

Jessica Gerke

Pay Period

12/16/2020 to

12/31/2020

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	12/16/2020	7.93							7.93	
Thursday	12/17/2020	8.03							8.03	
Friday	12/18/2020	12.53							12.53	
Saturday	12/19/2020								0.00	
Total Week		28.49	0.00	0.00	0.00	0.00	0.00	0.00	28.49	
Sunday	12/20/2020								0.00	
Monday	12/21/2020	1.52			2.42			3.83	7.77	
Tuesday	12/22/2020	8.47							8.47	
Wednesday	12/23/2020	7.78							7.78	
Thursday	12/24/2020	7.98							7.98	
Friday	12/25/2020					8.00			8.00	
Saturday	12/26/2020								0.00	
Total Week		25.75	0.00	0.00	2.42	8.00	0.00	3.83	40.00	
Sunday	12/27/2020	5.82							5.82	
Monday	12/28/2020	8.07							8.07	
Tuesday	12/29/2020	8.85							8.85	
Wednesday	12/30/2020	8.45							8.45	
Thursday	12/31/2020	8.81		1.61					10.42	
Friday									0.00	
Saturday									0.00	
Total Week		40.00	0.00	1.61	0.00	2.42	0.00	0.00	40.00	
Total Pay Period		94.24	0.00	1.61	2.42	2.42	8.00	0.00	3.83	108.49

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:

Jessica Gerke

12/16/2020 to 12/31/2020

Regular	PTO	OT	DT	Total Hours
94.25	0.00	1.60	0.00	95.85

Time in	Time out	Duration	
December 16, 2020			7.93
8:05am (MST)	8:48am (MST)	0.72	SWR > SWR - Sewer Logs
8:48am (MST)	9:57am (MST)	1.15	WTR > WTR - Booster Station & Well Logs
9:57am (MST)	10:28am (MST)	0.52	SWR > SWR - System Maintenance
10:28am (MST)	11:18am (MST)	0.83	PARK > PARK - Restroom
11:18am (MST)	2:04pm (MST)	2.77	EQP > EQP - F350 Truck Maintenance
2:04pm (MST)	4:01pm (MST)	1.95	PW > PW - City Shop
December 17, 2020			8.03
4:20am (MST)	11:05am (MST)	6.75	STRTS > STRTS - Snow Removal
11:05am (MST)	11:44am (MST)	0.65	EQP > EQP - Loader Maintenance
11:44am (MST)	12:22pm (MST)	0.63	PW > PW - City Shop
December 18, 2020			12.53
1:30am (MST)	4:02am (MST)	2.53	WTR > WTR - Service Call
NOTES: N. Heigho			
4:02am (MST)	7:32am (MST)	3.50	STRTS > STRTS - Snow Removal
7:32am (MST)	8:02am (MST)	0.50	SWR > SWR - Sewer Logs
8:02am (MST)	1:26pm (MST)	5.40	WTR > WTR - Service Call
NOTES: N. Heigho			
1:26pm (MST)	2:02pm (MST)	0.60	WTR > WTR - Booster Station & Well Logs
December 21, 2020			1.52
7:45am (MST)	8:35am (MST)	0.83	SWR > SWR - Sewer Logs
8:35am (MST)	9:16am (MST)	0.68	MTG > MTG - Staff Meeting
December 22, 2020			8.47
7:47am (MST)	8:29am (MST)	0.70	SWR > SWR - Sewer Logs
8:29am (MST)	9:41am (MST)	1.20	MTG > MTG - Staff Meeting
9:41am (MST)	1:57pm (MST)	4.27	WTR > WTR - Service Call
NOTES: Meters			
1:57pm (MST)	2:35pm (MST)	0.63	WTR > WTR - Booster Station & Well Logs
2:35pm (MST)	4:15pm (MST)	1.67	SWR > SWR - Auger Room Maintenance
December 23, 2020			7.78
7:58am (MST)	8:39am (MST)	0.68	SWR > SWR - Sewer Logs
8:39am (MST)	9:06am (MST)	0.45	PW > PW - Office Time
9:06am (MST)	2:12pm (MST)	5.10	STRTS > STRTS - Pot Hole Repair
2:12pm (MST)	3:45pm (MST)	1.55	WTR > Train - Water

December 24, 2020			7.98
7:50am (MST)	8:29am (MST)	0.65	SWR > SWR - Sewer Logs
8:29am (MST)	9:11am (MST)	0.70	PW > PW - Office Time
9:11am (MST)	9:44am (MST)	0.55	MTG > MTG - Staff Meeting
9:44am (MST)	11:28am (MST)	1.73	WTR > WTR - Service Call
11:28am (MST)	2:34pm (MST)	3.10	STRTS > Train - Streets
2:34pm (MST)	3:49pm (MST)	1.25	PW > PW - City Shop
December 27, 2020			5.82
1:08am (MST)	6:57am (MST)	5.82	STRTS > STRTS - Snow Removal
December 28, 2020			8.07
7:54am (MST)	8:40am (MST)	0.77	SWR > SWR - Sewer Logs
8:40am (MST)	9:46am (MST)	1.10	MTG > MTG - Staff Meeting
9:46am (MST)	11:13am (MST)	1.45	WTR > WTR - Service Call
NOTES: Red door			
11:13am (MST)	12:01pm (MST)	0.80	WTR > WTR - Booster Station & Well Logs
12:01pm (MST)	1:09pm (MST)	1.13	EQP > EQP - Loader Maintenance
1:09pm (MST)	2:15pm (MST)	1.10	EQP > EQP - Grader Maintenance
2:15pm (MST)	3:58pm (MST)	1.72	SWR > Train - Sewer
December 29, 2020			8.85
8:17am (MST)	9:12am (MST)	0.92	SWR > SWR - Sewer Logs
9:12am (MST)	11:08am (MST)	1.93	STRTS > STRTS - Snow Removal
NOTES: Well houses			
11:08am (MST)	11:52am (MST)	0.73	MTG > MTG - Staff Meeting
11:52am (MST)	1:03pm (MST)	1.18	IND > IND - Industrial Park Maintenance
1:03pm (MST)	2:00pm (MST)	0.95	PW > PW - City Shop
2:00pm (MST)	3:58pm (MST)	1.97	WTR > WTR - Service Call
6:40pm (MST)	7:50pm (MST)	1.17	MTG > MTG - Staff w/ Elected Officials
December 30, 2020			8.45
7:48am (MST)	8:34am (MST)	0.77	SWR > SWR - Sewer Logs
8:34am (MST)	9:52am (MST)	1.30	PW > PW - Office Time
9:52am (MST)	10:19am (MST)	0.45	WTR > WTR - Booster Station & Well Logs
10:19am (MST)	11:15am (MST)	0.93	MTG > MTG - Staff Meeting
11:15am (MST)	2:37pm (MST)	3.37	WTR > Train - Water
2:37pm (MST)	4:15pm (MST)	1.63	STRTS > Train - Streets
December 31, 2020			10.42
1:23am (MST)	10:19am (MST)	8.93	STRTS > STRTS - Snow Removal
10:19am (MST)	11:48am (MST)	1.48	STRTS > STRTS - Snow Blowing PARK or Sidewalks

