

December 16, 2021



**EXECUTIVE COMMITTEE AGENDA ITEM 3 B**

**EXECUTIVE DIRECTOR'S QUARTERLY TIMESHEETS APPROVAL**

**TYPE OF ITEM: Consent**

**STATEMENT OF ISSUE**

This item seeks Executive Committee approval of the Executive Director's timesheets for the most recent fiscal quarter, July 1, 2021 to September 30, 2021.

**RECOMMENDED ACTION**

Option 1: Approve Executive Director's timesheets for the period of July 1, 2021 to September 30, 2021.

**BACKGROUND**

The Florida Department of Transportation (FDOT) annually evaluates and certifies the CRTPA program activities. A component of the certification review is monitoring fiscal records and procedures. One monitoring item requested is documentation that the Board or the Executive Committee has approved the Executive Director's timesheets.

As a result, staff is seeking Executive Committee approval of Greg Slay's timesheets for the most recent fiscal quarter, July 1, 2021 to September 30, 2021. Moving forward the Executive Director's quarterly timesheets will be submitted for approval. In addition, the Finance Policy and Procedure will be updated to include the approval of the Executive Director's timesheet by the Board or the Executive Committee.


**OPTIONS**

Option 1: Approve Executive Director's timesheets for the period of July 1, 2021 to September 30, 2021. (Recommended)

Option 2: CRTPA Executive Committee Discretion.

**ATTACHMENTS**

Attachment 1: Timesheets for Greg Slay, Executive Director, from July 1, 2021 to September 30, 2021

EMP NAME: Greg Slay		PAYROLL DATE: 7/9/21		
EMP #	DATE RANGE: 6/21/21		7/2/21	
DEPT: 460101				
<b>CRTPA EMPLOYEE TIME SHEET</b>				
DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	6/21/21			
Tues	6/22/21			
Wed	6/23/21			
Thurs	6/24/21			
Fri	6/25/21	4		
Mon	6/28/21			
Tues	6/29/21			
Wed	6/30/21			
Thurs	7/1/21			
Fri	7/2/21			
Comments:				
<p>By signing below the employee indicates that the foregoing are the hours of leave taken during the payroll period and that aside from such leave time, the employee has worked during the payroll period in accordance with his/her job requirements.</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  </div> <div style="text-align: right;"> <p>July 1, 2021</p> </div> </div>				
EMPLOYEE SIGNATURE			DATE	

**CRTPA TASK SHEET  
FY 2021/22**

Employee Name *Greg Slay*  
 Employee Number *14156*  
 Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**  
 Payroll Date *07/09/21*  
 Payroll Range *06/21/21* thru *07/02/21*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
		701	989	703	990	706	705	995
Mon	06/21/21	2		2	2	2		
Tues	06/22/21	2	1	1		2	1	1
Wed	06/23/21	2	2			2		2
Thurs	06/24/21	3		1	1	2	1	
Fri	06/25/21	8						
Mon	06/28/21	3		1	1	2	1	
Tues	06/29/21	3		2	2			1
Wed	06/30/21	3		2		2		1
Thurs	07/01/21	2		3	1	2		
Fri	07/02/21	2		2		2	2	

**Hours**

- 8** Admin, invoices, controls, resurfacings, Thomasville Rd Trail - Betton Hills HOA
- 8** Invoices, traffic data, Orange Ave Context class., T'ville Rd, website, US 90 Trail
- 8** Audit, traffic data, ITS,
- 8** Admin, audit, Orange Ave, ITS, website
- 8** Staff meeting, audit, admin, Personal leave
- 8** Audit, Admin, RMP, SB 100, Thomasville Rd Trail, website
- 8** Audit, FHWA certification, RMP
- 8** Audit, fiscal policies, RMP, Thomasville Rd, US 90 Trail
- 8** Fiscal policies, admin, Orange Ave PD&E, RMP, TIP/PPLs
- 8** Staff meeting, RMP, ITS, website/Facebook

**80 Total**

EMP NAME: Greg Slay PAYROLL DATE: 7/23/21

EMP # DATE RANGE: 7/5/21 7/16/21

DEPT: 460101

**CRTPA EMPLOYEE TIME SHEET**

DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	7/5/21			8H
Tues	7/6/21			
Wed	7/7/21			
Thurs	7/8/21			
Fri	7/9/21			
Mon	7/12/21			
Tues	7/13/21			
Wed	7/14/21			
Thurs	7/15/21			
Fri	7/16/21	8		

Comments:

By signing below the employee indicates that the foregoing are the hours of leave taken during the payroll period and that aside from such leave time, the employee has worked during the payroll period in accordance with his/her job requirements.



