

Daniel Potter

Pay Period

5/1/2022 to

5/15/2022

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	5/1/2022								0.00	
Monday	5/2/2022	8.15							8.15	
Tuesday	5/3/2022	8.45							8.45	
Wednesday	5/4/2022	6.45							6.45	
Thursday	5/5/2022	8.78							8.78	
Friday	5/6/2022	3.35							3.35	
Saturday	5/7/2022								0.00	
Total Week		35.18	0.00	0.00	0.00	0.00	0.00	0.00	35.18	
Sunday	5/8/2022								0.00	
Monday	5/9/2022	8.25							8.25	
Tuesday	5/10/2022	8.57							8.57	
Wednesday	5/11/2022	8.55							8.55	
Thursday	5/12/2022	7.33							7.33	
Friday	5/13/2022	8.07							8.07	
Saturday	5/14/2022								0.00	
Total Week		40.77	0.00	0.00	0.00	0.00	0.00	0.00	40.77	
Sunday	5/15/2022								0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
Total Week		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total Pay Period		75.95	0.00	0.00	0.00	0.00	0.00	0.00	75.95	

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:

Daniel Potter

05/01/2022 to 05/15/2022

Regular **75.18** PTO **0.00** OT **0.77** DT **0.00** Total Hours **75.95**

Time in	Time out	Duration		
May 2, 2022				8.15
8:08am (MDT)	8:31am (MDT)	0.38	SWR > SWR - System Maintenance	
8:31am (MDT)	9:13am (MDT)	0.70	MTG > MTG - Staff Meeting	
9:13am (MDT)	10:16am (MDT)	1.05	SWR > SWR - System Maintenance	
10:16am (MDT)	4:17pm (MDT)	6.02	SWR > SWR - Land Application Project	
May 3, 2022				8.45
8:18am (MDT)	9:06am (MDT)	0.80	WTR > WTR - Booster Station & Well Logs	
9:06am (MDT)	4:45pm (MDT)	7.65	STRTS > STRTS - Storm Drainage	
May 4, 2022				6.45
8:26am (MDT)	9:02am (MDT)	0.60	WTR > WTR - Booster Station & Well Logs	
9:02am (MDT)	2:01pm (MDT)	4.98	STRTS > STRTS - Storm Drainage	
2:01pm (MDT)	2:53pm (MDT)	0.87	PARK > PARK - Restroom	
May 5, 2022				8.78
9:01am (MDT)	12:49pm (MDT)	3.80	STRTS > STRTS - Sign Maintenance / Replacement	
12:49pm (MDT)	5:48pm (MDT)	4.98	WTR > WTR - Service Call	
May 6, 2022				3.35
8:17am (MDT)	11:38am (MDT)	3.35	SWR > SWR - System Maintenance	
May 9, 2022				8.25
8:30am (MDT)	9:28am (MDT)	0.97	MTG > MTG - Staff Meeting	
9:28am (MDT)	4:45pm (MDT)	7.28	SWR > SWR - System Maintenance	
May 10, 2022				8.57
8:29am (MDT)	5:03pm (MDT)	8.57	SWR > SWR - System Maintenance	
May 11, 2022				8.55
8:31am (MDT)	5:04pm (MDT)	8.55	PARK > PARK - Restroom	
May 12, 2022				7.33
8:49am (MDT)	9:17am (MDT)	0.47	WTR > WTR - Booster Station & Well Logs	
9:17am (MDT)	4:09pm (MDT)	6.87	STRTS > STRTS - Grading / Blading	
May 13, 2022				8.07
8:56am (MDT)	5:00pm (MDT)	8.07	STRTS > STRTS - Sign Maintenance / Replacement	