

**NOTICE IS HEREBY GIVEN THAT A “SPECIAL MEETING” OF THE  
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF  
DIRECTORS WILL BE HELD AT:**

**McKinleyville Community Services District  
Conference Room  
1656 Sutter Road  
McKinleyville, California**

**Wednesday, December 14, 2011  
7:00 A.M.**

**THE SPECIAL MEETING WILL THEN BE RECESSED, AND WILL  
RESUME AND CONTINUE AT THE FOLLOWING  
LOCATION AND TIME:**

**Willits, California, Wastewater Treatment Plant  
Location: 300 North Lenore Street, Willits, CA 95490**

**Wednesday, December 14, 2011  
12:00 P.M.**

**AGENDA**

**A. CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**ADDITIONS TO AGENDA**

*Items may be added to the Agenda in accordance with Section 54954.2(b)(2) of the Government Code (Brown Act), upon a determination by two-thirds vote of the members of the legislative body present at the time of the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the McKinleyville Community Services District after the Agenda was posted.*

**B. APPROVAL OF THE AGENDA**

**C. 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

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

**E. ADJOURNMENT (FOLLOWING SITE INSPECTION OF WILLITS WASTEWATER TREATMENT PLANT)**

**Posted 5:00 PM am on Monday, December 12, 2011**

# McKinleyville Community Services District

## BOARD OF DIRECTORS

December 14, 2011

TYPE OF ITEM: **INFORMATIONAL**

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**ITEM: E.1.                    Inspect Property and Site Tour of Willits Wastewater Treatment Plant (Approximately 12:00 - 2:00 PM)**  
**Location 300 North Lenore Street, Willits, CA 95490**

**PRESENTED BY:                Norman Shopay**

**TYPE OF ACTION:            None**

### **Recommendation:**

Staff recommends that the Board participate in an inspection of the property and tour the Willits Wastewater Treatment Plant at 300 North Lenore Street, Willits, CA 94590. The inspection and tour will start at 12:00 and run to approximately 2:00. Interested members of the public can meet at the Willits Wastewater Treatment Plant.

### **Discussion:**

SHN Engineers has arranged for a tour of the Willits Wastewater Treatment Plant which is an SHN designed plant with a BioLac in-basin extended aeration system that will be similar to the design set forth in the 20 year facility plan. The plant is currently under construction with one treatment train in operation and the second train currently being installed.

The inspection and tour is set up for today, leaving the District office at approximately 7:30am and will start at 12:00 in Willits. The tour will last approximately 1.5 to 2 hours. This schedule would have us back in McKinleyville around 4:30pm.

We will be able to inspect and tour:

- The new headworks which includes influent pumping, in-channel screens and a grit removal system.
- The new operational in-basin extended aeration basin and external clarifier.
- The new blower building
- The 30 acre enhancement wetlands.

Please note this is an active construction site and appropriate dress will be required including closed toe shoes and hard hats. If it is raining there will be mud, and if it is not raining there will be dust.

This special meeting is authorized and proposed in accord with California Government Code Section 54954(b)(2), which states, in pertinent part, as follows:

- “(b) Regular and special meetings of the legislative body shall be held within the boundaries of the territory over which the local agency exercises jurisdiction, except to do any of the following:
  - (2) Inspect real or personal property which cannot be conveniently brought within the boundaries of the territory over which the local agency exercises jurisdiction provided that the topic of the meeting is limited to items directly related to the real or personal property. ...”

**Alternatives:**

Staff's analysis includes the following potential alternative:

