



CASTROVILLE COMMUNITY SERVICES DISTRICT

P.O. BOX 1065
OFFICE: 11499 GEIL STREET
CASTROVILLE, CA 95012
FAX (831) 633-3103

President – Ron Stefani
Vice President – Silvestre Montejano
Director – Adriana Melgoza
Director – James R. Cochran
Director – Glenn Oania

24-HOUR TELEPHONE: (831) 633-2560

General Manager – Eric Tynan
Board Secretary – Lidia Santos

Website: CastrovilleCSD.org

AGENDA REGULAR MEETING OF THE BOARD OF DIRECTORS TUESDAY, DECEMBER 19, 2017 – 4:30 P.M. DISTRICT BOARD ROOM – 11499 GEIL STREET

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in the Board meeting, please contact Lidia Santos, Board Secretary during regular business hours at (831) 633-2560. Notification received 48 hours before the meeting will enable the District to make reasonable accommodations.

CALL MEETING TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS – (Limited to three minutes per speaker within the jurisdiction of items not on the agenda. Public will have the opportunity to ask questions or make statements as the Board addresses each agenda item.)

CONSENT CALENDAR:

1. Approve the Draft Minutes of the Regular Board Meeting of November 21, 2017 – motion item

CORRESPONDENCE:

1. Letter received from ACWA JPIA recognizing Castroville CSD for having a Loss Ratio of 20% or less in the Liability (for the period 10/01/2013 - 09/30/2016) and the Property (for the period 04/01/2013 – 03/31/2016 programs.

INFORMATIONAL ITEMS:

1. *The Monterey County Weekly* – To stave off seawater intrusion, county supes support a moratorium on new wells
2. *The Monterey Herald* – Hillside berry farms trigger erosion, speed flooding on central coast
3. *CSDA e-News* – Changes to control guidelines detect and prevent financial errors and fraud

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PRESENTATION:

1. None

NEW BUSINESS:

1. Surplus HHR vehicle and 2007 Chevy truck and replace with a new model truck – **motion item**
2. Announce position opening for Water Service-Collection System Maintenance Worker I (Operator 1) as Alex Torres has resigned – Eric Tynan, General Manager
3. Approve Castroville CSD Destruction Certificate #12-2017 as the retention period for listed records have expired – **motion item**
4. Opposition of 2015 Moss Landing Sewer Allocation Plan from Moss Landing Harbor District regarding the Moss Landing Community Plan – Eric Tynan, General Manager
5. New President shall be elected every two years by the Board, acquire the chair as of January as it is the Board's policy to rotate the office of President among the Board members – **motion item**

UNFINISHED BUSINESS:

1. Update on levels for Well #2, #3 #4 and #5 – Eric Tynan, General Manager
2. Update on the Local Groundwater Sustainability Agency (GSA) Formation – President Ron Stefani
3. Update on status of grants for Moss Landing-Sewer Zone 3, Castroville-Sewer Zone 1 and Castroville-Water Zone 1 for system upgrades and improvements - Eric Tynan, General Manager
4. Update on 630,000 gallon Welded Steel Tank Painting Project – Eric Tynan, General Manager
5. Update on radio system upgrades for water and sewer systems for \$15,956 and have contractor install – Eric Tynan, General Manager
6. Response from alarm company for Castroville CSD District break-in on November 21, 2017 at 4:30 a.m.- Eric Tynan, General Manager

BOARD OF DIRECTORS COMMUNICATION: When needed, this time is reserved for the Board of Directors to communicate activity, educational classes, and/or Committee reports.

1. Update on Monterey One Water board meeting – Ron Stefani, President and Director James Cochran
2. Update on other meetings/educational classes attended by the Directors

GENERAL OPERATIONS:

1. **General Manager's Report** – Compliance Update, Current Projects Update, Seminars Update, Staff Update, Suggestive Projects Discussions
2. **Operation's Report**
 - a) Water – Pumpage & Usage Update, Water Testing Update, Current Installation
 - b) Status Update, Current Contractor Work Update, Maintenance/Repair Update, Customer Service Update, Safety Issues
 - c) Sewer & Storm Drain – Jetting, Current Installation Status Update, Current Contractor Work Update, Maintenance/Repair Update, Customer Service Update, Safety Issues

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3. **Customer/Billing Reports** – A/R Update, Water Sales, Water Usage
4. **Financial Reports** – Treasures Report-L.A.I.F., Quarterly Financial Statements**Internal Report** and Administration Update

CHECK REGISTER – Receive and file the Check Register for the month of November 2017 – motion item

ITEMS FOR NEXT MONTHS AGENDA: Tuesday, January 16, 2018 at 4:30 p.m.

CLOSE:

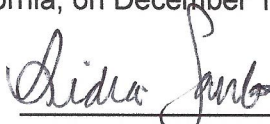
Adjournment to the next regular scheduled Board Meeting – motion item

All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Such records shall be available at the District office located at 11499 Geil Street, Castroville, California.

Certification of Posting

I certify that on December 15, 2017, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of the Castroville Community Services District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2).

Executed at Castroville, California, on December 15, 2017.



Lidia Santos, Board Secretary

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF
CASTROVILLE COMMUNITY SERVICES DISTRICT
November 21, 2017

President Ron Stefani called the meeting to order at 4:30 p.m.

ROLL CALL:

Directors Present: President Ron Stefani, Vice President Silvestre Montejano, Director Adriana Melgoza, Director Glenn Oania and Director James Cochran

Absent:

General Manager: Eric Tynan

Secretary to the Board: Lidia Santos

Staff Present:

Guest: Gary Porter and Grant T. Leonard

PLEDGE OF ALLEGIANCE

At the request of President Ron Stefani, Director Adriana Melgoza led the Pledge of Allegiance.

PUBLIC COMMENTS

1. President Ron Stefani called for Public Comments – none received

CONSENT CALENDAR

1. A motion was made by Adriana Melgoza and seconded by Glenn Oania to approve the minutes of the October 17, 2017 Scheduled Board Meeting. The motion carried by the following vote:

AYES:	5	Directors:	Montejano, Melgoza, Oania, Cochran and Stefani
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	0	Directors:	

Consent Calendar accepted as presented

CORRESPONDENCE:

1. Letter to Monterey One Water informing them Director James Cochran was appointed as the alternate representative to the Monterey One Water Board of Directors seat for Castroville and replacing General Manager J. Eric Tynan effective December 1, 2017.

Correspondence Calendar accepted as presented

INFORMATIONAL ITEMS:

1. ACWA JPIA, Vol. 38, No. 5 – No rate increases for the Liability Program renewal
2. *The Monterey County Weekly* – Basin Invasion, New maps show seawater has continued creeping inland, threatening water supply
3. *The Monterey Herald* – Moratorium on new Salinas Valley wells advised
4. *The Monterey Herald* – Pure Water Monterey, Marina Coast alternative water supply proposals get attention
5. California American Water's DWR 2017 Water Desalination Grant Proposal (Castroville pipeline attachment 14) on the Monterey Peninsula Water Supply Project benefits
6. *The Monterey Herald* – Officials discuss how to handle looming water supply problems
7. *Monterey County Weekly* – A picture of seawater intrusion in Marina's aquifers is unveiled

Informational items accepted as presented

District Legal Counsel Lloyd Lowrey arrives at 4:34 p.m.

PRESENTATIONS:

1. Hinricher, Douglas & Porter LLP, Certified Public Accountants to present audit report for fiscal year ended June 30, 2017 – Castroville CSD's annual financial audit was recently completed and presented to the Board of Directors by Certified Public Accountant Gary Porter with Hinricher, Douglas & Porter, LLP. Per Mr. Porter, Castroville CSD received a clean audit and opinion, which is issued by an auditor when the financial statements presented are free from material misstatements and are represented fairly in accordance with Generally Accepted Accounting Principles (GASB). In other words, Castroville CSD's financial condition, position, and operations are fairly presented in their financial statements. It is the best type of report opinion an auditee may receive from an external auditor. Mr. Porter asked if the Board had any questions or concerns regarding the audit report. Since there were no questions, he reminded the board that as of 2015-2016 the audit report now reflects the net pension liability. GASB 68 improves accounting and financial reporting by state and local governments for pensions. It also improves information provided by state and local governmental employers about financial support for pensions that is provided by other entities. For the first time employers will recognize their net pension liability, deferred outflow of resources, deferred inflows of resources, and pensions expense on their financial statements. He also informed the Board that his firm tested the cash receipts, accounts receivable, accounts payable, payroll and reviewed banks statements as part of internal controls. They selected transactions at random to review and found no such indications of errors or fraud. Mr. Porter stated that there is a perennial matter that he is required to mention every year to Castroville CSD and one he also addresses to various boards which is the lack of segregation of duties. This is typical of organizations that have less than 6 employees. With a small staff it is almost impossible to achieve an adequate segregation of duties, which is impossible to avoid and it is simply not cost effective to hire additional staff. As long as mitigation controls are in place, which he believes Castroville CSD has, it reduces the risk to an acceptable level. Organizations will also have to rely on the integrity and trust of employees. In addition, Castroville CSD Board of Directors are signing checks, viewing the cash report (internal report) and other financial reports on a regular basis, even though some if this information is viewed after the fact, except for the checks. He feels the Board has a pretty good feel of what is going on with the District and it would be very difficult for somebody to get away with something based on his review of the system. Mr. Porter also wanted to thank Castroville CSD staff for always being very cooperative and having all the data ready for them to view when they arrive to the District to conduct the annual audit. By having all the information so well organized, the annual audit saves the district about 50% in audit fees.

NEW BUSINESS:

1. Resolution No. 17-7, A Resolution of the Board of Directors of the Castroville Community Services District to Accept Audit Report for Fiscal Year Ended June 30, 2017, as Prepared by Hinricher, Douglas & Porter, Certified Public Accountants – Following the presentation of the audit and discussion, a motion is made by Glenn Oania and seconded by Silvestre Montejano to approve Resolution No. 17-7, A Resolution of the Board of Directors of the Castroville Community Services District to Accept Audit Report for Fiscal Year Ended June 30, 2017 as prepared by Hinricher, Douglas & Porter, Certified Public Accountants. The motion carried by the following vote:

AYES:	5	Directors:	Montejano, Melgoza, Oania, Cochran and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	0	Directors:	

2. Resolution No. 17-8, Authorizing A Financial Assistance Application for Enhancement of Existing Castroville Water Infrastructure – General Manager Eric Tynan informed the Board that by approving Resolution No. 17-8, the Board hereby designates the District's General Manager as the District's "Authorized Representative", and directs the General Manager to prepare, sign and file, for and on behalf of the District, a grant application to the California Department of Water Resources under the 2017 Sustainable Groundwater Planning Grant Program pursuant to the Water Quality Supply, and Infrastructure Improvement Act of 2014. District Legal Counsel Lloyd Lowrey stated if the Monterey Peninsula Water Supply Project (MPWSP) goes sideways, this Resolution No. 17-8 will need to be amended to focus on the deep well. A motion is made by Glenn Oania and seconded by Adriana Melgoza to approve Resolution No. 17-8, Authorizing A Financial Assistance Application for Enhancement of Existing Castroville Water Infrastructure. The motion carried by the following vote:

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AYES: 5 Directors: Montejano, Melgoza, Oania, Cochran and Stefani
NOES: 0 Directors:
ABSENT/NOT
PARTICIPATING: 0 Directors:

