

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

January 14th, 2014

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. James Eastwood	Southern California Edison
Mr. Jessica Pearson	Southern California Edison
Mr. Larry Chow	Southern California Edison
Ms. Marcela Zapien	Southern California Edison
Mr. Scott Hunter	City of Los Angeles
Ms. Paula Haney	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lynn Prescott	Verizon Wireless
Ms. Lupe Hernandez	Teleport Communications America
Ms. Yvonne Johnson	AT&T Mobility
Mr. William Kerns	Verizon Ca, MCI / COMM / Metro
Mr. Josh Mathisen	AT&T California
Mr. Paul Smolarski	T-mobile USA
Ms. Angela Pranata	SCJPC Staff
Mr. Kyle Levy	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Ms. Maria Ortiz	XO Communication
Ms. Jennifer Navarro Yhap	Metro PCS California, LLC
Mr. Steve Brown	City of Los Angeles
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated that this is a standing agenda item and is to be discussed at every meeting. Ms. Hernandez inquired if there were any questions or concerns. Mr. Chow inquired if the member codes for AT&T Communications and AT&T Local services were updated to show the new TCA member code on pole records. Ms. Hernandez reported all pole records were all current. Mr. Chow stated the majority of Verizon poles in Blythe should belong to Frontier Communications but the member codes currently show Verizon as the owner. Ms. Pranata reported she received a list requesting that some Verizon poles be transferred to Frontier Communications. After discussion the members agreed to send Frontier Communication a letter

inquiring on the current status of transferring the database of poles for the Blythe Area. The members agreed to table this topic until the next Routine Revision meeting.

The third item on the agenda was **Item 1570: Grade with Pole Top Antenna**. Ms. Hernandez reopened this item by stating the example she created needed to be edited to show the stated mandated 2' clearance. Ms. Hernandez reminded members the current discussion was to agree if the 2' would be considered safety clearance, or would it be common space. Mr. Brown stated DWP has a state mandated clearance for 4.8KV poles of 4'. He continued, stating DWP is required to purchase the 4'. Mr. Brown inquired why communication companies would not be required to purchase the 2'. Ms. Hernandez suggested since the 2' is stated mandated and cannot be used by any party, it should be a shared cost. Mr. Chow presented a hypothetical scenario where Edison has transmission on top of a jointly owned pole and distributions underneath, if the requirement is a 12' clearance the cost would be split between the owners. Ms. Hernandez agreed, as long as the space could not be attached to by either party. Ms. Hernandez specified stating the 2' clearance can be attached within only by the antenna owner. Mr. Hunter inquired if power was needed to service a pole would it be a required minimum 1' purchase for the power companies or is it considered a service feed for the antenna. Ms. Hernandez reported she has seen it both ways, but noted JPAs sent to DWP as a purchase were returned with stating it was a Free Attachment. The members agreed Power companies would be a free attachment if powering a service pole. After discussion, the members agreed to correct the example to show the 2' clearance, and the antenna owner purchasing the 2' clearance. The members also agreed an example should be created showing free service secondary poles, with a notation that if it is a pole replacement of a guy stub the base owner would receive free attachment to service the antenna but required purchase space to place facilities. The members agreed to table this item for the next Routine Revision meeting.

The fourth item on the agenda was **Item 1574: Review of Section 18.1**. Ms. Hernandez reopened this item by reviewing Edison's proposed 18.1A verbiage. Mr. Eastwood presented some verbiage corrections to the proposed verbiage. Mr. Chow stated some members are not able to provide pole loading and suggested pole loading be moved to supporting documents instead of making it mandatory. Mr. Eastwood noted that by not making pole loading mandatory the committee is moving away from the desired outcome of the CPUC, which is for all members to provide pole loading. Mr. Hunter suggested the addition of an authorized cost to charge members who are unable to provide their own pole loading. Mr. Mathisen stated the committee does not want members to think they can simply pay another member/company to do the pole loading because each Member's facilities are different potentially causing variables in calculations. After discussion, the members agreed to add **Item 1582 Pole Loading Analysis** to the Authorized Costs agenda. The members agreed to table this item until the next Routine Revision meeting. Mr. Chow requested to table the discussion of timeframes for 18.1F. Mr. Chow stated the timeframes should be discussed in accordance with proposed 4.0(A).

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Ms. Hernandez reopened discussion on Edison's proposed Section 4. Mr. Eastwood explained the proposed 4.0(A) should only be used to final bill existing JPAs after submitted

initially as a 4.0 JPA. Mr. Hunter inquired under the proposed 4.0(A) when would pole loading be submitted. Ms. Prescott stated pole loading would be submitted with the initial JPA for approval. Mr. Hunter stated he would prefer the pole loading be submitted when construction has a start date. Mr. Hunter explained although space was reserved capacity was not. He continued, stating capacity cannot be guaranteed because there is no telling what will happen on that pole between submission of pole loading and actual construction. Ms. Haney explained, if a Form 2 was submitted and construction had not begun within 18 months, the owner can request that the JPA be canceled or status of construction to be updated. Mr. Eastwood inquired if a member wanted to purchase into a pole that had pending construction, would the incoming member have to take the pending member's pole loading into consideration. Mr. Chow stated the pole loading would have to be accounted for because they are an owner on record. Mr. Chow agreed with Mr. Hunter, stating it would be wrong if capacity was reserved and a new member came on and had to replace the pole because it was hypothetically overloaded but never actually attached. The member responsible for the pole replacement not be would be able to recoup funds for having to replace a pole without cause. Mr. Hunter stated he was not in favor of providing pole loading for facilities that are not actually in the field because a member would have to create a JPA to add pole loading. Mr. Chow stated it is important for what is in the field, to match what in the member's records, and to also match what is in the committee office. Mr. Chow stated the General Order wants matching records and having proposed records would not reflect what is in the field. Ms. Hernandez suggested utilizing the Sharefile program to notify other members of the pole loading and what work is proposed. Mr. Chow proposed a timeframe be implemented with a 4.0 to take away the uncertainty of owners of record reflecting what is in the field. Mr. Chow stated he is in favor of members purchasing the space if they plan to construct rather than reserving the space. Ms. Hernandez agreed stating members could relinquish if they did not need the space. Ms. Hernandez stated if a timeframe was implemented for 4.0 the section proposed 4.0(A) would be unnecessary. Ms. Haney inquired if a member wanted to purchase into a pole but the pole was on a JPA which also had pole replacements, would she not be able to purchase into the pole until the replacements were completed. Ms. Haney argued, in this situation, a timeframe cannot be followed because a pending JPA is holding up her work. Mr. Chow suggested separating the poles that need to be replaced from the poles that can be final billed 4.0. Mr. Hunter stated if a JPA was submitted, the timeframe passed and the JPA was final billed, there would still be a problem with pole loading because DWP performs pole loading for what is in the field. Mr. Eastwood agreed stating Edison pole loads what is in the field. Mr. Hunter was of the opinion if space was purchased but construction did not begin for 2-3 years later an issue of capacity will be a major issue. He continued, stating members would need to look ahead at how to resolve the issue of more facilities attached to the pole than were approved. Mr. Hunter stated even if pole loading was provided in Sharefile it would not likely be looked at by fielders measuring the pole in the field. Mr. Chow stated the process would need to be written in the Routine Handbook indicating what the process is and exactly what the process means. He stated issues of pole loading and capacity need to be taken care of at the time of construction. Mr. Chow was of the opinion another process should be added to force members to keep a record account of each step of the process. Ms. Prescott suggested the members explore a change in the JPA process, stating currently members could potentially construct on a pole and not pay for it for multiple years until the JPA final bills. Ms. Prescott suggested the billing portion of the JPA process happen upfront. She explained, members would purchase space and be billed for it but the JPA would be pending until

construction was completed. Ms. Prescott stated with this process, members would always know of any pending jobs on a pole. Mr. Eastwood pointed out under the current system Telecommunication companies are not required to notify owners if construction has occurred within the space they own, as long as it passes loading. Mr. Chow stated although not required members should be exchanging information when construction occurs. Mr. Chow was of the opinion Sharefile is a good platform to share this information. Ms. Haney suggested the pole loading could reflect the last construction date. After extensive discussion the members agreed to dedicate a meeting to discuss changes in process of the Routine Handbook.

