

Southern California Joint Pole Committee

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January 15th, 2014

A regular meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office.

Those in attendance were:

Ms. Jessica Pearson	Southern California Edison
Mr. Scott Hunter	City of Los Angeles
Mr. Josh Mathisen	AT&T California
Mr. William Kearns	Verizon Ca, MCI/Comm/Metro
Ms. Paula Haney	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Ms. Lupe Hernandez	Teleport Communications America, LLC
Ms. Lynn Prescott	Verizon Wireless
Mr. Rory Gandy	AT&T Mobility
Mr. Paul Smolarski	T-Mobile USA
Mr. Emir Erba	Time Warner Cable
Ms. Jessica Raettig	Time Warner Cable
Mr. Daniel Lippert	City of Burbank
Mr. Dana Fabing	City of Lompoc
Mr. Doug Schmaderer	City of Pasadena
Mr. Joe Armstrong	City of Pasadena
Ms. Angela Pranata	Committee Staff
Mr. Kyle Levy	Committee Staff

Those attending via teleconference were:

Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communications
Ms. Alicia Smith	Sprint/Nextel/Sprint Communications
Mr. Randall Starkey	Time Warner Cable
Ms. Connie Lopez-Hood	Golden State Water
Mr. Alvin Aska	City of Anaheim
Mr. Varghese George	City of Glendale
Ms. Maryam Farajzadeh	City of Vernon
Mr. Lawrence Yao	City of Riverside
Mr. Phillip Hinojos	City of Colton
Mr. Dan Kjar	City of Azusa
Mr. Brandon Robinson	City of Banning
Mr. Mark Denning	M-Power/Telepacific Comm.
Mr. Steve Garcia	ExTeNet Systems
Ms. Jennifer Navarro Yhap	MetroPCS California, LLC

CALL TO ORDER:

Mr. Hunter called the meeting to order at 9:00 am. He addressed housekeeping issues, and then proceeded with roll call. When roll call was complete, those members not in attendance were City of Colton, Frontier Communications and ATC Outdoor DAS, LLC.

HOUSEKEEPING:

Mr. Hunter requested that members who are teleconferencing mute their phones so that no interference is picked up. He added that if the teleconferencing members must step away from the meeting to please inform the chair when they leave and return to the meeting, in the event that a vote call transpired in their absence. The lunch menu was selected, and Mr. Hunter then asked the members to complete their lunch orders and turn them in.

APPROVAL OF MINUTES:

Mr. Hunter then inquired if the members had reviewed the minutes of the *November 20, 2013* Board meeting, and if there were any comments, additions, deletions, or revisions. Being that there were no corrections, Mr. Hunter solicited a motion to accept the minutes as written. Ms. Haney motioned to accept the *November 20, 2013* minutes and Mr. Kearns seconded the motion, which after the vote tally was completed, passed unanimously.

MANAGER'S REPORT

Ms. Pranata reported that the November 2013 operating expenses are \$49,825.14 and the member were assessed this amount.

COMMUNICATIONS:

There were no communications.

SPECIAL REPORTS

There were no special reports.

SUB-COMMITTEE REPORTS:

Ad hoc Committee on Authorized Cost Elements

Mr. Mathisen reported that the Authorized Cost Committee met on January 14, 2014 and discussed the fact that the committee would begin reviewing the Authorized Costs. Ms. Hernandez noted that the members also discussed adding a new authorized cost pertaining to when one member performs the required pole loading on behalf of another member, and that this will be discussed further at the next Authorized Cost committee.

Operating Committee

Ms. Prescott reported that the Operating Committee met on November 20, 2013. She reported that the members discussed putting together a policy for the Routine Handbook distribution. Ms. Prescott stated that the sharing of Friend with the NCJPA was discussed, and a fee of \$36,000 was established by the Committee for Ms. Chirrick to present to the NCJPA Board in December. She also reported that a new Ad hoc Committee was created in order to facilitate communication and collaboration between the North and South, and was titled the CAJPC, or California Joint Pole Committee. Mr. Mathisen added that the first meeting of this Committee is scheduled for January 22, 2014, wherein it will be discussed how often it will meet and the overall goals will be established.

Routine Revision Committee

Ms. Hernandez reported that the Routine Revision Committee met on January 14, 2014. She stated that the members discussed the need for more examples of antenna site poles and that she will work on these and present them to the next Routine Revision Committee. Ms. Hernandez reported that the main issue discussed was the possibility of changing the way in which the JPA process is done today. She stated that currently, a member could apply for space on a pole and not have to final bill the JPA for years, essentially not paying for the space or sharing in the maintenance for that entire time. She continued reporting that the possibility of billing up front was suggested, such as the example of having two separate finals of the same JPA issued at different times, one to transact the billing and the other sent at a later date to update the JPC pole records. Ms. Hernandez informed the members that if implemented, this would have a large impact on the members' timing of issuing JPA's as well as money when it came to billing, and she would appreciate any input on this issue. Mr. Hunter proposed at least an hour per month be devoted to discussing this topic at either the Routine Revision Committee or after the Operating Committee has concluded.

Computer Communications ad hoc Committee

Ms. Person reported that the Computer Communications Committee met on January 14, 2014. She stated that there was discussion concerning revamping the pole card on the JPC website, including creating a link to the Sharefile which would contain the latest pole loading. She continued reporting that several of the members will convene to begin testing Sharefile to see how this can best be implemented.

Compliance ad hoc Committee

Ms. Haney reported that the Compliance Committee met on January 14, 2014. She informed the members that two new JPA alerts have been added to the JPC website. The first being that when a member is transferring one or more members' facilities, a breakdown of each item number needs to be shown on the Form 2 along with exactly which member is being charged for each item. This will help to avoid

confusion for both the members involved as well as the JPC staff when they are billing the items. The second alert states that when a joint meet is required on a Form 2, there needs to be provided a name and phone number of the contact person as well.

Pole Loading ad hoc Committee

Ms. Pearson reported that the Pole Loading Committee met on January 14, 2014. She stated that the members brought up a meeting which is planned for January 16th between Edison and several other members to discuss the Reax wind study.

Basic JPA Training

Mr. Hunter reported that the Basic JPA Training Committee did not meet in January.

CONSENT CALENDAR:

2014 Pole Prices

Mr. Hunter reported that the 2014 pole prices had been sent out to the members for review and asked if there were any further changes required. Being that there were no comments, Mr. Hunter solicited a motion to accept the proposed 2014 pole prices. Ms. Haney motioned to accept the 2014 pole prices and Ms. Pearson seconded the motion, which after the vote tally was completed, passed unanimously.

DISCUSSION CALENDAR:

Review Section 18.1-A

Ms. Hernandez stated that the last issue on Section 18.1-A which was discussed, was the inclusion of pole loading in the list of required items when preparing a Form 2 Preliminary. Mr. Hunter added that this topic led into the discussion of a need for an authorized cost for pole loading as some members are not quite ready to do the required pole loading. Ms. Hernandez was of the opinion that the members should hold off on revising this section any further as the 2014 Routine Handbook is in place, and any further changes will not go into effect until next year. She stated that as of now, pole loading is not a mandatory item when submitting a preliminary, although it should be provided upon request by another member.

Mr. Levy noted that there were several minor changes made to Section 18 throughout the year, and these modifications were never voted upon or officially approved by the Board. He stated that since the 2014 Routine Handbook will be finalized and distributed soon, he requested that the members briefly review these changes and either accept or decline their inclusion in the 2014 Handbook. The first issue was the addition of "latitude and longitude and GPS coordinates" among the list of items that need to be accurately given regarding location in Section 18.1-A.

Mr. Armstrong noted that every member could be using different mapping systems and if this becomes a requirement, it will need to be decided which of the coordinate systems will be used. Mr. Hunter agreed and added that if one system is chosen to be used, then every member would be required to purchase the same kind of locator equipment. For this reason, the revision was not accepted by the members.

The second revision that the Board went over was the addition of “correct pole class” to the list of changes that can be made via a Form 7 after the approval of the Form 2 Preliminary. The members agreed to include this change in the 2014 Routine Handbook. The final revision that the Board accepted was the inclusion of the note in Section 18.1-C that a “JPA may be canceled with a Form 7 and a new JPA issued”.

Policy for Routine Handbook Discussion

The Board reviewed the attorney’s letter which included his wording of the newly proposed Section 1.3, Prohibited Disclosure to Third Parties. Mr. Hunter solicited a motion to accept Section 1.3 as written and include it in the 2014 Routine Handbook. Ms. Prescott motioned to accept the addition of Section 1.3 and Ms. Hernandez seconded the motion. Before the voting could be completed, Mr. Lippert interjected that the “California Government Records Act” noted in the section should in fact be referencing the “California Public Records Act”. After some discussion and research, the members agreed to this change and finished voting first upon the initial approval of the wording, which after the vote tally was completed, passed unanimously. The Board then held a second vote to amend the wording of Section 1.3 per Mr. Lippert’s suggestion, which passed unanimously as well.

OTHER ITEMS: Unfinished Business

Item 1543: Friend Field Enhancement - COMPUTER COMM (11/08/11)
Item 1551: Sharefile Details – COMPUTER COMMUNICATIONS (4/10/2012)
Item 1558: Review Basic Training PowerPoint – BASIC TRAINING COMM. (09/12/2012)
Item 1570: Grade with Pole Top Antenna – ROUTINE REVISION (03/19/2013)
Item 1571: Tree Trimming at Communication Level – ROUTINE REVISION (04/16/2013)
Item 1574: Review Section 18.1 – ROUTINE REVISION (05/14/2013)
~~Item 1576: Review 2014 Pole Prices – AUTHORIZED COSTS (07/24/2013)~~
~~Item 1578: Policy for Routine Handbook Distribution – OPERATING (07/24/2013)~~
Item 1580: Sharing Friend with NCJPA – OPERATING (09/18/2013)
Item 1581: Pole Record Redesign – COMPUTER (10/16/2013)
Item 1582: Pole Loading Analysis Requirement – ROUTINE/AUTH COSTS (01/14/2014)

Mr. Hunter announced that the following items are now closed: Item 1576: Review 2014 Pole Prices and Item 1578: Policy for Routine Handbook Distribution.

Item 1583: Environmental Issues

Mr. Hunter announced that the new 2014 item number for Environmental Issues is 1583, and the previous item number of 1566 is now closed. This is a standing agenda item.

New Business

Known Items:

There were no known items.

Unknown Items:

Certificate of Insurance Request Letter

Ms. Pranata announced that last November she sent out an email requesting the Certificate of Insurance and is still awaiting a response from several members. She stated that she will send out a reminder to those members who have not submitted theirs yet.

MetroPCS California, LLC and T-Mobile USA Merge

Ms. Navarro Yhap announced that MetroPCS California, LLC is putting in a request to withdraw their membership from the Committee as they have merged with T-Mobile USA to become one entity. Ms. Pranata noted that MetroPCS currently have no sites or ownership in any poles, and that a letter is required from them informing the Committee of their merge with T-Mobile and of which member code will be used. She stated that the voting shares for the two members will be merged and the old member code used by Metro PCS will be eliminated. Ms. Navarro Yhap replied that she will submit this letter to the Committee before the end of the month.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Routine Revision	2/18/14	9:00 a.m.	Committee Office
Pole Loading	2/18/14	Following	Routine Revision
Authorized Costs	2/18/14	Following	Pole Loading
Computer Committee	2/18/14	Following	Authorized Costs
Compliance Committee	2/18/14	Following	Computer Committee
Basic JPA Training	2/18/14	Following	Compliance Committee
Administrative Board	2/19/14	9:00 a.m.	Committee Office
Operating Committee	2/19/14	Following	Administrative Board

ADJOURNMENT:

Mr. Hunter adjourned the meeting at 9:50 a.m., until February 19, 2014.

Mr. Scott Hunter, President

Mr. Kyle Levy, Assistant Manager

RECORD FORMS

18.0 Record Forms

The forms used for expediting joint pole work and recording transactions are listed below:

Form #	Form Name
2-1	Preliminary Joint Pole Authorization
2-2	Preliminary Joint Pole Authorization
2-1 FINAL	Final Joint Pole Authorization
2-2 FINAL	Final Joint Pole Authorization
Form 7	Joint Pole Memorandum
Form 9	Joint Pole Riser Notification
Form 11	Notice of GO 95 Non-Conformance
Form 12	Pole Record
Form 44	Bill of Sale
Form 48	Notice of Work Completed
Form 49	Tracer

Hard or soft copies shall be provided as agreed by the parties.

(Revised June 2013)

18.1 Form 2 - Preliminary Joint Pole Authorization

Any agreement to undertake joint work must be confirmed in writing by using this form. This is authority to undertake joint work as specified. Member initiating transaction shall make necessary copies for each Member involved, all of which must be approved by an authorized representative of each involved Member. Approval may be by signature of the authorized representative to be shown on the forms in the space provided, or by the authorized representative's name, followed by the written initials of a delegated representative confirming the agreement. Names of representatives effecting agreement must be specified in space provided. Members that have various designated District, Division, or Exchange areas should identify the appropriate area by name.

18.1-A Preparation of Form 2 Preliminary Joint Pole Authorization

By agreement, any Member may be designated as the constructing Member in joint work.

The Member initiating Form 2 Preliminary Joint Pole Authorization shall specify its Authorization number and all required details of the agreement. The Joint Pole Authorization number shall begin with the current member's code. The Form 2 shall include, but is not limited to:

- (a) Pole Number
- (b) Nature of work

- (c) Applicable Routine Section Number
 - (d) Designation of involved Members
 - (e) Circuits
 - (f) Interest
 - (g) Grade
 - (h) Space
 - (i) ~~Complete~~ Pole/equipment data, including arms, anchors, risers, wireless and broadband equipment.
 - (j) Other essential record data i.e. tenants, power communication (PComm)
 - (k) Authorized Costs item number and number of items where required
 - (l) Police and/or fire report or case number when applicable and available
 - (m) ~~Any other related information deemed necessary~~ Provide billing information when applicable (Section XX.10)
 - (n) Estimated construction start date
 - (o) Date sent
 - (p) Date prepared
 - (q) Pole Class
 - (r) Additional notes such as pending JPA numbers or corrections per field conditions
 - (s) Supporting documents
 - 1. Pole loading analysis (required)
 - 2. Pictures
 - ~~(q) 3. Site plan/job sketch/strand map~~
- The Preliminary Form 2 ~~This form~~ shall be limited to 10 pages.
- Where a specific transaction involves special agreement, it shall be designated as such on Joint Pole Authorization. (See Section 1.2)
- It is the responsibility of all Members involved in the Joint Pole Authorization to see that data and details of the agreement are correct. The date Joint Pole Authorization is sent shall be used in completing the billing for structural and salvage values; except in replacements, the date poles are set shall apply.
- Any deviation shall be by agreement of the Members involved and noted on the Joint Pole Authorization. Section 20 shows Member code letters and abbreviations to facilitate preparation of Joint Pole Authorization.
- Where jointly owned poles are to be removed from service, the Joint Pole Authorization must designate which Member is to pull, transport, and dispose/salvage poles as specified in Section 5.0.
- To insure correct spotting of poles on record maps, it is essential that locations be accurately recorded (see Section 15.4). It is important, both for map and field reference purposes, to correctly give the City, Town, latitude and longitude, GPS coordinates, etc., in which the poles are actually located. (Revised April 2013)

18.1-B Changes Prior to Approval

Any changes desired prior to approval of Form 2 Preliminary Joint Pole Authorization by the receiving Member shall be made by means of the following procedure:

(A) Receiving Member:

- (1) Make desired change
- (2) Sign amended form
- (3) Return copy to issuing Member

(B) Issuing Member:

- (1) If change is acceptable:
 - (a) No additional actions take place. Process form in normal manner
- (2) If change is unacceptable:
 - (a) Communicate with receiving Member(s) representative(s) to resolve differences by either issuing Form 7 or revising the JPA.
 - (b) If subsequent changes occur, refer to the standard procedure for Form 7 usage. (See Section 18.4)
 - (c) Until differences are resolved, issue the Form 7 to all participating Member(s), CC to SCJPC, not to process JPA Final Bill.
 - (d) Any member may request a resolution meeting with the Administrative Board by issuing the Form 7 to all participating Member(s), CC to SCJPC. (Revised April 2012)

(3) Multi-Party JPAs:

The initiator of a multi-party JPA will be responsible for notifying all involved parties of any changes made to that JPA prior to final approval.

An acceptable method for the initiating member to notify all involved parties of any changes made to a JPA includes sending a Form 7 indicating "See Changes" with a copy of the marked-up Form 2 Preliminary JPAs as an attachment. (Revised January 2011).

18.1-C Changes After Approval

Any changes desired after the Form 2 Preliminary Joint Pole Authorization approval shall be made by means of one of the following:

A) Form 7 (refer to Sec 18.4 and Example 4) shall be used for the following:

- Correct Joint Pole Authorization number
- Correct or add Accounting Data

- Correct pole number
- Delete pole(s)
- Correct Pole length
- Correct Year set
- Correct Pole treatment (except a change from wood to alternative pole type, refer to Section 15.7)
- Circuit correction
- Correct grade and space
- Correct, add or delete authorized costs
- Correct, add or delete Section number
- Change pulling routine
- Delete owner
- Correct pole location and/or community
- Correct, add or delete tenant
- Correct, add or delete anchors, guys or arms
- Correct pole class

B) A revised Form 2 shall be used for the following:

- Add owner(s)
- Add pole(s)
- Change from wood to alternative pole type (refer to Section 15.7)
- Change in scope of work (i.e. changes causing receiving member to reengineer and/or refield.

Same Joint Pole Authorization number may ~~should~~ be used with a revision identifier (i.e. JPA12345 Rev 1, JPA12345 RO1, JPA12345 Rev) and new date sent or the JPA may be canceled with a Form 7 and a new JPA issued.

C) Form 2 Supplement for information or transactions omitted from the original FINAL Joint Pole Authorization. Same Joint Pole Authorization number should be used with a supplement identifier (i.e. **JPA12345SUP1**, **JPA12345S01**, **JPA12345SUPPL**) JPC office will convert to SUP.

~~D)~~ Form 48 can ~~shall~~ be used to make changes to the JPA per Section 18.7. for the following:

- Change pulling routine
- Change topping of pole(s)

(Revised- June 2013 ~~April 2007~~)

18.1-D Time Limits Involving Form 2 Preliminary Joint Pole Authorization

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE

Suggested Amendment to Routine Handbook

Add the following new Section 1.3 at the end of the first chapter:

1.3 Prohibited Disclosure to Third Parties

Except as set forth below, neither copies of this document, nor any information about the contents thereof, shall be given to any organization or to the employees, agents, or any other affiliates of any organization which is not a member of the Southern California Joint Pole Committee. Notwithstanding the foregoing, disclosure may be made in the following circumstances:

A. Disclosure may be made to the extent it is required by the provisions of the California Government Records Act, or any other applicable law, with respect to member organizations which are cities or other governmental agencies to which such laws apply.

B. Disclosure may be made to organizations which are considering membership in the Southern California Joint Pole Committee, if such an organization executes and complies with the terms of the Committee's standard form Non-Disclosure Agreement.

Southern California Joint Pole Committee

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February 19th, 2014

A regular meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office.

Those in attendance were:

Mr. James Eastwood	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Mr. Jeff Williams	City of Los Angeles
Ms. Janet Chirrick	AT&T California
Mr. William Kearns	Verizon Ca, MCI/Comm/Metro
Ms. Paula Haney	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Ms. Kourtney Wietecha	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Ms. Lupe Hernandez	Teleport Communications America, LLC
Ms. Lynn Prescott	Verizon Wireless
Ms. Alicia Smith	Sprint/Nextel/Sprint Communications
Ms. Maria Ortiz	XO Communications
Ms. Yvonne Johnson	AT&T Mobility
Mr. Rory Gandy	AT&T Mobility
Mr. Paul Smolarski	T-Mobile USA
Ms. Jessica Raettig	Time Warner Cable
Mr. Daniel Lippert	City of Burbank
Mr. Dana Fabing	City of Lompoc
Ms. Angela Pranata	Committee Staff
Mr. Kyle Levy	Committee Staff

Those attending via teleconference were:

Mr. Josh Mathisen	AT&T California
Mr. Randall Starkey	Time Warner Cable
Ms. Connie Lopez-Hood	Golden State Water
Mr. Varghese George	City of Glendale
Mr. Basem Andrawos	City of Vernon
Mr. Lawrence Yao	City of Riverside
Ms. Annetta Baker	City of Colton
Mr. Dan Kjar	City of Azusa
Mr. Brandon Robinson	City of Banning
Mr. Mark Denning	M-Power/Telepacific Comm.
Mr. Steve Garcia	ExTeNet Systems
Mr. Stephen Pebley	Frontier Communications

CALL TO ORDER:

Mr. Brown called the meeting to order at 9:00 am. He addressed housekeeping issues, and then proceeded with roll call. When roll call was complete, those members not in attendance were City of Anaheim, City of Pasadena and ATC Outdoor DAS, LLC.

HOUSEKEEPING:

Mr. Brown requested that members who are teleconferencing mute their phones so that no interference is picked up. He added that if the teleconferencing members must step away from the meeting to please inform the chair when they leave and return to the meeting, in the event that a vote call transpired in their absence. The lunch menu was selected, and Mr. Brown then asked the members to complete their lunch orders and turn them in.

APPROVAL OF MINUTES:

Mr. Brown then inquired if the members had reviewed the minutes of the *January 15, 2014* Board meeting, and if there were any comments, additions, deletions, or revisions. Being that there were no corrections, Mr. Brown solicited a motion to accept the minutes as written. Ms. Haney motioned to accept the *January 15, 2014* minutes and Mr. Kearns seconded the motion, which after the vote tally was completed, passed unanimously.

MANAGER'S REPORT

Ms. Pranata reported that the January 2014 operating expenses are \$51,860.51 and the member were assessed this amount.

COMMUNICATIONS:

Ms. Pranata reported that MetroPCS has transferred their membership and merged with T-Mobile USA effective January 1, 2014. She referred the members to the letter she received from MetroPCS informing her of this.

SPECIAL REPORTS

There were no special reports.

SUB-COMMITTEE REPORTS:

Ad hoc Committee on Authorized Cost Elements

Ms. Chirrick reported that the Authorized Cost Committee met on February 18, 2014 and that it was a rather short meeting. She continued reporting that the Committee reviewed the Authorized Costs Matrix, and this is included in the Authorized Costs packet if any member needs to access it for further review.

Operating Committee

Ms. Prescott reported that the Operating Committee met on January 15, 2014. She announced that the main topic of discussion was the sharing of Friend with the North, and it was decided that Ms. Pranata will consult with the attorney regarding the details and draw up a license agreement. Ms. Prescott reported that the main aspects of the license agreement are that the price would be a one-time fee of \$36,000, there would be no maintenance included, and enhancements would be shared between the North and South.

Routine Revision Committee

Ms. Hernandez reported that the Routine Revision Committee met on February 18, 2014. She stated that the members reviewed an example of an antenna pole with a power overhead guy and reviewed the changes to Section 11.0 regarding free attachment for power on an antenna site. Ms. Hernandez reported that Mr. Levy sent out to the members the proposed verbiage for Section 4.0 which Edison had provided. She informed the members that they are to review these proposed changes as the Committee is considering reverting to the system of processing JPA's records only first, and final billing them after the 45 day time frame.

Computer Communications ad hoc Committee

Mr. Eastwood reported that the Computer Communications Committee met on February 18, 2014. He continued reporting that the Friend field enhancements are currently being worked on, and Ms. Pranata demonstrated the Sharefile to the Committee, showing the members how different features of the program will work. Mr. Eastwood stated that several of the members using O-Calc will see if they are able to have added to their loading documents the identification of the individual who created it, which will make it easier for another member to contact the correct person if they have any questions. He also added that there will be another Webex meeting held before next month's Committee meetings to continue testing the Sharefile.

Compliance ad hoc Committee

Ms. Haney reported that the Compliance Committee met on February 18, 2014. She informed the members that AT&T brought up the possibility of using NJUNS to notify one another regarding inspection notifications. She continued reporting that NJUNS will present this information to the members on March 18th at 10:00 a.m. during the ad hoc Committees.

Pole Loading ad hoc Committee

Mr. Eastwood reported that the Pole Loading Committee met on February 18, 2014 and discussed the requirement for pole loading analysis. He continued reporting that at the next meeting, the Committee will review the North's Routine Handbook regarding this as they already have a section dedicated to pole loading.

Mr. Eastwood noted that Item 1584: Process for Sharing Intrusive Test Data was created to work on a process for sharing the data from the 5 year cycle of intrusive testing. He added that the state is going to start requiring that when performing pole loading, the intrusive inspections need to be current with the 5 year cycle.

Basic JPA Training

Ms. Johnson reported that the Basic JPA Training Committee met on February 18, 2014. She informed the members that the example of the allocation of grade and space was completed, and this has been added to the revised Basic JPA Training PowerPoint file, which was uploaded to the JPC website.

California Joint Pole Committee

Mr. Mathisen reported that the California Joint Pole Committee (CAJPC) met on January 22, 2014, and future meetings have been scheduled to take place on the fourth Thursday of each month, from 12:30 p.m. to 2:30 p.m. He continued reporting that the members discussed the overall mission of the Committee, and what the general priorities of the group will be. Mr. Mathisen stated that the mission, as the group decided, is to develop consistent procedures for handling joint poles across the state, determine external requirements on the pole process (legislature, CPUC, etc.), establish greater cooperation and a holistic approach on handling poles, work together on common efforts within the NCJPA and SCJPC, and standardize communication platforms between utilities.

Mr. Mathisen informed the members that they are currently working on a non-disclosure agreement for all of the members in the Committee due to the confidential nature of the NCJPA and SCJPC Routine Handbooks, and any member wishing to join the Committee will need to sign as well. Mr. Mathisen stated that a poll was taken to determine what the chief priorities are for each of the members. He reported that the consensus of the Committee was that the need for greater mechanization of the current processes regarding handling and writing JPA's was the main priority. Mr. Mathisen stated that the most important issue after this was regarding the need for another forum to discuss the best ways to deal with regulatory changes.

CONSENT CALENDAR:

There were no items for consent.

DISCUSSION CALENDAR:

Grade with Pole Top Antenna

Ms. Hernandez reported that last month she provided the members with an example of a power overhead guy and has revised the example to include the 2' of required safety clearance, which the wireless company is purchasing. Mr. George inquired as to what stance the power utilities take regarding power overhead guys as his understanding is that no communication lines may be attached above power.

Mr. Brown replied that LADWP does allow joint owners to attach above their power, and that they are almost finished with their lease agreements. Mr. George followed by asking if this is a decision that is made by each individual utility, or if it will encompass the entire Committee membership, and Mr. Brown answered that it is up to the individual member. Mr. Eastwood stated that SCE does not currently allow for the sale of space at the top of the pole for antennas, but in the future will be leasing said space to non-owners. Mr. Lippert noted that Burbank also does not sell the space above their own. Mr. Brown concluded by announcing that this example will be voted on at the March Administrative Board meeting, and asked that the members review the example, bringing any questions or changes they have to the meeting.

Section 11.0

Ms. Hernandez reported that Section 11.0 was revised to include antenna poles as service drops since this was not clarified earlier. She concluded that this change will be voted upon at the March Administrative Board meeting.

OTHER ITEMS: Unfinished Business

Item 1543: Friend Field Enhancement - COMPUTER COMM (11/08/11)
Item 1551: Sharefile Details – COMPUTER COMMUNICATIONS (4/10/2012)
~~Item 1558: Review Basic Training PowerPoint – BASIC TRAINING COMM. (09/12/2012)~~
Item 1570: Grade with Pole Top Antenna – ROUTINE REVISION (03/19/2013)
Item 1571: Tree Trimming at Communication Level – ROUTINE REVISION (04/16/2013)
Item 1574: Review Section 18.1 – ROUTINE REVISION (05/14/2013)
Item 1580: Sharing Friend with NCJPA – OPERATING (09/18/2013)
Item 1581: Pole Record Redesign – COMPUTER (10/16/2013)
Item 1582: Pole Loading Analysis Requirement – ROUTINE/AUTH COSTS (01/14/2014)
Item 1584: Process for Sharing Intrusive Test Data – POLE LOADING (02/18/2014)

Mr. Brown announced that Item 1558: Review Basic Training PowerPoint is now closed.

Item 1583: *Environmental Issues*

This is a standing agenda item.

New Business

Known Items:

Section 7.3 Notation

Ms. Hernandez requested that members issuing JPA's with Section 7.3 notate in the nature of work which member is requesting the pole replacement. She stated that a JPA alert has been added to the website with an example of the notation, and asked that the members train their staff to begin adding this to Section 7.3 JPA's.

Unknown Items:

Pole Loading Program Survey

Mr. George asked if a survey was ever taken to determine which program each of the members are utilizing to calculate their pole loading. Mr. Brown reported that a survey was taken quite some time ago; although, there has not been one conducted recently. Mr. George requested that Ms. Pranata send a survey out to the members in order to establish which programs they are using for their pole loading calculations.

SCE's Pole Tag Placement in Glendale

Mr. George reported that SCE has been replacing power poles in Glendale and one of their contractors have been placing the new pole tag on top of the already existing pole's tag, rather than placing the tag after the new pole has been placed, and this is causing confusion for Glendale's crews out in the field. Mr. Eastwood replied that he will consult with SCE's contractors working in Glendale and inform them of this issue.

Eruv in San Fernando Valley

Mr. Brown reported that the local Jewish community in the San Fernando Valley will be putting up an eruv which will be attached to approximately 40 poles. He continued reporting that there will also be a 1" PVC pipe installed, which a pole spotter has agreed to the quadrant in which it was placed. Mr. Brown stated that if any member wishes to later install a new riser that they have agreed to move the pipe to accommodate this. He noted that the line is patrolled once a week to make sure it is intact, and added that everything is well marked and designated, with all of the equipment being below the members' cables. He stated that a lease agreement was signed and they are not being charged anything for this. Mr. Brown informed the members that if they have any issues that arise from this to please contact him.

SCHEDULE OF FUTURE MEETINGS:

Routine Revision	3/18/14	9:00 a.m.	Committee Office
Pole Loading	3/18/14	Following	Routine Revision
Authorized Costs	3/18/14	Following	Pole Loading
Computer Committee	3/18/14	Following	Authorized Costs
Compliance Committee	3/18/14	Following	Computer Committee
Administrative Board	3/19/14	9:00 a.m.	Committee Office
Operating Committee	3/19/14	Following	Administrative Board

ADJOURNMENT:

Mr. Brown adjourned the meeting at 9:30 a.m., until March 19, 2014.

Mr. Steve Brown

Mr. Kyle Levy, Assistant Manager



350 Commerce, Suite 200
Irvine, CA 92602

January 20th 2014

Manager of Operations
Southern California Joint Pole Committee
279 E Arrow Hwy., Suite 104
San Dimas, CA 91773

Attn: Angela Pranata

Re: Withdrawal of Membership

Dear Ms Pranata

MetroPCS California, LLC hereby wishes to transfer its membership from the Joint Pole Committee effective as of January 1, 2014.

