

Jessie Gerke

Pay Period

8/16/2021 to

8/31/2021

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	8/16/2021	8.00								8.00
Tuesday	8/17/2021	4.00								4.00
Wednesday	8/18/2021				8.00					8.00
Thursday	8/19/2021				8.00					8.00
Friday	8/20/2021				8.00					8.00
Saturday	8/21/2021									0.00
Total Week		12.00	0.00	0.00	24.00	0.00	0.00	0.00	0.00	36.00
Sunday	8/22/2021									0.00
Monday	8/23/2021	10.00								10.00
Tuesday	8/24/2021	9.00								9.00
Wednesday	8/25/2021	11.00								11.00
Thursday	8/26/2021	8.00								8.00
Friday	8/27/2021				2.00					2.00
Saturday	8/28/2021									0.00
Total Week		38.00	0.00	0.00	2.00	0.00	0.00	0.00	0.00	40.00
Sunday	8/29/2021									0.00
Monday	8/30/2021	5.50								5.50
Tuesday	8/31/2021	8.00								8.00
Wednesday										0.00
Thursday										0.00
Friday										0.00
Saturday										0.00
Total Week		13.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13.50
Total Pay Period		63.50	0.00	0.00	26.00	0.00	0.00	0.00	0.00	89.50

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:

Jessica Gerke

08/16/2021 to 08/31/2021

Regular **63.50** PTO **0.00** OT **0.00** DT **0.00** Total Hours **63.50**

Time in	Time out	Duration	
August 16, 2021			8.00
8:00am (MDT)	8:50am (MDT)	0.83	SWR > SWR - Sewer Logs
8:50am (MDT)	2:00pm (MDT)	5.17	STRTS > STRTS - Heigho Project
2:00pm (MDT)	4:00pm (MDT)	2.00	PW > PW - City Shop > Shop
August 17, 2021			4.00
8:00am (MDT)	8:40am (MDT)	0.67	SWR > SWR - Sewer Logs
8:40am (MDT)	10:00am (MDT)	1.33	SWR > SWR - Land Application Project
10:00am (MDT)	12:00pm (MDT)	2.00	PW > PW - Office Time
August 23, 2021			10.00
7:00am (MDT)	8:30am (MDT)	1.50	STRTS > STRTS - Peterson Pathway
8:30am (MDT)	9:30am (MDT)	1.00	MTG > MTG - Staff Meeting
9:30am (MDT)	10:20am (MDT)	0.83	SWR > SWR - Sewer Logs
10:20am (MDT)	12:00pm (MDT)	1.67	PW > PW - Office Time
12:00pm (MDT)	2:00pm (MDT)	2.00	WTR > WTR - Service Call
2:00pm (MDT)	3:00pm (MDT)	1.00	PW > PW - City Shop > Shop
6:30pm (MDT)	8:30pm (MDT)	2.00	MTG > MTG - Council Meeting
August 24, 2021			9.00
8:00am (MDT)	5:00pm (MDT)	9.00	STRTS > STRTS - Heigho Project
August 25, 2021			11.00
7:00am (MDT)	6:00pm (MDT)	11.00	STRTS > STRTS - Heigho Project
August 26, 2021			8.00
8:00am (MDT)	10:30am (MDT)	2.50	STRTS > STRTS - Heigho Project
10:30am (MDT)	11:10am (MDT)	0.67	SWR > SWR - Sewer Logs
11:10am (MDT)	1:00pm (MDT)	1.83	PW > PW - Office Time
1:00pm (MDT)	2:15pm (MDT)	1.25	WTR > WTR - Service Call
2:15pm (MDT)	4:00pm (MDT)	1.75	EQP > EQP - Backhoe Maintenance
August 30, 2021			5.50
8:00am (MDT)	8:50am (MDT)	0.83	SWR > SWR - Sewer Logs
11:20am (MDT)	12:40pm (MDT)	1.33	PW > PW - Office Time
12:40pm (MDT)	3:00pm (MDT)	2.33	SWR > SWR - System Maintenance
3:00pm (MDT)	4:00pm (MDT)	1.00	MTG > MTG - Staff Meeting
August 31, 2021			8.00
8:00am (MDT)	8:40am (MDT)	0.67	SWR > SWR - Sewer Logs
8:40am (MDT)	11:40am (MDT)	3.00	STRTS > STRTS - Street Sweeping

11:40am (MDT)	1:00pm (MDT)	1.33	WTR > WTR - Service Call
1:00pm (MDT)	2:00pm (MDT)	1.00	STRTS > STRTS - Heigho Project
2:00pm (MDT)	4:00pm (MDT)	2.00	EQP > EQP - MACK Dump Maintenance