

Southern California Joint Pole Committee

444 E. Huntington Drive, Suite 205
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January 18, 2000

A meeting of the **Routine Revision Committee** took place on the above date at 9:00 a.m., at the Committee office. Those in attendance were:

Mr. Chris Bengtsson	City of Los Angeles
Mr. Dan Lewis	GTE California, Inc.
Ms. Jayme Willis	AT&T Wireless
Mr. Mike Torelli	City of Riverside
Mr. Malcolm Brown	Air Touch Cellular
Ms. Lynn Prescott	AirTouch Cellular
Ms. Sherri Goetz	So. Calif. Edison
Ms. Lupe Hernandez	Pacific Bell
Mr. Dennis Ennis	Pacific Bell
Mr. Ralph Hammond	Sprint PCS
Mr. Mike Bogner	Sprint PCS
Ms. Jennie Corella	Committee Staff
Ms. Kathleen Greene	Committee Staff

Chairman, Chris Bengtsson called the meeting to order. First on the agenda was Item 1269: Unauthorized Attachment Penalties. In regards to this item, per the last Routine Revision meeting, Edison was to create new language. Ms. Goetz stated that new verbiage was needed to differentiate from Section 4.1, Unauthorized Attachment. The new verbiage, or new section will pertain to the Pulsiver decision allowing a \$500.00 penalty fine for illegal attachment to poles. This topic has been discussed in prior meetings, it is a primary concern of Edison. Ms. Willis offered her support to Ms. Goetz in helping her create the correct verbiage needed to address this issue. It was agreed that Edison is to create language, in reference to this issue.

Item 1265: Alternative to Wood Poles was next on the agenda. Ms. Goetz stated that a section identifying alternative poles is needed in the Routine Handbook. It was agreed that Section 15.7 Alternative to Wood Poles would be added to the Routine, describing the types of poles used, other than wood. The issue of salvage value for an alternative pole was discussed. Ms. Prescott stated, according to her notes, that a 15-year depreciation rate at twice the percentage was discussed at the last meeting. Mr. Bengtsson stated according

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to his recollection, the same rate as wood was going to be applied. It was decided that section 15.7 would be added to the Routine, and the issue of salvage/depreciation for alternative poles would be revisited at the next Routine Meeting.

Item 1235: Cost Causer was the third item on the agenda. This issue will remain on hold pending implementation of the OPCaTs system.

Ms. Corella opened the discussion on the 2000 Routine Handbook, and the method of distribution. The 2000 Budget does not include utility printing costs. Members will now be assessed individually for every Routine Handbook ordered. Ms. Willis stated that members would not need an entire Routine Handbook, only updates. Since the trend is toward corresponding electronically, Ms. Corella suggested putting the Routine on a disk, and distributing the disk to members. Any updates could then be sent via e-mail. Ms. Corella will put the Routine Handbook on a disk and distribute disks to members.

Ms. Goetz requested that in section 20 an additional column be added showing the date of member withdrawal. This will allow members the ability to identify the dates of those members who have withdrawn. Ms. Corella will make the noted change to section 20.

The meeting adjourned at 2:25 PM.

Jennie Corella, Office Manager

Southern California Joint Pole Committee

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February 15, 2000

A meeting of the **Routine Revision Committee** took place on the above date at 10:00 a.m., at the Committee office. Those in attendance were:

Mr. Chris Bengtsson	City of Los Angeles
Mr. Dan Lewis	GTE California
Mr. Mike Bogner	Sprint PCS
Mr. Malcolm Brown	Air Touch Cellular
Ms. Lynn Prescott	Air Touch Cellular
Ms. Sherri Goetz	So. Calif. Edison
Ms. Lupe Hernandez	Pacific Bell
Ms. Jennie Corella	Committee Staff
Ms. Gertrud Greene	Committee Staff

Chairman, Chris Bengtsson called the meeting to order at 10:20 am. Item 1269: Unauthorized Attachment Penalties was the first item on the agenda. SCE is currently working on verbiage for Section 4.5, which will address penalties for those entities that are attached without authorization. The new verbiage will differentiate from Section 4.1. Section 4.5 will be titled, "Failure to Purchase Interest". The primary issue is *blatant* attachment without authority. Ms. Hernandez stated that Ms. Willis had an interest in creating verbiage for Section 4.5. Ms. Goetz will contact Ms. Willis on this issue. Description for item number 1269 will change from Unauthorized Attachment Penalties to Failure to Purchase Interest.