Please be advised that MetroPCS merged with T-Mobile as of March 2013, hence the reason we are requesting any JPAs that are processed as MetroPCS be transferred to T-Mobile.

In accordance with the Southern California Joint Pole Agreement Page 19, Section 13 - Withdrawal of a Member - we hereby submit our official notice effective as of January 1, 2014.

T-Mobile will represent MetroPCS until receiving an official transfer notice from the SCJPC.

MetroPCS thanks you for all your assistance and guidance during our tenure at the SCJC and appreciates your acceptance of our withdrawal.

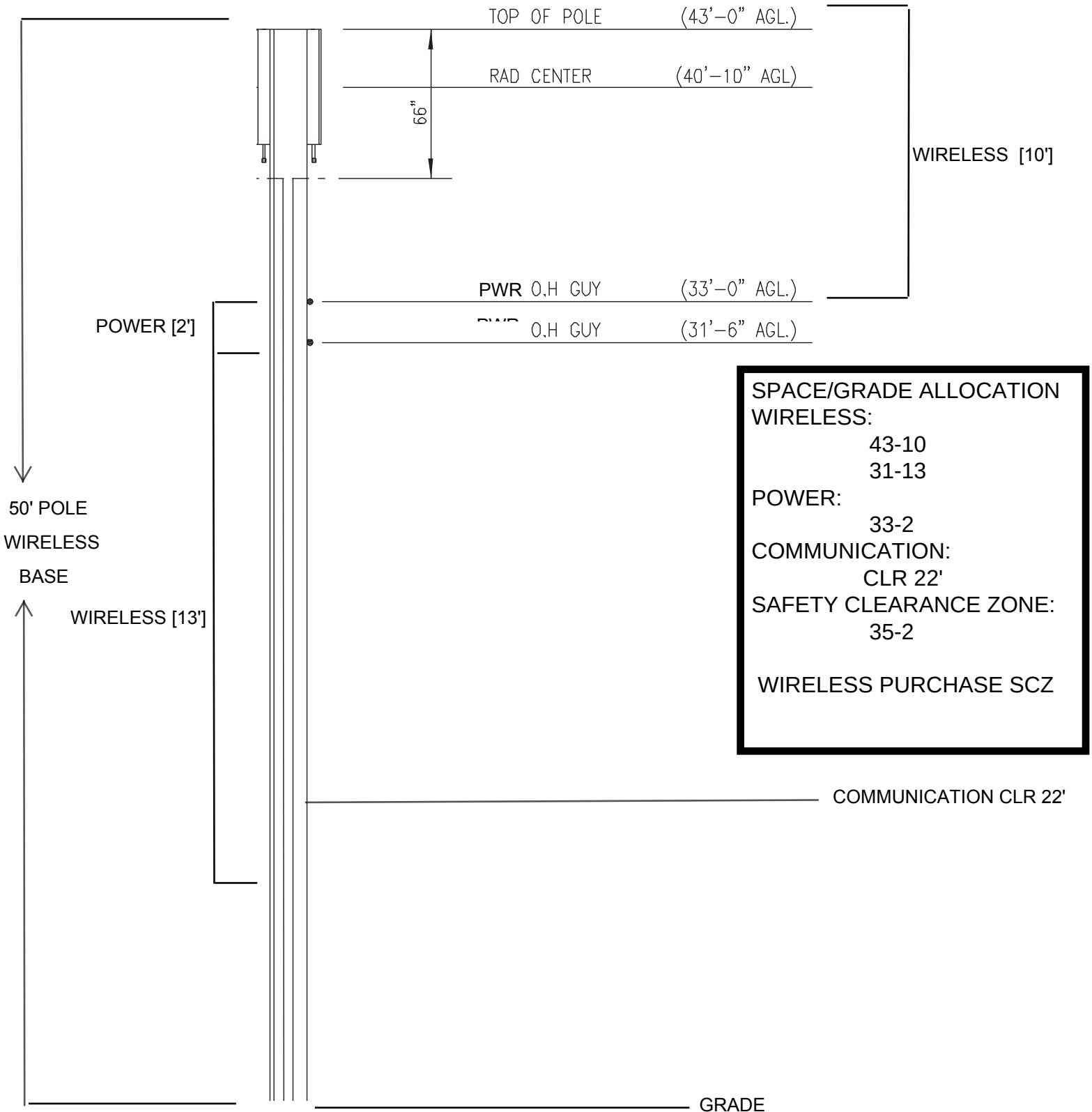
Thanking you in advance for your understanding in this matter

Sincerely,

A handwritten signature in black ink, appearing to read "Martha Ventura", written over the printed name.

Martha Ventura
Director, Engineering & Operations

POLE TOP ANTENNA
SPACE ALLOCATION
EXAMPLE XX



SPACE/GRADE ALLOCATION	
WIRELESS:	
	43-10
	31-13
POWER:	
	33-2
COMMUNICATION:	
	CLR 22'
SAFETY CLEARANCE ZONE:	
	35-2
WIRELESS PURCHASE SCZ	

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
Fax (909) 599-3825

March 19th, 2014

A regular meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office.

Those in attendance were:

Mr. James Eastwood	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Mr. Jeff Williams	City of Los Angeles
Mr. Josh Mathisen	AT&T California
Mr. William Kearns	Verizon Ca, MCI/Comm/Metro
Mr. Larry Vail	Verizon Ca, MCI/Comm/Metro
Ms. Paula Haney	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Ms. Lupe Hernandez	Teleport Communications America, LLC
Ms. Lynn Prescott	Verizon Wireless
Ms. Alicia Smith	Sprint/Nextel/Sprint Communications
Ms. Maria Ortiz	XO Communications
Ms. Yvonne Johnson	AT&T Mobility
Mr. Rory Gandy	AT&T Mobility
Mr. Paul Smolarski	T-Mobile USA
Mr. Emir Erba	Time Warner Cable
Mr. Frank Hernandez	Time Warner Cable
Mr. Doug Schmaderer	City of Pasadena
Mr. Daniel Lippert	City of Burbank
Mr. Dana Fabing	City of Lompoc
Ms. Angela Pranata	Committee Staff
Mr. Kyle Levy	Committee Staff

Those attending via teleconference were:

Mr. Joe Serrato	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Mr. Randall Starkey	Time Warner Cable
Ms. Connie Lopez-Hood	Golden State Water
Ms. Maryam Farajzadeh	City of Vernon
Mr. Lawrence Yao	City of Riverside
Ms. Annetta Baker	City of Colton
Mr. David Patterson	City of Azusa
Mr. Brandon Robinson	City of Banning
Mr. Mark Denning	M-Power/Telepacific Comm.
Ms. Mary Schell	ExTeNet Systems
Mr. Stephen Pebley	Frontier Communications

CALL TO ORDER:

Mr. Brown called the meeting to order at 9:00 am. He addressed housekeeping issues, and then proceeded with roll call. When roll call was complete, those members not in attendance were City of Anaheim, City of Glendale and ATC Outdoor DAS, LLC.

HOUSEKEEPING:

Mr. Brown requested that members who are teleconferencing mute their phones so that no interference is picked up. He added that if the teleconferencing members must step away from the meeting to please inform the chair when they leave and return to the meeting, in the event that a vote call transpired in their absence. The lunch menu was selected, and Mr. Brown then asked the members to complete their lunch orders and turn them in.

APPROVAL OF MINUTES:

Mr. Brown then inquired if the members had reviewed the minutes of the *February 19, 2014* Board meeting, and if there were any comments, additions, deletions, or revisions. Being that there were no corrections, Mr. Brown solicited a motion to accept the minutes as written. Mr. Kearns motioned to accept the *February 19, 2014* minutes and Ms. Hernandez seconded the motion, which after the vote tally was completed, passed unanimously.

MANAGER'S REPORT

Ms. Pranata reported that the February 2014 operating expenses are \$59,960.15 and the members were assessed this amount. She reported that the expenses were higher than the monthly average due to the need for maintenance on the backup server.

COMMUNICATIONS:

There were no communications.

SPECIAL REPORTS

There were no special reports.

SUB-COMMITTEE REPORTS:

Ad hoc Committee on Authorized Cost Elements

Mr. Mathisen reported that the Authorized Cost Committee met on March 18, 2014 and reviewed the first 10 items of the Authorized Costs to verify that these were still valid among the members in attendance. He concluded that a new item 5-F was

suggested to be added as an additional cost for the removal of a steel truss of any length.

Operating Committee

Ms. Prescott reported that the Operating Committee met on February 19, 2014. She stated that the members reviewed and made changes to the license agreement for Friend, and Ms. Pranata sent these revisions to the attorney to review and to incorporate the Committee's notes into the agreement. Ms. Prescott added that the agreement has been received from the attorney and will be discussed at today's Operating Committee. She also reported that a payment in the amount of \$2,900 was approved in order to pay Velocity for their work on the backup server.

Routine Revision Committee

Ms. Hernandez reported that the Routine Revision Committee met on March 18, 2014. She stated that the members had a lengthy discussion on the proposed, new Section 4.0-A and it was agreed that an outline needs to be created first in order to see how record only JPA's would work regarding notification of construction, revising pole loading, etc. Ms. Hernandez reported that the Committee decided for each member to write their own outline and bring these ideas to the following meeting for discussion. She continued reporting that a disclaimer was added to the pole top antenna example which reads that it is "for demonstrative purposes only". Ms. Hernandez concluded that an example of a section 7.3 JPA in which a pole is being replaced for the sole benefit of one member was presented, and it will be worked on further in order for it to be added to the Routine Handbook as well the basic training file.

Computer Communications ad hoc Committee

Mr. Eastwood reported that the Computer Communications Committee met on March 18, 2014. He informed the members that the agenda items are still pending and will be carried over for next month. Mr. Eastwood stated that a Webex meeting will be scheduled before the next Committee meetings to continue testing the Sharefile, and that Crown Castle NG West has volunteered to take part in the meeting.

Compliance ad hoc Committee

Ms. Haney reported that the Compliance Committee met on March 18, 2014. She continued reporting that together with Ms. Prescott, she will create a test JPA to process the tree trimming that is required on poles in Topanga Canyon and see if it is successful. She stated that there was a presentation by NJUNS in which they demonstrated their program to the Committee, as the possibility of utilizing it as a notification system is being discussed. Ms. Haney noted that there was an interesting item that came up during the meeting. She explained that there are two members on a pole in which there will be new construction, and the base owner wants to move the

pole while the other owner is resistant as they will incur additional costs for splicing, etc. It was discussed that if one member wishes to perform work and not bill the customer, but the other member will incur charges, there is nothing preventing this member from going back and billing the developer. She concluded that the members investigated ways to approach this issue while still practicing joint use.

Pole Loading ad hoc Committee

Mr. Eastwood reported that the Pole Loading Committee met on March 18, 2014. He stated that there was some general discussion on pole loading and that there was no action taken on any of the open items.

Basic JPA Training

Ms. Johnson reported that the Basic JPA Training Committee met on March 18, 2014 and the revised Basic JPA Training PowerPoint was uploaded to the JPC website. She informed the members that the example JPA of Section 7.3 will be worked on and discussed at the next meeting.

California Joint Pole Committee

Mr. Mathisen reported that the California Joint Pole Committee (CAJPC) met in March and worked on solidifying the priorities that need to be addressed. He also reported that NJUNS had a presentation concerning mechanization of the JPA process and their notification system.

CONSENT CALENDAR:

Section 11.0

Mr. Brown reported that Section 11.0 was revised to include antenna poles as service drops, and asked if there were any further changes required. Mr. Levy noted that there was a minor grammatical error he corrected since the section was first revised at the previous meeting. Being that there were no comments, Mr. Brown solicited a motion to accept the proposed revision to Section 11.0. Ms. Haney motioned to accept the change to Section 11.0 and Ms. Hernandez seconded the motion, which after the vote tally was completed, passed unanimously.

Grade with Pole Top Antenna

Mr. Brown reported that the pole top antenna example was revised to include a note at the bottom stating that it is for demonstrative purposes only, and asked if there were any further changes required. Being that there were no comments, Mr. Brown solicited a motion to accept the pole top antenna example. Ms. Haney motioned to accept the example and Ms. Hernandez seconded the motion, which after the vote tally was completed, passed unanimously.

DISCUSSION CALENDAR:

Pole Loading Analysis Requirement

Mr. Mathisen reported that he will work on the verbiage for this issue and present it to the Board at next month's meeting.

OTHER ITEMS: Unfinished Business

Item 1543: Friend Field Enhancement - COMPUTER COMM (11/08/11)
Item 1551: Sharefile Details – COMPUTER COMMUNICATIONS (4/10/2012)
Item 1570: Grade with Pole Top Antenna – ROUTINE REVISION (03/19/2013)
Item 1571: Tree Trimming at Communication Level – ROUTINE REVISION (04/16/2013)
Item 1574: Review Section 18.1 – ROUTINE REVISION (05/14/2013)
Item 1580: Sharing Friend with NCJPA – OPERATING (09/18/2013)
Item 1581: Pole Record Redesign – COMPUTER (10/16/2013)
Item 1582: Pole Loading Analysis Requirement – ROUTINE/AUTH COSTS (01/14/2014)
Item 1584: Process for Sharing Intrusive Test Data – POLE LOADING (02/18/2014)

Mr. Brown announced that Item 1570: Grade with Pole Top Antenna is closed.

Item 1583: *Environmental Issues*

This is a standing agenda item.

New Business

Known Items:

Buddy Poles

Mr. Brown reported that Southern California Edison and AT&T California had a discussion regarding buddy poles, and asked if there was anything they wished to share with the rest of the members. Mr. Vail responded that Verizon had also met with Edison concerning this issue and they had discussed the need to figure out how to define and identify such poles, as well as to track their remediation. He added that there is currently talk of pending legislation at both the state and national level regarding buddy poles. Mr. Brown reminded the members that there is a page on the SCJPC website which has the contact person for buddy poles of each member, recommending that these be checked to make sure they are up to date.

Unknown Items:

Sharing Costs in Clearing Vegetation

Mr. Eastwood notified the members that he had received a request from Edison's pole loading program department regarding the clearing of vegetation during

the pole loading process, and whether each member on the pole should share in these costs. Mr. Schmaderer replied that the City of Pasadena's contract tree trimmers are not allowed to go onto the poles so they have to send out their own line crews to do the work. Mr. Eastwood noted that Edison's contractors are the same and not able to clear the vegetation either as they do not have the expertise. He concluded by asking that the members consider this issue as it is becoming more of a common issue.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Routine Revision	4/15/14	9:00 a.m.	Committee Office
Pole Loading	4/15/14	Following	Routine Revision
Authorized Costs	4/15/14	Following	Pole Loading
Computer Committee	4/15/14	Following	Authorized Costs
Compliance Committee	4/15/14	Following	Computer Committee
Basic JPA Training	4/15/14	Following	Compliance Committee
Administrative Board	4/16/14	9:00 a.m.	Committee Office
Operating Committee	4/16/14	Following	Administrative Board

ADJOURNMENT:

Mr. Brown adjourned the meeting at 9:40 a.m., until April 16, 2014.

Mr. Steve Brown, President

Mr. Kyle Levy, Assistant Manager

FREE ATTACHMENTS

11.0 Service Drops

This section relates to the convention of reciprocity as it applies to Members owning parallel pole lines and crossing streets for the sole purpose of providing service.

Service drops are the conductors between the building or structure served, including antenna poles, and the adjacent line pole. The use of more than one pole in any direction shall constitute a line extension, and shall be governed by the rules of the Routine in the same manner as they are applicable to other line facilities.

Crossing and Conflicts: Constructing Member erecting pole shall provide, at crossings and conflicts, space for existing service wires of other Members involved in addition to space to be used or reserved for its own requirements. Purchase of interest shall not be required for such service wire attachments and cost of installation thereof shall be borne by constructing Member.

In the replacement of a pole set under the above conditions, the owner shall continue to provide a free space except where the service Member requests a taller pole, or maintained a pole top extension on the pole being replaced.

Space Clearance: A joint owner installing service wires which obstruct vertical or horizontal clearance of space reserved by another joint owner, either on the pole or in the span, shall be responsible for clearing the obstructed space.

Where a free attachment obstructs additional space required by the owner of a pole, the Member maintaining the free attachment shall provide clearance at their own expense.

Where service crossing mid span obstructs the space requirements of the owner of the line

crossed, the Member maintaining the service shall be responsible for clearing such space. If mid span service obstructs a line owner's future needs, the service owner shall pay the cost of clearing the service except as it may be agreed that rearrangement of the service is of mutual benefit.

Service Attachment: Meets the requirements of Section 11, may or may not involve crossings and conflicts and solely feeds the equipment of another Member or another Member's tenant.

Section 4.1 does not apply (Revised April 2013).

11.1 Purchase Requirements

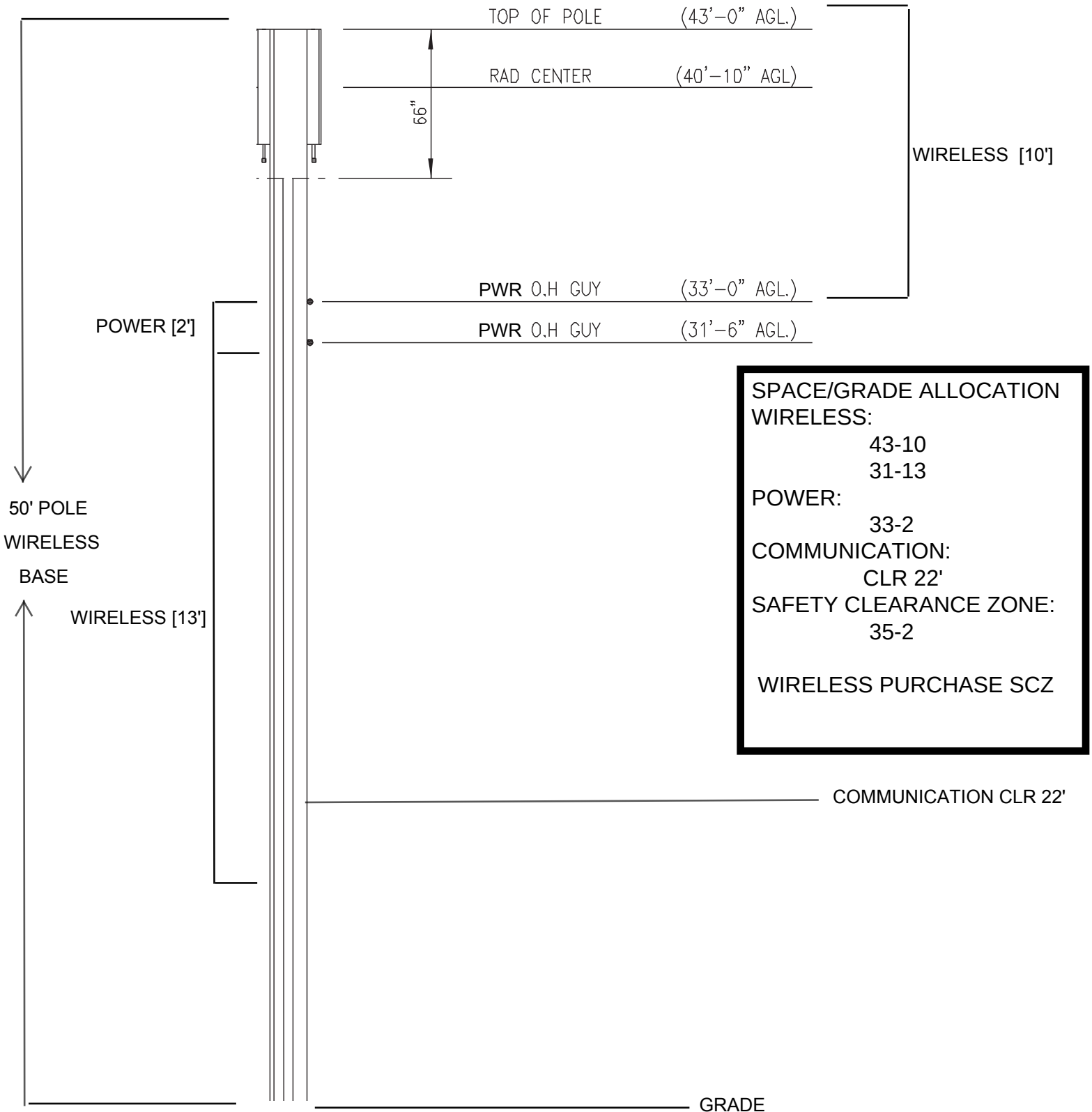
Form 2 Record is required for all service drops whether purchase is required or not. The basic rules of purchase are:

- (a) If a pole is used by more than one Member for a like purpose, purchase is required.
- (b) When a service attachment requires that guying be used, purchase is required.
- (c) If no additional space is required, multiple drops can be served without purchase. (e.g. multiple service drop connector box, single spool dead-end)
- (d) The use of more than one pole in any direction, purchase is required.

(Revised January 2011).

See example on reverse side.

POLE TOP ANTENNA
SPACE ALLOCATION
EXAMPLE XX



SPACE/GRADE ALLOCATION	
WIRELESS:	
	43-10
	31-13
POWER:	
	33-2
COMMUNICATION:	
	CLR 22'
SAFETY CLEARANCE ZONE:	
	35-2
WIRELESS PURCHASE SCZ	

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
Fax (909) 599-3825

April 16th, 2014

A regular meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office.

Those in attendance were:

Mr. James Eastwood	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Ms. Janet Chirrick	AT&T California
Ms. Manijeh Nava	AT&T California
Mr. William Kearns	Verizon Ca, MCI/Comm/Metro
Ms. Kourtney Wietecha	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Ms. Lupe Hernandez	Teleport Communications America, LLC
Ms. Lynn Prescott	Verizon Wireless
Ms. Alicia Smith	Sprint/Nextel/Sprint Communications
Ms. Maria Ortiz	XO Communications
Ms. Yvonne Johnson	AT&T Mobility
Mr. Rory Gandy	AT&T Mobility
Mr. Paul Smolarski	T-Mobile USA
Mr. Emir Erba	Time Warner Cable
Ms. Jessica Raettig	Time Warner Cable
Mr. Doug Schmaderer	City of Pasadena
Mr. Dana Fabing	City of Lompoc
Ms. Angela Pranata	Committee Staff
Mr. Kyle Levy	Committee Staff

Those attending via teleconference were:

Mr. Josh Mathisen	AT&T California
Mr. Jeff Williams	City of Los Angeles
Mr. Joe Serrato	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Mr. Randall Starkey	Time Warner Cable
Mr. Paul Fuller	Golden State Water
Mr. Varghese George	City of Glendale
Mr. Daniel Lippert	City of Burbank
Ms. Maryam Farajzadeh	City of Vernon
Mr. Lawrence Yao	City of Riverside
Mr. David Patterson	City of Azusa
Mr. Brandon Robinson	City of Banning
Mr. Mark Denning	M-Power/Telepacific Comm.
Ms. Mary Schell	ExTeNet Systems
Mr. Michael Jones	Frontier Communications

CALL TO ORDER:

Mr. Brown called the meeting to order at 9:00 am. He addressed housekeeping issues, and then proceeded with roll call. When roll call was complete, those members not in attendance were City of Anaheim, City of Colton and ATC Outdoor DAS, LLC.

HOUSEKEEPING:

Mr. Brown requested that members who are teleconferencing mute their phones so that no interference is picked up. He added that if the teleconferencing members must step away from the meeting to please inform the chair when they leave and return to the meeting, in the event that a vote call transpired in their absence.

APPROVAL OF MINUTES:

Mr. Brown then inquired if the members had reviewed the minutes of the *March 19, 2014* Board meeting, and if there were any comments, additions, deletions, or revisions. Being that there were no corrections, Mr. Brown solicited a motion to accept the minutes as written. Mr. Kearns motioned to accept the *March 19, 2014* minutes and Ms. Hernandez seconded the motion, which after the vote tally was completed, passed unanimously.

MANAGER'S REPORT

Ms. Pranata reported that the March 2014 operating expenses are \$55,779.53 and the members were assessed this amount.

COMMUNICATIONS:

Ms. Pranata reported that she received an email from the California Department of Food and Agriculture which included a letter detailing an amendment to the proclamation of an eradication project of the Mediterranean fruit fly. She informed the members that the letter is included in this month's packet and asked that the members review the document, especially if they have any attachments in the City of Los Angeles.

SPECIAL REPORTS

There were no special reports.

SUB-COMMITTEE REPORTS:

Ad hoc Committee on Authorized Cost Elements

Ms. Chirrick reported that the Authorized Cost Committee met on April 15, 2014 and reviewed items 12(a)-89(d) of the Authorized Costs to verify that these were

still valid among the members in attendance. She continued reporting that it was found that item 17(a)-(d), wood pole with a fiberglass wrap restoration, is not being used by any of the members and will be removed from the Authorized Costs.

Operating Committee

Ms. Prescott reported that the Operating Committee met on March 19, 2014. She stated that the members made the final changes to the license agreement for Friend, and Ms. Pranta has sent the agreement to the NCJPA. She stated that one member had requested to unpublish their pole prices and the members found that since this would require changes to the By-Laws, it was decided that they would not be able to do so; however, they have the option of using the weighted average prices by billing as a Section 1.2. Ms. Prescott concluded by announcing that the JPC has a new web developer which is replacing Diamond Bar Web, and they have already finished their first project.

Routine Revision Committee

Ms. Hernandez reported that the Routine Revision Committee met on April 15, 2014. She stated that the members continued their discussion on revamping Section 4 by adding Section 4.0-A records only billing. She continued reporting that an outline will be worked on in order to show how this process will work from start to finish, and that any suggestions or recommendations are welcome. Ms. Hernandez added that the verbiage for the Section 7.3 example is being worked on and a new item has been opened, item 1585, in order to discuss SCE's customer release form.

Computer Communications ad hoc Committee

Mr. Eastwood reported that the Computer Communications Committee met on April 15, 2014. He informed the members that a Webex meeting was held in order to continue testing the Sharefile, and that the rest of the items were carried over for next month.

Compliance ad hoc Committee

Ms. Wietecha reported that the Compliance Committee met on April 15, 2014. She continued reporting that Mr. Klarich from SCE attended the meeting and asked that a new item be opened, item 1586, in order to review rule 18 notification. She added that Mr. Eastwood will schedule a sub-meeting to discuss this item.

Pole Loading ad hoc Committee

Mr. Eastwood reported that the Pole Loading Committee met on April 15, 2014. He stated that Mr. Gerald Brown reported on SCE's pole loading progress and reviewed the findings from the latest pole loading methodology meeting. Mr. Eastwood concluded by informing the members that the next methodology Webex

meeting is tentatively scheduled for April 29th, and to contact either Mr. Gerald Brown or himself if they wish to attend.

Basic JPA Training

Ms. Johnson reported that the Basic JPA Training Committee did not meet in April.

California Joint Pole Committee

Mr. Mathisen reported that the California Joint Pole Committee (CAJPC) met in April and discussed some of the differences between the Routines in the North and the South, specifically regarding Section 18, and where it would be best to make changes. He stated that the Committee also discussed the NDA that will be signed by the participating individuals as well as the NJUNS notification system.

CONSENT CALENDAR:

There were no items for consent.

DISCUSSION CALENDAR:

Pole Loading Analysis Requirement

Mr. Brown stated that one of the issues regarding the Sharefile is notating the information of the person that did the pole loading on the document. He noted that in O-Calc Pro there are several lines on page 1 labeled "Aux Data" or a notes section on the last page where this information can be added. Mr. Mathisen replied that the report may look different for each company depending on which version they have, although there should be a notes section at the end for each version.

Mr. Eastwood reported that there are still several members that are working on their pole loading programs, and the verbiage for the pole loading analysis requirement will be put on hold until these are completed.

NJUNS Notification System

Mr. Mathisen reported that from discussions in the North, he suggested to use NJUNS in a limited way, due in part to the minimal cost, using it specifically for Rule 18 Notification. He noted that many members he has spoken to are having issues with the number of notifications they are receiving, often times not being for the hazards which they should be receiving. Another issue, he stated, is that they are receiving notifications in all types of different formats with pictures and other documents attached. Mr. Mathisen stated that NJUNS can be used to create and send Rule 18 Notifications when GO 95 non-conformances are found, as NJUNS is able to create notifications for specific issues, so as not to inundate members with notifications for non-hazards. He added that the NCJPA is voting on whether to use NJUNS next month. Ms. Chirrick stated that the cost is for statewide use, so the

SCJPC would be able to pay a portion of the cost and begin utilizing NJUNS as well. She noted that the cost would be very minimal when split between all of the members among the North and South, and that there is no contract involved. Mr. Lippert asked if the cost would be shared equally or proportionally and Mr. Brown replied that this would be discussed at the next Operating Committee.

Authorized Cost Item 17(a)-(d) Fiberglass Wrap

Mr. Brown reported that the members discussed Authorized Cost Item 17(a)-(d) and agreed that since no one is using this item, it would be removed from the Authorized Costs.

Authorized Cost Item 15(a) Pole Tagging

Ms. Chirrick reported that it was questioned whether members should be charged the current \$35 for pole tagging. Mr. Eastwood replied that SCE tags a large amount of poles and only charges for this when it is part of their intrusive inspection program, not when it is under routine maintenance. He stated that all of their inspectors carry pole tagging kits and tag the poles when needed, without charging. Ms. Hernandez stated that Item 15(a) is done via a JPA, although they are rare, and other than through intrusive inspection programs, is usually in cases such as a member purchasing interest in a pole and noticing the tag is missing.

OTHER ITEMS: Unfinished Business

Item 1543: Friend Field Enhancement - COMPUTER COMM (11/08/11)
Item 1551: Sharefile Details – COMPUTER COMMUNICATIONS (4/10/2012)
Item 1570: Grade with Pole Top Antenna – ROUTINE REVISION (03/19/2013)
Item 1571: Tree Trimming at Communication Level – ROUTINE REVISION (04/16/2013)
Item 1574: Review Section 18.1 – ROUTINE REVISION (05/14/2013)
Item 1580: Sharing Friend with NCJPA – OPERATING (09/18/2013)
Item 1581: Pole Record Redesign – COMPUTER (10/16/2013)
Item 1582: Pole Loading Analysis Requirement – POLE LOAD/AUTH COST (01/14/2014)
Item 1584: Process for Sharing Intrusive Test Data – POLE LOADING (02/18/2014)
Item 1585: SCE Customer Release Form – ROUTINE REVISION (04/15/2014)
Item 1586: Review of Rule 18 Notification – COMPLIANCE (04/15/2014)

Item 1583: *Environmental Issues*

This is a standing agenda item.

New Business

Known Items:

There were no known items.

Unknown Items:

Single Point of Contact for Renter Information

Mr. Eastwood questioned the members as to whether they each have a single point of contact for renter information. He stated that some of SCE's renters are requesting to overlash, and in doing so, are finding that they do not have a rental agreement with SCE for that particular pole. Mr. Eastwood stated that they would be able to expedite these applications if supplied with a single point of contact for renter information from each member. Ms. Pranata replied that she will send out an inquiry to the members for these contacts and will post the results on the JPC website.

