

**AGENDA**  
**Public Works Committee**  
**Possible Quorum of the Council**  
**City of Junction City**  
**City Hall Council Chambers**  
**680 Greenwood Street**  
  
**Monday, June 3, 2024**  
**6:30 p.m.**

To join the City Council meeting via computer, tablet, or smartphone, please click on the Zoom link below:  
<https://us06web.zoom.us/j/86308126314>  
You can also dial in using your phone: 1-253-215-8782 or toll free 877-853-5257  
Meeting ID: 863 0812 6314

- 1) CALL TO ORDER
- 2) CHANGES TO THE AGENDA
- 3) APPROVAL OF MINUTES
  - A) MAY 6, 2024
- 4) PUBLIC COMMENT FOR ITEMS NOT LISTED ON THE AGENDA

WE WILL NOW HAVE PUBLIC COMMENTS FOR ITEMS NOT LISTED ON THE AGENDA.

FOR THOSE ATTENDING VIRTUALLY VIA THE INTERNET, PLEASE USE THE RAISE YOUR HAND FEATURE IF YOU WOULD LIKE TO MAKE A COMMENT. IF YOU ARE ATTENDING VIRTUALLY VIA PHONE, PLEASE PRESS STAR 6 IF YOU WOULD LIKE TO MAKE A COMMENT.

- 5) COMMITTEE MEMBER COMMENTS
- 6) REMOVAL OF BIKE LANES.
- 7) SEWER TREATMENT PLANT IRRIGATION VALVE.
- 8) AGENDA FORECASTER REVIEW
- 9) OTHER BUSINESS
- 10) ADJOURNMENT

The Public Works Committee of the City Council for the City of Junction City met on Monday, May 6, 2024, at 6:30 p.m. in the Council Chambers at 680 Greenwood Street and Virtually at <https://join.freeconferencecall.com/cjcoregon>

**PRESENT WERE:** Public Works Director Gary Kaping, Councilors Sid Washburne, John Gambee, and Sandie Thomas.

**ABSENT WERE:** None.

**I. CALL TO ORDER**

Chairman Sid Washburne called the meeting to order at 6:31pm.

**II. CHANGES TO THE AGENDA**

There were no changes to the agenda.

**III. APPROVAL OF MINUTES – April 1, 2024**

The consensus of the Committee was to approve the minutes as written.

**IV. PUBLIC COMMENT FOR ITEMS NOT LISTED ON THE AGENDA**

There were no comments.

**V. COMMITTEE MEMBER COMMENTS**

There were no comments.

**VI. GARBAGE TRUCKS PURCHASE**

Director Kaping informed the Committee that before them tonight is a request to purchase two garbage trucks from General Equipment. Total cost for both trucks is \$759,799.60 and they would be financed for 7 years with an annual payment of \$135,000. Discussion followed.

**ACTION:** The consensus of the Committee was to forward the request to Council.

**VII. SOLID WASTE LICENSING FEE RESOLUTION**

Director Kaping stated that this is a request for the Committee to review and approve the Resolution for the licensing fee for solid waste haulers. He explained that there used to be a licensing fee, but in 2019 when the Ordinance was updated, a new Resolution was never approved. The proposed fees are \$40 per month for hauling and disposal, and \$30 per month for paper product hauling

only. This is the same fee amount that was charged in the code prior to the ordinance change. Discussion followed.

**ACTION:** The consensus of the Committee was to forward the Resolution to the Council.

## **VIII. AGENDA FORECASTER REVIEW**

Director Kaping stated that the only changes that were made to the Agenda Forecaster were the additions of tonight's current business items.

## **IX. OTHER BUSINESS**

Councilor Washburne asked for an update on the wells.

Director Kaping responded that both 13<sup>th</sup> and Elm and 11<sup>th</sup> and Elm have been rehabbed and are back online. 8<sup>th</sup> and Deal has been rehabbed but is waiting for parts. 5<sup>th</sup> and Maple is next to be rehabbed. Bailey Park well is waiting for a screen and the City is waiting for funds to arrive for the Raintree and Alderdale wells.

