

EXECUTIVE DIRECTOR'S QUARTERLY TIMESHEETS APPROVAL

Type of Item: Consent

STATEMENT OF ISSUE

This item seeks Board approval of the Executive Director's timesheets for the last fiscal quarter (July 1, 2023, through September 30, 2023).

RECOMMENDED ACTION

Option 1: Approve Executive Director's timesheets for the period July 1, 2023, through September 30, 2023.

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 Board approval of Greg Slay's timesheets for the most recent fiscal quarter (July 1, 2023, through September 30, 2023).

OPTIONS

Option 1: Approve Executive Director's timesheets for the period of July 1, 2023, through September 30, 2023.

(Recommended)

Option 2: CRTPA Board Discretion.

ATTACHMENTS

Attachment 1: Greg Slay Timesheets for July 1, 2023, through September 30, 2023.

Employee Name Greg Slay
Employee Number 14156

Department

CRTPA VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK

Payroll Date 07/21/23

Payroll Range

07/03/23 thru 07/14/23

		Task 1.0	Task 2.0	Task 3.0	Task 4.0	Task 5.0	Task 6.0	Task 7.0
_		Admin	Data	LRP	SRP	Mobility	Public	Special
Day	Date		Collection			Planning	Inv.	Projects
		701	989	703	990	706	705	995
			,		,	,		
Mon	07/03/23	8						
Tues	07/04/23	8						
Wed	07/05/23	2		2		2		2
Thurs	07/06/23	2		2	2	1		1
Fri	07/07/23	1		3		2		2
Mon	07/10/23	1		4	1	2		
Tues	07/11/23	2		1	2	2		1
Wed	07/12/23	1		3	1	3		
Thurs	07/13/23	2		2	4			
Fri	07/14/23	4		2				2

Hours	Activity
8	Personal leave
8	Holiday
8	Admin, Apportionment Plan, regional trails, CMP, SRTS, Telecommuting Study, Freight Study
8	Admin, audit, census data, Apportionment Plan, TIP, CMP, SS4A
8	MPOAC, census data, Apportionment Plan, legislative review,
8	Admin, Apportionment Plan, TIP, Bike Working Group
8	Admin, Apportionment Plan, Dale Allen, Telecommuting Study - FAMU
8	Admin, SIS Designation, PPLs, HIN, CMP
8	Admin, Apportionment Plan, FDOT Priorities meeting
8	Personal leave, Apportionment Plan, SRTS

EMP NAME:	Greg Slay	PAYROLL DATE:	7/21/23						
EMP#	14156	DATE RANGE:	7/3/23	7/14/23					
DEPT:	460101								
CRTPA EMPLOYEE TIME SHEET									
DAY	DATE	OTHER LEAVE							
		VACATION HOURS	SICK HOURS						
Mon	7/3/23	8							
Tues	7/4/23			8-H					
Wed	7/5/23								
Thurs	7/6/23								
Fri	7/7/23								
Mon	7/10/23								
Tues	7/11/23								
Wed	7/12/23								
Thurs	7/13/23								
Fri	7/14/23	4							
Comments:									
	with his/her job red			July 14, 2023					
EMPLOYEE SI	GNATURE			DATE					
APPROVED BY	(DATE					
PAYROLL CLE	RKS SIGNATURE			DATE					
For Payroll CI Paid Holiday Personal Leav Sick Leave Administrative Catastrophic I Wellness Lea Floating Holid Personal Day	e Leave Leave ve ay								
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Employee Name Greg Slay
Employee Number 14156