Charge for Traffic Control

Mr. Brown reported that an issue regarding traffic control was brought up at the Authorized Costs Committee, and asked whether any of the members are charging for traffic control on JPAs. Ms. Hernandez replied that she does see instances of traffic costs with "costs to follow"; however, these are marked off from the JPA as this is not acceptable without the costs specified. She added that Section 1.2 is required for traffic costs and that item 13(c) is used for this. Mr. Brown asked whether crane charges would be considered fair since the member placing the pole chooses to do this, rather than placing it by hand. Mr. Eastwood responded that SCE denies these crane charges.

Steel Pole Attachments

Mr. Brown reported that there has not been a decision made yet regarding transformers on steel poles, adding that they may need to be sectionalized from the steel pole. He asked if any other members are involved with placing attachments on steel poles and Mr. Eastwood replied that SCE does, although he is not aware if they are being sectionalized or not.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Routine Revision	5/20/14	9:00 a.m.	Committee Office
Pole Loading	5/20/14	Following	Routine Revision
Authorized Costs	5/20/14	Following	Pole Loading
Computer Committee	5/20/14	Following	Authorized Costs
Compliance Committee	5/20/14	Following	Computer Committee
Basic JPA Training	5/20/14	Following	Compliance Committee
Administrative Board	5/21/14	9:00 a.m.	Committee Office
Operating Committee	5/21/14	Following	Administrative Board

ADJOURNMENT:

Mr. Brown adjourned the meeting at 9:50 a.m., until May 21, 2014.

Mr. Steve Brown, President

Mr. Kyle Levy, Assistant Manager

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
Fax (909) 599-3825

May 21st, 2014

A regular meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office.

Those in attendance were:

Mr. Larry Chow	Southern California Edison
Mr. James Eastwood	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Jeff Klarich	Southern California Edison
Mr. Peter Gergis	Southern California Edison
Mr. Jeff Williams	City of Los Angeles
Ms. Janet Chirrick	AT&T California
Ms. Manijeh Nava	AT&T California
Mr. William Kearns	Verizon Ca, MCI/Comm/Metro
Mr. Larry Vail	Verizon Ca, MCI/Comm/Metro
Ms. Jennifer Novak	Verizon Ca, MCI/Comm/Metro
Ms. Paula Haney	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Ms. Lupe Hernandez	Teleport Communications America, LLC
Ms. Lynn Prescott	Verizon Wireless
Ms. Alicia Smith	Sprint/Nextel/Sprint Communications
Ms. Maria Ortiz	XO Communications
Ms. Kourtney Wietecha	Extenet Systems
Ms. Yvonne Johnson	AT&T Mobility
Mr. Rory Gandy	AT&T Mobility
Mr. Paul Smolarski	T-Mobile USA
Mr. Frank Hernandez	Time Warner Cable
Mr. Daniel Lippert	City of Burbank
Mr. Joe Armstrong	City of Pasadena
Ms. Angela Pranata	Committee Staff
Mr. Kyle Levy	Committee Staff

Those attending via teleconference were:

Ms. Sherri Duchateau	Golden State Water
Mr. Varghese George	City of Glendale
Ms. Maryam Farajzadeh	City of Vernon
Mr. Lawrence Yao	City of Riverside
Mr. Dan Kjar	City of Azusa
Mr. Brandon Robinson	City of Banning

Ms. Annetta Baker
Mr. Michael Jones
Mr. Brett Willitt
Mr. Trent Quatman

City of Colton
Frontier Communications
SPIDA Software
SPIDA Software

CALL TO ORDER:

Ms. Hernandez called the meeting to order at 9:00 am. She addressed housekeeping issues, and then proceeded with roll call. When roll call was complete, those members not in attendance were City of Anaheim, City of Lompoc, M-Power Communications and ATC Outdoor DAS, LLC.

HOUSEKEEPING:

Ms. Hernandez requested that members who are teleconferencing mute their phones so that no interference is picked up. She added that if the teleconferencing members must step away from the meeting to please inform the chair when they leave and return to the meeting, in the event that a vote call transpired in their absence.

APPROVAL OF MINUTES:

Ms. Hernandez then inquired if the members had reviewed the minutes of the *April 16, 2014* Board meeting, and if there were any comments, additions, deletions, or revisions. Being that there were no corrections, Ms. Hernandez solicited a motion to accept the minutes as written. Ms. Chirrick motioned to accept the *April 16, 2014* minutes and Ms. Haney seconded the motion, which after the vote tally was completed, passed unanimously.

MANAGER'S REPORT

Ms. Pranata reported that the April 2014 operating expenses are \$51,406 and the members were assessed this amount.

COMMUNICATIONS:

Membership Application from Zayo Group, LLC

Ms. Pranata reported that she received an application for membership from Zayo Group, LLC. She stated that their letter of application along with their proof of CPCN is available in this month's packet. Ms. Pranata continued reporting that she has responded and is currently waiting for their non-refundable application fee.

SPECIAL REPORTS

There were no special reports.

SUB-COMMITTEE REPORTS:

Ad hoc Committee on Authorized Cost Elements

Ms. Chirrick reported that the Authorized Cost Committee met on May 20, 2014 and finished reviewing the Authorized Costs. She stated that Ms. Pranata will be sending out to the members the spreadsheets which will be due no later than August. She noted that a new item was added for 2015, item 13(d), to be used for traffic control and priced under a special agreement.

Operating Committee

Ms. Prescott reported that the Operating Committee met on April 16, 2014. She stated that the members discussed the sharing of Friend with the North and that the agreement has been sent to their attorney. Mr. Prescott also reported that the employee evaluations were discussed and Ms. Pranata will be presenting these at the Operating Committee.

Routine Revision Committee

Ms. Hernandez reported that the Routine Revision Committee met on May 20, 2014. She stated that the members continued their discussion on revamping Section 4 by adding Section 4.0-A records only billing. She stated that the Committee would like to receive any suggestions or ideas for different scenarios of how the records only section would work.

Computer Communications ad hoc Committee

Mr. Eastwood reported that the Computer Communications Committee met on May 20, 2014. He informed the members that the Sharefile was discussed, and that the rest of the items were carried over for next month.

Compliance ad hoc Committee

Ms. Haney reported that the Compliance Committee met on May 20, 2014. She stated that there was a discussion on priority 1 poles and other related issues. She noted that it was a rather lengthy and complex discussion and advised the members to read the minutes as their input is welcome in future meetings.

Rule 18 Notification Workshop

Mr. Eastwood reported that the Rule 18 Notification Workshop met on May 8, 2014. He stated that SCE is leading this workshop to discuss 4-5 different items and that the next meeting is scheduled for June 12th, to be headed by Mr. Klarich. Mr. Eastwood noted that the members should contact Mr. Wayne Brown in order to request an invitation to this workshop.

Pole Loading ad hoc Committee

Mr. Eastwood reported that the Pole Loading Committee met on May 20, 2014. He stated that Mr. Wayne Brown had a presentation on SCE's pole loading program. Mr. Eastwood also stated that the next Pole Loading Methodology workshop will be held on May 28th and to contact Mr. Wayne Brown for an invitation.

Basic JPA Training

Ms. Hernandez reported that the Basic JPA Training Committee did not meet in May.

California Joint Pole Committee

Ms. Hernandez reported that the California Joint Pole Committee did not meet in May.

CONSENT CALENDAR:

There were no items for consent.

DISCUSSION CALENDAR:

Section 7.3 Example

Ms. Hernandez reported that this example of Section 7.3 explains that the transaction is for the replacement of a pole by one utility, for the sole benefit of the requesting utility. The requesting member will pay for all PTD, maintenance and transfer costs. Being that there were no comments, Ms. Hernandez solicited a motion to accept the example of Section 7.3. Ms. Chirrick motioned to accept the example and Ms. Haney seconded the motion, which after the vote tally was completed, passed unanimously.

OTHER ITEMS: Unfinished Business

- Item 1543: Friend Field Enhancement - COMPUTER COMM (11/08/11)
- Item 1551: Sharefile Details – COMPUTER COMMUNICATIONS (4/10/2012)
- Item 1570: Grade with Pole Top Antenna – ROUTINE REVISION (03/19/2013)
- Item 1571: Tree Trimming at Communication Level – ROUTINE REVISION (04/16/2013)
- Item 1574: Review Section 18.1 – ROUTINE REVISION (05/14/2013)
- Item 1580: Sharing Friend with NCJPA – OPERATING (09/18/2013)
- Item 1581: Pole Record Redesign – COMPUTER (10/16/2013)
- Item 1582: Pole Loading Analysis Requirement – POLE LOAD/AUTH COST (01/14/2014)
- Item 1584: Process for Sharing Intrusive Test Data – POLE LOADING (02/18/2014)
- Item 1585: SCE Customer Release Form – ROUTINE REVISION (04/15/2014)
- Item 1586: Review of Rule 18 Notification – COMPLIANCE (04/15/2014)
- Item 1587: Review Section 7.6, 7.11 & 7.13 – ROUTINE REVISION (05/20/2014)

Item 1583: *Environmental Issues*

This is a standing agenda item.

New Business

Known Items:

Replacement of Grandfathered Cell Site

Ms. Hernandez brought up the issue of pole replacements being done on poles where a cell site has been grandfathered under Rule 94. She stated that if the pole is replaced “like-for-like” then Rule 94 is no longer compliant. Ms. Hernandez explained that when she receives a JPA with such a pole replacement, a Form 7 will automatically be sent requesting additional time in order to review the design of the antenna. She stated that currently, there is not enough time to review the information, get the antenna transferred and still be Rule 94 compliant.

Mr. Eastwood suggested that a Form 7 should be sent any time there is a “like-for-like” replacement where there may be some type of clearance issue. He stated that this is because the designer does not always take into account the changes necessary for clearance.

Unknown Items:

Special Agreement between Bear Valley Electric and Verizon

Ms. Pranata reported that the JPC received an agreement between Bear Valley Electric and Verizon California wherein it states that no attachment shall be made by any member or party at or below the 20’ mark on poles in the Big Bear Valley area. This agreement was made in order to meet the 18’ above ground clearance requirement as it can be affected by the seasonal precipitation in the area. Mr. Levy explained that this 2’ of space will no longer be usable footage and is incorporated into the common area which will affect the price of the pole.

Ms. Hernandez brought up the issue of another member attaching to one of the poles under these conditions, as the agreement is only signed by Bear Valley Electric and Verizon. Ms. Duchateau stated that this should not be an issue as there are only 3 entities currently attached to poles in the area, those being Bear Valley Electric, Verizon, and their tenant Charter Communications. She stated that since such few utilities have facilities in the area and she does not anticipate any wireless companies attaching for quite some time, agreements can be signed on a case-by-case basis as needed. Mr. Hernandez asked about this issue regarding rear easements and Ms. Duchateau replied that Bear Valley does not have any rear easements, as the majority of their equipment is in the right-of-way or on forestry property.

SCE Invoices

Mr. Chow reported that invoices the members receive from SCE will begin to appear different from what they are currently receiving. He stated that currently, they reflect what is on the Form 44 by showing both the credits and debits; however, going forward, they will only display the net due to SCE.

Underground Construction with Tenant on Pole

Mr. Williams brought up doing underground construction when there are tenants on poles in the area, and asked the members how they deal with the issue of notification. Mr. Chow replied that SCE assigns a project manager to these and is involved early on in the preconstruction meetings. He explained that SCE communicates to the jurisdiction all of the owners on the pole, and has the jurisdiction notify each of them.

SPIDAMin Software Presentation

Mr. Brett Willitt and Mr. Trent Quatman from SPIDA Software gave a presentation on their SPIDAMin Asset Administration Software. Mr. Willitt explained that SPIDAMin is a map-based, web-based application which provides a common platform and centralized location where users can access the history and manage the ongoing activity that is impacting their assets. He continued explaining that SPIDAMin can be used for different functions such as pole transfer notification and coordination, pole attachment coordination, deteriorated pole replacements, pole loading results and retention, and Rule 18 notifications. Mr. Willitt proposed that either the JPC could be provided with a site license of SPIDAMin to run the software on the JPC server, or SPIDAMin could be provided as a subscription service and hosted on their server. Mr. Quatman then gave a detailed demo of the different functions of SPIDAMin.

The following questions were addressed during the presentation:

- Is SPIDA's intent to license SPIDAMin to the individual members or to the Committee as a whole?

The intent is to either license the software or offer a subscription service directly to the Committee itself, not to each individual member.

- Is SPIDA aware of the size and scope of work that will be involved and is their system able to handle this?

Yes, SPIDA is well aware of the size of the Committee and had conversations concerning scalability of their system in order to handle such volume. Discussions can be had at a later date regarding how much of the asset data the JPC wants to have stored in the system, and whether to have an appearance of every asset that each utility owns or to spot poles, and allow the system to grow with usage.

- Being that the work, forms and asset data are proprietary information of the JPC; would this information remain proprietary, and not be shared with SPIDA customers or used for marketing purposes?

Yes, any sensitive or proprietary information will not be shared with other parties or used in such a way.

- How does SPIDAMin handle multiple assets at the same location on the map?

There are 3 different layers or levels used within the system which are projects, stations and assets. A station is simply a position on the map, and at any station you are able to have multiple assets.

- Is the user able to insert an existing form into a project?

Yes, the user can either replicate forms using SPIDAMin's form editor or upload their own files into the project.

- Are there any limits in regards to the file size, file type or number of files that can be uploaded and shared with other members?

No, there are no such restrictions regarding uploading and sharing files.

- Does SPIDAMin have the capability to interface with other systems that any of the members might have? Is it able to interface with NJUNS or O-Calc?

Yes, SPIDAMin utilizes APIs which allow it communicate with other systems. SPIDA would need to look into the details of what it would take to communicate with the systems which have APIs that the members use. SPIDA has previously worked on integration systems with GIS and work management systems. SPIDA has worked with NJUNS in the past; however, NJUNS had changed their web service which broke the integration. SPIDA would need to do some realignment on their end in order to adopt the new web services. SPIDA is still slowly working on integration with O-Calc.

- Is SPIDAMin compatible with mobile platforms such as iOS, Android, etc.?

SPIDAMin is not optimized for mobile platforms; however, it can be utilized on mobile devices as long as it uses an HTML compatible browser. SCE's vendors have been using SPIDAMin on tablets and it has been functioning well and similar to using it on a PC.

- Does acquiring the license for SPIDAMin also include developing the APIs for the various systems that the members use?

SPIDA has APIs which provide the means to allow systems to communicate with SPIDAMin, with little involvement on the part of SPIDA. These APIs can easily be configured in order to standardize or increase what is available through them, and

allow multiple systems to communicate with SPIDAMin. Or specific integration with the unique systems that each member has can be done.

- Is there an annual cost associated with maintaining the database if SPIDAMin is offered as a subscription service?

Yes, there is an annual, reoccurring fee for using SPIDAMin as a subscription service. The pricing will be dependent upon the complexity and the amount of workflows, as well as the amount of data that would need to be stored. There will also be one-time charges when the system is initially set up for configuring work flows, setting up permission groups, company profiles, etc. These prices will vary depending on how much the JPC wants to do with the system such as potentially populating asset data or doing integration work with the APIs. Under the license option there is also a normal maintenance fee for services such as tech support, software upgrades, etc.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Rule 18 Notification	6/12/14	9:00 a.m.	Committee Office
Pole Loading	6/17/14	9:00 a.m.	Committee Office
Routine Revision	6/17/14	Following	Pole Loading
Authorized Costs	6/17/14	Following	Routine Revision
Computer Committee	6/17/14	Following	Authorized Costs
Compliance Committee	6/17/14	Following	Computer Committee
Basic JPA Training	6/17/14	Following	Compliance Committee
Administrative Board	6/18/14	9:00 a.m.	Committee Office
Operating Committee	6/18/14	Following	Administrative Board

ADJOURNMENT:

Ms. Hernandez adjourned the meeting at 12:00 p.m., until June 18, 2014.

Mr. Steve Brown, President

Mr. Kyle Levy, Assistant Manager



1805 29th St., Suite 2050
Boulder, CO 80301

May 8, 2014

Southern California Joint Pole Committee
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773

Southern California Joint Pole Committee,

This letter is to request an application for Zayo Group, LLC (Zayo) to become a member of the Southern California Joint Pole Committee.

Zayo Group, LLC (Zayo) is a global provider of bandwidth infrastructure services. Our intent in Southern California is to use our existing fiber footprint to provide bandwidth backhaul to pole-mounted wireless antennas and communication equipment.

Enclosed via email attachment is proof of Zayo's CPCN. Zayo acquired this status via two successive acquisitions. Highspeed Communications of California, LLC (Highspeed) was granted CPCN status in California in Decision 98-12-083. Highspeed was then purchased by NTI of California, LLC (NTI) and Decision 05-08-006 transferred the CPCN status to NTI. Zayo then purchased NTI and resultantly took over NTI's CPCN status as stated in Decision 08-08-013.

Thank you for your business.

Sincerely,

A handwritten signature in black ink, appearing to read "C Boyle", with a stylized flourish at the end.

Chase Boyle
Small Cell Product Analyst, Zayo
720-361-1796
chase.boyle@zayo.com



**California Public
Utilities Commission**

CPUC Home

Assignment of Proceeding

Timothy Alan Simon is the assigned Commissioner and Myra J. Prestidge is the assigned Administrative Law Judge in this proceeding.

Findings of Fact

1. NTI is a California limited liability company and a wholly owned subsidiary of Parent, another California limited liability company.
2. In D.98-12-083, NTI was granted a CPCN to provide limited facilities-based and resold local exchange and inter- and intra-LATA services in California.
3. As a result of the transaction, Zayo will acquire 100% of the membership interests in NTI and will therefore gain control of NTI.
4. Zayo does not hold a CPCN that authorizes the company to provide telecommunications services in California.
5. NTI's customers will continue to receive service under the same rates, terms, and conditions after the transaction, except that NTI's company name will change to a name selected by Zayo after this transaction is finalized.
6. Zayo has sufficient financial resources to meet the Commission's requirements to provide facilities-based and resold local exchange and inter- and intra-LATA services.
7. Since this transaction will give NTI access to the financial resources of Zayo, this transaction will improve the financial stability of NTI.
8. Since this transaction will permit NTI to join its network with Zayo's network and to have access to Zayo's management experience, this transaction may make NTI a stronger competitor in the California telecommunications marketplace.
9. Since Zayo will retain NTI's management personnel, Zayo's current management has met the requirements for technical and managerial expertise to provide telecommunications services in this state, for the purposes of this transaction only.
10. Notice of this application appeared on the Commission's Daily Calendar on April 15, 2008. There were no protests to this application.
11. No hearings are necessary.

Conclusions of Law

1. The Commission will apply the same requirements to a request for approval of an agreement to acquire control of a facilities-based and resale provider of local exchange and inter- and intra-LATA telecommunications services within California as it does to an applicant for authority to provide such services.

2. Zayo meets the Commission's requirements for the issuance of a CPCN to provide facilities-based and resold local exchange and inter- and intra-LATA telecommunications services, for the purposes of this transaction only.
3. This transaction is in the public interest.
4. In order to avoid delaying this transaction, the approval of the application should be made effective immediately.

ORDER

IT IS ORDERED that:

1. Pursuant to Public Utilities Code Sections 852 and 854, the application of NTI of California, LLC (NTI) and Zayo Group, LLC (Zayo) for approval of the transfer of control of NTI to Zayo is approved.
2. Application 08-04-016 is closed.

This order is effective today.

Dated August 21, 2008, at San Francisco, California.

MICHAEL R. PEEVEY

President

DIAN M. GRUENEICH

JOHN A. BOHN

RACHELLE B. CHONG

TIMOTHY ALAN SIMON

Commissioners

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Decision 05-08-006

BEFORE THE PUBLIC UTILITIES COMMISSION OF THE STATE OF CALIFORNIA

Ex Parte Application of NTI of California, LLC
(f/k/a Highspeed Communications of California,
LLC) (U-6102-C) pursuant to Public Utilities
Code Section 854 for Approval of a Transfer of
Control to Northwest Telephone, Inc.

Application 05-02-028
(Filed February 25, 2005)

**OPINION AUTHORIZING TRANSFER OF CONTROL
SUBJECT TO A FINE****1. Summary**

This decision authorizes Highspeed Communications of California, LLC (Highspeed or Applicant), now known as NTI of California, LLC (NTIC), to transfer control of Highspeed to Northwest Telephone, Inc. (Northwest). This authority is on a prospective basis only and conditioned upon the parties paying a \$5,000 fine within 30 days after the effective date of this decision for violating Public Utility Code Section 854 (a).¹

2. The Parties

Highspeed, a California limited liability company, was authorized by the Commission to provide resold and facilities-based competitive local exchange carrier (CLEC), interLATA, and intraLATA services within California. This authority was granted on December 17, 1998 pursuant to Decision (D.) 98-12-083, which assigned Highspeed its corporate identification number U-6102-C.

¹ All statutory references are to the Public Utilities Code unless otherwise stated.

Hightspeed filed its tariffs on July 29, 1999 to provide residential and business telecommunications services within California pursuant to the authority granted by D.98-12-083. The tariffs became effective on December 8, 1999.

Hightspeed, under the name of NTIC, provides only wireless internet services, a telecommunications service not currently regulated by this Commission, to 120 customers located primarily in and around Bakersfield, Kern County, California.

Northwest, a Washington corporation, provides rural telecommunications services in the Pacific Northwest within the states of Washington, Idaho, and Oregon as a facilities-based CLEC. It connects telecommunications services from metros to rural areas and between rural areas. It primarily serves as a carrier access provider targeting underserved markets which larger carriers abandon due to financial costs.

NTIC, a California limited liability company, came into existence upon its filing of a limited liability company restated articles of organization with the California Secretary of State's office on July 16, 2004 seeking to change the name of Hightspeed to NTIC. The California Secretary of State approved the name change and issued a certificate of good standing to NTIC as a California Limited Liability Company on July 20, 2004. NTIC is a wholly owned subsidiary of Northwest.

3. The Application

NTIC seeks Commission authority to transfer control of NTIC to Northwest with NTIC becoming a wholly owned subsidiary of Northwest.

By way of background, Hightspeed along with its owner Robert C. Greene who owed 49% of the outstanding stock of Hightspeed and Broadband Microwave Company, LLC which owned the remaining 51% of outstanding

stock, entered into a purchase and sale agreement with Northwest on February 11, 2004.

Northwest agreed to purchase Highspeed for \$450,000 subject to closing adjustments. The payment consisted of \$112,500 in cash and \$337,500 in the form of a promissory note secured by the customers of Highspeed, state and federal operating and frequency licenses of Highspeed, and other assets including leases and collocation facilities of Highspeed within the State of California.

The requested transfer of control was consummated on February 12, 2004, approximately 12 months prior to the filing of this application. On July 20, 2004, five months after the transfer of control was consummated, the California Secretary of State approved the parties request to change the name of Highspeed to NTIC.

4. Supplement to the Application

A May 11, 2005 supplement to the application was filed in response to an April 18, 2005 Administrative Law Judge (ALJ) ruling seeking additional information. Requested information included an explanation on why Highspeed was sold without seeking Commission authority, why Applicant did not request authority to change the name of Highspeed to NTIC, why tariffs for Highspeed have not been updated, why Highspeed was not current with its user fee reports and payments, and why this application should be granted.

NTIC explained in its amendment to the application that it and its parent company, a small CLEC with an exemplary record of regulatory compliance in the states of Washington and Idaho, relied primarily on the representation of the prior owner of Highspeed and were unaware that authority was necessary prior

to acquisition or any name change. As to notification of a name change, it was unaware that the Commission required prior notification.”²

NTIC explained that it has not updated the tariffs of Highspeed to reflect the name change, current user fee rates, regulated services it intends to provide, or to comply with Commission Resolution T-16901, dated December 2, 2004 because it was unaware of Commission regulatory requirements and “to date have been unable to locate Highspeed’s original tariffs.”³ Almost a year after Northwest acquired and began operating under the authority granted to Highspeed, Northwest recently hired additional staff and retained the services of a company to assist it in all of its California regulatory operations. Northwest expects that the tariffs of NTIC will be updated and comply with Resolution T-16901 by May 31, 2005.⁴

As to delinquent user fee reports and payments, NTIC explained that a signed “Combined California Telephone Surcharge Transmittal form” was provided to the Commission on January 26, 2004 evidencing payment of the annual fees for 2003, a copy of which was attached to the supplement to the application. Although its 2004 report and payments are delinquent and its 2005 reports and payments are due, Northwest expects to have these reports completed and filed by May 31, 2005. It does not expect its total fees, including late filing penalties, will exceed \$12,000.

² Supplement to the Application, response to question #2.

³ Id., response to question #5.

⁴ This resolution required all certificated telecommunication carriers to file tariffs to become effective no later than January 1, 2005 to concur with the Pacific Bell tariffs on the Commission’s Public Program surcharges and the Reimbursement Fee.

Northwest clarified that although NTIC currently provides only wireless internet services in and around Bakersfield, Kern County, that it needs a California Certificate of Public Convenience and Necessity to provide CLEC services so that it may gain access to UNE-L circuits, interoffice transport and interconnecting trunking of the California local exchange companies' central office infrastructure. Absent this CLEC authority, it does not believe that it would be able to provide competition to the traditional LEC monopoly in California's most underserved markets.

5. Discussion

NTIC seeks approval of the proposed transfer of control pursuant to Section 854(a) which states, in relevant part, as follows:

No person or corporation...shall merge, acquire, or control...any public utility...doing business in this state without first securing authorization to do so from the commission...Any merger, acquisition, or control without that prior authorization shall be void and of no effect.

The Commission has broad discretion to determine if a transaction should be authorized pursuant to Section 854(a). The primary standard used by the Commission is whether the transaction will adversely affect the public interest. The Commission may also consider if the transaction will serve the public interest. Where necessary and appropriate, the Commission may attach conditions to a transaction in order to protect and promote the public interest.⁵

Northwest represents that the transfer of control is in the public interest and should be approved because it will ensure that NTIC has access to the

⁵ D.04-04-017, *mimeo*, p. 3.

additional resources and cash it needs to continue to provide telecommunications service to its customers. Financial statements of Northwest at December 31, 2004 showed that Northwest had approximately \$208,000 in cash, a one to one current asset to current liability ratio,⁶ and approximately \$27,000 in equity.

With regard to management of NTIC (Highspeed), NTIC shares the executive management team of Northwest. That management team is comprised of a chief executive officer and chief operations officer with prior Cellular-One experience in the North Central Washington area, and a chief financial officer with over twenty years corporate finance experience. NTIC does not currently employ any individuals. Under that management team, Northwest represents it has demonstrated an exemplary record of regulatory compliance in the states of Washington and Idaho. Northwest intends to facilitate the commencement of intraLATA and interLATA service to rural California.

For the following reasons, we conclude that it is reasonable to grant the requested transfer of control to the extent it requests prospective authority for the reorganization under Section 854(a). First, there is no opposition to the Application. Second, Northwest has taken appropriate steps to update the tariffs of Highspeed and to provide timely user fee reports and payments, as detailed in the supplement to the application. Third, no informal or formal complaints have been filed against Highspeed during the past year. Fourth, it does not appear that the public will be harmed by the transaction. Fifth, the public may benefit

⁶ A current asset to current liability ratio demonstrates an entity's ability to pay its current debts.

from the transfer of control to the extent the transaction enhances Highspeed's ability to provide intraLATA and interLATA service to rural California. Finally, California derives enormous benefits from the services provided by public utilities. Thus it is in the public interest to foster a business climate in California that is hospitable to utilities. Accordingly, ordinary business transactions that are subject to Section 854(a), like the one before us here, should be approved to the extent it does not adversely affect the public interest. No such reason has been alleged or shown in the instant proceeding.

The purpose of Section 854(a) is to enable the Commission to review a proposed transaction, before it takes place, in order to take such action as the public interest may require.⁷ Granting this application on a retroactive basis would thwart the purpose of Section 854(a). We deny Application 05-02-028 to the extent it requests retroactive authority for the reorganization under Section 854(a). Since we do not grant retroactive authority, the transfer of control is void under Section 854(a) for the period of time prior to the effective date of today's decision. The parties are at risk for any adverse consequences that may result from their having consummated the transfer of control without Commission authorization.

6. Penalty for Violating Section 854(a)

The purpose of Section 854(a) is to protect the public interest by enabling the Commission, before any transfer of control takes place, to review the proposed transfer of control and take such action as the public interest may require. Hence, any violation of Section 854(a) whether intentional or

⁷ D.04-04-017, *mimeo*, p. 5.

unintentional, is a serious offense that should be subject to fines. Such violations are subject to monetary penalties under Section 2107, which states as follows:

Any public utility which violates or fails to comply with any provision of the Constitution of this state or of this part, or which fails or neglects to comply with any part or provision of any order, decision, decree, rule, direction, demand, or requirement of the commission, in a case in which a penalty has not otherwise been provided, is subject to a penalty of not less than five hundred dollars (\$500), nor more than twenty thousand dollars (\$20,000) for each offense.

For the following reasons, we conclude that Applicant should be fined for its failure to comply with Section 854(a). First, any violation of Section 854(a), regardless of the circumstances, is a serious offense that should be subject to fines.⁸ Second, the imposition of a fine will help to deter future violations of Section 854(a) by the Applicant and others.

To determine the size of the fine, we will rely on the criteria adopted by the Commission in D.98-12-075. We address these criteria below.

Criterion 1: Severity of the Offense

In D.98-12-075, the Commission held that the size of a fine should be proportionate to the severity of the offense. To determine the severity of the offense, the Commission stated that it would consider the following factors:⁹

⁸ It is vital that utilities comply with Section 854(a) so that the Commission may protect the public from harmful transactions.

⁹ 1998 Cal. PUC LEXIS 1016, *71 - *73.

Physical harm: The most severe violations are those that cause physical harm to people or property, with violations that threatened such harm closely following.

Economic harm: The severity of a violation increases with (i) the level of costs imposed upon the victims of the violation, and (ii) the unlawful benefits gained by the public utility. Generally, the greater of these two amounts will be used in setting the fine. The fact that economic harm may be hard to quantify does not diminish the severity of the offense or the need for sanctions.

Harm to the Regulatory Process: A high level of severity will be accorded to violations of statutory or Commission directives, including violations of reporting or compliance requirements.

The number and scope of the violations: A single violation is less severe than multiple offenses. A widespread violation that affects a many consumers is a more severe offense than one that is limited in scope.

The Applicant's violation of Section 854(a), while serious, was not an especially egregious offense. This is because the violation did not cause, or threaten to cause, any physical or economic harm to others. In addition, there is no evidence that Applicant significantly benefited from its unlawful conduct. The beneficiaries of this transaction appear to have been the prior owners of Highspeed. The only factor that indicates the violation should be considered a grave offense is our general policy of according a high level of severity to any violation of the Public Utilities Code, including tariff and user fee violations.