3. Award bid for 630,000 gallon Welded Steel Tank Painting Project – General Manager Eric Tynan reported to the Board that President Ron Stefani and Director Glenn Oania were both present for the bid opening on the 14th of November at 2:00 p.m. in the District board room. There were a total of seven contractors that submitted a bid. A list of the bidder's can be viewed on page 27 of the board packet. The lowest bidder at \$45,000 was Quality Painting & Maintenance. He recommended the Board award the bid to Quality Painting and Maintenance. All their documentation has been checked and is in order. Furthermore, the good news is that this project came in a lot lower than budgeted. The District had budgeted 200k for this project for fiscal year 2017/2018 anticipating more work needed to be done such as stripping the whole tank. A motion is made by Adriana Melgoza and seconded by Glenn Oania to award the bid for 630,000 gallon Welded Tank Painting Project to Quality Painting & Maintenance; not to exceed \$45,000. The motion carried by the following vote:

AYES: 5 Directors: Montejano, Melgoza, Oania, Cochran and Stefani
NOES: 0 Directors:
ABSENT/NOT
PARTICIPATING: 0 Directors:

4. Accept Castroville CSD Moss Landing Sewer System Risk Assessment prepared by Akel Engineering Group, Inc. – General Manager Eric Tynan presented for Board approval the Moss Landing Sewer Risk Assessment prepared by Akel Engineering. This study is the foundation for applying for 3 million in grants for the Moss Landing Sewer System. General Manager Eric Tynan and the Board all concurred that Akel Engineering Group Inc. did a great job in submitting the evaluating documentation for the Moss Landing Sewer System Risk Assessment. A motion is made by Silvestre Montejano and seconded by Glenn Oania to accept the Castroville CSD Moss Landing Sewer System Risk Assessment prepared by Akel Engineering Group, Inc. The motion carried by the following vote:

AYES: 5 Directors: Montejano, Melgoza, Oania, Cochran and Stefani
NOES: 0 Directors:
ABSENT/NOT
PARTICIPATING: 0 Directors:

5. Discuss purchase of radio upgrades for water and sewer systems for \$15,956 and have contractor install – General Manager Eric Tynan let the Board know that the radios for all the systems are becoming outdated and the District needs to think about upgrading them soon. The new radios respond by Ethernet and the current radios by radio waves which is not as effective. Down the road the base unit will also need to be replaced as well. He will start working on getting this equipment purchased and installed.
6. Report on California-Nevada Section, AWWA Annual Fall Conference 2017, October 23-26, 2017, Reno, NV – General Manager Eric Tynan provided the board with a summary of all the classes he attended for this conference which had to do with the water industry. He found the conference to be very beneficial and in addition he also will acquire contact hours needed for his water certifications.

UNFINISHED BUSINESS:

1. Update on levels for Well #2, #3 #4 and #5 – General Manager Eric Tynan informed the Board on the current well levels as of November 1, 2017 were as follows: Well #2 is currently at -12.6 feet below sea level and October 1, 2017 it was -15.9 feet below sea level. Well #3 is currently at -34.5 feet below sea level and October 1, 2017 it was -45.5 feet below sea level, and Well #4 is at -50.9 feet below sea level and October 1, 2017 it was -60.7 feet below sea level. Well #5 is currently at -35 feet below sea level and October 1, 2017 it was -34.5. A graph of the well trends for the months August 2015 through November 2017 can be viewed on page 29 of the board packet. General Manager Eric Tynan stated that all the well levels except for Well #5 are rising again. Well #5 is the deeper well and not recharging as quickly as the other wells are.

2. Update on the Local Groundwater Sustainability Agency (GSA) Formation and Alternate Director for the Small Water System/Disadvantaged Community Seat on the Board of Directors for the Salinas Valley GSA – President Ron Stefani informed the Board that they hired a consultant to seek 1.5 million in grant funding with the state. They are also trying to clarify jurisdictional disputes with Marina Coast Water District and Greenfield.
3. Update on status of grants for Moss Landing-Sewer Zone 3, Castroville-Sewer Zone 1 and Castroville-Water Zone 1 for system upgrades and improvements - General Manager Eric Tynan let the Board know that the grant application was resubmitted to the State Water Resource Control Board by Castroville CSD. It had previously been returned for the reason that it was not in the specific format that they wanted. General Manager Eric Tynan reminded the Board that the District is having Lidia Gutierrez with Gutierrez Consultants assist with the grant application and she is doing a great job. Castroville CSD should be notified regarding the outcome of the application by the State Water Resources Control Board in December.
4. Second reading of Ordinance No. 68 An Ordinance to Enforce Separate Metering or Sub Metering of Individual Units in Multi-Unit Structures – President Ron Stefani introduced and waived the second reading of Ordinance No. 68 an Ordinance to Enforce Separate Metering or Sub Metering of Individual Units in Multi-Unit Structures. Ordinance No. 68 can be viewed on pages 30-33 of the board packet. General Manager Eric Tynan informed the Board that Ordinance No. 59 requires that individual units in multi-unit building or structures be separately metered, while allowing sub metering in certain circumstances, to encourage water conservation and the efficient use of water. However, Ordinance No. 59 did not have any penalties if these policies were not followed and Ordinance No. 68 does enforce penalties. A motion is made by Glenn Oania and seconded by James Cochran to approve the second reading of Ordinance No. 68 An Ordinance to Enforce Separate Metering or Sub Metering of Individual Units in Multi-Unit Structures. The motion carried by the following vote:

AYES:	5	Directors:	Montejano, Melgoza, Oania, Cochran and Stefani
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	0	Directors:	

5. Paul W. Davis, AIA Architect with The Paul Davis Partnership request on behalf of the Housing Authority to continue with master meters for the new construction of all their apartments – General Manager Eric Tynan reminded the Board that at last month's board meeting Starla Warren, President/CEO and Carolina Sahgun, Senior Community Development Planner with the Monterey County Housing Authority Development Corporation were present and had addressed the board on this matter and that they would prefer sub metering individual units in these multi-unit structures and will not have a problem reporting the water use to Castroville CSD. A motion is made by Glenn Oania and seconded by James Cochran to approve their request for sub metering individual units in these multi-unit structures. The motion carried by the following vote:

AYES:	5	Directors:	Montejano, Melgoza, Oania, Cochran and Stefani
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	0	Directors:	

6. Update on North County Recreation and Park District (NCRPD) tax measure and 4th quarter (April-June 2016/2017) and 1st quarter (July-September 2017/2018) reports on extended recreation services activities – General Manager Eric Tynan had NCRPD President Grant T. Leonard update the Board since he was present at this meeting. Mr. Leonard informed the Board that the NCRPD is currently installing new security cameras on their properties and putting an improved playground in Moro Cojo. They are also getting ready for the snow play date in December which is a big hit with the kids. The 4th and 1st quarter Income and Expense for NCRPD for extended recreation can also be viewed on pages 34-37 of the board packet. There is no current activity on the tax measure at this time.

BOARD OF DIRECTORS COMMUNICATION: When needed, this time is reserved for the Board of Directors to communicate activity, educational classes, and/or Committee reports.

1. Update on Monterey One Water board meeting – President Ron Stefani reported to the Board that at this meeting the board approved Amendment 2 to the Cost Sharing Agreement with MPWMD for the Pure Water Monterey Project, subject to nonsubstantive changes approved by legal counsel. This action is subject to agreement by the MPWMD Board at its November 13, 2017 meeting. Also, the Board approved Resolution 2017-33, approving Addendum No. 3 to the Pure Water Monterey Groundwater Replenishment Project EIR, and approving project modifications to provide expanded capacity of the Advanced Water Treatment Facility and Shared use of the Product Water Conveyance Facilities contingent upon approval of an agreement with Marina Coast Water District that establishes a mutually agreeable cost sharing method for AWT Facility capacity and joint pipeline for recycle water conveyance.
2. Update on meetings/an educational class attended by the Directors – Per General Manager Eric Tynan both he and Director James Cochran attended the Moss Landing Community Plan Update regarding sewer allocations. At this meeting Moss Landing Harbor District, President Russ Jefferies stated that the Harbor District would sue the County if the sewer allocation was changed.

District Legal Counsel Lloyd Lowrey requested the board excuse him from the meeting at this time. He left at 5:18 p.m.

GENERAL OPERATIONS

1. General Manager's Report – Compliance update, current projects update, meetings/seminars update, staff update, suggestive projects discussions
2. Operation's Report
 - a) Water – Pumpage & Usage Update, Water Testing Update, Current Installation
 - b) Water -Status Update, Current Contractor Work Update, Maintenance/Repair Update, Customer Service Update, Safety Issues
 - c) Sewer & Storm Drain – Jetting, Current Installation Status Update, Current Contractor Work Update, Maintenance/Repair Update, Customer Service Update, Safety Issues
3. Customer /Billing Reports – Water Sales, Water Usage, A/R Update, Customer Service Update
4. Financial Reports – Treasures L.A.I.F. Report, Internal Report, Administration Update

General Operations Reports were accepted as presented

CHECK LIST – October 2017. A motion was made by Glenn Oania and seconded by Adriana Melgoza to pay all bills presented. The motion carried by the following vote:

AYES:	5	Directors:	Montejano, Melgoza, Oania, Cochran and Stefani
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	0	Directors:	

CLOSE:

There being no further business, a motion was made by Glenn Oania and seconded by Silvestre Montejano to adjourn to the next scheduled Board meeting; the motion carried by the following vote:

AYES:	5	Directors:	Montejano, Melgoza, Oania, Cochran and Stefani
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	0	Directors:	

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The meeting adjourned at 5:33 p.m. until the next scheduled meeting

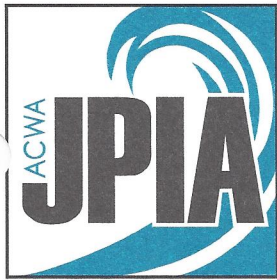
Respectfully submitted by,

Approved by,

Lidia Santos
Secretary to the Board

Ron Stefani
President

G + J



YOUR BEST PROTECTION

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President
E.G. "Jerry" Gladbach

Vice President
Tom Cuquet

Chief Executive Officer
Walter "Andy" Sells

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Tom Cuquet
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E.G. "Jerry" Gladbach
Brent Hastey
David T. Hodgins
W.D. "Bill" Knutson
Melody A. McDonald
J. Bruce Rupp
Kathleen Tiegs

December 4, 2017

Eric Tynan
Castroville Community Services District
P.O. Box 1065
Castroville, CA 95012-1065

Dear Eric:

Each year at Fall Conference, the JPIA recognizes members that have a Loss Ratio of 20% or less in either of the Liability, Property, or Workers' Compensation programs (loss ratio = total losses / total premiums).

The members with this distinction receive the "**President's Special Recognition Award**" certificate for each Program that they qualify in.

The JPIA is extremely pleased to present Castroville Community Services District with this special recognition and commends the District on the hard work in reducing claims.

Congratulations to you, your staff, Board, and District. Keep up the good work!

The JPIA wishes you the best in 2018.

Sincerely,

E.G. "Jerry" Gladbach
President

Enclosure: President's Special Recognition Award(s)

President's Special Recognition Award

*The President of the
ACWA JPIA
hereby gives Special Recognition to*

Castroville Community Services District

*for achieving a low ratio of "Paid Claims and Case Reserves" to "Deposit Premiums"
in the Liability Program for the period 10/01/2013 - 09/30/2016
announced at the Board of Directors' Meeting in Anaheim.*

E. G. "Jerry" Gladbach

E. G. "Jerry" Gladbach, President



November 27, 2017

President's Special Recognition Award

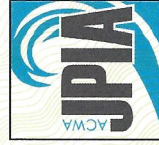
*The President of the
ACWA JPIA
hereby gives Special Recognition to*

Castroville Community Services District

*for achieving a low ratio of "Paid Claims and Case Reserves" to "Deposit Premiums"
in the Property Program for the period 04/01/2013 - 03/31/2016
announced at the Board of Directors' Meeting in Anaheim.*

E. G. "Jerry" Gladbach

E. G. "Jerry" Gladbach, President



November 27, 2017

To stave off seawater intrusion, county supes support a moratorium on new wells.

The fight against seawater intrusion in the Salinas Valley Groundwater Basin is about to get a lot more real.

