

Dana Kautz

Pay Period

2/1/2024 to

2/15/2024

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	2/1/2024	2.84							2.84	
Friday	2/2/2024							8.84	8.84	
Saturday	2/3/2024								0.00	
Total Week		2.84	0.00	0.00	0.00	0.00	0.00	8.84	11.68	
Sunday	2/4/2024								0.00	
Monday	2/5/2024	2.75							2.75	
Tuesday	2/6/2024							8.00	8.00	
Wednesday	2/7/2024	2.70							2.70	
Thursday	2/8/2024	3.77							3.77	
Friday	2/9/2024								0.00	
Saturday	2/10/2024								0.00	
Total Week		9.22	0.00	0.00	0.00	0.00	0.00	8.00	17.22	
Sunday	2/11/2024								0.00	
Monday	2/12/2024	9.52							9.52	
Tuesday	2/13/2024	2.58							2.58	
Wednesday	2/14/2024	0.82					3.22		4.04	
Thursday	2/15/2024	2.59							2.59	
Friday									0.00	
Saturday									0.00	
Total Week		15.51	0.00	0.00	0.00	0.00	3.22	0.00	18.73	
Total Pay Period		27.57	0.00	0.00	0.00	0.00	3.22	16.84	47.63	

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:

Name	Clock in date	Clock in time	Clock out date	Clock out time	Break start	Break end	Break length	Break type	Payroll ID	Actual vs. s	Total paid	Regular ho	Unpaid breaks
Dana Kautz	February 1 2024	12:35pm	February 1 2024	3:26pm						2.85	2.85	2.85	0
Dana Kautz	February 5 2024	12:35pm	February 5 2024	3:20pm						2.75	2.75	2.75	0
Dana Kautz	February 7 2024	12:37pm	February 7 2024	3:19pm						2.7	2.7	2.7	0
Dana Kautz	February 8 2024	12:34pm	February 8 2024	3:10pm						2.6	2.6	2.6	0
Dana Kautz	February 8 2024	3:48pm	February 8 2024	4:58pm						1.17	1.17	1.17	0
Dana Kautz	February 12 2024	8:11am	February 12 2024	5:05pm	12:00pm	12:33pm	33 min	30 min - Unpaid		8.9	8.35	8.35	0.55
Dana Kautz	February 12 2024	6:49pm	February 12 2024	7:59pm						1.17	1.17	1.17	0
Dana Kautz	February 13 2024	12:37pm	February 13 2024	3:12pm						2.58	2.58	2.58	0
Dana Kautz	February 14 2024	12:50pm	February 14 2024	1:39pm						0.82	0.82	0.82	0
Dana Kautz	February 15 2024	12:40pm	February 15 2024	3:15pm						2.58	2.58	2.58	0
Totals for Dana Kautz										28.12	27.57	27.57	0.55