July 15, 2021

EMPLOYEE SIGNATURE

DATE

**CRTPA TASK SHEET  
FY 2021/2022**

Employee Name *Greg Slay*  
 Employee Number *14156*  
 Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**  
 Payroll Date *07/23/21*  
 Payroll Range *07/05/21* thru *07/16/21*

Day	Date	Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
		701	989	703	990	706	705	995
Mon	07/05/21	8						
Tues	07/06/21	3			2	2		1
Wed	07/07/21	2	2			2		2
Thurs	07/08/21		1	3		3	1	
Fri	07/09/21	2		1	1	3		1
Mon	07/12/21	2		1	2	3		
Tues	07/13/21	2		2	2	2		
Wed	07/14/21	4		1		1		2
Thurs	07/15/21	2		5				1
Fri	07/16/21	8						

**Hours**

- 8** Holiday
- 8** Admin, TIP, Thomasville Rd Trail, US 90
- 8** Admin, GPC, Traffic data, Thomasville Rd Trail
- 8** Traffic data, Orange Ave PD&E, Thomasville Rd Trail, website
- 8** Admin, staff meeting, COA, ITS,
- 8** Admin, RMP, TIP, Thomasville Rd Trail, TDP
- 8** GPC meeting, Thomasville Rd Trail, TDP
- 8** FHWA/FDOT meeting, RMP, Thomaville Rd Trail, Stadium/LB
- 8** GPC review, I-10 PD&E, BPIA, RMP, Thomasville Rd Trail, Stadium/LB
- 8** Personal leave

**80 Total**

EMP NAME: Greg Slay PAYROLL DATE: 8/6/21

EMP # DATE RANGE: 7/19/21 7/30/21

DEPT: 460101

**CRTPA EMPLOYEE TIME SHEET**

DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	7/19/21	8		
Tues	7/20/21	8		
Wed	7/21/21			
Thurs	7/22/21			
Fri	7/23/21			
Mon	7/26/21			
Tues	7/27/21			
Wed	7/28/21			
Thurs	7/29/21			
Fri	7/30/21			

Comments:

By signing below the employee indicates that the foregoing are the hours of leave taken during the payroll period and that aside from such leave time, the employee has worked during the payroll period in accordance with his/her job requirements.



July 29, 2021

EMPLOYEE SIGNATURE

DATE

**CRTPA TASK SHEET  
FY 2021/2022**

Employee Name *Greg Slay*  
 Employee Number *14156*  
 Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**  
 Payroll Date *08/06/21*  
 Payroll Range *07/19/21* thru *07/30/21*

Day	Date	Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
		701	989	703	990	706	705	995
Mon	07/19/21	8						
Tues	07/20/21	8						
Wed	07/21/21	2		1	2	1	1	1
Thurs	07/22/21	2	1	2		2		1
Fri	07/23/21	2				6		
Mon	07/26/21	2		1	1	3		1
Tues	07/27/21	2			2	2	1	1
Wed	07/28/21	4		2		2		
Thurs	07/29/21	8						
Fri	07/30/21	8						

**Hours**

- 8** Personal leave
- 8** Personal leave
- 8** OIG followup, admin, RMP, Resurfacing, website, US 90 Trail
- 8** GPC, Bike/Ped data, ARPC meeting, Thomasville Rd Trail, Stadium/LB
- 8** GPC RFQ, admin, Thomasville Rd Trail
- 8** MPOAC agenda, RFQ, US 90 @ Dover, Thomasville Rd Trail, Stadium/LB
- 8** Admin, RFQ, resurging, T'ville Trail, website, Stadium/LB
- 8** MPOAC travel, RMP, Thomasville Rd Trail
- 8** MPOAC
- 8** MPOAC