Mr. Chow presented an issue of priority 1 poles being submitted using section 7.6. Mr. Chow noted all stamped priority poles should be billed using section 7.11.

The members agreed to table discussion on Section 18 verbiage review.

Review of Action items/JPA Alerts.

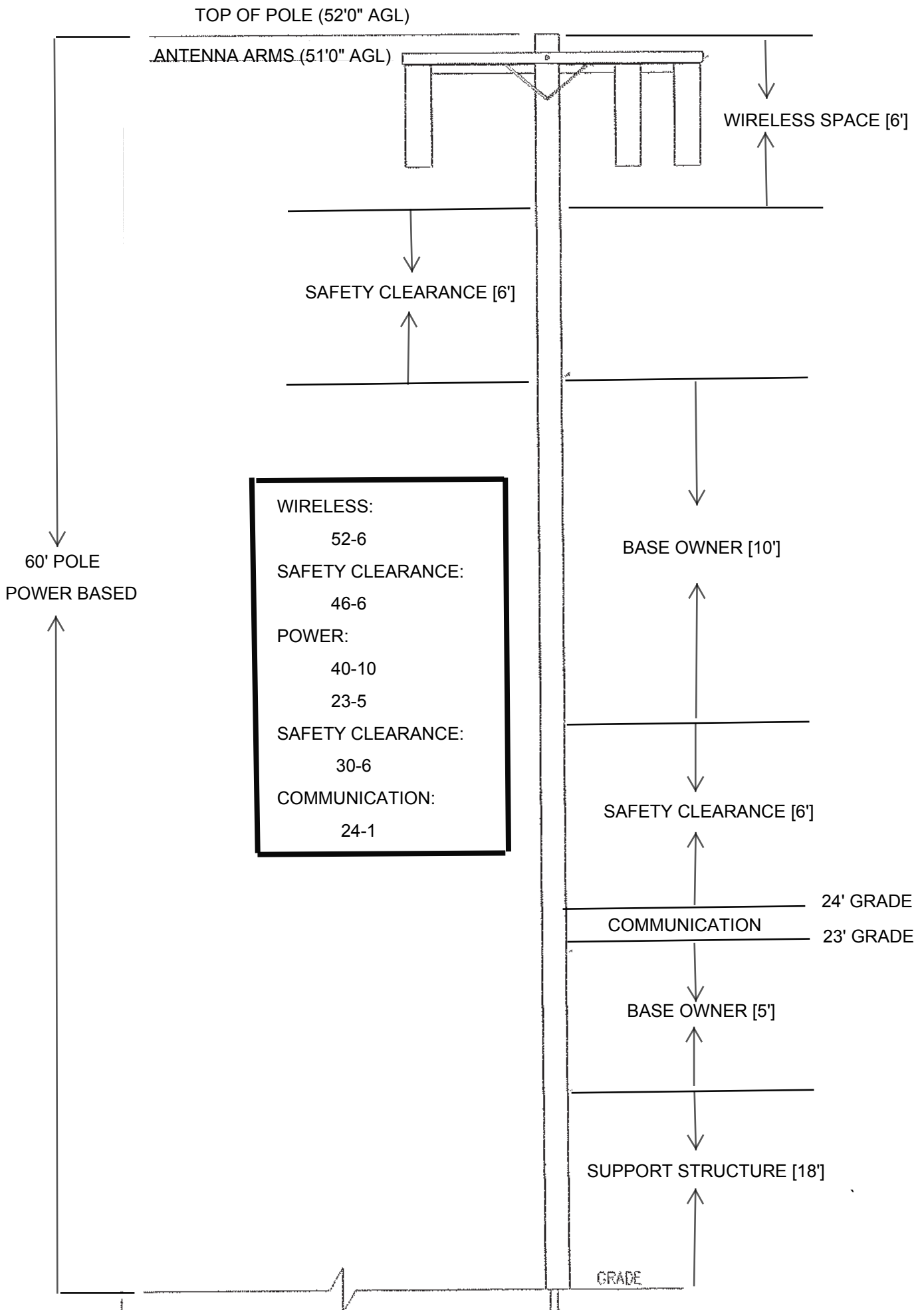
- Ms. Hernandez to correct Antenna Example
- Ms. Hernandez to create Antenna example with Free Service
- Ms. Pranata To send letter to Frontier Communications requesting status update for Transfer of pole database for Blythe
- Add item 1582: Pole Loading Analysis to Authorized Costs meeting agenda.

The Meeting adjourned at 12:00 pm until February 18th, 2014.

