

Daniel Potter

Pay Period

4/1/2022 to

4/15/2022

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									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday	4/1/2022	4.65							4.65	
Saturday	4/2/2022								0.00	
Total Week		4.65	0.00	0.00	0.00	0.00	0.00	0.00	4.65	
Sunday	4/3/2022								0.00	
Monday	4/4/2022	8.50							8.50	
Tuesday	4/5/2022	6.98							6.98	
Wednesday	4/6/2022	7.85							7.85	
Thursday	4/7/2022	5.88							5.88	
Friday	4/8/2022	2.88							2.88	
Saturday	4/9/2022								0.00	
Total Week		32.09	0.00	0.00	0.00	0.00	0.00	0.00	32.09	
Sunday	4/10/2022								0.00	
Monday	4/11/2022	8.24							8.24	
Tuesday	4/12/2022	7.88							7.88	
Wednesday	4/13/2022				8.00				8.00	
Thursday	4/14/2022	8.60							8.60	
Friday	4/15/2022	9.77							9.77	
Saturday									0.00	
Total Week		34.49	0.00	0.00	8.00	0.00	0.00	0.00	42.49	
Total Pay Period		71.23	0.00	0.00	8.00	0.00	0.00	0.00	79.23	

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

04/01/2022 to 04/15/2022

Regular **71.23** PTO **0.00** OT **0.00** DT **0.00** Total Hours **71.23**

Time in	Time out	Duration	
April 1, 2022			4.65
8:28am (MDT)	1:07pm (MDT)	4.65	EQP > EQP - Grader Maintenance
April 4, 2022			8.50
9:00am (MDT)	9:41am (MDT)	0.68	WTR > WTR - Booster Station & Well Logs
9:41am (MDT)	10:03am (MDT)	0.37	WTR > WTR - Service Call
10:04am (MDT)	3:11pm (MDT)	5.12	STRTS > STRTS - Storm Drainage
5:11pm (MDT)	7:31pm (MDT)	2.33	STRTS > STRTS - Storm Drainage
April 5, 2022			6.98
8:33am (MDT)	9:21am (MDT)	0.80	WTR > WTR - Booster Station & Well Logs
9:21am (MDT)	3:32pm (MDT)	6.18	EQP > EQP - Jetter Maintenance
April 6, 2022			7.85
8:43am (MDT)	9:17am (MDT)	0.57	WTR > WTR - Booster Station & Well Logs
9:17am (MDT)	4:34pm (MDT)	7.28	EQP > EQP - Jetter Maintenance
April 7, 2022			5.88
9:07am (MDT)	3:00pm (MDT)	5.88	EQP > EQP - Backhoe Maintenance
April 8, 2022			2.88
8:56am (MDT)	11:49am (MDT)	2.88	STRTS > STRTS - Storm Drainage
April 11, 2022			8.23
8:30am (MDT)	9:36am (MDT)	1.10	MTG > MTG - Staff Meeting
9:36am (MDT)	3:54pm (MDT)	6.30	SWR > SWR - System Maintenance
3:54pm (MDT)	4:44pm (MDT)	0.83	PW > PW - City Shop > Shop
April 12, 2022			7.88
8:43am (MDT)	10:22am (MDT)	1.65	WTR > WTR - Booster Station & Well Logs
10:22am (MDT)	4:36pm (MDT)	6.23	PW > PW - City Shop > Shop
April 14, 2022			8.60
8:24am (MDT)	9:43am (MDT)	1.32	WTR > WTR - Booster Station & Well Logs
9:43am (MDT)	11:06am (MDT)	1.38	WTR > WTR - Service Call
11:06am (MDT)	5:00pm (MDT)	5.90	PARK > PARK - Restroom
April 15, 2022			9.77
8:27am (MDT)	5:31pm (MDT)	9.07	WTR > WTR - Booster Station & Well Logs
7:16pm (MDT)	7:58pm (MDT)	0.70	WTR > WTR - Service Call