

Jessie Gerke

Pay Period

7/1/2021 to

7/15/2021

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	7/1/2021	8.00							8.00	
Friday	7/2/2021	8.17							8.17	
Saturday	7/3/2021								0.00	
Total Week		16.17	0.00	0.00	0.00	0.00	0.00	0.00	16.17	
Sunday	7/4/2021								0.00	
Monday	7/5/2021					8.00			8.00	
Tuesday	7/6/2021	6.50							6.50	
Wednesday	7/7/2021	8.17							8.17	
Thursday	7/8/2021	8.00							8.00	
Friday	7/9/2021	8.42							8.42	
Saturday	7/10/2021								0.00	
Total Week		31.09	0.00	0.00	0.00	8.00	0.00	0.00	39.09	
Sunday	7/11/2021								0.00	
Monday	7/12/2021	8.25							8.25	
Tuesday	7/13/2021	8.08							8.08	
Wednesday	7/14/2021	6.67							6.67	
Thursday	7/15/2021	7.00							7.00	
Friday									0.00	
Saturday									0.00	
Total Week		30.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00	
Total Pay Period		77.26	0.00	0.00	0.00	8.00	0.00	0.00	85.26	

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

07/01/2021 to 07/15/2021

Regular	PTO	OT	DT	Total Hours
70.25	0.00	0.00	0.00	70.25

Time in	Time out	Duration		
July 1, 2021				8.00
7:30am (MDT)	8:20am (MDT)	0.83	SWR > SWR - Land Application Project	
8:20am (MDT)	9:00am (MDT)	0.67	SWR > SWR - Sewer Logs	
9:00am (MDT)	10:00am (MDT)	1.00	PW > PW - Office Time	
10:00am (MDT)	11:30am (MDT)	1.50	STRTS > STRTS - Street Sweeping	
11:30am (MDT)	12:40pm (MDT)	1.17	EQP > EQP - Parts Run	
12:40pm (MDT)	3:30pm (MDT)	2.83	PW > PW - City Shop > Shop	
July 2, 2021				8.17
7:30am (MDT)	8:10am (MDT)	0.67	SWR > SWR - Land Application Project	
8:10am (MDT)	8:40am (MDT)	0.50	SWR > SWR - Sewer Logs	
8:40am (MDT)	9:20am (MDT)	0.67	SWR > SWR - System Maintenance	
9:20am (MDT)	10:45am (MDT)	1.42	WTR > WTR - Booster Station & Well Logs	
10:45am (MDT)	12:00pm (MDT)	1.25	PW > PW - Office Time	
12:00pm (MDT)	1:50pm (MDT)	1.83	WTR > WTR - Service Call	
1:50pm (MDT)	3:40pm (MDT)	1.83	PW > PW - Office Time	
July 6, 2021				6.50
7:30am (MDT)	8:25am (MDT)	0.92	SWR > SWR - Land Application Project	
8:25am (MDT)	9:00am (MDT)	0.58	MTG > MTG - Staff Meeting	
9:00am (MDT)	9:30am (MDT)	0.50	SWR > SWR - Sewer Logs	
9:30am (MDT)	10:20am (MDT)	0.83	SWR > SWR - System Maintenance	
10:20am (MDT)	11:40am (MDT)	1.33	PW > PW - City Shop > Shop	
11:40am (MDT)	1:00pm (MDT)	1.33	STRTS > STRTS - Sidewalk Maintenance	
3:00pm (MDT)	4:00pm (MDT)	1.00	SWR > SWR - Land Application Project	
July 7, 2021				8.17
7:30am (MDT)	8:40am (MDT)	1.17	SWR > SWR - Land Application Project	
8:40am (MDT)	9:50am (MDT)	1.17	SWR > SWR - System Maintenance	
9:50am (MDT)	10:20am (MDT)	0.50	SWR > SWR - Sewer Logs	
10:20am (MDT)	12:00pm (MDT)	1.67	PW > PW - Office Time	
12:00pm (MDT)	1:00pm (MDT)	1.00	MTG > MTG - Staff Meeting	
1:00pm (MDT)	3:00pm (MDT)	2.00	SWR > SWR - Sewer Testing	
3:00pm (MDT)	3:40pm (MDT)	0.67	PW > PW - City Shop > Shop	
July 8, 2021				8.00
8:00am (MDT)	9:00am (MDT)	1.00	SWR > SWR - Land Application Project	
9:00am (MDT)	9:45am (MDT)	0.75	SWR > SWR - System Maintenance	
9:45am (MDT)	10:15am (MDT)	0.50	SWR > SWR - Sewer Logs	

10:15am (MDT)	1:20pm (MDT)	3.08	MTG > MTG - Other Government
1:20pm (MDT)	4:00pm (MDT)	2.67	WTR > WTR - Service Call
July 9, 2021			8.42
7:50am (MDT)	8:40am (MDT)	0.83	SWR > SWR - Land Application Project
8:40am (MDT)	9:15am (MDT)	0.58	SWR > SWR - System Maintenance
9:15am (MDT)	9:45am (MDT)	0.50	SWR > SWR - Sewer Logs
9:45am (MDT)	3:00pm (MDT)	5.25	PARK > PARK - Maintenance
3:00pm (MDT)	4:15pm (MDT)	1.25	PW > PW - City Shop > Shop
July 12, 2021			8.25
8:30am (MDT)	9:15am (MDT)	0.75	MTG > MTG - Staff Meeting
9:15am (MDT)	11:00am (MDT)	1.75	SWR > SWR - Land Application Project
11:00am (MDT)	11:50am (MDT)	0.83	SWR > SWR - System Maintenance
11:50am (MDT)	12:30pm (MDT)	0.67	SWR > SWR - Sewer Logs
12:30pm (MDT)	2:30pm (MDT)	2.00	WTR > WTR - Service Call
2:30pm (MDT)	3:20pm (MDT)	0.83	PW > PW - Office Time
3:20pm (MDT)	4:25pm (MDT)	1.08	WTR > WTR - Service Call
4:25pm (MDT)	4:45pm (MDT)	0.33	PW > PW - City Shop > Shop
July 13, 2021			8.08
8:40am (MDT)	9:30am (MDT)	0.83	SWR > SWR - Land Application Project
9:30am (MDT)	9:55am (MDT)	0.42	SWR > SWR - Sewer Logs
9:55am (MDT)	11:30am (MDT)	1.58	PW > PW - Office Time
11:30am (MDT)	2:20pm (MDT)	2.83	WTR > WTR - Service Call
2:20pm (MDT)	3:30pm (MDT)	1.17	PW > PW - Office Time
3:30pm (MDT)	4:45pm (MDT)	1.25	WTR > Train - Water
July 14, 2021			6.67
8:00am (MDT)	9:40am (MDT)	1.67	SWR > SWR - Land Application Project
9:40am (MDT)	10:15am (MDT)	0.58	SWR > SWR - Sewer Logs
10:15am (MDT)	10:45am (MDT)	0.50	SWR > SWR - System Maintenance
10:45am (MDT)	11:40am (MDT)	0.92	SWR > SWR - Auger Room Maintenance
11:40am (MDT)	12:30pm (MDT)	0.83	PW > PW - Office Time
12:30pm (MDT)	2:40pm (MDT)	2.17	SWR > SWR - Sewer Testing