Councilor Washburne then asked which streets were being slurry sealed.

Director Kaping informed him that this year it will be Maple Street, from 10<sup>th</sup> to 12<sup>th</sup> and Alder Street from 3<sup>rd</sup> to 9<sup>th</sup>.

## **X. ADJOURNMENT**

As there was no further business, the meeting was adjourned at 6:50 p.m.

Respectfully submitted,

Tiffany Shafer  
Public Works Technician

# JUNCTION CITY PUBLIC WORKS COMMITTEE

## AGENDA ITEM SUMMARY



### Removal of Bike Lanes

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Meeting Date: June 3, 2024  
Department: Public Works  
[www.junctioncityoregon.gov](http://www.junctioncityoregon.gov)

Agenda Item Number: #16  
Staff Contact: Gary Kaping  
Contact Telephone Number: 541-998-3125

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#### ISSUE STATEMENT

This is an AIS to start discussing bike lane removal on west 10<sup>th</sup> and west 15<sup>th</sup>.

#### BACKGROUND

Over the past several weeks Public Works has received multiple requests to remove the bike lanes that were installed in the new subdivisions. Bike lanes were installed in the Rolling Meadows subdivision and in the Reserve subdivision.

The residents there are upset because they cannot park in front of their home because they would be cited for parking in a bike lane.

Staff has researched why the bike lanes were installed. We have found nothing in the conditions of approval, the Public Works Design Standards, or in the planning standards.

It is assumed that the previous Planner that worked for the City looked at the transportation plan and thought it made sense to have them installed as an extension of what is recommended in the plan.

Staff worked on this with Chloe from LCOG and we find no legal reason this can not be removed but because they are already installed the Council should have some say in if they should be removed.

Staff is looking for direction on this issue..

#### RELATED CITY POLICIES

- *None*

#### COMMITTEE OPTIONS

*The Committee can, at its pleasure:*

- *Direct Staff on how to move forward.*

#### ATTACHMENTS

None

**FOR MORE INFORMATION**

Staff Contact: Gary Kaping, Public Works Director

Telephone: 541-998-3125

Staff E-Mail: [gkaping@ci.junction-city.or.us](mailto:gkaping@ci.junction-city.or.us)

# JUNCTION CITY PUBLIC WORKS COMMITTEE

## AGENDA ITEM SUMMARY



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### Sewer Treatment Plant Irrigation Valve

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Meeting Date: June 3, 2024  
Department: Public Works  
[www.junctioncityoregon.gov](http://www.junctioncityoregon.gov)

Agenda Item #67  
Staff Contact: Gary Kaping  
Contact Telephone Number: 541-998-3125

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#### ISSUE STATEMENT

This is a request to have the Committee review and approve an irrigation valve that is required for the upgrade of the sewer treatment.

#### BACKGROUND

DEQ is requiring an automatic shut off valve for the sewer treatment plant. They are requiring the valve to be automatically shut for low chlorine, high chlorine, and high wind speed.

Staff has had HBH working on the design of the valve and The Automation Group (TAG) has been working on the controls and SCADA to complete the project. The quotes for this project are listed below.

Valve Parts	\$24,177.92
TAG Bid	\$23,918.00
Total Cost	\$48,095.92

Staff has money budgeted in the SDC fund for this equipment.

Staff recommends approving the project so staff can comply with DEQ's requirement.