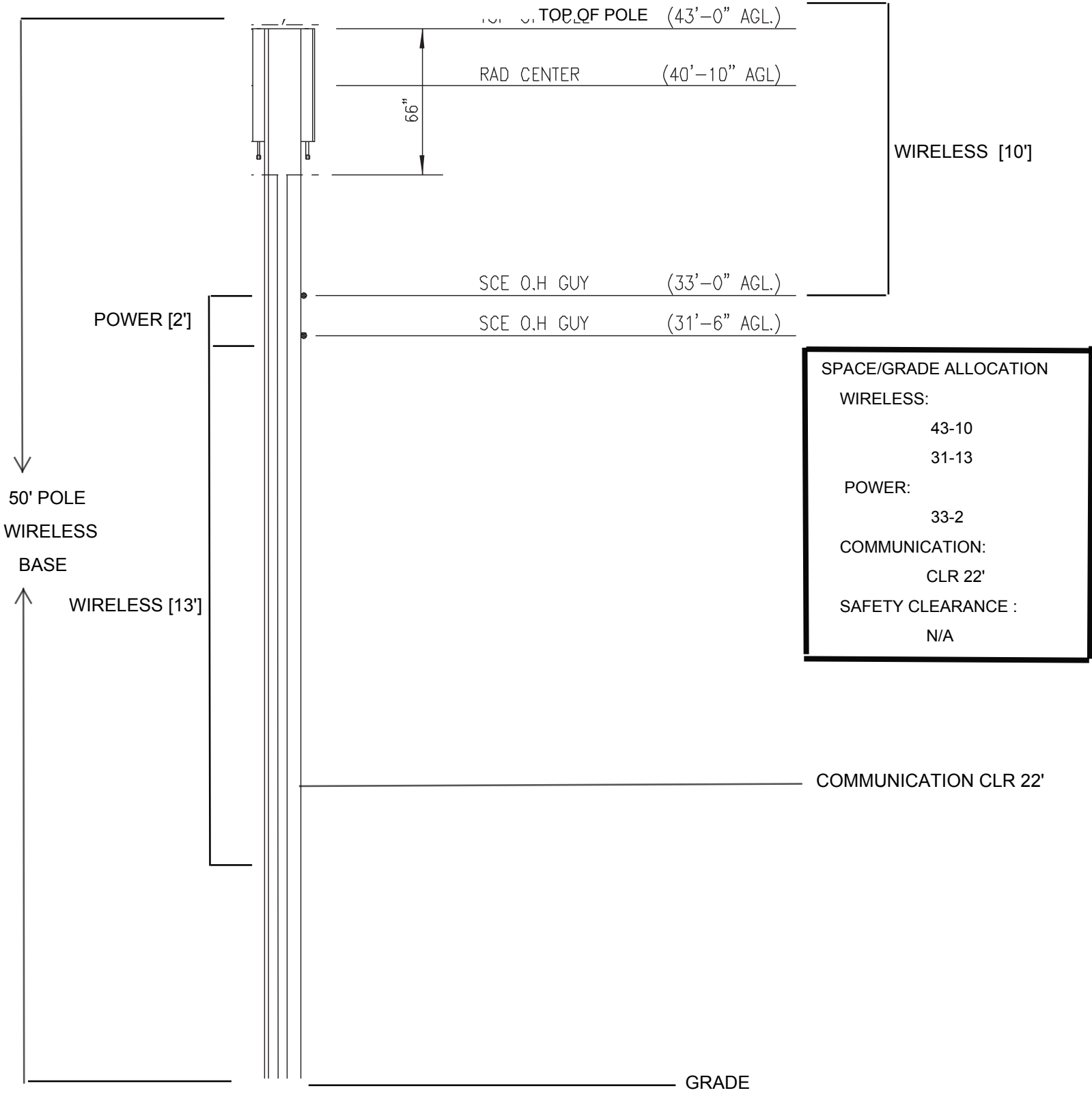
Ryan Jones, Committee Staff

ANTENNA POLE WITH TWO SAFETY CLEARANCES

EXAMPLE XX



POLE TOP ANTENNA
SPACE ALLOCATION
EXAMPLE XX



SPACE/GRADE ALLOCATION	
WIRELESS:	
	43-10
	31-13
POWER:	
	33-2
COMMUNICATION:	
	CLR 22'
SAFETY CLEARANCE :	
	N/A

COMMUNICATION CLR 22'

GRADE

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

January 15th, 2014

A meeting of the Routine Revision Committee took place on the above date, at 10:45 a.m. at the Committee office. Those in attendance were:

Ms. Lynn Prescott	Verizon Wireless
Ms. Jessica Pearson	Southern California Edison
Mr. Scott Hunter	City of Los Angeles
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
Mr. William Kearns	Verizon Ca, MCI / COMM / Metro
Ms. Lupe Hernandez	Teleport Communications America
Mr. Josh Mathisen	AT&T California
Mr. Paul Smolarski	T-mobile USA
Mr. Rory Gandy	AT&T Mobility
Mr. Joe Armstrong	City of Pasadena
Mr. Daniel Lippert	City of Burbank
Mr. Doug Schmaderer	City of Pasadena
Mr. Emir Erba	Time Warner Cable
Ms. Jessica Raettig	Time Warner Cable
Ms. Angela Pranata	SCJPC Staff
Mr. Kyle Levy	SCJPC Staff

Those attending via teleconference were:

Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Jane Bibb	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LL

Ms. Hernandez opened the meeting by reminding members how this meeting came about. Ms. Hernandez noted it began when Edison notified members that there were a lot of foreign JPAs that were not final billed. After some discussion, it was suggested to final bill the JPAs records only. Ms. Hernandez stated the records only discussion led to pole loading discussion. She explained the pole loading discussion was if a record only pole record was created and another member wants to add or attach to the pole, the pole record would not reflect what is in the field. Ms. Hernandez also reminded members of the issue of notifying other members once the work is complete and the pole loading is up to date. Ms. Prescott stated one of the reasons for implementation of this meeting was to find a way to purchase space and receive payment for said space while the JPA is still pending completion of construction. Ms. Prescott continued,

stating members would also be able to participate in maintenance since they would be owners of record. Mr. Mathisen suggested sending a copy of the preliminary JPA to the JPC staff to be billed, anything that needs to be billed after would be billed on an adjusted final JPA. Ms. Hernandez noted that nothing could be sent to the JPC staff for billing without approval. Ms. Prescott clarified; a preliminary Form 2 would be submitted showing the amount of space needed, a bill of sale created to show ownership, and a new form created for notice to construct. Ms. Prescott noted once the notice to construct was submitted, this would notify members to submit pole loading and the show what their intent is within their space. A Form 48 would be submitted notifying members of completion of work. Ms. Haney clarified, stating the pole card would have a “running record” of the preliminary, construction and anything else. Ms. Prescott inquired how pole replacements would work under this new system. Ms. Hernandez stated, a preliminary would be created, approved and sent to the JPC. The JPC would bill the preliminary as written; update the old record to “preliminary final”, and indicate which pole number is to replace the old number. Ms. Hernandez stated the PTD and the new pole would be paid for on the preliminary. Ms. Prescott suggested pole replacements be the exception to the rule and only have this policy for purchase of interest section 4.0. She noted this could be a change in process on how Form 2s are issued. Ms. Prescott stated the idea behind this way of processing JPAs was to separate purchase from construction. The members discussed if the routine had to change should billing and construction be separated. Ms. Prescott suggested if the routine remained the same, the implementation of a notice to construct and a notice to purchase be added to the routine. Ms. Prescott explained, the notice to purchase would be used notify members before the preliminary was sent out. The members discussed how the separation of billing between preliminary final and adjusted final bill would affect each member’s accounting. Ms. Prescott inquired if a member is going to purchase space then construct, do members have to use the same JPA number or can two different JPA numbers be used. Ms. Hernandez stated members would be unable to know if there is a pending JPA. Mr. Hunter suggested creating a record that states purchase space. He noted the first JPA would be complete. Members would not need to keep record because the JPC database would have the pole record. Once members were ready to construct, the pole loading should be submitted with a new JPA indicating said member was ready to construct. Since before and after a member purchases nothing on the pole changes, the ready to construct pole loading will help members verify the facilities on the pole to ensure the new work can be completed without overloading the pole.

After construction verification, an adjusted final bill would be submitted with itemized costs.

Ms. Prescott presented the issue of members not notifying one another when cables are installed or over lashes occur and suggested a form be created to notify members that an upgrade has happened to the pole. Ms. Haney inquired if the major power companies would check the Sharefile for telecommunications pole loading. After discussion, the members agreed the onus is on the all owners to update pole loading whether it is a tenant’s or owner’s upgrade, pole loading should be readily available. Then members agreed to table discussion for the next Supplemental Routine Revision meeting

The Meeting adjourned at 11:55 p.m. until February 19, 2014.

Ryan Jones, Committee Staff

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

February 18th, 2014

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. James Eastwood	Southern California Edison
Mr. Jessica Pearson	Southern California Edison
Ms. Jennifer Dumas	Southern California Edison
Ms. Marcela Zapien	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Mr. Jeff Williams	City of Los Angeles
Ms. Paula Haney	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lynn Prescott	Verizon Wireless
Ms. Lupe Hernandez	Teleport Communications America
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Mr. William Kerns	Verizon Ca, MCI / COMM / Metro
Mr. Rory Gandy	AT&T Mobility
MS. Kourtney Wietecha	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Janet Chirrick	AT&T California
Mr. Josh Mathisen	AT&T California
Mr. Paul Smolarski	T-Mobile USA
Ms. Angela Pranata	SCJPC Staff
Mr. Kyle Levy	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Mr. Stephen Pebley	Frontier Communications
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Tracey Province	Verizon Ca, MCI / COMM / Metro

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated that this is a standing agenda item and is to be discussed at every meeting. Ms. Hernandez inquired if there were any questions or concerns. There were none at the time.

The third item on the agenda was **Item 1570: Grade with Pole Top Antenna**. Ms. Hernandez reopened this item by presenting a corrected example showing the pole top antenna with the antenna owner purchasing the 2' clearance. After discussion, the members agreed to add this item to the discussions agenda for the Administrative Board meeting. Ms. Hernandez stated she did not provide an example for a free attachment on an antenna site pole. Ms. Hernandez explained members needed to understand if a power utility was servicing the antenna site with their drop, the power company should have a free attachment. Ms. Hernandez suggested section 11.0 add including antenna poles in the verbiage. The members agreed with the suggested verbiage, and to also add the suggested verbiage to the discussion calendar of the Administrative Board meeting. After discussion, the members agreed to table this item for the next Routine Revision meeting.

