

Daniel Potter

Pay Period

2/1/2022 to

2/15/2022

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	2/1/2022	9.17							9.17	
Wednesday	2/2/2022	8.78							8.78	
Thursday	2/3/2022	8.20							8.20	
Friday	2/4/2022	9.13							9.13	
Saturday	2/5/2022								0.00	
Total Week		35.28	0.00	0.00	0.00	0.00	0.00	0.00	35.28	
Sunday	2/6/2022								0.00	
Monday	2/7/2022	8.20							8.20	
Tuesday	2/8/2022	7.90							7.90	
Wednesday	2/9/2022	8.12							8.12	
Thursday	2/10/2022	7.70							7.70	
Friday	2/11/2022								0.00	
Saturday	2/12/2022								0.00	
Total Week		31.92	0.00	0.00	0.00	0.00	0.00	0.00	31.92	
Sunday	2/13/2022								0.00	
Monday	2/14/2022	9.58							9.58	
Tuesday	2/15/2022	7.97							7.97	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
Total Week		17.55	0.00	0.00	0.00	0.00	0.00	0.00	17.55	
Total Pay Period		84.75	0.00	0.00	0.00	0.00	0.00	0.00	84.75	

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

02/01/2022 to 02/15/2022

Regular	PTO	OT	DT	Total Hours
80.95	0.00	3.80	0.00	84.75

Time in	Time out	Duration	
February 1, 2022			
8:47am (MST)	5:57pm (MST)	9.17	WTR > WTR - Service Call
February 2, 2022			
8:21am (MST)	12:08pm (MST)	3.78	WTR > WTR - Service Call
12:08pm (MST)	1:50pm (MST)	1.70	WTR > WTR - Booster Station & Well Logs
1:50pm (MST)	5:08pm (MST)	3.30	WTR > Train - Water
February 3, 2022			
9:03am (MST)	5:15pm (MST)	8.20	PW > PW - City Shop > Shop
February 4, 2022			
8:11am (MST)	1:02pm (MST)	4.85	SWR > SWR - Auger Room Maintenance
1:02pm (MST)	5:19pm (MST)	4.28	WTR > Train - Water
February 7, 2022			
8:30am (MST)	9:06am (MST)	0.60	MTG > MTG - Staff Meeting
9:06am (MST)	1:46pm (MST)	4.67	WTR > WTR - Service Call
1:46pm (MST)	2:02pm (MST)	0.27	WTR > WTR - Booster Station & Well Logs
2:02pm (MST)	4:42pm (MST)	2.67	SWR > SWR - Auger Room Maintenance
February 8, 2022			
8:44am (MST)	4:38pm (MST)	7.90	STRTS > STRTS - Storm Drainage
February 9, 2022			
8:44am (MST)	10:54am (MST)	2.17	WTR > WTR - Booster Station & Well Logs
10:54am (MST)	4:51pm (MST)	5.95	STRTS > STRTS - Storm Drainage
February 10, 2022			
8:09am (MST)	11:04am (MST)	2.92	WTR > WTR - Booster Station & Well Logs
11:04am (MST)	3:51pm (MST)	4.78	SWR > SWR - Auger Room Maintenance
February 14, 2022			
7:48am (MST)	8:30am (MST)	0.70	WTR > WTR - Booster Station & Well Logs
8:30am (MST)	11:49am (MST)	3.32	MTG > MTG - Staff Meeting
11:49am (MST)	5:23pm (MST)	5.57	WTR > WTR - Booster Pump Maintenance
February 15, 2022			
9:02am (MST)	10:13am (MST)	1.18	WTR > WTR - Booster Station & Well Logs
10:13am (MST)	5:00pm (MST)	6.78	PW > PW - City Shop > Shop