

CUPERTINO SANITARY DISTRICT
SANTA CLARA COUNTY

BOARD MEETING MINUTES
WEDNESDAY, NOVEMBER 19, 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: Taghi Saadati, Bill Bosworth, Patrick Kwok, and Angela Chen. David Doyle joined the meeting via video conference.

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. MINUTES & BILLS:

A. Approval of the Meeting Minutes of November 5, 2025

On a motion by Director Bosworth, seconded by Director Kwok by a roll call vote of 5-0-0, the minutes of the Regular Meeting held on Wednesday, November 5, 2025, were approved.

B. Approved Special Meeting Minutes of October 15, 2025, are to be Noted & Filed.

C. Approval of Financial Report and Payment of Bills

On a motion by Director Kwok, seconded by Director Bosworth by a roll call vote of 5-0-0, the financial statements and warrants were approved.

D. Timesheets

All Board members turned in their November timesheets.

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5. CORRESPONDENCE:

- A. Santa Clara County Special Districts Association Save the Date for Regular Meeting to be Held on Monday, December 1, 2025, is to be Noted & Filed.

6. MEETINGS:

- A. Director Bosworth plans to attend the Santa Clara County Special Districts Association regular meeting to be held on Monday, December 1, 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, December 8, 2025.
- C. Staff plan to attend the California Alliance for Sewer System Excellence (CASSE) Teleconference to be held on Wednesday, December 10, 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, December 11, 2025.

7. REPORTS:

- A. Manager Porter reported on the regular meeting of the San Jose/Santa Clara Treatment Plant Technical Committee (TAC) held on Monday, November 10, 2025.
- B. Manager Porter reported on the California Alliance for Sewer System Excellence (CASSE) Teleconference held on Wednesday, November 12, 2025.
- C. Director Kwok reported on the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) held on Thursday, November 13, 2025.

8. UNFINISHED BUSINESS:

There was none.

9. NEW BUSINESS:

- A. Award of Bid for Replacement of Three Wet Well Hatches at Lift Stations

President Saadati directed staff to ensure the best materials are chosen to prevent corrosion in the future. Staff will investigate and report back to the Board. On a motion by Director Kwok, seconded by Director Chen by a roll call vote of 5-0-0, the approved bid award to Casey Construction, Inc. with a 10% contingency based on the awarded bid amount, for a total of \$33,660.

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10. STAFF REPORT

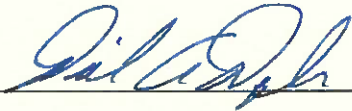
- A. Manager Porter reported on Future Development Projects.
- B. Manager Porter reported on the Monthly Maintenance Summary.

11. CALENDAR ITEMS

- A. The next regular Board meeting is to be held on Wednesday, December 3, 2025, at 7 P.M. at the District office.
- B. California Association of Sanitation Agencies (CASA) 2026 Winter Conference to be held January 13-16, 2026, in India Wells, CA. There was no Board action.

12. ADJOURNMENT:

The meeting was adjourned at 7:40 pm.



Secretary of the Sanitary Board



President of the Sanitary Board

