Po# 152921 BH rec 427677
11/14/17

OTHON

OTHON, INC.
11111 Wilcrest Green Drive, Suite 128
Houston, Texas 77042
713 975 8555 TEL
713 975 9068 FAX

othoncorp@othon.com E-MAIL
www.othon.com WEBSITE

CONSULTING ENGINEERS
Civil, Transportation, Environmental, Construction Management

Line 3 28,605.85
Line 10 1112.75

November 10, 2017

Fort Bend County
301 Jackson Street
Richmond, Texas 77469

Invoice No.: 9413
Othon Project No.: 17229136
Contract Amount: $692,000.00

Attn: Stacy Slawinski, P.E.

Fort Bend County 2013 Mobility Program
October 1, 2017 To October 31, 2017

Project Description	Total to Date	Previously Invoiced	Amount Due
Task 1: Bellaire - 13202	$63,485.55	$53,408.55	$10,077.00
Task 2: Chimney Rock - X20	$26,615.85	$20,799.45	$5,816.40
Task 3: W Airport Rt Turn Lane - 13411	$22,237.80	$16,108.20	$6,129.60
Task 4: Owens Road - 13403	$25,872.00	$18,176.40	$7,695.60
TOTAL	$138,211.20	$108,492.60	$29,718.60

Total Due This Invoice: **$29,718.60**

OK, JSS
11/14/17

This is to certify that statements made are correct and no payment has been received for services requested in this invoice.

Othon, Inc.

Robert E Baker
Sr Vice President

OTHON

Task 1: Bellaire - 13202

Invoice No.: 9413
Invoice Period: October 1, 2017 To October 31, 2017
Othon Project No.: 17229136

Labor - Othon, Inc.

Employee Name	Classification	Contract Rate	Hours This Period	Total
Robert E Baker	Construction Manager	$ 156.60	35.0	$ 5,481.00
Woodford Lusk	Inspector II	$ 75.60	0.0	$ -
Sharon Nelson	Document Control	$ 75.00	3.5	$ 262.50
	Sub-Total Labor - Othon, Inc.			$ 5,743.50

Sowells Construction Management, LLC

Employee Name	Classification	Contract Rate	Hours This Period	Total
Paul Organ	Inspector III	$ 81.00	46.0	$ 3,726.00
Paul Organ - OT	Inspector III	$ 121.50	5.0	$ 607.50
	Sub-Total Labor - Sowells Construction Management, LLC			$ 4,333.50

Total Task 1: Bellaire - 13202	**$ 10,077.00**

OTHON

Task 2: Chimney Rock - X20

Invoice No.: 9413
Invoice Period: October 1, 2017 To October 31, 2017
Othon Project No.: 17229136

Labor - Othon, Inc.

Employee Name	Classification	Contract Rate	Hours This Period	Total
Robert E Baker	Construction Manager	$ 156.60	14.0	$ 2,192.40
Sharon Nelson	Document Control	$ 75.00	3.5	$ 262.50
	Sub-Total Labor - Othon, Inc.			$ 2,454.90

Sowells Construction Management, LLC

Employee Name	Classification	Contract Rate	Hours This Period	Total
Paul Organ	Inspector III	$ 81.00	41.5	$ 3,361.50
Paul Organ - OT	Inspector III	$ 121.50	0.0	$ -
	Sub-Total Labor - Sowells Construction Management, LLC			$ 3,361.50

Total Task 2: Chimney Rock - X20	**$ 5,816.40**

OTHON

Task 3: W Airport Rt Turn Lane - 13411

Invoice No.: 9413
Invoice Period: October 1, 2017 To October 31, 2017
Othon Project No.: 17229136

Labor - Othon, Inc.

