



## CITY COUNCILMEMBER REPORT

Meeting: Tuesday, December 16, 2025

Reporting Councilmember: Mayor Liang Chao

Report Dates: 11/25/25 to 12/7/25

- Last Activity Report in the [December 2, 2025 Council Meeting Agenda](#)

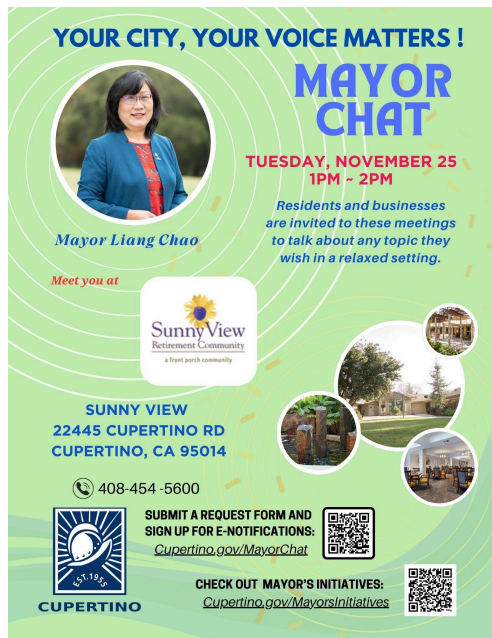
### **Section 1: Announcement - Message from the Mayor:**

#### ❖ [Mayor's Initiatives](#) and other updates:

- Mayor's Initiative Wrap-up will be held on Thursday December 11 at 5pm, right before the 6pm Election for Mayor and Vice Mayor. Everyone is welcome to attend to see a review of what we've done and thank the organizers.

#### ❖ [Monthly Chat with Mayor](#) Community Meetings: These meetings will be generally held on the second Monday at 5pm each month, but it might be moved to other Mondays if needed. The location will rotate so that we cover different businesses each month.

- Special Mayor Chat at Sunny View Retirement Center on November 25th with a focus on senior services.
- The December Monthly Chat was held at Azuma Japanese Cuisine at the Portal Shopping Mall. It was very well attended.



## ❖ Process to Request Certificate of Recognition or Commendation:

- To ensure such requests are handled as smoothly and efficiently as possible, the City Manager's Office has implemented a dedicated process.
- We kindly ask that you complete the following form, which will allow Mayor Chao to present a certificate of recognition: <https://cupertino.gov/councilmeetingrequest>

## ❖ Proclamations at Council meetings: This year, I plan to follow a tradition upheld by some former Cupertino mayors and other mayors in recognizing organizations or individuals with proclamations during Council meetings. My goal is to honor those who have made consistent and/or significant contributions to Cupertino, with an emphasis on those who are less well-known. If you have any suggestions, please feel free to email me at [LChao@Cupertino.gov](mailto:LChao@Cupertino.gov).

Proclamations for contributions will generally be presented at the second Council meeting of each month, while the first meeting will continue to recognize special observances (e.g., awareness months or weeks) as before. You are also welcome to submit suggestions for these recognitions.

## Section 2: Committee Assignment

### 2025-11-26 attended the West Valley Mayors and Managers meeting

- This is a monthly meeting, where mayors and city managers give updates about their cities.

## Section 3: Activities by Date (Date, Title, and Description):

### NOTE:

- This list does not include internal meetings with staff only, such as prep sessions or meetings with the City Manager.
- This list includes activities to "represent the community I am elected to serve", "to respond to community needs and complaints," and "to communicate policies and programs to residents," among other [responsibilities](#) of a City Councilmember.
- Due to my work schedule, I have cut down on the event attendance for ceremonial purposes, especially those I have

attended almost every year in the past. Instead, I focus more of my time on constituent services.

**2025-12-01 attended the community meeting about Living Safely with Coyotes with wildlife experts from the County and MidPen Open Space**

- The experts presented best practices and then residents shared their specific concerns.

**2025-12-01 accepted the gift from Xianning City Government for the 70th anniversary of Cupertino, presented by the Xianning Friendship City Committee**

- The four councilmembers present took a photo with the President of the Xianning Friendship City Committee..

**2025-12-04 attended the STAR Award by the Cupertino Chamber of Commerce**

- They presented an award for Mike Foules of Apple and one employee each from the City, CUSD, FUHSD, Sheriff's Office, and Fire Department and more.

