

Daniel Potter

Pay Period

1/16/2022 to

1/31/2022

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	1/16/2022									0.00
Monday	1/17/2022						8.00			8.00
Tuesday	1/18/2022	8.78								8.78
Wednesday	1/19/2022	8.10								8.10
Thursday	1/20/2022									0.00
Friday	1/21/2022									0.00
Saturday	1/22/2022									0.00
<b>Total Week</b>		<b>16.88</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>24.88</b>
Sunday	1/23/2022									0.00
Monday	1/24/2022	10.20								10.20
Tuesday	1/25/2022	8.80								8.80
Wednesday	1/26/2022	8.43								8.43
Thursday	1/27/2022	8.82								8.82
Friday	1/28/2022	3.75		5.48						9.23
Saturday	1/29/2022									0.00
<b>Total Week</b>		<b>40.00</b>	<b>0.00</b>	<b>5.48</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>45.48</b>
Sunday	1/30/2022									0.00
Monday	1/31/2022	8.52								8.52
Tuesday										0.00
Wednesday										0.00
Thursday										0.00
Friday										0.00
Saturday										0.00
<b>Total Week</b>		<b>8.52</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.52</b>
<b>Total Pay Period</b>		<b>65.40</b>	<b>0.00</b>	<b>5.48</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>78.88</b>

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

01/16/2022 to 01/31/2022

Regular **65.40** PTO **0.00** OT **5.48** DT **0.00** Total Hours **70.88**

Time in	Time out	Duration		
<b>January 18, 2022</b>				<b>8.78</b>
8:22am (MST)	9:12am (MST)	0.83	WTR > WTR - Booster Station & Well Logs	
9:12am (MST)	5:09pm (MST)	7.95	WTR > WTR - Service Call	
<b>January 19, 2022</b>				<b>8.10</b>
8:13am (MST)	4:19pm (MST)	8.10	WTR > Train - Water	
<b>January 24, 2022</b>				<b>10.20</b>
7:10am (MST)	1:00pm (MST)	5.83	SWR > SWR - Auger Room Maintenance	
<b>NOTES:</b> Insulation dump again				
1:00pm (MST)	5:22pm (MST)	4.37	PW > PW - City Shop > Shop	
<b>January 25, 2022</b>				<b>8.80</b>
8:15am (MST)	12:11pm (MST)	3.93	EQP > EQP - Loader Maintenance	
12:11pm (MST)	5:03pm (MST)	4.87	EQP > EQP - Grader Maintenance	
<b>January 26, 2022</b>				<b>8.43</b>
8:40am (MST)	9:34am (MST)	0.90	WTR > WTR - Booster Station & Well Logs	
9:34am (MST)	1:02pm (MST)	3.47	EQP > EQP - Grader Maintenance	
1:02pm (MST)	5:06pm (MST)	4.07	WTR > Train - Water	
<b>January 27, 2022</b>				<b>8.82</b>
8:37am (MST)	10:07am (MST)	1.50	WTR > WTR - Booster Station & Well Logs	
10:07am (MST)	11:09am (MST)	1.03	PARK > PARK - Restroom	
11:09am (MST)	5:26pm (MST)	6.28	PW > PW - City Shop > Shop	
<b>January 28, 2022</b>				<b>9.23</b>
8:08am (MST)	9:13am (MST)	1.08	WTR > WTR - Booster Station & Well Logs	
9:13am (MST)	1:17pm (MST)	4.07	EQP > EQP - F350 Truck Maintenance	
1:17pm (MST)	5:22pm (MST)	4.08	WTR > Train - Water	
<b>January 31, 2022</b>				<b>8.52</b>
8:30am (MST)	9:02am (MST)	0.53	MTG > MTG - Staff Meeting	
9:02am (MST)	5:01pm (MST)	7.98	WTR > WTR - Service Call	