Employee Name	Classification	Contract Rate	Hours This Period	Total
Robert E Baker	Construction Manager	$ 156.60	16.0	$ 2,505.60
Sharon Nelson	Document Control	$ 75.00	3.5	$ 262.50
	Sub-Total Labor - Othon, Inc.			$ 2,768.10

Sowells Construction Management, LLC

Employee Name	Classification	Contract Rate	Hours This Period	Total
Paul Organ	Inspector III	$ 81.00	41.5	$ 3,361.50
Paul Organ - OT	Inspector III	$ 121.50	0.0	$ -
	Sub-Total Labor - Sowells Construction Management, LLC			$ 3,361.50

Total Task 3: W Airport Rt Turn Lane - 13411	**$ 6,129.60**

OTHON

Task 4: Owens Road - 13403

Invoice No.: 9413
Invoice Period: October 1, 2017 To October 31, 2017
Othon Project No.: 17229136

Labor - Othon, Inc.

Employee Name	Classification	Contract Rate	Hours This Period	Total
Robert E Baker	Construction Manager	$ 156.60	26.0	$ 4,071.60
Sharon Nelson	Document Control	$ 75.00	3.5	$ 262.50
	Sub-Total Labor - Othon, Inc.			$ 4,334.10

Sowells Construction Management, LLC

Employee Name	Classification	Contract Rate	Hours This Period	Total
Paul Organ	Inspector III	$ 81.00	41.5	$ 3,361.50
Paul Organ - OT	Inspector III	$ 121.50	0.0	$ -
	Sub-Total Labor - Sowells Construction Management, LLC			$ 3,361.50

Total Task 4: Owens Road - 13403	**$ 7,695.60**

ROBERT E. BAKER

Timesheet Date: 11/03/2017

Project	Phase	Activity	Employee Type	Sat-28	Sun-29	Mon-30	Tue-31	Wed-01	Thu-02	Fri-03	Total
17229136 2013 Mobility Bond Program	Task 1: Bellaire - 13202	Billable Time	DIVISION MANAGER			4.00	2.00				6.00
17229136 2013 Mobility Bond Program	Task 4: Owens Road - 13403	Billable Time	DIVISION MANAGER			1.00	2.00				3.00
17229136 2013 Mobility Bond Program	Task 4: Owens Road - 13403	Billable Time	DIVISION MANAGER			1.00	2.00				3.00
17229136 2013 Mobility Bond Program	Task 2: Chimney Rock - X20	Billable Time	DIVISION MANAGER				1.00				1.00
			Regular total	0.00	0.00	6.00	7.00	0.00	0.00	0.00	13.00
			Timesheet total	0.00	0.00	6.00	7.00	0.00	0.00	0.00	13.00

Employee submitted	ROBERT E. BAKER	11/06/2017
Supervisor approved	CHARLES A. OTHON	11/08/2017
Accounting approved	SHARON D. NELSON	11/07/2017

Timesheet Date: 10/20/2017

Project	Phase	Activity	Employee Type	Sat-14	Sun-15	Mon-16	Tue-17	Wed-18	Thu-19	Fri-20	Total
17229136 2013 Mobility Bond Program	Task 1: Bellaire - 13202	Billable Time	DIVISION MANAGER			2.00	2.00	1.00	2.00	2.00	9.00
17229136 2013 Mobility Bond Program	Task 2: Chimney Rock - X20	Billable Time	DIVISION MANAGER			2.00	2.00				4.00
17229136 2013 Mobility Bond Program	Task 3: West Airport Rt Turn Lane - 13411	Billable Time	DIVISION MANAGER			1.00	1.00	1.00	1.00	1.00	5.00
17229136 2013 Mobility Bond Program	Task 4: Owens Road - 13403	Billable Time	DIVISION MANAGER			2.00	2.00		2.00	1.00	7.00
			Regular total	0.00	0.00	7.00	7.00	2.00	5.00	4.00	25.00
			Timesheet total	0.00	0.00	7.00	7.00	2.00	5.00	4.00	25.00

Employee submitted	SHARON D. NELSON	10/21/2017
Supervisor approved	CHARLES A. OTHON	10/24/2017
Accounting approved	SHARON D. NELSON	10/24/2017

