

Kyla Gardner

Pay Period

5/16/2024 to

5/31/2024

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	5/16/2024	8.50							8.50	
Friday	5/17/2024	3.98							3.98	
Saturday	5/18/2024								0.00	
Total Week		12.48	0.00	0.00	0.00	0.00	0.00	0.00	12.48	
Sunday	5/19/2024								0.00	
Monday	5/20/2024	8.35							8.35	
Tuesday	5/21/2024	7.60							7.60	
Wednesday	5/22/2024	7.70							7.70	
Thursday	5/23/2024	7.93							7.93	
Friday	5/24/2024	1.23							1.23	
Saturday	5/25/2024								0.00	
Total Week		32.81	0.00	0.00	0.00	0.00	0.00	0.00	32.81	
Sunday	5/26/2024								0.00	
Monday	5/27/2024					8.00			8.00	
Tuesday	5/28/2024	10.33							10.33	
Wednesday	5/29/2024	7.53							7.53	
Thursday	5/30/2024	4.32						4.00	8.32	
Friday	5/31/2024	2.77							2.77	
Saturday									0.00	
Total Week		24.95	0.00	0.00	0.00	8.00	0.00	4.00	36.95	
Total Pay Period		70.24	0.00	0.00	0.00	8.00	0.00	4.00	82.24	

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	Actual vs. s	Total paid f	Regular hours
Kyla Gardner	May 16 2024	7:45am	May 16 2024	4:15pm	8.5	8.5	8.5
Kyla Gardner	May 17 2024	7:48am	May 17 2024	11:47am	3.98	3.98	3.03
Kyla Gardner	May 20 2024	7:45am	May 20 2024	3:25pm	7.67	7.67	7.67
Kyla Gardner	May 20 2024	5:05pm	May 20 2024	5:46pm	0.68	0.68	0.68
Kyla Gardner	May 21 2024	7:50am	May 21 2024	3:26pm	7.6	7.6	7.6
Kyla Gardner	May 22 2024	7:53am	May 22 2024	3:35pm	7.7	7.7	7.7
Kyla Gardner	May 23 2024	7:50am	May 23 2024	3:46pm	7.93	7.93	7.93
Kyla Gardner	May 24 2024	8:17am	May 24 2024	9:31am	1.23	1.23	1.23
Kyla Gardner	May 28 2024	7:46am	May 28 2024	3:22pm	7.6	7.6	7.6
Kyla Gardner	May 28 2024	5:53pm	May 28 2024	8:37pm	2.73	2.73	2.73
Kyla Gardner	May 29 2024	7:50am	May 29 2024	3:22pm	7.53	7.53	7.53
Kyla Gardner	May 30 2024	9:09am	May 30 2024	1:28pm	4.32	4.32	4.32
Kyla Gardner	May 31 2024	8:24am	May 31 2024	11:10am	2.77	2.77	2.77
Totals for Kyla Gardner					70.24	70.24	69.29