Department

CRTPA VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK

Payroll Date 08/04/23

Payroll Range 07/17/23 thru 07/28/23

		Task 1.0	Task 2.0	Task 3.0	Task 4.0	Task 5.0	Task 6.0	Task 7.0
		Admin	Data	LRP	SRP	Mobility	Public	Special
Day	Date		Collection			Planning	Inv.	Projects
		701	989	703	990	706	705	995
Mon	07/17/23	2	1	2	2			1
Tues	07/18/23	4	1	2				1
Wed	07/19/23	8						
Thurs	07/20/23	2		1	2			3
Fri	07/21/23	8						
Mon	07/24/23	8						
Tues	07/25/23	4	2	2				
Wed	07/26/23	8						
Thurs	07/27/23	6			2			
Fri	07/28/23	8						

Hours	Activity
8 8 8	Admin, Finance, U-SDK, FDOT Funding, CMP, Telecommuting Study MPOAC P&T, crash data, Apportonment Plan, Telecommuting Study MPOAC P&T Admin, Finance, Census data, SS4A, SRTS
8 8 8 8 8	Personal Leave Personal leave Personal leave, U-SDK, Apportionment Plan FMPP Admin, MPOAC, PPLs MPOAC

EMP NAME: Greg Slay PAYROLL DATE: 8/4/23 EMP # 14156 DATE RANGE: 7/17/23 7/28/23 DEPT: 460101 CRTPA EMPLOYEE TIME SHEET DAY DATE VACATION HOURS SICK HOURS OTHER LEAVE Mon 7/17/23			
CRTPA EMPLOYEE TIME SHEET			
DAY DATE VACATION HOURS SICK HOURS OTHER LEAVE			
DAY DATE VACATION HOURS SICK HOURS OTHER LEAVE Mon 7/17/23 ————————————————————————————————————			
Mon 7/17/23			
Mon 7/17/23	OTHER LEAVE		
Tues 7/18/23 Wed 7/19/23 SThurs 7/20/23 SThurs 7/21/23 STHURS 7/25/23 STHURS 7/25/23 STHURS 7/25/23 STHURS 7/25/23 STHURS 7/26/23 STHURS 7/26/23 STHURS 7/27/23 STHURS 7/27/23 STHURS 7/27/23 STHURS 7/28/23 STHURS 7/28/28/23 STHURS 7/28/23 STHURS 7			
Wed 7/19/23 Thurs 7/20/23 Fri 7/21/23 Mon 7/24/23 Tues 7/25/23 Wed 7/26/23 Thurs 7/27/23 Fri 7/28/23			
Thurs 7/20/23 Fri 7/21/23 8 Mon 7/24/23 Tues 7/25/23 8 Wed 7/26/23 4 Thurs 7/27/23 Fri 7/28/23			
Fri 7/21/23 8 Mon 7/24/23 Tues 7/25/23 8 Wed 7/26/23 4 Thurs 7/27/23 Fri 7/28/23			
Mon 7/24/23 Tues 7/25/23 8 Wed 7/26/23 4 Thurs 7/27/23 Fri 7/28/23			
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Tues 7/25/23 8 Wed 7/26/23 4 Thurs 7/27/23 Fri 7/28/23			
Wed 7/26/23 4 Thurs 7/27/23 Fri 7/28/23			
Thurs 7/27/23			
Fri 7/28/23			
Comments:			
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 27, 2023			
EMPLOYEE SIGNATURE DATE			
APPROVED BY DATE			
PAYROLL CLERKS SIGNATURE DATE			
For Payroll Clerks Use Only: Paid Holiday Personal Leave Sick Leave Administrative Leave Catastrophic Leave Wellness Leave Floating Holiday Personal Day			
TOTAL This record is maintained for administrative purposes only and does not in any way impact the employees wages or exempt status.			