Timesheet Date: 10/13/2017

Project	Phase	Activity	Employee Type	Sat-07	Sun-08	Mon-09	Tue-10	Wed-11	Thu-12	Fri-13	Total
17229136 2013 Mobility Bond Program	Task 1: Bellaire - 13202	Billable Time	DIVISION MANAGER			2.00	2.00	1.00	2.00	2.00	9.00
17229136 2013 Mobility Bond Program	Task 3: West Airport Rt Turn Lane - 13411	Billable Time	DIVISION MANAGER			1.00	1.00	1.00	1.00	1.00	5.00
17229136 2013 Mobility Bond Program	Task 4: Owens Road - 13403	Billable Time	DIVISION MANAGER			2.00	2.00		2.00	1.00	7.00
17229136 2013 Mobility Bond Program	Task 2: Chimney Rock - X20	Billable Time	DIVISION MANAGER			2.00	2.00				4.00
			Regular total	0.00	0.00	7.00	7.00	2.00	5.00	4.00	25.00
			Timesheet total	0.00	0.00	7.00	7.00	2.00	5.00	4.00	25.00

Employee submitted	ROBERT E. BAKER	10/16/2017
Supervisor approved	CHARLES A. OTHON	10/16/2017
Accounting approved	SHARON D. NELSON	10/16/2017

Timesheet Date: 10/06/2017

Project	Phase	Activity	Employee Type	Sat-30	Sun-01	Mon-02	Tue-03	Wed-04	Thu-05	Fri-06	Total
17229136 2013 Mobility Bond Program	Task 1: Bellaire - 13202	Billable Time	DIVISION MANAGER			1.00	2.00	2.00	1.00	5.00	11.00
17229136 2013 Mobility Bond Program	Task 3: West Airport Rt Turn Lane - 13411	Billable Time	DIVISION MANAGER			2.00	2.00	1.00	1.00		6.00
17229136 2013 Mobility Bond Program	Task 2: Chimney Rock - X20	Billable Time	DIVISION MANAGER			1.00	1.00	2.00	1.00		5.00
17229136 2013 Mobility Bond Program	Task 4: Owens Road - 13403	Billable Time	DIVISION MANAGER			1.00	2.00	1.00	2.00		6.00
			Regular total	0.00	0.00	5.00	7.00	6.00	5.00	5.00	28.00

ROBERT E. BAKER

Timesheet Date: 10/08/2017

Timesheet total	0.00	0.00	5.00	7.00	6.00	5.00	5.00	28.00

Employee submitted	ROBERT E. BAKER	10/09/2017
Supervisor approved		
Accounting approved	SHARON D. NELSON	10/10/2017

SHARON D. NELSON

Timesheet Date: 11/03/2017

Project	Phase	Activity	Employee Type	Sat-28	Sun-29	Mon-30	Tue-31	Wed-01	Thu-02	Fri-03	Total
17229136 2013 Mobility Bond Program	Task 1: Bellaire - 13202	Billable Time	DOCUMENT CONTROL				0.50				0.50
17229136 2013 Mobility Bond Program	Task 2: Chimney Rock - X20	Billable Time	DOCUMENT CONTROL				0.50				0.50
17229136 2013 Mobility Bond Program	Task 3: West Airport Rt Turn Lane - 13411	Billable Time	DOCUMENT CONTROL				0.50				0.50
17229136 2013 Mobility Bond Program	Task 4: Owens Road - 13403	Billable Time	DOCUMENT CONTROL				0.50				0.50
			Regular total	0.00	0.00	0.00	2.00	0.00	0.00	0.00	2.00
			Timesheet total	0.00	0.00	0.00	2.00	0.00	0.00	0.00	2.00

Employee submitted	SHARON D. NELSON	11/06/2017
Supervisor approved	RITA M. ROWAN	11/06/2017
Accounting approved	SHARON D. NELSON	11/06/2017