#### RELATED CITY POLICIES

A. Cities procurement rule

#### COMMITTEE OPTIONS

*The Committee can, at its pleasure:*

- Provide staff with direction

#### ATTACHMENTS

- Valve Quote

- Tag Quote

**FOR MORE INFORMATION**

Staff Contact: Gary Kaping, Public Works Director  
Telephone: 541-998-3125  
Staff E-Mail: [gkaping@ci.junction-city.or.us](mailto:gkaping@ci.junction-city.or.us)

**HBH Consulting Engineers, Inc**  
**Estimate of Probable Cost of Materials**  
**Components for New WW Effluent Shut-Off Valve**

Date: 5/23/2024  
 Project: WW Shut-Off Valve  
 Job No.: 2013-007.33  
 Client: Junction City  
 Estimated By: JJB

Item	Description	Units	Quantity	Unit Price	Total Price
<b>ShuvlNose &amp; Van Stone Flange Fitting</b>					
1	12" MaxAdaptor ShuvlNose Adaptor	LS	1	\$536.88	\$536.88
2	12" Van Stone Flange Fitting	LS	1	\$207.45	\$207.45
Subtotal					\$744.33
<b>Valve, Stem Extension &amp; Actuator</b>					
3	12" Asahi/America Type 57P Gear Butterfly Valve	LS	1	\$3,978.28	\$3,978.28
4	Valve Stem Extension 1st foot	LS	1	\$4,051.16	\$4,051.16
5	Valve Stem Extension (316 SS) additional foot	LF	2	\$810.47	\$1,620.94
6	Asahi Actuator W/MTG 12" T57P 120V 2X L/S HTR.	LS	1	\$8,683.56	\$8,683.56
Subtotal					\$18,333.94
<b>Additional Items</b>					
7	12" MaxAdaptor Coupling	LS	1	\$500.00	\$500.00
8	Expoxy	LS	1	\$200.00	\$200.00
9	Grout	LS	1	\$20.00	\$20.00
10	Alluminum Struts	LF	25	\$12.00	\$300.00
11	Stainless Steel U Bolt to hold Down 12" Van Stone Flange	LS	1	\$50.00	\$50.00
12	Short Stub of 12" Schedule 80 PVC	LF	1	\$0.00	\$0.00
Subtotal					\$1,070.00
<b>Construction Subtotal (exlcuding City work and TAG procurement cost)</b>					<b>\$20,148</b>
Construction Contingency (20%)					\$4,029.65
<b>Construction Total (exlcuding City work and TAG procurement cost)</b>					<b>\$24,177.92</b>





## QUOTE

#240406G  
May 6, 2024

City of Junction City

RE: Junction City Lagoon - Windspeed Valve Control

### Project Scope:

TAG is providing a Quote to supply and install controls to automatically close the lagoon valve with multiple control scenarios as follows including SCADA at PW:

1. Install an anemometer for wind speed that would allow the operator to give a wind speed setpoint with duration to trigger.
2. Low CL2 in Effluent/Chlorination Chamber for a set time
3. High CL2 at the Entrance to the Creek for a set time
4. Manual trigger from SCADA Remotely

### Materials

- Conduit and wire for above/below tasks
  - 120vac panel to Valve for Power
  - 120vac output from PLC to Valve for Open/Close Control
  - 4-20ma signal and 24vdc from PLC to Anemometer
- Anemometer with 4-20ma output – Cup Style +/- 2mph – an ultrasonic version can be provided for a \$1,000 Adder.



### Tasks:

- PLC programming per the above scenarios
- SCADA Programming for alarms and setpoints including visual graphics
- Radio Programming to transfer logic between PLCs
- Control System Design
- Drawing updates
- Trends
- Startup/Testing/Training
- System Backups

**Clarification/Exclusions:**

- CL2 Signals are existing
- The Valve and installation is not included in this quote but could be supplied as an alternate if needed.
- TAG's Labor Pricing is not affected by the National Supply Chain Shortages, but due to Vendors rapidly increasing material prices, we may need to reprice some materials at time of order.
- Lead Times for specific materials are very unpredictable at this time and cannot be verified until orders are placed. We are also seeing some items slipping from the predicted delivery dates after order by a few weeks and also seeing some items showing up early. TAG will track progress on orders and provide updates.
- Payments with Credit Cards will have additional charges added to the price below based on the current % rate of the processor.