Employee Name Greg Slay

Employee Number 14156
Department CRTPA

VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK

Payroll Date 08/18/23

Payroll Range 07/31/23 thru 08/11/23

		Task 1.0	Task 2.0	Task 3.0	Task 4.0	Task 5.0	Task 6.0	Task 7.0
		Admin	Data	LRP	SRP	Mobility	Public	Special
Day	Date		Collection			Planning	Inv.	Projects
		701	989	703	990	706	705	995
Mon	07/31/23	3		4				1
Tues	08/01/23	1		4	2	1		
Wed	08/02/23	8						
Thurs	08/03/23	8						
Fri	08/04/23	8						
Mon	08/07/23	8						
Tues	08/08/23	8						
Wed	08/09/23	8						
Thurs	08/10/23	5				2		1
Fri	08/11/23	2		2		2		2
PII	00/11/23	2		2		2		2

Activity

Admin, staff meeting, Apportionment Plan, Smoothed boundary
Admin, Apportionment Plan, Census data, Reconnecting Communities, US 90 Trail
Personal leave
Personal leave
Personal leave
Personal leave
Sick leave
Sick leave
Admin, sick leave, regional trails, Freight Study
Admin, Apportionment Plan, regional trails, Freight Study

EMP NAME:	Greg Slay	PAYROLL DATE:	8/18/23									
EMP#	14156	DATE RANGE:	7/31/23	8/11/23								
DEPT:	460101											
	CRTPA EMPLOYEE TIME SHEET											
DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE								
Mon	7/31/23											
Tues	8/1/23											
Wed	8/2/23	8										
Thurs	8/3/23	8										
Fri	8/4/23	8										
Mon	8/7/23	8										
Tues	8/8/23		8									
Wed	8/9/23		8									
Thurs	8/10/23		3									
Fri	8/11/23											
Comments:												
	with his/her job red			August 11, 2023 DATE DATE								
PAYROLL CLE	ERKS SIGNATURE			DATE								
For Payroll Cl Paid Holiday Personal Lea Sick Leave Administrative Catastrophic Wellness Lea Floating Holid Personal Day	e Leave Leave ave day											
This record is n		strative purposes only and does no	t in any way impact the em	pployees								

Employee Name Greg Slay
Employee Number 14156

Department

CRTPA VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK

Payroll Date 09/01/23

Payroll Range 08/14/23 thru 08/25/23

		Task 1.0	Task 2.0	Task 3.0	Task 4.0	Task 5.0	Task 6.0	Task 7.0			
		Admin	Data	LRP	SRP	Mobility	Public	Special			
Day	Date		Collection			Planning	Inv.	Projects			
		701	989	703	990	706	705	995			
Mon	08/14/23	4		3		1					
Tues	08/15/23	2	2	2	1		1				
Wed	08/16/23	2	2	2		1	1				
Thurs	08/17/23	2	2	2	1		1				
Fri	08/18/23			2		3	2	1			
Mon	08/21/23	1		2	1	2		2			
Tues	08/22/23	4	1			2		1			
Wed	08/23/23	2	3	2		1					
Thurs	08/24/23	2	3			2		1			
Fri	08/25/23		2	2	1	2		1			
		•	•		•	•					

Hours	Activity
8	Admin, staff meeting, Land Use/Mobility Element, Apportionment Plan, regional trails
8	Admin, EC agenda, Apportionment Plan, TIP, website
8	FDOT Non-motorized count program, safety data, crash data, Census data,
8	Admin, FDOT Quarterly, Censes data, website
8	Apportionment Plan, SR 267, ITS, website, Freight Study
8	Briefing - Minor, Apportionment Plan, PPLs, ITS, SRTS
8	Exec Committee, crash data, regional trails,
8	Admin, U-SDK, Census data,
8	Admin, school zone camera enforcement, U-SDK, ITS, Telecommuting Study
8	U-SDK, Apportionment Plan, ITS, Telecommuting Study

