

CUPERTINO SANITARY DISTRICT  
BOARD MEETING MINUTES AMENDED  
WEDNESDAY, DECEMBER 17, 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, Angela Chen, and David Doyle.

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

Guests: Zach Siviglia, Chad Caldwell

Public: "Michael" via Zoom audio

2. PUBLIC COMMENTS:

There were none.

3. CLOSED SESSION:

There was none.

4. MINUTES & BILLS:

A. Approval of the Meeting Minutes of December 3, 2025

On a motion by Director Bosworth, seconded by Director Chen by a vote of 5-0-0, the minutes of the Regular Meeting held on Wednesday, December 3, 2025, were approved.

B. Approved Meeting Minutes of November 19, 2025, are to be Noted & Filed.

C. Approval of Financial Report and Warrants

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

D. Submittal of Directors Timesheets

Members submitted their December timesheets.

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**5. CORRESPONDENCE:**

There was none.

**6. MEETINGS:**

- A. Manager Porter plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Technical Committee (TAC) to be held on Monday, January 5, 2026.
- B. Staff plan to attend the California Alliance for Sewer System Excellence (CASSE) Teleconference to be held on Wednesday, January 7, 2026.
- C. Director Kwok plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held on Thursday, January 8, 2026.
- D. CSRMA Risk Management Seminar at CASA Conference, January 14, 2026 – Director Doyle informed the Board that he will not attend. President Saadati, Director Kwok, and Director Bosworth plan to attend.
- E. The California Association of Sanitation Agencies (CASA) 2026 Winter Conference to be held January 13-16, 2026, in Indian Wells, CA – Director Doyle informed the Board that he will not attend. President Saadati, Director Kwok, and Director Bosworth plan to attend.

**7. REPORTS:**

- A. Director Chen reported on the California Special Districts Association SB 707 Brown Act Revamp Webinar held on Wednesday, December 10, 2025.
- B. Manager Porter reported on the California Alliance for Sewer System Excellence (CASSE) Teleconference held on Wednesday, December 10, 2025.
- C. The Regular Meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held on Thursday, December 11, 2025 was canceled.

**8. UNFINISHED BUSINESS:**

There was none.

**9. NEW BUSINESS:**

- A. Capital Improvement Plan Development

Manager Porter presented to the Board. There was no Board action.

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B. Preliminary Budget Discussion

Manager Porter presented to the Board. There was no Board action.

C. Election of 2026 Board Officers

The Board elected District Officers for the year 2026, effective January 1, 2026. On motion by Director Chen, seconded by President Bosworth, by a vote of 5-0-0, the 2026 Slate of Officers for the District was approved as follows:

President – David Doyle  
Secretary – Bill Bosworth  
Secretary Pro-Tem – Patrick Kwok

By concurrence, it was ordered that the Slate of Representatives for the District be approved, effective January 1, 2026, as follows:

TPAC Alternate	Patrick Kwok David Doyle
Special Districts Association Alternate	Bill Bosworth Angela Chen
CASA Alternate	David Doyle Bill Bosworth
CSRMA Alternate	Angela Chen Taghi Saadati
Finance Committee	Patrick Kwok (Director in Position 3) Angela Chen (Director in Position 4)
TAC	Manger Porter, Senior Sanitary Engineer Kathula

10. STAFF REPORT

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

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11. CALENDAR ITEMS

- A. The next regular Board meeting is to be held on Wednesday, January 7, 2026, at 7 P.M. at the District office.

12. ADJOURNMENT:

The meeting was adjourned at 8:03 pm.



Secretary of the Sanitary Board



President of the Sanitary Board