**Price.....\$22,918.00**  
**Adder #1 for Ultrasonic Anemometer Version.....\$1,000.00**

Thank you,  
*Gary Jenks*  
Gary Jenks  
(541) 912-3766  
jgjenks@tag-inc.us

TAG standard terms apply



**PUBLIC WORKS  
COMMITTEE**

**AGENDA FORECASTER REPORT**

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## Current Business Items

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<b><u>Item</u></b>	Sewer Treatment Plant Irrigation Valve
<b><u>Requested By</u></b>	Staff
<b><u>Date Last at Committee</u></b>	New
<b><u>Current Agenda Item Number</u></b>	6

### **Item Description**

This is a request to have the Committee review and approve an Automatic irrigation valve.

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<b><u>Item</u></b>	Removal of Bike Lanes
<b><u>Requested By</u></b>	Staff
<b><u>Date Last at Committee</u></b>	New
<b><u>Current Agenda Item Number</u></b>	7

### **Item Description**

This is a request to have the Committee review removal of bike lanes.

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## Current Projects

<b><u>Project Name</u></b>	6 <sup>th</sup> street ADA project
<b><u>Project Source</u></b>	Street system improvement fund and system development fund
<b><u>Estimated Cost</u></b>	\$180,000
<b><u>Project Description</u></b>	This project is to install ADA ramps on 6 <sup>th</sup> street as part of the Safe Route to School project.

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<b><u>Project Name</u></b>	I&I project
<b><u>Project Source</u></b>	Sewer system improvement fund
<b><u>Estimated Cost</u></b>	\$50,000
<b><u>Project Description</u></b>	This project is to continue fixing Inflow & Infiltration in our sewer system. This is a project that is done annually.

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<b><u>Project Name</u></b>	Well rehabs
<b><u>Project Source</u></b>	Water Capital funds
<b><u>Estimated Cost</u></b>	\$125,000
<b><u>Project Description</u></b>	This is a project to drill new wells and rehab our current wells.

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<b><u>Item</u></b>	Water Quality improvement plan
<b><u>Project Source</u></b>	City Council
<b><u>Estimated Cost</u></b>	\$190,000.00

**Project description**

This is a plan that will add additional water sampling, manual blow offs, automatic flush valves and other water quality improvement equipment.

---

<b><u>Item</u></b>	Future Wells
<b><u>Project Source</u></b>	Council
<b><u>Estimated Cost</u></b>	\$3,500,000

**Project Description**

This is a project to install 1-3 Test well for the City.

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## Pending Business Items

<b><u>Item</u></b>	JCMC 15.20 Review
<b><u>Requested By</u></b>	Staff
<b><u>Date Last at Committee</u></b>	12-02-19
<b><u>Anticipated Date Back to Committee</u></b>	February 3, 2020

### **Item Description**

This is a request to review JCMC 8.10 and 15.20 and provide staff with direction.

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<b><u>Item</u></b>	I & I
<b><u>Requested By</u></b>	Staff
<b><u>Date Last at Committee</u></b>	
<b><u>Anticipated Date Back to Committee</u></b>	August 3, 2016

### **Item Description**

This is a project to continue working on I & I in our sewer system.

### **Current Status/Update**

Staff is currently working with the City Engineer on identifying the best option in our system for additional I & I work.

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<b><u>Item</u></b>	Water tower
<b><u>Requested By</u></b>	Staff
<b><u>Date Last at Committee</u></b>	9/5/16

**Current Agenda Item Number**

**Item Description**

This is to update the committee on the water tower.

**Current Status/Update**

Staff is bringing this to committee for an update. It will go the full Council as they asked for the new numbers.

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<b><u>Item</u></b>	Safe Route to School
<b><u>Requested By</u></b>	Staff
<b><u>Date Last at Committee</u></b>	July 1, 2019
<b><u>Anticipated Date Back to Committee</u></b>	May, 2020

**Item Description**

This is a project to continue working on the Safe Route to School project.

**Current Status/Update**

Staff is currently working with Lane County on identifying the best option for us to include in the grant request that Lane County is partnering with the City on.

