<u>1/16/2024</u> to

1/31/2024

				Comp Time						
Day	Date	Regular	Paid OT	Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)	Holiday	РТО	VAC	Total
Sunday	Date	Negulai		(Juliaight)	Time Oscu	in totals)	nonday	110	VAC	0.00
Monday										0.00
Tuesday	1/16/2024	8.50								8.50
, Wednesday	1/17/2024	8.93								8.93
Thursday	1/18/2024	6.00			2.00					8.00
Friday	1/19/2024	8.50								8.50
Saturday	1/20/2024									0.00
Total Week		31.93	0.00	0.00	2.00	0.00	0.00	0.00	0.00	33.93
Sunday	1/21/2024									0.00
Monday	1/22/2024	8.50								8.50
Tuesday	1/23/2024	8.50								8.50
Wednesday	1/24/2024	9.48								9.48
Thursday	1/25/2024	9.15								9.15
Friday	1/26/2024	4.37		4.13						8.50
Saturday	1/27/2024									0.00
Total Week		40.00	0.00	4.13	0.00	0.00	0.00	0.00	0.00	44.13
Sunday	1/28/2024									0.00
Monday	1/29/2024	8.95								8.95
Tuesday	1/30/2024	8.50								8.50
Wednesday	1/31/2024	8.50								8.50
Thursday										0.00
Friday										0.00
Saturday										0.00
Total Week		25.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.95
Total Pay P	eriod	97.88	0.00	4.13	2.00	0.00	0.00	0.00	0.00	104.01

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:

