

Jessie Gerke

Pay Period

7/16/2021 to

7/31/2021

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									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday	7/16/2021	8.00							8.00	
Saturday	7/17/2021								0.00	
<b>Total Week</b>		<b>8.00</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>8.00</b>	
Sunday	7/18/2021								0.00	
Monday	7/19/2021	8.08							8.08	
Tuesday	7/20/2021	6.00							6.00	
Wednesday	7/21/2021	8.00							8.00	
Thursday	7/22/2021	8.00							8.00	
Friday	7/23/2021	7.17							7.17	
Saturday	7/24/2021								0.00	
<b>Total Week</b>		<b>37.25</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>37.25</b>	
Sunday	7/25/2021								0.00	
Monday	7/26/2021	8.17							8.17	
Tuesday	7/27/2021	8.00							8.00	
Wednesday	7/28/2021	7.00							7.00	
Thursday	7/29/2021	7.50							7.50	
Friday	7/30/2021	5.50							5.50	
Saturday	7/31/2021								0.00	
<b>Total Week</b>		<b>36.17</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>36.17</b>	
<b>Total Pay Period</b>		<b>81.42</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>81.42</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

07/16/2021 to 07/31/2021

Regular	PTO	OT	DT	Total Hours
<b>81.42</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>81.42</b>

Time in	Time out	Duration	
<b>July 16, 2021</b>			<b>8.00</b>
8:00am (MDT)	9:00am (MDT)	1.00	SWR > SWR - Land Application Project
9:00am (MDT)	10:00am (MDT)	1.00	SWR > SWR - Sewer Logs
10:00am (MDT)	12:00pm (MDT)	2.00	PW > PW - Office Time
12:00pm (MDT)	2:00pm (MDT)	2.00	WTR > WTR - Service Call
<b>NOTES:</b> 5 maintenance			
2:00pm (MDT)	4:00pm (MDT)	2.00	SWR > SWR - Land Application Project
<b>July 19, 2021</b>			<b>8.08</b>
8:00am (MDT)	9:00am (MDT)	1.00	PW > PW - Office Time
9:00am (MDT)	9:40am (MDT)	0.67	SWR > SWR - Sewer Logs
9:40am (MDT)	11:00am (MDT)	1.33	SWR > SWR - Land Application Project
11:00am (MDT)	1:30pm (MDT)	2.50	WTR > WTR - Meter Reading
1:30pm (MDT)	3:30pm (MDT)	2.00	WTR > WTR - Service Call
3:30pm (MDT)	4:05pm (MDT)	0.58	PW > PW - City Shop > Shop
<b>July 20, 2021</b>			<b>6.00</b>
8:00am (MDT)	8:40am (MDT)	0.67	SWR > SWR - Sewer Logs
8:40am (MDT)	9:20am (MDT)	0.67	PW > PW - Office Time
9:20am (MDT)	10:30am (MDT)	1.17	WTR > WTR - Service Call
10:30am (MDT)	11:30am (MDT)	1.00	STRTS > STRTS - Peterson Pathway
11:30am (MDT)	1:30pm (MDT)	2.00	PW > PW - Office Time
<b>NOTES:</b> Hospital			
1:30pm (MDT)	2:00pm (MDT)	0.50	SWR > SWR - Sewer Testing
<b>July 21, 2021</b>			<b>8.00</b>
8:00am (MDT)	8:40am (MDT)	0.67	PW > PW - Office Time
8:40am (MDT)	9:20am (MDT)	0.67	SWR > SWR - Sewer Logs
9:20am (MDT)	12:00pm (MDT)	2.67	WTR > WTR - Service Call
12:00pm (MDT)	1:30pm (MDT)	1.50	MTG > MTG - Staff Meeting
1:30pm (MDT)	4:00pm (MDT)	2.50	PW > PW - City Shop > Shop
<b>July 22, 2021</b>			<b>8.00</b>
8:00am (MDT)	8:30am (MDT)	0.50	PW > PW - Office Time
8:30am (MDT)	9:00am (MDT)	0.50	SWR > SWR - Sewer Logs
9:00am (MDT)	10:40am (MDT)	1.67	WTR > WTR - Service Call
10:40am (MDT)	12:00pm (MDT)	1.33	STRTS > Train - Streets
12:00pm (MDT)	2:00pm (MDT)	2.00	WTR > WTR - Service Call
2:00pm (MDT)	2:40pm (MDT)	0.67	PW > PW - Office Time