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<b><u>Item</u></b>	CEP additions
<b><u>Requested By</u></b>	Staff
<b><u>Date Last at Committee</u></b>	12/22
<b><u>Current Agenda Item Number</u></b>	

**Item Description**

*By Administrative Policy 7.01 Capital Expenditure Plan Creation Process staff has to bring any changes or addition to the CEP before December if they want those changes to be put in the next budget year. This is a request for the committee to review these changes or additions.*

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<b><u>Item</u></b>	Paddock zone of Benefits
<b><u>Requested By</u></b>	Staff
<b><u>Date Last at Committee</u></b>	2-20
<b><u>Current Agenda Item Number</u></b>	4

**Item Description**

This is a discussion on what the Committee would like to do with the Paddock ZOB.

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<b><u>Item</u></b>	Alley evaluation
<b><u>Requested By</u></b>	Chair
<b><u>Date Last at Committee</u></b>	New
<b><u>Anticipated Date Back to Committee</u></b>	October 2021

**Item Description**

This was a request toto have staff evaluate the alleys for possible paving.

**Council Goals**

**PW-01 Traffic & Streets – Growth, Safety, Maintenance**

**PW-02 Review water master plan and SDC's**

**PW-03 Review Sewer Masterplan and SDC's**

**PW-04 Review Streets Masterplan and SDC's**

**PW-05 Create Strom Utility**

**PW-06 Westside Water Plant and Well**

**PW-07 Water & Sewer Projects**

**PW-08 Increase Recycling within the City**

**PW-09 Emergency Response Plane Review and Update**

**PW-10 Water Quality upgrade Projects**

## Future Business Items

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**Item** Purchasing equipment/truck from auction

**Requested By** Staff

**Item Description**

Public Works in the past has always brought equipment/vehicle purchases to the Committee, the issue that we face when it comes to purchasing from the Lane County Auction is that by the time we find out what is on the list to be auctioned off there is no time to take it to the committee and Council. Staff would like to discuss bringing a list to the Committee and Council of items they will be looking for at the auction and getting authorization to purchase these items in advance.

---

**Item** Public Works Design Standards Update

**Requested By** Staff

**Item Description**

The current Public Works Design and Construction Standards has not been updated since 1999. Staff is working with the City Engineer to update these standards. Once the update is complete, it will come before the Committee for review.

---

**Item** Water Municipal Code Review

**Requested By** Staff

**Item Description**

The primary code that the City uses for regulating much of the City's water utility is no longer in existence. Staff is working on resolving this issue. As part of the resolution, staff will be looking for the Committee's recommendation on a wide variety of City policies.

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<b><u>Item</u></b>	Back Flow Device Program
<b><u>Requested By</u></b>	Committee
<b><u>Date Last at Committee</u></b>	10/03/2016

**Item Description**

Project to come up with a backflow device program.

**Current Status/Update**

Staff will be looking at option for the Committee to consider.

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<b><u>Item</u></b>	Dredging Lagoon
<b><u>Requested By</u></b>	Staff
<b><u>Date Last at Committee</u></b>	6/5/17

**Item Description**

Staff is working on a project to dredge the lagoon and help prepare for the upgrades to the wastewater treatment plant.

**Current Status/Update**

Staff is currently working on this with HBH engineering.

---

<b><u>Item</u></b>	Garbage Truck Replacement
<b><u>Requested By</u></b>	Staff
<b><u>Date Last at Committee</u></b>	01/19

**Item Description**

Staff is working on funding for the Garbage truck replacement plan.

**Current Status/Update**

Staff is currently working on this with the committee.

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<b><u>Item</u></b>	Event Property
<b><u>Requested By</u></b>	PW Committee
<b><u>Date Last at Committee</u></b>	07/19

**Item Description**

Staff has been asked to try to find 6 to 10 acres at the Lagoon to create a spot for events to be held.

**Current Status/Update**

Staff is currently working the design of the new wastewater treatment plant which will dictate how much land we have left, we will then determine if there is any land that is available that is not in an wet land. If there is no land staff will determine the cost to mitigate the wet land for the use of the event property.