Timesheet Date: 10/27/2017

Project	Phase	Activity	Employee Type	Sat-21	Sun-22	Mon-23	Tue-24	Wed-25	Thu-26	Fri-27	Total
17229136 2013 Mobility Bond Program	Task 1: Bellaire - 13202	Billable Time	DOCUMENT CONTROL						1.00		1.00
17229136 2013 Mobility Bond Program	Task 2: Chimney Rock - X20	Billable Time	DOCUMENT CONTROL						1.00		1.00
17229136 2013 Mobility Bond Program	Task 3: West Airport Rt Turn Lane - 13411	Billable Time	DOCUMENT CONTROL						1.00		1.00
17229136 2013 Mobility Bond Program	Task 4: Owens Road - 13403	Billable Time	DOCUMENT CONTROL						1.00		1.00
			Regular total	0.00	0.00	0.00	0.00	0.00	4.00	0.00	4.00
			Timesheet total	0.00	0.00	0.00	0.00	0.00	4.00	0.00	4.00

Employee submitted	SHARON D. NELSON	10/26/2017
Supervisor approved	RITA M. ROWAN	10/30/2017
Accounting approved	SHARON D. NELSON	10/30/2017

Timesheet Date: 10/20/2017

Project	Phase	Activity	Employee Type	Sat-14	Sun-15	Mon-16	Tue-17	Wed-18	Thu-19	Fri-20	Total
17229136 2013 Mobility Bond Program	Task 1: Bellaire - 13202	Billable Time	DOCUMENT CONTROL						1.00		1.00
17229136 2013 Mobility Bond Program	Task 2: Chimney Rock - X20	Billable Time	DOCUMENT CONTROL						1.00		1.00
17229136 2013 Mobility Bond Program	Task 3: West Airport Rt Turn Lane - 13411	Billable Time	DOCUMENT CONTROL						1.00		1.00
17229136 2013 Mobility Bond Program	Task 4: Owens Road - 13403	Billable Time	DOCUMENT CONTROL						1.00		1.00
			Regular total	0.00	0.00	0.00	0.00	0.00	4.00	0.00	4.00
			Timesheet total	0.00	0.00	0.00	0.00	0.00	4.00	0.00	4.00

Employee submitted	SHARON D. NELSON	10/24/2017
Supervisor approved	RITA M. ROWAN	10/24/2017
Accounting approved	RITA M. ROWAN	10/24/2017

SHARON D. NELSON

Timesheet Date: 10/13/2017

Project	Phase	Activity	Employee Type	Sat-07	Sun-08	Mon-09	Tue-10	Wed-11	Thu-12	Fri-13	Total
17229136 2013 Mobility Bond Program	Task 1: Bellaire - 13202	Billable Time	DOCUMENT CONTROL						0.50		0.50
17229136 2013 Mobility Bond Program	Task 2: Chimney Rock - X20	Billable Time	DOCUMENT CONTROL						0.50		0.50
17229136 2013 Mobility Bond Program	Task 3: West Airport Rt Turn Lane - 13411	Billable Time	DOCUMENT CONTROL						0.50		0.50
17229136 2013 Mobility Bond Program	Task 4: Owens Road - 13403	Billable Time	DOCUMENT CONTROL						0.50		0.50
			Regular total	0.00	0.00	0.00	0.00	0.00	2.00	0.00	2.00
			Timesheet total	0.00	0.00	0.00	0.00	0.00	2.00	0.00	2.00

Employee submitted	SHARON D. NELSON	10/15/2017
Supervisor approved	RITA M. ROWAN	10/16/2017
Accounting approved	RITA M. ROWAN	10/16/2017