Criterion 2: Conduct of the Offender

In D.98-12-075, the Commission held that the size of a fine should reflect the conduct of the offender. When assessing conduct, the Commission stated that it would consider the following factors:¹⁰

The Utility's Actions to Prevent a Violation: Utilities are expected to take reasonable steps to ensure compliance with applicable laws and regulations. The utility's past record of compliance may be considered in assessing any penalty.

The Utility's Actions to Detect a Violation: Utilities are expected to diligently monitor their activities. Deliberate, as opposed to inadvertent wrongdoing, will be considered an aggravating factor. The level and extent of management's involvement in, or tolerance of, the offense will be considered in determining the amount of any penalty.

The Utility's Actions to Disclose and Rectify a Violation: Utilities are expected to promptly bring a violation to the Commission's attention. What constitutes "prompt" will depend on circumstances. Steps taken by a utility to promptly and cooperatively report and correct violations may be considered in assessing any penalty.

Several aspects of the Applicant's conduct suggest that a larger fine is appropriate. First, Northwest, with CLEC telecommunications experience in other states with regulation similar to that of California,¹¹ relied on the

¹⁰ 1998 Cal. PUC LEXIS 1016, *73 - *75.

¹¹ See for example, Title 80 of the Revised Code of Washington (RCW), of which official notice is taken. RCW is a compilation of all permanent laws in force in the state of Washington. Specifically, RCW 80.12.020 provides that no public service company shall sell, lease, assign or otherwise dispose of the whole or any part of its franchises, properties or facilities whatsoever, which are necessary or useful in the performance of its duties to the public, and no public service company shall, by any means whatsoever,

Footnote continued on next page

representation of the sellers of Highspeed that California Commission authority to transfer control of Highspeed was not necessary. Second, Northwest changed the name of Highspeed approximately six months after taking control of it. Third, NTIC and Northwest were unaware of Highspeed's existing tariffs. Fourth, NTIC and Northwest were delinquent in filing user fee reports and fees.

Criterion 3: Financial Resources of the Offender

In D.98-12-075, the Commission held that the size of a fine should reflect the financial resources of the offender. The Commission also stated that it would consider the following factors when assessing financial resources:¹²

Need for Deterrence: Fines should be set at a level that deters future violations. Effective deterrence requires that the Commission recognize the financial resources of the utility in setting a fine.

Constitutional limitations on excessive fines: The Commission will adjust the size of fines to achieve the objective of deterrence, without becoming excessive, based on each utility's financial resources.

NTIC provided the most recent unaudited financial statements of itself and of Northwest for the year ended December 31, 2004. These financial statements indicate that NTIC has current assets of approximately \$118,000 and operating revenue of approximately \$446,000. Northwest has current assets of approximately \$1,125,000 and operating revenue of approximately \$5,255,000.

directly or indirectly, merge or consolidate any of its franchises, properties or facilities with any other public service company, without having secured from the commission an order authorizing it so to do.

¹² 1998 Cal. PUC LEXIS 1016, *75 - *76.

The financial statements also indicated that NTIC and Northwest have incurred a net loss for the same reporting period.

Section 8 of the terms of the purchase and sale agreement entered into by the parties provide a 36-month indemnification period after the February, 2004 closing period. Hence, Northwest may seek recourse to recover any penalty assessed against it for violating Section 854(a) against the sellers for incorrect representations made by the sellers.

We conclude from this information that Applicant, or its parent company, has the financial resources to pay a fine in the range normally applied by the Commission for violations of Section 854 (a). We will weigh this information accordingly when setting the amount of the fine.

Criterion 4: Totality of the Circumstances

In D.98-12-075, the Commission held that a fine should be tailored to the unique facts of each case. In order to do so, the Commission indicated that the following factors should be considered:¹³

The degree of wrongdoing: The Commission will review facts that tend to mitigate the degree of wrongdoing as well as facts that exacerbate the wrongdoing.

The public interest: In all cases, the harm will be evaluated from the perspective of the public interest.

Some of the facts of this case indicate that the degree of wrongdoing, though serious, was not egregious. In particular, there is no evidence that anyone was seriously harmed by the Applicant's violation of Section 854(a) or

¹³ 1998 Cal. PUC LEXIS 1016, *76.

that Applicant materially benefited from their unlawful conduct. These same facts also indicate that the public interest was not seriously harmed by the Applicant's unlawful conduct. However, competitive telecommunications carriers and their customers were adversely impacted by Applicant's failure to report and pay its fair share of user fees.

Criterion 5: The Role of Precedent

In D.98-12-075, the Commission held that any decision which imposes a fine should (1) address previous decisions that involve reasonably comparable factual circumstances, and (2) explain any substantial differences in outcome.¹⁴

In D.00-09-035, we held that our precedent of meting out lenient treatment to those who violate Section 854(a) had failed to deter additional violations; and we indicated that henceforth we would impose fines in order to deter future violations of Section 854(a). The facts of this proceeding, except for Applicant's failure to report and pay user fees, are reasonably comparable to prior Commission decisions that imposed fines of \$5,000 for violations of Section 854(a).¹⁵ This suggests that it would be appropriate to impose a similar fine.

We conclude that although the instant proceeding is factually distinguishable from Commission precedent in one respect (failure to report and pay user fees), the imposition of a \$5,000 fine in the current proceeding is generally consistent with precedent.

¹⁴ 1998 Cal. PUC LEXIS 1016, *77.

¹⁵ The Commission imposed a fine of \$5,000 for violating Section 854(a) in the following decisions: D.04-04-017, D.04-04-016, D.03-08-058, D.03-05-033, and D.00-12-053.

Conclusion: Setting the Fine

We conclude based on the facts of this case that the Applicant should be fined \$5,000 for violating Section 854(a). The fine we impose today is meant to deter future violations Section 854(a) by the Applicant and others. We emphasize that the size of the fine we impose today is tailored to the unique facts and circumstances before us in this proceeding. We may impose larger fines in other proceedings if the facts so warrant.

7. California Environmental Quality Act (CEQA)

CEQA applies to discretionary projects carried out or approved by public agencies. A basic purpose of CEQA is to inform governmental decision makers and the public about potential significant environmental effects of proposed activities so that adverse effects are avoided, alternatives are investigated, and environmental quality is restored or enhanced to the fullest extent possible.

CEQA applies to this application because the approval of the Application is subject to the Commission's discretion. Therefore, when considering whether to grant this application, we must determine if the activity proposed in the Application requires environmental review. NTIC represented that the transfer of control proposed in this proceeding will not result in any new construction or changes in use of existing property or facilities. Based on this representation, we conclude that granting this application will have no adverse effects on the environment. Accordingly, no environmental review is necessary.

8. Category and Need for Hearing

In Resolution ALJ 176-3149 dated March 17, 2005 the Commission preliminarily categorized this proceeding as ratesetting and preliminarily determined that hearings would not be necessary. Based on the record, we affirm that this is a ratesetting proceeding and that hearings are not necessary.

9. Ex Parte Approval

NTIC requested ex parte approval of this application without any hearing. Although this application has not been protested, approval of this application may be controversial. This is because NTIC has requested approval of a transfer of control which took place approximately one year prior to the filing of this application. NTIC, Northwest, and interested parties should be afforded an opportunity to comment on this proposed decision. The 30-day period following the filing and service of a proposed decision before the Commission acts should not be reduced or waived.

10. Comments on Draft Decision

The draft decision of the assigned ALJ in this matter was mailed to the parties in accordance with Section 311(g) (1) and Rule 77.7 of the Commission's Rules of Practice and Procedure. No comments were received.

11. Assignment of Proceeding

Susan P. Kennedy is the Assigned Commissioner and Michael J. Galvin is the assigned ALJ in this proceeding.

Findings of Fact

1. Highspeed has been authorized to provide resold and facilities-based competitive local exchange, interLATA, and non-local exchange intraLATA services within California since December 1998.
2. Highspeed filed residential and business telecommunications service tariffs with the Commission to be effective December 8, 1999.
3. NTIC seeks authority under Section 854 to transfer control of NTIC to Northwest.

4. The transaction for which authority is sought in A.05-02-028 was consummated approximately twelve months before the application was filed and without prior approval from the Commission.

5. The name of Highspeed was changed to NTIC, effective July 20, 2004.

6. There has been no request to this Commission to change the name of Highspeed to NTIC.

7. Applicant has taken appropriate steps to update its tariffs and to report and pay past due user fees estimated to be less than \$12,000.

8. There is no opposition to A.05-02-028.

9. The public may benefit from the transfer of control described in this application to the extent that the transaction enhances Applicant's ability to maintain, improve, and /or expand its services in California.

10. It is in the public interest for the Commission to foster a business environment that is hospitable to utilities.

11. In D.98-12-075, the Commission adopted the following criteria for determining the amount of a fine: (i) the severity of the offense, (ii) the conduct of the offender, (iii) the financial resources of the offender, (iv) the totality of the circumstances, and (v) the role of precedent.

12. Applicant's failure to comply with Section 854(a) did not (i) result in actual or threatened harm to others, or (ii) significantly benefit Applicant.

13. With the exception of not reporting and paying user fees, the facts of this proceeding are reasonably comparable to those in previous decisions wherein the Commission imposed fines of \$5,000 for violations of Section 854(a).

14. Applicant hired additional staff and retained the services of a company to assist it in all of its California regulatory operations. Applicant expects that the

tariffs of NTIC will be updated and comply with Resolution T-16901 by May 31, 2005.

15. Applicant expects to have its past due user reports completed and filed, and past due user fees paid by May 31, 2005. It does not expect its total fees, including late filing penalties, to exceed \$12,000.

16. Applicant represented that granting A.05-02-028 will not result in any new construction or changes in use of existing property or facilities.

17. It can be seen with certainty that granting A.05-02-028 will not have an adverse impact on the environment.

Conclusions of Law

1. This is a ratesetting proceeding.
2. No hearing is necessary.
3. Section 854(a) requires Commission authorization to transfer control of a public utility. Any transfer of control without Commission authorization is void under the statute.
4. The transfer of control described in this application is subject to Section 854(a).
5. The Commission has broad discretion to determine if it is in the public interest to authorize a transaction pursuant to Section 854(a).
6. The primary standard used by the Commission to determine if a transaction should be authorized under Section 854(a) is whether the transaction will adversely affect the public interest.
7. Applicant has financial and technical expertise in telecommunications or a related business.
8. This application should be granted pursuant to Section 854(a) for the reasons set forth in the body of this decision.

9. The authority granted by today's decision pursuant to Section 854(a) should apply prospectively. Retroactive authority should not be granted.

10. Applicant violated Section 854(a) by consummating the transfer of control described in this application without Commission authorization.

11. Section 2107 provides the Commission with authority to impose a fine of between \$500 and \$20,000 for violations of the Public Utilities Code.

12. Applicant should be fined for violating Section 854(a). The amount of the fine should be based on the criteria set forth in D.98-12-075.

13. Applying the criteria in D.98-12-075 to the facts of this case, which are identified in the body of this decision and Findings of Fact, indicates that Applicant should be fined \$5,000 for violating Section 854(a).

14. Applicant should submit a compliance filing within 40 days after the date of this decision that demonstrates it has updated its filed tariffs with this Commission and has filed the appropriate past due user fee reports and paid its past due user fees. Failure to make such a compliance filing may result in a revocation of its certificate of public convenience and necessity to provide telecommunications services within California.

15. It is not necessary to conduct an environmental review of the transfer of control described in A.05-02-028.

16. The following order should be effective immediately.

O R D E R

IT IS ORDERED that:

1. Highspeed Communications of California, LLC (U-6102-C) is authorized to change its name to NTI of California, LLC (NTIC).

2. Northwest, Inc. (Northwest) is authorized to acquire control of NTIC pursuant to Section 851 of the Public Utilities Code , as more fully described in the application and its exhibits attached to the application. The authority granted in this ordering paragraph shall be prospective only from the effective date of this order.

3. NTIC and/or Northwest shall pay a \$5,000 total fine for violating Section 851 of the Public Utilities Code within 30 days from the effective date of this order. The parties shall tender to the Fiscal Office of the California Public Utilities Commission at 505 Van Ness Avenue, Room 3000, San Francisco, CA 94102, a check in the amount of \$5,000 payable to the State of California General Fund. The number of this Decision shall appear on the face of the check.

4. NTIC shall submit a compliance filing to the Director of the Telecommunications Division within 40 days after the date of this decision that demonstrates it has updated its filed tariffs with this Commission, has filed the appropriate past due user fee reports, paid its past due user fees, and provide proof of payment of the \$5,000 penalty assessed for its violation of Public Utilities Code Section 854(a). Failure to make such a compliance filing may result in proceedings to revoke its certificate of public convenience and necessity to provide telecommunications services within California.

5. The corporate identification number U-6102-C assigned to Highspeed shall continue to be used by NTIC in all original filings with the Commission and in the titles of other pleadings filed in existing cases.

6. Application 05-02-028 is closed.

This order is effective today.

Dated August 25, 2005, at San Francisco, California.

MICHAEL R. PEEVEY
President
GEOFFREY F. BROWN
SUSAN P. KENNEDY
DIAN M. GRUENEICH
JOHN A. BOHN
Commissioners

Rev. Jul 2013

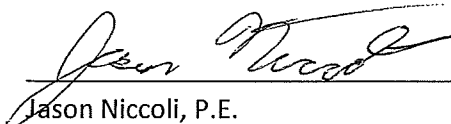


Special Agreement Between Joint Members Regarding Big Bear Valley Area

As of February 6, 2014, Joint Pole Association Members, Bear Valley Electric Service (Public Utility) and Verizon (Communications), agree to enter into special agreement wherein Members (be they new, incoming, or established Members) will hereafter be dismissed from purchasing or billing for the 20-2 foot space on any pole within the Bear Valley area, as is currently required per JPA Standard Routine Section 16.1 and 16.2.

This special agreement will be on-going indefinitely and is in direct response to minimum clearances set forth in CPUC Table 2, as well as Section 43, which currently states that "more stringent conditions may be used" in the event of heavy loading requirements (due to elevation, temperature, wind, and ice) as exists in the Bear Valley area. Accordingly, this agreement sets forth that no attachment shall be made by any Member or party at or below the 20-foot mark on any pole, in order to meet minimum 18-foot above-ground clearance per seasonal precipitation averages. In keeping with such safety requirements, Members agree that all attachments shall be made at or above the 21-foot mark of any pole. Members shall not purchase nor bill for the space at or below the 20-foot mark of any pole on any Joint Pole Agreement Form, as this space will be designated as common area for all Members in joint relationship. Members are not required to include any verbiage regarding this agreement on any forms establishing Joint Pole relationships, as this signed agreement is heretofore implicit on all joint pole relationships within the Big Bear Valley area. Members (or Tenants) requiring attachment to the 20-2 common area space will notify all Members (and parties holding interest) through JPA Standard Routine Special Agreement Section 1.2 on all relevant JPA Forms.

All new or in-coming parties requesting or requiring attachment (including, but not limited to Members or Tenants) to any pole shall also be held responsible for adherence to all agreements stated here within regarding non-attachment (or attachment via special agreement) to the 20-2 foot space on any pole. Tenants shall be advised of this agreement, prior to attachment, by the Member from which they rent; likewise, any new/in-coming Member(s) shall be advised by current Member(s) from which they seek Joint Pole agreement.


Jason Niccoli, P.E.
Engineering & Planning Supervisor
Bear Valley Electric Service
A Division of Golden State Water Company


William Kearns
Supervisor Network Engineering & Operations
Verizon Communications, Inc.

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
Fax (909) 599-3825

June 18th, 2014

A regular meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office.

Those in attendance were:

Mr. Steve Brown	City of Los Angeles
Mr. Larry Chow	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Ms. Janet Chirrick	AT&T California
Mr. Josh Mathisen	AT&T California
Ms. Manijeh Nava	AT&T California
Mr. Gary Miller	AT&T California
Ms. Ruth Cain	AT&T California
Mr. Larry Vail	Verizon Ca, MCI/Comm/Metro
Ms. Paula Haney	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Mr. Joe Serrato	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Ms. Lupe Hernandez	Teleport Communications America, LLC
Ms. Lynn Prescott	Verizon Wireless
Ms. Alicia Smith	Sprint/Nextel/Sprint Communications
Ms. Maria Ortiz	XO Communications
Ms. Kourtney Wietecha	Extenet Systems
Ms. Yvonne Johnson	AT&T Mobility
Mr. Rory Gandy	AT&T Mobility
Mr. Paul Smolarski	T-Mobile USA
Mr. Emir Erba	Time Warner Cable
Mr. Frank Hernandez	Time Warner Cable
Mr. Daniel Lippert	City of Burbank
Mr. Doug Schmaderer	City of Pasadena
Ms. Angela Pranata	Committee Staff
Mr. Kyle Levy	Committee Staff

Those attending via teleconference were:

Ms. Marina Birarova	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Ms. Sherri Duchateau	Golden State Water
Mr. Alvin Aska	City of Anaheim
Mr. Varghese George	City of Glendale
Ms. Maryam Farajzadeh	City of Vernon
Mr. Lawrence Yao	City of Riverside

Mr. Dan Kjar
Mr. Brandon Robinson
Ms. Annetta Baker
Mr. Ozro Corulli
Mr. Mark Denning
Mr. Stephen Pebley
Mr. Greg Mercier

City of Azusa
City of Banning
City of Colton
City of Lompoc
M-Power
Frontier Communications
ATC Outdoor DAS, LLC

CALL TO ORDER:

Mr. Brown called the meeting to order at 9:00 am. He addressed housekeeping issues, and then proceeded with roll call. When roll call was complete, all members were found to be in attendance.

HOUSEKEEPING:

Mr. Brown requested that members who are teleconferencing mute their phones so that no interference is picked up. He added that if the teleconferencing members must step away from the meeting to please inform the chair when they leave and return to the meeting, in the event that a vote call transpired in their absence.

APPROVAL OF MINUTES:

Mr. Brown then inquired if the members had reviewed the minutes of the *May 21, 2014* Board meeting, and if there were any comments, additions, deletions, or revisions. Being that there were no corrections, Mr. Brown solicited a motion to accept the minutes as written. Ms. Haney motioned to accept the *May 21, 2014* minutes and Mr. Chow seconded the motion, which after the vote tally was completed, passed unanimously.

MANAGER'S REPORT

Ms. Pranata reported that the May 2014 operating expenses are \$72,055.00 and the members were assessed this amount. She informed the members that the expenses were higher than average due to the annual auditing expenses, and also because there were 3 pay days in the month.

COMMUNICATIONS:

There were no communications.

SPECIAL REPORTS

There were no special reports.

SUB-COMMITTEE REPORTS:

Ad hoc Committee on Authorized Cost Elements

Ms. Chirrick reported that the Authorized Cost Committee met on June 17, 2014 and finished reviewing the 2015 Definitions of Elements. She stated that the definition for pole length was revised to clarify that the price is also based upon the predominant pole class set by the member. Digging and erecting was also revised to exclude costs which are inaccessible to pole setting equipment. Ms. Pranata added that the authorized costs are due at the end of August and the pole prices are due at the end of September.

Operating Committee

Ms. Prescott reported that the Operating Committee met on May 21, 2014. She stated that the agreement between Bear Valley Electric and Verizon California was discussed. She explained that they have agreed not to lease or sell space below the 20' mark due to ice and snow conditions which can alter the elevation. Ms. Prescott notified the members not party to the agreement that requests to attach below 20' on poles in the area will be taken on a case-by-case basis, and their JPAs could be denied for this reason.

Routine Revision Committee

Ms. Hernandez reported that the Routine Revision Committee met on June 17, 2014. She informed the members that the revision made to Section 5.2 for the 2013 Routine Handbook which removed the 60' or greater in length condition did not carry over to the 2014 edition. Mr. Levy has corrected the 2014 Routine Handbook to include this, and has made a JPA alert on the JPC website to notify the members and their staff of this. Ms. Hernandez continued reporting that there was a lot of discussion on Section 4 concerning having a JPA billed as records only and the pole record updated with the proposed grade and space if it has not been final billed after 18 months. She urged the members to attend this meeting, and bring any issues or suggestions they have with the records only billing.

Computer Communications ad hoc Committee

Mr. Chow reported that the Computer Communications Committee met on May 20, 2014. He informed the member that there was discussion on a proposed enhancement to Friend which would allow the JPC office to accept uploads of Excel spreadsheets to automatically update the pole records for members' intrusive inspections. This would prevent the staff from being required to manually update each of the thousands of pole records that are intrusively inspected every month. Mr. Chow continued reporting that discussion was had on the Sharefile application, and that a Webex meeting will be held on June 26th to address file naming conventions and other issues. Mr. Chow stated that the topic of redesigning the pole records in the Committee database was addressed, as many of the fields are free text,

which makes it difficult for any inquiries or data requests that may be required. He noted that Ms. Pearson is working on a template for the pole record which will be more data field driven rather than free text, and will present this at the next meeting.

Compliance ad hoc Committee

Ms. Haney reported that the Compliance Committee met on June 17, 2014. She stated that there was a Rule 18 Notification Workshop held the week prior on June 12th, where there was discussion on what types of G.O. 95 infractions should and should not be recorded. There was concern that by establishing a list of infractions that should not be sent, regulation could further increase if such a list were to be adopted by the state. Ms. Haney advised the members to consider how they will communicate with one another on Rule 18 issues that they both do and do not want to see reported, and requested that any suggestions be brought to the following meeting.

Rule 18 Notification Workshop

See above Compliance ad hoc Committee report.

Pole Loading ad hoc Committee

Mr. Chow reported that the Pole Loading Committee met on June 17, 2014. He stated that Mr. Wayne Brown presented to the Committee updates on the Pole Loading Methodology workshops, with the details to be available in the minutes. Mr. Chow also reported that there was discussion on the requirement for pole loading analysis to be transmitted along with JPAs. A survey was recently sent out asking if any members are currently not positioned to be able to send pole loading when they transact JPAs, as the Committee is moving forward with the decision to include in the Routine Handbook the requirement for pole loading to be made available.

Mr. George responded that the City of Glendale has scheduled a training class for O-Calc Pro next week, with several other members planning to participate as well. Ms. Baker stated that the City of Colton currently does not have any pole loading software, but does plan to by August or September. Mr. Robinson noted that the City of Banning will be purchasing SPIDACalc shortly, and should be ready before the end of July. Mr. Chow concluded that updates will continue to be solicited from those members without the ability to provide pole loading until every member is able to.

Basic JPA Training

Ms. Johnson reported that the Basic JPA Training Committee did not meet in June.

California Joint Pole Committee

Ms. Hernandez reported that the California Joint Pole Committee did not meet in June.

CONSENT CALENDAR:

2015 Definitions of Elements

Ms. Chirrick reported that the definition for pole length was revised to include the predominant pole class set, and digging and handling was revised to also exclude costs which are inaccessible to digging equipment. Being that there were no comments, Ms. Chirrick solicited a motion to accept these changes to the 2015 Definitions of Elements. Ms. Chirrick motioned to accept the changes and Ms. Hernandez seconded the motion, which after the vote tally was completed, passed unanimously.

DISCUSSION CALENDAR:

There were no items for discussion.

OTHER ITEMS: Unfinished Business

Item 1543: Friend Field Enhancement - COMPUTER COMM (11/08/11)
Item 1551: Sharefile Details – COMPUTER COMMUNICATIONS (4/10/2012)
Item 1571: Tree Trimming at Communication Level – ROUTINE REVISION (04/16/2013)
Item 1574: Review Section 18.1 – ROUTINE REVISION (05/14/2013)
Item 1580: Sharing Friend with NCJPA – OPERATING (09/18/2013)
Item 1581: Pole Record Redesign – COMPUTER (10/16/2013)
Item 1582: Pole Loading Analysis Requirement – POLE LOAD/AUTH COST (01/14/2014)
Item 1584: Process for Sharing Intrusive Test Data – POLE LOADING (02/18/2014)
Item 1585: SCE Customer Release Form – ROUTINE REVISION (04/15/2014)
Item 1586: Review of Rule 18 Notification – COMPLIANCE (04/15/2014)
Item 1587: Review Section 7.6, 7.11 & 7.13 – ROUTINE REVISION (05/20/2014)

Item 1583: *Environmental Issues*

This is a standing agenda item.

New Business

Known Items:

Pole Relocation

Mr. Brown brought up the issue of when LADWP has a pole that is being requested to be relocated which they have determined is sufficiently deteriorated and will perform a deteriorated pole job under their maintenance, but there are other members on the pole and it may require some additional work from them to relocate. Pole is moving over 5' in line done under maintenance account. He stated that the issue with using section 7.11 is that if there are charges from the other members, LADWP would be billed for these. He stated that these are currently being done using

section 7.10 with the customer information being provided, and added that if they are charging the customer for the relocation, then they are including the notation on the JPA that there are no charges to the other owners.

Ms. Hernandez replied that this was previously discussed and decided that the initiating member would continue to use section 7.10 and show the customer information, with a notation that they are not billing the customer. She stated that the other members on the pole would then review this and decide if they need to bill the customer for anything. She added that if the pole is 25 years or older and there is no additional work, then they would not need to be billed.

Unknown Items:

Meeting Minutes Keyword Search

Ms. Pearson asked if it would be possible to add a keyword search function which would search through all of the meeting minutes on the JPC website. Ms. Pranata replied that she will look into this and report back at the next meeting.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Rule 18 Notification	TBD		
Pole Loading	7/15/14	9:00 a.m.	Committee Office
Routine Revision	7/15/14	Following	Pole Loading
Authorized Costs	7/15/14	Following	Routine Revision
Computer Committee	7/15/14	Following	Authorized Costs
Compliance Committee	7/15/14	Following	Computer Committee
Basic JPA Training	7/15/14	Following	Compliance Committee
Administrative Board	7/16/14	9:00 a.m.	Committee Office
Operating Committee	7/16/14	Following	Administrative Board

ADJOURNMENT:

Mr. Brown adjourned the meeting at 9:40 a.m., until July 16, 2014.

Mr. Steve Brown, President

Mr. Kyle Levy, Assistant Manager

2015 DEFINITIONS OF ELEMENTS

1. **Pole Length** - Pole price elements are based upon the length and the predominant class of pole set in a joint use situation. ~~class of pole.~~
2. **Direct Labor (Loaded)** – The AVERAGE non-premium hourly rate of field worker (shown in US dollars) that includes cost of associated benefits (i.e., medical, dental, vision, vacation, sick leave, etc.). The average non-premium hourly rate is the average between the high and the low hourly rate of the labor classification (or title) directly involved in setting the pole.
3. **Transport and Handling** – The AVERAGE amount of time (in hours and/or quarter-hour increments) directly related to the workers who load a pole onto a pole dolly, transport to the job site and return to the yard.
4. **Digging and Erecting** – The AVERAGE amount of man-hours of an average-sized crew for each company to excavate the pole hole, erect the pole, plumb the pole, backfill and compaction tamp the pole in place. The average total man-hours include setup and take down of the work operation. Excludes hand-digging and inaccessible to setting equipment costs.
5. **Total Direct Labor (Loaded)** – This is calculated by multiplying direct labor (loaded) rate in column #2 times the hours in column #3 and column #4 on the Pole Price Matrix Worksheet. The total direct labor (loaded) is calculated by then summing or adding the results of these calculations together.
6. **Material Cost (F.O.B.) Pole** – The AVERAGE material expense (in US dollars including sales tax and transportation costs from supplier) of a pole delivered to the first destination point (usually a purchaser's construction yard).
7. **Supply Expense** – The average expense for storing the pole prior to use (shown in US dollars), i.e., cost of storage (inventory expense). This is usually derived or calculated as a percentage of material cost of the pole. If the Supply Expense is already included within another defined expense on the Pole Price Matrix expense categories (i.e., Direct Labor (Loaded) or General & Administrative), use the appropriate designator provided in the "NOTES" of the Pole Price Matrix Worksheet to show under which pricing element these costs are already included.
8. **Equipment Expense** – The expense (shown in US dollars) of the equipment directly used in the placement or replacement of a jointly owned pole. The expenses should include fuel, oil, and average maintenance costs. For example, a

combination digger/derrick vehicle, aerial personnel lift and direct supervision pickup truck is commonly associated with the pole replacement activity. If the Equipment Expense is already included within another defined expense on the Pole Price Matrix expense categories (i.e., Direct Labor (Loaded) or General & Administrative), use the appropriate designator provided in the “NOTES” of the Pole Price Matrix Worksheet to show under which pricing element these costs are already included.

9. **Engineering and Planning** – The average expense (shown in US dollars) for site survey, pole loading calculation and JPA document preparation for set/replacement of a jointly owned pole. This is calculated by labor hours for engineering and planning for the defined work steps multiplied by average direct (loaded) non-premium labor rate of the labor class (or title) doing the engineering and planning work. (That portion of work that is directly related to the joint pole replacement. This should not include work that is for the sole benefit of any member on record).
10. **General and Administrative** – The average expense for additional labor (shown in US dollars) for direct clerical support, direct supervision of the field crew and indirect supervision of the crew placing the pole. This is usually derived or calculated as a percentage of Direct Labor Rate.
11. **Total Cost** – The total cost to set/replace a jointly owned pole (shown in US dollars). The Total Cost is calculated by summing or adding together the dollar values shown in columns #5, #6, #7, #8, #9, and #10 of the Pole Price Matrix Worksheet.
12. **Total Number of Joint Poles Set** – This is the number of jointly owned poles set by a member utility in the previous calendar year. The SCJPC provides the total number.

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
Fax (909) 599-3825

July 16th, 2014

A regular meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office.

Those in attendance were:

Mr. Steve Brown	City of Los Angeles
Ms. Jessica Pearson	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Ms. April Debarge	Southern California Edison
Ms. Janet Chirrick	AT&T California
Mr. Josh Mathisen	AT&T California
Ms. Manijeh Nava	AT&T California
Mr. William Kearns	Verizon Ca, MCI/Comm/Metro
Ms. Paula Haney	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Ms. Lupe Hernandez	Teleport Communications America, LLC
Ms. Lynn Prescott	Verizon Wireless
Ms. Alicia Smith	Sprint/Nextel/Sprint Communications
Ms. Maria Ortiz	XO Communications
Mr. Paul Smolarski	T-Mobile USA
Mr. Emir Erba	Time Warner Cable
Ms. Jessica Raettig	Time Warner Cable
Mr. Daniel Lippert	City of Burbank
Ms. Kourtney Wietecha	Extenet Systems
Ms. Angela Pranata	Committee Staff
Mr. Kyle Levy	Committee Staff

Those attending via teleconference were:

Mr. Jeff Klarich	Southern California Edison
Ms. Sherri Duchateau	Golden State Water
Mr. Alvin Aska	City of Anaheim
Mr. Varghese George	City of Glendale
Ms. Maryam Farajzadeh	City of Vernon
Mr. Lawrence Yao	City of Riverside
Mr. Dan Kjar	City of Azusa
Mr. Brandon Robinson	City of Banning
Ms. Annetta Baker	City of Colton
Mr. Mark Denning	M-Power Communications
Mr. Stephen Pebley	Frontier Communications
Mr. Greg Mercier	ATC Outdoor DAS, LLC
Mr. Earle Carrion	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC

CALL TO ORDER:

Mr. Brown called the meeting to order at 9:00 am. He addressed housekeeping issues, and then proceeded with roll call. When roll call was complete, those members not in attendance were AT&T Mobility, City of Pasadena, and City of Lompoc.