EMP NAME:	Greg Slay	PAYROLL DATE:	9/1/23								
EMP#	14156	DATE RANGE:	8/14/23	8/25/23							
DEPT:	460101										
	CRTPA EMPLOYEE TIME SHEET										
DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE							
Mon	8/14/23										
Tues	8/15/23										
Wed	8/16/23										
Thurs	8/17/23										
Fri	8/18/23										
Mon	8/21/23										
Tues	8/22/23										
Wed	8/23/23										
Thurs	8/24/23										
Fri	8/25/23										
Comments:				•							
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EMPLOYEE SI	GNATURE			DATE							
APPROVED BY	(DATE							
PAYROLL CLE	RKS SIGNATURE			DATE							
For Payroll Cland Holiday Personal Leav Sick Leave Administrative Catastrophic I Wellness Lea Floating Holid Personal Day	e Leave Leave ve ay										
TOTAL This record is mages or exem		strative purposes only and does no	t in any way impact the ei	mployees							

Employee Name Greg Slay
Employee Number 14156

Department

CRTPA VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK

Payroll Date Payroll Range

09/15/23

08/28/23 thru 09/08/23

		Task 1.0	Task 2.0	Task 3.0	Task 4.0	Task 5.0	Task 6.0	Task 7.0
		Admin	Data	LRP	SRP	Mobility	Public	Special
Day	Date		Collection			Planning	Inv.	Projects
		701	989	703	990	706	705	995
Mon	08/28/23	4	2	1		1		
Tues	08/29/23	6		1		1		
Wed	08/30/23	8						
Thurs	08/31/23	8						
Fri	09/01/23	8						
Mon	09/04/23	8						
Tues	09/05/23	8						
Wed	09/06/23	8						
Thurs	09/07/23	8						
Fri	09/08/23	8						

Activity 8 Admin, staff meeting,crash data, Census data, ITS Admin, personal leave, census data, ITS 8 Admin - Hurricane 8 Admin - Hurricane 8 Admin, personal leave 8 Holiday 8 Committees, FAPA 8 FAPA 8 FAPA 8 FAPA

EMP # 14	DATE 8/28/23 8/29/23 8/30/23 8/31/23 9/1/23	PAYROLL DATE: DATE RANGE: CRTPA EMPLO VACATION HOURS 4 6	9/15/23 8/28/23 YEE TIME SHEET SICK HOURS	9/8/23 OTHER LEAVE				
DEPT: 46 DAY Mon Tues Wed Thurs	8/28/23 8/29/23 8/30/23 8/31/23 9/1/23	CRTPA EMPLO VACATION HOURS 4	YEE TIME SHEET	OTHER LEAVE				
Mon Tues Wed Thurs	8/28/23 8/29/23 8/30/23 8/31/23 9/1/23	VACATION HOURS 4						
Mon Tues Wed Thurs	8/28/23 8/29/23 8/30/23 8/31/23 9/1/23	VACATION HOURS 4						
Mon Tues Wed Thurs	8/28/23 8/29/23 8/30/23 8/31/23 9/1/23	4	SICK HOURS					
Tues Wed Thurs	8/29/23 8/30/23 8/31/23 9/1/23			8				
Tues Wed Thurs	8/29/23 8/30/23 8/31/23 9/1/23			8				
Wed Thurs	8/30/23 8/31/23 9/1/23 9/4/23			8				
Thurs	8/31/23 9/1/23 9/4/23	6		8				
	9/1/23	6						
	9/1/23	6		8				
	9/4/23			· ·				
Mon				8				
Tues	9/5/23			·				
Wed	9/6/23							
Thurs	9/7/23							
Fri	9/8/23							
	3/0/20							
Comments:								
in accordance with	payroll period and that aside from such leave time, the employee has worked during the payroll period in accordance with his/her job requirements. September 8, 2023							
EMPLOYEE SIGNA	TURE			DATE				
APPROVED BY				DATE				
PAYROLL CLERKS	SIGNATURE			DATE				
For Payroll Clerks Paid Holiday Personal Leave Sick Leave Administrative Leav Catastrophic Leav Wellness Leave Floating Holiday Personal Day	ave							
TOTAL This record is mainta		strative purposes only and does	not in any way impact the em	ployees				