**80 Total**

EMP NAME: Greg Slay PAYROLL DATE: 8/20/21

EMP # DATE RANGE: 8/2/21 8/13/21

DEPT: 460101

**CRTPA EMPLOYEE TIME SHEET**

DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	8/2/21			
Tues	8/3/21			
Wed	8/4/21			
Thurs	8/5/21			
Fri	8/6/21			
Mon	8/9/21	6		
Tues	8/10/21	8		
Wed	8/11/21	8		
Thurs	8/12/21	8		
Fri	8/13/21	7		

Comments:

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August 13, 2021

EMPLOYEE SIGNATURE

DATE



**CRTPA TASK SHEET  
FY 2021/2022**

Employee Name *Greg Slay*  
 Employee Number *14156*  
 Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**  
 Payroll Date *08/20/21*  
 Payroll Range *08/02/21* thru *08/13/21*

Day	Date	Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
		<b>701</b>	<b>989</b>	<b>703</b>	<b>990</b>	<b>706</b>	<b>705</b>	<b>995</b>
Mon	08/02/21	3			2	2		1
Tues	08/03/21	3		2	1	1	1	
Wed	08/04/21	3	1	1		2		1
Thurs	08/05/21	3	2		1	1	1	
Fri	08/06/21	3	1		1	1	1	1
Mon	08/09/21	6				2		
Tues	08/10/21	8						
Wed	08/11/21	8						
Thurs	08/12/21	8						
Fri	08/13/21	7		1				

**Hours**

- 8** Admin, GPC, Downtown Monroe Sidewalks, T'ville Rd Trail, Stadium/LB
- 8** Admin, GPC RFQ, AMPO, Orange Ave, PPLs, website
- 8** Budget, computer equipment, GPC, traffic data, RMP, ITS, US 90 Trail
- 8** Admin, GPC, Insurance, QLOS, T'ville Road Trail, website
- 8** Staff meeting, budget, computer specs, QLOS, T'ville Rd, website
  
- 8** Personal Leave, T'ville Rd Trail
- 8** Personal Leave
- 8** Personal Leave
- 8** Personal Leave
- 8** Personal Leave, Crawfordville Rd

**80 Total**

EMP NAME: Greg Slay PAYROLL DATE: 9/3/21

EMP # DATE RANGE: 8/16/21 8/27/21

DEPT: 460101

**CRTPA EMPLOYEE TIME SHEET**

DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	8/16/21			
Tues	8/17/21			
Wed	8/18/21			
Thurs	8/19/21			
Fri	8/20/21			
Mon	8/23/21			
Tues	8/24/21			
Wed	8/25/21			
Thurs	8/26/21			
Fri	8/27/21			

Comments:

By signing below the employee indicates that the foregoing are the hours of leave taken during the payroll period and that aside from such leave time, the employee has worked during the payroll period in accordance with his/her job requirements.



August 27, 2021

EMPLOYEE SIGNATURE

DATE

## CRTPA TASK SHEET FY 2017/18

Employee Name *Greg Slay*  
 Employee Number *14156*  
 Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**  
 Payroll Date *09/03/21*  
 Payroll Range *08/16/21* thru *08/27/21*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
Day	Date	701	989	703	990	706	705	995
Mon	08/16/21	2		1	1	2	2	
Tues	08/17/21	2			2	3	1	
Wed	08/18/21	4			2	2		
Thurs	08/19/21			1	2	2	1	2
Fri	08/20/21	2	2	2				2
Mon	08/23/21	2		2		2		2
Tues	08/24/21	3			2	2		1
Wed	08/25/21	2		1	1	2	1	1
Thurs	08/26/21	2		1	1	3		1
Fri	08/27/21	2	2	1	1	1	1	

**Hours**

- 8** Admin, Crawfordville Road, Downtown Monroe sidewalks, T'ville Road Trail, website
- 8** Admin, Exec committee agenda, PPLs, T'ville Road Trail, website
- 8** Staff meeting, budget, CMAC interview, EC agenda, PPLs/TIP, T'ville Rd Trail
- 8** Monticello Trail, PPLs, T'ville Rd Trail, website, US 90 Trail
- 8** Admin, EC agenda, Monroe Sidewalks, US 90 Trail
  
- 8** RFQ, budget, T'ville Rd Path, US 90
- 8** Exec Committee, PPLs, T'ville Path, Stadium/LB
- 8** RFQ, T'ville Rd Path, US 90
- 8** Admin, Downtown Monroe sidewalks, FHWA Freight Survey, T'ville Rd Trail, Stadium/LB
- 8** Staff meeting, RFQ, traffic data, Orange Ave PD&E, T'ville Rd Trail, website

**80 Total**

EMP NAME: Greg Slay PAYROLL DATE: 9/17/21

EMP # DATE RANGE: 8/30/21 9/10/21

DEPT: 460101

**CRTPA EMPLOYEE TIME SHEET**

DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	8/30/21			
Tues	8/31/21			
Wed	9/1/21			
Thurs	9/2/21			
Fri	9/3/21			
Mon	9/6/21			8 - Holiday
Tues	9/7/21			
Wed	9/8/21			
Thurs	9/9/21			
Fri	9/10/21			

Comments:

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September 10, 2021

EMPLOYEE SIGNATURE

DATE

## CRTPA TASK SHEET FY 2017/18

Employee Name *Greg Slay*  
 Employee Number *14156*  
 Department *CRTPA*      **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**  
 Payroll Date *09/17/21*  
 Payroll Range *08/30/21*      *thru*      *09/10/21*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
		701	989	703	990	706	705	995
Mon	08/30/21	3		1	1	3		
Tues	08/31/21	2		1		3		2
Wed	09/01/21	2		2		3		1
Thurs	09/02/21	4		2		2		
Fri	09/03/21	2		2		2	1	1
Mon	09/06/21	8						
Tues	09/07/21	5		1		2		
Wed	09/08/21	4				3		1
Thurs	09/09/21	3		1	1	3		
Fri	09/10/21	3	1			4		

**Hours**

- 8** RFQ, RMP, PPLs, Thomasville Rd Trail
- 8** Admin, RFQ, Thomasville Rd Trail, TD expenditures, US 90 Trail
- 8** Admin, Monroe Sidewalks, Thomasville Rd Trail, Wakulla Bike Projects, Monitcello Trail
- 8** Committee meeting prep, attorney contract, Paul Russell Road, Thomasville Rd Trail
- 8** Admin, staff meeting, RMP, Thomasville Rd Trail, website, US 90 Trail
- 
- 8** Labor Day
- 8** Committees, RMP, Thomasville Rd Trail
- 8** Admin, briefings (Richardson, Minor), billings, Thomasville Road Trail, Stadium/LB
- 8** Admin, agenda review, briefings (Barfield, W-C), Resurfacings, Thomasville Rd Trail,
- 8** Staff meeting, agenda review, safety data, COA, Thomasville Rd Trail

**80      Total**

EMP NAME: Greg Slay PAYROLL DATE: 10/1/21

EMP # DATE RANGE: 9/13/21 9/24/21

DEPT: 460101

**CRTPA EMPLOYEE TIME SHEET**

DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	9/13/21			
Tues	9/14/21			
Wed	9/15/21			
Thurs	9/16/21			
Fri	9/17/21			
Mon	9/20/21			
Tues	9/21/21			
Wed	9/22/21			
Thurs	9/23/21			
Fri	9/24/21			

Comments:

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September 24, 2021

EMPLOYEE SIGNATURE

DATE

## CRTPA TASK SHEET FY 2021/2022

Employee Name *Greg Slay*  
 Employee Number *14156*  
 Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**  
 Payroll Date *10/01/21*  
 Payroll Range *09/13/21 thru 09/24/21*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
		701	989	703	990	706	705	995
Mon	09/13/21	6				2		
Tues	09/14/21	2	1		1	3	1	
Wed	09/15/21	2	1	1		4		
Thurs	09/16/21	1		4		3		
Fri	09/17/21	2		1	2	1	1	1
Mon	09/20/21			1	1	2	4	
Tues	09/21/21	1	1	1		3	2	
Wed	09/22/21	1	1	1	1	2	1	1
Thurs	09/23/21	2		1		3		2
Fri	09/24/21	2	2				2	2

**Hours**

- 8** Admin, CRTPA meeting, Thomasville Rd Path
- 8** Admin, retreat, traffic data, Chatahoochee resurfacing, Thomasville Rd Path
- 8** Retreat site review, traffic data, RMP, Thomasville Rd Path, Monticello Trail PD&E
- 8** FTP committee, Thomasville Rd Path, Monticello PD&E PH
- 8** Admin, RMP, TIP, Thomasville Rd Path, US 90
- 8** RMP, PPLs, Thomasville Rd Path, website, Big Bend Contractors presentation prep
- 8** Admin, traffic data, RMP, Thomasville Rd, ITS, Big Ben Contractors
- 8** Admin, CTST, RMP, PPLs, Thomasville Rd Path, website, US 90
- 8** Admin, legislative issues, Thomasville Rd
- 8** Staff meeting, safety/traffic data, website, Stadium/LB

**80 Total**

EMP NAME: Greg Slay PAYROLL DATE: 10/15/21

EMP # DATE RANGE: 9/27/21 10/8/21

DEPT: 460101

**CRTPA EMPLOYEE TIME SHEET**

DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	9/27/21			
Tues	9/28/21			
Wed	9/29/21			
Thurs	9/30/21			
Fri	10/1/21			
Mon	10/4/21			
Tues	10/5/21			
Wed	10/6/21			
Thurs	10/7/21			
Fri	10/8/21			

Comments:

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October 8, 2021

EMPLOYEE SIGNATURE

DATE



**CRTPA TASK SHEET  
FY 2021/2022**

Employee Name *Greg Slay*  
 Employee Number *14156*  
 Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**  
 Payroll Date *10/15/21*  
 Payroll Range *09/27/21 thru 10/08/21*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
Day	Date	701	989	703	990	706	705	995
Mon	09/27/21	1		5		2		
Tues	09/28/21	2		2	1	3		
Wed	09/29/21	3		2		2	1	
Thurs	09/30/21			3		3	1	1
Fri	10/01/21	2	2			3		1
Mon	10/04/21	8						
Tues	10/05/21	8						
Wed	10/06/21	8						
Thurs	10/07/21	8						
Fri	10/08/21	8						

**Hours**

**8** Admin, Blueprint IA meeting, RMP, Thomasville Rd Path  
**8** Admin, RMP, TIP, Thomasville Rd Path  
**8** Admin, Exec Committee, RMP, Chatahoochee refurfacing, Thomasville Rd Path, TV 20  
**8** FTP Implementation Committee, Downtown Monroe Sidewalks, Thomasville Rd Path, US 90 Trail  
**8** Staff meeting, crash data, Thomasville Rd Path  
  
**8** Admin, Grants policy, AMPO conference  
**8** AMPO Conference  
**8** AMPO Conference  
**8** AMPO Conference  
**8** AMPO Conference  
  
**80 Total**

EMP NAME: Greg Slay PAYROLL DATE: 10/29/21

EMP # DATE RANGE: 10/11/21 10/22/21

DEPT: 460101

**CRTPA EMPLOYEE TIME SHEET**

DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	10/11/21	8		
Tues	10/12/21	8		
Wed	10/13/21			
Thurs	10/14/21			
Fri	10/15/21			
Mon	10/18/21			
Tues	10/19/21			
Wed	10/20/21			
Thurs	10/21/21			
Fri	10/22/21			

Comments:

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October 22, 2021

EMPLOYEE SIGNATURE

DATE

**CRTPA TASK SHEET  
FY 2021/2022**

Employee Name *Greg Slay*  
 Employee Number *14156*  
 Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**  
 Payroll Date *10/29/21*  
 Payroll Range *10/11/21 thru 10/22/21*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
		701	989	703	990	706	705	995
Mon	10/11/21	8						
Tues	10/12/21	8						
Wed	10/13/21	3		1	1	2		1
Thurs	10/14/21	2	1			3		2
Fri	10/15/21	3			1	1	1	2
Mon	10/18/21	3		1		2		2
Tues	10/19/21	6				2		
Wed	10/20/21	3		1		2	2	
Thurs	10/21/21	2			1	5		
Fri	10/22/21	2	2			2		2

**Hours**

**8** Personal leave  
**8** Personal leave  
**8** Admin, RMP, PPLs, Thomasville Rd, US 90  
**8** Admin, Thomasville Rd, Stadium/LB  
**8** Staff meeting, ILA, PPLs, Thomasville Rd, US 90  
  
**8** Admin, retreat prep, Thomasville Rd, US 90  
**8** Retreat, Thomasville Rd Path  
**8** Admin, Thomasville Rd, Democrat interview,  
**8** Admin, TPM webinar, Thomasville Rd Q&A session  
**8** Admin, traffic data, Thomasville Rd, US 90

**80 Total**

EMP NAME: Greg Slay PAYROLL DATE: 11/12/21

EMP # DATE RANGE: 10/25/21 11/5/21

DEPT: 460101

**CRTPA EMPLOYEE TIME SHEET**

DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	10/25/21			
Tues	10/26/21			
Wed	10/27/21			
Thurs	10/28/21			
Fri	10/29/21			
Mon	11/1/21			
Tues	11/2/21			
Wed	11/3/21			
Thurs	11/4/21			
Fri	11/5/21			

Comments:

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November 4, 2021

EMPLOYEE SIGNATURE

DATE

**CRTPA TASK SHEET  
FY 2021/2022**

Employee Name *Greg Slay*  
 Employee Number *14156*  
 Department *CRTPA*      **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**  
 Payroll Date *11/12/21*  
 Payroll Range *10/25/21*      *thru*      *11/05/21*

Day	Date	Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
		<b>701</b>	<b>989</b>	<b>703</b>	<b>990</b>	<b>706</b>	<b>705</b>	<b>995</b>
Mon	<b>10/25/21</b>	<b>2</b>		<b>2</b>		<b>3</b>		<b>1</b>
Tues	<b>10/26/21</b>	<b>2</b>				<b>3</b>	<b>1</b>	<b>2</b>
Wed	<b>10/27/21</b>	<b>2</b>		<b>2</b>	<b>2</b>	<b>1</b>		<b>1</b>
Thurs	<b>10/28/21</b>	<b>8</b>						
Fri	<b>10/29/21</b>	<b>8</b>						
Mon	<b>11/01/21</b>	<b>2</b>	<b>1</b>		<b>1</b>	<b>3</b>	<b>1</b>	
Tues	<b>11/02/21</b>	<b>6</b>		<b>1</b>		<b>1</b>		
Wed	<b>11/03/21</b>	<b>1</b>			<b>1</b>	<b>4</b>		<b>2</b>
Thurs	<b>11/04/21</b>		<b>1</b>		<b>2</b>	<b>2</b>		<b>3</b>
Fri	<b>11/05/21</b>	<b>6</b>				<b>2</b>		

**Hours**

- 8** Interlocal, RMP, Thomasville Rd Path, US 90
- 8** Interlocal - Quincy, TPM, Thomasville Rd Path, website, US 90
- 8** Admin, FDOT, TIP/PPLs, Thomasville Rd Path, US 90
- 8** MPOAC
- 8** MPOAC
- 8** Admin, traffic data, TIP, Thomasville Rd Path, website
- 8** Admin, committees, legislative issues
- 8** Admin, TIP, Thomasville Rd Path, ITS, Stadium/LB
- 8** Safety data, RMP, TIP/PPLs, Stadium/LB, US 90
- 8** Interlocal agreement, Thomasville Rd Path

**80      Total**