HOUSEKEEPING:

Mr. Brown requested that members who are teleconferencing mute their phones so that no interference is picked up. He added that if the teleconferencing members must step away from the meeting to please inform the chair when they leave and return to the meeting, in the event that a vote call transpired in their absence.

APPROVAL OF MINUTES:

Mr. Brown then inquired if the members had reviewed the minutes of the *June 18, 2014* Board meeting, and if there were any comments, additions, deletions, or revisions. Being that there were no corrections, Mr. Brown solicited a motion to accept the minutes as written. Ms. Haney motioned to accept the *June 18, 2014* minutes and Ms. Chirrick seconded the motion, which after the vote tally was completed, passed unanimously.

MANAGER'S REPORT

Ms. Pranata reported that the June 2014 operating expenses are \$51,333.03 and the members were assessed this amount.

COMMUNICATIONS:

Ms. Pranata reported that she has received the signed license agree from the NCJPA. She clarified that only the Friend program is being shared and that the SCJPC and NCJPA will not have access to each other's databases.

SPECIAL REPORTS

There were no special reports.

SUB-COMMITTEE REPORTS:

Ad hoc Committee on Authorized Cost Elements

Ms. Chirrick reported that the Authorized Cost Committee met on July 15, 2014. She stated that the Authorized Costs are due on August 31 and the pole prices are due on September 30.

Operating Committee

Ms. Prescott reported that the Operating Committee met on July 16, 2014. She stated that the Committee was awaiting the pending signature from the NCJPA for the sharing of Friend agreement, which is now complete.

Routine Revision Committee

Ms. Hernandez reported that the Routine Revision Committee met on July 15, 2014. She informed the members that the majority of the items discussed are on the discussion calendar for the Administrative Board meeting. She stated that a JPA alert will be posted on the JPC website explaining that a section 7.6 JPA cannot be denied and changed to section 7.13 because a phone call was not received regarding the plant damage, as these phone calls usually go to a different facility. She explained that the JPA may not be denied as long as the JPA is issued within the 45 day period.

Computer Communications ad hoc Committee

Ms. Pearson reported that the Computer Communications Committee met on July 15, 2014. She stated that the members discussed revising the pole card on the JPC website, and went over several examples of these redesigns. Ms. Pearson reported that they also discussed adding a search feature to the JPC website which would allow end users to search through the PDF files by keywords. She also noted that a meeting was held to discuss the Sharefile and another meeting will be scheduled to take place soon.

Compliance ad hoc Committee

Ms. Haney reported that the Compliance Committee met on July 15, 2014. She stated that an issue which was brought up was that a member may not deny charges on a final JPA for which they had already approved, the exception being if any of the approved work was not performed. Ms. Haney reported that there was discussion concerning members sending a Form 7 to stop billing to the Committee office soon after receiving a Form 2, when it is early in the process and there is still discussion going on. She informed the members not to send such a Form 7 when the issue is still being communicated between members, and to wait until later into the process if it is found that an agreement cannot be reached. Ms. Haney noted that a reason must be stated when anything is being denied on a Form 2 or a Form 7. Mr. Brown added that if a Form 7 to stop billing is sent to the Committee office and the dispute has been settled, to make sure that a follow-up Form 7 is sent to cancel the protest.

Ms. Haney reported that a meeting of the Rule 18 Notification Workshop took place wherein Mr. Klarich from SCE has taken responsibility for the Rule 18 guidelines and on what types of issues need to be communicated. She stated that a safety hazard notification list has been created and will be posted to the JPC website as a part of the pole inspection resources. She added that this should help to cut down on some of the non-life/property threatening communications that members

are receiving. She also stated that the members will be queried at the Administrative Board meeting on who is interested in utilizing NJUNS.

Pole Loading ad hoc Committee

Ms. Pearson reported that the Pole Loading Committee met on July 15, 2014. She stated that SCE will be sending out a non-disclosure agreement for each of the members to sign so that they may discuss the Reax wind study as a Committee item. She also reported that a questionnaire will be sent out to the members from Ms. Victoria Kneer at AT&T California asking for their contact for intrusive test data results.

Basic JPA Training

Ms. Hernandez reported that the Basic JPA Training Committee did not meet.

California Joint Pole Committee

Mr. Mathisen reported that the California Joint Pole Committee did not meet.

CONSENT CALENDAR:

There were no items for consent.

DISCUSSION CALENDAR:

Safety Hazard Notification List

Mr. Brown reported that a safety hazard notification list was created through reviewing and revising the minutes from the Pole Loading Methodology Workshops. He informed the members that these are only guidelines which will not be put into the Routine Handbook, but will be added to the pole inspection resources on the JPC website. Mr. Klarich stated that a note was added to the list from the discussion at the Pole Loading Committee which clarifies that the list is not limited to the items noted, and is considered only as a guideline.

Section 7.6 & 7.13

Mr. Brown reported that Section 7.6-A was revised to separate the paragraph which states that the Form 2 must be issued within 45 days from the paragraph concerning the 24 hours notice. He continued by stating that in Section 7.6-B, the 24 hours notice was revised to 72 hours notice, also that Section 7.13 does not apply to Section 7.6-B due to the fact that a large enough catastrophe could take months for the information to be exchanged. Ms. Hernandez stated that Ms. Pearson is going to check whether the 72 hours notice is acceptable for SCE before being voted on next month. Mr. Brown concluded by noting that Section 7.13 was revised by adding a reference to Section 7.6-B to clarify that it does not apply.

Section 8.1

Mr. Brown reported that Section 8.1 was revised to state that it is to be used in conjunction with Section 1.2. He stated that the note, “one item to be billed for each signed document obtained and recorded” was removed as this has not been used in past and it will now be a Section 1.2.

Pole Loading Analysis Requirement

Mr. Brown reported that currently, it is not stated in the Routine Handbook that pole loading is required, but being that this is a requirement by CPUC, all members may require other members to submit pole loading with their Form 2s. He stated that this will continue to be discussed in the Routine Revision Committee where it will most likely be added to the Routine Handbook. Ms. Haney noted that per the CPUC, members must comply with requests for pole loading within 15 days, and a Form 2 may be denied due to a member’s failure to comply.

Mr. Brown asked if any member does not currently have a pole loading program in place. Ms. Baker responded that the City of Colton has just put in their purchase order for O-Calc and should have it within a few weeks. Mr. Robinson replied that the City of Banning has also recently put in their purchase order for SPIDACalc and have received it this week.

Mr. George asked when the requirement for pole loading will be effective per the Routine Handbook. Mr. Brown answered that it will need to be worked on in the Routine Revision Committee and will not be ready to be voted on until at least September or later. He clarified that for JPAs prepared in the meantime, any member may still be able request pole loading. Mr. Lippert asked if a member could request that the pole loading documents be sent via email rather than through the mail and Mr. Brown replied that a member may require this, noting that when the Sharefile is online this will become less of an issue.

OTHER ITEMS: Unfinished Business

Item 1543: Friend Field Enhancement - COMPUTER COMM (11/08/11)
Item 1551: Sharefile Details – COMPUTER COMMUNICATIONS (4/10/2012)
Item 1571: Tree Trimming at Communication Level – ROUTINE REVISION (04/16/2013)
Item 1574: Review Section 18.1 – ROUTINE REVISION (05/14/2013)
Item 1580: Sharing Friend with NCJPA – OPERATING (09/18/2013)
Item 1581: Pole Record Redesign – COMPUTER (10/16/2013)
Item 1582: Pole Loading Analysis Requirement – POLE LOAD/AUTH COST (01/14/2014)
Item 1584: Process for Sharing Intrusive Test Data – POLE LOADING (02/18/2014)
Item 1585: SCE Customer Release Form – ROUTINE REVISION (04/15/2014)
~~Item 1586: Review of Rule 18 Notification – COMPLIANCE (04/15/2014)~~
Item 1587: Review Section 7.6, 7.11 & 7.13 – ROUTINE REVISION (05/20/2014)
Item 1588: NJUNS Investigation – COMPUTER (07/16/2014)

Mr. Brown reported that Item 1586: Review of Rule 18 Notification is closed and the new Item 1588: NJUNS Investigation has been created.

Item 1583: *Environmental Issues*

This is a standing agenda item.

New Business***Known Items:*****NJUNS Inquiry**

Ms. Haney asked that an informal inquiry be taken to gauge the interest of the members in using NJUNS. When the inquiry was finished, interest in using NJUNS was found to be unanimous amongst the members. A new item number was created for the Computer Communications Committee to discuss this further, Item 1588: NJUNS Investigation.

Unknown Items:

There were no unknown items.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Rule 18 Notification	TBD		
Pole Loading	8/19/14	9:00 a.m.	Committee Office
Routine Revision	8/19/14	Following	Pole Loading
Authorized Costs	8/19/14	Following	Routine Revision
Computer Committee	8/19/14	Following	Authorized Costs
Compliance Committee	8/19/14	Following	Computer Committee
Basic JPA Training	8/19/14	Following	Compliance Committee
Administrative Board	8/20/14	9:00 a.m.	Committee Office
Operating Committee	8/20/14	Following	Administrative Board

ADJOURNMENT:

Mr. Brown adjourned the meeting at 9:30 a.m., until August 20, 2014.

Mr. Steve Brown, President

Mr. Kyle Levy, Assistant Manager

SCJPC - SAFETY HAZARD NOTIFICATION LIST

As prescribed by the Public Utilities Commission of the State Of California
GENERAL ORDER No. 95

Rules for Overhead Electric Line Construction

Rule 18: Reporting and Resolution of Safety Hazards Discovered by Utilities

For purposes of this rule, “Safety Hazard” means a condition that poses a significant threat to human life or property.

Rule 18B: Notification of Safety Hazards

If a company, while performing inspections of its facilities, discovers a safety hazard(s) on or near a communications facility or electric facility involving another company, the inspecting company shall notify the other company and/or facility owner of such safety hazard(s) ...

For the purpose of this list the Joint Pole Committee further clarifies “safety hazard” as an existing condition in danger of failing that poses a significant threat to human life or property.

Note: this list is by no means inclusive and is not limited to the items noted. Further, it is considered only a guideline and discretion should be used in determining all reportable conditions.

Poles (Joint Use)

- Broken/Damaged
- Deformed
- Excessive lean (Rule of thumb: 1ft per 10ft)
- Shallow (washed out, set shallow, landscaping changes)

Anchors Rods

- Broken/Damaged
- Shallow
- Overpopulated (More guys than anchor head designed for and supplemental guy eyes - piggybacking)

Ground Wires (Electric or Communication)

- Broken (separated ground wires at any level)
- Exposed (ground molding missing - ground-line to – 10ft)
- Unauthorized attachment (Communication bonded to Electric ground)

Cable Risers (Electric – all Classes)

- Broken/Damaged w/exposed cable

Vegetation

- Insufficient clearance to high voltage lines
- Contact w/ low voltage lines and deflection impacting pole
- Contact w/ communication cables and deflection (12 inches or more) impacting pole

Attachments

- Crossarms
 - Broken/Damaged
- Guys
 - Span
 - Broken/Damaged
 - Contact with other facilities
 - Anchor (Down)
 - Broken/Damaged (detached)
 - Slack
 - Contact with other facilities
- Cables (Communication or Electric)
 - Detached (from pole, crossarm insulator, messenger)
 - Insufficient vertical clearances (above ground level, below electric lines- all classes)
 - Excessive Dancing/Galloping (observed on windy days)
 - Broken / Damaged lashing wire (where support messenger and cable are within 6 ft. of high voltage lines)
- Conductors (Electric – All Classes)
 - Detached (from pole, crossarm insulator or messenger)
 - Insufficient vertical clearances (ground level, communication lines, buildings/structures)
 - Excessive Dancing / Galloping (observed on windy days)
 - Conductive debris (e.g. Mylar balloons)
- Gross mechanical defects (Electric or Communication)
 - Equipment leaking or loose

Handholes (Electric)

- Broken/Damaged
- Lid not secure

(Revised June 12, 2014)

by facilities of a joint owner and to all solely owned or jointly owned poles replaced for the sole benefit of Members having less than 20 consecutive years of Joint Pole Committee membership.

The cost to benefiting Member shall include:

- (a) Equity of overbuilt Member's structural value of existing pole, less salvage
- (b) Cost of transfer
- (c) Additional material installed to comply with requirements of joint ownership
- (d) Sidewalk or pavement repairs
- (e) Entire removal cost

The sole owner, or each joint owner as appropriate, shall bill the benefiting Member for the portion of pulling and transportation it performs. The Member recovering pole shall allow salvage to other owner(s) for its relinquished interest. Member placing new pole shall bill an interest to other Members.

When a benefiting Member replaces pole and another Member desires additional grade or space, replacement shall be made in accordance with rule of the Routine relating to Section 7.11. Mutual benefit shall not apply where a non-benefiting owner is forced to increase grade or space as a result of the activities undertaken by the benefiting Member.

7.4 Cut and Kick Replacement of Pole

This section provides for the replacement of a pole in the same hole to accommodate the transfer of facilities attached to the old pole. The differential cost of the setting of the new pole when it is mutually beneficial to all members shall be shared equally by all parties. When the placement of a pole in the same hole is not mutually beneficial, the cost shall be borne by the member requesting this type of construction procedure. Hand dig charges are not applicable as an added cost when poles are being replaced in the same hole. (Refer to Authorized Costs Item 19).

Note: Section 7.4 is not a stand-alone section, must be used in conjunction with section identifying reason for replacement.

Reasons for mutual benefit for Cut & Kick not limited to:

- Private Property and Rights of Way
- Driveway
- Substructure Conflicts
- Walls or Obstructions
- Proximity to Equipment

(Revised April 2013)

7.5 Replacement of a Solely Owned Pole With a Jointly Owned Pole

Sole owner's concurrence **must** be obtained prior to undertaking this operation. A solely owned pole replace for mutual benefit is included under this section. Pulling and transportation are at joint expense. Otherwise, for construction started without notification, the Member initiating the work will be responsible for all construction costs incurred by other joint owners.

The rules of Section 7.3 or 7.11 will apply when appropriate.

7.6 A. Replacement of Pole Due to Damage Caused by Any Person, Firm or Corporation Which Is Not a Party to the Joint Pole Agreement

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities and shall bill party responsible for the damage for its share of the net cost of replacement.

Emergency pole installation is where the pole must be replaced immediately: The joint owner(s) must be notified by telephone of emergency installations within 24 hours by setting Member.

Setting Member must issue Form 2 Preliminary within 45 calendar days from date of pole replacement, otherwise Section 7.13 will apply. Telephone notification must be confirmed by either Form 2 or Form 48 showing, if known:

- (a) Time and date of accident
- (b) Time and date joint owner notified
- (c) Name of person notified
- (d) Police report number

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine "**proposed**" purchase in new pole. (Revised January 2007)

7.6 B. Replacement of Pole Due to Natural Causes (Storm, Catastrophe)

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities.

Emergency pole installation is where the pole must be replaced immediately: The joint owner(s) must be notified by telephone of emergency installations within ~~72~~ 24 hours by setting Member.

Setting Member must issue Form 2 Preliminary with date and identification of natural cause (Form 48 may be attached).

In cases where the urgency for new pole installation is not immediate, notification rules of

this section will still apply, however the rules of 7.11 will be followed to determine “**proposed**” purchase in new pole-(Added January 2012).

Section 7.13 does not apply. (Revised July 2014)

7.7 Replacement of Pole Which Is Used Jointly Without Authority

Any Member maintaining an unauthorized attachment on a pole to be replaced shall:

- Purchase interest in existing pole as specified in Section 4.1 and stated in addition to 7.7.
- Receive salvage if applicable.
- Pay all pulling, transportation, and disposal. If the unauthorized member performs the PTD, they will not receive reimbursement.
- Transfer at own expense.
- Purchase interest in the replacing pole.

This member shall also transfer at own expense and purchase interest in replacing pole.

If Member with unauthorized attachment proposes to abandon concurrent with replacement, it shall:

- Purchase interest in existing pole as specified in Section 4.1 and stated in addition to 7.7.
- Receive salvage if applicable.
- Pay all pulling, transportation and disposal. If the unauthorized member performs the PTD, they will not receive reimbursement.

(Revised January 2013)

7.8 Replacement of Pole Within One Year From Date of Purchase of Interest

When original owner requests the replacement of a joint pole 25 years old or older in which other owner has purchased interest within one year from date Joint Pole Authorization is sent requesting replacement, the other owner(s) shall receive refund of purchase price in pole replaced, shall not be responsible for pulling or transportation costs and shall not receive salvage, but shall purchase interest in new pole and transfer at its own expense. The one-year period referred to herein shall begin with January 1 following date sent of Joint Pole Authorization under which interest was purchased. Excepted are poles in which purchase has been made in accordance with rule of the Routine relating to Section 4.1.

7.9 Replacement for Benefit of Incoming Member or One Owner of

Joint Pole Which Could Be Trenched or Moved

This Section applies to a solely or jointly owned pole, less than 25 years old, required to be relocated due to street improvement. When one owner desires to move the pole and another owner or incoming Member desires to replace the pole, the replacement may be made provided the incoming Member, or Member desiring replacement, pays excess cost of transferring facilities and equipment of other owner over such owner's share of cost of moving pole. Where differential costs have been identified, Section 1.2 will be used. In all other respects the replacement shall be made in accordance with the rule of the Routine relating to Section 7.11.

7.10 Replacement of Pole for Private Party or Governmental Agency

In general, any private party or governmental agency causing a pole to be replaced shall pay all expenses in connection therewith. However, certain conditions require special consideration, and no commitment shall be made by a joint owner upon any request from a private party or governmental agency for replacement of a pole until all joint owners have mutually agreed as to the conditions applicable. Otherwise, for construction started without notification, the Member initiating the work will be responsible for all construction costs incurred by other joint owners.

When all owners have agreed as to the basis of settlement and have received authority from such private party or governmental agency to proceed with the work, one of the owners shall replace the pole and sell interest in the new pole to each Member concerned. Each Member shall receive salvage, if applicable, and pay pulling and transportation. Each Member shall transfer its facilities, and upon completion of the work, each Member, as it may have elected to charge for cost of its work, shall bill the said party for its share of the net cost of replacement.

7.11 Replacement of Pole for Mutual Benefit of All Joint Owners

Member replacing pole for mutual benefit shall sell interest in new pole to other Members concerned. Each Member shall transfer at own expense, receive salvage, if applicable, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more

- (b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner
- (c) Pole requiring relocation for the benefit of all Members concerned
- (d) Pole identified in an authorized maintenance inspection program as unfit for service
- (e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner.

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in accordance with rule of the Routine relating to Section 7.3.

7.12 Unused

7.13 Failure to Issue Notice of Intention of Replacement.

If any member replaces pole(s) or anchors (s) prior to issuing a Notice of Intention to the joint owners on record, that member will perform work (without compensation) or:

- pay all PTD charges
- pay all transfer charges of the joint owner(s)
- pay for any additional authorized costs incurred due to the pole replacement

This section will not apply to pole replacements agreed to for emergencies, priority poles or storm conditions (Section 7.6B). For these replacements, use section 7.11. For plant damage replacements refer to section 7.6 (Revised ~~July 2014~~ January 2012).

7.14 Replacement of Wood Pole with Other than Wood Pole.

Member replacing wood pole with other than wood pole for mutual benefit, shall sell interest in new pole to other Members concerned. Each member shall transfer at own expense, receive salvage, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more
- (b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner.
- (c) Pole requiring relocation for the benefit of all Members concerned
- (d) Pole identified in authorized maintenance inspection program as unfit for service
- (e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in accordance with rule of the Routine relating to Section 7.3.

Section 1.2 required for Engineered Steel Poles.

Note: The setting member will PTD other than wood poles.

(Revised January 2011).

easements. If the pole-placing Member obtains the easements, easement information may be included on the same authorization as the poles, if desired.

When easements have been obtained and recorded, Photostat copies of signed documents and maps will be transmitted by Form 8 by the securing Member to the other Member involved. Easements secured will be delineated on the map furnished. Simultaneously, securing Member will indicate the number of signed and recorded documents involved on the completed Joint Pole Authorization, and forward to Joint Pole Committee Office for billing.

Cost of obtaining rights of way is specified in Item 11, Authorized Costs, in conjunction with Section 1.2 (one item to be billed for each signed document obtained and recorded). Such costs shall be shared equally by the interested parties.

The use of this section is not mandatory. Member utilities may elect to participate or not, as they see fit in each case. (Revised July 2014)

8.2 Easement Liability

The joint owners of a pole or pole line shall not be held liable or accountable for the owner(s) who have failed to acquire easements to construct their facilities.

Southern California Joint Pole Committee

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August 20th, 2014

A regular meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office.

Those in attendance were:

Mr. Scott Hunter	City of Los Angeles
Mr. Steve Brown	City of Los Angeles
Mr. Larry Chow	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Ms. April Debarge	Southern California Edison
Mr. William Kearns	Verizon Ca, MCI/Comm/Metro
Ms. Paula Haney	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Ms. Lupe Hernandez	Teleport Communications America, LLC
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communications
Mr. Paul Smolarski	T-Mobile USA
Mr. Alfonso Morales	Time Warner Cable
Ms. Jessica Raettig	Time Warner Cable
Mr. Doug Schmaderer	City of Pasadena
Mr. Daniel Lippert	City of Burbank
Ms. Angela Pranata	Committee Staff
Mr. Kyle Levy	Committee Staff

Those attending via teleconference were:

Ms. Lynn Prescott	Verizon Wireless
Ms. Janet Chirrick	AT&T California
Ms. Manijeh Nava	AT&T California
Ms. Alicia Smith	Sprint/Nextel/Sprint Communications
Ms. Sherri Duchateau	Golden State Water
Mr. Varghese George	City of Glendale
Ms. Maryam Farajzadeh	City of Vernon
Mr. Lawrence Yao	City of Riverside
Mr. Dan Kjar	City of Azusa
Mr. Dana Fabing	City of Lompoc
Mr. Brandon Robinson	City of Banning
Mr. Phillip Hinojos	City of Colton
Mr. Mark Denning	M-Power Communications

Ms. Joann Miracle
Ms. Kourtney Wietecha
Mr. Joe Serrato
Mr. Earle Carrion
Ms. Jane Bibb
Mr. Gunay Salahli

Frontier Communications
Extenet Systems

Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC

CALL TO ORDER:

Mr. Hunter called the meeting to order at 9:00 am. He addressed housekeeping issues, and then proceeded with roll call. When roll call was complete, those members not in attendance were City of Anaheim and ATC Outdoor DAS, LLC.

HOUSEKEEPING:

Mr. Hunter requested that members who are teleconferencing mute their phones so that no interference is picked up. He added that if the teleconferencing members must step away from the meeting to please inform the chair when they leave and return to the meeting, in the event that a vote call transpired in their absence.

APPROVAL OF MINUTES:

Mr. Hunter then inquired if the members had reviewed the minutes of the *July 16, 2014* Board meeting, and if there were any comments, additions, deletions, or revisions. Being that there were no corrections, Mr. Hunter solicited a motion to accept the minutes as written. Ms. Haney motioned to accept the *July 16, 2014* minutes and Mr. Kearns seconded the motion, which after the vote tally was completed, passed unanimously.

MANAGER'S REPORT

Ms. Pranata reported that the July 2014 operating expenses are \$52,439.69 and the members were assessed this amount.

COMMUNICATIONS:

There were no communications.

SPECIAL REPORTS

There were no special reports.

SUB-COMMITTEE REPORTS:

Ad hoc Committee on Authorized Cost Elements

Ms. Chirrick reported that the Authorized Cost Committee met on August 19, 2014. She reminded the members that the Authorized Costs are due by the end of the month and the pole prices are due by the end of September.

Operating Committee

Ms. Prescott reported that the Operating Committee met on July 16, 2014. She stated that the licensing agreement has been signed by the NCJPA and that the Committee is currently awaiting their check for payment.

Routine Revision Committee

Ms. Hernandez reported that the Routine Revision Committee met on August 19, 2014. She informed the members that there are several items pertaining to the Routine Handbook on the discussion calendar. She stated that there was a question regarding which owner a tenant would apply to for attachment on a 50/50 jointly owned guy pole, and it was decided that the tenant would apply to the base owner of the adjacent pole in which they are attached. Ms. Hernandez continued reporting that SCE notified the members that they are having technical difficulties with their third party notifications, and they may not be receiving these from SCE until the issue is resolved. She stated that SCE is working on the buddy pole situation offline with each member. She noted that Mr. Chow will check to see whether the SCE customer release form has been approved and sent out.

Computer Communications ad hoc Committee

Ms. Pearson reported that the Computer Communications Committee did not meet as scheduled on August 19, 2014 due to time constraints. She stated that it will be held after today's Operating Committee.

Compliance ad hoc Committee

Ms. Haney reported that the Compliance Committee also did not meet as scheduled on August 19, 2014 due to time constraints. She stated that it will be held after today's Operating Committee.

Pole Loading ad hoc Committee

Ms. Pearson reported that the Pole Loading Committee met on August 19, 2014. She stated that SCE requested that members provide not only the heights of attachments when submitting their pole loading, but also to record the owners of each attachment, including tenant ownership as well. She added that this issue is still open and is currently being discussed among the members. Ms. Pearson informed the members that Item 1584: Process for Sharing Intrusive Test Data was not discussed as it is still being worked on.

Basic JPA Training

Ms. Johnson reported that the Basic JPA Training Committee did not meet in the month of August.

California Joint Pole Committee

Ms. Chirrick reported that the California Joint Pole Committee did not meet in the month of August.

CONSENT CALENDAR:

Section 8.1

Ms. Hernandez reported that Section 8.1 was revised to include the verbiage that it is used in conjunction with Section 1.2, as this was stated in the Authorized Costs, but not documented in the Routine Handbook. The members reviewed the revision made to Section 8.1 and there were no comments or further changes. Mr. Hunter solicited a motion to accept the revised Section 8.1. Ms. Hernandez motioned to accept the revised Section 8.1. Ms. Haney seconded the motion, which after the vote tally was completed, passed unanimously.

DISCUSSION CALENDAR:

Sections 7.6, 7.11 & 7.13

Mr. Hunter reported that there was a lengthy discussion concerning 7.6, 7.11 and 7.13 these sections at the previous Routine Revision Committee. Ms. Hernandez stated that the members worked on making these sections consistent with one another. She noted that Section 7.6-B. was revised to include that the Form 2 must be issued within 180 days of the work, otherwise Section 7.13 will apply. She stated that Section 7.11 was also revised to include priority poles under 7.11(f), and that Section 7.13 will apply if the Form 2 is not issued within 45 days. Section 7.13 was revised to remove the statement that it does not apply to replacements for emergency, priority poles, or storm conditions, and referenced the sections as exceptions for replacing such poles prior to issuing a Form 2. Being that there were no questions or comments, Ms. Hernandez requested that the members each review these changes as they will be voted on at the next Administrative Board.

Waiving 45 Day Wait Period

Ms. Hernandez reported that it was previously agreed that if a JPA was approved and signed by all of the involved members, the 45 day wait period between issuing the Form 48 and submitting the JPA to the JPC office could be waived. However, this began to cause some issues and it was agreed that the 45 days would be upheld regardless. She stated that there are now many JPAs being held up because of this waiting period and asked the members whether they wished to revert

back to the previous practice of being able to waive the 45 days. The members discussed this and agreed that if all involved members have approved the JPA, this 45 day wait period may be waived and it may be sent to the JPC office for billing. The title for Item 1574 was revised to "Review Section 18" in order to further discuss this at the Routine Revision Committee, and to consider revising the verbiage regarding the 45 day wait period in Section 18.

Reallocation Form

Ms. Hernandez reported that a form was created in order to propose reallocating the grade and space on a pole when there is no purchase of space and a tenant is attaching with the owner having enough space to allocate this to them. She stated that the other owners on record would still own the same grade and space; the member with the incoming tenant is simply rearranging their grade and space in order to accommodate this. Ms. Hernandez reported that rather than initiating a JPA, this form could be sent to the JPC in order to update the grade and space of the pole record. She stated that with the use of this form, there may be issues with the grade and space on record no longer matching some floating or incoming JPAs, and that when the Sharefile is online this could be mitigated. A new item number Item 1589: Reallocation Form Section 10.7 was created to discuss adding this process into the Routine Handbook.

OTHER ITEMS: Unfinished Business

Item 1543: Friend Field Enhancement - COMPUTER COMM (11/08/11)
Item 1551: Sharefile Details – COMPUTER COMMUNICATIONS (4/10/2012)
Item 1571: Tree Trimming at Communication Level – ROUTINE REVISION (04/16/2013)
Item 1574: Review Section 18 – ROUTINE REVISION (05/14/2013)
Item 1580: Sharing Friend with NCJPA – OPERATING (09/18/2013)
Item 1581: Pole Record Redesign – COMPUTER (10/16/2013)
Item 1582: Pole Loading Analysis Requirement – POLE LOAD/AUTH COST (01/14/2014)
Item 1584: Process for Sharing Intrusive Test Data – POLE LOADING (02/18/2014)
Item 1585: SCE Customer Release Form – ROUTINE REVISION (04/15/2014)
Item 1587: Review Section 7.6, 7.11 & 7.13 – ROUTINE REVISION (05/20/2014)
Item 1588: NJUNS Investigation – COMPUTER (07/16/2014)
Item 1589: Reallocation Form Section 10.7 ROUTINE REVISION (08/20/2014)

Item 1583: *Environmental Issues*

This is a standing agenda item.

New Business

Known Items:

There were no known items.

Unknown Items:***JPA Alert Updated***

Mr. Chow reported that the JPA alert which was recently posted to the JPC website will be revised per discussion at yesterday's Routine Revision Committee. He stated that it will be revised with more clarity to provide the understanding that once a JPA has been agreed upon and construction has been completed as approved, it can no longer be denied via a Form 7 requesting changes be made.

Unidentified Equipment

Ms. Haney reported that a picture of unidentified equipment attached to a pole in Huntington Beach was shared with the members, and asked if any information was found in order to identify it. Mr. Chow replied that he received feedback that it is not a Smart Connect antenna or NetCom unit owned by SCE. Mr. Hunter stated that his concern with taking the equipment down is that it may be a signal repeater for emergency vehicles, and suggested contacting the Huntington Beach police and fire departments. Ms. Kearns stated that he will take this back to his company in order to further research it.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Pole Loading	9/16/14	9:00 a.m.	Committee Office
Routine Revision	9/16/14	Following	Pole Loading
Authorized Costs	9/16/14	Following	Routine Revision
Computer Committee	9/16/14	Following	Authorized Costs
Compliance Committee	9/16/14	Following	Computer Committee
Basic JPA Training	9/16/14	Following	Compliance Committee
Administrative Board	9/17/14	9:00 a.m.	Committee Office
Operating Committee	9/17/14	Following	Administrative Board

ADJOURNMENT:

Mr. Hunter adjourned the meeting at 10:00 a.m., until September 17, 2014.