**2025-12-05 attended the Tree Lighting Ceremony at Quinlin Center**

- Gave [a remark as the Mayor](#) and welcomed Santa.

**2025-12-06 attended the Holiday Sale at the Palo Alto Art Center, invited by the Cupertino Art Commissioner Gurmeet Lamba**

- The Palo Alto Art Center is located at the old Palo Alto City Hall. The center has become a world renowned ceramic place, offering classes 7 days a week and generating revenue for the City of Palo Alto. There were artists selling their creations from multiple cities, including Cupertino there.

**2025-12-06 attended a gathering hosted by the Hebei Chamber of Commerce and Air China**

- Professor Xiaojing Dong of the Santa Clara University Business School gave a speech on AI and Global Supply Chain, where she gave an introduction of AI and how they are using data analysis to help solve business issues, such as those involving the global supply chain.
- Air China gave a presentation on their new programs, such as family plan or multiple-trip plan.

**2025-12-06 attended the annual fundraising of the Evergreen Muslim Community Center**

**2025-12-07 attended the Christmas party of the River of Life Church at the China Stix restaurant**

**2025-12-07 attended the Candlelight Service at the West Valley Neighborhood Church**

### **Section 4: Information Access Useful to My Constituents (not updated):**

#### **1. Public Comments Webpage and Email**

A new page has been added to the City's website on how to submit public comments for Council meetings. It explains the process for submitting written comments on City Council agenda and nonagenda

items. A dedicated email address, PublicComment@Cupertino.gov, was created for members

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of the public to send in their comments. This email address is also posted on City Council agendas.

The intent of using this dedicated email is to ensure comments are efficiently routed and tracked. Emails sent to this address are automatically distributed to the City Council, City Manager, Deputy City Manager, and City Clerk, and an autoresponder confirms receipt. This process is especially helpful during periods of high public input.

### **Comment Submission Guidelines:**

Type of Comment	Where Sent	Included in Written Communication?
Agenda-related	<a href="mailto:publiccomment@cupertino.gov">publiccomment@cupertino.gov</a>	Yes (automatically included)
Non-agenda-related	<a href="mailto:publiccomment@cupertino.gov">publiccomment@cupertino.gov</a>	Yes (automatically included)
Agenda-related	Other email addresses	Yes (automatically included)
Non-agenda-related	Other email addresses	Only if sender explicitly requests inclusion

## **2. Information Memo posted on the City website:**

City Council Informational Memos are now available on the City website. The information can be accessed from the City website at [cupertino.org/memos](http://cupertino.org/memos) and the City Council page. You can also find the page by entering search terms “info memos” at the top of the website.

- ★ Anyone may use the eNotification signup to receive informational memo updates by email.
- ★ The info memos are now hosted in the digital archive as [all other city records](#).
- ★ Click “+” to zoom in.
- ★ On a laptop:
  - To open the document as PDF, click on the Print icon and then click on “Download & Print”. The downloaded PDF will appear in a new tab for viewing.
  - This does not work on Safari browser on an iPhone.
- ★ To copy and paste text, you must open it as PDF and then copy & paste from there.

New memos posted, since last report:

- No new info memos published since February 28
- **Recordings of Commission Meetings:**

Starting in June, commission meetings will be recorded for viewing later, although no teleconferencing to allow remote participation.

  - Find the recordings [here](#) under each commission.

## **4. How to Search an agenda item:**





A community member showed me a way to search for items on the past city meetings:

- Go to this page: <https://cupertino.legistar.com/Calendar.aspx>
  - Make sure that “Calendar” is selected from the top row of tabs and the “List View” is selected from the bottom row of tabs.
  - Enter the search term, such as “investment report”. Choose the year or select “All Years”

Search:  All Years  ☐ notes ☐ closed captions

[Help](#)

144 records

1 2						
Name	Meeting Date ▾	 Meeting Time	Meeting Location	Meeting Details	Presentations	Agenda
<a href="#">City Council</a>	5/21/2024	 6:00 PM	10300 Torre Avenue and 10350 Torre Avenue and via Teleconference <i>Non-Televised Closed Session</i>	<a href="#">Meeting details</a>	 <a href="#">Presentations</a>	 <a href="#">Agenda</a>