The fourth item on the agenda was **Item 1574: Review of Section 18.1**. Ms. Hernandez reported that Mr. Chow requested this item be tabled pending discussion of section 4.0.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Ms. Hernandez reopened discussion on Edison's proposed Section 4. Ms. Hernandez explained at the Supplemental Routing Revision meeting Ms. Prescott presented the idea of billing the preliminary of a section 4.0 JPA upfront. Ms. Hernandez stated section 4 cannot be changed unless the members agree to change the entire JPA process. The proposed process would consist of a member submitting a preliminary JPA purchasing space to be processed by the JPC committee staff. The JPA would stay active until construction is completed and a Form 48 submitted and reviewed. If the JPA is built the way the JPA was initiated, a "final JPA" would update the JPC records. If changes are needed, a Form 7 would be issued along with a typed final per how it was actually built. The typed final would be processed, exchange money, if necessary, and update pole records. Ms. Hernandez stated pole replacements would not follow this procedural method. Ms. Hernandez reminded members this discussion began because power companies had foreign JPAs that were not being final billed. She continued, explaining this was an attempt to reduce the backlogged JPAs by potentially final billing them under the proposed section 4.0(A) "records only." Mr. Eastwood stated communication companies want to reserve space. The power companies want members to participate in maintenance costs and have JPAs submitted in a timely manner. Mr. Eastwood believes the best route to take to achieve the reservation of space, participation in maintenance costs and processing finals in a timely manner, would be the implementation of 4.0(A). After much discussion, the members agreed to review Mr. Eastwood's proposed verbiage and discuss further at the next Routine Revision meeting. The members also agreed to close the Supplemental Routine Revision meeting.

The members agreed to table discussion on Section 18 verbiage review.

Ms. Hernandez presented a JPA with issues concerning section 7.3 (see attached). Ms. Hernandez reminded members that section 7.3 is a pole replacement for the benefit of the member initiating the JPA. She explained in the example that ATC is requesting Edison replace the pole for the benefit of ATC. The example showed ATC charging for the PTD when Edison should be charging the PTD costs. After discussion, the members agreed this was a training issue. Ms. Hernandez reminded members when creating a 7.3 JPA the cost should only be

incurred by the member initiating the JPA. The members agreed the JPA must indicate which member the replacement benefits. The members also agreed to add this to the JPA alerts. Ms. Hernandez recalled a discussion with Ms. Province about the existing members on the pole not having to purchase into the new pole, because the initiating member is the one benefitting from the replacement. Ms. Hernandez suggested the initiator could pay for the common area on the pole. Mr. Mathisen argued the purchase of common area should not be viewed negatively because all members are receiving new material. Mr. Brown argued the pole would not have to be replaced and the cost of the new pole would not be incurred if ATC was not having the pole replaced for their benefit. Ms. Haney stated if the non-benefitting member increased the pole load on the new pole which would have overloaded the old pole they would be benefitting from the replacement just at a later date. The members agreed to table this discussion for the next Routine Revision meeting.

Review of Action items/JPA Alerts.

- Mr. Levy to resend proposed verbiage of section 4.0 to all members
- Add Power Overhead Guy example and section 11.0 verbiage to discussion agenda.
- Ms. Haney to create example for section 7.3
- Mr. Levy to create JPA Alert for 7.3 notation of who is benefitting from replacement

The Meeting adjourned at 12:30 pm until March 18th, 2014.

Ryan Jones, Committee Staff

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).

Date Prepared Dec 3, 2008

FINAL AUTHORIZATION FOR JOINT POLE TRANSACTION

J.P. FORM 2-1 Final 1/95

This authorization is in accordance with Joint Pole Agreement And Routine. The Undersigned have agreed on joint work as specified hereon.

Date Sent Dec 4, 2008

Confirming Agreement _____

In By Date JAN 08 2014
 Field Telephone Completed

No. of Pages 1

J.P. Auth. No. ATC08-2254FG-01

BILL NO. 1-14-632, 607
 PAGE NO. 1

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE	APPROVED	TAXING INSTRUCTIONS	ACCOUNTING DATA
E <u>2</u>	B. PATTERSON	ONTARIO	B. PATTERSON GU		TD612135 700192
VZ <u>2</u>	CES	WHITTIER	C. JOHNSON LU	SANT FE SPRINGS	861-9P009JP
ATC <u>1</u>	M. KANG (CES)	LOS ANGELES	M. BROWN MB	IRVINE	COLIMA ZONE 13 10615 708-A2
	818-898-2352				

COSTS and BILLING DATA

BILLING CODES

1. PLACED CURRENT YEAR
2. PLACED PRIOR YEAR
3. UNAUTHORIZED ATTACHMENT
4. SALVAGE VALUE
5. AUTHORIZED COSTS

BILL NO. 632

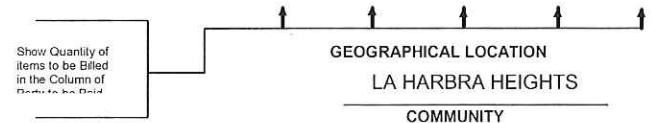
POLE NO	Pole Length Anchor Size	Year Set	Pole Treat Anchor Direct.	Record			Proposed			Item No.	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole agreement and routine - state reasons.
				E	VZ	ATC	E	VZ	ATC		
											E TO REPL POLE ON BEHALF OF ATC SEC 7.3 & 7.4
2127984E <u>R</u>	45	79	FT		24'						WEST RD S/S 20' E/O LE FLORE RD EXT
2127984E. <u>N</u>	50	13	FT				19KV 43-7	22-4	ANT 30-5		WEST RD S/S 20' E/O LE FLORE RD EXT
								T22	23-1		SCZ - 25-2
	CL-3										
											FORM 48 SENT 11-13-13

AMOUNT DUE					
BILL CODE	UTILITY E		BILL CODE	UTILITY ATC	
	TOTAL AMT.	TAX		TOTAL AMT.	TAX
	1793			1361	

ACCOUNTING DIRECTIONS:

POLE LEGEND:
 P = PULL
 PB = PULL BUTT
 T = TRANSPORT
 S = SALVAGE
 D = DISPOSE
 TN = TENANT

ANCHOR LEGEND:
 AR = ANCHOR REMOVED
 AT = ANCHOR TRANSFERRED



COL TOT	1793	1361
---------	------	------

VP/J.P.-02

PAGE TOTAL _____

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

March 18th, 2014

A meeting of the Routine Revision Committee took place on the above date, at 12:30 p.m. at the Committee office. Those in attendance were:

Mr. James Eastwood	Southern California Edison
Mr. Adolph Gonzales	Southern California Edison
Ms. Patricia Chaves-Silva	Southern California Edison
Mr. Larry Chow	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Ms. Dawn Worthy	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Mr. Jeff Williams	City of Los Angeles
Ms. Paula Haney	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lynn Prescott	Verizon Wireless
Ms. Lupe Hernandez	Teleport Communications America
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Mr. William Kerns	Verizon Ca, MCI / COMM / Metro
Mr. Rory Gandy	AT&T Mobility
Ms. Kourtney Wietecha	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. David Elston	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Josh Mathisen	AT&T California
Mr. Paul Smolarski	T-mobile USA
Ms. Angela Pranata	SCJPC Staff
Mr. Kyle Levy	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Mr. Stephen Pebley	Frontier Communications
Ms. Lily Tran	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Tracey Province	Verizon Ca, MCI / COMM / Metro

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. Ms. Hernandez reported page 2 paragraph 4 should read "Mr. Eastwood believes."

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated that this is a standing agenda item and is to be discussed at every meeting. Ms. Hernandez inquired if there were any questions or concerns. There were none at the time.

The third item on the agenda was **Item 1570: Grade with Pole Top Antenna**. Ms. Hernandez reported this item was on hold until voted on in the Administrative Board meeting.