The next item on the agenda was number 1265: Alternative to Wood Poles. This item refers to Section 15.7 and the two alternative pole descriptions. Ms. Goetz requested a change for lightweight steel from *LWS* to *LS*. Mr. Bengtsson inquired if there was a pricing structure for alternative poles. Ms. Corella responded that there is pricing for composite fiberglass, however, SCE is working on pricing for lightweight steel.

Item 1235: Cost Causer was next on the agenda. This item will remain open and on hold pending implementation of the Opcats system.

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Next up for discussion was Item 1295: Number of Poles/Pages per JPA. This issue is the limit of pages allowable per JPA. Currently, there is no set criteria for page limits on JPAs, which is necessary to maintain manageability. Clarification is required as to the page/pole limits per JPAs, which should be referenced in the Routine Handbook. Ms. Greene distributed a copy of a sample JPA to the members. The consensus was that 10 pages per JPA should be the limit. The verbiage, "this form shall be limited to 10 pages", shall be added to Section 18.1A.

Under miscellaneous items, Ms. Goetz had a question in reference to Authorized Costs 111.F. She stated she had no recollection as to when this item was added to the Routine, and if it has ever been applied. Ms. Greene responded that if a member has an all anchor and another member takes over the pole, then that anchor becomes an all anchor to the member taking over. Section 12.4 refers to Authorized Costs 111.F.

The meeting adjourned at 11:00 AM.

Jennie Corella, Office Manager

Southern California Joint Pole Committee

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April 18, 2000

A meeting of the **Routine Revision Committee** took place on the above date, at 10:00 a.m., at the Committee office. Those in attendance were:

Mr. Chris Bengtsson	City of Los Angeles
Mr. Dan Lewis	GTE of Calif., Inc.
Ms. Sherri Goetz	So. Calif. Edison Co.
Ms. Lupe Hernandez	Pacific Bell
Ms. Karen De Ritis	Sprint PCS
Ms. Jennie Corella	Committee Staff

Chairman Chris Bengtsson called the meeting to order at 10:15 a.m. The first issue addressed on the agenda was Item 1269: Failure to Purchase Interest. Ms. Goetz commented that the CPUC has arrived at another decision based on the Pulsifer decision. The decision should become effective in March 2000. She will report any information she receives to the committee. Item 1269 will remain on the agenda.

The next issue up for discussion was Item 1265: Alternative to Wood Poles. Ms. Goetz reported that the Routine Handbook has prices for the composite fiberglass poles (CF), however, Edison continues to work on prices for the lightweight steel poles (LS). Members were reminded that the Routine Handbook is available on the SCJPC WebPages.

Item 1235: Cost Causer was next on the agenda. The issue pertains to the OpCats system and additional costs for handling JPAs that are not processed through OpCats. This item will remain on the agenda until the complete implementation of the OpCats system.

The last issue on the agenda was Routine revision dates, and how often during the calendar year should the revisions become effective. Mr. Lewis

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stated that since the Routine Handbook is now on the SCJPC WebPages, perhaps revisions should be done less frequently. A good suggestion is to revise the Handbook annually or semi-annually. Currently, when billing JPAs, the JPC staff has the additional task of verifying dates for any and all sections for any current revisions. In limiting the revisions to a specific date (Ex: annually or semi-annually) the process would definitely help the JPC staff in expediting the billing of JPAs. Item number 1296 was assigned to this issue. Mr. Lewis stated that he is in favor of annual revisions. The consensus of the Committee is to revise the Routine on an annual basis. It was decided to put Item 1296: Effective Revision dates on the discussion calendar of the next Administrative Board Meeting.

Ms. Hernandez inquired as to the proper procedure to take when encountering the situation of a member who is not final processing a JPA upon completion. This practice by members is hindering the processing of other JPAs. She also stated that without the processing of the JPA, a member is conducting business without paying the costs. Her question is whether this situation should be addressed in the Routine Handbook, and if there is a time limit to final a JPA. Mr. Bengtsson stated that at the next Administrative Board meeting, he would remind the members of the urgency to process JPAs once the work has been completed.