Employee Name Greg Slay
Employee Number 14156 Department

CRTPA VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK

Payroll Date 09/29/23

Payroll Range 09/11/23 thru

09/22/23

		Task 1.0	Task 2.0	Task 3.0	Task 4.0	Task 5.0	Task 6.0	Task 7.0
		Admin	Data	LRP	SRP	Mobility	Public	Special
Day	Date		Collection			Planning	Inv.	Projects
		701	989	703	990	706	705	995
		,			,		,	
Mon	09/11/23	2	1	2	1	2		
Tues	09/12/23			4	2	2		
Wed	09/13/23	2		2		2		2
Thurs	09/14/23	2	1	2		2	1	
Fri	09/15/23	2	2	1		1		2
Mon	09/18/23	8						
Tues	09/19/23	8						
Wed	09/20/23	8						
Thurs	09/21/23	8						
Fri	09/22/23	2	2	2		2		

Hours	Activity
8	Admin, staff meeting,crash data, Census data, ITS
8	Census data, Apportionment Plan, RMP, SR 267, regional trails
8	Admin, bylaws, Apportionment Plan, SRTS, Telecommuting Study
8	SIS designation, regional trails, website
8	Admin, U-SDK, Census data, regional trails, Freith Study
8	Admin - Jury Duty
8	Admin, U-SDK, RMP, regional trails,