The fourth item on the agenda was **Item 1574: Review of Section 18.1**. Ms. Hernandez reported that Mr. Chow requested this item be tabled pending discussion of section 4.0.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Ms. Hernandez reopened discussion on Edison's proposed Section 4. Mr. Eastwood stated after reviewing the verbiage section 18.1A, "preparation of instructions" needed more work because it is referred to in the proposed section 4 verbiage. Ms. Hernandez stated since there is an automatic approval for the proposed section 4.0(A), an automatic approval date should also be specified for section 4.0. Ms. Hernandez stated a JPA would be considered approved after 45 days if no response has been received whereas under section 4.0 it cannot. After discussion, the members agreed to move verbiage of automatic approval to section 18. Mr. Chow stated a process would need to be created notifying members when construction is complete. Ms. Hernandez queried the members to see how many were interested in creating JPAs using section 4.0(A). The majority of members favored the proposed process. Ms. Hernandez presented a hypothetical scenario where an attachment did not overload the pole when calculated prior to the initiation of the JPA but overloads the pole at the time of construction. Ms. Hernandez was of the opinion it would be unfair to make her company pay for the replacement costs. Mr. Chow stated, using section 7.3 Ms. Hernandez would have to pay the entire PTD and transfer costs but all other owners would have to purchase their own space in the new pole. Mr. Chow reminded members that the momentum behind proposed section 4.0(A) was because of members trying to reserve space. He continued, stating the members can pay the entire PTD costs under 7.3, or he suggested that members could not apply for space until their entitlements were in place. Mr. Chow suggested the implementation of a process to notify members when construction is complete. Mr. Eastwood stated if pole loading was submitted, the pole failed and the replacement costs were divided but entitlements were never received the pole would have been replaced unnecessarily. Ms. Prescott was of the opinion that if a member wanted to purchase space in a pole at capacity they should be able to knowing they will have to participate in the future replacement costs. Ms. Hernandez stated she has seen JPAs with poles that are denied because they are overloaded. Mr. Chow replied, stating the current train of thought is once a JPA is received requesting a purchase of interest on an overloaded pole the purchasing member is planning to construct. Ms. Hernandez noted the JPA would not be able to be final billed because of the denied pole. Mr. Chow stated the 4.0 would be changed to a 4.0(A) so space can be purchased and the JPA can be final billed. Ms. Haney suggested members look into potential complications with the proposed process. Ms. Haney explained field engineers record what is in the field and not what is proposed. Ms. Prescott suggested members outline section 4.0 creating possible scenarios and resolutions to complications. The members agreed, after discussion, to table this item for the next Routine Revision meeting

The members agreed to table discussion on Section 18 verbiage review.

Ms. Hernandez presented an issue of a JPA showing Edison has a tenant on record at the 23' and 22' grades, on the proposed side it shows where the tenants are attached, Edison is assigned that space. Ms. Hernandez stated she received Edison's signed copy with the record side changed stating Edison did not have a tenant at the 22' grade. Ms. Hernandez stated the JPA would still be final billed because there is a tenant on record even though Edison is not the owner and the way it was proposed as Edison did not change the proposed side. Ms. Pearson stated the process Ms. Hernandez is currently using is correct. Ms. Hernandez inquired what process should be taken to identify the owner of the tenant in question. Mr. Mathisen suggested the JPA be revised to have the tenant purchase interest for the unauthorized attachment if none of the members has a record of a tenant. After discussion, the members agreed it is up to the owner of the space to follow up with the tenant company as to which utility they have the agreement to attach to the pole

Ms. Haney presented an example of section 7.3 replacement for the benefit of one member or an incoming member (see attached.) After discussion the members agreed to add this example to the Basic Training meeting agenda.

Ms. Haney reopened discussion on the pole top antenna example created. Ms. Hernandez reported after discussion with Mr. Gandy, a disclaimer should be added stating "for demonstration purposes only." Mr. Gandy did not want to confuse wireless utilities into thinking the example is the only correct way. The members agreed to add this to the Discussion agenda for the next Administrative Board meeting.

Review of Action items/JPA Alerts.

- Mr. Levy to upload revised minutes
- Add disclaimer to Pole Top Antenna example
- Members to outline proposed section 4.0(A)
-

The Meeting adjourned at 1:45 pm until April 15th, 2014.

Ryan Jones, Committee Staff

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

April 15th, 2014

A meeting of the Routine Revision Committee took place on the above date, at 9:30 a.m. at the Committee office. Those in attendance were:

Mr. James Eastwood	Southern California Edison
Mr. Jeff Klarich	Southern California Edison
Ms. Catalina Bohorques	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Ms. Lynn Prescott	Verizon Wireless
Ms. Lupe Hernandez	Teleport Communications America
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Mr. William Kerns	Verizon Ca, MCI / COMM / Metro
Ms. Kourtney Wietecha	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Manijeh Nava	AT&T California
Ms. Angela Pranata	SCJPC Staff
Mr. Kyle Levy	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Mr. Stephen Pebley	Frontier Communications
Mr. Jeff Williams	City of Los Angeles
Mr. Josh Mathisen	AT&T California
Mr. Janet Chirrick	AT&T California
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated that this is a standing agenda item and is to be discussed at every meeting. Ms. Hernandez inquired if there were any questions or concerns. There were none at the time.

The fourth item on the agenda was **Item 1574: Review of Section 18.1**. The members agreed that this item be tabled pending discussion of section 4.0.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Ms. Hernandez reopened discussion on Edison's proposed Section 4 by inquiring if members were able to complete the outline of "what if" scenarios. Ms. Hernandez requested members revisit the outlines at the next Routine Revision meeting so members could further research possible questions or concerns. The members agreed, after discussion, to table this item for the next Routine Revision meeting

The members agreed to table discussion on Section 18 verbiage review.

Ms. Chirrick reported an issue of obtaining customer information for billable jobs. Ms. Hernandez stated the information is usually found on the JPA or the advanced notice. Ms. Hernandez noted when DWP issues an advanced JPA for a billing the job the customer's information is on the JPA. Mr. Eastwood reminded members Edison was not allowed to share customer information. Mr. Eastwood reported Edison has taken the initiative to create a release form allowing the sharing of information. After discussion, the members agreed to create **Item 1585: SCE Customer Release Form** and to table this item for the next Routine Revision meeting.

Ms. Hernandez reopened discussion on section 7.3 example stating she was unable to complete the verbiage. Ms. Hernandez requested this item be table for the next Routine Revision meeting.

Ms. Hernandez presented an issue of grade and space assignment from the power companies. Ms. Hernandez stated if a preliminary showed the power company at 31' 7" power would need to own down to the 31' grade. Ms. Hernandez stated the JPA was returned with a correction now showing the bottom grade for power at 32'. After discussion, the members agreed this was a training issue.

Ms. Pearson reminded members when submitting a revision of a JPA, make sure the changes made constitutes a revision. If it is minor changes, then members should use a form 7 instead of revising the JPA. Ms. Pearson stated it is time costly to try and differentiate the differences are between the copies. Ms. Hernandez reminded members when resubmitting changes to a JPA to add "Rev" or "R01" to the end of the JPA number.

Review of Action items/JPA Alerts.

- Members to complete outline of section 4.0(A) process
- Ms. Hernandez to complete section 7.3 verbiage

The Meeting adjourned at 10:10 am until May 20th, 2014.

