

Mac Qualls

Pay Period

2/16/2021 to

2/28/2021

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	2/16/2021				8.00				8.00	
Wednesday	2/17/2021				3.74		4.26		8.00	
Thursday	2/18/2021	6.48					1.52		8.00	
Friday	2/19/2021	7.93					0.07		8.00	
Saturday	2/20/2021								0.00	
Total Week		14.41	0.00	0.00	11.74	0.00	5.85	0.00	32.00	
Sunday	2/21/2021								0.00	
Monday	2/22/2021	10.68							10.68	
Tuesday	2/23/2021						5.00		5.00	
Wednesday	2/24/2021	8.37							8.37	
Thursday	2/25/2021	7.70					0.30		8.00	
Friday	2/26/2021	4.58					0.85	2.52	7.95	
Saturday	2/27/2021								0.00	
Total Week		31.33	0.00	0.00	0.00	0.00	6.15	2.52	40.00	
Sunday	2/28/2021								0.00	
Monday									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	
Total Pay Period		45.74	0.00	0.00	11.74	0.00	12.00	2.52	72.00	

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:

Jacob Qualls

02/16/2021 to 02/28/2021

Regular	PTO	OT	DT	Total Hours
45.75	0.00	0.00	0.00	45.75

Time in	Time out	Duration		
February 18, 2021				6.48
8:50am	9:30am	0.67	ADM > ADM - City Hall	
9:30am	10:45am	1.25	WTR > WTR-WELL PROJECT	
NOTES: Meeting with Mountain Waterworks				
10:45am	12:00pm	1.25	ADM > ADM - City Hall	
12:00pm	1:00pm	1.00	MTG > MTG - Other Government	
NOTES: WCM - Regional COVID				
1:00pm	2:30pm	1.50	MTG > MTG - Other Government	
NOTES: PRSB Meeting - ZOOM				
2:30pm	3:00pm	0.50	ADM > ADM - City Hall	
4:29pm	4:48pm	0.32	ADM > ADM - City Hall	
February 19, 2021				7.93
9:00am	4:56pm	7.93	ADM > ADM - City Hall	
February 22, 2021				10.68
8:27am	4:35pm	8.13	ADM > ADM - City Hall	
6:15pm	8:48pm	2.55	MTG > MTG - Council Meeting	
February 24, 2021				8.37
8:46am	9:26am	0.67	ADM > ADM - Customer Relations	
NOTES: Meet with Darcy, Colleen and Jeff Parnett @ Roadhouse Java				
9:26am	11:40am	2.23	ADM > ADM - City Hall	
11:40am	12:35pm	0.92	IND > IND - IP Billing & Administrative	
NOTES: Meet with Ty...Meat Shop Proposal				
12:35pm	3:03pm	2.47	ADM > ADM - City Hall	
3:03pm	4:30pm	1.45	MTG > MTG - Staff w/ Elected Officials	
NOTES: W/ Mayor Julie				
4:30pm	5:08pm	0.63	ADM > ADM - City Hall	
February 25, 2021				7.70
9:30am	5:12pm	7.70	ADM > ADM - City Hall	
February 26, 2021				4.58
9:00am	1:35pm	4.58	ADM > ADM - City Hall	