Mr. Scott Hunter, President

Mr. Kyle Levy, Assistant Manager

by facilities of a joint owner and to all solely owned or jointly owned poles replaced for the sole benefit of Members having less than 20 consecutive years of Joint Pole Committee membership.

The cost to benefiting Member shall include:

- (a) Equity of overbuilt Member's structural value of existing pole, less salvage
- (b) Cost of transfer
- (c) Additional material installed to comply with requirements of joint ownership
- (d) Sidewalk or pavement repairs
- (e) Entire removal cost

The sole owner, or each joint owner as appropriate, shall bill the benefiting Member for the portion of pulling and transportation it performs. The Member recovering pole shall allow salvage to other owner(s) for its relinquished interest. Member placing new pole shall bill an interest to other Members.

When a benefiting Member replaces pole and another Member desires additional grade or space, replacement shall be made in accordance with rule of the Routine relating to Section 7.11. Mutual benefit shall not apply where a non-benefiting owner is forced to increase grade or space as a result of the activities undertaken by the benefiting Member.

7.4 Cut and Kick Replacement of Pole

This section provides for the replacement of a pole in the same hole to accommodate the transfer of facilities attached to the old pole. The differential cost of the setting of the new pole when it is mutually beneficial to all members shall be shared equally by all parties. When the placement of a pole in the same hole is not mutually beneficial, the cost shall be borne by the member requesting this type of construction procedure. Hand dig charges are not applicable as an added cost when poles are being replaced in the same hole. (Refer to Authorized Costs Item 19).

Note: Section 7.4 is not a stand-alone section, must be used in conjunction with section identifying reason for replacement.

Reasons for mutual benefit for Cut & Kick not limited to:

- Private Property and Rights of Way
- Driveway
- Substructure Conflicts
- Walls or Obstructions
- Proximity to Equipment

(Revised April 2013)

7.5 Replacement of a Solely Owned Pole With a Jointly Owned Pole

Sole owner's concurrence **must** be obtained prior to undertaking this operation. A solely owned pole replace for mutual benefit is included under this section. Pulling and transportation are at joint expense. Otherwise, for construction started without notification, the Member initiating the work will be responsible for all construction costs incurred by other joint owners.

The rules of Section 7.3 or 7.11 will apply when appropriate.

7.6 A. Replacement of Pole Due to Damage Caused by Any Person, Firm or Corporation Which Is Not a Party to the Joint Pole Agreement

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities and shall bill party responsible for the damage for its share of the net cost of replacement.

Emergency pole installation is where the pole must be replaced immediately: The joint owner(s) must be notified by telephone of emergency installations within 24 hours by setting Member.

Setting Member must issue Form 2 Preliminary within 45 calendar days from date of pole replacement, otherwise Section 7.13 will apply. Telephone notification must be confirmed by either Form 2 or Form 48 showing, if known:

- (a) Time and date of accident
- (b) Time and date joint owner notified
- (c) Name of person notified
- (d) Police report number

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine "**proposed**" purchase in new pole. (Revised January 2007)

7.6 B. Replacement of Pole Due to Natural Causes (Storm, Catastrophe)

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities.

~~Emergency pole installation is where the pole must be replaced immediately: The joint owner(s) must be notified by telephone of emergency installations within 24 hours by setting Member.~~

Setting Member must issue Form 2 Preliminary with date and identification of natural cause (Form 48 may be attached). Setting Member must issue Form 2 Preliminary within 180 calendar days from

date of pole replacement, otherwise Section 7.13 will apply.

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine “**proposed**” purchase in new pole-(Added January 2012).

Section 7.13 does not apply. (Revised July 2014)

7.7 Replacement of Pole Which Is Used Jointly Without Authority

Any Member maintaining an unauthorized attachment on a pole to be replaced shall:

- Purchase interest in existing pole as specified in Section 4.1 and stated in addition to 7.7.
- Receive salvage if applicable.
- Pay all pulling, transportation, and disposal. If the unauthorized member performs the PTD, they will not receive reimbursement.
- Transfer at own expense.
- Purchase interest in the replacing pole.

This member shall also transfer at own expense and purchase interest in replacing pole.

If Member with unauthorized attachment proposes to abandon concurrent with replacement, it shall:

- Purchase interest in existing pole as specified in Section 4.1 and stated in addition to 7.7.
- Receive salvage if applicable.
- Pay all pulling, transportation and disposal. If the unauthorized member performs the PTD, they will not receive reimbursement.

(Revised January 2013)

7.8 Replacement of Pole Within One Year From Date of Purchase of Interest

When original owner requests the replacement of a joint pole 25 years old or older in which other owner has purchased interest within one year from date Joint Pole Authorization is sent requesting replacement, the other owner(s) shall receive refund of purchase price in pole replaced, shall not be responsible for pulling or transportation costs and shall not receive salvage, but shall purchase interest in new pole and transfer at its own expense. The one-year period referred to herein shall begin with January 1 following date sent of Joint Pole Authorization under which interest was purchased. Excepted are poles in which purchase has been made in accordance with rule of the Routine relating to Section 4.1.

7.9 Replacement for Benefit of Incoming Member or One Owner of Joint Pole Which Could Be Trenched or Moved

This Section applies to a solely or jointly owned pole, less than 25 years old, required to be relocated due to street improvement. When one owner desires to move the pole and another owner or incoming Member desires to replace the pole, the replacement may be made provided the incoming Member, or Member desiring replacement, pays excess cost of transferring facilities and equipment of other owner over such owner's share of cost of moving pole. Where differential costs have been identified, Section 1.2 will be used. In all other respects the replacement shall be made in accordance with the rule of the Routine relating to Section 7.11.

7.10 Replacement of Pole for Private Party or Governmental Agency

In general, any private party or governmental agency causing a pole to be replaced shall pay all expenses in connection therewith. However, certain conditions require special consideration, and no commitment shall be made by a joint owner upon any request from a private party or governmental agency for replacement of a pole until all joint owners have mutually agreed as to the conditions applicable. Otherwise, for construction started without notification, the Member initiating the work will be responsible for all construction costs incurred by other joint owners.

When all owners have agreed as to the basis of settlement and have received authority from such private party or governmental agency to proceed with the work, one of the owners shall replace the pole and sell interest in the new pole to each Member concerned. Each Member shall receive salvage, if applicable, and pay pulling and transportation. Each Member shall transfer its facilities, and upon completion of the work, each Member, as it may have elected to charge for cost of its work, shall bill the said party for its share of the net cost of replacement.

7.11 Replacement of Pole for Mutual Benefit of All Joint Owners

Member replacing pole for mutual benefit shall sell interest in new pole to other Members concerned. Each Member shall transfer at own expense, receive salvage, if applicable, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more

(b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner

(c) Pole requiring relocation for the benefit of all Members concerned

(d) Pole identified in an authorized maintenance inspection program as unfit for service

(e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner.

(f) Pole requiring replacement in order to meet regulatory compliance. Pole replaced prior to Form 2 and Form 48. Form 2 must be noted that this is a priority pole. Section 7.13 applies only if Form 2 is not issued within 45 days. (Priority pole)

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in accordance with rule of the Routine relating to Section 7.3.

7.12 Unused

7.13 Failure to Issue Notice of Intention of Replacement.

If any member replaces pole(s) or anchors (s) prior to issuing a Notice of Intention to the joint owners on record, that member will perform work (without compensation) or:

- pay all PTD charges
- pay all transfer charges of the joint owner(s)
- pay for any additional authorized costs incurred due to the pole replacement

For exceptions for replacing poles prior to JPA see Sections 7.6A, 7.6B and 7.11(f).

~~This section will not apply to pole replacements agreed to for emergencies, priority poles or storm~~

~~conditions. For these replacements, use section 7.11. For plant damage replacements refer to section 7.6 (Revised July 2014 January 2012).~~

7.14 Replacement of Wood Pole with Other than Wood Pole.

Member replacing wood pole with other than wood pole for mutual benefit, shall sell interest in new pole to other Members concerned. Each member shall transfer at own expense, receive salvage, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more
- (b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner.
- (c) Pole requiring relocation for the benefit of all Members concerned
- (d) Pole identified in authorized maintenance inspection program as unfit for service
- (e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in accordance with rule of the Routine relating to Section 7.3.

Section 1.2 required for Engineered Steel Poles.

Note: The setting member will PTD other than wood poles.

(Revised January 2011).

RIGHTS OF WAY

8.0 Vacation of Right of Way

The following principles apply to the division of costs in connection with rearrangement of the plant of one Member where this Member, by agreement, surrenders its line location to another Member:

The incoming Member shall purchase the plant and associated right of way of the vacating Member at its structural value. The vacating Member shall construct its plant in a suitable location at no expense to the incoming Member, except such additional expense as may be incurred in providing equivalent but not additional facilities. The incoming Member may dispose of the plant to be purchased from the vacating Member as it may elect but if, by agreement, part or all of the plant is to be resold to the vacating Member, the purchase price shall be equivalent to the salvage value of the plant, less cost of removal.

Where the new location of vacating Member is on private property, the right of way shall be secured and its cost included in the final agreement.

In any case where, for a special reason, the foregoing principles as to the division of costs are not considered applicable, the Members concerned may, by agreement, divide the costs in other proportions, but no Member shall be compelled to participate in the capital expense of any other Member except when directly benefited thereby. (See Section 16.0 and 16.2)

Example

Assuming that A desires to obtain the line location of B and joint ownership of poles is not recommended, the cost analysis for vacation of right of way by B should include the following items:

- (a) Structural value of B's existing facilities
..... \$1,000
(Reproduction cost new, less depreciation)
- (b) Net Salvage value to B of above facilities
\$300 \$ 700
(Salvage value, less cost of removal)
- (c) Cost to B of equivalent facilities in new location \$1,200
- (d) Replacement cost of B's existing facilities in present location \$1,100
- (e) Net difference of cost which B will bill A
..... \$ 800

Additional expense to vacating Member may consist of additional cost of right of way, difference in number and length of poles and interest to be owned therein, and difference in lengths of conductors and type of construction necessitated by the character of the new route as compared to the route to be vacated. Current date of setting and poles of same condition as poles to be installed in new location shall be used in computing

comparative costs. If no additional expense is incurred by the vacating Member for providing equivalent facilities, the Joint Pole Authorization shall so state.

As far as practicable, current joint pole schedules shall be used in computing structural and salvage values, Authorized Costs where they are applicable, pulling and transportation. The division of costs shall be set up in Joint Pole Authorization in manner shown by example so that comparative costs may be checked. The billing for net difference of cost is made as an Authorized Cost. Jointly owned poles shall also be listed on the Joint Pole Authorization for the purpose of completing the relinquishment of interest and elimination of poles from the record, and there shall be no separate billing therefor, as structural and salvage values, pulling and transportation are included in the net difference of costs as specified under this section.

Computations involving poles shall be made as follows:

(a) Where the vacating Member is to remove and retain poles solely or jointly owned, it receives structural value for its interest, cost of pulling and transportation, and allows full salvage value of poles.

(b) If poles are not to be removed and retained by vacating Member, it receives structural value for its interest only.

(c) Where two joint owners are concerned in vacation of right of way for a third Member and poles are to be removed, each owner receives structural value for its interest, and only the owner as designated to remove and retain poles receives cost of pulling and transportation and allows full salvage value.

(d) If poles are to be left in place for the third Member, each owner receives structural value for its interest only.

8.1 Joint Rights of Way

The pole-placing Member may obtain easements, without monetary consideration to the grantor or property owner, over private property in the names of all interested parties except when, by agreement, a non-constructing Member may obtain such easements.

The Member agreed upon to obtain easements will issue Form 2 Preliminary Joint Pole Authorization, indicating that easements are to be obtained according to this Section 8.1, and describing briefly the location of the proposed

easements. If the pole-placing Member obtains the easements, easement information may be included on the same authorization as the poles, if desired.

When easements have been obtained and recorded, Photostat copies of signed documents and maps will be transmitted by Form 8 by the securing Member to the other Member involved. Easements secured will be delineated on the map furnished. Simultaneously, securing Member will indicate the number of signed and recorded documents involved on the completed Joint Pole Authorization, and forward to Joint Pole Committee Office for billing.

Cost of obtaining rights of way is specified in Item 11, Authorized Costs, in conjunction with Section 1.2 (one item to be billed for each signed document obtained and recorded). Such costs shall be shared equally by the interested parties.

The use of this section is not mandatory. Member utilities may elect to participate or not, as they see fit in each case. (Revised July 2014)

8.2 Easement Liability

The joint owners of a pole or pole line shall not be held liable or accountable for the owner(s) who have failed to acquire easements to construct their facilities.

JOINT POLE REALLOCATION FORM

[illegible]

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
Fax (909) 599-3825

September 17th, 2014

A regular meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office.

Those in attendance were:

Mr. Scott Hunter	City of Los Angeles
Mr. Steve Brown	City of Los Angeles
Mr. Larry Chow	Southern California Edison
Ms. April DeBarge	Southern California Edison
Mr. Richard LaBarge	Southern California Edison
Ms. Valerie Mitwasi	Southern California Edison
Ms. Manijeh Nava	AT&T California
Ms. Paula Haney	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Ms. Lynn Prescott	Verizon Wireless
Ms. Alicia Smith	Sprint/Nextel/Sprint Communications
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communications
Mr. Paul Smolarski	T-Mobile USA
Mr. Emir Erba	Time Warner Cable
Ms. Jessica Raettig	Time Warner Cable
Ms. Samantha Valle	Time Warner Cable
Mr. Daniel Lippert	City of Burbank
Mr. Dana Fabing	City of Lompoc
Ms. Mary Li	City of Anaheim
Ms. Kourtney Wietecha	Extenet Systems
Ms. Angela Pranata	Committee Staff
Mr. Kyle Levy	Committee Staff

Those attending via teleconference were:

Ms. Tracey Province	Verizon Ca, MCI/Comm/Metro
Ms. Lupe Hernandez	Teleport Communications America, LLC
Ms. Sherri Duchateau	Golden State Water
Mr. Varghese George	City of Glendale
Ms. Maryam Farajzadeh	City of Vernon
Mr. Lawrence Yao	City of Riverside
Mr. Dan Kjar	City of Azusa
Mr. Brandon Robinson	City of Banning
Ms. Annetta Baker	City of Colton

Mr. Mark Denning
Mr. Stephen Pebley
Mr. Joe Serrato
Mr. Earle Carrion

M-Power Communications
Frontier Communications

Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC

CALL TO ORDER:

Mr. Hunter called the meeting to order at 9:00 am. He addressed housekeeping issues, and then proceeded with roll call. When roll call was complete, those members not in attendance were City of Pasadena and ATC Outdoor DAS, LLC.

HOUSEKEEPING:

Mr. Hunter requested that members who are teleconferencing mute their phones so that no interference is picked up. He added that if the teleconferencing members must step away from the meeting to please inform the chair when they leave and return to the meeting, in the event that a vote call transpired in their absence.

APPROVAL OF MINUTES:

Mr. Hunter then inquired if the members had reviewed the minutes of the *August 20, 2014* Board meeting, and if there were any comments, additions, deletions, or revisions. Being that there were no corrections, Mr. Hunter solicited a motion to accept the minutes as written. Ms. Haney motioned to accept the *August 20, 2014* minutes and Ms. Prescott seconded the motion, which after the vote tally was completed, passed unanimously.

MANAGER'S REPORT

Ms. Pranata reported that the August 2014 operating expenses are \$53,105.53 and the members were assessed this amount.

COMMUNICATIONS:

There were no communications.

SPECIAL REPORTS

There were no special reports.

SUB-COMMITTEE REPORTS:

Ad hoc Committee on Authorized Cost Elements

Ms. Nava reported that the Authorized Cost Committee did not meet in the month of September.

Operating Committee

Ms. Prescott reported that the Operating Committee met on August 20, 2014. She stated that the licensing agreement has been signed by the NCJPA and that the Committee was awaiting their check for payment. She also reported that the employee handbook is in the process of being revised.

Routine Revision Committee

Ms. Hernandez reported that the Routine Revision Committee did not meet as scheduled on September 16, 2014 due to time constraints; however, it will meet following the Operating Committee.

Computer Communications ad hoc Committee

Ms. Pranata reported that the Computer Communications Committee met on September 16, 2014. She stated that the members went over several quotes from web developers for the redesign of the JPC website, and that this will be discussed further at the Operating Committee.

Compliance ad hoc Committee

Ms. Haney reported that the Compliance Committee met on September 16, 2014. She stated that she presented two JPA examples for tree trimming and obstruction clearances to be included in the Routine Handbook, and they have been moved to the Routine Revision Committee for further discussion. She reported that there is still an issue with some members sending a Form 7 to stop billing soon after receiving a Form 2 which they wish to dispute. She recommended that the members visit the JPC website and review the JPA alert regarding the appropriate time to send a Form 7 to stop billing. Ms. Haney reported that there is an issue concerning buddy poles regarding how to hold members responsible for pulling and removing these poles. She also reminded the members of the recently posted JPA alert which states that when the work is complete in the field on a foreign JPA, a Form 48 must be sent immediately to the issuing member. Ms. Haney stated that there was discussion concerning whether a JPA is required if a member does work on a pole within only their own space. She reported that the consensus of the Committee was that a JPA is not required; however, if the load is being increased the pole needs to be reloaded. She also noted that a Form 9 must be issued to all other owners on a pole when an owner or a tenant within their space is placing a riser.

Pole Loading ad hoc Committee

Mr. Hunter reported that the Pole Loading Committee met on September 16, 2014. He reported that SCE will be implementing SPIDAMin, their program which will allow members to research and access pole loading documents, between November and December.

Basic JPA Training

Ms. Johnson reported that the Basic JPA Training Committee did not meet in the month of September.

California Joint Pole Committee

Ms. Nava reported that the California Joint Pole Committee did not meet in the month of September.

CONSENT CALENDAR:

Sections 7.6, 7.11 & 7.13

Mr. Hunter presented to the members the revisions made to Sections 7.6, 7.11 and 7.13 at the July and August Routine Revision Committees. Ms. Province commented that after reviewing the minutes from these meetings, she found that some of the agreed upon revisions were not included in the draft being presented, and that Verizon California has an issue with some of the verbiage. She requested that this item be tabled so that Mr. Vail may bring up these issues at the Routine Revision Committee. The members discussed this and agreed to table this item. Ms. Province informed the members that Mr. Vail will send out an email with his concerns, and granted there are no changes to be made, it may be voted upon at the October Administrative Board meeting.

DISCUSSION CALENDAR:

Pole Loading Analysis Requirement

Mr. Hunter reported that several of the municipal members were previously in the process of obtaining and providing training for their pole loading software. Mr. George responded that the City of Glendale has obtained O-Calc and is currently able to provide pole loading. Mr. Hunter stated that as the issue now with this item is discussing both adding pole loading as a requirement to the Routine Handbook and creating an authorized cost for one member to do pole loading for another member, this item will be discussed further at the Routine Revision and Authorized Cost Committees.

Mr. Hunter reported that the majority of the members are using either SPIDACalc or O-Calc for their pole loading, and currently, there is no process in which to convert data automatically from one program to the other. He stated that SPIDA Software and Osmose Utilities Services are working together to develop a middleware which will reconcile the differences between these two programs, allowing the user to the input the same set of data into either program and obtain the same result. Mr. Hunter stated that this program will be discussed at the Pole Loading Methodology Workshop which will be held on September 24th at the Kellogg West Conference Center at 3801 W. Temple Ave. #76 in Pomona, from 9:00 a.m. to 3:00 p.m.

OTHER ITEMS: Unfinished Business

Item 1543: Friend Field Enhancement - COMPUTER COMM (11/08/11)
Item 1551: Sharefile Details – COMPUTER COMMUNICATIONS (4/10/2012)
Item 1571: Tree Trimming at Communication Level – ROUTINE REVISION (04/16/2013)
Item 1574: Review Section 18 – ROUTINE REVISION (05/14/2013)
Item 1580: Sharing Friend with NCJPA – OPERATING (09/18/2013)
Item 1581: Pole Record Redesign – COMPUTER (10/16/2013)
Item 1582: Pole Loading Analysis Requirement –POLE LOAD/AUTH COST/ROUTINE (1/14/2014)
Item 1584: Process for Sharing Intrusive Test Data – POLE LOADING (02/18/2014)
Item 1585: SCE Customer Release Form – ROUTINE REVISION (04/15/2014)
Item 1587: Review Section 7.6, 7.11 & 7.13 – ROUTINE REVISION (05/20/2014)
Item 1588: NJUNS Investigation – COMPUTER (07/16/2014)
Item 1589: Reallocation Form Section 10.7 ROUTINE REVISION (08/20/2014)

- Item 1571 was moved from the Compliance to Routine Revision Committee.
- Item 1582 was added to the Routine Revision Committee.
- Item 1584 was closed.

Item 1583: *Environmental Issues*

This is a standing agenda item.

New Business

Known Items:

Pole Inspection and Replacement Guidelines

Mr. Chow shared with the members the proposed guidelines to govern joint pole inspection and replacement outside respective electric members' service territories. He stated that these address which party is responsible for inspecting or replacing poles when one member's pole is in another's territory, and asked that the electric members discuss this within their individual companies and address any necessary modifications. Mr. Lippert noted that the future replacement base owner is shown as "other" when SCE is shown to have electrical equipment attached, stating that SCE has insisted on replacing these places, and asked if this was a change in SCE's policy. Mr. Chow replied that it is believed that at some point in future, all of the jointly owned poles between SCE and LADWP within LADWP's service territory will be LADWP based. He stated that this will resolve the issue of SCE replacing such poles in the LA area where only Edison Carrier Solutions is attached.

Less than Priority One Notifications

Ms. Haney reported that Crown Castle NG West Inc. is working towards establishing communications with other members on sending the less than priority one notifications. She stated that SCE had led several meetings on the process for

reporting priority notifications, but there are other GO 95 infractions that still need to be dealt with. She explained that although the Form 11 is available for such infractions, there is not a point of contact within each organization to communicate with regarding these infractions. Ms. Haney explained that the Committee does not want to create more regulations where they are not necessary; however, the members need to cooperate with one another on reporting any infractions or safety issues. She noted that this will continue to be worked on in the Compliance Committee.

Unknown Items:

Intrusive Inspection Program

Mr. Chow reported on the recent implementation of GO 95 Rule 44.2 and the requirement to use intrusive inspections in pole load calculations. He queried the membership as to whether any members currently have, or are considering, starting an intrusive inspection program within their individual companies. Mr. Erba responded that Time Warner Cable will be implementing an intrusive inspection program on poles in which they are jointly owned, those they have set themselves, and those which have been relinquished to them by another member.

Mr. Chow reported that SCE will be starting a process by which both their renters and other members can request that intrusive inspections be completed by SCE if it is required for use in their pole loading calculations. He continued reporting that SCE would perform the intrusive inspection and make the results available via SPIDAMin, recorded as remaining section modulus and ground line circumference. He stated that SCE will set up a formalized request process by which a service level pricing agreement can be established to conduct the intrusive inspection for other members. He explained that if other members are starting an intrusive inspection process of their own, SCE believes it would be beneficial if they came to an agreement on a common standard for that process, and have consistent methodology and measurements. He noted that SCE's Specification MS 454 process is documented and on file at the Committee to be used as a possible guideline or starting point for discussion.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Pole Loading	10/14/14	9:00 a.m.	Committee Office
Routine Revision	10/14/14	Following	Pole Loading
Authorized Costs	10/14/14	Following	Routine Revision
Computer Committee	10/14/14	Following	Authorized Costs
Compliance Committee	10/14/14	Following	Computer Committee
Basic JPA Training	10/14/14	Following	Compliance Committee
Administrative Board	10/15/14	9:00 a.m.	Committee Office
Operating Committee	10/15/14	Following	Administrative Board

ADJOURNMENT:

Mr. Hunter adjourned the meeting at 9:45 a.m., until October 15, 2014.

Mr. Scott Hunter, President

Mr. Kyle Levy, Assistant Manager

by facilities of a joint owner and to all solely owned or jointly owned poles replaced for the sole benefit of Members having less than 20 consecutive years of Joint Pole Committee membership.

The cost to benefiting Member shall include:

- (a) Equity of overbuilt Member's structural value of existing pole, less salvage
- (b) Cost of transfer
- (c) Additional material installed to comply with requirements of joint ownership
- (d) Sidewalk or pavement repairs
- (e) Entire removal cost

The sole owner, or each joint owner as appropriate, shall bill the benefiting Member for the portion of pulling and transportation it performs. The Member recovering pole shall allow salvage to other owner(s) for its relinquished interest. Member placing new pole shall bill an interest to other Members.

When a benefiting Member replaces pole and another Member desires additional grade or space, replacement shall be made in accordance with rule of the Routine relating to Section 7.11. Mutual benefit shall not apply where a non-benefiting owner is forced to increase grade or space as a result of the activities undertaken by the benefiting Member.

7.4 Cut and Kick Replacement of Pole

This section provides for the replacement of a pole in the same hole to accommodate the transfer of facilities attached to the old pole. The differential cost of the setting of the new pole when it is mutually beneficial to all members shall be shared equally by all parties. When the placement of a pole in the same hole is not mutually beneficial, the cost shall be borne by the member requesting this type of construction procedure. Hand dig charges are not applicable as an added cost when poles are being replaced in the same hole. (Refer to Authorized Costs Item 19).

Note: Section 7.4 is not a stand-alone section, must be used in conjunction with section identifying reason for replacement.

Reasons for mutual benefit for Cut & Kick not limited to:

- Private Property and Rights of Way
- Driveway
- Substructure Conflicts
- Walls or Obstructions
- Proximity to Equipment

(Revised April 2013)

7.5 Replacement of a Solely Owned Pole With a Jointly Owned Pole

Sole owner's concurrence **must** be obtained prior to undertaking this operation. A solely owned pole replace for mutual benefit is included under this section. Pulling and transportation are at joint expense. Otherwise, for construction started without notification, the Member initiating the work will be responsible for all construction costs incurred by other joint owners.

The rules of Section 7.3 or 7.11 will apply when appropriate.

7.6 A. Replacement of Pole Due to Damage Caused by Any Person, Firm or Corporation Which Is Not a Party to the Joint Pole Agreement

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities and shall bill party responsible for the damage for its share of the net cost of replacement.

Emergency pole installation is where the pole must be replaced immediately: The joint owner(s) must be notified by telephone of emergency installations within 24 hours by setting Member.

Setting Member must issue Form 2 Preliminary within 45 calendar days from date of pole replacement, otherwise Section 7.13 will apply. Telephone notification must be confirmed by either Form 2 or Form 48 showing, if known:

- (a) Time and date of accident
- (b) Time and date joint owner notified
- (c) Name of person notified
- (d) Police report number

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine "**proposed**" purchase in new pole. (Revised January 2007)

7.6 B. Replacement of Pole Due to Natural Causes (Storm, Catastrophe)

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities.

~~Emergency pole installation is where the pole must be replaced immediately: The joint owner(s) must be notified by telephone of emergency installations within 24 hours by setting Member.~~

Setting Member must issue Form 2 Preliminary with date and identification of natural cause (Form 48 may be attached). Setting Member must issue Form 2 Preliminary within 180 calendar days from

date of pole replacement, otherwise Section 7.13 will apply.

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine “**proposed**” purchase in new pole-(Added January 2012).

Section 7.13 does not apply. (Revised July 2014)

7.7 Replacement of Pole Which Is Used Jointly Without Authority

Any Member maintaining an unauthorized attachment on a pole to be replaced shall:

- Purchase interest in existing pole as specified in Section 4.1 and stated in addition to 7.7.
- Receive salvage if applicable.
- Pay all pulling, transportation, and disposal. If the unauthorized member performs the PTD, they will not receive reimbursement.
- Transfer at own expense.
- Purchase interest in the replacing pole.

This member shall also transfer at own expense and purchase interest in replacing pole.

If Member with unauthorized attachment proposes to abandon concurrent with replacement, it shall:

- Purchase interest in existing pole as specified in Section 4.1 and stated in addition to 7.7.
- Receive salvage if applicable.
- Pay all pulling, transportation and disposal. If the unauthorized member performs the PTD, they will not receive reimbursement.

(Revised January 2013)

7.8 Replacement of Pole Within One Year From Date of Purchase of Interest

When original owner requests the replacement of a joint pole 25 years old or older in which other owner has purchased interest within one year from date Joint Pole Authorization is sent requesting replacement, the other owner(s) shall receive refund of purchase price in pole replaced, shall not be responsible for pulling or transportation costs and shall not receive salvage, but shall purchase interest in new pole and transfer at its own expense. The one-year period referred to herein shall begin with January 1 following date sent of Joint Pole Authorization under which interest was purchased. Excepted are poles in which purchase has been made in accordance with rule of the Routine relating to Section 4.1.

7.9 Replacement for Benefit of Incoming Member or One Owner of Joint Pole Which Could Be Trenched or Moved

This Section applies to a solely or jointly owned pole, less than 25 years old, required to be relocated due to street improvement. When one owner desires to move the pole and another owner or incoming Member desires to replace the pole, the replacement may be made provided the incoming Member, or Member desiring replacement, pays excess cost of transferring facilities and equipment of other owner over such owner's share of cost of moving pole. Where differential costs have been identified, Section 1.2 will be used. In all other respects the replacement shall be made in accordance with the rule of the Routine relating to Section 7.11.

7.10 Replacement of Pole for Private Party or Governmental Agency

In general, any private party or governmental agency causing a pole to be replaced shall pay all expenses in connection therewith. However, certain conditions require special consideration, and no commitment shall be made by a joint owner upon any request from a private party or governmental agency for replacement of a pole until all joint owners have mutually agreed as to the conditions applicable. Otherwise, for construction started without notification, the Member initiating the work will be responsible for all construction costs incurred by other joint owners.

When all owners have agreed as to the basis of settlement and have received authority from such private party or governmental agency to proceed with the work, one of the owners shall replace the pole and sell interest in the new pole to each Member concerned. Each Member shall receive salvage, if applicable, and pay pulling and transportation. Each Member shall transfer its facilities, and upon completion of the work, each Member, as it may have elected to charge for cost of its work, shall bill the said party for its share of the net cost of replacement.

7.11 Replacement of Pole for Mutual Benefit of All Joint Owners

Member replacing pole for mutual benefit shall sell interest in new pole to other Members concerned. Each Member shall transfer at own expense, receive salvage, if applicable, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more

(b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner

(c) Pole requiring relocation for the benefit of all Members concerned

(d) Pole identified in an authorized maintenance inspection program as unfit for service

(e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner.

(f) Pole requiring replacement in order to meet regulatory compliance. Pole replaced prior to Form 2 and Form 48. Form 2 must be noted that this is a priority pole. Section 7.13 applies only if Form 2 is not issued within 45 days. (Priority pole)

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in accordance with rule of the Routine relating to Section 7.3.

