

Dana Kautz

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	6.57								6.57
Tuesday	5/3/2022									0.00
Wednesday	5/4/2022									0.00
Thursday	5/5/2022									0.00
Friday	5/6/2022									0.00
Saturday	5/7/2022									0.00
<b>Total Week</b>		<b>6.57</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>0.00</b>	<b>6.57</b>
Sunday	5/8/2022									0.00
Monday	5/9/2022									0.00
Tuesday	5/10/2022	1.76								1.76
Wednesday	5/11/2022									0.00
Thursday	5/12/2022									0.00
Friday	5/13/2022									0.00
Saturday	5/14/2022									0.00
<b>Total Week</b>		<b>1.76</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>0.00</b>	<b>1.76</b>
Sunday	5/15/2022									0.00
Monday										0.00
Tuesday										0.00
Wednesday										0.00
Thursday										0.00
Friday										0.00
Saturday										0.00
<b>Total Week</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>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Pay Period</b>		<b>8.33</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>0.00</b>	<b>8.33</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:

# Dana Kautz

05/01/2022 to 05/15/2022

Regular	PTO	OT	DT	Total Hours
<b>8.33</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.33</b>

Time in	Time out	Duration	
<b>May 2, 2022</b>			
8:37am (MDT)	9:00am (MDT)	0.38	MTG > MTG - Staff Meeting
9:00am (MDT)	3:11pm (MDT)	6.18	MTG > MTG - Staff Meeting
<b>May 10, 2022</b>			
1:18pm (MDT)	3:04pm (MDT)	1.77	ADM > ADM - Customer Relations