

Jessica Gerke

Pay Period

11/16/2020 to

11/30/2020

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	11/16/2020	8.03							8.03	
Tuesday	11/17/2020	7.58			0.42				8.00	
Wednesday	11/18/2020	7.53			0.49				8.02	
Thursday	11/19/2020	7.92							7.92	
Friday	11/20/2020	8.03							8.03	
Saturday	11/21/2020								0.00	
Total Week		39.09	0.00	0.00	0.91	0.00	0.00	0.00	40.00	
Sunday	11/22/2020								0.00	
Monday	11/23/2020	7.92			0.03				7.95	
Tuesday	11/24/2020	7.72			0.28				8.00	
Wednesday	11/25/2020	8.05							8.05	
Thursday	11/26/2020					8.00			8.00	
Friday	11/27/2020							8.00	8.00	
Saturday	11/28/2020								0.00	
Total Week		23.69	0.00	0.00	0.31	8.00	0.00	8.00	40.00	
Sunday	11/29/2020								0.00	
Monday	11/30/2020	7.28			0.72				8.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
Total Week		7.28	0.00	0.00	0.72	0.00	0.00	0.00	8.00	
Total Pay Period		70.06	0.00	0.00	1.94	8.00	0.00	8.00	88.00	

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

11/16/2020 to 11/30/2020

Regular **70.07** PTO **0.00** OT **0.00** DT **0.00** Total Hours **70.07**

Time in	Time out	Duration	
November 16, 2020			8.03
7:57am (MST)	8:36am (MST)	0.65	SWR > SWR - Sewer Logs
8:36am (MST)	9:12am (MST)	0.60	MTG > MTG - Staff Meeting
9:12am (MST)	1:04pm (MST)	3.87	STRTS > STRTS - Peterson Pathway
1:04pm (MST)	2:20pm (MST)	1.27	WTR > WTR - Service Call
2:20pm (MST)	3:10pm (MST)	0.83	WTR > WTR - Booster Station & Well Logs
3:10pm (MST)	3:59pm (MST)	0.82	Animal Control > Animal Control Patrol
November 17, 2020			7.58
7:55am (MST)	8:32am (MST)	0.62	SWR > SWR - Sewer Logs
8:32am (MST)	9:40am (MST)	1.13	PW > PW - Office Time
9:40am (MST)	3:30pm (MST)	5.83	STRTS > STRTS - Peterson Pathway
November 18, 2020			7.53
8:01am (MST)	8:43am (MST)	0.70	SWR > SWR - Sewer Logs
8:43am (MST)	10:03am (MST)	1.33	SWR > SWR - System Maintenance
10:03am (MST)	10:47am (MST)	0.73	WTR > WTR - Booster Station & Well Logs
10:47am (MST)	11:41am (MST)	0.90	MTG > MTG - Staff Meeting
11:41am (MST)	12:31pm (MST)	0.83	PARK > PARK - Restroom
12:31pm (MST)	1:26pm (MST)	0.92	EQP > EQP - Parts Run
1:26pm (MST)	3:33pm (MST)	2.12	PW > PW - City Shop
November 19, 2020			7.92
8:04am (MST)	8:42am (MST)	0.63	SWR > SWR - Sewer Logs
8:42am (MST)	9:34am (MST)	0.87	MTG > MTG - Staff Meeting
9:34am (MST)	10:15am (MST)	0.68	WTR > WTR - Booster Station & Well Logs
10:15am (MST)	12:03pm (MST)	1.80	SWR > SWR - System Maintenance
12:03pm (MST)	12:55pm (MST)	0.87	Animal Control > Animal Control Patrol
12:55pm (MST)	1:47pm (MST)	0.87	STRTS > STRTS - Peterson Pathway
1:47pm (MST)	2:38pm (MST)	0.85	WTR > WTR - Service Call
2:38pm (MST)	3:59pm (MST)	1.35	PW > PW - City Shop
November 20, 2020			8.03
7:56am (MST)	8:39am (MST)	0.72	SWR > SWR - Sewer Logs
8:39am (MST)	9:26am (MST)	0.78	PW > PW - Office Time
9:26am (MST)	11:01am (MST)	1.58	SWR > SWR - System Maintenance
11:01am (MST)	11:53am (MST)	0.87	WTR > WTR - Service Call
11:53am (MST)	1:15pm (MST)	1.37	Animal Control > Animal Control Care of Animals

1:15pm (MST)	3:58pm (MST)	2.72	IND > IND – Industrial Park Maintenance
November 23, 2020			7.92
7:54am (MST)	8:35am (MST)	0.68	SWR > SWR – Sewer Logs
8:35am (MST)	10:02am (MST)	1.45	STRTS > STRTS – Peterson Pathway
10:02am (MST)	12:27pm (MST)	2.42	PARK > PARK – Maintenance
12:27pm (MST)	1:05pm (MST)	0.63	WTR > WTR – Booster Station & Well Logs
1:05pm (MST)	1:48pm (MST)	0.72	Animal Control > Animal Control Patrol
1:48pm (MST)	2:35pm (MST)	0.78	WTR > WTR – Service Call
2:35pm (MST)	3:49pm (MST)	1.23	PW > PW – City Shop
November 24, 2020			7.72
7:57am (MST)	8:40am (MST)	0.72	SWR > SWR – Sewer Logs
8:40am (MST)	9:58am (MST)	1.30	WTR > WTR – Booster Pump Maintenance
9:58am (MST)	11:10am (MST)	1.20	FIRE/EMS
11:10am (MST)	11:50am (MST)	0.67	WTR > WTR – Booster Station & Well Logs
11:50am (MST)	12:38pm (MST)	0.80	MTG > MTG – Staff Meeting
12:38pm (MST)	2:24pm (MST)	1.77	PW > PW – City Shop
2:24pm (MST)	3:40pm (MST)	1.27	Animal Control > Animal Control Patrol
November 25, 2020			8.05
7:56am (MST)	8:40am (MST)	0.73	SWR > SWR – Sewer Logs
8:40am (MST)	10:27am (MST)	1.78	SWR > SWR – System Maintenance
10:27am (MST)	11:46am (MST)	1.32	IND > IND – Industrial Park Maintenance
11:46am (MST)	1:11pm (MST)	1.42	FIRE/EMS
1:11pm (MST)	2:37pm (MST)	1.43	PW > PW – City Shop
2:37pm (MST)	3:59pm (MST)	1.37	WTR > WTR – Service Call
November 30, 2020			7.28
8:01am (MST)	8:41am (MST)	0.67	SWR > SWR – Sewer Logs
8:41am (MST)	9:33am (MST)	0.87	MTG > MTG – Staff Meeting
9:33am (MST)	10:05am (MST)	0.53	WTR > WTR – Service Call
NOTES: Red door			
10:05am (MST)	10:42am (MST)	0.62	WTR > WTR – Booster Station & Well Logs
10:42am (MST)	2:05pm (MST)	3.38	PW > PW – Office Time
2:05pm (MST)	3:18pm (MST)	1.22	Animal Control > Animal Control Patrol