DEPT: 460101 CRTPA EMPLOYEE TIME SHEET	EMP NAME:	Greg Slay	PAYROLL DATE:	9/29/23						
CRTPA EMPLOYEE TIME SHEET DAY DATE VACATION HOURS SICK HOURS OTHER LEAVE Mon 9/11/23 Tues 9/19/23 Wed 9/19/23 Thurs 9/14/23 Fri 9/15/23 Mon 9/18/23 Tues 9/19/23 Tues 9/19/23 Wed 9/20/23 Tues 9/19/23 Tues 9/19/23 Wed 9/20/23 Thes 9/19/23 Wed 9/20/23 Thurs 9/21/23 Fri 9/22/23 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. EMPLOYEE SIGNATURE DATE PAYROLL CLERKS SIGNATURE DATE PAYROLL CLERKS SIGNATURE DATE To Payroll Clerks Use Only: Paid Holiday Personal Leave Skok Leave Administrative Leave Catastrophic Leave Wellness Leave Floating Holiday Personal Day TOTAL This record is maintained for administrative purposes only and does not in any way impact the employees	EMP#	14156	DATE RANGE:	9/11/23	9/22/23					
DAY DATE VACATION HOURS SICK HOURS OTHER LEAVE Mon 9/11/23 Tues 9/12/23 Wed 9/13/23 Thurs 9/14/23 Fri 9/15/23 Mon 9/18/23 Tues 9/19/23 Wed 9/20/23 Trues 9/19/23 Wed 9/20/23 Trues 9/19/23 Wed 9/20/23 Trues 9/20/23 Trues 9/20/23 Tours 9/21/23 Defin 9/20/23 Thurs 9/21/23 Fri 9/20/23 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/hor job requirements. 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/hor job requirements. DATE PAYROLL CLERKS SIGNATURE DATE PAYROLL CLERKS SIGNATURE DATE For Payroll Clerks Use Only: Paid Holiday Personal Leave Sick Leave Administrative Leave Catastrophic Leave Wellness Leave Floating Holiday Personal Day TOTAL This record is maintained for administrative purposes only and does not in any way impact the employees	DEPT:	460101								
Mon 9/11/23 Tues 9/12/23 Wed 9/13/23 Thurs 9/14/23 Fri 9/15/23 Mon 9/18/23 Tues 9/19/23 Wed 9/20/23 Tues 9/19/23 Wed 9/20/23 Tues 9/19/23 Wed 9/20/23 Thus 9/19/23 Wed 9/20/23 Thus 9/12/23 Fri 9/22/23 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/hor job requirements. EMPLOYEE SIGNATURE DATE APPROVED BY DATE PAYROLL CLERKS SIGNATURE DATE For Payroll Clerks Use Only: Paid Holiday Personal Leave Sick Leave Administrative Leave Catastrophic Leave Wellness Leave Floating Holiday Personal Day TOTAL This record is maintained for administrative purposes only and does not in any way impact the employees	CRTPA EMPLOYEE TIME SHEET									
Tues 9/13/23 Wed 9/13/23 Fri 9/15/23 Fri 9/15/23 Mon 9/18/23 Tues 9/19/23 Wed 9/20/23 Tues 9/19/23 Wed 9/20/23 Fri 9/22/23 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. EMPLOYEE SIGNATURE DATE PAYROLL CLERKS SIGNATURE DATE PAYROLL CLERKS Use Only: Paid Holiday Personal Leave Sick Leave Administrative Leave Catastrophic Leave Wellness Leave Floating Holiday Personal Day TOTAL This record is maintained for administrative purposes only and does not in any way impact the employees	DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE					
Tues 9/13/23 Wed 9/13/23 Fri 9/15/23 Fri 9/15/23 Mon 9/18/23 Tues 9/19/23 Wed 9/20/23 Tues 9/19/23 Wed 9/20/23 Fri 9/22/23 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. EMPLOYEE SIGNATURE DATE PAYROLL CLERKS SIGNATURE DATE PAYROLL CLERKS Use Only: Paid Holiday Personal Leave Sick Leave Administrative Leave Catastrophic Leave Wellness Leave Floating Holiday Personal Day TOTAL This record is maintained for administrative purposes only and does not in any way impact the employees										
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Thurs 9/14/23 Fri 9/15/23 Mon 9/18/23 Tues 9/19/23 Wed 9/20/23 Thurs 9/21/23 Fri 9/22/23 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. EMPLOYEE SIGNATURE DATE APPROVED BY DATE PAYROLL CLERKS SIGNATURE DATE For Payroll Clerks Use Only: Paid Holiday Personal Leave Sick Leave Administrative Leave Catastrophic Leave Wellness Leave Floating Holiday Personal Day TOTAL This record is maintained for administrative purposes only and does not in any way impact the employees										
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Mon 9/18/23 Tues 9/19/23 Wed 9/20/23 Thurs 9/21/23 Fri 9/22/23 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. EMPLOYEE SIGNATURE DATE APPROVED BY DATE PAYROLL CLERKS SIGNATURE DATE For Payroll Clerks Use Only: Paid Holiday Personal Leave Catastrophic Leave Wellness Leave Catastrophic Leave Wellness Leave Catastrophic Leave Wellness Leave Catastrophic Daty TOTAL This record is maintained for administrative purposes only and does not in any way impact the employees										
Tues 9/19/23 Wed 9/20/23 Thurs 9/21/23 Fri 9/22/23 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. EMPLOYEE SIGNATURE DATE PAYROLL CLERKS SIGNATURE DATE PAYROLL CLERKS SIGNATURE DATE POTE Tor Payroll Clerks Use Only: Paid Holiday Personal Leave Sick Leave Administrative Leave Catastrophic Leave Wellness Leave Floating Holiday Personal Day TOTAL This record is maintained for administrative purposes only and does not in any way impact the employees	Fri	9/15/23								
Tues 9/19/23 Wed 9/20/23 Thurs 9/21/23 Fri 9/22/23 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. EMPLOYEE SIGNATURE DATE PAYROLL CLERKS SIGNATURE DATE PAYROLL CLERKS SIGNATURE DATE POTE Tor Payroll Clerks Use Only: Paid Holiday Personal Leave Sick Leave Administrative Leave Catastrophic Leave Wellness Leave Floating Holiday Personal Day TOTAL This record is maintained for administrative purposes only and does not in any way impact the employees	Mon	9/18/23								
Wed 9/20/23 Thurs 9/21/23 Fri 9/22/23 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. EMPLOYEE SIGNATURE DATE PAYROLL CLERKS SIGNATURE DATE PAYROLL CLERKS SIGNATURE DATE POTAL Clerks Use Only: Personal Leave Sick Leave Administrative Leave Catastrophic Leave Wellness Leave Floating Holiday Personal Day TOTAL This record is maintained for administrative purposes only and does not in any way impact the employees										
Thurs 9/21/23 Fri 9/22/23 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. EMPLOYEE SIGNATURE DATE APPROVED BY DATE PAYROLL CLERKS SIGNATURE DATE For Payroll Clerks Use Only: Paid Holiday Personal Leave Sick Leave Administrative Leave Wellness Leave Floating Holiday Personal Day TOTAL This record is maintained for administrative purposes only and does not in any way impact the employees										
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. EMPLOYEE SIGNATURE DATE APPROVED BY DATE PAYROLL CLERKS SIGNATURE DATE For Payroll Clerks Use Only: Paid Holiday Personal Leave Sick Leave Administrative Leave Wellness Leave Floating Holiday Personal Day TOTAL This record is maintained for administrative purposes only and does not in any way impact the employees	Thurs									
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		maintained for admini	strative purposes only and does n	ot in any way impact the em	plovees					
			and doos in	and make the city	,					