unter Brown /16/2024 to 01/31/202	24	97.88	0.00	4.13	0.00	102.0
Time in	Time out	Duration				
anuary 16, 2024						8.50
7:30am (MST)	8:00am (MST)	0.50	SWR > S	SWR - System M	aintenance	
3:00am (MST) NOTES: Prep for meeting	9:00am (MST) g	1.00	MTG > N	MTG - Staff Meet	ing	
9:00am (MST) IOTES: Clinic frozen me	9:15am (MST) eter	0.25	WTR > V	WTR - Service Ca	all	
9:15am (MST) IOTES: WWTP office no	10:47am (MST) hot water.	1.53	WTR > V	WTR - Service Ca	all	
0:47am (MST) IOTES: Screen room ba	11:10am (MST) ag	0.38	SWR > S	SWR - System M	aintenance	
1:10am (MST) IOTES: Test and run Re	11:45am (MST) ecall Kyle @ Jerry's NAPA	0.58 about carb gasket	EQP > E	QP - Jetter Main	tenance	
1:45am (MST) IOTES: Continue cleani	4:00pm (MST) ng, sorting, labeling, taki	4.25 ing inventory of tools, wa		N - City Shop > S Parts. Prep for er	•	
anuary 17, 2024						8.9
IOTES: Daily Sewer Dat	9:00am (MST) a Recording. Hand Snow preformed in -full mainter nally a respirator)		ks Unit inspectio		ly Aeration Com	
IOTES: Daily Sewer Dat hspection. Inspections p hat, gloves, and occasion 1:00am (MST) IOTES: Clean bottom en	a Recording. Hand Snow preformed in -full mainter	Removal, Daily Headwor nance PPE- to build habit 7.43	ks Unit inspection , and keep orga PW > PV	on/cleaning. Dai nized. (Class 2-: N - City Shop > S	ly Aeration Com 3 reflective gear,	eyewear, DA
IOTES: Daily Sewer Dat Inspection. Inspections p Inat, gloves, and occasion D:00am (MST) IOTES: Clean bottom en Inuary 18, 2024	a Recording. Hand Snow preformed in -full mainten nally a respirator) 4:26pm (MST) nd and heads on Ford co	Removal, Daily Headwor nance PPE- to build habit 7.43 yote. (Blue F250's engine	ks Unit inspection , and keep orga PW > PV e) While attendin	on/cleaning. Dai nized. (Class 2-: N - City Shop > S ng class 1:30	ly Aeration Com 3 reflective gear, Shop	eyewear, DA
nspection. Inspections p nat, gloves, and occasior 9:00am (MST)	a Recording. Hand Snow preformed in -full mainter nally a respirator) 4:26pm (MST)	Removal, Daily Headwor nance PPE- to build habit 7.43	ks Unit inspection , and keep orga PW > PV e) While attendin	on/cleaning. Dai nized. (Class 2-: N - City Shop > S	ly Aeration Com 3 reflective gear, Shop	
IOTES: Daily Sewer Dat hspection. Inspections p hat, gloves, and occasion COOam (MST) IOTES: Clean bottom en anuary 18, 2024 2:00am (MST) anuary 19, 2024 COOAM (MST) IOTES: Daily Sewer Dat hspection. Inspections p hat, gloves, and occasion	a Recording. Hand Snow preformed in -full mainter nally a respirator) 4:26pm (MST) nd and heads on Ford co 6:00am (MST) 9:00am (MST) a Recording. Hand Snow preformed in -full mainter nally a respirator)	Removal, Daily Headwor nance PPE- to build habit 7.43 yote. (Blue F250's engine 6.00 1.50 Removal, Daily Headwor nance PPE- to build habit	ks Unit inspection , and keep orga PW > PV e) While attendin STRTS SWR > S ks Unit inspection , and keep orga	on/cleaning. Dai nized. (Class 2-: N - City Shop > S ng class 1:30 > STRTS - Snow SWR - System M on/cleaning. Dai nized. (Class 2-:	ly Aeration Com 3 reflective gear, 3 hop Removal aintenance ly Aeration Com 3 reflective gear,	eyewear, DA 6.0 8.5 pressors
IOTES: Daily Sewer Dat Inspection. Inspections p at, gloves, and occasion COOam (MST) IOTES: Clean bottom en anuary 18, 2024 2:00am (MST) IOTES: Daily Sewer Dat Inspection. Inspections p at, gloves, and occasion COOam (MST)	A Recording. Hand Snow preformed in -full mainten hally a respirator) 4:26pm (MST) nd and heads on Ford co 6:00am (MST) 9:00am (MST) A Recording. Hand Snow preformed in -full mainten hally a respirator) 11:10am (MST)	Removal, Daily Headwor nance PPE- to build habit 7.43 yote. (Blue F250's engine 6.00 1.50 Removal, Daily Headwor	ks Unit inspection , and keep orga PW > PV e) While attendin STRTS SWR > S ks Unit inspection , and keep orga	on/cleaning. Dai nized. (Class 2-: N - City Shop > S ng class 1:30 > STRTS - Snow SWR - System M on/cleaning. Dai	ly Aeration Com 3 reflective gear, 3 hop Removal aintenance ly Aeration Com 3 reflective gear,	eyewear, DA 6.0 8.5 pressors
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12:03pm (MST) 4:00pm (MST) 3.95 EQP > EQP - Loader Maintenance NOTES: Inform PW Director of damage Remove shattered windshield Call Coastline for quote and replacement. Call city clerk for Equipment Budget info Confirm a temporary fix (Recycled plexiglass) January 23, 2024 8.50 7:30am (MST) 9:00am (MST) 1.50 SWR > SWR - System Maintenance NOTES: Daily Sewer Data Recording. Hand Snow Removal, Daily Headworks Unit inspection/cleaning. Daily Aeration Compressors inspection. Inspections preformed in -full maintenance PPE- to build habit, and keep organized. (Class 2-3 reflective gear, eyewear, DAX hat, gloves, and occasionally a respirator) 9:00am (MST) 4:00pm (MST) 7.00 SWR > SWR - System Maintenance NOTES: Prep for early discharge. Remove block balls Prep chlorine and mixer Reinstate chlorine operations Prep dechlor and mixer January 24, 2024 9.48 7:30am (MST) 9:00am (MST) 1.50 SWR > SWR - System Maintenance NOTES: Daily Sewer Data Recording. Hand Snow Removal, Daily Headworks Unit inspection/cleaning. Daily Aeration Compressors inspection. Inspections preformed in -full maintenance PPE- to build habit, and keep organized. (Class 2-3 reflective gear, eyewear, DAX hat, gloves, and occasionally a respirator) 9:00am (MST) 12:30pm (MST) 3.50 EQP > EQP - Jetter Maintenance NOTES: Install carb kit 12:30pm (MST) 4:59pm (MST) 4.48 SWR > Train - Sewer NOTES: Attend Sewer class January 25, 2024 9.15 7:30am (MST) 9:00am (MST) 1.50 SWR > SWR - System Maintenance NOTES: Daily Sewer Data Recording. Hand Snow Removal, Daily Headworks Unit inspection/cleaning. Daily Aeration Compressors inspection. Inspections preformed in -full maintenance PPE- to build habit, and keep organized. (Class 2-3 reflective gear, eyewear, DAX hat, gloves, and occasionally a respirator) 9:00am (MST) 11:35am (MST) 2 58 EQP > EQP - Jetter Maintenance NOTES: Call Johnny brown for carburetor advice. Make adjustments. PW > PW - City Shop > Shop 11:35am (MST) 1:00pm (MST) 1.42 NOTES: Retrieve toolbox from Johnny brown iii. Clean and retrofit into city shop EQP > EQP - F350 Truck Maintenance 1:00pm (MST) 1:45pm (MST) 0.75 NOTES: Meeting with Julie about retirement of Blue Ford utility truck and possable reassignment as a trailer. 1:45pm (MST) 4:39pm (MST) 2.90 PW > PW - City Shop > Shop NOTES: Continue cleaning and fitting toolbox January 26, 2024 8.50 7:30am (MST) 9:00am (MST) 1.50 SWR > SWR - System Maintenance NOTES: Daily Sewer Data Recording. Hand Snow Removal, Daily Headworks Unit inspection/cleaning. Daily Aeration Compressors inspection. Inspections preformed in -full maintenance PPE- to build habit, and keep organized. (Class 2-3 reflective gear, eyewear, DAX hat, gloves, and occasionally a respirator) 9:00am (MST) 4:00pm (MST) 7 00 PW > PW - City Shop > Shop NOTES: Continue fitting toolbox. Prep for dismantle of retired blue utility truck. 8.95 January 29, 2024 7:30am (MST) 8:30am (MST) 1.00 SWR > SWR - System Maintenance NOTES: Daily Sewer Data Recording. Hand Snow Removal, Daily Headworks Unit inspection/cleaning. Daily Aeration Compressors inspection. Inspections preformed in -full maintenance PPE- to build habit, and keep organized. (Class 2-3 reflective gear, eyewear, DAX hat, gloves, and occasionally a respirator) 8:30am (MST) 9:00am (MST) 0 50 MTG > MTG - Staff Meeting