- Take no action

**Fiscal Analysis:**

Not applicable

**Environmental Requirements:**

Not applicable











**Exhibits/Attachments**

Directions to the site

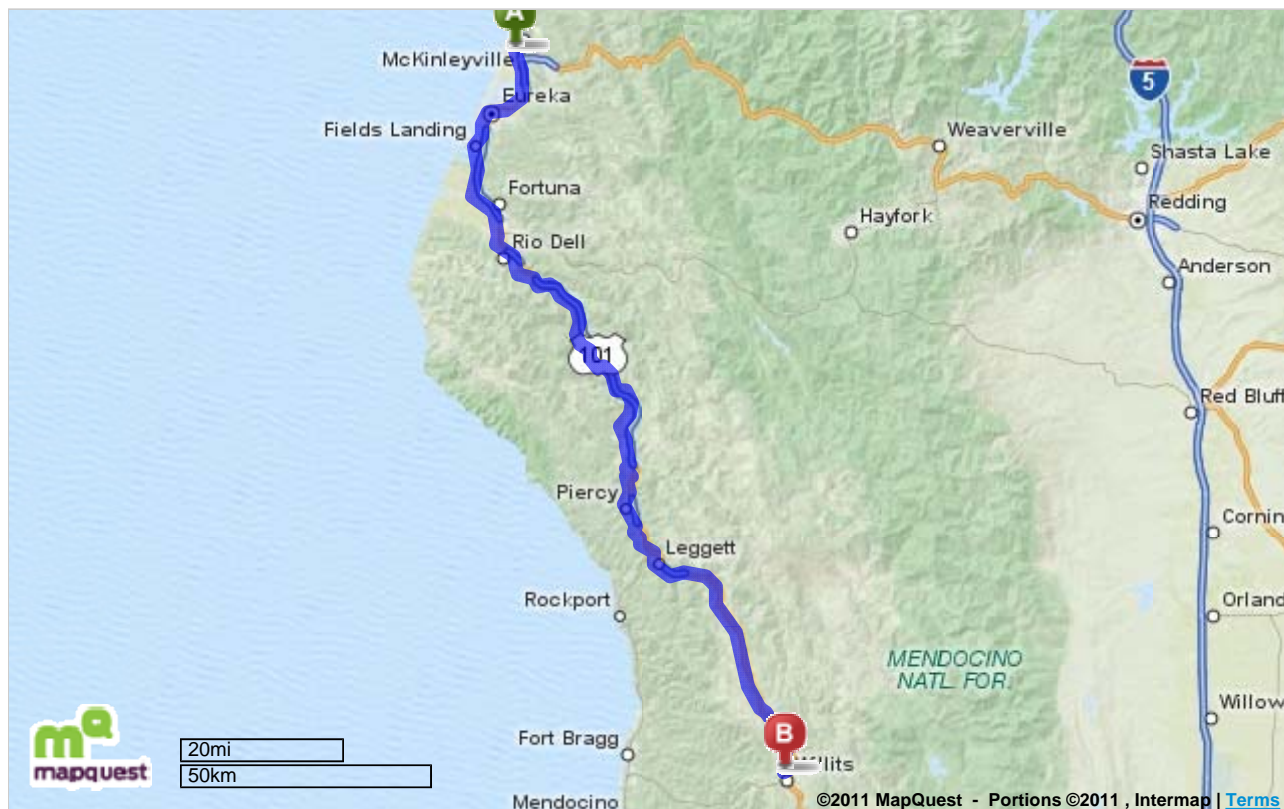


**Trip to:**  
 300 N Lenore Ave  
 Willits, CA 95490-3210  
**147.53 miles**  
**2 hours 46 minutes**

Notes

	<b>1656 Sutter Rd</b> McKinleyville, CA 95519-4217	<b>Miles Per Section</b>	<b>Miles Driven</b>
	1. Start out going <b>west</b> on <b>Sutter Rd</b> toward <b>Central Ave.</b>	<b>Go 0.07 Mi</b>	0.07 mi
	2. Take the 1st <b>left</b> onto <b>Central Ave.</b>	<b>Go 1.2 Mi</b>	1.3 mi
 	3. Merge onto <b>US-101 S</b> toward <b>Eureka.</b>	<b>Go 145.7 Mi</b>	147.0 mi
	4. Turn <b>left</b> onto <b>E Commercial St.</b> <i>E Commercial St is just past State St Zaza Bakery Bistro &amp; Gallery is on the corner If you are on S Main St and reach W Van Ln you've gone a little too far</i>	<b>Go 0.3 Mi</b>	147.3 mi
	5. Turn <b>slight left</b> onto <b>N Lenore Ave.</b> <i>N Lenore Ave is 0.1 miles past Madden Ln Willits Library is on the corner If you reach S Lenore Ave you've gone a little too far</i>	<b>Go 0.2 Mi</b>	147.5 mi
	6. <b>300 N LENORE AVE</b> is on the <b>left.</b> <i>If you reach Sewer Plant Rd you've gone about 0.3 miles too far</i>		147.5 mi
	<b>300 N Lenore Ave</b> Willits, CA 95490-3210	<b>147.5 mi</b>	<b>147.5 mi</b>
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Total Travel Estimate: **147.53 miles - about 2 hours 46 minutes**



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