On Nov. 14, Monterey County Water Resources Agency Senior Hydrologist Howard Franklin presented six different recommendations to the County Board of Supervisors that aim to help slow or halt the intrusion, which has advanced in alarming ways over the last few years.

The stakes are high, and hard to overstate: Advancing seawater intrusion, in which seawater fills in underground aquifers when freshwater is pumped, threatens water supplies in the lower Salinas Valley, putting many millions – if not billions – of dollars' worth of agricultural operations at risk, as well the municipal water supplies of Salinas and Marina.

Those threats were first made clear in a presentation Franklin gave on July 11 to the county supervisors and the Water Resources Agency board of directors. He showed data revealing the extent of seawater intrusion in 2015 – the most recent year for which the county has crunched the data – showing that not only had the intrusion advanced since 2014, but confirmed a new, troubling phenomenon.

The 2015 intrusion maps showed two “islands” of seawater intrusion in the 400-foot aquifer, named for its depth, that were not contiguous to the primary affected area.

On Nov. 14, Franklin outlined his recommendations to the supervisors. Most notably, they included a moratorium on new wells in the 400-foot aquifer in the “area of impact” – an area stretching from the coast to nearly as far east as Highway 101 in North Salinas – as well as a moratorium on new wells in the “deep aquifer,” an ancient water source 900-feet-plus deep that hydrologists say is recharging only due to leakage from overlying aquifers. That deeper aquifer, which extends roughly as far inland as Chualar, has increasingly become a water source for growers in the impact area as their shallower wells are affected by seawater.

Franklin was clear, however, that even if the recommendations are implemented, it would not likely reverse the intrusion in his lifetime.

“What we’re really talking about here today is protection,” Franklin said, “about halting or slowing further advancement. If we don’t take some action soon, we’re going to lose most of the 400[-foot aquifer] in the area of impact that isn’t already intruded by seawater.”

All the supervisors were on board with all six recommendations, and they asked Franklin to bring back an ordinance to enact the moratoriums on new wells as soon as possible. “It’s obviously a matter of urgency, especially for those of us in my district,” said Supervisor John Phillips, who represents North County.

“Seawater intrusion is relentless and it’s moving down the valley,” Supervisor Jane Parker said. “I hope we do pursue all of [the recommendations].”

Monterey County Counsel Charles McKee says his staff will work on determining which agency has authority to enact the recommendations. (There may be overlap with the newly formed Salinas Valley Groundwater Sustainability Agency, which adds a layer of complexity.) He plans to present on the options to enact Franklin’s recommendations – and who can legally implement them – on Dec. 12.

Hillside berry farms trigger erosion, speed flooding on central coast

Plastic row covers are evident on a strawberry farm in Monterey County near Salinas on Aug. 25. Strawberries are one of the most profitable crops in the state, especially in Monterey and Santa Cruz counties. But the plastic row covers that protect berries from cold and pests also increase water runoff and erosion on hillside fields.

Fine sands coated the green lawns of the Crazy Horse Golf Course in Salinas in June. The sand was carried in runoff from hillside strawberry fields covered in plastic.

CASTROVILLE >> "Plastic!" said Dale Huss, gesturing in frustration out the window of his pickup truck at the berry fields sprawling over rolling hills, as strawberry plants peeped out from plastic tarps stretched over raised earthen rows.

Strawberries are one of California's most profitable crops, especially in the Monterey Bay area. But the plastic row covers that protect berries from cold and pests also increase water runoff and erosion on hillside fields.

Huss, vice president of artichoke production for Ocean Mist Farms, a major produce company in Castroville, is tired of all the plastic and the runoff.

"All this water goes toward Castroville," Huss said. "We inherit everyone's problems."

Last winter's extreme rains exacerbated chronic sediment erosion from farms, especially berry fields perched on hills. In February, a segment of Elkhorn Road collapsed as a result of the runoff from nearby fields, closing the road for months. And many Monterey County farmers fear that this January and February, the two rainiest months of the year, will bring similar problems.

All the water running downhill, environmental scientists say, increases the risk of floods and brings down chemicals and fertilizers from fields further up the watershed, sweeping trash and debris into local drainage canals.

Although the runoff problems are well-known in Monterey County, regulations designed to prevent erosion from agricultural land don't exist. Additionally, there is little incentive for farmers to practice erosion prevention until the county steps in to enforce erosion-control code violations.

BERRIES GROW IN POPULARITY

The acreage of strawberry fields in Monterey County has increased from 7,022 in 1995 to 10,029 in 2016, including many new fields on sloped hillsides. And nearly 90 percent of the nation's strawberries are grown on California's central coast, where the fruit thrives in the mild climate and sandy soil.

California's bright red crop is worth about \$2.6 billion annually. From 2000 to 2012, the price for fresh strawberries increased by a third, making them an increasingly attractive crop choice for growers.

Farmers use plastic on strawberry farms to stymie sprouting weeds and to warm the soil to start the growing season earlier. Plastic can increase strawberry production by 2.5 times.

"It's not an option to not use plastic" in commercial strawberry farms, said Mark Bolda, a farm adviser at the University of California Cooperative Extension.

But while plastic may boost production, it also prevents rain from soaking into the soil. Instead, water collects in the uncovered furrows between the rows, forming mini-rivers that run quickly downhill, carrying soil with them.

During wetter-than-normal seasons such as last winter, slurries of water and sand run off from the fields to inundate and bury roads, choke creeks and harm fish. The water and sand also spill onto farmland, yards and golf courses.

"We're seeing more and more plastic mulch," said Karen Worcester, a senior environmental scientist with the Central Coast Regional Water Quality Control Board. "It's like having a bunch of parking lots on steep slopes."

Several Monterey Bay area strawberry growers contacted for this article declined to comment about the problem. But Tom Moss, senior water resources hydrologist for Monterey County, said that he and his team work regularly with strawberry farm owners and managers to minimize erosion violations. The "improvements and fixes make a big difference," Moss said.

FLAT LAND IS GONE

Hillsides are often the only land available to farm after the fertile, flat land of the Salinas Valley has been claimed.

Peering out from under the brim of a cap embroidered with the Sea Mist Farms' artichoke logo, Huss pointed out fields along San Juan Grade Road and Blackie Road in the Castroville area that had previously been used for grazing.

Historical aerial photos of the area near San Juan Grade Road support Huss' observations — there has been a significant change in the past 10 years. From 2007 to 2016, 1,000 acres previously used for grazing and other crops became berry fields, with many of them marching steadily up the hillsides.

WATER HEADS DOWNHILL

Bolda estimates that one inch of rainfall onto a 30-acre plastic-covered farm could send enough water downhill to fill an Olympic-sized swimming pool. And the hills' sandy soil only exacerbates the problem.

"In my opinion, some of those hillsides should never have been farmed," Worcester said. "Even without the plastic, there's really very little opportunity to stabilize the slope."

To illustrate some of the problems runoff and erosion cause downstream, Huss eased his truck off San Juan Grade Road into the driveway of the golf course at Salinas' Crazy Horse Ranch. There, heaps of soil framed the banks of a small creek flowing through the property — remnants of the sediment that choked the channel during winter storms.

Wildlife in neighboring waterways can also suffer from increased erosion. Streams and creeks become clouded with sediment. The water begins to look like chocolate milk, covering nesting sites for steelhead trout and clogging the gills of fish and other aquatic animals.

“It really changes the nature of life in that creek,” said Pam Krone-Davis, the agricultural water quality coordinator for the Monterey Bay National Marine Sanctuary. “It changes the whole ecosystem.”

DAMAGE CONTROL

Though these runoff issues are a longstanding frustration for farmers, county officials and scientists alike, it's not clear how to solve the problem. Monterey County's large size and the rapid pace of crop rotation make monitoring agricultural erosion extremely challenging, according to Brian Escamilla, a water resources technician for the county.

Part of Escamilla's job is to investigate complaints of erosion from farms. The county directs any farmers in violation of erosion codes to install engineer-approved erosion control measures on their land, he said.

Erosion control measures include placing straw-stuffed, tubular wattles to redirect water flow, planting cover crops within field furrows to slow the flow of water, and installing ponds that allow extra sediment to sink instead of flowing off the property. But these methods only slow the inevitable escape of soil and sediment.

“If farmers spent on (sediment and erosion control) a fraction of what they spend on food safety, there wouldn't be a problem,” said Shawn Atkins, the maintenance manager for Monterey County Public Works.

Atkins has had to deal with sediment and dirt-clogged roadways adjacent to farmland since he joined the public works department in 2001.

In January 2015, Atkins joined a task force to address the issue of farm runoff in collaboration with officials from the Monterey County Agricultural Commissioner's Office and the county's Resource Management Agency. After a year and a half, however, the team couldn't reach a consensus on how to define the only erosion violation recognized by Monterey County: “accelerated erosion.” So the task force couldn't bring any cases against farmers — and ultimately disbanded.

Atkins favors adding the regulation of sediment accumulation to erosion violations.

“In my opinion,” he said, “our code needs a bit of work.”

A PROUD CALIFORNIA SPECIAL DISTRICTS ALLIANCE PARTNER



California Special Districts Association
Districts Stronger Together

e-News



New Laws of 2018 Series: Part IV

Changes to control guidelines detect and prevent financial errors and fraud

By David Alvey, CPA. Mr. Alvey is Audit Partner and Vice President at Maze & Associates where he specializes in fraud,

internal controls and government accounting.

California State Assembly Bill 804 (Garcia), signed into law on September 2017, amended Government Code Section 12422.5 to authorize the State Controller to audit any local agency for the purpose of determining whether the agency's internal controls are adequate to detect and prevent financial errors and fraud.

Before AB 804, the Controller only had the authority to audit agencies that received State funding. Now, they can choose to audit the internal control environment of any local agency in the State regardless of the funding sources of that agency. This change to the Government Code has been part of a long journey that started in August 2013 with the enactment of [Assembly Bill 1248 \(Cooley\)](#) which required the Controller to develop and publish internal control guidelines on or before January 2015. These [guidelines](#) can be found on the State Controller's Office website.

Now the Controller's office will look to ensure local agencies are implementing its internal control recommendations. This became the focus of the Controller back in 2011 with the [exposure of unethical financial practices](#) by numerous officials in the City of Bell. Around that same time, the Controller also found break downs in the internal control environment in the City of Hercules. In the Controller's September 2012 "Hercules Administrative and Internal Accounting Control Review Report," the report states:

We found the City of Hercules' administrative and internal accounting control deficiencies to be serious and pervasive; in effect, non-existent. We noted there was no oversight by the City Council over the City's financial and operational activities.

CAS TROVILLE COMMUNITY SERVICES DISTRICT

DESTRUCTION CERTIFICATE

Retention periods for the listed records have expired. Please indicate your approval by signing below. If you disapprove for any reason, mark through the record, initial and state reason for disapproval.

Board Meeting Approval Date: _____ Destruction Certificate # 12-2017

Certificate prepared by: Lidia Sotelo Date: 12-14-2017

RECORD CATEGORY NAME	DATE RANGE		COPIES	
	From	To	Made	Type
Accounts Receivables - month end reports, matrix reads	07.09	06.10		
Accounts Payable	07.09	06.10		
Backflow Tests & Invoices	01.09	12.09		
Backflow Tests & Invoices	01.10	12.10		
Miscellaneous Invoices	07.08	06.09		
Miscellaneous Invoices	07.09	06.10		
Financials - Bank statements	07.08	06.09		
Financials - Bank statements	07.09	06.10		

DESTRUCTION APPROVALS (Signature)

General Manager	Date Approved
Office Manager	Date Approved
	Date Approved
	Date Approved

DESTRUCTION CERTIFICATION

I certify that listed records (except those marked as not approved) were destroyed.