9:00am (MST) NOTES: Post project o	9:40am (MST) 0.67 roject cleanup.		PW > PW - City Shop > Shop		
9:40am (MST) NOTES: Remove chair	10:25am (MST)	0.75	EQP > EQP - Grader Maintenance		
10:25am (MST) NOTES: Confirm rear	12:40pm (MST) brakes issue, get quote, the	2.25 en inform Julie.	EQP > EQP - S10 Truck Maintenance		
12:40pm (MST) NOTES: Inspect base	4:27pm (MST) board heaters Replace faul	3.78 ty water heater	SWR > SWR - System Maintenance		
January 30, 2024			8.50		
	s preformed in -full mainter		SWR > SWR - System Maintenance works Unit inspection/cleaning. Daily Aeration Compressors abit, and keep organized. (Class 2-3 reflective gear, eyewear, DAX		
9:00am (MST) NOTES: Remove cab	4:00pm (MST)	7.00	EQP > EQP - F350 Truck Maintenance		
January 31, 2024			8.50		
-	s preformed in -full mainter	· -	SWR > SWR - System Maintenance works Unit inspection/cleaning. Daily Aeration Compressors abit, and keep organized. (Class 2-3 reflective gear, eyewear, DAX		
9:00am (MST) NOTES: Drop tranny F	11:43am (MST) Pull drive shafts Cut and Be	2.72 nd frame Weld coupl	EQP > EQP - F350 Truck Maintenance ing		
11:43am (MST) NOTES: To McCall to r	12:30pm (MST) retrieve loader windscreen.	0.78	EQP > EQP - Parts Run		
12:30pm (MST)	4:00pm (MST)	3.50	EQP > EQP - F350 Truck Maintenance		