2021								0.00	
Saturday	4/10/2021								0.00	
Total Week		28.15	0.00	0.00	0.00	0.00	0.00	0.00	28.15	
Sunday	4/11/2021								0.00	
Monday	4/12/2021	8.75							8.75	
Tuesday	4/13/2021	5.64							5.64	
Wednesday	4/14/2021	7.05							7.05	
Thursday	4/15/2021	9.08							9.08	
Friday	4/16/2021								0.00	
Saturday									0.00	
Total Week		30.52	0.00	0.00	0.00	0.00	0.00	0.00	30.52	
Total Pay Period		72.40	0.00	0.00	0.00	0.00	0.00	0.00	72.40	

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: