

February 17, 2026



AGENDA ITEM 5 C

**EXECUTIVE DIRECTOR'S QUARTERLY TIMESHEET & TRAVEL APPROVAL
(OCTOBER 1, 2025, THROUGH DECEMBER 30, 2025)**

TYPE OF ITEM: Consent

STATEMENT OF ISSUE

This item seeks Board approval of the Executive Director's timesheets and travel for the last fiscal quarter of October 1, 2025, through December 30, 2025.

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. Monitoring items requested was the documentation that the Board or the Executive Committee has approved the Executive Director's timesheets and travel.

As a result, staff is seeking Board approval of Greg Slay's timesheets and travel for October 1, 2025, through December 30, 2025.

OPTIONS

Option 1: Approve Executive Director's timesheets and travel for the period of October 1, 2025, through December 30, 2025.

Option 2: CRTPA Board Discretion.

ATTACHMENTS

Attachment 1: Executive Director's Timesheets for October 1, 2025, through December 30, 2025.

Attachment 2: Executive Director's Travel for October 1, 2025, through December 30, 2025.

EMP NAME: Greg Slay		PAYROLL DATE: 10/24/25		
EMP # 14156	DATE RANGE: 10/6/25		10/17/25	
DEPT: 460101				
CRTPA EMPLOYEE TIME SHEET				
DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	10/6/25			
Tues	10/7/25			
Wed	10/8/25			
Thurs	10/9/25			
Fri	10/10/25			
Mon	10/13/25			
Tues	10/14/25			
Wed	10/15/25			
Thurs	10/16/25			
Fri	10/17/25			
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>October 17, 2025</p> </div> </div>				
EMPLOYEE SIGNATURE			DATE	

CRTPA TASK SHEET

Employee Name *Greg Slay*
 Employee Number *14156*
 Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
 Payroll Date *10/24/25*
 Payroll Range *10/06/25 thru 10/17/25*

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	10/06/25	3	2	2		1		
Tues	10/07/25		2	1	2	2		1
Wed	10/08/25	2	3	1		2		
Thurs	10/09/25		2	2	2	1		1
Fri	10/10/25	2		2		2	1	1
Mon	10/13/25	2		1	2	1		2
Tues	10/14/25	3	1	2		1		1
Wed	10/15/25	1	1	2		4		
Thurs	10/16/25			2	1	2	2	1
Fri	10/17/25	1	2	2	1	2		

Hours	Activity
8	Admin, staff meeting, U-DSK, crash data, RMP.
8	Crash data, TDP meeting, RMP, FDOT Office Hours, HIN
8	Admin, FDOT Sourcebook, LCISO intro meeting, RMP, ITS
8	Crash data, RMP, regional trails, SRTS
8	Admin, RMP, website, N. Monroe
8	Admin, UPWP, RMP, FDOT WP, TIP, Starmetro,
8	Admin, staff meeting, U-SDK, RMP, regional trails,
8	Admin, crash data, RMP, Woodville Highway, Starmetro
8	RMP, legislative review, ITS, RMP public meeting, N. Monroe
8	Admin, bylaws, U-SDK, RMP, Downtown Monroe sidewalks, regional trails, ITS

EMP NAME: Greg Slay PAYROLL DATE: 11/7/25

EMP # 14156 DATE RANGE: 10/20/25 10/31/25

DEPT: 460101

CRTPA EMPLOYEE TIME SHEET

DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	10/20/25			
Tues	10/21/25			
Wed	10/22/25			
Thurs	10/23/25			
Fri	10/24/25			
Mon	10/27/25			
Tues	10/28/25			
Wed	10/29/25			
Thurs	10/30/25			
Fri	10/31/25			

Comments:

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October 31, 2025

EMPLOYEE SIGNATURE

DATE

CRTPA TASK SHEET

Employee Name *Greg Slay*
 Employee Number *14156*
 Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
 Payroll Date *11/07/25*
 Payroll Range *10/20/25 thru 10/31/25*

		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	10/20/25	3		1		2		2
Tues	10/21/25	4		1	1	1		1
Wed	10/22/25	8						
Thurs	10/23/25	8						
Fri	10/24/25	8						
Mon	10/27/25	3		1	1	2		1
Tues	10/28/25	3		2	1	1		1
Wed	10/29/25	2		1	1	2		2
Thurs	10/30/25		2	1		2		3
Fri	10/31/25	2	3		1	1		1

