

Kyla Gardner

Pay Period

4/1/2023 to

4/15/2023

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									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday	4/1/2023								0.00	
Total Week		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Sunday	4/2/2023								0.00	
Monday	4/3/2023	7.47							7.47	
Tuesday	4/4/2023	7.52							7.52	
Wednesday	4/5/2023	7.75							7.75	
Thursday	4/6/2023	7.65							7.65	
Friday	4/7/2023								0.00	
Saturday	4/8/2023								0.00	
Total Week		30.39	0.00	0.00	0.00	0.00	0.00	0.00	30.39	
Sunday	4/9/2023								0.00	
Monday	4/10/2023	2.47						8.00	10.47	
Tuesday	4/11/2023	7.73							7.73	
Wednesday	4/12/2023	7.85							7.85	
Thursday	4/13/2023	7.93							7.93	
Friday	4/14/2023								0.00	
Saturday	4/15/2023								0.00	
Total Week		25.98	0.00	0.00	0.00	0.00	0.00	8.00	33.98	
Total Pay Period		56.37	0.00	0.00	0.00	0.00	0.00	8.00	64.37	

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:

Kyla Gardner

04/01/2023 to 04/15/2023

Regular	PTO	OT	DT	Total Hours
56.37	0.00	0.00	0.00	56.37

Time in	Time out	Duration	
April 3, 2023			7.47
7:56am	3:24pm	7.47	ADM > ADM - Customer Relations
April 4, 2023			7.52
7:56am	3:27pm	7.52	ADM > ADM - Customer Relations
April 5, 2023			7.75
7:50am	3:35pm	7.75	ADM > ADM - Customer Relations
April 6, 2023			7.65
7:52am	3:31pm	7.65	ADM > ADM - Customer Relations
April 10, 2023			2.47
5:51pm	8:19pm	2.47	MTG > MTG - Council Meeting
April 11, 2023			7.73
7:48am	3:32pm	7.73	ADM > ADM - Customer Relations
April 12, 2023			7.85
7:57am	3:48pm	7.85	ADM > ADM - Customer Relations
April 13, 2023			7.93
7:41am	9:37am	1.93	MTG > MTG - Other Governement
NOTES: Chamber meeting McCall			
9:37am	3:37pm	6.00	ADM > ADM - Customer Relations