Ryan Jones, Committee Staff

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

May 20th, 2014

A meeting of the Routine Revision Committee took place on the above date, at 12:50 a.m. at the Committee office. Those in attendance were:

Mr. James Eastwood	Southern California Edison
Mr. Larry Chow	Southern California Edison
Mr. Jeff Williams	City of Los Angeles
Ms. Lynn Prescott	Verizon Wireless
Ms. Lupe Hernandez	Teleport Communications America
Ms. Paula Haney	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Mr. William Kerns	Verizon Ca, MCI / COMM / Metro
Ms. Kourtney Wietecha	Extenet Systems
Ms. Manijeh Nava	AT&T California
Mr. Rory Gandy	AT&T Mobility
Mr. Paul Smolarski	T-mobile USA
Mr. Janet Chirrick	AT&T California
Ms. Angela Pranata	SCJPC Staff
Mr. Kyle Levy	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Ms. Lily Tran	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LL
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated that this is a standing agenda item and is to be discussed at every meeting. Ms. Hernandez inquired if there were any questions or concerns. Mr. Williams presented an issue of a customer requesting a pole be relocated. Mr. Williams inquired which section 7.10 or 7.11 would better be suited to finalize a JPA. Mr. Williams stated the customer would normally not be billed because of the age of the pole. He continued, stating currently DWP is using section 7.11 but suggested the addition the billing information be added so billing for the relocation can be discussed between the other owners and the customer. Ms. Hernandez reminded members that the Committee agreed that a pole is 100% depreciated after 25 years. She continued, inquiring if

it was fair to bill the customer when the owner is not billing. Mr. Williams stated billing is relative to what facilities are on the pole and where they are being sent. After discussion, the members agreed section 7.10 is the correct section for relocation of a pole on private property.

The fourth item on the agenda was **Item 1574: Review of Section 18.1**. The members agreed that this item be tabled pending discussion of section 4.0.

The fifth item on the agenda was **Item 1585: SCE Customer Release Form**. Mr. Chow reported Edison will not divulge customer confidential information unless the customer gives consent. Mr. Chow stated if a planner goes into the field to perform a pole relocation, the planner will notify the customer of potential costs from other owners. At that time, the Edison will notify the customer of the Release form and request they comply with a signature. Mr. Eastwood made the point if the customer does not release the information it would be up to the other owners to obtain the customers needed information.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Mr. Smolarski inquired when a power company receives right of way that it only applies solely to the power company. Mr. Eastwood stated joint right of way could only be obtained if the power company was providing service to the other member at the same location.

Ms. Hernandez reopened discussion on section 4 verbiage review. Ms. Hernandez reminded members this was discussion on potential scenarios regarding the proposed 4.0 (A). The members discussed liability issues with owners who would own space but have yet to construct. Mr. Chow suggested verbiage be created defining an owner of space 4.0(A) would not be held liable for overloaded poles. After discussion, the members agreed to continue exploring scenarios and possible problems with the proposed section 4.0(A).

The members agreed to table discussion on Section 18 verbiage review.

Ms. Hernandez reopened discussion on section 7.3 example by presenting verbiage (see attached.) After discussion, the members agreed to add section 7.3 example to the discussion calendar for the Administrative Board meeting.

Mr. Chow presented an issue with a 3 party pole. The new member wants to purchase from member (A) but member (B) denied the JPA because it did not pass member (B) pole loading requirements. Mr. Chow noted the new member's attachment did pass member (A) pole loading due to different loading standards. After discussion the members agreed that a pole could be denied even though the new member is purchasing space from a member that passed the approved the pole loading. Ms. Hernandez suggested member discuss such scenarios and try to come to a mutual agreement between all parties to rectify the failed pole loading.

Mr. Williams presented an issue with Verizon and AT&T they have no way to attach to steel poles. Mr. Williams stated DWP is willing to drill holes under 1.2 special agreement. Ms. Hernandez suggested an authorized cost be created. The members agreed to table discussions.

Ms. Ortiz presented an issue with receiving foreign JPAs from Edison show “E-CS” or “E-T” using multiple columns on a JPA. Mr. Eastwood explained the current software does not currently allow Edison to place all under one column. Mr. Eastwood reported the issue has been reported to Edison’s I.T. department to be rectified. After discussion, the members agreed Edison would make an announcement at the Administrative Board meeting that the issue was being resolved.

Review of Action items/JPA Alerts.

- Outline possible scenarios for proposed section 4.0(A)
- Add revised section 7.3 example to discussion calendar

The Meeting adjourned at 2:15 pm until June 17th, 2014.

Ryan Jones, Committee Staff

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

June 17th, 2014

A meeting of the Routine Revision Committee took place on the above date, at 9:15 a.m. at the Committee office. Those in attendance were:

Ms. Jessica Pearson	Southern California Edison
Mr. Larry Chow	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Ms. Manijeh Nava	AT&T California
Ms. Janet Chirrick	AT&T California
Mr. Josh Mathisen	AT&T California
Ms. Lynn Prescott	Verizon Wireless
Ms. Lupe Hernandez	Teleport Communications America
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Paula Haney	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Rory Gandy	AT&T Mobility
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Mr. Larry Vail	Verizon Ca, MCI / COMM / Metro
Mr. Paul Smolarski	T-mobile USA
Ms. Angela Pranata	SCJPC Staff
Mr. Kyle Levy	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Mr. Stephen Pebley	Frontier Communications
Ms. Marina Birarova	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lily Tran	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated that this is a standing agenda item and is to be discussed at every meeting. Ms. Hernandez inquired if there were any questions or concerns. Ms. Hernandez presented an issue with section 5.2 verbiage that was voted on but never corrected. Ms. Hernandez reminded members that section 5.2 included height limitation of 60' and members wanted to include all

lengths in the verbiage. After discussion, the members agreed to create a JPA alert notifying members of the changes to the Routine handbook.

The fourth item on the agenda was **Item 1574: Review of Section 18.1**. The members agreed that this item be tabled pending discussion of section 4.0.

The fifth item on the agenda was **Item 1585: SCE Customer Release Form**. Mr. Chow reported Edison is preparing to release standards that will be sent out to the planning organizations.

The sixth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, &7.13**. Mr. Chow reminded members this issue had to do with priority poles. Mr. Chow stated some of the verbiage created for sections 7.6A and 7.6B does not apply and needs to be amended. Mr. Chow stated there was a disagreement between members on treating 72 hour priority pole differently than a car hit pole. He continued, stating under the current process by the time the pole is constructed Edison would not be able to give the other attached members the 45 day review period. After discussion, the members agreed to review sections 7.6, 7.11, & 7.13 for discrepancies.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Ms. Hernandez reopened discussion on section 4 verbiage review. Ms. Hernandez inquired if members had any pros or cons regarding the use proposed 4.0(A). Ms. Hernandez suggested the member work on a timeline to better illustrate the progression of the proposed section 4.0(A). Mr. Chow inquired how member would address the happenstance of a member building in space currently unoccupied but owned by said member. Mr. Chow stated currently nothing is in place requiring members to notify other owners if adding facilities for sole benefit. Mr. Chow stated a key portion to the proposed 4.0(A) is pole loading, and verifying what is in the field is what is retained on record. Ms. Hernandez suggested amending the verbiage for section 18.1F removing the completed construction clause allowing the JPA to be billed 4.0(A). Mr. Brown presented a scenario of a member purchased spaced that passed loading at the time of purchase but failed loading at the time of construction. Mr. Chow stated a G.O. 95 infraction was created because when a job is designed it has to take into consideration everything that could reasonably be put on that pole. Mr. Chow continued, stating because there is knowledge that the other member purchased interest, their pole loading also needs to be accounted for. Ms. Hernandez suggested Sharefile as a way to view pole loading making calculations readily available for all members to view. Mr. Chow inquired if Communication members knew which project plans needed entitlements and which plans could construct after 45 days. He continued, suggesting revising the verbiage in section 4.0 to include the implementation of a timeframe and the exception of nodes. Ms. Prescott stated the entitlement poles generated a lot of pole replacements, and inquired how a pole that hasn't been replaced or rearranged be final billed. Mr. Chow suggested members could purchase space, participate in maintenance, and submit pole loading for what is in the field. If the members entitlements do not happen or the job is canceled the owner can relinquish the interest. Mr. Chow reminded members the item was in association with foreign JPAs. Mr. Chow noted the list that was sent to members involved foreign JPAs not yet final billed but had a construction complete date. Ms. Hernandez suggested members go through their initiated JPAs between 2006- 2008 and final bill

any with a construction completed date. Ms. Hernandez suggested each case be JPA be treated with a case by case basis, but urged members communicate more. The members discussed the use of Sharefile to share pole loading information. After discussion, the members agreed 2 pole loads would be needed, an existing pole loading and a proposed pole loading. Both files would be in Sharefile and if no changes were made the proposed pole loading would become the existing pole loading after construction. The members agreed to add this to Discussions for the Administrative Board meeting. Ms. Hernandez noted this was only for the purchase of interest and not for rearrangements. Ms. Hernandez was of the opinion any section 4 JPA would be final billed in a timeframe yet to be determined whether construction was completed or not. Mr. Chow inquired if a foreign JPA does not get billed would Edison be able to issue a Form 48 and bill the JPA records only 18.1F. Ms. Hernandez stated after the timeframe passed Edison would be able to issue a Form 7 indicating the timeframe passed and requesting the JPA be final billed by the next billing cycle or the JPA would be final billed by Edison 18.1F. If no response is received from the Form 7 Edison would be able to move forward in billing the JPA 18.1F. After discussion, the members agreed to table this item for further discussion.