Title: _____ Date Destroyed _____

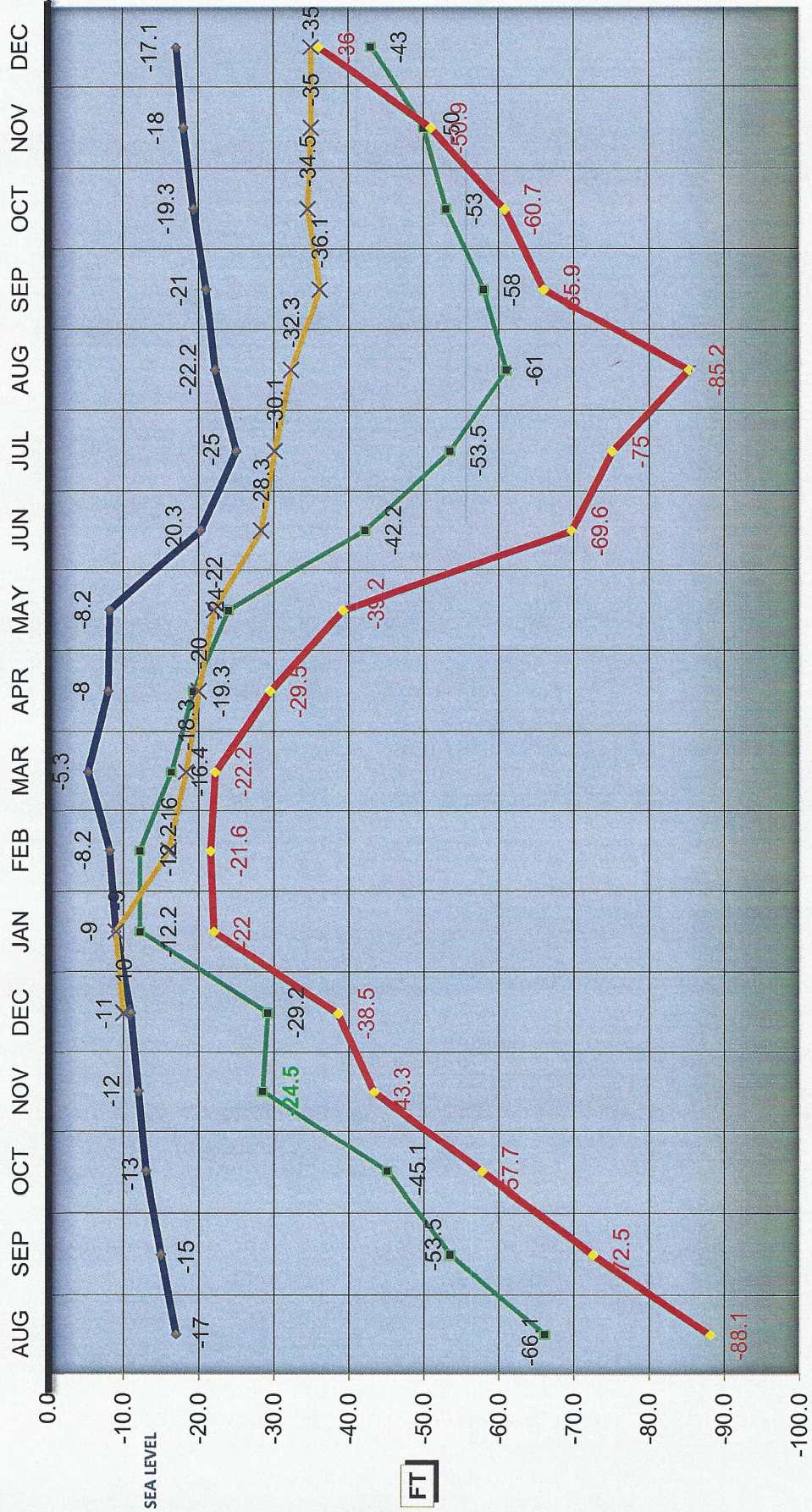
Signature _____

METHOD OF DESTRUCTION

Shredding
 Waste Paper
 Other _____

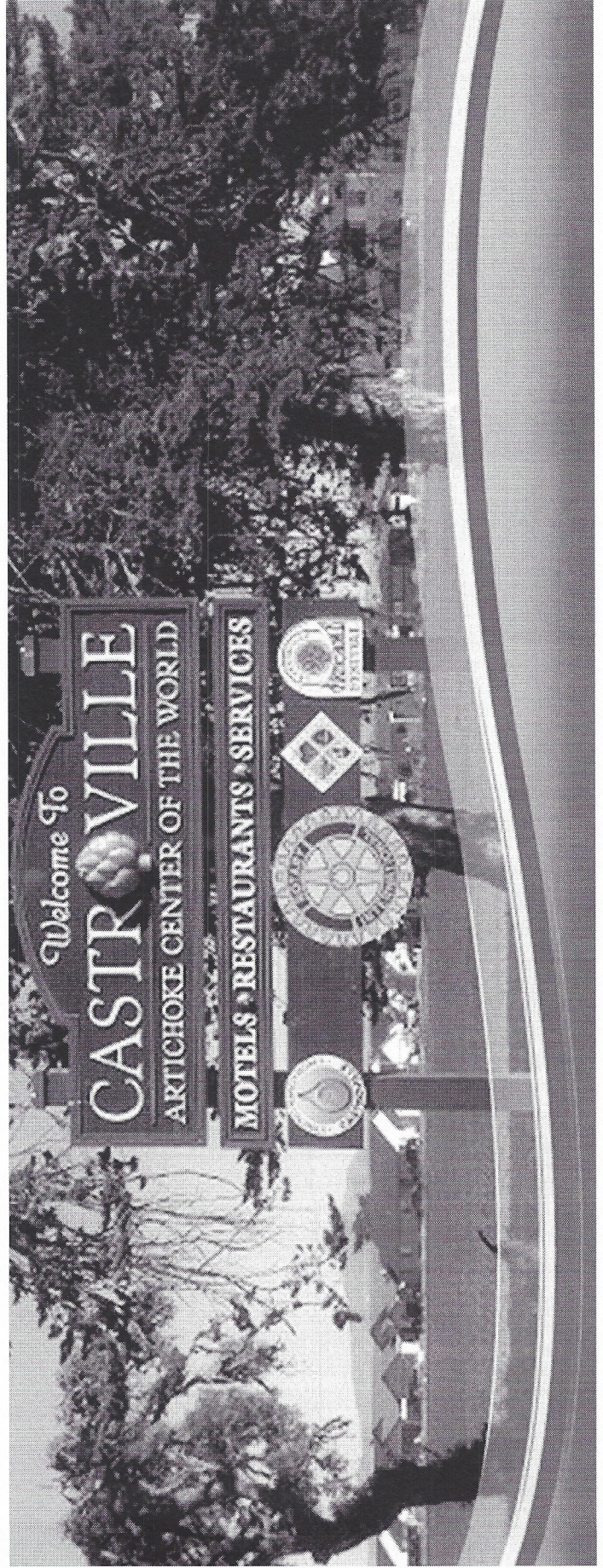
* Confidential records will be destroyed by shredding. Copy type: 1 Microfilm; 2 Optical Disk; 3 Other

CASTROVILLE WELL LEVELS 2016-2017



Funding Update

Aggressively pursuing funding for our critical infrastructure



CCSD Funding Program

1. Maximize funding eligibility
2. Identify project funding priorities
3. Identify current and anticipated funding opportunities
4. Prepare funding applications
5. Manage funding contracts

Maximize Funding Eligibility

- State and Federal funding programs give priority consideration of projects that benefit a Disadvantaged Community (DAC) or Severely Disadvantaged Community (SDAC)
 - Set-aside funding
 - Waiver of cost match requirements
 - Priority scoring of funding applications
- Qualifying based on Median Household Income (MHI) as compared to California MHI (\$61,489)
 - MHI 80% or less than CA MHI is considered DAC (<\$49,191)
 - MHI 60% or less than CA MHI is considered SDAC (<\$36,893)
 - In 2017, State Water Resources Control Board (SWRCB) funded an income survey of CCSD to document economic status;
 - CCSD Castroville MHI \$35,000 qualifies as SDAC
 - CCSD Moss Landing MHI \$31,500 qualifies as SDAC

Identify Project Funding Priorities

- **CCSD-Castroville Water Project Priorities**
- **Water Supply Line**
 - Connection to Cal-Am proposed desalination facility
 - CCSD cost share is \$2,800,000
- **Water Storage Tank and System Improvements**
 - 600,000 gallon tank for additional storage and operational redundancy
 - \$500,000 planning and design costs
 - \$2,226,000 construction costs
- **CCSD-Moss Landing Sewer Project Priority**
- **Wastewater Infrastructure Improvement, Replacement and Rehabilitation Project**
 - Recommended pipeline and lift station improvements to replace aged infrastructure and mitigate potential failures
 - \$400,000 estimated planning and design costs
 - \$2,451,000 estimated construction costs

Identify Current and Anticipated Funding Opportunities

- CCSD Water Supply Line
- DWR Proposition 1 Water Desalination Grant Program
 - Cal-Am Submitted \$9 M application 8/30/17
 - Would fully fund CCSD cost share
 - Grant awards will be announced in December
- SWRCB Proposition 1 Drinking Water Grant Program
 - If Desal grant not awarded, could include water supply line in funding application with tank
 - Open enrollment, could begin application immediately following Desal grant funding announcements
 - Cost of preparing application would be paid by SWRCB
- DWR Proposition 1 IRWM DAC Implementation Grant Program
 - Grant application period will begin early 2018
 - Cost of preparing application may be paid by Monterey IRWM region

Identify Current and Anticipated Funding Opportunities

- CCSD Water Storage Tank
- SWRCB Proposition 1 Drinking Water Grant Program
 - Open enrollment, could begin application immediately (recommend waiting for Desal Grant announcements for possible inclusion of water supply line)
 - Cost of preparing application would be paid by SWRCB
- DWR Proposition 1 IRWM DAC Implementation Grant Program
 - Grant application period will begin early 2018
 - Cost of preparing application may be paid by Monterey IRWM region
- USBR WaterSMART Drought Resiliency Program
 - 50% federal grant up to \$750,000
 - Could be matched with State funding
 - Applications due February 13, 2018
 - Cost of preparing application would be CCSD responsibility

Identify Current and Anticipated Funding Opportunities

- CCSD-Moss Landing Sewer System Improvements
- SWRCB Proposition 1 Clean Water Grant Program
 - Application submitted, waiting for SWRCB to assign project manager
 - Cost of preparing application paid by SWRCB
- DWR Proposition 1 IRWM DAC Implementation Grant Program
 - Grant application period will begin early 2018
 - Cost of preparing application may be paid by Monterey IRWM region

Immediate Next Steps

- CCSD Water Supply Improvements
 - Waiting for DWR Desal grant notifications in December 2017
 - If Cal-Am grant awarded, then support grant contracting
 - If Cal-Am grant not awarded, prepare SWRCB Drinking Water application for supply line and tank
- CCSD-Water Storage Tank
 - Prop 1 Application (following Water Supply status above)
- CCSD-Moss Landing Sewer System Improvements
 - Waiting for SWRCB assignment of project manager ↙
 - Developing detailed scope and budget for required design and construction improvements
- Continue to identify and consider additional funding opportunities



CASTROVILLE COMMUNITY SERVICES DISTRICT

GENERAL MANAGER'S REPORT

DECEMBER 19, 2017

❖ Regulatory Compliance

- ❑ SWRCB-DDW inspection of water system and permit July 12th
- ❑ No coliform violations (all routine samples negative) for December 2017
- ❑ Quarterly sampling of Well #3 due to it exceeding secondary standards
- ❑ Submitted water quality reports to 9 large Water system customers
- ❑ Regulatory documentation for CCSD sewer jetting activities
- ❑ Submitted No-spill report to State documenting Castroville, Moro Cojo and Moss Landing systems had no sewer spills for November 2017
- ❑ Regulatory documentation for MLCSD sewer jetting activities
- ❑ Regulatory documentation for CCSD sewer jetting activities
- ❑ Received Well #5 permit to adjust Ph with sulfuric acid instead of Co2