The meeting adjourned at 11:30 a.m., until May 16, 2000.

Jennie Corella, Office Manager

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June 20, 2000

A meeting of the **Routine Revision Committee** took place on the above date, at 9:05 a.m., at the Committee office. Those in attendance were:

Mr. Chris Bengtsson	City of Los Angeles
Mr. Dan Lewis	GTE California
Ms. Sherri Goetz	Southern California Edison
Ms. Lupe Hernandez	Pacific Bell
Ms. Lynn Prescott	AirTouch Cellular
Ms. Kathleen Dell	AT&T Wireless (LAC)
Ms. Karen De Ritis	Sprint PCS
Mr. Mike Bogner	Sprint PCS
Ms. Jennie Corella	Committee Staff

Chairperson, Chris Bengtsson called the meeting to order. Item 1269: Failure to Purchase Interest was first on the agenda. Ms. Goetz reported that Mr. Solorzano is primarily involved in this issue. She stated that the CPUC is reviewing Pulsifer and the \$500.00 penalty at this time.

The next issue of discussion was Item 1265: Alternative to Wood Poles. Ms. Goetz reported that Edison is working on establishing prices for lightweight steel poles. The prices for composite fiberglass poles are currently in the Routine Handbook, as well as the abbreviations for composite fiberglass and lightweight steel poles. They are CF and LS respectively. When Edison arrives at a cost for lightweight steel poles they will be added to the Routine Handbook. Item 1265 will remain on the agenda at this time.

Item 1235: Cost Causer was next on the agenda. This issue pertains to the OpCats system. Those members who are unable to utilize the OpCats system and must continue using the traditional method of processing JPAS will be billed accordingly. The Committee must arrive at a cost for using the traditional method, which will generate additional work for the Committee staff. Currently, there is language in the Routine Handbook under Section 2.7-B, which addresses cost causer. The Committee will work on costs when OpCats is functionally running.

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Mr. Bengtsson brought up the issue of members initiating a JPA, thus causing the other members on that JPA to invest their resources, only to have the initiating party cancel the JPA. Mr. Bengtsson stated that sort of practice causes additional costs and a waste of resources to the other members on the JPA. He stated that there is a cost to canceling a JPA. Members should be aware of the costs and consider them when deciding to initiate a JPA. Cost Causer should also address this issue as well. Ms. Dell suggested obtaining a count of how often this sort of practice occurs among the members. The consensus was to obtain a count of occurrences and discuss this further at the next Routine meeting. This issue will be incorporated into Item 1265: Cost Causer.

Ms. Prescott stated that there is a value to poles, therefore making a pole an asset. She stated there is a great value attached to poles, and it is a whole New World today. Mr. Bengtsson agreed with Ms. Prescott and stated that upper management is reviewing poles and the possibility of their market value. This issue will be on the discussion calendar at the next Administrative Board Meeting.

Item 1297 was added to the issue list. The issue is Failure to Final a JPA. The issue of setting a time frame to finalize a JPA was discussed. Ms. Dell suggested a time frame from the approval to completion of the job. She randomly selected six months as an example for construction to be completed. If construction is not complete in that time frame then the JPA will be canceled. If construction is completed in that time frame, then there is a 90-day period to complete the JPA. She stated that each phase of the JPA process should require a time frame. This is merely a suggestion from Ms. Dell. This item will remain on the Routine agenda for further discussion.

The meeting adjourned at 10:30 am.