The members agreed to table discussion on Section 18 verbiage review.

The members agreed to table discussion on section 8.1 review.

The members agreed to close discussion on section 5.2

Review of Action items/JPA Alerts.

- Ms. Hernandez to review sections 7.6, 7.11, & 7.13 for discrepancies
- Mr. Levy to create JPA alert for Section 5.2 verbiage

The Meeting adjourned at 10:45 am until July 15th, 2014.

Ryan Jones, Committee Staff

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

July 15th, 2014

A meeting of the Routine Revision Committee took place on the above date, at 10:40 a.m. at the Committee office. Those in attendance were:

Ms. Jessica Pearson	Southern California Edison
Ms. April Debarge	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Ms. Manijeh Nava	AT&T California
Ms. Janet Chirrick	AT&T California
Mr. Josh Mathisen	AT&T California
Ms. Lynn Prescott	Verizon Wireless
Ms. Lupe Hernandez	Teleport Communications America
Ms. Paula Haney	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Kourtney Wietecha	Extenet Systems
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Mr. William Kearns	Verizon Ca, MCI / COMM / Metro
Mr. Paul Smolarski	T-mobile USA
Ms. Angela Pranata	SCJPC Staff
Mr. Kyle Levy	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Mr. Stephen Pebley	Frontier Communications
Ms. Tracey Province	Verizon Ca, MCI / COMM / Metro

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated that this is a standing agenda item and is to be discussed at every meeting. Ms. Hernandez inquired if there were any questions or concerns. There were none at the time.

The third item on the agenda was **Item 1574: Review of Section 18.1**. The members agreed that this item be tabled pending discussion of section 4.0.

The fifth item on the agenda was **Item 1585: SCE Customer Release Form**. Ms. Pearson reported Edison did not have new updates regarding the SCE customer release form and requested this item be tabled for the next Routine Revision meeting.

The sixth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, & 7.13**. Ms. Hernandez reported she was unable to check sections 7.6, 7.11, & 7.13 for discrepancies. Ms. Hernandez inquired if members had issues with any of the aforementioned section. Ms. Pearson presented an issue with JPA's using section 7.6(A) being denied or returned indicating section 7.13 should be used because a phone call was not received within 24 hours. Ms. Pearson stated the verbiage in 7.6(A) is conflicting; stating if the JPA is not issued within the 45 days of the replacement section 7.13 would apply. She continued, stating the last paragraph under section 7.6(A) states "in case where the urgency for new pole installation is not immediate, notification rules will still apply, however the rules of section 7.11 would apply in the purchase of the new pole." Ms. Pearson stated Edison JPA's were being returned with the 7.6 crossed leaving only 7.13. Ms. Hernandez reminded members if the JPA was not submitted within the 45 day section 7.13 would apply but 7.6(A) also includes poles that do not have to be replaced immediately. Ms. Hernandez stated if the pole needed to be replaced immediately and the other members were not notified, and the JPA was received after the 45 day timeframe section 7.13 would apply because the other members have to purchase interest in the new pole because it was an emergency replacement. She continued, stating if pole can be fixed to be made safe and the work can wait 45 days, the other members would not be required to purchase interest in the new pole and section 7.6 would apply. Ms. Pearson inquired if the 24 hour timeframe to notify members of emergency installations was necessary for section 7.6(B) stating members should know when they have damaged poles down due to storms or other natural causes. She continued, stating there may not be an opportune time to contact other members within the allotted 24 hours. Ms. Chirrick suggested extending the timeframe, stating the timeframe opens a dialogue between the members helping to expedite work beneficial to all parties involved. Mr. Wayne Brown presented a scenario of a car-hit pole that did not need immediate replacement. Mr. Brown stated an email was sent notifying the member the pole was hit and needed to be placed in the near future. No response was at that time, 2 weeks later a follow up email was sent inquiring if the other member planned to take care of any issues so Edison could remove the pole. At that time, Edison was notified that the pole was rejected. Mr. Brown inquired if an email qualified as a notification in this scenario. Ms. Pearson stated poles using 7.6(B) were also being returned stating 7.13 should apply. After review, the members agreed to update the verbiage for section 7.6(B) to include section 7.13 not applicable. After discussion, the members agreed to create JPA Alert reminding members that a 7.6 pole cannot be denied because a phone call was not made within the 24 hour timeframe. The members agreed to add the updated verbiage to the discussions agenda for the Administrative Board meeting. The members also agreed that an email is sufficient means to open dialogue regarding damaged poles. The members agreed to provide emergency contact email addresses.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Ms. Hernandez reopened discussion on section 4 verbiage review. Ms. Hernandez queried the members asking whether reserving space would work or would not work. Ms. Hernandez explained the proposed timeline for reserving space was first to provide other owners with pole loading for proposed work. If the pole loading passed and was agreed to, the

space would be purchased under the proposed 4.0(A). After all entitlements were received, construction would begin. A Form 48 would be submitted indicating construction completion and indicating a new pole load showing what was actually on the pole would be available for viewing in Sharefile. Ms. Pearson was of the belief that the process is already outlined in the Routine Handbook, the problem is members are not following protocol. The members discussed forming a subcommittee where members discuss old foreign JPAs and rectify why the JPAs are being held up. After discussion, the members agreed to table this topic for the next Routine Revision meeting

The members agreed to table discussion on Section 18 verbiage review.

Ms. Hernandez reopened discussion on section 8.1 review by reminding members this was a discussion on when section 8.1 should be used and if the section is still needed. Mr. Smolarski inquired if section 1.2 can be used instead of 8.1. Ms. Hernandez stated when using section 1.2, the JPA could not be final billed until all the approvals have been received. Ms. Haney was in favor of keeping the section, stating if a pole had a private property owner, and there were multiple owners the property owner may want to sign one agreement pertaining to all owners of record. After discussion, the members agreed to update the verbiage to include section 1.2 is applicable with 8.1 (see attached). The members also agreed to add this item to the Discussion Calendar.

Ms. Nava presented an issue with some members not providing pole loading, causing delays in work. She continued, stating this is crucial portion of information for documentation. Ms. Nava noted other members reject poles because of no pole loading information was provided. She stated pole loading should be mandatory for all members. Ms. Nava suggested members whom did not have pole loading programs pay an attached member or a third party to calculate the pole loading. Ms. Hernandez stated both the City of Lompoc and the City of Glendale now have pole loading software and are in the process of learning the software. After discussion, the members agreed to move forward with making pole loading a requirement by adding this subject to the Discussion Calendar.

Review of Action items/JPA Alerts.

- Ms. Pranata to request emergency contact update
- Add 7.6(A/B), 8.1 and 1.2 updates to Discussion Calendar
- Add pole loading requirement to Discussion Calendar
- Mr. Levy to create JPA Alert reminding members 7.6 poles cannot be denied because of a phone call
- Review section 7.6, 7.11, & 7.13 discrepancies

The Meeting adjourned at 12:15 pm until August 19, 2014.