## Future Projects

**Project Name** Sewer Forcemain Replacement, F-1 Project

**Project Source** 2006 Sewer Master Plan

**Estimated Cost** \$1,365,000

**Project Description**

This project is to replace the north common forcemain from the lagoons to the intersection of 10<sup>th</sup> Avenue and Rose Street. The pipe is at the end of its useful life and has been experiencing an increasing amount of breaks in the line.

---

**Project Name** Sewer Forcemain Replacement, F-2 Project

**Project Source** 2006 Sewer Master Plan

**Estimated Cost** \$1,726,000

**Project Description**

This project is to replace the north common forcemain from the intersection of 10<sup>th</sup> Avenue and Rose Street to the 14<sup>th</sup> & Elm Pump Station. The pipe is at the end of its useful life and has been experiencing an increasing amount of breaks in the line.

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**Project Name** Sewer Forcemain Replacement, F-4 Project

**Project Source** 2006 Sewer Master Plan

**Estimated Cost** \$140,000

**Project Description**

This project is to replace the north common forcemain from the Chapel Creek Pump Station to the intersection of 13<sup>th</sup> Avenue and Rose Street. The pipe is at the end of its useful life and has been experiencing an increasing amount of breaks in the line.

**Project Name** Sewer Forcemain Replacement, F-5 Project  
**Project Source** 2006 Sewer Master Plan  
**Estimated Cost** \$182,000

**Project Description**

This project is to replace the north common forcemain from the intersection of 13<sup>th</sup> Avenue and Rose Street to the intersection of 10<sup>th</sup> Avenue and Rose Street. The pipe is at the end of its useful life and has been experiencing an increasing amount of breaks in the line.

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**Project Name** Rate Study  
**Project Source** City Council  
**Estimated Cost** \$80,000

**Project Description**

This project is to do a comprehensive rate study to make sure that Junction City is staying current with the proper rates being charged.

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**Project Name** Water Rights Modification  
**Project Source** Staff  
**Estimated Cost** \$50,000

**Project Description**

This project is to finish modifying the City's current water rights so the City will be able to use all of the existing rights. Some of the rights are at locations that no longer exist.

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## March 4, 2024 Draft Committee Agenda

**AGENDA**  
**Public Works Committee**  
**Possible Quorum of the Council**  
**City of Junction City**  
**City Hall Council Chambers**  
**680 Greenwood Street**

**Monday, May 6, 2024**  
**6:30 p.m.**

To join the City Council meeting via computer, tablet, or smartphone, please click on the Zoom link below:

You can also dial in using your phone: 1-253-215-8782 or toll free 877-853-5257  
Meeting ID: 831 6557 2958

- 1) CALL TO ORDER
- 2) CHANGES TO THE AGENDA
- 3) APPROVAL OF MINUTES
  - A) MARCH 4 -2024
- 4) PUBLIC COMMENT FOR ITEMS NOT LISTED ON THE AGENDA
- 5) COMMITTEE MEMBERS COMMENTS
- 6) BUDGET REVIEW
- 7) AGENDA FORECASTER REVIEW
- 8) OTHER BUSINESS
- 9) ADJOURNMENT

***THE NEXT STANDING COMMUNITY DEVELOPMENT COMMITTEE MEETING IS SCHEDULED FOR JUNE 3, 2024 AT 6:30 P.M.***

# 2024 Committee Meeting Calendar

## Calendar Key



Packets Available Date



Regular Meeting Date

### JANUARY

m	t	w	t	f	s	s
	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				

### FEBRUARY

m	t	w	t	f	s	s
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### MARCH

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### APRIL

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29	30					

### MAY

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27	28	29	30	31		

### JUNE

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### JULY

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29	30	31				

### AUGUST

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### SEPTEMBER

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30						

### OCTOBER

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28	29	30	31			

### NOVEMBER

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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

### DECEMBER

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