

EXHIBIT D.1

**MINUTES OF THE SPECIAL MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT
HELD ON WEDNESDAY, DECEMBER 14, 2011 AT 7:00AM AT THE DISTRICT OFFICE,
1656 SUTTER ROAD, MCKINLEYVILLE**

The special meeting of the Board of Directors of McKinleyville Community Services District convened at 7:00 a.m. with the following Directors and staff in attendance:

Helen Edwards, Board President
Dennis Mayo, Vice President
David Couch, Director
Bill Wennerholm, Director
John Corbett, Director

Norman Shopay, General Manager
Gregory Orsini, Operations Director
David Baldosser, Board Secretary
Jason Sehon, Park & Recreation Director

AGENDA ITEM A-CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE, ADDITIONS TO THE AGENDA:

At 7:00am President Edwards called the meeting to order. Directors Corbett, Wennerholm and Edwards were present. Director Wennerholm led the pledge of allegiance. Directors Mayo and Couch arrived after the Pledge had been completed.

AGENDA ITEM B-APPROVAL OF THE AGENDA

MOTION: It was moved to approve the agenda. Motion by Corbett; second by Wennerholm.

MOTION VOTE: Ayes: Corbett, Couch, Mayo, Wennerholm, Edwards

MOTION SUMMARY: Motion Passed-5 AYES; 0 NAYS

AGENDA ITEM C1- CONTINUED AND NEW BUSINESS

At this special meeting, the legislative body shall provide the public with an opportunity to address the body on any item described in the notice before or during consideration of that item.

E.1 Consider and agree to recess meeting and travel to Willits, California, in order to inspect property and participate in a site tour of the Willits Wastewater Treatment Plant, located at 300 North Lenore Street, Willits, CA 94590. The tour will start at 12:00 and run to approximately 2:00 PM

Public comment was opened by President Edwards. David Elsebusch commented and provided a letter to the members of the Board. Penny Elsebusch also commented. Public comment was then closed.

(In accordance w/Robert's Rules of Order, 10th edition, Pg. 451, Section 48: "Unless the minutes are to be published, they should contain mainly a record of what was done at the meeting, not what was said by the members".)

Agenda Item D-RECESS AND RESUME MEETING AT 12:00 PM AT WILLITS WASTEWATER TREATMENT PLANT AT 300 NORTH LENORE STREET WILLITS, CA 94590.

At 7:20 a.m. President Edwards recessed the meeting to start the journey to Willits. Director Corbett was unable to make the journey to Willits.

**Agenda Item E-ADJOURNMENT
(FOLLOWING SITE INSPECTION OF WILLITS WASTEWATER TREATMENT PLANT)**

The tour of the Willits Wastewater Treatment Plant concluded at 2:00 p.m. and the meeting was adjourned.

MOTION: It was moved to adjourn the meeting. Motion by Mayo, Seconded by Wennerholm

MOTION VOTE: Ayes: Couch, Mayo, Wennerholm, Edwards

MOTION SUMMARY: Motion Passed-4 AYES; 0 NAYS

Respectfully Submitted,

David A. Baldosser,
Board Secretary

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