

Jacob Qualls

Pay Period

12/1/2020 to

12/15/2020

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	12/1/2020	8.18							8.18	
Wednesday	12/2/2020	3.52					4.00		7.52	
Thursday	12/3/2020	7.02							7.02	
Friday	12/4/2020							5.00	5.00	
Saturday	12/5/2020								0.00	
Total Week		18.72	0.00	0.00	0.00	0.00	4.00	5.00	27.72	
Sunday	12/6/2020								0.00	
Monday	12/7/2020	6.70							6.70	
Tuesday	12/8/2020	7.40							7.40	
Wednesday	12/9/2020	7.35							7.35	
Thursday	12/10/2020	9.07							9.07	
Friday	12/11/2020	8.33							8.33	
Saturday	12/12/2020								0.00	
Total Week		38.85	0.00	0.00	0.00	0.00	0.00	0.00	38.85	
Sunday	12/13/2020								0.00	
Monday	12/14/2020	1.28							1.28	
Tuesday	12/15/2020	1.42							1.42	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
Total Week		2.70	0.00	0.00	0.00	0.00	0.00	0.00	2.70	
Total Pay Period		60.27	0.00	0.00	0.00	0.00	4.00	5.00	69.27	

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:

Jacob Qualls

12/01/2020 to 12/15/2020

Regular **60.27** PTO **0.00** OT **0.00** DT **0.00** Total Hours **60.27**

Time in	Time out	Duration		
December 1, 2020				8.18
8:07am	3:32pm	7.42	ADM > ADM - City Hall	
3:35pm	4:15pm	0.67	MTG > MTG - Developer Contact	
NOTES: Mr. Hill				
4:30pm	4:36pm	0.10	MTG > MTG - Developer Contact	
NOTES: Mr. Hill again				
December 2, 2020				3.52
10:35am	11:50am	1.25	ADM > ADM - City Hall	
1:22pm	2:10pm	0.80	ADM > ADM - City Hall	
2:10pm	3:38pm	1.47	MTG > MTG - Staff Meeting	
NOTES: Crestline Engineers- Height Street project				
December 3, 2020				7.02
9:09am	4:10pm	7.02	ADM > ADM - City Hall	
December 7, 2020				6.70
8:30am	8:47am	0.28	MTG > MTG - Staff w/ Elected Officials	
8:47am	2:05pm	5.30	ADM > ADM - City Hall	
3:37pm	4:44pm	1.12	ADM > ADM - City Hall	
December 8, 2020				7.40
9:02am	4:26pm	7.40	ADM > ADM - City Hall	
December 9, 2020				7.35
9:30am	2:00pm	4.50	ADM > ADM - Public Records Requests	
NOTES: Willey Case				
2:00pm	4:51pm	2.85	MTG > MTG - Developer Contact	
NOTES: Pat Hill, Cindy Koberstien				
December 10, 2020				9.07
9:00am	12:00pm	3.00	ADM > ADM - Public Records Requests	
NOTES: Willey Case				
12:00pm	12:30pm	0.50	MTG > MTG - Other Governement	
NOTES: III-A via ZOOM				
12:30pm	2:00pm	1.50	MTG > MTG - Other Governement	
NOTES: COVID Regional Task Force Meeting via ZOOM				
2:00pm	6:04pm	4.07	ADM > ADM - Public Records Requests	
NOTES: Willey Case emails				
December 11, 2020				8.33
9:15am	5:35pm	8.33	ADM > ADM - City Hall	
December 14, 2020				1.28

9:53am	11:10am	1.28	ADM > ADM - City Hall
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December 15, 2020			1.42
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9:10am	10:35am	1.42	ADM > ADM - City Hall
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