Jennie L. Corella, Office Manager

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July 19, 2000

A meeting of the **Routine Revision Committee** took place on the above date, at 11:30 a.m., at the Committee office. Those in attendance were:

Mr. Chris Bengtsson	City of Los Angeles
Mr. Dan Lewis	GTE California
Ms. Lynn Prescott	AirTouch Cellular
Ms. Lupe Hernandez	Pacific Bell
Ms. Sherri Goetz	So. Calif. Edison Co.
Mr. Mike Torelli	City of Riverside
Ms. Karen De Ritis	Sprint PCS
Mr. Malcolm Brown	AirTouch Cellular
Mr. Mike Bogner	Sprint PCS
Mr. Stephen D. Sawyer	MediaOne
Mr. J. Craig Wayment	City of Glendale
Ms. Jennie L. Corella	Committee Staff

Chairman, Chris Bengtsson called the meeting to order at 11:30 a.m. The first topic of discussion involved **Item 1269: Failure to Purchase Interest**. This is primarily an Edison issue, which involves the CPUC Pulsifer Decision. Ms. Goetz reported that currently, there is no action to report, however; this issue will continue to be discussed at future Routine Meetings.

The next topic of discussion involved **Item 1265: Alternative to Wood Poles**. The costs for composite fiberglass poles have been established in the Routine Handbook. Currently, this item concerns establishing a cost for lightweight steel poles. Mr. Solorzano reported that Edison should have the costs within the next week. Mr. Bengtsson stated that the next Routine Revision meeting should close this issue, if costs are submitted within the next week.

The next issue on the agenda was **Item 1235: Cost Causer**. This issue was originally opened for the establishment of a cost to those members who continue to process paperwork using the traditional method, as opposed to the

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EDI method, which will be used upon the implementation of the OpCats system. However, at the prior Routine Meeting another issue was added to this item. This issue concerns the costs incurred by a member who has invested time working on a JPA, only to have it cancelled by the initiating party.

The next issue up for discussion was Item **1297 – Failure to Final JPA**. Ms. Goetz distributed approved JPAs to members for their completion and final bill. Mr. Torelli questioned the impact on member utilities when a JPA is not completed within a reasonable time. Ms. Dell responded stating that many times one single JPA that is not final billed, could be responsible for the delayed processing of several JPAs. She said that something is needed in the Routine Handbook that will motivate members to complete the JPA process. There is a revenue impact in that members are not getting paid as promptly as they could. Mr. Torelli stated that sometimes a preliminary could take as long as one year to final. He does not want to be penalized in this situation. Mr. Bengtsson stated that the Routine Handbook has many time limits on many procedures, but there is no time limit for completing a JPA once construction is complete. Mr. Brown stated that there are time frames associated to early JPA procedures, but not to final JPA procedures. Mr. Bengtsson stated that if some language is created to address this issue how would the Committee arrive at a fair penalty. Ms. Dell responded stating that a member could be billed for any excessive administrative costs incurred by the joint member. Mr. Brown stated that a procedure for notifying members is necessary. Mr. Dell agreed and stated that a notice should be sent warning the offending member that if certain JPAs are not completed, they will be billed for administrative costs. Mr. Bogner inquired if a member would report to the Board the offending member at a Board meeting. Mr. Bengtsson stated that in the past complaints were handled at Board meetings, however; it proved to be counterproductive.

Mr. Lewis stated that section 18.7 of the Routine addresses the Form 48-Memo notice of joint pole work. It was decided to use Section 18.1F to address time limits for Form 48. Verbiage will be created for this section, and Authorized Costs will address the penalty costs. Mentioned in the section will be that a tracer will be sent within 45 days, with an additional 10 days to respond.

The next issue up for discussion was **Item 1299: Pole Loading**. Mr. Bengtsson stated that Mr. Solorzano opened this item by reporting that the CPUC is currently working on a method to mandate utilities in how they calculate pole loading. The CPUC is reviewing GO 95. The members in which different case scenarios were presented discussed this issue at length.

However, Mr. Bengtsson stated that the primary concern for the Committee members is to identify the issues affecting them and how to deal with them. This issue will be discussed at future meetings.

The final topic of discussion was **Item 1300: Pole set in Same Hole**. Mr. Bengtsson explained the issue of Item 1300, also known as cut and kick. Currently, there is nothing in the Routine that addresses reimbursement for the pole setting utility. He stated that this is an issue for Mr. Solorzano. Mr. Lewis reported that Mr. Solorzano has experienced several instances when he incurred additional costs, because there are no guidelines in the Routine or costs in Authorized Costs, which addresses this issue. Mr. Bengtsson stated that DWP handles this type of situation with a field meet and using Section 1.2. He recommended not assigning a cost to this issue, because each situation is unique. This issue will remain on the agenda for future discussion.