❖ Current Projects

- ❑ Convert Well #5 Arsenic treatment from Co2 to Acid for Ph adjustment
- ❑ Complete Illness, Injury, Prevention, Program (IIPP) to comply with SDRMA and Cal-OSHA requirements
- ❑ Enforcement of Sub-Metering Ordinance
- ❑ Design and find funding for Desal pipeline to MPWSP
- ❑ Prepare grant proposal for Castroville sewer for 2.9 million dollars
- ❑ Prepare grant proposal for Castroville water for 4.0 million dollars
- ❑ Collaborate on Hydraulic study of Castroville water system with Cal Am to facilitate tie-in with Desal line
- ❑ Moss Landing Operations, see report in Board packet
- ❑ Moro Cojo Operations, see report in Board packet
- ❑ Castroville Operations, see report in Board packet
- ❑ Replace damaged antenna on District roof
- ❑ Investigate multiple projects in Castroville done w/o review or permitting
- ❑ Sewer cleaning, repair, video and maintenance program for CCSD

❖ **Completed Projects**

- ❑ Akel Engineering Moss Landing Sewer Asset assessment study
- ❑ Sold surplus Jetter from Moss Landing system \$1500
- ❑ 100% of all backflow devices tested in Castroville water system
- ❑ Received Well #5 permit to adjust Ph with sulfuric acid instead of Co2
- ❑ Received bids for painting Tank @ site 4
- ❑ Tied-in Rohr wineries water, fire and sewer lines- off, still need to test
- ❑ Submitted application for Moss Landing Prop 1 grant for \$3,000,000
- ❑ Grease trap inspections 100% completed
- ❑ Replaced approximately 35 meter registers in November

❖ **Upcoming Projects**

- ❑ Consideration of proposed 90 SFR and 120 MFR at intersection of Castroville Blvd and Hwy 156
- ❑ Pig Force main under Elkhorn bridge on Hwy one
- ❑ Upgrade SCADA system with new radio's and computers
- ❑ Accent Street Sweeping- next sweep in November 2017
- ❑ RCAC to assist in applying for Prop 1 funding for T/A study for future water systems improvements such as a new 600,000-gallon storage tank, hydraulic study and ability to fill tank 4 from distribution system
- ❑ Meet with NMR&PD Committee re: tax measure for NCR&PD
- ❑ Upgrade Moss Landing Lift station Motor control centers
- ❑ Design Washington Sewer Bypass line

❖ **Meetings/Seminars (attended)**

- ❑ Meeting of the permanent Board of the SVGWB GSA -Ron
- ❑ Monthly staff safety meeting
- ❑ Met with County Staff and Counsel to discuss MLSAP
- ❑ Met with Cal Am officials to discuss Desal pipeline
- ❑ Water Managers Quarterly lunch meeting
- ❑ MPWSP Intervenors discussion-Ron, Lloyd and Eric
- ❑ Moss Landing Chamber Board meeting
- ❑ Technical Advisory Committee meeting-CCSD Board room
- ❑ ACWA Webinar on Cross Connection Surveys
- ❑ Attended IRWMG TAC meeting in Moss Landing
- ❑ Attended town hall meeting w/ Sherriff Bernal re: recent crimes
- ❑ Monterey One Water Board meeting – Ron
- ❑ Multiple on-site inspections and review of bike path project

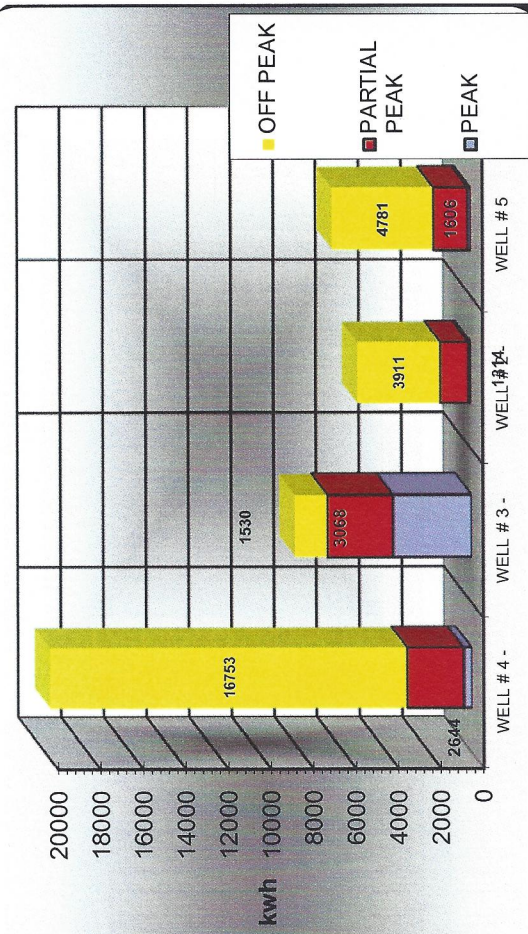
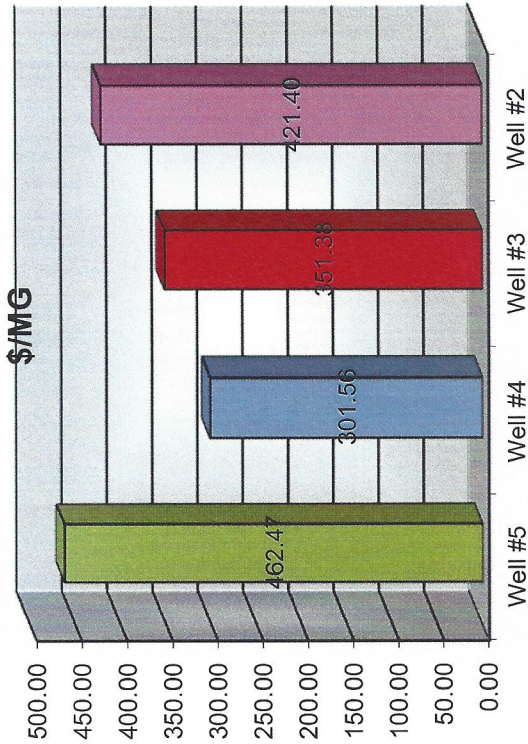
❖ **Meetings/Seminars (upcoming)**

- ❑ Redevelopment Oversight Committee- Ron
- ❑ Funding fair in Monterey
- ❑ MPWSP Intervenors discussion
- ❑ Moss Landing Community Plan update
- ❑ SVGWB GSA Board meetings Ron
- ❑ Neighborhood Watch
- ❑ Multiple on-site inspections and review of bike path project
- ❑ Monterey County Sherriff's Citizens Advisory Group-Adriana & Eric
- ❑ NMR&PD Ballot Committee re: tax measure for NCR&PD
- ❑ Quarterly Special District Managers meeting
- ❑ Quarterly Water Managers meeting
- ❑ Meeting with Moss Landing Chamber
- ❑ Monterey one Water Board meetings – Ron & James

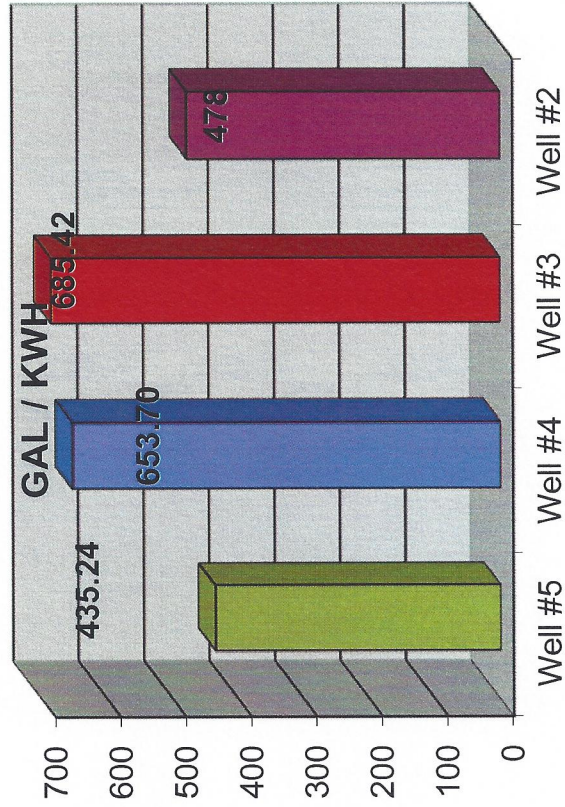
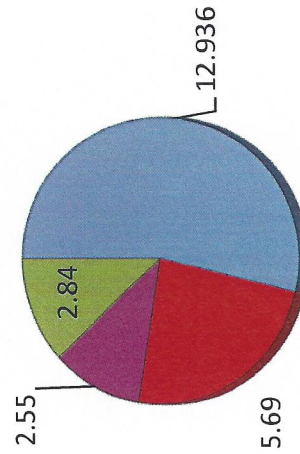
❖ **Improvements/Ideas/Suggestions**

- ❑ Consider installing backup generator for Office
- ❑ Paint water valve covers, Red for Hydrants, Blue for water
- ❑ Select areas for Saddle main valves and lateral replacement program