Timesheet Date: 10/06/2017

Project	Phase	Activity	Employee Type	Sat-30	Sun-01	Mon-02	Tue-03	Wed-04	Thu-05	Fri-06	Total
17229136 2013 Mobility Bond Program	Task 1: Bellaire - 13202	Billable Time	DOCUMENT CONTROL						0.50		0.50
17229136 2013 Mobility Bond Program	Task 2: Chimney Rock - X20	Billable Time	DOCUMENT CONTROL						0.50		0.50
17229136 2013 Mobility Bond Program	Task 3: West Airport Rt Turn Lane - 13411	Billable Time	DOCUMENT CONTROL						0.50		0.50
17229136 2013 Mobility Bond Program	Task 4: Owens Road - 13403	Billable Time	DOCUMENT CONTROL						0.50		0.50
			Regular total	0.00	0.00	0.00	0.00	0.00	2.00	0.00	2.00
			Timesheet total	0.00	0.00	0.00	0.00	0.00	2.00	0.00	2.00

Employee submitted	SHARON D. NELSON	10/08/2017
Supervisor approved	RITA M. ROWAN	10/10/2017
Accounting approved	RITA M. ROWAN	10/10/2017

SOWELLS CONSTRUCTION MANAGEMENT & INSPECTION, LLC

SCMI

ENTERED

SCMI Invoice No. **17-005**
Invoice Date November 1, 2017

Work Authorization No. 1
Client PROJECT. No. 17229136

INVOICE

Othon Consulting Engineers
11111 Wilcrest Green Drive, Ste128
Houston, Texas 77042

Attention: MR. ROBERT BAKER, P.E.

FOR PROFESSIONAL SERVICES RENDERED :October 1, 2017 THROUGH October 31, 2017

PROJECT NAME: 2013 MOBILITY BOND PROGRAM PRECINCTS 2 & 4

SUMMARY OF LABOR COSTS **(Bellaire)**

PERSONNEL	CLASSIFICATION	MANHOURS	BILLING RATES	MULTIPLIER	SUBTOTAL
Paul Organ	Inspector	46.0	$ 81.00	1	$3,726.00
Paul Organ -OT	Inspector	5.0	$ 121.50	1	$607.50
CURRENT MONTH LABOR TOTAL:					$4,333.50

SUMMARY OF LABOR COSTS **(Chimney Rock)**

PERSONNEL	CLASSIFICATION	MANHOURS	RAW RATES	MULTIPLIER	SUBTOTAL
Paul Organ	Inspector	41.5	$ 81.00	1	$3,361.50
Paul Organ -OT	Inspector	0.0	$ 121.50	1	$0.00
					$0.00
CURRENT MONTH LABOR TOTAL:					$3,361.50

SUMMARY OF LABOR COSTS **(Airport)**

PERSONNEL	CLASSIFICATION	MANHOURS	RAW RATES	MULTIPLIER	SUBTOTAL
Paul Organ	Inspector	41.5	$ 81.00	1	$3,361.50
Paul Organ -OT	Inspector	0.0	$ 121.50	1	$0.00
CURRENT MONTH LABOR TOTAL:					$3,361.50

SUMMARY OF DIRECT EXPENSES **(Owens)**

PERSONNEL	CLASSIFICATION	MANHOURS	RAW RATES	MULTIPLIER	SUBTOTAL
Paul Organ	Inspector	41.5	$ 81.00	1	$3,361.50
Paul Organ -OT	Inspector	0.0	$ 121.50	1	$0.00
CURRENT MONTH LABOR TOTAL:					$3,361.50
TOTAL		**Total to Date:**		**Previously Invoiced:**	**Amount Due:**
		$62,694.00		$48,276.00	$14,418.00

TOTAL DUE THIS INVOICE: **$14,418.00**

ATTACHMENTS: Timesheets

Jerry Sowells

Jerry D. Sowells
Principal

13430 Northwest Freeway, Suite 260 Houston, TX 77040 Phone: 832-924-2641
Fax: 832-924-2642 E-mail: jsowells@scmandi.com Web: www.scmandi.com

SCMI

OFFICIAL TIME SHEET

NOTE: TIME SHEETS MUST BE TURNED IN BY 3:00 P.M. EACH MONDAY.