Hours	Activity
8	Admin, staff meeting, RMP, HIN, N. Monroe
8	Admin, MPOAC, RMP, ITS, N. Monroe
8	FMPP
8	MPOAC
8	MPOAC
8	Admin, staff meeting, RMP, PPLs, regional trails.
8	Admin, RMP, T2H trail, N. Monroe
8	Admin, RMP, TIP, T2H trail, regional trails, N. Monroe
8	Crash data, ARPC meeting, regional trails, N. Monroe
8	Admin, crash data, U-SDK, legislative reviewm ITS, N. Monroe

EMP NAME: Greg Slay PAYROLL DATE: 11/21/25

EMP # 14156 DATE RANGE: 11/3/25 11/14/25

DEPT: 460101

CRTPA EMPLOYEE TIME SHEET

DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	11/3/25			
Tues	11/4/25			
Wed	11/5/25			
Thurs	11/6/25			
Fri	11/7/25	5		
Mon	11/10/25	5		
Tues	11/11/25			
Wed	11/12/25			
Thurs	11/13/25			
Fri	11/14/25			

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.



November 14, 2025

EMPLOYEE SIGNATURE

DATE

CRTPA TASK SHEET

Employee Name *Greg Slay*
 Employee Number *14156*
 Department *CRTPA* VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK
 Payroll Date *11/21/25*
 Payroll Range *11/03/25 thru 11/14/25*

	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	11/03/25	4		1		1		2
Tues	11/04/25	4		1	2	1		
Wed	11/05/25		2	2			1	3
Thurs	11/06/25	2		1	2	2		1
Fri	11/07/25	8						
Mon	11/10/25	5			2			1
Tues	11/11/25	8						
Wed	11/12/25	2	2	1		1		2
Thurs	11/13/25	3		2		1		2
Fri	11/14/25	2		2				4

Hours	Activity
8	Admin, staff meeting, RMP, regional trails, N. Monroe
8	Committee meetings, RMP, ITS
8	Crash data, RMP, website, HIN
8	Admin, RMP, PPLs/TIP, regional trails, N. Monroe
8	Admin, personal leave
8	Personal leave, St. Augustine sidewalks, N. Monroe
8	Holiday
8	Admin, crash data, RMP, regional trails, N. Monroe
8	Admin, staff meeting, RMP, N. Monroe
8	Admin, UPWP, RMP, census data, N. Monroe

EMP NAME: Greg Slay PAYROLL DATE: 12/5/25

EMP # 14156 DATE RANGE: 11/17/25 11/28/25

DEPT: 460101

CRTPA EMPLOYEE TIME SHEET

DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	11/17/25			
Tues	11/18/25			
Wed	11/19/25			
Thurs	11/20/25			
Fri	11/21/25	8		
Mon	11/24/25			
Tues	11/25/25			
Wed	11/26/25			
Thurs	11/27/25			8 - Holiday
Fri	11/28/25			8 - Holiday

Comments:

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November 26, 2025

EMPLOYEE SIGNATURE

DATE

CRTPA TASK SHEET

Employee Name *Greg Slay*
 Employee Number *14156*
 Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
 Payroll Date *12/05/25*
 Payroll Range *11/17/25 thru 11/28/25*

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	11/17/25	6				2		
Tues	11/18/25	8						
Wed	11/19/25	8						
Thurs	11/20/25	8						
Fri	11/21/25	8						
Mon	11/24/25	3			2	2		1
Tues	11/25/25	2	3			1	2	
Wed	11/26/25	2	2	2				2
Thurs	11/27/25	8						
Fri	11/28/25	8						

Hours	Activity
8	Admin, Board meeting, FDOT TMC meeting
8	AASHTO conference
8	AASHTO conference
8	AASHTO conference
8	Personal leave
8	Admin, SRTS, Legislative review, ITS, HIN
8	UPWP, crash data, T2H PD&E, website
8	Admin, crash data, RMP, HIN
8	Holiday
8	Holiday