The meeting adjourned at 12:30 p.m., until August 16, 2000.

Jennie L. Corella, Office Manager

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
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September 20, 2000

A meeting of the **Routine Revision Committee** took place on the above date, at 2:30 p.m., at the Committee office. Those in attendance were:

Mr. Chris Bengtsson - City of Los Angeles
Mr. Dan Lewis - Verizon California
Ms. Kathleen Dell – AT&T Wireless
Ms. Lupe Hernandez - Pacific Bell
Ms. Sherri Goetz - So. Calif. Edison Co.
Mr. Mike Bogner - Sprint PCS
Mr. Dennis Ennis – Pacific Bell
Ms. Lynn Prescott – Verizon Wireless
Ms. Jennie L. Corella - Committee Staff

Chairman, Chris Bengtsson called the meeting to order. The first issue addressed by Mr. Bengtsson was **Item 1300: Pole Set in Same Hole.** Mr. Bengtsson read the last paragraph from the July 19, 2000 Routine Revision minutes which refers to Item 1300, and that it is an issue with Edison. He reiterated his recommendation of not assigning a cost to this item, and removing the item from the agenda. Ms. Dell clarified the reason for removing Item 1300 from the agenda, and that is because this issue is too unique to set specific costs, therefore, it must continue to be handled by Section 1.2. Item 1300 will be removed from the Routine Revision agenda, however, will remain on the Authorized Costs agenda for further discussion.

The first item on the agenda was **Item 1235: Cost Causer.** This item deals with the issue of additional costs incurred by members who are unable to use the OPCaTS System. The item will remain on the agenda pending the implementation of the system.

Item 1265: Alternative to Wood Poles was next on the agenda. Mr. Bengtsson stated that this item refers to the costs of composite fiberglass poles, as well as lightweight steel poles. Composite fiberglass pole prices have been established and are currently in the Routine Handbook. Lightweight steel pole prices have been created, but have not been established yet. Ms. Dell remarked that verbiage addressing the usage of steel poles must be established in the Routine to align with the pole prices. After discussion by the members, it was decided to add verbiage to Section 1.2 to address alternatives to wood poles. It was the opinion of the Committee that all poles other than wood should be handled by special agreement. Therefore, the consensus was to add to Section 1.2, the following verbiage, “This section must be used when poles other than wood are placed.”

Next topic discussed was **Item 1269: Failure to Purchase Interest.** This item deals with the Pulsiver decision, and the \$500.00 penalty fee charged to utilities that are illegally attached. This issue will remain on hold until further notice.

The fourth issue on the agenda was **Item 1297: Failure to Final JPA.** This issue deals with a time limit on Form 48-work completed. If the issuing party fails to final a JPA within the specified time frame after construction is completed, then another member may final the JPA and access an administrative fee to the issuing party for failure to final a JPA. Ms. Dell commented that the member choosing to final the JPA should notify the issuing party, via a form 7, of their intention to final and inform them of the administrative costs they would incur. The issuing party would be given a 15-day response period. Mr. Lewis stated he would work on creating language for this issue and e-mail the members with the language and revisions. The Authorized Costs Committee upon completion of the language will create administrative fees/costs. Ms. Dell stated that the members should give this issue great consideration. If this procedure is accepted and implemented, it will have a great impact on their monthly expenses in regards to administrative fees.

Item 1299: Pole Loading was the final issue discussed. This issue deals with the CPUC currently working on a method to mandate utilities in how they calculate pole loading. This is a concern for the Committee in that a formula for calculating pole loading must be created and implemented by all the members. The members remarked that the formula must be very generic. Mr. Bengtsson reported that at the last meeting, the members would, upon returning to their respective offices, research the effects of mandated pole-loading calculations individually. Ms. Dell stated that she and Mr. Solorzano brought this issue to the Committee in that they wanted the Committee to be proactive in regards to this issue with the CPUC. Mr. Bengtsson stated that in his opinion the Committee was not ready to deal with this issue at this time. However, he stated that **Item 1299 should remain open and on the agenda to be addressed and discussed further.**

The meeting adjourned at 3:30 p.m., until October 18, 2000.

