

Jessica Gerke

Pay Period

10/1/2023 to

10/15/2023

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	10/1/2023									0.00
Monday	10/2/2023	5.97								5.97
Tuesday	10/3/2023									0.00
Wednesday	10/4/2023	3.23								3.23
Thursday	10/5/2023									0.00
Friday	10/6/2023									0.00
Saturday	10/7/2023	1.60								1.60
Total Week		10.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.80
Sunday	10/8/2023									0.00
Monday	10/9/2023									0.00
Tuesday	10/10/2023									0.00
Wednesday	10/11/2023									0.00
Thursday	10/12/2023	4.50								4.50
Friday	10/13/2023	4.15								4.15
Saturday	10/14/2023									0.00
Total Week		8.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.65
Sunday	10/15/2023									0.00
Monday										0.00
Tuesday										0.00
Wednesday										0.00
Thursday										0.00
Friday										0.00
Saturday										0.00
Total Week		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Pay Period		19.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19.45

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:

Jessica Gerke

10/01/2023 to 10/15/2023

Regular	PTO	OT	DT	Total Hours
19.45	0.00	0.00	0.00	19.45

Time in	Time out	Duration	
October 2, 2023			5.97
9:44am (MDT)	11:00am (MDT)	1.27	PW > PW - City Shop > Shop
11:00am (MDT)	1:19pm (MDT)	2.32	IND > IND - Industrial Park Maintenance
NOTES: Burn pile			
1:19pm (MDT)	2:58pm (MDT)	1.65	STRTS > STRTS - Grading / Blading
2:58pm (MDT)	3:42pm (MDT)	0.73	PW > PW - Office Time
October 4, 2023			3.23
11:23am (MDT)	12:56pm (MDT)	1.55	STRTS > STRTS - Storm Drainage
12:56pm (MDT)	2:04pm (MDT)	1.13	WTR > WTR - Service Call
2:04pm (MDT)	2:37pm (MDT)	0.55	PW > PW - City Shop > Shop
October 7, 2023			1.60
4:54pm (MDT)	6:30pm (MDT)	1.60	SWR > SWR - Service Call
NOTES: Jacob Rhodes behind browns			
October 12, 2023			4.50
10:13am (MDT)	2:43pm (MDT)	4.50	STRTS > STRTS - Grading / Blading
October 13, 2023			4.15
9:23am (MDT)	10:15am (MDT)	0.87	MTG > MTG - Staff Meeting
10:15am (MDT)	1:32pm (MDT)	3.28	STRTS > STRTS - Grading / Blading