November-17



Million Gallons



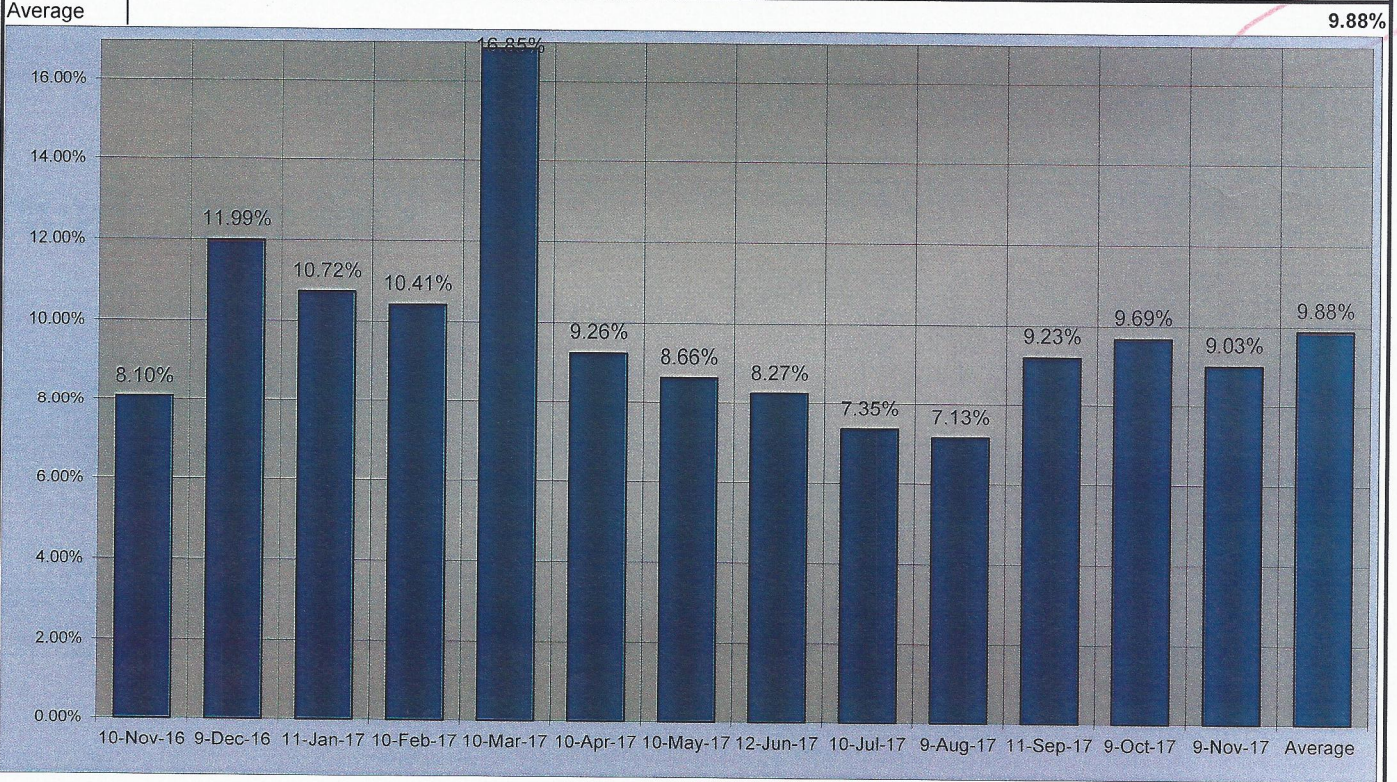


Castroville Community Services District



Percent Water Loss Monthly & Yearly

Month	Well #5 Gal.	Site 2 Well Gal.	Site 3 Well Gal.	Site 4 Well Gal.	Totals		miscellaneous	Unaccounted Water %
					Water Pumped	Water Sold		
10-Nov-16	1825566	3397000	4569000	13043000	22834566	20842683	Hydrant meters 141949, Jetting & Flushing 10k, Leaks 30k, FD 4k, R.O. & Softner 4K	8.10%
9-Dec-16	1094936	1490000	3679000	10337000	16600936	14439227	Hydrant meters 96242, Jetting & Flushing 7k, Leaks 60k, FD 4k, R.O. & Softner 4K	11.99%
11-Jan-17	2399417	2239000	3502000	7617000	15757417	13959236	Hydrant meters 45000, Jetting & Flushing 13k, Leaks 50k, FD 4k, R.O. & Softner 4K	10.72%
10-Feb-17	3704112	4502000	3233000	3290000	14729112	13030437	Hydrant meters 141949, Jetting & Flushing 16k, Leaks 10k, FD 4k, R.O. & Softner 4K	10.41%
10-Mar-17	2844962	3631000	2632000	6836000	15943962	12234580	Hydrant meters 274232, Jetting & Flushing 700k, Leaks 30k, FD 4k, R.O. & Softner 4K	16.85%
10-Apr-17	2711139	3936000	0	10427000	17074139	15118127	Hydrant meters 321603, Jetting & Flushing 6k, Leaks 30k, FD 4k, R.O. & Softner 4K	9.26%
10-May-17	2310817	1911000	4834000	10899000	19954817	17888487	Hydrant meters 311841, Jetting & Flushing 8k, Leaks 10k, FD 4k, R.O. & Softner 4K	8.66%
12-Jun-17	2229068	2322000	5982000	13977000	24510068	22161115	Hydrant meters 292487, Jetting & Flushing 12k, Leaks 8k, FD 4k, R.O. & Softner 4K	8.27%
10-Jul-17	2365287	2126000	5430000	12660000	22581287	20323803	Hydrant meters 852767, Jetting & Flushing 8k, Leaks 0k, FD 4k, R.O. & Softner 4K	7.35%
9-Aug-17	3863163	4164000	6125000	11190000	25342163	23020283	Hydrant meters 497120, Jetting & Flushing 9k, Leaks 0k, FD 4k, R.O. & Softner 4K	7.13%
11-Sep-17	4800661	6240000	6258000	10544000	27842661	24851522	Hydrant meters 399432, Jetting & Flushing 15k, Leaks 0k, FD 4k, R.O. & Softner 4K	9.23%
9-Oct-17	2511413	2986000	5687000	11985000	23169413	20647717	Hydrant meters 214130, Jetting & Flushing 12k, Leaks 35k, FD 4k, R.O. & Softner 4K	9.69%
9-Nov-17	2801362	2514000	5918000	12446000	23679362	21305284	Hydrant meters 98012, Jetting 15k, Flushing 4k, Leaks 110k, FD 4k, R.O. & Softner 4K	9.03%
Average								9.88%





CASTROVILLE COMMUNITY SERVICES DISTRICT

OPERATIONS REPORT

Emergency calls for the month of November 2017: 0

Maintenance:

- a) 16th Phil's Restaurant sewer backup (Inside building) – Eric responded to call.
- b) 28th 11252 Merritt st. - Leak was fixed.
- c) 29th Surprise visit to Phil's Restaurant to check grease trap.
- d) 30th Wells 2,3,4 and 5 were sounded.
- e) Continue to exercise valves in the distribution system.
- f) Continue to flush the fire hydrants.
- g) Run the stand-by engines at the water plant sites bi-weekly.
- h) Run the stand-by engines at the sewer lift station weekly.
- i) Cosmetic site/station maintenance.
- j) Cleaned storm drains.
- k) Jetted sewer mains.

Work Orders:

- a) 48 Hour notices - 70
- b) Final bill – read meter – 15
- c) Investigate - 5
- d) Miscellaneous - 5
- e) Install / Change Meter - 2
- f) Turn on Service - 10
- g) Padlock Service, no tenant - 7
- h) Reconnection – 1
- i) Shut off - 3

WORK ORDERS - 118

Fire line – Install/Change meter - 0

TOTAL WORK ORDERS - 118

CASTROVILLE COMMUNITY SERVICES DISTRICT



CASTROVILLE - ZONE 1 MONTHLY O&M REPORT NOVEMBER 2017

❖ LIFT STATION Del Monte

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/2/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/8/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/16/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/22/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/30/2017

❖ LIFT STATION Via Linda

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/2/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/8/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/16/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/22/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/30/2017

❖ **LIFT STATION Sea Garden**

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/2/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/8/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/16/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/22/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/30/2017

❖ **JETTING ACTIVITIES**

- ❑ Total jetted approx. 3250 feet

❖ **OTHER MATTERS**

- ❑ Responded to 12 Underground Alert marking requests
- ❑ Reported "No Spill" to SWRCB on 12/1/2017
- ❑ Replaced defective VFD in September
- ❑ Need to clean & inspect Storm drains
- ❑ Street sweeper came through on September 18-19

❖ **Improvements/CIP/Suggestions**

- ❑ Confirm that storm drain interceptors are clear and detention ponds are clean & fence secured



Castroville

NOVEMBER 2017 JETTING

December 7, 2017



CASTROVILLE COMMUNITY SERVICES DISTRICT



MORO COJO - ZONE 2 MONTHLY O&M REPORT NOVEMBER 2017

❖ LIFT STATION @ CASTROVILLE BLVD

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/2/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/8/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/16/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/22/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/30/2017

❖ LIFT STATION @ COMPO DE CASA

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/2/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/8/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/16/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/22/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/30/2017

❖ **JETTING ACTIVITIES**

- Jetted sewer lines btwn MH #59 to-MH #59.1
- Jetted sewer lines btwn MH #60 to-MH #68
- Jetted sewer lines btwn MH #60 to-MH #60.1
- Jetted sewer lines btwn MH #60 to-MH #59

- Total jetted approx. 1010 feet

❖ **OTHER MATTERS**

- Responded to 3 Underground Alert marking requests
- Rerouted sewer force main in preparation for new pedestrian overpass
- SWRCB-Reported "no-spill" 12/1/2017
- Performed inspection of all storm drains in September 2017
- Completed mowing of open space field area mowing in September 2017

❖ **Improvements/CIP/Suggestions**

- Confirm that storm drain interceptors are clear and detention ponds are clean & fence secured



MORO COJO

NOVEMBER 2017 JETTING

12/8/2017



ID	Type	Activity	When Ended	Who	Why	Downstream Manhole ID	Upstream Manhole ID	Feet Jetted	
Campo De Casa	PSM	Jetted	11/7/2017	JT/AT	Routine	MH 59	MH 59.1	265.00 ft	
	SDR35 8"				Maintenance				
CortezLn3	8" PVC	Jetted	11/7/2017	JT/AT	Routine	MH 60	MH 68	255.00 ft	
					Maintenance				
Cortez Ln. 2	PSM	Jetted	11/7/2017	JT/AT	Routine	MH 60	CO 60.1	40.00 ft	
	SDR35 4"				Maintenance				
Campo De Casa2	8" PVC	Jetted	11/7/2017	JT/AT	Routine	MH 60	MH 59	450.00 ft	
								Feet Jetted	1010

CASTROVILLE COMMUNITY SERVICES DISTRICT



MOSS LANDING (ZONE 3) MONTHLY O&M REPORT NOVEMBER 2017

❖ LIFT STATION # 1 (Struve Rd)

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/2/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/8/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/16/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/22/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/30/2017

❖ LIFT STATION #2 (Hwy 1 @ Pottery barn)

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/2/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/8/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/16/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/22/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/30/2017

❖ **LIFT STATION #3 (in front of Phil's fish market)**

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/2/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/8/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/16/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/22/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/30/2017

❖ **LIFT STATION #4 (Potrero Rd)**

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/2/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/8/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/16/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/22/2017
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 11/30/2017

❖ **JETTING ACTIVITIES**

- ❑ Jetted sewer lines btwn MH #56 to-MH #57
- ❑ Jetted sewer lines btwn MH #55 to-MH#56
- ❑ Jetted sewer lines btwn MH #55 to-CO2

- ❑ Total jetted approx. 703 feet

❖ **OTHER MATTERS**

- ❑ Responded to 6 Underground Alert marking requests
- ❑ Filed complaint with County re: illegal cross connection
- ❑ Working on grant application for \$2.5 Million for upgrades, replacements and repair of sewer system
- ❑ Performing Bi-annual inspection of grease traps @ various facilities in March and November-behind schedule
- ❑ Emailed notice of "no spill" to CIWQS 12-1-2017
- ❑ Completed Akel Study to facilitate funding for infrastructure replacement

❖ **Improvements/CIP/Suggestions**

- ❑ Need to recoat or replace 12-15 manholes that internal walls are failing
- ❑ Consider options for Elkhorn Bridge Force Main replacement



Moss Landing NOVEMBER 2017 JETTING

12/8/2017



ID	Type	Activity	When Ended	Who	Why	Downstream Manhole ID	Upstream Manhole ID	Feet Jetted
MH57>MH56	8" Clay	Jetted	11/7/2017	RG/JV	Routine	MH56 ML	MH57 ML	155.00 ft
MH56>MH55	8" Clay	Jetted	11/7/2017	RG/JV	Routine	MH55 ML	MH56 ML	420.00 ft
CO2>MH55	8" Clay	Jetted	11/7/2017	RG/JV	Routine	MH55 ML	CO2 ML	128.00 ft
								Maintenance
Total Events								Feet Jetted 703

Accounts Receivable Summary

From 11/01/2017 Through 11/30/2017

<u>OPEN BALANCE</u>				<u>Balance</u>
	42,300.21			42,300.21
<u>MONTHLY-Charge</u>	<u>Minimum</u>	<u>Overage</u>	<u>Usage</u>	<u>Count</u>
/ATER	35,865.47	45,741.21	2,841,054.00	1,389
/RELNE	5,217.29	1.39	85.00	67
/URCHARGE	9,219.99	0.00	0.00	124
/ATER CMPND	0.00	115.29	7,161.00	2
**Total Charge	50,302.75	45,857.89	2,848,300.00	1,582
				<u>Total</u>
				81,606.68
				5,218.68
				9,219.99
				115.29
				96,160.64

<u>MONTHLY-Miscellaneous</u>	<u>Amount</u>			
/ATER	890.00			139,350.85
**Total Miscellaneous	890.00			

