

Angie Mettie

Pay Period

11/1/2021 to

11/15/2021

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	11/1/2021	4.33							4.33	
Tuesday	11/2/2021						8.00		8.00	
Wednesday	11/3/2021	6.50							6.50	
Thursday	11/4/2021	7.42							7.42	
Friday	11/5/2021	8.07							8.07	
Saturday	11/6/2021								0.00	
Total Week		26.32	0.00	0.00	0.00	0.00	8.00	0.00	34.32	
Sunday	11/7/2021								0.00	
Monday	11/8/2021	8.72							8.72	
Tuesday	11/9/2021	6.68							6.68	
Wednesday	11/10/2021	6.32							6.32	
Thursday	11/11/2021					8.00			8.00	
Friday	11/12/2021	4.04							4.04	
Saturday	11/13/2021								0.00	
Total Week		25.76	0.00	0.00	0.00	8.00	0.00	0.00	33.76	
Sunday	11/14/2021								0.00	
Monday	11/15/2021	5.85							5.85	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
Total Week		5.85	0.00	0.00	0.00	0.00	0.00	0.00	5.85	
Total Pay Period		57.93	0.00	0.00	0.00	8.00	8.00	0.00	73.93	

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:

Angie Mettie

11/01/2021 to 11/15/2021

Regular **57.93** PTO **0.00** OT **0.00** DT **0.00** Total Hours **57.93**

Time in	Time out	Duration	
November 1, 2021			4.33
8:04am	8:30am	0.43	ADM > ADM - Customer Relations
8:30am	9:15am	0.75	MTG > MTG - Staff Meeting
9:15am	10:33am	1.30	ADM > ADM - Customer Relations
2:45pm	3:57pm	1.20	ADM > ADM - Customer Relations
5:24pm	6:03pm	0.65	ADM > ADM - Customer Relations
November 3, 2021			6.50
11:35am	6:05pm	6.50	ADM > ADM - Customer Relations
November 4, 2021			7.42
7:50am	3:15pm	7.42	ADM > ADM - Customer Relations
November 5, 2021			8.07
7:51am	3:55pm	8.07	ADM > ADM - Customer Relations
November 8, 2021			8.72
7:49am	8:34am	0.75	ADM > ADM - Customer Relations
8:34am	9:27am	0.88	MTG > MTG - Staff Meeting
9:27am	10:26am	0.98	ADM > ADM - Customer Relations
2:33pm	6:30pm	3.95	ADM > ADM - Customer Relations
6:30pm	8:39pm	2.15	MTG > MTG - Council Meeting
November 9, 2021			6.68
7:55am	10:27am	2.53	ADM > ADM - Customer Relations
2:43pm	6:52pm	4.15	ADM > ADM - Customer Relations
November 10, 2021			6.32
11:46am	6:05pm	6.32	ADM > ADM - Customer Relations
November 12, 2021			4.05
12:02pm	4:05pm	4.05	ADM > ADM - Customer Relations
November 15, 2021			5.85
7:56am	8:34am	0.63	ADM > ADM - Customer Relations
8:34am	9:12am	0.63	MTG > MTG - Staff Meeting
9:12am	10:26am	1.23	ADM > ADM - Customer Relations
2:48pm	5:05pm	2.28	ADM > ADM - Customer Relations
5:11pm	6:15pm	1.07	ADM > ADM - Customer Relations