EMP NAME: Greg Slay PAYROLL DATE: 12/19/25

EMP # 14156 DATE RANGE: 12/1/25 12/12/25

DEPT: 460101

CRTPA EMPLOYEE TIME SHEET

DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	12/1/25			
Tues	12/2/25			
Wed	12/3/25			
Thurs	12/4/25			
Fri	12/5/25			
Mon	12/8/25			
Tues	12/9/25			
Wed	12/10/25			
Thurs	12/11/25			
Fri	12/12/25			

Comments:

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December 12, 2025

EMPLOYEE SIGNATURE

DATE

CRTPA TASK SHEET

Employee Name *Greg Slay*
 Employee Number *14156*
 Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
 Payroll Date *12/19/25*
 Payroll Range *12/01/25 thru 12/12/25*

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	12/01/25	4		1	1	1		1
Tues	12/02/25	2	2	2		1		1
Wed	12/03/25		2	1	1	1	1	2
Thurs	12/04/25	2	2			2		2
Fri	12/05/25	2	3				1	2
Mon	12/08/25	3		1	1	1		2
Tues	12/09/25	2	1	1	1	2		1
Wed	12/10/25	2				6		
Thurs	12/11/25	1	3	1		2		1
Fri	12/12/25	2	3		2	1		

Hours

Activity

- 8 Admin, staff meeting, model data, T2H, HIN
- 8 Admin, model data, HIN
- 8 Crash data, RMP, T2H, CCI, HIN
- 8 Admin, crash data, T2H, HIN
- 8 UPWP, U-SDK, website, HIN
- 8 Admin, staff meeting, RMP, N. Monroe, HIN
- 8 Admin, U-DSK, model update, regional trails, HIN
- 8 Admin, T2H PD&E
- 8 Admin, Crash data, CTST, RMP, regional trails,
- 8 Admin, crash data, U-SDK, legislative review, ITS

EMP NAME: Greg Slay PAYROLL DATE: 1/2/26

EMP # 14156 DATE RANGE: 12/15/25 12/26/25

DEPT: 460101

CRTPA EMPLOYEE TIME SHEET

DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	12/15/25			
Tues	12/16/25			
Wed	12/17/25			
Thurs	12/18/25			
Fri	12/19/25			
Mon	12/22/25			
Tues	12/23/25			
Wed	12/24/25			8 - Floating Holiday
Thurs	12/25/25			8 - Holiday
Fri	12/26/25			8 - Holiday

Comments:

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December 23, 2025

EMPLOYEE SIGNATURE

DATE

CRTPA TASK SHEET

Employee Name *Greg Slay*
 Employee Number *14156*
 Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
 Payroll Date *01/02/26*
 Payroll Range *12/15/25 thru 12/26/25*

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	12/15/25	3				1		4
Tues	12/16/25	2	1		2			3
Wed	12/17/25		2	2		2		2
Thurs	12/18/25	3		2	1	1		1
Fri	12/19/25	3		1		2		2
Mon	12/22/25	2	2			1	1	2
Tues	12/23/25	3	3	1		1		
Wed	12/24/25	8						
Thurs	12/25/25	8						
Fri	12/26/25	8						

Hours	Activity
8	Admin, staff meeting, HIN, N. Monroe
8	Admin, CTST, HIN, N. Monroe
8	Crash data, model data, ITS, regional trails, N. Monroe
8	Admin, RMP, model data, TRIP (BPIA), Starmetro, N. Monroe
8	Admin, census data, regional trails, HIN
8	Admin, crash data, regial trail, website, HIN
8	File management, crash data, U-SDK, model data, ITS
8	Floating holiday
8	Holiday
8	Holiday

ORACLE Expense Report

PeopleSoft Expenses EXC4500

Report 0000000011	
Employee David Slay	Employee ID 14156
Reference	Business Purpose Workforce Training / Workshops

Expense Lines

Date	Expense Type	Non-Reimbursable	No Receipt	Receipt Required	Payment Type	Transaction Amount	Exchange Rate	Amount
Description			Additional Information		Merchant		Location	
10/21/2025	P-CARD TRAVEL EXPENSES	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	Pay to Employee	462.00 USD	1.00	462.00 USD
Hotel								
10/24/2025	FUEL				Pay to Employee	30.97 USD	1.00	30.97 USD
Gas								
10/21/2025	P-CARD TRAVEL EXPENSES	<input checked="" type="checkbox"/>			Pay to Employee	193.73 USD	1.00	193.73 USD
Rental Car								
10/21/2025	TOLLS			<input checked="" type="checkbox"/>	Pay to Employee	9.62 USD	1.00	9.62 USD
Sunpass								
10/21/2025	DINNER				Pay to Employee	33.00 USD	1.00	33.00 USD
dinner							098	
10/22/2025	BREAKFAST				Pay to Employee	20.00 USD	1.00	20.00 USD
bfast							098	
10/22/2025	DINNER				Pay to Employee	33.00 USD	1.00	33.00 USD
dinner							098	