Signature	PRINT EMPLOYEE NAME	APPROVED BY:	WEEK ENDING		
Paul Organ	Paul Organ		MONTH	DAY	YEAR
	EMPLOYEE NUMBER		10	8	2017

REGULAR HOURS WORKED

JOB NUMBER	WORK CODE	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	Sun.	Week Totals	COMMENTS
Bellaire		2.0	2.0	2.0	1.5	2.0			9.5	
Chimney Rock		2.0	2.0	2.0	1.5	2.0			9.5	
Owens		2.0	2.0	2.0	1.5	2.0			9.5	
W. Airport		2.0	2.0	2.0	1.5	2.0			9.5	

OVERTIME HOURS WORKED

JOB NUMBER	WORK CODE	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	Sun.	Week Totals	COMMENTS
Bellaire		0.5	1.0			0.5			2.0	Sub installed storm sewer RCP pipe and Inlets

INDIRECT HOURS WORKED

JOB NUMBER	WORK CODE	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	Sun.	Week Totals	COMMENTS
01-800-0	SECRETARIAL ADMIN.									
01-800-1	MISC. GENERAL OFFICE									
01-801-0	ADMINISTRATIVE									
01-803-0	MARKETING/BUS DEV.									
01-804-0	ACCOUNTING									
01-811-0	HOLIDAY									
01-812-0	VACATION									
01-813-0	SICK PAY									
01-813-1	JURY DUTY									
01-829-0	REPROGRAPHICS									
01-829-1	PERMITS/APPROVALS									
01-830-0	FUNERAL									
TOTAL		8.5	9.0	8.0	6.0	8.5			40.0	

SCMI

OFFICIAL TIME SHEET

NOTE: TIME SHEETS MUST BE TURNED IN BY 3:00 P.M. EACH MONDAY.

Signature	PRINT EMPLOYEE NAME	APPROVED BY:	WEEK ENDING		
Paul Organ	Paul Organ		MONTH	DAY	YEAR
	EMPLOYEE NUMBER		10	15	2017

JOB NUMBER	WORK CODE		REGULAR HOURS WORKED								COMMENTS
			Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	Sun.	Week Totals	
Bellaire			2.0	2.0	2.0	2.0				8.0	
Chimney Rock			2.0	2.0	2.0	2.0				8.0	
Owens			2.0	2.0	2.0	2.0				8.0	
W. Airport			2.0	2.0	2.0	2.0				8.0	
OVERTIME HOURS WORKED											
Bellaire				1.5		1.0				2.5	
INDIRECT HOURS WORKED											
01-800-0	SECRETARIAL ADMIN.										
01-800-1	MISC. GENERAL OFFICE										
01-801-0	ADMINISTRATIVE										
01-803-0	MARKETING/BUS DEV.										
01-804-0	ACCOUNTING										
01-811-0	HOLIDAY										
01-812-0	VACATION										
01-813-0	SICK PAY										
01-813-1	JURY DUTY										
01-829-0	REPROGRAPHICS										
01-829-1	PERMITS/APPROVALS										
01-830-0	FUNERAL						8.0			8.0	
TOTAL			8.0	9.5	8.0	9.0	8.0			42.5	

OFFICIAL TIME SHEET

NOTE: TIME SHEETS MUST BE TURNED IN BY 4:00 P.M. EACH FRIDAY.

