

Jessie Gerke

Pay Period

9/1/2021 to

9/15/2021

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	9/1/2021	1.50							1.50	
Thursday	9/2/2021	8.33							8.33	
Friday	9/3/2021	8.50							8.50	
Saturday	9/4/2021								0.00	
<b>Total Week</b>		<b>18.33</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>18.33</b>	
Sunday	9/5/2021								0.00	
Monday	9/6/2021					8.00			8.00	
Tuesday	9/7/2021	8.00							8.00	
Wednesday	9/8/2021	8.00							8.00	
Thursday	9/9/2021	8.00							8.00	
Friday	9/10/2021	8.00							8.00	
Saturday	9/11/2021								0.00	
<b>Total Week</b>		<b>32.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>40.00</b>	
Sunday	9/12/2021								0.00	
Monday	9/13/2021	9.00							9.00	
Tuesday	9/14/2021	7.00							7.00	
Wednesday	9/15/2021	5.47							5.47	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
<b>Total Week</b>		<b>21.47</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21.47</b>	
<b>Total Pay Period</b>		<b>71.80</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>79.80</b>	

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

09/01/2021 to 09/15/2021

Regular	PTO	OT	DT	Total Hours
<b>71.80</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>71.80</b>

Time in	Time out	Duration	
<b>September 1, 2021</b>			<b>1.50</b>
10:30am (MDT)	11:00am (MDT)	0.50	SWR > SWR - Sewer Logs
11:00am (MDT)	12:00pm (MDT)	1.00	EQP > EQP - MACK Dump Maintenance
<b>September 2, 2021</b>			<b>8.33</b>
8:40am (MDT)	9:20am (MDT)	0.67	SWR > SWR - Sewer Logs
9:20am (MDT)	10:30am (MDT)	1.17	EQP > EQP - VOLVO Dump Maintenance
10:30am (MDT)	2:00pm (MDT)	3.50	PARK > PARK - Maintenance
2:00pm (MDT)	4:00pm (MDT)	2.00	EQP > EQP - MACK Dump Maintenance
4:00pm (MDT)	5:00pm (MDT)	1.00	PW > PW - City Shop > Shop
<b>September 3, 2021</b>			<b>8.50</b>
8:00am (MDT)	9:00am (MDT)	1.00	MTG > MTG - Staff Meeting
9:00am (MDT)	9:40am (MDT)	0.67	PW > PW - Office Time
9:40am (MDT)	10:20am (MDT)	0.67	SWR > SWR - Sewer Logs
10:20am (MDT)	4:30pm (MDT)	6.17	PARK > PARK - Maintenance
<b>NOTES:</b> Labor day			
<b>September 7, 2021</b>			<b>8.00</b>
8:00am (MDT)	8:30am (MDT)	0.50	EQP > EQP - MACK Dump Maintenance
8:30am (MDT)	9:00am (MDT)	0.50	MTG > MTG - Staff Meeting
9:00am (MDT)	9:40am (MDT)	0.67	SWR > SWR - Sewer Logs
9:40am (MDT)	2:00pm (MDT)	4.33	EQP > EQP - Backhoe Maintenance
2:00pm (MDT)	4:00pm (MDT)	2.00	PW > PW - City Shop > Shop
<b>September 8, 2021</b>			<b>8.00</b>
8:00am (MDT)	8:40am (MDT)	0.67	SWR > SWR - Sewer Logs
8:40am (MDT)	9:20am (MDT)	0.67	EQP > EQP - Parts Run
9:20am (MDT)	11:20am (MDT)	2.00	WTR > WTR - Service Call
11:20am (MDT)	2:00pm (MDT)	2.67	STRTS > STRTS - Peterson Pathway
2:00pm (MDT)	3:00pm (MDT)	1.00	PW > PW - Office Time
3:00pm (MDT)	4:00pm (MDT)	1.00	MTG > MTG - Staff Meeting
<b>September 9, 2021</b>			<b>8.00</b>
8:00am (MDT)	8:50am (MDT)	0.83	PW > PW - Office Time
8:50am (MDT)	9:30am (MDT)	0.67	SWR > SWR - Sewer Logs
9:30am (MDT)	11:20am (MDT)	1.83	WTR > WTR - Service Call
11:20am (MDT)	12:30pm (MDT)	1.17	WTR > WTR - Booster Station & Well Logs
12:30pm (MDT)	4:00pm (MDT)	3.50	STRTS > STRTS - Peterson Pathway
<b>September 10, 2021</b>			<b>8.00</b>

8:00am (MDT)	8:40am (MDT)	0.67	MTG > MTG - Staff Meeting
8:40am (MDT)	9:30am (MDT)	0.83	SWR > SWR - Sewer Logs
9:30am (MDT)	11:00am (MDT)	1.50	PW > PW - City Shop > Shop
11:00am (MDT)	1:00pm (MDT)	2.00	WTR > WTR - Service Call
1:00pm (MDT)	4:00pm (MDT)	3.00	PW > PW - Office Time

**September 13, 2021**

**9.00**

8:30am (MDT)	9:30am (MDT)	1.00	MTG > MTG - Staff Meeting
9:30am (MDT)	10:15am (MDT)	0.75	SWR > SWR - Sewer Logs
10:15am (MDT)	1:00pm (MDT)	2.75	SWR > Train - Sewer
1:00pm (MDT)	4:30pm (MDT)	3.50	EQP > EQP - Backhoe Maintenance
6:30pm (MDT)	7:30pm (MDT)	1.00	MTG > MTG - Council Meeting

**September 14, 2021**

**7.00**

8:00am (MDT)	8:40am (MDT)	0.67	SWR > SWR - Sewer Logs
8:40am (MDT)	10:00am (MDT)	1.33	MTG > MTG - Staff Meeting
10:00am (MDT)	11:00am (MDT)	1.00	PW > PW - Office Time
11:00am (MDT)	1:00pm (MDT)	2.00	EQP > EQP - Backhoe Maintenance
1:00pm (MDT)	3:00pm (MDT)	2.00	PW > PW - City Shop > Shop

**September 15, 2021**

**5.47**

8:00am (MDT)	8:40am (MDT)	0.67	SWR > SWR - Sewer Logs
8:40am (MDT)	10:16am (MDT)	1.60	SWR > SWR - System Maintenance
10:16am (MDT)	11:22am (MDT)	1.10	WTR > WTR - Booster Station & Well Logs
1:15pm (MDT)	3:21pm (MDT)	2.10	WTR > WTR - Service Call