Employee Name Greg Slay
Employee Number 14156 Department

CRTPA VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK

Payroll Date 10/13/23

Payroll Range 09/25/23 thru 10/06/23

		Task 1.0 Admin	Task 2.0 Data	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility	Task 6.0 Public	Task 7.0 Special
Day	Date		Collection			Planning	Inv.	Projects
		701	989	703	990	706	705	995
Mon	09/25/23	5		1	1	1		
Tues	09/26/23	2	1	1		2		2
Wed	09/27/23	2		2	1	1		2
Thurs	09/28/23	3		1	1			3
Fri	09/29/23		2	1	2	2		1
Mon	10/02/23	3		1	1	3		
Tues	10/03/23	2		2		2	1	1
Wed	10/04/23		2	2		3		1
Thurs	10/05/23	2	6					
Fri	10/06/23	8						

Hours	Activity
8 8 8 8	Admin, staff meeting, Census data, PPLs, regional trails Finance, Airport FTZ, ITS, School Safety Study Admin, RNP, Stametro, Telecommuting Study, Freight Study Admin, RNP, Telecommuting Study Crash data, RMP, PPLe/TIP, TDP, Telecommuting Study
8 8 8 8	Admin, staff meeting, RMP, regional trails Admin, Procurement, CCSW, RMP, regional trails, website Crash data, RMP, ITS, regional trails, School Safety Study Admin, DEP First Bilk helmet fitting Personal leave

EMP NAME:	Greg Slay	PAYROLL DATE:	10/13/23						
EMP#	14156	DATE RANGE:	9/25/23	10/6/23					
DEPT:	460101								
CRTPA EMPLOYEE TIME SHEET									
DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE					
	127								
Mon	9/25/23								
Tues	9/26/23								
Wed	9/27/23								
Thurs	9/28/23								
Fri	9/29/23								
	10/0/00								
Mon	10/2/23								
Tues	10/3/23								
Wed	10/4/23								
Thurs	10/5/23								
Fri	10/6/23	8							
Comments:									
	with his/her job req			October 6, 2023					
EMPLOTEE 31	EMPLOYEE SIGNATURE DATE								
APPROVED BY	Y			DATE					
PAYROLL CLE	RKS SIGNATURE			DATE					
For Payroll CI Paid Holiday Personal Leav Sick Leave Administrative Catastrophic I Wellness Lea Floating Holid Personal Day	Leave Leave Leave Ive								
TOTAL This record is maintained for administrative purposes only and does not in any way impact the employees wages or exempt status.									