Signature: Paul Organ	PRINT EMPLOYEE NAME: Paul Organ EMPLOYEE NUMBER:	APPROVED BY:	WEEK ENDING MONTH: 10 · DAY: 22 · YEAR: 2017

JOB NUMBER	WORK CODE		Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	Sun.	Week Totals	COMMENTS
			REGULAR HOURS WORKED								
Bellaire			2.0	2.0	2.0	2.0	2.0			10.0	
Chimney Rock			2.0	2.0	2.0	2.0	2.0			10.0	
Owens			2.0	2.0	2.0	2.0	2.0			10.0	
W. Airport			2.0	2.0	2.0	2.0	2.0			10.0	
			OVERTIME HOURS WORKED								
Bellaire					1.0	1.5				2.5	
			INDIRECT HOURS WORKED								
01-800-0	SECRETARIAL ADMIN.										
01-800-1	MISC. GENERAL OFFICE										
01-801-0	ADMINISTRATIVE										
01-803-0	MARKETING/BUS DEV.										
01-804-0	ACCOUNTING										
01-811-0	HOLIDAY										
01-812-0	VACATION										
01-813-0	SICK PAY										
01-813-1	JURY DUTY										
01-829-0	REPROGRAPHICS										
01-829-1	PERMITS/APPROVALS										
01-830-0	FUNERAL										
TOTAL			9.5	8.0	9.0	9.5	8.0			42.5	

SOWELLS

OFFICIAL TIME SHEET

NOTE: TIME SHEETS MUST BE TURNED IN BY 4:00 P.M. EACH FRIDAY.

Signature	PRINT EMPLOYEE NAME	APPROVED BY:	WEEK ENDING		
Paul Organ	Paul Organ		MONTH	DAY	YEAR
	EMPLOYEE NUMBER		10	29	2017

JOB NUMBER	WORK CODE	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	Sun.	Week Totals	COMMENTS
		REGULAR HOURS WORKED								
Bellaire		2.0	2.0	2.0	2.0	2.0			10.0	
Chimney Rock		2.0	2.0	2.0	2.0	2.0			10.0	
Owens		2.0	2.0	2.0	2.0	2.0			10.0	
W. Airport		2.0	2.0	2.0	2.0	2.0			10.0	
		OVERTIME HOURS WORKED								
Bellaire		1.5		1.0					2.5	
		INDIRECT HOURS WORKED								
01-800-0	SECRETARIAL ADMIN.									
01-800-1	MISC. GENERAL OFFICE									
01-801-0	ADMINISTRATIVE									
01-803-0	MARKETING/BUS DEV.									
01-804-0	ACCOUNTING									
01-811-0	HOLIDAY									
01-812-0	VACATION									
01-813-0	SICK PAY									
01-813-1	JURY DUTY									
01-829-0	REPROGRAPHICS									
01-829-1	PERMITS/APPROVALS									
01-830-0	FUNERAL									
TOTAL		9.5	8.0	9.0	8.0	8.0			42.5	

SCMI

OFFICIAL TIME SHEET

NOTE: TIME SHEETS MUST BE TURNED IN BY 3:00 P.M. EACH MONDAY.

Signature	PRINT EMPLOYEE NAME	APPROVED BY:	WEEK ENDING		
Paul Organ	Paul Organ		MONTH	DAY	YEAR
	EMPLOYEE NUMBER		11	05	2017

JOB NUMBER	WORK CODE		REGULAR HOURS WORKED								COMMENTS
			Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	Sun.	Week Totals	
Bellaire			2.0	2.0						4.0	
Chimney Rock			2.0	2.0						4.0	
Owens			2.0	2.0						4.0	
W. Airport			2.0	2.0						4.0	
OVERTIME HOURS WORKED											
Bellaire											
INDIRECT HOURS WORKED											
01-800-0	SECRETARIAL ADMN.										
01-800-1	MISC. GENERAL OFFICE										
01-801-0	ADMINISTRATIVE										
01-803-0	MARKETING/BUS DEV.										
01-804-0	ACCOUNTING										
01-811-0	HOLIDAY										
01-812-0	VACATION										
01-813-0	SICK PAY										
01-813-1	JURY DUTY										
01-829-0	REPROGRAPHICS										
01-829-1	PERMITS/APPROVALS										
01-830-0	FUNERAL										
TOTAL			8.0	8.0						16.0	