

Daniel Potter

Pay Period

10/1/2021 to

10/15/2021

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									0.00	
Friday	10/1/2021								0.00	
Saturday	10/2/2021								0.00	
Total Week		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Sunday	10/3/2021								0.00	
Monday	10/4/2021	9.02							9.02	
Tuesday	10/5/2021	9.67							9.67	
Wednesday	10/6/2021	8.55							8.55	
Thursday	10/7/2021	10.30							10.30	
Friday	10/8/2021	2.46		5.77					8.23	
Saturday	10/9/2021								0.00	
Total Week		40.00	0.00	5.77	0.00	0.00	0.00	0.00	45.77	
Sunday	10/10/2021								0.00	
Monday	10/11/2021					8.00			8.00	
Tuesday	10/12/2021	10.03							10.03	
Wednesday	10/13/2021	8.28							8.28	
Thursday	10/14/2021	8.03							8.03	
Friday	10/15/2021	5.66		2.26					7.92	
Saturday									0.00	
Total Week		32.00	0.00	2.26	0.00	8.00	0.00	0.00	42.26	
Total Pay Period		72.00	0.00	8.03	0.00	8.00	0.00	0.00	88.03	

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

10/01/2021 to 10/15/2021

Regular **74.27** PTO **0.00** OT **5.77** DT **0.00** Total Hours **80.03**

Time in	Time out	Duration	
October 4, 2021			9.02
8:29am (MDT)	9:20am (MDT)	0.85	MTG > MTG - Staff Meeting
9:20am (MDT)	10:34am (MDT)	1.23	PARK > PARK - Restroom
10:34am (MDT)	2:21pm (MDT)	3.78	STRTS > STRTS - Peterson Pathway
2:21pm (MDT)	5:30pm (MDT)	3.15	WTR > Train - Water
October 5, 2021			9.67
8:00am (MDT)	5:40pm (MDT)	9.67	ADM > Train - Travel for Training
October 6, 2021			8.55
8:33am (MDT)	9:37am (MDT)	1.07	WTR > WTR - Booster Station & Well Logs
9:37am (MDT)	5:06pm (MDT)	7.48	WTR > WTR - Service Call
October 7, 2021			10.30
8:13am (MDT)	9:57am (MDT)	1.73	WTR > WTR - Booster Station & Well Logs
9:57am (MDT)	6:31pm (MDT)	8.57	EQP > EQP - Loader Maintenance
October 8, 2021			8.23
8:32am (MDT)	4:46pm (MDT)	8.23	STRTS > STRTS - Grading / Blading
October 12, 2021			10.03
8:37am (MDT)	9:27am (MDT)	0.83	MTG > MTG - Staff Meeting
9:27am (MDT)	12:10pm (MDT)	2.72	WTR > WTR - Booster Station & Well Logs
12:10pm (MDT)	6:39pm (MDT)	6.48	EQP > EQP - Loader Maintenance
October 13, 2021			8.28
8:30am (MDT)	9:42am (MDT)	1.20	WTR > WTR - Booster Station & Well Logs
9:42am (MDT)	4:47pm (MDT)	7.08	EQP > EQP - Loader Maintenance
October 14, 2021			8.03
8:01am (MDT)	11:08am (MDT)	3.12	WTR > WTR - Booster Station & Well Logs
11:08am (MDT)	4:03pm (MDT)	4.92	EQP > EQP - Grader Maintenance
October 15, 2021			7.92
9:03am (MDT)	10:09am (MDT)	1.10	WTR > WTR - Booster Station & Well Logs
10:09am (MDT)	11:01am (MDT)	0.87	PW > PW - City Shop > Shop
11:01am (MDT)	4:58pm (MDT)	5.95	STRTS > STRTS - Peterson Pathway