

CUPERTINO SANITARY DISTRICT

SANTA CLARA COUNTY

CUPERTINO SANITARY DISTRICT BOARD MEETING WEDNESDAY, MAY 21, 2025

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. This meeting was conducted at the District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino. Participation was also available via videoconference.

1. ROLL CALL:

President Saadati called the meeting to order, and the following proceedings were had to wit: roll was taken, with the following members in attendance:

Board Members present: Patrick Kwok, Taghi Saadati, David Doyle and Angela Chen

Board Members on excused absence: Bill Bosworth

Staff present: District Manager Benjamin Porter, District Administrative Clerk Frankie Martinez, and Counsel Marc Hynes.

Public Present: None

2. PUBLIC COMMENTS:

There were none.

3. CLOSED SESSION:

There was none.

4. PUBLIC HEARING:

A. The Board conducted a public hearing on the Proposed Sanitary Sewer Service Charge Increase for Fiscal Year 2025-2026.

1. Manager Porter presented the rate study.
2. President Saadati opened the public hearing at 7:17pm. The Board reviewed written correspondence. There were no other public comments.
3. President Saadati closed the public hearing at 7:18pm.
4. The Board discussed the proposed new sewer rate increase not to exceed 5%.
5. After discussion, the Board unanimously agreed on a rate increase of 4%. On motion by Director Kwok, seconded by Director Chen, by a vote of 4-0-0, the Board approved Ordinance No. 135, Amending Sections 7301, 7302 and 7303 of Chapter VII of the Cupertino Sanitary District Operations Code Relating to Sewer Service Charges. The new sewer service rates will take effect, beginning July 1, 2025.

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6. On motion by Director Kwok, seconded by Director Chen, by a vote of 4-0-0, the Board approved Resolution No. 1357, Fixing Time and Place for Public Hearing on Report on Rates and Collection on Tax Roll for FY 2025-26. The public hearing is set to take place on Wednesday, June 18, 2025, in the District office.

5. MINUTES & BILLS:

- A. Approval of the Regular Meeting Minutes of May 7, 2025

On a motion by Director Kwok, seconded by Director Doyle by a vote of 4-0-0, the minutes of the Regular Meeting held on Wednesday, May 7, 2025, were approved with correction.

- B. Approved Meeting Minutes of April 16, 2025, are to be Noted & Filed.

- C. Approval of Financial Report and Payment of Bills

On a motion by Director Kwok, seconded by Director Chen by a vote of 4-0-0, the financial statements and warrants were approved as written,

- D. Timesheets

The Board submitted their May timesheets.

6. CORRESPONDENCE:

There was none.

7. MEETINGS:

- A. Director Bosworth plans to attend the regular meeting of the Santa Clara County Special Districts Association to be held on Monday, June 2, 2025.
- B. Manager Porter plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Technical Committee (TAC) to be held on Monday, June 2, 2025.
- C. Staff plans to attend the California Alliance for Sewer System Excellence (CASSE) Teleconference to be held on Wednesday, June 11, 2025.
- D. Director Kwok plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held on Thursday, June 12, 2025.

8. REPORTS:

- A. Manager Porter reported on the regular meeting of the San Jose/Santa Clara Treatment Plant Technical Committee (TAC) held on Monday, May 12, 2025.

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- B. Manager Porter reported on the California Alliance for Sewer System Excellence (CASSE) Teleconference held on Wednesday, May 14, 2025.
- C. Director Kwok reported on the LAFCO Independent Special District Selection Committee Meeting – Selection of Special District Members to Serve on LAFCO held on Wednesday, May 12, 2025. There was no benefit to the District for attending the meeting. Votes were not counted.
- D. Director Doyle reported on the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) held on Thursday, May 15, 2025.

9. UNFINISHED BUSINESS:

A. Board Members' Benefits

Manager Porter and Counsel Hynes reported on options for Board members. There was no Board action.

- B. 2025 CASA 70th Annual Conference to be held Wednesday, July 30-Friday, August 1, 2025 in San Diego, CA

Director Chen does not plan on attending. Director Bosworth still needs to confirm his attendance. All other Board members plan to attend.

- C. CSRMA Risk Management Seminar to be held at CASA Conference on July 30, 2025

Directors Doyle and Kwok plan to attend. Director Bosworth still needs to confirm his attendance.

- D. 2025 CASA 70th Annual Conference Attorney's Committee Meeting to be held Friday, August 1, 2025

Counsel Hynes plans to attend.

10. NEW BUSINESS:

- A. Lift Station Electrical Safety and Operation Assessment

Manager Porter reported on the Board memo prepared by Staff.

11. STAFF REPORT

- A. Manager Porter reported on Future Development Projects.
- B. Manager Porter reported on the Monthly Maintenance Summary.

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12. CALENDAR ITEMS


- A. The next regular Board Meeting is scheduled to take place on June 4, 2025. Director Chen plans to attend the 2025 June 18, July 2, and July 16 meetings remotely. Director Doyle plans to attend the 2025 June 18, July 2, and July 16 meetings remotely.

13. ADJOURNMENT:

The meeting was adjourned at 8:30 pm.



Secretary Pro-Tem of the Sanitary Board



President of the Sanitary Board