

Hunter Brown

Pay Period

11/1/2023 to

11/16/2023

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	8.50							8.50	
Thursday	11/2/2023	8.50							8.50	
Friday	11/3/2023	8.50							8.50	
Saturday	11/4/2023								0.00	
Total Week		25.50	0.00	0.00	0.00	0.00	0.00	0.00	25.50	
Sunday	11/5/2023								0.00	
Monday	11/6/2023	8.50							8.50	
Tuesday	11/7/2023	8.42							8.42	
Wednesday	11/8/2023	9.00							9.00	
Thursday	11/9/2023	8.50							8.50	
Friday	11/10/2023					8.00			8.00	
Saturday	11/11/2023								0.00	
Total Week		34.42	0.00	0.00	0.00	8.00	0.00	0.00	42.42	
Sunday	11/12/2023								0.00	
Monday	11/13/2023	9.28							9.28	
Tuesday	11/14/2023	8.50							8.50	
Wednesday	11/15/2023	8.50							8.50	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
Total Week		26.28	0.00	0.00	0.00	0.00	0.00	0.00	26.28	
Total Pay Period		86.20	0.00	0.00	0.00	8.00	0.00	0.00	94.20	

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:

Hunter Brown

11/01/2023 to 11/15/2023

Regular	PTO	OT	DT	Total Hours
83.45	0.00	2.75	0.00	86.20

Time in	Time out	Duration	
November 1, 2023			8.50
7:30am (MST)	9:00am (MST)	1.50	SWR > SWR - System Maintenance NOTES: Daily Sewer Data Recording. Daily Headworks Unit inspection/cleaning. Daily Aeration Compressors inspection. Inspections performed 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)	9:32am (MST)	0.53	STRTS > STRTS - Road Hazard NOTES: Reflective Tape on John's ditch block
9:32am (MST)	10:00am (MST)	0.47	PARK > PARK - Irrigation NOTES: Assist Ivan with irrigation draining
10:00am (MST)	10:23am (MST)	0.38	PARK > PARK - Maintenance NOTES: Assess keosk damage
10:23am (MST)	11:37am (MST)	1.23	WTR > WTR - Water Testing NOTES: Assist Ivan with hydrant flushing and chlorine testing.
11:37am (MST)	12:45pm (MST)	1.13	STRTS > STRTS - Sign Maintenance / Replacement NOTES: Install "engine brakes prohibited" signs
12:45pm (MST)	4:00pm (MST)	3.25	STRTS > Train - Streets NOTES: Truck road mix
November 2, 2023			8.50
7:30am (MST)	9:00am (MST)	1.50	SWR > SWR - System Maintenance NOTES: Daily Sewer Data Recording. Daily Headworks Unit inspection/cleaning. Daily Aeration Compressors inspection. Inspections performed 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)	9:37am (MST)	0.62	WTR > WTR - Booster Station & Well Logs NOTES: Examine equipment, explore manuals, research displays, and attempt to gain a basic understanding of the new booster station and it's normal operating status.
9:37am (MST)	4:00pm (MST)	6.38	STRTS > STRTS - Storm Drainage
November 3, 2023			8.50
7:30am (MST)	4:00pm (MST)	8.50	SWR > SWR - System Maintenance NOTES: Daily Sewer Data Recording. Daily Headworks Unit inspection/cleaning. Daily Aeration Compressors inspection. Inspections performed in -full maintenance PPE- to build habit, and keep organized. (Class 2-3 reflective gear, eyewear, DAX hat, gloves, and occasionally a respirator)
November 6, 2023			8.50
7:30am (MST)	9:00am (MST)	1.50	SWR > SWR - System Maintenance NOTES: Daily Sewer Data Recording. Daily Headworks Unit inspection/cleaning. Daily Aeration Compressors inspection. Inspections performed 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)	10:00am (MST)	1.00	STRTS > STRTS - Storm Drainage NOTES: Drive town and check for issues.
10:00am (MST)	10:16am (MST)	0.27	PARK > PARK - Maintenance NOTES: C&M to order plexi glass and appropriate skill saw blade.
10:16am (MST)	11:00am (MST)	0.73	EQP > EQP - S10 Truck Maintenance NOTES: Ask Johnny Brown to assess Death Wobble.

11:00am (MST) 4:00pm (MST) 5.00 EQP > EQP - MACK Dump Maintenance
NOTES: Full annual maintenance.

November 7, 2023 8.42

7:30am (MST) 9:00am (MST) 1.50 SWR > SWR - System Maintenance
NOTES: Daily Sewer Data Recording. Daily Headworks Unit inspection/cleaning. Daily Aeration Compressors inspection. Inspections performed 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) 9:25am (MST) 0.42 PW > PW - City Shop > Shop
NOTES: Swap storage buckets for land app chains.

9:25am (MST) 3:55pm (MST) 6.50 EQP > EQP - S10 Truck Maintenance
NOTES: Clean and Annual maintenance Make appointment with Les Schwab for tires.

November 8, 2023 9.00

7:30am (MST) 9:00am (MST) 1.50 SWR > SWR - System Maintenance
NOTES: Daily Sewer Data Recording. Daily Headworks Unit inspection/cleaning. Daily Aeration Compressors inspection. Inspections performed 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) 1:00pm (MST) 4.00 IND > IND - Industrial Park Maintenance
NOTES: Assist Ivan with dog pound

1:00pm (MST) 4:30pm (MST) 3.50 SWR > Train - Sewer
NOTES: Attend NRWA class

November 9, 2023 8.50

7:30am (MST) 9:00am (MST) 1.50 SWR > SWR - System Maintenance
NOTES: Daily Sewer Data Recording. Daily Headworks Unit inspection/cleaning. Daily Aeration Compressors inspection. Inspections performed 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 WTR > WTR- Fire Hydrants
NOTES: Flush chloramines

November 13, 2023 9.28

7:30am (MST) 9:00am (MST) 1.50 SWR > SWR - System Maintenance
NOTES: Daily Sewer Data Recording. Daily Headworks Unit inspection/cleaning. Daily Aeration Compressors inspection. Inspections performed 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) 10:08am (MST) 1.13 EQP > EQP - Parts Run
NOTES: C&M for: "I" Bolts - Hydra sling Daylight sensor - West equ. bays Replacement Tail light bulb - S10 X2 hardhat - PW Shop Check on: plexi glass - kiosk Window - storage building

10:08am (MST) 3:08pm (MST) 5.00 IND > IND - Industrial Park Maintenance
NOTES: Resume installing UpRights for Hydra Sling.

3:08pm (MST) 4:47pm (MST) 1.65 IND > IND - Industrial Park Maintenance
NOTES: Install daylight sensor and run extension cords.

November 14, 2023 8.50

7:30am (MST) 9:00am (MST) 1.50 SWR > SWR - System Maintenance
NOTES: Daily Sewer Data Recording. Daily Headworks Unit inspection/cleaning. Daily Aeration Compressors inspection. Inspections performed 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 IND > IND - Industrial Park Maintenance

NOTES: Finish UpRights for Hydra-Sling. Bring gravel to Jessie while grading. Assist John with faulty meter on Kathrin. Clean north shed bays in prep for skid steer.

November 15, 2023

8.50

7:30am (MST) 9:00am (MST) 1.50 SWR > SWR - System Maintenance

NOTES: Daily Sewer Data Recording. Daily Headworks Unit inspection/cleaning. Daily Aeration Compressors inspection. Inspections performed 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 IND > IND - Industrial Park Maintenance

NOTES: Resume cleaning in prep for skid-steer