

Dana Kautz

Pay Period

11/1/2023 to

11/15/2023

| 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 | 11/1/2023 | 2.85 | | | | | | | 2.85 | |
| Thursday | 11/2/2023 | | | | | | | | 0.00 | |
| Friday | 11/3/2023 | | | | | | | | 0.00 | |
| Saturday | 11/4/2023 | | | | | | | | 0.00 | |
| Total Week | | 2.85 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2.85 | |
| Sunday | 11/5/2023 | | | | | | | | 0.00 | |
| Monday | 11/6/2023 | 2.95 | | | | | | | 2.95 | |
| Tuesday | 11/7/2023 | 2.48 | | | | | | | 2.48 | |
| Wednesday | 11/8/2023 | 2.82 | | | | | | | 2.82 | |
| Thursday | 11/9/2023 | 2.63 | | | | | | | 2.63 | |
| Friday | 11/10/2023 | | | | | | | | 0.00 | |
| Saturday | 11/11/2023 | | | | | | | | 0.00 | |
| Total Week | | 10.88 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10.88 | |
| Sunday | 11/12/2023 | | | | | | | | 0.00 | |
| Monday | 11/13/2023 | 2.73 | | | | | | | 2.73 | |
| Tuesday | 11/14/2023 | | | | | | | | 0.00 | |
| Wednesday | 11/15/2023 | 2.96 | | | | | | | 2.96 | |
| Thursday | | | | | | | | | 0.00 | |
| Friday | | | | | | | | | 0.00 | |
| Saturday | | | | | | | | | 0.00 | |
| Total Week | | 5.69 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5.69 | |
| Total Pay Period | | 19.42 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 19.42 | |

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:

Dana Kautz

11/01/2023 to 11/15/2023

| | | | | |
|---------|------|------|------|-------------|
| Regular | PTO | OT | DT | Total Hours |
| 19.42 | 0.00 | 0.00 | 0.00 | 19.42 |

| Time in | Time out | Duration | |
|--------------------------|--------------|----------|--------------------------------|
| November 1, 2023 | | | |
| 12:34pm (MST) | 3:25pm (MST) | 2.85 | ADM > ADM - Customer Relations |
| November 6, 2023 | | | |
| 12:33pm (MST) | 3:30pm (MST) | 2.95 | ADM > ADM - Customer Relations |
| November 7, 2023 | | | |
| 12:52pm (MST) | 3:21pm (MST) | 2.48 | ADM > ADM - Customer Relations |
| November 8, 2023 | | | |
| 12:35pm (MST) | 3:24pm (MST) | 2.82 | ADM > ADM - Customer Relations |
| November 9, 2023 | | | |
| 12:43pm (MST) | 3:21pm (MST) | 2.63 | ADM > ADM - Customer Relations |
| November 13, 2023 | | | |
| 12:40pm (MST) | 3:24pm (MST) | 2.73 | ADM > ADM - Customer Relations |
| November 15, 2023 | | | |
| 12:34pm (MST) | 3:31pm (MST) | 2.95 | ADM > ADM - Customer Relations |