7.12 Unused

7.13 Failure to Issue Notice of Intention of Replacement.

If any member replaces pole(s) or anchors (s) prior to issuing a Notice of Intention to the joint owners on record, that member will perform work (without compensation) or:

- pay all PTD charges
- pay all transfer charges of the joint owner(s)
- pay for any additional authorized costs incurred due to the pole replacement

For exceptions for replacing poles prior to JPA see Sections 7.6A, 7.6B and 7.11(f).

~~This section will not apply to pole replacements agreed to for emergencies, priority poles or storm~~

~~conditions. For these replacements, use section 7.11. For plant damage replacements refer to section 7.6 (Revised July 2014 January 2012).~~

7.14 Replacement of Wood Pole with Other than Wood Pole.

Member replacing wood pole with other than wood pole for mutual benefit, shall sell interest in new pole to other Members concerned. Each member shall transfer at own expense, receive salvage, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more
- (b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner.
- (c) Pole requiring relocation for the benefit of all Members concerned
- (d) Pole identified in authorized maintenance inspection program as unfit for service
- (e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in accordance with rule of the Routine relating to Section 7.3.

Section 1.2 required for Engineered Steel Poles.

Note: The setting member will PTD other than wood poles.

(Revised January 2011).

PROPOSED RULES TO GOVERN JOINT POLE INSPECTION AND REPLACEMENT OUTSIDE SERVICE TERRITORY

PROBLEM STATEMENT

Pole base ownership is currently determined by; 1) active membership of the Southern California Joint Pole Committee, and 2) the utility who initially set the pole which may not necessarily have the majority ownership of the pole. There is no clear definition of the single utility who is responsible for ongoing pole inspection and maintenance. The proposed business rule establishes a consistent approach to determine utility responsibility for conducting intrusive pole inspections, replacements, and future base ownership.

PROPOSED BUSINESS RULE

Power utilities are the "Base Owners" for poles they occupy within their service territory with the exception of when another power utility jointly owns the pole and has a higher voltage level.

SCENARIO 1: BASED ON HIGHER VOLTAGE

Utility	(kV)	CURRENT BASE OWNER	SERVICE TERRITORY	INTRUSIVE/ REPLACEMENT	FUTURE REPLACEMENT BASE OWNER
SCE	High	SCE OR OTHER	OTHER	SCE	SCE
OTHER	Low				
OTHER	High	SCE OR OTHER	OTHER	OTHER	OTHER
SCE	Low				

SCENARIO 2: SAME VOLTAGE LOCATION WILL DICTATE FUTURE BASE OWNER

Utility	(kV)	CURRENT BASE OWNER	SERVICE TERRITORY	INTRUSIVE/ REPLACEMENT	FUTURE REPLACEMENT BASE OWNER
SCE	Same	SCE OR OTHER	OTHER	OTHER	OTHER
OTHER	Same				
SCE	Same	SCE OR OTHER	SCE	SCE	SCE
OTHER	Same				

SCENARIO 3: ALL COMM DEPENDS ON COMM AT TOP LEVEL ONLY

Utility	(kV)	CURRENT BASE OWNER	SERVICE TERRITORY	INTRUSIVE/ REPLACEMENT	FUTURE REPLACEMENT BASE OWNER
SCE	ALL COMM	SCE OR OTHER	SCE	SCE	SCE
OTHER					
SCE	ALL COMM	SCE	OTHER	SCE	SCE
OTHER					
OTHER	ALL COMM	OTHER	SCE	OTHER	OTHER
SCE					
OTHER	ALL COMM	SCE OR OTHER	OTHER	OTHER	OTHER
SCE					

Southern California Joint Pole Committee

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Phone (909) 599-3801
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October 15th, 2014

A regular meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office.

Those in attendance were:

Mr. Scott Hunter	City of Los Angeles
Mr. Larry Chow	Southern California Edison
Ms. April DeBarge	Southern California Edison
Mr. Richard LaBarge	Southern California Edison
Ms. Paula Haney	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Ms. Lynn Prescott	Verizon Wireless
Ms. Lupe Hernandez	Teleport Communications America, LLC
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communications
Mr. Paul Smolarski	T-Mobile USA
Mr. Emir Erba	Time Warner Cable
Ms. Samantha Valle	Time Warner Cable
Mr. Doug Schmaderer	City of Pasadena
Mr. Tony Mai	City of Anaheim
Mr. Dana Fabing	City of Lompoc
Ms. Angela Pranata	Committee Staff
Mr. Kyle Levy	Committee Staff

Those attending via teleconference were:

Ms. Tracey Province	Verizon Ca, MCI/Comm/Metro
Ms. Janet Chirrick	AT&T California
Ms. Alicia Smith	Sprint/Nextel/Sprint Communications
Ms. Sherri Duchateau	Golden State Water
Mr. Randall Starkey	Time Warner Cable
Ms. Maryam Farajzadeh	City of Vernon
Mr. Lawrence Yao	City of Riverside
Mr. David Patterson	City of Azusa
Mr. Brandon Robinson	City of Banning
Ms. Annetta Baker	City of Colton
Mr. Mark Denning	M-Power Communications
Ms. Kourtney Wietecha	Extenet Systems
Mr. Stephen Pebley	Frontier Communications
Ms. Lauree O'Neill	Frontier Communications

Mr. Gregory Mercier
Mr. Thomas Holloway
Mr. Joe Serrato
Mr. Earle Carrion
Ms. Ana Le

ATC Outdoor DAS, LLC
ATC Outdoor DAS, LLC
Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC

CALL TO ORDER:

Mr. Hunter called the meeting to order at 9:00 am. He addressed housekeeping issues, and then proceeded with roll call. When roll call was complete, those members not in attendance were City of Glendale and City of Burbank.

HOUSEKEEPING:

Mr. Hunter requested that members who are teleconferencing mute their phones so that no interference is picked up. He added that if the teleconferencing members must step away from the meeting to please inform the chair when they leave and return to the meeting, in the event that a vote call transpired in their absence.

APPROVAL OF MINUTES:

Mr. Hunter then inquired if the members had reviewed the minutes of the *September 17, 2014* Board meeting, and if there were any comments, additions, deletions, or revisions. Being that there were no corrections, Mr. Hunter solicited a motion to accept the minutes as written. Ms. Haney motioned to accept the *September 17, 2014* minutes and Ms. Johnson seconded the motion, which after the vote tally was completed, passed unanimously.

MANAGER'S REPORT

Ms. Pranata reported that the September 2014 operating expenses are \$53,202.97 and the members were assessed \$34,661.34 due to credits received from the NCJPA software license agreement as well as attendance penalties.

COMMUNICATIONS:

Ms. Pranata reported that ATC Outdoor DAS, LLC sent a letter requesting the withdrawal of their membership from the Southern California Joint Pole Committee. She informed the members that this issue will be discussed at today's Operating Committee and their request will be responded to thereafter.

SPECIAL REPORTS

There were no special reports.

SUB-COMMITTEE REPORTS:

Ad hoc Committee on Authorized Cost Elements

Ms. Chirrick reported that the Authorized Cost Committee met on October 14, 2014. She stated that the members reviewed the 2015 Authorized Costs matrix and noted that there were several items with unusually high prices as well as items not filled in by some of the members. Ms. Chirrick reported that these members will research said items further. She reported that there are still a few members who need to submit their 2015 Authorized Costs, and reminded the members that the 2015 pole prices are due, to be submitted as soon as possible.

Operating Committee

Ms. Prescott reported that the Operating Committee met on September 17, 2014. She stated that the proposed new Employee Handbook has been revised and updated, and will be reviewed at today's Operating Committee. She reported that the SNDA letter is no longer being requested by the bank and the item was closed as no further action was needed. Ms. Prescott reported that the various quotes for the website redesign were reviewed and the Committee has agreed upon the proposal from Mr. Hardev Singh. She also reported that a letter was received from Bear Valley Electric and Verizon California canceling their prior agreement regarding the space of 20-2 being considered common area on their poles in Bear Valley in which they shared interest.

Routine Revision Committee

Ms. Hernandez reported that the Routine Revision Committee met on October 14, 2014. She reported that there was a lengthy discussion regarding the proposed changes to Sections 7.6, 7.11, and 7.13, specifically to Section 7.11(f) regarding priority poles. She stated that Verizon California has volunteered to provide a proposal for Section 7.11(f) which will be discussed at the next Routine Revision Committee. Ms. Hernandez reported that an example was presented of a pole with a guy attachment within the safety clearance zone where there is still sufficient safety clearance between the lowest power and highest communication attachments. She reported that a JPA alert has been posted to the JPC website stating that the guy must be notated on the JPA, with a note added stating the amount of safety clearance to be used for billing purposes. Ms. Hernandez also reported that the reallocation form was discussed and is on today's discussion calendar.

Computer Communications ad hoc Committee

Mr. Chow reported that the Computer Communications Committee met on October 14, 2014. He stated that work on the redesign of the JPC website will begin on October 22 and should finish by December 22. He reported that the Committee is awaiting the test results of the Friend field enhancement which will facilitate the automatic uploading of intrusive inspections, rather than having the JPC staff

manually update each pole record. Mr. Chow also reported that the pole card redesign is on hold until the Friend field enhancement is complete.

Compliance ad hoc Committee

Ms. Haney reported that the Compliance Committee met on October 14, 2014. She stated that SCE informed the Committee that they are going through a trial period working with sectional composite poles and would like to invite members to their pole yard in Chino to exhibit these poles. She stated that Mr. Wayne Brown will be sending out an email invitation to the members.

Pole Loading ad hoc Committee

Mr. Chow reported that the Pole Loading Committee met on October 14, 2014. He reported that Item 1582: Pole Loading Analysis Requirement was removed from the Pole Loading Committee agenda, and will be discussed further at the Authorized Costs and Routine Revision Committees. He stated that SCE provided information on their plan to allow members to view pole loading within their system. Mr. Chow reported that he will be sending out two documents to the members, one being a spreadsheet requesting that they identify individuals within their respective companies whom they wish to allow access to this system, and the other, a computer security non-disclosure statement.

Basic JPA Training

Ms. Johnson reported that the Basic JPA Training Committee did not meet in the month of October.

California Joint Pole Committee

Ms. Chirrick reported that the California Joint Pole Committee did not meet in the month of October.

CONSENT CALENDAR:

Pole Inspection and Replacement Guidelines

Mr. Chow reported that during the last discussion and review of these guidelines, Mr. Lippert pointed out that the matrix for Scenario 3 indicated that it would be the responsibility of a member to replace or inspect, for example, an Edison Carrier Solutions solely owned pole within their service territory. Mr. Chow noted that this document has since been revised with a clarifying statement added under the heading for Scenario 3 which reads, "Solely owned communication poles are the responsibility of the pole owner in all instances". He reported that Ms. Pranata will send out the revised version to the members, which will be voted on in November.

Section 3.4

The members reviewed the revisions made to Section 3.4 and there were no comments or further changes. Mr. Hunter solicited a motion to accept the revised Section 3.4. Ms. Haney motioned to accept the revised Section 3.4. Ms. Hernandez seconded the motion, which after the vote tally was completed, passed unanimously.

Section 18.7 & Form 7

The members reviewed the revisions made to Section 18.7 and the Form 7 and there were no comments or further changes. Mr. Hunter solicited a motion to accept the revised Section 18.7 and Form 7. Ms. Haney motioned to accept the revised Section 18.7 and Form 7. Ms. Hernandez seconded the motion, which after the vote tally was completed, passed unanimously.

DISCUSSION CALENDAR:

Reallocation of Space – Section 16.7 & Form 16

Ms. Hernandez reported that the reallocation of space form was initially created for tenant applications when they are attaching within the safety clearance. She reported that per further discussion at the October Routine Revision Committee, it was agreed that an official JPC form, Form 16, would be used for power members to reallocate their space on jointly owned poles rather than submitting a JPA. She explained that according to JPC guidelines, the safety clearance is the 6' above the highest communication attachment; thus, the power member owns the space above this and is able to rearrange their space when attaching communication lines or tenants by moving the safety clearance. She noted that the member's actual space of ownership and amount of safety clearance must remain the same.

Ms. Hernandez stated that the rearranging power member would submit this form to the JPC office electronically to update the pole record. The pole record would also indicate that it was updated due to a reallocation form, with the month and year of the reallocation documented. Ms. Chirrick asked if the power member needs to send the form to all other joint owners on the pole. Ms. Hernandez replied that they are not required to as the work is being done only within their own space. Ms. Hernandez requested that the members review the reallocation of space form which will be voted on at the November Administrative Board. She stated that the verbiage for Section 16.7 regarding the Form 16 will be worked on at the following Routine Revision Committee.

OTHER ITEMS: Unfinished Business

Item 1543: Friend Field Enhancement - COMPUTER COMMUNICATIONS (11/08/11)
Item 1551: Sharefile Details – COMPUTER COMMUNICATIONS (4/10/2012)
Item 1571: Tree Trimming at Communication Level – ROUTINE REVISION (04/16/2013)
Item 1574: Review Section 18 – ROUTINE REVISION (05/14/2013)
Item 1580: Sharing Friend with NCJPA – OPERATING (09/18/2013)

Item 1581: Pole Record Redesign – COMPUTER (10/16/2013)
Item 1582: Pole Loading Analysis Requirement – AUTHORIZED / ROUTINE (1/14/2014)
Item 1585: SCE Customer Release Form – ROUTINE REVISION (04/15/2014)
Item 1587: Review Section 7.6, 7.11 & 7.13 – ROUTINE REVISION (05/20/2014)
Item 1588: NJUNS Investigation – COMPUTER (07/16/2014)
Item 1589: Reallocation Form Section 16.7 – ROUTINE REVISION (08/20/2014)
Item 1590: Rule 18 – ROUTINE REVISION (09/17/2014)

- Item 1580: Sharing Friend with NCJPA was closed.
- Item 1589 title was changed from “Reallocation Form Section 10.7” to “Reallocation Form Section 16.7”

Item 1583: *Environmental Issues*

This is a standing agenda item.

New Business

Known Items:

There were no known items.

Unknown Items:

Nominating Committee

Ms. Pranata reported that the Nominating Committee is required to meet in November in order to appoint the 2015 Officers. It was agreed by the members that the Nominating Committee will be held following the Operating Committee in November.

Transfer of Ownership Poles - Verizon California to Frontier Communications

Mr. Pebley reported that there are approximately 3,200 poles in which ownership has been transferred from Verizon California to Frontier Communications, and inquired as to how to move forward with getting the pole records updated to reflect this change. Ms. Pranata replied that she sent him an example JPA to be used for this which was provided by Crown Castle. Ms. Haney noted that this JPA provides the updated format in which to transfer ownership as of 2012. Ms. O'Neill asked how many poles were allowed on a JPA and Ms. Pranata responded that the maximum is 100 poles, with the preliminary Form 2 being limited to 10 pages.

Mr. Chow was of the opinion that as Verizon had already purchased interest in the poles and paid for their exclusive space as well as the common area, that there should be no further money involved between any members in the transfer of ownership. Ms. Pranata replied that this issue was discussed in the February 2012 Authorized Costs Committee and that a process was agreed upon to set precedence for future members with a similar situation. She continued by stating that these

transfer of ownership situations are to be done on a JPA via Section 4.2, and that a special agreement under Section 1.2 would be utilized for the incoming member to pay only those members on the poles not involved in the contractual agreement. Mr. Chow agreed that there is no money involved between the two members who have contractually agreed to transfer ownership, but questioned why there would be money exchanged between additional owners on the pole and the incoming owner. Ms. Hernandez replied that as a new owner attaching to a joint pole, they are to be charged by all existing owners for their portion of the common area. She added that this transfer of ownership is similar to a concurrent relinquishment by one owner and purchase by another under Section 4.2, and should be billed accordingly unless a special agreement is made via Section 1.2. Mr. Chow responded that Verizon had previously paid for this share of the common area, and as Frontier is merely the new company managing these assets now, there should be no further money exchanged for the common area. He referred to a previous transfer of ownership when GTE California acquired ConTel Corporation, noting that there were no JPAs involved in order to update the pole records, nor was any money exchanged in terms of reimbursing the other owners for the common area. Ms. Hernandez replied that unlike the case with Verizon and Frontier, ConTel was acquired by GTE and thus entirely superseded by GTE. Mr. Chow responded that he saw no distinction between buying a piece of geography or the boundaries of the entire JPC, and from a system perspective, the pole records are still corrected in the same manner.

Mr. Hunter noted that the Agreement makes no reference to any exchange of money for a transfer of ownership; however, Frontier may still be liable for administrative costs pertaining to updating the pole records. Mr. Chow agreed that certain members may need to be owed for administrative fees, but that no further money should be exchanged beyond this.

Mr. Chow was of the opinion that these poles should be submitted on a spreadsheet and the pole records could be updated automatically. He stated that the change of ownership JPAs from NextG Networks to Sprint Communications took a long time and required a large amount of additional research by SCE. Ms. Hernandez stated that she was of the opposite opinion, that having these poles on a JPA is easier to research and resolve any issues with pending JPAs. She stated that NextG and Sprint had attempted this process previously and it did not work well, and added that by not creating JPAs for this work, the normal JPC process is being circumvented.

Ms. Haney asked if the Verizon based poles are being renumbered to Frontier pole numbers. Ms. Province replied that none of these poles are being renumbered and they still retain the original pole tags. Ms. Haney replied that these poles need to be renumbered and physically retagged to Frontier pole numbers as they will become the new base owner, to avoid confusion from incoming members referencing Verizon as the base owner. After researching the spreadsheet, there were found to be less than 100 poles with Verizon-based pole numbers which will need to be renumbered.

The members discussed how these poles would be updated in the JPC database and Ms. Pranata stated that she could contact Mr. Atalla in order to have him automatically update the records, although a fee would be charged for this work. Mr. Hunter asked if Frontier was opposed to creating both a spreadsheet for the poles where only SCE and Verizon are attached and a separate JPA for the poles where

other owners are attached. Ms. O'Neill replied that Frontier was not opposed to this process, and would pay the fee to update the pole records if they receive an estimate beforehand. Ms. Pranata reported that she will supply Frontier with a quote for this work before the next Administrative Board Meeting. She noted that a JPA will still need to be issued for these poles being updated via a spreadsheet in order to record the bill of sale history. Mr. Hunter reported that discussion of this issue will continue at the Operating Committee following the adjournment of the Administrative Board.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

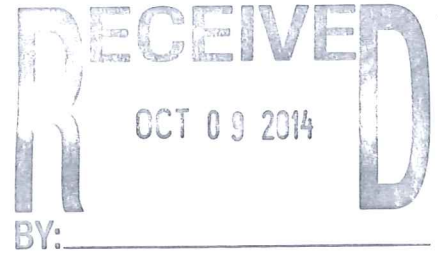
Pole Loading	11/18/14	9:00 a.m.	Committee Office
Routine Revision	11/18/14	Following	Pole Loading
Authorized Costs	11/18/14	Following	Routine Revision
Computer Committee	11/18/14	Following	Authorized Costs
Compliance Committee	11/18/14	Following	Computer Committee
Basic JPA Training	11/18/14	Following	Compliance Committee
Administrative Board	11/19/14	9:00 a.m.	Committee Office
Operating Committee	11/19/14	Following	Administrative Board
Nominating Committee	11/19/14	Following	Operating Committee

ADJOURNMENT:

Mr. Hunter adjourned the meeting at 10:40 a.m., until November 19, 2014.

Mr. Scott Hunter, President

Mr. Kyle Levy, Assistant Manager



October 7, 2014

Angela Pranata, Manager of Operations
Southern California Joint Pole Committee
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773

RE: ATC Outdoor DAS, LLC Membership

Dear Ms. Pranata,

ATC Outdoor DAS, LLC California CPCN status is currently considered expired, and there is no present intention to reinstate.

ATC Outdoor DAS, LLC respectfully requests to terminate our membership with the Southern California Joint Pole Committee given our expired CPCN status.

Please do not hesitate to contact me with any questions or concerns.

Sincerely,

Gerard Ainsztein
Senior Vice President-Managed Networks
Gerard.Ainsztein@americantower.com
(919) 466-5563

PROPOSED RULES TO GOVERN JOINT POLE INSPECTION AND REPLACEMENT OUTSIDE SERVICE TERRITORY

PROBLEM STATEMENT

Pole base ownership is currently determined by; 1) active membership of the Southern California Joint Pole Committee, and 2) the utility who initially set the pole which may not necessarily have the majority ownership of the pole. There is no clear definition of the single utility who is responsible for ongoing pole inspection and maintenance. The proposed business rule establishes a consistent approach to determine utility responsibility for conducting intrusive pole inspections, replacements, and future base ownership.

PROPOSED BUSINESS RULE

Power utilities are the "Base Owners" for poles they occupy within their service territory with the exception of when another power utility jointly owns the pole and has a higher voltage level.

SCENARIO 1: BASED ON HIGHER VOLTAGE

Utility	(kV)	CURRENT BASE OWNER	SERVICE TERRITORY	INTRUSIVE/ REPLACEMENT	FUTURE REPLACEMENT BASE OWNER
SCE	High	SCE OR OTHER	OTHER	SCE	SCE
OTHER	Low				
OTHER	High	SCE OR OTHER	OTHER	OTHER	OTHER
SCE	Low				

SCENARIO 2: SAME VOLTAGE LOCATION WILL DICTATE FUTURE BASE OWNER

Utility	(kV)	CURRENT BASE OWNER	SERVICE TERRITORY	INTRUSIVE/ REPLACEMENT	FUTURE REPLACEMENT BASE OWNER
SCE	Same	SCE OR OTHER	OTHER	OTHER	OTHER
OTHER	Same				
SCE	Same	SCE OR OTHER	SCE	SCE	SCE
OTHER	Same				

SCENARIO 3: ALL COMM DEPENDS ON COMM AT TOP LEVEL ONLY

Utility	(kV)	CURRENT BASE OWNER	SERVICE TERRITORY	INTRUSIVE/ REPLACEMENT	FUTURE REPLACEMENT BASE OWNER
SCE	ALL COMM	SCE OR OTHER	SCE	SCE	SCE
OTHER					
SCE	ALL COMM	SCE	OTHER	SCE	SCE
OTHER					
OTHER	ALL COMM	OTHER	SCE	OTHER	OTHER
SCE					
OTHER	ALL COMM	SCE OR OTHER	OTHER	OTHER	OTHER
SCE					

JOINT PLANNING PRACTICE

3.0 Notice of Intention to Construct

Member contemplating construction or reconstruction shall notify all Members operating in the same territory of its plans as far in advance as possible to permit those Members to participate in joint construction if so desired. This Notice of Intention to Construct shall be issued on Form 2 Preliminary Joint Pole Authorization and shall include poles, anchors, and other equipment necessary for constructing Member's own use and shall also specify the space which it requires for its own facilities. Where an extension of a line is involved, in which the other Member is not interested in joint ownership, a map of the proposed extension may be substituted for the pole location description and the Notice of Intention then need give only such details as may not appear on the map of the extension. The Members receiving this Notice of Intention shall return one signed copy to the constructing Member within 45 days, advising thereon if interested in the proposed construction. Where future joint ownership is desired, the advice shall state if poles are satisfactory, or if plan will require revision to provide for joint ownership. If one or more Members advise that space is required for joint ownership, the constructing Member shall cooperate in joint planning to provide poles and anchors which will be suitable for all Members concerned and, where necessary, shall issue a revised Form 2 Preliminary Joint Pole Authorization for approval of such Members. All Members concerned shall retain copy of Notice of Intention for record purposes.

The issuing Member will enter the date mailed on the first page of the authorization. If the Notice of Intention is not returned within 45 days, the issuing Member may proceed as if constructing for its own sole ownership. If there is disagreement, Notice of Intention should be returned to issuing Member with Form 49, stating reason.

If the urgency for construction requires less than 45 days notice, the constructing Member will attempt to contact other Members by telephone or in the field to make an immediate agreement, which will be confirmed on a form 2, in which case the 45 day requirement will be waived.

For riser installation, see Section 3.4 and examples in **Section 18**. For Temporary Pole installation, see Section 3.5.

For existing solely owned pole replacements, no notification shall be required.

NOTE: Section 3.0 is a non-billable section.

3.1 Purchase of Interest Under Notice of Intention to Construct

If constructing Member, to accommodate other members' requirements, is involved in expense exceeding that required for its facilities when alone, purchase of interest by member desiring to participate in joint ownership shall be made when poles and anchors have been installed according to approved plan.

The cost of a push brace associated with a jointly owned pole shall be shared equally by all joint owners. (Revised January 2007).

3.2 Rejection of Notice of Intention to Construct

Those Members which do not avail themselves of the opportunity presented by the Notice of Intention, and do not return the Notice of Intention within a time limit of 45 calendar days from the receipt thereof, and who subsequently desire to participate after construction or reconstruction has been completed, may be required to pay for any change necessary for joint ownership in accordance with section 7.3. (Revised January 2007).

3.3 Failure to Issue Notice of Intention to Construct

If any Member places pole(s) or anchor(s) without issuing a Notice of Intention (Sec. 3.0) that Member may be subject to penalty. During a period of three years beginning the year of installation another Member requiring facilities in the same location shall request replacement of facilities to provide for Incumbent LEC (Local Exchange Carrier) and Electric Utility Member. All associated costs for such replacement in accordance with Sec 7.11 shall be at the sole expense of the Member in offense. There shall be no expense after the "three year" period. (Revised January 2007).

3.4 Notice of Intention to Construct Risers/Runs

Members proposing installation of facilities shall prepare and submit to all owners on record, a Form 9 or Preliminary JPA for risers, notifying the Members of their intention to construct (**See examples in Section 18**).

If Member proposing installation of facilities is an existing owner on record, a Form 9 shall be prepared and submitted.

~~If Member proposing installation of facilities is not an existing owner on record, a Preliminary JPA shall be prepared and submitted.~~

~~If a Member's tenant is placing facilities, it is the Member's responsibility to notify the other owners.~~

NOTE: Section 3.4 is a non-billable section.

3.5 Notice of Intention to Construct a Temporary Pole

A temporary pole is a pole that is placed for temporary use, and will be removed by the end of one year.

(a) The charge for temporary pole is based on the cost of equity required less salvage value plus a share of the removal costs.

(b) If a temporary pole is found to be needed for more than one year, it will be converted to a normal joint pole by issuing a joint pole authorization citing this section.

(c) Temporary poles are removed by issuing a form 48 with a copy sent to all attached parties and one copy to the Joint Pole Committee

3.6 Unused

3.7 Unused

3.8 Unused

3.9 Unused

3.10 Placement of Pole for Private party or Governmental Agency under Notice of Intention.

In general, any private party or governmental agency causing a pole to be installed shall pay all expense in connection therewith. However, certain conditions require special consideration, and no commitment shall be made by any member until all incumbent utilities have mutually agreed as to the conditions applicable.

If construction is started without notification, the Member initiating the work will be responsible for

all construction costs incurred by other incumbent Members. When all Members have agreed as to the basis of settlement and have received authority from such private party or governmental agency to proceed with the work, one of the Members shall install the pole and sell interest in the new pole to each Member concerned. Each Member shall attach it facilities, and upon completion of the work, each Member, as it may have elected to charge for cost of its work, shall bill the said party for its share of the cost of installation. (Revised January 2007).

3.11 Unused

3.12 Unused

3.13 Unused

3.14 Notice of Intention to Construct Other than Wood Pole.

If constructing Member, to accommodate other members' requirements, is involved in expense exceeding that required for its facilities when alone, purchase of interest by Member desiring to participate in joint ownership shall be made when poles and anchors have been installed according to approved plan.

Section 1.2 required for Engineered Steel Poles

(Revised January 2008).

3.15 Notice of Intention to Place Wireless Antenna

(For space allocation, this section must be shown on the Final JPA)

Members proposing the installation of antennas shall prepare and submit to all owners on record, a Preliminary JPA (Form 2-1) notifying the members of their intention to construct. (See example 11 in Section 18).

Note: General Order 95, Rule 94 requires an additional 2' Antenna Safety Clearance Zone. Refer to Section 16.1, Chart 16.1B. Owner of the antenna may purchase 1' or 2' of the Antenna Safety Clearance Zone. See section 4.3. (Revised January 2010).

18.6 Form 44 - Bill of Sale

Bill of Sale specified that sales shall be made subject to mortgages, deeds of trust, or other prior liens upon the property specified therein. The Form is prepared by the Committee office in accordance with Form 2 Final and specifies:

- the Members involved in billing
- the Authorization number
- the total amount to be billed on each Joint Pole Authorization
- The net amount due one company from the other.

The Bill of Sale form transfers equities between companies. One copy of every Bill of Sale must be executed by each company involved and transmitted to the other, regardless of which company pays the net bill.

SCJPC balances each account of the Final Bills processed during the month.
Account Codes are listed on page 20-6 (Section 20.5)

JPC sends the Forms 44 to each member involved.

- The member due money, must issue an invoice for remittance.
 - Attached signed Form 44 with the invoice
- The member owing money waits for the invoice from the other member.
 - Attach signed Form 44 with remittance

Associated with the Form 44 are the final JPAs processed during that month.
Each member should review the Final JPAs and Forms 44 for accuracy.

If correction(s) is/are required:

- Contact the initiating member and request a correction of records.
- If you are the initiating member, issue a correction of records.
- If the correction is required due to JPC, request JPC to issue a correction of records.

Form 44 must be invoiced as received, even if a correction is required. When the correction of

records is processed, the monies will be rectified.
As a member of the SCJPC, you are responsible for invoicing/payment of all Forms 44. See Example 19 (Revised January 2012).

18.7 Form 48 - Memorandum Notice of Work Completed Joint Pole Work

This form is used to notify other owners that work has been completed and shall be issued within 30 days of after construction is complete in order to expedite any remaining joint pole work by other Members, supplementing verbal or other instructions. It may also be used to make changes in a Preliminary Joint Pole Authorization relating to the pulling routine, the topping of poles, and hand dig. For all other changes a Form 7 should be utilized and sent with a Form 48. If Form 48 is not issued within 30 days, 18.1F may apply. (Revised September 2014)

18.8 Form 49 - Tracer and Multiparty Routing Form (Revised January 2010)

This form is used for inquiry regarding delay in return of signed Form 2 Preliminary Joint Pole Authorization, for delay in forwarding Form 2 Final to Committee for completion, or for Routing of Multiparty Form 2 Preliminary.

18.9 Form 9 - Riser

This form is used to notify other owners of proposed riser placement when no Form 2 Preliminary is required. Refer to Example 10 page 18-15. Form 9 is automatically approved after 15 days has elapsed from date sent.
(Revised January 2011).

18.10 Form 11 – Notification of G.O. 95 Non-Conformance

This form is an optional form that may be used to notify other utilities of G.O. 95 non-conformance. This form is to be used independently from other SCJPC forms. Form shall be sent to pole inspection contact as listed on SCJPC. See Example 21, page 18-28.

Utility

Representative/Signature

Phone No.