Jennie L. Corella, Office Manager

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October 18, 2000

A meeting of the **Routine Revision Committee** took place on the above date, at 1:40 p.m., at the Committee office. Those in attendance were:

Mr. Chris Bengtsson - City of Los Angeles
Mr. Dan Lewis - Verizon California
Ms. Kathleen Dell – AT&T Wireless
Ms. Lupe Hernandez - Pacific Bell
Ms. Sherri Goetz - So. California Edison Co.
Mr. Ernie Solorzano – So. California Edison Co.
Mr. Mike Bogner - Sprint PCS
Mr. Mike Torelli – City of Riverside
Ms. Lynn Prescott – Verizon Wireless
Ms. Jennie L. Corella - Committee Staff

Chairman, Chris Bengtsson called the meeting to order. The first item on the agenda was **Item 1235: Cost Causer**. This item deals with the issue of additional costs incurred by members who are unable to use the OPCaTS System. The item will remain on the agenda pending the implementation of the system.

The next issue addressed by Mr. Bengtsson was **Item 1265: Alternative to Wood Poles**. Verbiage has been created, which will be added to Section 1.2. The last sentence in this section will read “This section must be used when poles other than wood are placed.” Mr. Lewis stated that the entire Routine is written with only wood poles in mind, and when purchasing poles other than wood, the higher costs must be considered when members agree to place poles. The consensus was that the decision to place lightweight steel poles must be agreed upon by all members prior to setting the pole. The new verbiage will be on the November agenda on the Consent Calendar.

Next topic discussed was **Item 1269: Failure to Purchase Interest**. This item deals with the March 1999 Pulsiver decision and the \$500.00 penalty fee charged to utilities that are illegally attached. Mr. Solorzano stated that in his opinion, if anyone found illegally attached after March 1999, would be required to purchase interest and pay a \$500.00 penalty fine per the Pulsiver Decision. Mr. Bengtsson inquired as to how to identify and/or define an illegal attachment. Mr. Solorzano responded by using the 2/3 record method, or determination of pending application or authorization to purchase interest. Edison and Verizon will work together to create the language to address this issue, and have it ready for the Consent Calendar for the November Board meeting.

The fourth issue on the agenda was **Item 1297: Failure to Final JPA**. This issue deals with placing time limits on Form 48. Ms. Dell and Mr. Lewis reported that they had created the proposed language to address this issue which will be Section 18.1F. Mr. Bengtsson read the proposal to the members. The verbiage is as follows, “The Form 48 is used to notify other owners that work has been completed and must be issued within 30 days of construction complete. If the issuing utility fails to adhere to the time limits, any member who is party to that JPA may issue the Form 48 and/or final JPA, and charge the appropriate administrative fees as defined in Authorized Costs Item 14 to the issuing utility.”

Prior to finalizing the JPA the member who chooses to process this final JPA must notify the issuing party via Form 7. If the issuing party does not respond or final the JPA in the 15 day waiting period, the member may proceed with finalizing the JPA.” The members discussed this issue at length. This item will be on the Consent Calendar for the November Administrative Board Meeting.

Item 1299: Pole Loading was the final issue discussed. Mr. Bengtsson stated that in his opinion this issue was in the same category as Item 1294: Environmental Issues, and should remain on the Open Administrative Board Items agenda. The members discussed whether this item was a Joint Pole Committee issue, or an issue that should be handled between members. Mr. Lewis remarked that Section 3.0, -second sentence in paragraph one partly addresses this item, and he suggested adding additional verbiage to include pole loading. In order to take a proactive approach, the consensus was to remove Item 1299 from Routine Revision and put it on the Open Administrative Board Items agenda to remain a standing issue.

Under miscellaneous items, the members discussed Section 17.0. The issue was notification and recording of tenants on a pole. Mr. Torelli stated that it was the responsibility of the joint owner who is leasing his space to a tenant to maintain any records. This issue is correct records and record keeping. The members discussed this issue at length, and may re-address it at the next meeting.

The meeting adjourned at 3:00 p.m., until November 15, 2000.

Jennie L. Corella, Office Manager