ORACLE Expense Report

PeopleSoft Expenses EXC4500

Report 0000000011	
Employee David Slay	Employee ID 14156
Reference	Business Purpose Workforce Training / Workshops

Expense Lines

Date	Expense Type	Non-Reimbursable	No Receipt	Receipt Required	Payment Type	Transaction Amount	Exchange Rate	Amount
Description			Additional Information		Merchant		Location	
10/22/2025	LUNCH				Pay to Employee	22.00 USD	1.00	22.00 USD
lunch							098	
10/23/2025	BREAKFAST				Pay to Employee	20.00 USD	1.00	20.00 USD
bfast							098	
10/19/2025	LUNCH				Pay to Employee	22.00 USD	1.00	22.00 USD
lunch							098	
10/19/2025	AUTO RENTAL				Pay to Employee	-77.48 USD	1.00	-77.48 USD
test					Avis Rental			

Employee Expenses	768.84 USD
Cash Advances Applied	0.00 USD
Non-Reimbursable Expenses	655.73 USD
Prepaid Expenses	0.00 USD
Amount Due to Supplier	0.00 USD
Amount Due to Employee	113.11 USD

Report 0000000129	
Employee David Slay	Employee ID 14156
Reference	Business Purpose Workforce Training / Workshops

Expense Lines

Date	Expense Type	Non-Reimbursable	No Receipt	Receipt Required	Payment Type	Transaction Amount	Exchange Rate	Amount
Description			Additional Information		Merchant		Location	
11/18/2025	HOTEL/LODGING			<input checked="" type="checkbox"/>	Pay to Employee	723.78 USD	1.00	723.78 USD
Hotel			Number of Nights: 2					
11/19/2025	DINNER				Pay to Employee	33.00 USD	1.00	33.00 USD
							362	
11/20/2025	DINNER				Pay to Employee	33.00 USD	1.00	33.00 USD
							362	
11/18/2025	AIR TRAVEL			<input checked="" type="checkbox"/>	Pay to Employee	738.37 USD	1.00	738.37 USD
Travel TLH to SLC			Ticket Number: 001 2284471420					
11/18/2025	DINNER				Pay to Employee	33.00 USD	1.00	33.00 USD
							362	
11/23/2025	PARKING			<input checked="" type="checkbox"/>	Pay to Employee	60.00 USD	1.00	60.00 USD
Airport Parking \$15/day. Charge for 5 days only.								
11/23/2025	AUTO RENTAL				Pay to Employee	198.38 USD	1.00	198.38 USD
Auto Rental \$198.38 to Office Remaining \$99.20 to Slay					Avis Rental			
11/19/2025	BREAKFAST				Pay to Employee	20.00 USD	1.00	20.00 USD

ORACLE Expense Report

PeopleSoft Expenses EXC4500

Report 0000000129	
Employee David Slay	Employee ID 14156
Reference	Business Purpose Workforce Training / Workshops

Expense Lines

Date	Expense Type	Non-Reimbursable	No Receipt	Receipt Required	Payment Type	Transaction Amount	Exchange Rate	Amount
Description			Additional Information		Merchant		Location	
							362	
11/19/2025	LUNCH				Pay to Employee	22.00 USD	1.00	22.00 USD
							362	
11/20/2025	LUNCH				Pay to Employee	22.00 USD	1.00	22.00 USD
							362	
11/20/2025	BREAKFAST				Pay to Employee	20.00 USD	1.00	20.00 USD
							362	

Employee Expenses	1,903.53 USD
Cash Advances Applied	0.00 USD
Non-Reimbursable Expenses	0.00 USD
Prepaid Expenses	0.00 USD
Amount Due to Supplier	0.00 USD
Amount Due to Employee	1,903.53 USD