To:

To:

To:

From:

Dist./Exc.:

Carbon Copies To:

- ☐ ADD
- ☐ CORRECT TO READ
- ☐ DELETE
- ☐ CANCEL JPA

J/P MEMORANDUM

FORM 7

Used for ~~only MINOR~~ additions, deletions
or changes to Authorizations (See Section 18.1C)

Date:

JPA No.:

Job No.:

- ☐ SEE JPA PRELIMINARY ATTACHED
- ☐ CHANGE LOCATION TO READ
- ☐ REMOVE TEMPORARY ATTACHMENT FROM RECORD

Remarks:

POLE NO.	Pole Length	Year	Pole Treat	Record				Proposed					Item No.	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole Agreement and Routine – state reason(s).
	Anchor Size	Set	Anchor Direct.											
														1
														2
														3
														4
														5
														6
														7
														8

POLE LEGEND:

P = PULL

PB = PULL BUTT

T = TRANSPORT

S = SALVAGE

D = DISPOSE

TN = TENANT

L = LOWER TOP

C(xx) = FOOTAGE CUT

SCZ = SAFETY CLEARANCE ZONE

ANCHOR LEGEND:

AR = ANCHOR/ARM REMOVED

AT = ANCHOR/ARM TRANSFERRED

Show Quantity of
Items to be billed
In the Column of
Party to be paid



GEOGRAPHICAL LOCATION

COMMUNITY

Reallocation of Space Form

Form 16

The Reallocation of Space form is for the Power owners to reallocate their current space of ownership without issuing a JPA. Their space of ownership needs to remain the same and safety clearance must be adequate.

Per JPC guidelines, the 6' safety clearance is from the highest communication attachment up 6'. Power may be attached at the top of the pole thus would own from the top of the pole to the beginning of the 6' safety clearance.

For example on a 55' pole: (useable footage = 24')

- Top grade is 48' Power is attached at 47'
- The highest communication is at 22'
- Safety clearance is 6' up from 22' to 28'
- Communication owns 22-~~4~~.
- Power owns 48-~~20~~

Power wants to attach their P-Comm at 23'

- Now the safety clearance zone is 6' up from 23' up to 29'
- Since power 's attachment is at the top of the pole, there is adequate safety clearance.

Power would reallocate their space as:

- 48-~~19~~ and 23-~~1~~, Power still owns ~~20~~'
- Communication's space and grade would remain the same 22-4

The Form 16 excel file is sent to JPC electronically to update the joint pole record.

The pole record would indicate the record change is due to a reallocation form, month and year.

October 14, 2014

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
Fax (909) 599-3825

November 19th, 2014

A regular meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office.

Those in attendance were:

Mr. Scott Hunter	City of Los Angeles
Mr. Steve Brown	City of Los Angeles
Mr. Larry Chow	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Ms. April DeBarge	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Larry Vail	Verizon Ca, MCI/Comm/Metro
Mr. Albert Aleman	Verizon Ca, MCI/Comm/Metro
Ms. Lynn Prescott	Verizon Wireless
Ms. Lupe Hernandez	Teleport Communications America, LLC
Ms. Alicia Smith	Sprint/Nextel/Sprint Communications
Mr. Jay Baumler	Sprint/Nextel/Sprint Communications
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communications
Mr. Paul Smolarski	T-Mobile USA
Ms. Jessica Raettig	Time Warner Cable
Mr. Daniel Lippert	City of Burbank
Mr. Tony Mai	City of Anaheim
Mr. Dana Fabing	City of Lompoc
Ms. Angela Pranata	Committee Staff
Mr. Kyle Levy	Committee Staff

Those attending via teleconference were:

Ms. Janet Chirrick	AT&T California
Ms. Sherri Duchateau	Golden State Water
Mr. Varghese George	City of Glendale
Ms. Maryam Farajzadeh	City of Vernon
Mr. Lawrence Yao	City of Riverside
Mr. Dan Kjar	City of Azusa
Mr. Phillip Hinojos	City of Colton
Ms. Kourtney Wietecha	Extenet Systems
Mr. Stephen Pebley	Frontier Communications
Ms. Paula Haney	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC

Mr. Joe Serrato
Mr. Earle Carrion

Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC

CALL TO ORDER:

Mr. Hunter called the meeting to order at 9:00 am. He addressed housekeeping issues, and then proceeded with roll call. When roll call was complete, those members not in attendance were City of Pasadena, City of Banning, and M-Power Communications.

HOUSEKEEPING:

Mr. Hunter requested that members who are teleconferencing mute their phones so that no interference is picked up. He added that if the teleconferencing members must step away from the meeting to please inform the chair when they leave and return to the meeting, in the event that a vote call transpired in their absence.

APPROVAL OF MINUTES:

Mr. Hunter then inquired if the members had reviewed the minutes of the *October 15, 2014* Board meeting, and if there were any comments, additions, deletions, or revisions. Being that there were no corrections, Mr. Hunter solicited a motion to accept the minutes as written. Ms. Haney motioned to accept the *October 15, 2014* minutes and Ms. Chirrick seconded the motion, which after the vote tally was completed, passed unanimously.

MANAGER'S REPORT

Ms. Pranata reported that the October 2014 operating expenses are \$69,763.20 and that the amount was higher than average because there were 3 paydays in the month of October. The members were assessed \$55,304.82 due to credits received from attendance penalties and the NCJPA software license agreement.

COMMUNICATIONS:

Ms. Pranata reported that she received a request for membership application from Mobilitie Invesments III, LLC. She stated that they have already submitted the necessary application packet including their audited financial statement, proof of CPCN, proof of liability insurance, and the application fee. Ms. Pranata reported that this information is not included in the meeting packet as it will be emailed to the membership.

SPECIAL REPORTS

There were no special reports.

SUB-COMMITTEE REPORTS:

Ad hoc Committee on Authorized Cost Elements

Ms. Chirrick reported that the Authorized Cost Committee met on November 18, 2014. She stated that the members reviewed the 2015 Authorized Costs matrix as well as the 2015 pole prices. She reported that there were several issues brought up concerning the Authorized Costs. She noted that AT&T California's issue with displaying the incorrect amount of hours for item 94 has been resolved and corrected by Ms. Pranata. Ms. Chirrick also reported that Ms. Pranata emailed the members yesterday afternoon with the revised spreadsheets for the 2015 pole prices and Authorized Costs.

Operating Committee

Ms. Prescott reported that the Operating Committee met on October 15, 2014. She reported that there was extensive discussion on the transferring of assets from Verizon California to Frontier Communications. She stated that a quote will be received from Joe Atalla in order for this transfer of ownership to be reflected on the pole records in the Committee database. Ms. Prescott informed the members that the 2015 Operating budget is on the consent calendar for today. She also reported that concerning the request to withdrawal from the membership of ATC Outdoor DAS, the Committee is still discussing whether they will continue to be assessed as they have 12 months in which to withdraw. Mr. Hunter added that ATC Outdoor DAS was not called during roll for today's meeting as they are not allowed to vote or attend Committee meetings.

Routine Revision Committee

Ms. Hernandez reported that the Routine Revision Committee met on November 18, 2014. She reported that there was a lengthy discussion on the verbiage provided by Verizon California for a new section they are proposing regarding priority poles, Section 7.12. She stated that this will be on the discussion calendar for January and asked that the members review this verbiage which was provided in the Routine Revision packet. Ms. Hernandez also reported that the revisions made to Section 18.1-A are on the discussion calendar for today.

Computer Communications ad hoc Committee

Mr. Chow reported that the Computer Communications Committee met on November 18, 2014. He reported that the membership was updated on the status of the website redesign which is currently in progress. Mr. Chow also stated that Ms. Chirrick reported on the progress of the test pilot of NJUNS currently being done between AT&T and PG&E at the NCJPA. He noted that there will be further discussion of NJUNS during today's meeting. Mr. Chow reported that there was discussion of Sharefile which has been put on hold until the various forms of pole loading and reporting which will go into this database are addressed first.

Compliance ad hoc Committee

Ms. Haney reported that the Compliance Committee met on November 18, 2014. She reported that there was further discussion regarding the GO95 tree/vegetation trimming. She reported that not every member has submitted current pictures of their cable identifying tags to be uploaded and made available on the Committee website. Ms. Haney noted that Ms. Pranata will be sending out an email to the membership requesting these pictures.

Pole Loading ad hoc Committee

Mr. Chow reported that the Pole Loading Committee met on November 18, 2014. He reported that it was a relatively short meeting in which SCE updated the members on their pole loading efforts.

Basic JPA Training

Ms. Johnson reported that the Basic JPA Training Committee did not meet in the month of November.

California Joint Pole Committee

Ms. Chirrick reported that the California Joint Pole Committee did not meet in the month of November.

CONSENT CALENDAR:

2015 Proposed Operating Budget

Mr. Hunter reported that the 2015 proposed operating budget was previously emailed to the membership for review, and asked if there were any questions or concerns. Being that there were no comments, Mr. Hunter solicited a motion to accept the 2015 proposed operating budget. Ms. Prescott motioned to accept the proposed 2015 operating budget. Ms. Hernandez seconded the motion, which after the vote tally was completed, passed unanimously.

Pole Inspection and Replacement Guidelines

Mr. Hunter reported that the pole inspection and replacement guidelines were discussed at the previous Administrative Board meeting. Mr. Levy noted that per discussion at this meeting, Mr. Chow has added a note under the Scenario 3 heading clarifying that solely owned communication poles are the responsibility of the pole owner in all instances. Mr. Lippert added that this also applies to joint poles in which the service territory member is not attached, as the base pole owner would be responsible in either case.

Mr. Chow stated that this document is to be used as a guideline only, and not meant to replace the Committee's current process where compliance issues may

exist. Mr. Lippert asked if SCE has available where these poles are in the inspection process. Mr. Chow responded that once SCE's GIS project is finished, they will be able to extract all of the joint poles they are on within the boundaries of Burbank and reference list against the maintenance plan for these poles. He stated that the project is about one third of the way complete, and that in the meantime, it may be possible to find these poles by querying every joint pole between SCE and City of Burbank within the Committee database.

Mr. Hunter reported that LADWP's inspection program is currently a bit slow, and if there are any poles where they are responsible for the inspection, they will most likely not fall within the inspection timeline. He noted that LADWP is currently looking at new hires and a contractor in order to have their poles inspected in time.

With no further comments, the members agreed that these guidelines will be made available on the Committee website as part of the pole inspection resources.

Reallocation of Space Form 16

Ms. Hernandez stated that the Form 16 was created in order for the power owner to reallocate their own grade and space on a joint pole. Ms. Pearson asked whether the owner submitting the form could also adjust the communication member's grade and space on record. Ms. Hernandez replied that the owner can only adjust their own grade and space as this form is intended to be sent directly to the Committee office, without prior approval from the other attached members. The members discussed how this change would be reflected on the pole card and Mr. Hunter stated that this would be notated in the bill of sale area, with the option of creating a separate field indicating the update once the pole record redesign is complete.

Mr. Lippert asked if this form could be used to modernize the pole record to reflect the actual grade and space in the field. The members agreed that this form could be used for this so long as the owner submitting the form is only affecting their own grade and space, otherwise a correction JPA would need to be created.

Mr. Hunter solicited a motion to accept the Form 16 for the reallocation of space. Ms. Hernandez motioned to accept the Form 16. Ms. Ortiz seconded the motion, which after the vote tally was completed, passed unanimously.

DISCUSSION CALENDAR:

Employee Handbook

Ms. Pranata reported that the Employee Handbook has been revised and is ready for approval by the Operating Committee following the Administrative Board meeting.

Section 18.1-A

Mr. Hunter reported that Section 18.1-A was revised to include additional information required on the preliminary Form 2. The members reviewed these changes and updated item (i) to include the specification that only jointly owned

arms, anchors, and other pole equipment must be displayed. Mr. Hunter stated that solely owned equipment is displayed on the preliminary Form 2, although these are usually not shown on the final Form 2.

Regarding item (s), pole loading analysis, Ms. Chirrick asked if this is referring to only the pole loading results or all of the related documentation. Ms. Hernandez replied that all of the related documents should be included, and this information may be requested of a member if not supplied. Mr. Wayne Brown asked if SCE may refer a member to their SPIDAMin database in order to access the requested documents. Mr. Vail responded that he would prefer these be sent as hard copies until the interaction of SPIDAMin with the other members is fully functional. Mr. Hunter agreed, and stated that hard copies should be sent by SCE until access to SPIDAMin is available to all members.

The members also discussed the required information for map and field reference purposes such as latitude and longitude or GPS coordinates. Section 15.4 was reviewed, wherein reference is made to using these mapping tools in rural and other such areas where needed. The members agreed to remove the proposed revision for these requirements in Section 18.1-A, as it already references Section 15.4.

Ms. Hernandez announced that the revisions made to Section 18.1-A will be voted on at the January 2015 Administrative Board meeting, and that the 2015 Routine Handbook will be made available soon after. Ms. Pranata added that the 2015 Authorized Costs and Pole Prices will be made available then as well.

NJUNS Investigation

Mr. Chow reported that the NCJPA has joined NJUNS for their use in the North; however, NJUNS is paid for use on a statewide basis. Mr. Chow proposed that the SCJPC reimburse the NCJPA for half of the purchase price so that it may be used in the South for issues such as Rule 18 notifications, tracking the status of Form 48s, etc. He noted that Verizon California uses NJUNS on the east coast, and suggested that Mr. Aleman confer with his counterparts there to see if they use it for similar purposes and to receive any feedback on the program. Mr. Chirrick added that AT&T California uses NJUNS as well in 22 other states.

The members discussed the possibility of testing NJUNS in the South. Ms. Chirrick notified the members that the NCJPA's phase 1 test trial with NJUNS will begin with testing GO95 non-conformance notifications, with the goal of moving on to Form 2s and Form 48s eventually. She stated that once testing begins, she will have screenshots and more information available to share with the Committee, and will keep the members updated of its progress.

OTHER ITEMS: Unfinished Business

Item 1543: Friend Field Enhancement - COMPUTER COMMUNICATIONS (11/08/11)

Item 1551: Sharefile Details – COMPUTER COMMUNICATIONS (4/10/2012)

Item 1571: Vegetation Trimming at Communication Level – ROUTINE (04/16/2013)

Item 1574: Review Section 18 – ROUTINE REVISION (05/14/2013)

Item 1580: Sharing Friend with NCJPA – OPERATING (09/18/2013)

Item 1581: Pole Record Redesign – COMPUTER (10/16/2013)

Item 1582: Pole Loading Analysis Requirement – AUTHORIZED / ROUTINE (1/14/2014)
Item 1585: SCE Customer Release Form – ROUTINE REVISION (04/15/2014)
Item 1587: Review Section 7.6, 7.11 & 7.13 – ROUTINE REVISION (05/20/2014)
Item 1588: NJUNS Investigation – COMPUTER (07/16/2014)
Item 1589: Reallocation Form Section 16.7 – BASIC JPA TRAINING (08/20/2014)
Item 1590: Rule 18 – ROUTINE REVISION (09/17/2014)

- Item 1571 title was changed from “Tree Trimming at Communication Level” to “Vegetation Trimming at Communication Level”
- Item 1589 was moved to Basic JPA Training Committee

Item 1583: *Environmental Issues*

This is a standing agenda item.

New Business

Known Items:

Outstanding JPAs Involving ATC Outdoor DAS

Mr. Hunter reported that Ms. Pranata sent out an email to the membership concerning the request for withdrawal from the Committee by ATC Outdoor DAS. The email was reviewed, wherein it asks all members to review their records and send Ms. Pranata a list of any outstanding JPAs that involve ATC Outdoor DAS, member code AMT. Mr. Hunter stated that Ms. Pranata has received no response from any member so far, and asked whether this is to be considered as confirmation that there are no active JPAs involving ATC Outdoor DAS. Being that no member responded that they have any such active JPAs, Mr. Hunter reported that further discussion of ATC Outdoor DAS’s withdrawal process will continue at the Operating Committee.

Nominating Committee

Mr. Hunter reported that the Nominating Committee will meet after the Administrative Board meeting to appoint the 2015 Committee Officers.

Unknown Items:

Municipality Members’ Pole Loading Calculations

Mr. Lippert asked whether the municipality members’ pole loading calculations are considered public records. Mr. Hunter replied that the municipality’s pole loading calculations are not required to be shared upon request, but may be subject to disclosure under the California Public Records Act.

Tenant Application Responsibility

Mr. Steve Brown brought up the case that the member issuing a JPA to replace a pole should be not responsible for changing the records when there is a tenant or other owner attached within the space of another owner on the pole. He stated that it should be up to the owner of that space to decide whether to have this owner be charged as an unauthorized attachment or become a tenant.

Mr. Hunter explained that this issue is arising on LADWP's JPAs where the owner of this space is attempting to have the attached become an owner on the pole, and the resulting disagreements between the two owners are delaying these JPAs. He noted that LADWP is displaying this attachment on their JPAs as a tenant belonging to the owner of that space, but they are denying ownership of this tenant.

Ms. Hernandez stated that a tenant is to be shown on a JPA as being owned by whichever member owns said space. She stated that this is to notify the other owners on the pole that there is another owner within their space, and if the owner does not show record of this, it is their responsibility to follow up on a tenant application.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Pole Loading	1/20/15	9:00 a.m.	Committee Office
Routine Revision	1/20/15	Following	Pole Loading
Authorized Costs	1/20/15	Following	Routine Revision
Computer Committee	1/20/15	Following	Authorized Costs
Compliance Committee	1/20/15	Following	Computer Committee
Basic JPA Training	1/20/15	Following	Compliance Committee
Administrative Board	1/21/15	9:00 a.m.	Committee Office
Operating Committee	1/21/15	Following	Administrative Board

ADJOURNMENT:

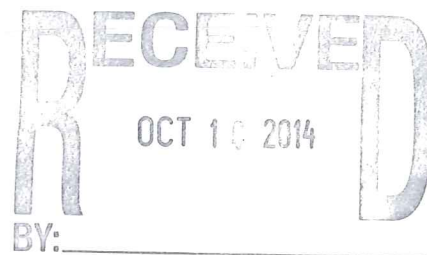
Mr. Hunter adjourned the meeting at 10:30 a.m., until January 21, 2015.

Mr. Scott Hunter, President

Mr. Kyle Levy, Assistant Manager

October 13, 2014

Ms. Angela Pranata
Manager of Operations
Southern California Joint Pole Committee
279 E. Arrow Hwy.
Suite 104
San Dimas, CA 91773



Re: Request for Membership Application

Dear Ms. Pranata:

Mobilitie Investments III, LLC ("Mobilitie") hereby submits this formal letter to the Southern California Joint Pole Committee (SCJPC) to state Mobilitie's purpose of becoming an SCJPC Member. As such, Mobilitie formally requests the requirements for membership application.

Mobilitie is a global provider of complete wireless solutions. The company designs, builds and operates networks and infrastructure to deliver optimal coverage in the most demanding and challenging of environments. Mobilitie's complete wireless infrastructure solutions include funding, designing, building, operating and maintaining neutral host outdoor and indoor DAS networks, Small Cells, Wi-Fi networks and communication towers.

Mobilitie requests that the SCJPC please provide the requirements for membership application to Ethan Rogers, Senior Counsel, at ethan@mobilitie.com or 949-999-5767 or the address provided above at its earliest convenience. Please do not hesitate to contact Mr. Rogers or me at keith@mobilitie.com or 913-312-2119 if you have any questions.

Sincerely,

Keith Paglusch
Sr. Vice President, Network Strategy

**SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
2015 PROPOSED OPERATING BUDGET - Ver 1**

		2011	2012	2013	2014	2015	
Line	<u>EMPLOYEE EXPENSE</u>	ACTUAL	ACTUAL	ACTUAL	ACTUAL (based on Sept exp)	PROPOSED	
1	Salaries	368,342	393,865	363878	365190 *	383,450	Year end projection on budget-added 5% to 2014 expense
2	Insurance - Med/Den/Life	63,031	52,315	49180	55598 *	57,266	Anticipated rate increase (3%)
3	Payroll Taxes	28,403	29,391	27445	30518 *	32,593	8.5% of Salaries for 2014
4	Worker's Comp	2,629	2,019	3050	2681 *	2,800	Year end projection
5	Misc. Expense/Travel	1,226	1,726	1392	1220 *	1,500	Year end projection
6	<u>PENSION EXPENSE</u>						
7	Contribution-Sep IRA	32,511	34,039	31572	35208 *	40,262	10.50% of Salaries
8							
9	<u>MONTHLY RECURRING</u>						
10	Rent	52,087	49,464	83944	90954 *	95,755	Based on lease schedule & 2015 estimated building operating expenses
11	Alarm System	540	540	540	540 *	550	Year end projection
12	Electricity	-	-		*	-	Included in rent
13	Janitorial Service	-	-		*	-	Included in rent
14	Telephone/Internet	6,986	6,109	5344	5934 *	6,780	Promotional Price Ended. \$565/month
15	WebEx	998	844	828	828 *	1,080	\$90/month
16	Postage & Shipping	2,864	2,104	1615	1611 *	1,800	Year end projection
17	Business Insurance	2,226	2,234	2252	3307 *	3,406	Anticipated 3% increase
18	Committee Meetings	3,272	3,353	4194	3789 *	4,000	Year end projection
19	<u>EQUIP & FURN MAIN.</u>						
20	Rpr, Maint.Supp(copier)	2,591	2,246	2408	1798 *	2,000	Year end projection
21							
22	<u>NETWORK SYSTEM</u>						
23	Computer-LAN Maintenance	10,800	10,800	10800	10800 *	13,000	Current contract 900/mo & anticipated billable LAN maintenance
24	FRIEND Support/contract	4,800	5,713	4800	4800 *	4,800	Current contract 400/mo
25	Hosting Total:	8,127	8,253	8437	9472	7,662	
26	Website (INetu/Hardev)	(included above)	(included above)	(included above)	8845 (included abv) *	7200 (included abv)	\$600/month
27	Sharefile	(included above)	(included above)	(included above)	395 (included abv)	395 (included abv)	\$32.95 / month
28	Domain/Email host	(included above)	(included above)	(included above)	232(included abv)	67(included abv)	\$67/year Email renewal
29							
30	Computers Supplies/Main.	1,832	2,678	1991	5622 *	7,000	Year end projection & anticipated billable computer maintenance
31	Velocity OffSite Back-up	3,563	3,887	3757	5398 *	9,000	Backup Server upgrade & monthly maintenance
32							
33	<u>PRINTING & SUPPLY</u>						
34	Office Printing	1,700	1,378	1300	1589 *	1,700	Year end projection
35	Supplies office	2,225	2,436	2053	1860 *	2,000	Year end projection
36							
37	<u>CONTRACT SERVICES</u>						
38	Auditor	6,244	6,958	6005	6743	6,945	2014 fee + 3% inc allowance
39	Attorney	245	-	2697	6440	6,500	Year end projection
40							

**SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
2015 PROPOSED OPERATING BUDGET - Ver 1**

	2011	2012	2013	2014	2015	
Line	EMPLOYEE EXPENSE	ACTUAL	ACTUAL	ACTUAL	ACTUAL (based on Sept exp)	PROPOSED
41	<u>GENERAL EXPENSE</u>					
42	Moving Expenses	-	-	-	-	-
43	Surepayroll Fees	1,276	1,576	1455	1539 *	1,600 Year end projection
44	Bank Fees/Checks	151	295	45	140	150 Year end projection
45	Pubs & Subs	315	406	312	326 *	350 Year end projection
46	Seminars & Tuition	180	180	1220	253 *	500 Year end projection
47	Members Retirement	1,163	1,590	-	442	1,600 Used 2012 amount
48						
49	<u>COMPUTER SYSTEM</u>					
50						
51	Software Purchase	2,926	8,425	2820	0 *	9,000 Anticipated website & Friend enhancements
52						
53	<u>EQUIPMENT & FURNITURE PURCHASES</u>					
54	Purchases and leases	3,732	16,007	6540	4081 *	4,200 Year end projection
57	Hardware Purchase	231	2,399	6402	158 *	200 Year end projection
58						
59	TOTAL BUDGET	617,215	653,229	638277	658839	709,450
60			29%	6%	8%	
61			Lower than approved budget	Higher than approved budget	Higher than 2014 Actual	
62	Approved budget		898,293	619,764		
63		2011	2012	2013	2014	2015
64						
65						
66	* based on monthly average - per September YTD					
67	**Items in red will not be assessed proportionately among members, but equally among members.					
68						

69 Revised 10/10/2014

PROPOSED RULES TO GOVERN JOINT POLE INSPECTION AND REPLACEMENT OUTSIDE SERVICE TERRITORY

PROBLEM STATEMENT

Pole base ownership is currently determined by; 1) active membership of the Southern California Joint Pole Committee, and 2) the utility who initially set the pole which may not necessarily have the majority ownership of the pole. There is no clear definition of the single utility who is responsible for ongoing pole inspection and maintenance. The proposed business rule establishes a consistent approach to determine utility responsibility for conducting intrusive pole inspections, replacements, and future base ownership.

PROPOSED BUSINESS RULE

Power utilities are the "Base Owners" for poles they occupy within their service territory with the exception of when another power utility jointly owns the pole and has a higher voltage level.

SCENARIO 1: BASED ON HIGHER VOLTAGE

Utility	(kV)	CURRENT BASE OWNER	SERVICE TERRITORY	INTRUSIVE/ REPLACEMENT	FUTURE REPLACEMENT BASE OWNER
SCE	High	SCE OR OTHER	OTHER	SCE	SCE
OTHER	Low				
OTHER	High	SCE OR OTHER	OTHER	OTHER	OTHER
SCE	Low				

SCENARIO 2: SAME VOLTAGE LOCATION WILL DICTATE FUTURE BASE OWNER

Utility	(kV)	CURRENT BASE OWNER	SERVICE TERRITORY	INTRUSIVE/ REPLACEMENT	FUTURE REPLACEMENT BASE OWNER
SCE	Same	SCE OR OTHER	OTHER	OTHER	OTHER
OTHER	Same				
SCE	Same	SCE OR OTHER	SCE	SCE	SCE
OTHER	Same				

SCENARIO 3: ALL COMM DEPENDS ON COMM AT TOP LEVEL ONLY

***Solely Owned Communication Poles Are the Responsibility of the Pole Owner In All Instances**

Utility	(kV)	CURRENT BASE OWNER	SERVICE TERRITORY	INTRUSIVE/ REPLACEMENT	FUTURE REPLACEMENT BASE OWNER
SCE	ALL COMM	SCE OR OTHER	SCE	SCE	SCE
OTHER					
SCE	ALL COMM	SCE	OTHER	SCE	SCE
OTHER					
OTHER	ALL COMM	OTHER	SCE	OTHER	OTHER
SCE					
OTHER	ALL COMM	SCE OR OTHER	OTHER	OTHER	OTHER
SCE					

Reallocation of Space Form

Form 16

The Reallocation of Space form is for the Power owners to reallocate their current space of ownership without issuing a JPA. Their space of ownership needs to remain the same and safety clearance must be adequate.

Per JPC guidelines, the 6' safety clearance is from the highest communication attachment up 6'. Power may be attached at the top of the pole thus would own from the top of the pole to the beginning of the 6' safety clearance.

For example on a 55' pole: (useable footage = 24')

- Top grade is 48' Power is attached at 47'
- The highest communication is at 22'
- Safety clearance is 6' up from 22' to 28'
- Communication owns 22-~~4~~.
- Power owns 48-~~20~~

Power wants to attach their P-Comm at 23'

- Now the safety clearance zone is 6' up from 23' up to 29'
- Since power 's attachment is at the top of the pole, there is adequate safety clearance.

Power would reallocate their space as:

- 48-~~19~~ and 23-~~1~~, Power still owns ~~20~~'
- Communication's space and grade would remain the same 22-4

The Form 16 excel file is sent to JPC electronically to update the joint pole record.

The pole record would indicate the record change is due to a reallocation form, month and year.

October 14, 2014

RECORD FORMS

18.0 Record Forms

The forms used for expediting joint pole work and recording transactions are listed below:

Form #	Form Name
2-1	Preliminary Joint Pole Authorization
2-2	Preliminary Joint Pole Authorization
2-1 FINAL	Final Joint Pole Authorization
2-2 FINAL	Final Joint Pole Authorization
Form 7	Joint Pole Memorandum
Form 9	Joint Pole Riser Notification
Form 11	Notice of GO 95 Non-Conformance
Form 12	Pole Record
Form 44	Bill of Sale
Form 48	Notice of Work Completed
Form 49	Tracer

Hard or soft copies shall be provided as agreed by the parties.

(Revised June 2013)

18.1 Form 2 - Preliminary Joint Pole Authorization

Any agreement to undertake joint work must be confirmed in writing by using this form. This is authority to undertake joint work as specified. Member initiating transaction shall make necessary copies for each Member involved, all of which must be approved by an authorized representative of each involved Member. Approval may be by signature of the authorized representative to be shown on the forms in the space provided, or by the authorized representative's name, followed by the written initials of a delegated representative confirming the agreement. Names of representatives effecting agreement must be specified in space provided. Members that have various designated District, Division, or Exchange areas should identify the appropriate area by name.

18.1-A Preparation of Form 2 Preliminary Joint Pole Authorization

By agreement, any Member may be designated as the constructing Member in joint work.

The Member initiating Form 2 Preliminary Joint Pole Authorization shall specify its Authorization number and all required details of the agreement. The Joint Pole Authorization number shall begin with the current member's code. The Form 2 shall include, but is not limited to:

- (a) Pole Number
- (b) Nature of work

- (c) Applicable Routine Section Number
- (d) Designation of involved Members
- (e) Circuits
- (f) Interest
- (g) Grade
- (h) Space
- (i) ~~Complete~~ Pole/equipment data, including arms, anchors, risers, wireless and broadband equipment.
- (j) Other essential record data i.e. tenants, power communication (P.Comm)
- (k) Authorized Costs item number and number of items where required
- (l) Police and/or fire report or case number when applicable and available
- (m) ~~Any other related information deemed necessary~~ Provide billing information when applicable billing sections are used
- (n) Estimated construction start date
- (o) Date sent
- (p) Date prepared
- (q) Pole Class for wood poles
- (r) Additional notes such as pending JPA numbers or corrections per field conditions
- (s) Pole loading analysis

The Preliminary Form 2 shall be limited to 10 pages.

Where a specific transaction involves special agreement, it shall be designated as such on Joint Pole Authorization. (See Section 1.2)

It is the responsibility of all Members involved in the Joint Pole Authorization to see that data and details of the agreement are correct. The date Joint Pole Authorization is sent shall be used in completing the billing for structural and salvage values; except in replacements, the date poles are set shall apply.

Any deviation shall be by agreement of the Members involved and noted on the Joint Pole Authorization. Section 20 shows Member code letters and abbreviations to facilitate preparation of Joint Pole Authorization.

Where jointly owned poles are to be removed from service, the Joint Pole Authorization must designate which Member is to pull, transport, and dispose/salvage poles as specified in Section 5.0.

To insure correct spotting of poles on record maps, it is essential that locations be accurately recorded (see Section 15.4). It is important, both for map and field reference purposes, to correctly give the City, Town, latitude and longitude, GPS coordinates, etc., in which the poles are actually located. (Revised April 2013)

18.1-B Changes Prior to Approval