

Daniel Potter

Pay Period

12/1/2021 to

12/15/2021

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									0.00	
Wednesday	12/1/2021								0.00	
Thursday	12/2/2021	10.12							10.12	
Friday	12/3/2021	9.33							9.33	
Saturday	12/4/2021								0.00	
Total Week		19.45	0.00	0.00	0.00	0.00	0.00	0.00	19.45	
Sunday	12/5/2021								0.00	
Monday	12/6/2021	8.05							8.05	
Tuesday	12/7/2021	8.17							8.17	
Wednesday	12/8/2021	8.12							8.12	
Thursday	12/9/2021	8.38							8.38	
Friday	12/10/2021	7.28		1.67					8.95	
Saturday	12/11/2021								0.00	
Total Week		40.00	0.00	1.67	0.00	0.00	0.00	0.00	41.67	
Sunday	12/12/2021	12.82							12.82	
Monday	12/13/2021	10.33							10.33	
Tuesday	12/14/2021								0.00	
Wednesday	12/15/2021	7.81							7.81	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
Total Week		30.96	0.00	0.00	0.00	0.00	0.00	0.00	30.96	
Total Pay Period		90.41	0.00	1.67	0.00	0.00	0.00	0.00	92.08	

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

12/01/2021 to 12/15/2021

Regular **90.42** PTO **0.00** OT **1.67** DT **0.00** Total Hours **92.08**

Time in	Time out	Duration		
December 2, 2021				10.12
7:46am (MST)	8:59am (MST)	1.22	WTR > WTR - Booster Station & Well Logs	
8:59am (MST)	5:53pm (MST)	8.90	STRTS > STRTS - Peterson Pathway	
December 3, 2021				9.33
7:36am (MST)	4:56pm (MST)	9.33	STRTS > STRTS - Peterson Pathway	
December 6, 2021				8.05
8:30am (MST)	9:29am (MST)	0.98	MTG > MTG - Staff Meeting	
9:29am (MST)	4:33pm (MST)	7.07	EQP > EQP - VOLVO Dump Maintenance	
December 7, 2021				8.17
8:35am (MST)	4:45pm (MST)	8.17	WTR > WTR - Booster Pump Maintenance	
December 8, 2021				8.12
8:41am (MST)	1:51pm (MST)	5.17	WTR > WTR - Booster Station & Well Logs	
1:51pm (MST)	4:48pm (MST)	2.95	PW > PW - City Shop > Shop	
December 9, 2021				8.38
8:32am (MST)	9:08am (MST)	0.60	WTR > WTR - Booster Station & Well Logs	
9:08am (MST)	4:55pm (MST)	7.78	PW > PW - City Shop > Shop	
December 10, 2021				8.95
8:27am (MST)	9:23am (MST)	0.93	WTR > WTR - Booster Station & Well Logs	
9:23am (MST)	5:24pm (MST)	8.02	PW > PW - City Shop > Shop	
December 12, 2021				12.82
12:54am (MST)	1:43pm (MST)	12.82	STRTS > STRTS - Snow Removal	
December 13, 2021				10.33
8:36am (MST)	9:21am (MST)	0.75	MTG > MTG - Staff Meeting	
9:21am (MST)	9:58am (MST)	0.62	WTR > WTR - Booster Station & Well Logs	
9:58am (MST)	5:44pm (MST)	7.77	STRTS > STRTS - Snow Removal	
6:31pm (MST)	7:43pm (MST)	1.20	MTG > MTG - Council Meeting	
December 15, 2021				7.82
12:51am (MST)	8:40am (MST)	7.82	STRTS > STRTS - Snow Removal	