<u>MONTHLY-Payment</u>	<u>Amount</u>			
/ATER	-62,219.65			77,131.20
/ATER Miscellaneous	-758.80			76,372.40
/RELNE	-2,939.77			73,432.63
/URCHARGE	-6,544.77			66,887.86
/ATER CMPND	-149.49			66,738.37
**Total Payments	-72,612.48			

<u>MONTHLY-Deposit Applied</u>	<u>Amount</u>			
/ATER	-737.58			66,000.79
/ATER Miscellaneous	-42.42			65,958.37
**Total Deposit Applied	-780.00			

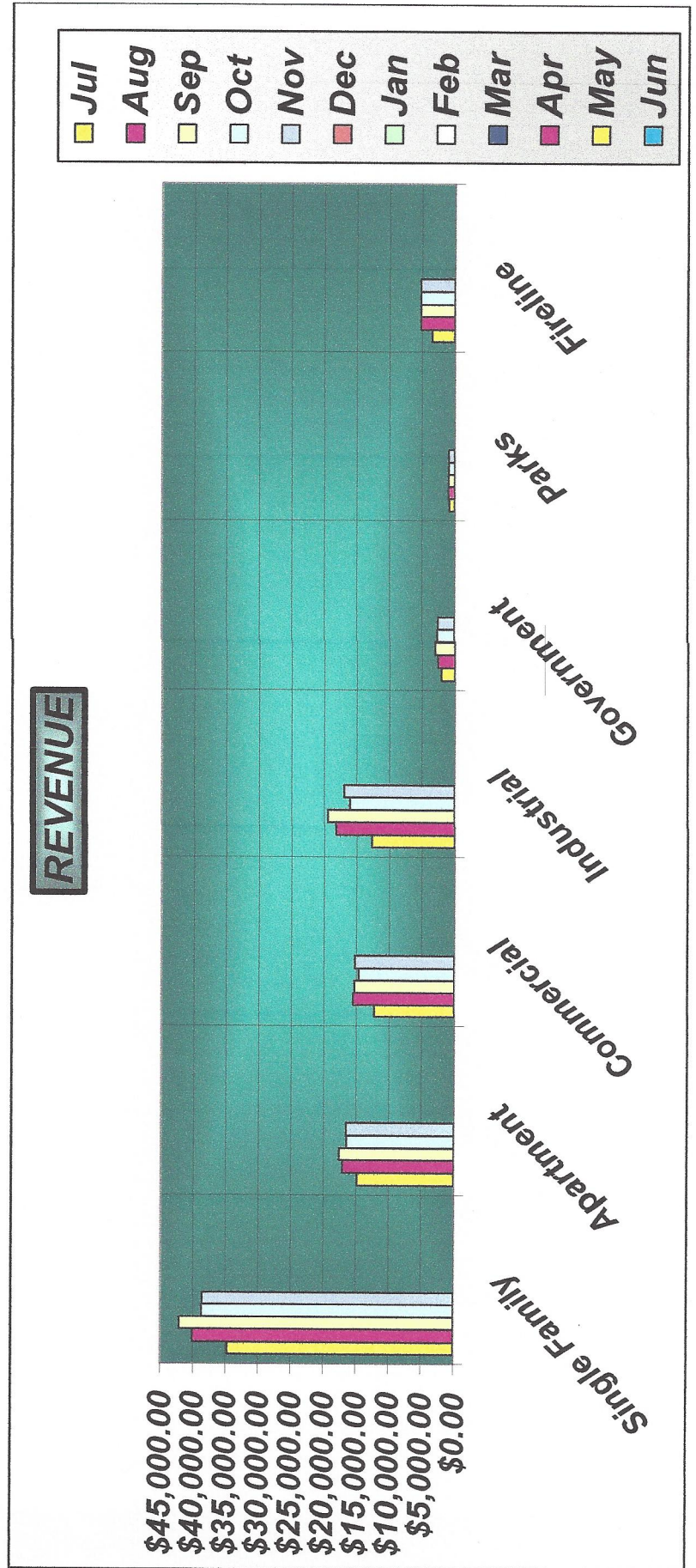
<u>MONTHLY-Refund</u>	<u>Amount</u>			
/ATER	206.82			66,165.19
**Total Refund	206.82			

Closing Balance 66,165.19

45

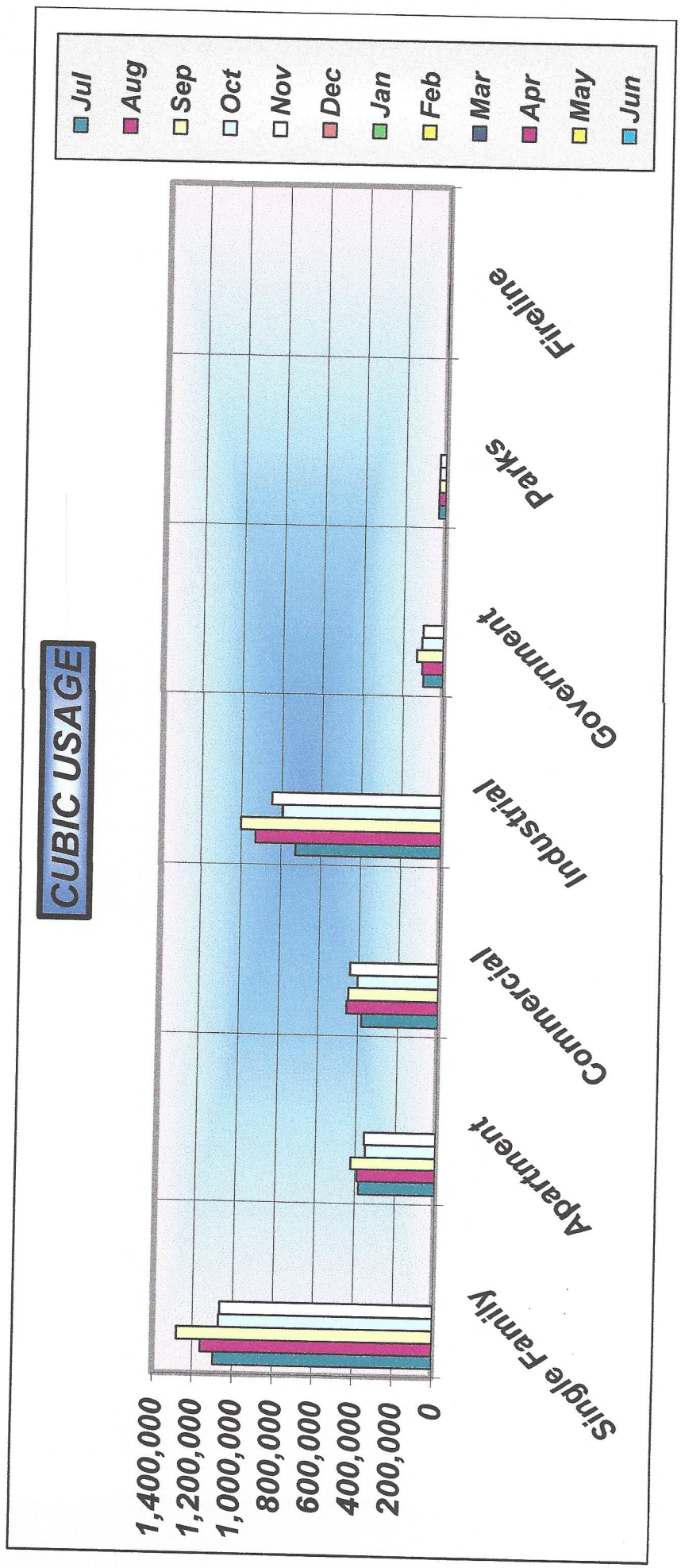
Annual Water Revenue By Classification 2017-2018

	Single Family	Apartment	Commercial	Industrial	Government	Parks	Fireline	Totals
Jul	\$34,699.90	\$14,901.60	\$12,315.60	\$12,755.61	\$2,113.03	\$828.79	\$3,499.75	\$81,114.28
Aug	\$40,122.50	\$17,111.23	\$15,507.80	\$18,239.62	\$2,633.81	\$980.81	\$5,218.32	\$99,814.09
Sep	\$42,118.69	\$17,608.56	\$15,368.08	\$19,422.70	\$3,077.47	\$966.60	\$5,218.41	\$103,780.51
Oct	\$38,696.56	\$16,469.57	\$14,690.37	\$16,070.34	\$2,654.57	\$934.03	\$5,218.52	\$94,733.96
Nov	\$38,634.24	\$16,581.88	\$15,277.53	\$16,943.86	\$2,581.40	\$923.05	\$5,218.68	\$96,160.64
Dec								
Jan								
Feb								
Mar								
Apr								
May								
Jun								
Totals	\$194,271.89	\$82,672.84	\$73,159.38	\$83,432.13	\$13,060.28	\$4,633.28	\$24,373.68	\$475,603.48



Annual Water Usage By Classification 2017-2018

	Single Family	Apartment	Commercial	Industrial	Government	Parks	Fireline	Totals
Jul	1,093,359	381,691	382,629	726,920	97,378	35,043	66	2,717,086
Aug	1,160,123	391,310	458,216	928,804	104,838	34,225	62	3,077,578
Sep	1,280,683	423,705	449,917	1,002,287	132,393	33,342	69	3,322,396
Oct	1,070,721	351,856	405,810	794,064	106,545	31,319	75	2,760,390
Nov	1,065,231	359,174	443,268	848,322	101,583	30,637	85	2,848,300
Dec								
Jan								
Feb								
Mar								
Apr								
May								
Jun								
Totals	5,670,117	1,907,736	2,139,840	4,300,397	542,737	164,566	357	14,725,750





JOHN CHIANG
TREASURER
STATE OF CALIFORNIA



PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
11/07/17	1.16	1.15	196
11/08/17	1.16	1.15	197
11/09/17	1.17	1.15	198
11/10/17	1.17	1.15	197
11/11/17	1.17	1.15	197
11/12/17	1.17	1.15	197
11/13/17	1.17	1.15	194
11/14/17	1.17	1.15	193
11/15/17	1.17	1.15	196
11/16/17	1.17	1.15	196
11/17/17	1.17	1.15	192
11/18/17	1.17	1.15	192
11/19/17	1.17	1.15	192
11/20/17	1.18	1.15	190
11/21/17	1.18	1.15	188
11/22/17	1.18	1.15	184
11/23/17	1.18	1.15	184
11/24/17	1.18	1.15	184
11/25/17	1.18	1.15	184
11/26/17	1.18	1.16	184
11/27/17	1.18	1.16	180
11/28/17	1.18	1.16	183
11/29/17	1.18	1.16	182
11/30/17	1.19	1.16	180
12/01/17	1.19	1.16	190
12/02/17	1.19	1.16	190
12/03/17	1.19	1.16	190
12/04/17	1.19	1.16	192
12/05/17	1.20	1.16	190
12/06/17	1.20	1.16	189
12/07/17	1.21	1.16	188

* Daily yield does not reflect capital gains or losses

[View Prior Month Daily Rates](#)

LAIF Performance Report

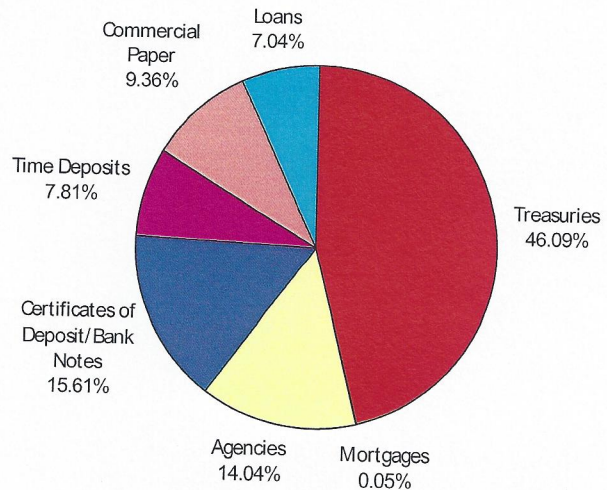
Quarter Ending 09/30/17

Apportionment Rate: 1.07%
 Earnings Ratio: .00002942867511750
 Fair Value Factor: .999042071
 Daily: 1.11%
 Quarter to Date: 1.08%
 Average Life: 190