2:40pm (MDT)	4:00pm (MDT)	1.33	MTG > MTG - Staff Meeting
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NOTES: Well bid

**July 23, 2021**

**7.17**

8:00am (MDT)	8:30am (MDT)	0.50	SWR > SWR - Sewer Logs
9:40am (MDT)	12:00pm (MDT)	2.33	STRTS > STRTS - Peterson Pathway
12:00pm (MDT)	1:00pm (MDT)	1.00	MTG > MTG - Staff Meeting
1:00pm (MDT)	2:00pm (MDT)	1.00	PW > PW - City Shop > Shop
2:00pm (MDT)	3:00pm (MDT)	1.00	PW > PW - Office Time
3:00pm (MDT)	4:20pm (MDT)	1.33	SWR > SWR - Land Application Project

**July 26, 2021**

**8.17**

8:30am (MDT)	9:30am (MDT)	1.00	MTG > MTG - Staff Meeting
9:30am (MDT)	11:10am (MDT)	1.67	SWR > SWR - Sewer Testing
11:10am (MDT)	12:30pm (MDT)	1.33	WTR > WTR - Service Call
12:30pm (MDT)	1:30pm (MDT)	1.00	STRTS > STRTS - Pot Hole Repair
1:30pm (MDT)	3:00pm (MDT)	1.50	PARK > PARK - Mowing / Trimming
3:00pm (MDT)	4:00pm (MDT)	1.00	PARK > PARK - Irrigation
4:00pm (MDT)	4:40pm (MDT)	0.67	PW > PW - City Shop > Shop

**July 27, 2021**

**8.00**

8:30am (MDT)	9:30am (MDT)	1.00	PW > PW - Office Time
9:30am (MDT)	10:10am (MDT)	0.67	SWR > SWR - Sewer Logs
10:10am (MDT)	11:00am (MDT)	0.83	PW > PW - Office Time
11:00am (MDT)	1:30pm (MDT)	2.50	WTR > WTR - Service Call
1:30pm (MDT)	3:00pm (MDT)	1.50	STRTS > STRTS - Peterson Pathway
3:00pm (MDT)	4:00pm (MDT)	1.00	PARK > PARK - Irrigation
4:00pm (MDT)	4:30pm (MDT)	0.50	PW > PW - City Shop > Shop

**July 28, 2021**

**7.00**

9:00am (MDT)	9:40am (MDT)	0.67	STRTS > STRTS - Peterson Pathway
9:40am (MDT)	10:20am (MDT)	0.67	SWR > SWR - Sewer Logs
10:20am (MDT)	11:20am (MDT)	1.00	WTR > WTR - Booster Station & Well Logs
11:20am (MDT)	12:30pm (MDT)	1.17	EQP > EQP - Parts Run
12:30pm (MDT)	3:00pm (MDT)	2.50	PARK > PARK - Restroom
3:00pm (MDT)	4:00pm (MDT)	1.00	PARK > PARK - Irrigation

**July 29, 2021**

**7.50**

9:00am (MDT)	10:00am (MDT)	1.00	MTG > MTG - Staff Meeting
10:00am (MDT)	10:40am (MDT)	0.67	SWR > SWR - Sewer Logs
10:40am (MDT)	11:30am (MDT)	0.83	WTR > WTR - Booster Station & Well Logs
11:30am (MDT)	1:00pm (MDT)	1.50	SWR > SWR - Service Call

1:00pm (MDT)	2:30pm (MDT)	1.50	WTR > WTR - Service Call
2:30pm (MDT)	3:30pm (MDT)	1.00	PW > PW - Office Time
3:30pm (MDT)	4:30pm (MDT)	1.00	PARK > PARK - Irrigation

**July 30, 2021**

**5.50**

10:10am (MDT)	11:00am (MDT)	0.83	SWR > SWR - Sewer Logs
11:00am (MDT)	11:40am (MDT)	0.67	WTR > WTR - Booster Station & Well Logs
11:40am (MDT)	1:00pm (MDT)	1.33	PW > PW - Office Time
1:00pm (MDT)	2:00pm (MDT)	1.00	PARK > PARK - Irrigation
2:00pm (MDT)	3:40pm (MDT)	1.67	PW > PW - City Shop > Shop