



ATEP FACILITIES CORPORATION
A California nonprofit public benefit corporation
MEETING MINUTES
Meeting of the Board of Directors
December 5, 2023

South Orange County Community College District
28000 Marguerite Parkway, Mission Viejo, CA 92692

Saddleback College – Facilities/Purchasing/Finance Conference Room HS-357 and via Zoom ID: 995 4045 6594

1. Procedural Matters

1.1 Call to Order:

The meeting was called to order at 1:30 pm.

1.2 Attendance / Quorum:

Attendance was recorded and a quorum was announced.

Members present were Connie Cavanaugh, Medhanie Ephrem, Ann-Marie Gabel, Dr. John Hernandez, and Dr. Elliot Stern

1.3 Public Comments:

There were no public comments.

2. Approve Minutes from August 29, 2023, Meeting:

A motion was made by Connie Cavanaugh, seconded by Medhanie Ephrem, and carried to approve the minutes from the August 29, 2023, meeting. Elliot Stern abstained.

3. Payment Policy:

Connie Cavanaugh reviewed the proposed Payment Policy that was developed with the assistance of the attorneys regarding the Common Area Maintenance (CAM) charges at ATEP.

A motion was made by Connie Cavanaugh, seconded by Elliot Stern, and unanimously carried to approve the Payment Policy regarding CAM charges at ATEP.

Connie also announced that a fund had been approved by the Board and started with the county for ATEP funds.

4. ATEP Update:

Medhanie Ephrem provided an update on the current tenants.

PJRIPA (The Goddard School) – Construction is going well with an estimated construction completion date of mid-January 2024. The current focus on the project is working with Southern California Edison to install the transformers and provide permanent power to the site.

Advantech – The City of Tustin has approved the site plan and CEQA. The next step will be to start the design and receive the acceptance letter from Advantech. Once received, the District will obtain signatures for the Ground Lease by December 20, 2023. Construction is anticipated to begin July 2024 and go through July 2026.

Saddleback @ ATEP – Construction is moving forward after a delay due to the Tustin Hangar fire.

5. Adjourn:

The meeting adjourned at 1:53 pm.