PMIA Average Monthly Effective Yields

Nov 2017 1.172
 Oct 2017 1.143
 Sept 2017 1.111

Pooled Money Investment Account
Portfolio Composition
10/31/17
\$72.4 billion



Based on data available as of 12/7/2017

**CASTROVILLE COMMUNITY SERVICES DISTRICT
INTERNAL REPORT**

Receipts, Disbursements, and Bank Balances as of November 30, 2017

Ending balance as of October 31, 2017 \$10,670,820.26

RABOBANK, GENERAL FUND - Revenue and Expenses

Beginning Balance	235,372.37
Water Receipts	72,899.43
Water-Sewer Miscellaneous Receipts	3,610.43
Interest Earned	4.13
Expenses (Checks Written)	(134,133.74)
Misc. Over-Short	(11.09)
Bank Deposit Slips	(38.95)
Credit Card Fees	(172.25)
Ending Balance for General Fund	177,530.33

RABOBANK, CUSTOMER DEPOSIT FUND

Beginning Balance	63,904.84
New Deposits (opened accounts)	540.00
Interest Earned	1.06
Deposits Returned or Applied to Accounts	(780.00)
Ending Balance for Customer Deposit Fund	63,665.90

LAIF FUND

Beginning Balance	7,695,398.00
Quarterly Interest Earned	0.00
Ending Balance for LAIF	7,695,398.00

CAMP FUND

Beginning Balance Sewer (Zone 1) Capital Improv Account	114,402.73
Monthly Interest Earned	112.75
Ending Balance Camp Federal Security Account	114,515.48
Beginning Balance Sewer (Zone 1) Reserves Account	226,327.69
Monthly Interest Earned	223.06
Ending Balance CAMP Federal Security Account	226,550.75

Cal TRUST-INVESTMENT

Beginning Balance Sewer (Zone 1) Medium-Term Account	2,335,414.63
Income Distribution	2,940.63
Unrealized GAIN (Loss)	(4,666.17)
Ending Balance Cal TRUST	2,333,689.09

New Balance as of November 30, 2017	10,611,349.55
-------------------------------------	----------------------



Castroville Community Services District

List of Checks for November 2017

Date	Number	Name	Memo	Amount
General Fund Checking				
11/9/2017	24531	All Safe Security Alarm	Alarm Service Fee	\$ 168.00
11/9/2017	24532	Aramark Uniform Service	Operators Uniforms & Office Mats	\$ 220.92
11/9/2017	24533	AT&T	Telephone Service	\$ 274.71
11/9/2017	24534	CA Water Service Company	Water Meters a Lift Stations Zone 2	\$ 84.94
11/9/2017	24535	Carmel Marian Corporation	Garbage Disposal Fees	\$ 30.21
11/9/2017	24536	Carte Graph	AMS-Software	\$ 1,516.00
11/9/2017	24537	Castroville Auto Parts	Parts & Supplies	\$ 552.91
11/9/2017	24538	Eric Tynan	AWWA Conference Expenses -	
11/9/2017	24539	Exxon Mobile	for Mileage and Meals Reno, NV	\$ 394.88
11/9/2017	24540	GreatAmerica Financial Services	Fuel for Trucks	\$ 280.52
11/9/2017	24541	Monterey Bay Analytical Services	Lease of Sorter & Postage Machine	\$ 462.26
11/9/2017	24542	Monterey Bay Water Works	Water Testing Fees	\$ 104.00
11/9/2017	24543	Noland, Hamerly, Etienne, Hoss	Training Operators Class (2)	\$ 70.00
11/9/2017	24544	Office Depot, Inc.	Legal Fees	\$ 1,934.50
11/9/2017	24545	Pacific Gas & Electric	Office Supplies	\$ 617.31
11/9/2017	24546	Praxair Distribution Inc.	Steel Garage	\$ 13.85
11/9/2017	24547	Principal Life Group	Well Site Supplies	\$ 281.84
11/9/2017	24548	Redshift Internet Services	Employees Life Insurance	\$ 107.40
11/9/2017	24549	Tokay Software	DSL Services	\$ 69.99
11/9/2017	24550	Visa-Eric	Annual Software Maintenance	\$ 270.00
		continued	CSDA Conf Registration Fees	\$ 580.00
		continued	CSDA Conf Parking Fees-2 Days	\$ 32.00
		continued	Snacks for 10-17-17 Meeting	\$ 11.80
		continued	AWWA Conf Registration Fees	\$ 495.00
		continued	AWWA Hotel Accommodations	\$ 132.20
11/9/2017	24551	Visa-Lidia	Parts for Castroville Sign (Hwy 1)	\$ 65.74
		continued	Operators Cellular Phones	\$ 113.56
		continued	Monthly Web Page for CCSD	\$ 124.95
		continued	CSDA Conference Registration Fee	\$ 580.00
11/9/2017	24552	Visa-Roberto	CSDA Sample Policy Handbook	\$ 238.15
		continued	Computer Tablet	\$ 386.61
		continued	Parts for Chlorinators at Well Sites	\$ 130.07
11/9/2017	24553	Alexander Torres	Vehicles-Carwash	\$ 12.00
11/9/2017	24554	Jonathan Varela	Monthly Cell Phone Reimbursement	\$ 40.00
	24555-		Monthly Cell Phone Reimbursement	\$ 40.00
11/9/2017	24560	District Employees'	Bi-Weekly Net Payroll	\$ 10,740.16
11/9/2017	24561	VALIC	Bi-Weekly Payroll Taxes	\$ 1,465.00
11/9/2017	1	Electronic Federal Tax Payment	Bi-Weekly Payroll Taxes	\$ 5,517.94
11/9/2017	2	EDD	Bi-Weekly Payroll Taxes	\$ 849.39
11/9/2017	3	PERS -Employees' Contribution	Bi-Weekly Retirement Benefits	\$ 1,240.14
11/9/2017	4	PERS-Employer Contribution	Bi-Weekly Retirement Benefits	\$ 1,463.31
11/22/2017	24562	ACWA JPIA	Employees Dental, Vision & EAP	\$ 1,035.72
11/22/2017	24563	Akel Engineering Group, Inc.	ML Sewer System Risk Assessment	\$ 24,568.50
11/22/2017	24564	Aramark Uniform Service	Operators Uniforms & Office Mats	\$ 339.18
11/22/2017	24565	Beibz-on Signs	Signs for Knew Jetter Truck	\$ 208.53
11/22/2017	24566	Castroville Auto Parts	Parts and Supplies	\$ 18.43
11/22/2017	24567	Castroville Hardware	Parts and Supplies	\$ 869.05
11/22/2017	24568	Castroville Tire & Rim	Patch Tire on Yaris	\$ 15.00
11/22/2017	24569	Core & Main LP	Registers for Water Meters	\$ 4,770.10

List of Checks for November 2017

Date	Number	Name	Memo	Amount
General Fund Checking				
11/22/2017	24570	Gonzalez Auto Service & Smog	Smog District Vehicle	\$ 41.75
11/22/2017	24571	Gutierrez Consultants	Grant Application Assistance	\$ 542.50
11/22/2017	24572	MNS Engineers, Inc.	Engineer Fees	\$ 6,030.00
11/22/2017	24573	Monterey Bay Analytical Services	Water Testing Fees	\$ 232.00
11/22/2017	24574	Monterey County Weekly	Public Notice Advertisement	\$ 270.00
11/22/2017	24575	NCRPD	Extended Recreation Services	\$ 25,000.00
		continued	Hydrant Maintenance	\$ 150.00
		continued	Well Site Yard Maintenance	\$ 601.40
11/22/2017	24576	Optimum Business Services	Supplies for Postage & Billing	\$ 494.33
11/22/2017	24577	Pacific Gas & Electric	Well Sites	\$ 8,288.62
		continued	Office	\$ 196.23
		continued	Street Lights Zone 1 & 2	\$ 4,122.00
		continued	Lift Stations Zone 1 & 2	\$ 1,103.10
		continued	Lift Stations Zone 3	\$ 984.66
11/22/2017	24578	SWRCB	Operator Certification Fees-Roberto	\$ 60.00
	24579-			
11/24/2017	24584	District Employees'	Bi-Weekly Net Payroll	\$ 11,132.90
11/24/2017	24585	VALIC	Bi-Weekly Payroll Taxes	\$ 1,465.00
11/24/2017	1	Electronic Federal Tax Payment	Bi-Weekly Payroll Taxes	\$ 5,049.36
11/24/2017	2	EDD	Bi-Weekly Payroll Taxes	\$ 864.61
11/24/2017	3	PERS -Employees' Contribution	Bi-Weekly Retirement Benefits	\$ 1,261.98
11/24/2017	4	PERS-Employer Contribution	Bi-Weekly Retirement Benefits	\$ 1,486.53
11/24/2017	24586	Adriana Melgoza	11-21-2017 Board Meeting	\$ 100.00
11/24/2017	24587	Glenn G. Oania	11-21-2017 Board Meeting	\$ 100.00
11/24/2017	24588	James R. Cochran	11-21-2017 Board Meeting	\$ 100.00
11/24/2017	24589	Ronald J. Stefani	11-21-2017 Board Meeting	\$ 100.00
11/24/2017	24590	Silvestre Montejano	11-21-2017 Board Meeting	\$ 100.00
11/24/2014	24591	Monterey County Weekly	Invitation to Bid for Tank Ad	\$ 720.00
Total General Fund-Checking				\$ 134,133.74
Customer Deposit Fund				
11/30/2017	3771	Elizabeth Medrano Reyes	Deposit Refund	\$ 43.85
11/30/2017	3772	Jose Valdez	Deposit Refund	\$ 24.47
11/30/2017	3773	Karen Galicia	Deposit Refund	\$ 28.26
11/30/2017	3774	Dulce Villalobos	Deposit Refund	\$ 9.50
11/30/2017	3775	Jose Sanchez	Deposit Refund	\$ 26.87
11/30/2017	3776	Norberta Cruz	Deposit Refund	\$ 16.32
11/30/2017	3777	Rafael Casillas	Deposit Refund	\$ 50.00
11/30/2017	3778	Sonia Hinojosa	Deposit Refund	\$ 7.55
11/30/2017	3779	Castroville CSD	November Closures	\$ 573.18
Total Customer Deposit Fund				\$ 780.00

Calendar for Year 2018 (United States)

January						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
1:○	8:●	16:●	24:○	31:○		

February						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			
7:○	15:●	23:○				

March						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1:○	9:●	17:●	24:○	31:○		

April						
Su	Mo	Tu	We	Th	Fr	Sa
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
8:○	15:●	22:○	29:○			

May						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
7:○	15:●	21:○	29:○			

June						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
6:○	13:●	20:○	28:○			

July						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
6:○	12:●	19:○	27:○			

August						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
4:○	11:●	18:○	26:○			

September						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
2:○	9:●	16:○	24:○			

October						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
2:○	8:●	16:○	24:○	31:○		

November						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
7:○	15:○	23:○	29:○			

December						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
7:○	15:○	22:○	29:○			

Holidays:

Jan 1 New Year's Day	Jul 4 Independence Day	Nov 12 Veterans Day observed
Jan 15 Martin Luther King Jr. Day	Sep 3 Labor Day	Nov 22 Thanksgiving Day
Feb 19 Presidents' Day	Oct 8 Columbus Day (Most regions)	Dec 25 Christmas Day
May 28 Memorial Day	Nov 11 Veterans Day	