

Jessica Gerke

Pay Period

5/1/2023 to

5/15/2023

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										0.00
Monday	5/1/2023									0.00
Tuesday	5/2/2023	1.47								1.47
Wednesday	5/3/2023	1.62								1.62
Thursday	5/4/2023									0.00
Friday	5/5/2023									0.00
Saturday	5/6/2023									0.00
Total Week		3.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.09
Sunday	5/7/2023									0.00
Monday	5/8/2023	1.80								1.80
Tuesday	5/9/2023	5.37								5.37
Wednesday	5/10/2023									0.00
Thursday	5/11/2023	6.98								6.98
Friday	5/12/2023	8.18								8.18
Saturday	5/13/2023									0.00
Total Week		22.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22.33
Sunday	5/14/2023									0.00
Monday	5/15/2023									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		25.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.42

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

05/01/2023 to 05/15/2023

Regular	PTO	OT	DT	Total Hours
25.42	0.00	0.00	0.00	25.42

Time in	Time out	Duration	
May 2, 2023			1.47
12:39pm (PDT)	2:07pm (PDT)	1.47	PW > PW - Office Time
NOTES: Coordinating w/Ivan & c&m asphalt patch			
May 3, 2023			1.62
7:40am (PDT)	9:17am (PDT)	1.62	PW > PW - Office Time
NOTES: Culvert,Bear,Ivan			
May 8, 2023			1.80
2:30pm (PDT)	3:20pm (PDT)	0.83	MTG > MTG - Staff Meeting
NOTES: Julie			
3:20pm (PDT)	4:18pm (PDT)	0.97	STRTS > STRTS - Storm Drainage
NOTES: Motel&taylor st			
May 9, 2023			5.37
10:30am (PDT)	12:30pm (PDT)	2.00	PW > PW - Office Time
NOTES: Lhtac,emails,c&m ordering			
12:30pm (PDT)	3:27pm (PDT)	2.95	STRTS > STRTS - Pot Hole Repair
NOTES: Haul gravel			
3:27pm (PDT)	3:52pm (PDT)	0.42	PW > PW - City Shop > Shop
May 11, 2023			6.98
9:35am (PDT)	10:56am (PDT)	1.35	EQP > EQP - MACK Dump Maintenance
10:56am (PDT)	3:15pm (PDT)	4.32	STRTS > STRTS - Grading / Blading
3:15pm (PDT)	4:34pm (PDT)	1.32	PW > PW - City Shop > Shop
May 12, 2023			8.18
9:04am (PDT)	10:20am (PDT)	1.27	PW > PW - City Shop > Shop
NOTES: Coordinating concrete project			
10:20am (PDT)	4:00pm (PDT)	5.67	STRTS > STRTS - Grading / Blading
4:00pm (PDT)	5:15pm (PDT)	1.25	STRTS > STRTS - Pot Hole Repair