Ryan Jones, Committee Staff

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

August 19th, 2014

A meeting of the Routine Revision Committee took place on the above date, at 9:45 a.m. at the Committee office. Those in attendance were:

Ms. Jessica Pearson	Southern California Edison
Ms. April Debarge	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Larry Chow	Southern California Edison
Ms. Valerie Mitwasi	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Mr. Scott Hunter	City of Los Angeles
Ms. Manijeh Nava	AT&T California
Ms. Lupe Hernandez	Teleport Communications America
Ms. Paula Haney	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. David Elston	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Mr. William Kearns	Verizon Ca, MCI / COMM / Metro
Mr. Paul Smolarski	T-mobile USA
Ms. Angela Pranata	SCJPC Staff
Mr. Kyle Levy	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Ms. Tracey Province	Verizon Ca, MCI / COMM / Metro
Mr. Jeff Klarich	Southern California Edison
Ms. Janet Chirrick	AT&T California
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lily Tran	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Earle Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Marina Birarova	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Gunay Salahi	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Jane Bibb	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated that this is a standing agenda item and is to be discussed at every meeting. Ms. Pearson reported the foreign JPA list was down to 180 from 900. Ms. Pearson notified members that she would send an updated list with the remaining unresolved JPAs. Ms. Province inquired if a Guy pole shows 50% to both Edison and Verizon does that mean Verizon owns 50% of the usable space. Ms. Province inquired if a tenant wanted to attach would the tenant have to attach in the Verizon's space or could they attach anywhere on the pole as long as the tenant does not overload the pole. Mr. Chow stated back when the Committee divided interest in a pole by percentages, members would own the stated percentage of the entire pole. After discussion, the members agreed it would not matter where the tenant attached on a Guy pole as long as the tenant did not overload the pole. The tenant company would apply to the same owner the applied to on the adjacent pole.

The third item on the agenda was **Item 1574: Review of Section 18.1**. Ms. Hernandez reopened discussion on review of section 18.1 by reminding members that discussion led to members not wanting to use section 4.0(A). Ms. Pearson stated emails were sent out to members notifying members JPAs have not been final billed and if the JPAs are not billed by XX date Edison will final bill the JPAs 18.1F. Ms. Pearson stated the email was the indication that Edison was interested in getting the list of JPAs final billed. Ms. Pearson stated if multiple months go by and the JPAs have not been final billed Edison would send a Form 7 stating the pole(s) was going to be field verified. Ms. Hernandez stated she had a JPA where the Form 7 was never sent notifying field verification was taking place. Ms. Hernandez presented a situation where some of the poles on a JPA failed, Edison denied attachment on 2 poles. Ms. Hernandez continued, stating the problem was sent to their client for resolution, during that time Edison states they want to final bill the JPA. Ms. Hernandez inquired if Edison would be final billing the JPA with the failed poles. Ms. Pearson stated Edison will try to see if construction has occurred, noting in rare cases construction of a failed pole sometimes takes place. Ms. Pearson was of the opinion that members should purchase interest on the pole and participate in the replacement of the pole. After discussion, the members agreed if an email or Form 7 requesting the status of the JPA goes unanswered, Edison could proceed with the initiating the JPA 18.1F. Ms. Hernandez noted if no status request was sent, the JPA cannot be billed 18.1F because there could be a reason why the JPA was not final billed. Ms. Hernandez noted if Edison had a Form 48 there should be no reason why the other members should not be final billing their own JPAs. She added, for JPAs which have Form 48s, only item 14A would be applicable. Ms. Hernandez suggested the members add timeframes verbiage to the Routine Handbook indicating specific or agreed timeframes for which 18.1F can be charged. The members agreed a response to a JPA status request must be received within 20 days of the date sent. The response is to include negotiated commitment date(s) for processing final billing. After the agreed date, the JPAs can be final billed 18.1F. The members agreed to update the verbiage in 18.1F to include a request for status and indicating a 90 day timeframe for initiating members to final bill JPAs and to permit the use of email as a notification (see attached). The members also agreed to go back to using Form 49 for requesting status and to implement a timeframe for a Form 49. Ms. Haney inquired what course of action would be taken if construction was completed on a denied pole. Ms. Haney continued, inquiring if Crown Castle needed to final bill a JPA with an attachment that should not have been made. After discussion, the members agreed to final bill the denied poles and rectify the issue after the JPA has been final billed. After discussion, the members

agreed to review the proposed verbiage on 18.1F timeframes created by Mr. Eastwood for comparison. The members agree to table the discussion on 18.1F timeframes for the next Routine Revision meeting.

The fifth item on the agenda was **Item 1585: SCE Customer Release Form**. Mr. Chow reported he reviewed a draft of the release and needed to follow up to see if the draft was sent out. The members agreed to table this item for the next Routine Revision meeting.

The sixth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, & 7.13**. Ms. Hernandez reported after reviewing sections 7.6, 7.11, & 7.13 for discrepancies section 7.13 states the section will not apply to pole replacements, agreed to for emergencies, priority poles or storm conditions. For these replacements use section 7.11. Ms. Hernandez stated the Routine Handbook now has a 7.6(B) for storm replacements. The members agreed to update the verbiage in 7.13 to be more specific to storm replacements. Mr. Chow noticed a discrepancy stating section 7.6(A) states section 7.13 would apply if the JPA was not sent in within 45 days. Section 7.13 states that it does not apply with section 7.6(A). Ms. Haney suggested the implementation of a timeframe for priority pole replacements. Ms. Haney stated the pole isn't in a scenario where it could not be reached (i.e. 7.6 B) it is a pole that became decrepit needing priority replacement. Ms. Haney stated the paperwork should be submitted in a timely manner citing additional work being needed on the pole. After discussion, the members agreed to update the verbiage clarifying the discrepancies between sections 7.13 and 7.6 (see attached). After discussion, the members agreed to add verbiage to section 7.11 and 7.6(B) indicating section 7.13 would apply if Form 2 not submitted within 180 days. The members agreed to add verbiage in section 7.11F stating a pole requiring replacement in order to meet regulatory compliance. A pole replaced prior to a Form 2 and a Form 48 must have priority notated on the Form 2. Section 7.13 is applicable only if the Form 2 is not issued within the 45 day timeframe (see attached). The members also agreed the acceptable notification time for 7.6(B) would be extended from 24 to 72 hours. Ms. Pranata inquired if any members had issue with Edison's request to remove the requirement for telephone notification for 7.6(B). Ms. Haney argued if a power member is handling a pole with an antenna a phone call should be made so equipment can be retrieved. Ms. Haney noted past situations where the antenna equipment went missing. Mr. Chow stated during instances where 7.6(B) is encountered, the equipment is usually on the ground. Mr. Chow explained in situations where equipment is found, Edison moves it out of the way until work is completed and if the owner has not retrieved their equipment, it is transferred to a staging area. The members had no issues with removal of the requirement of a telephone call for section 7.6(B).

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

The members agreed to table discussion on section 4 verbiage review.

The members agreed to table discussion on Section 18 verbiage review.

Ms. Hernandez reopened discussion on section 8.1 review by reminding members this was a discussion on when section 8.1 should be used and if the section is still needed. The members agreed to close this item as it was agreed section 1.2 was to be used in tandem with 8.1.

Ms. Hernandez inquired if members had any problems with waiving the 45 day requirement on a Form 2 if all signatures were received. Ms. Hernandez stated there are times when JPAs containing all required signatures holds up another JPA. She continued, explaining the JPA would notate that the members approved waiving the 45 days from the issuing of the Form 48. After discussion, the members agreed if a JPA had all the signatures and approval of the owners, the 45 day timeframe can be waived. The members agreed to add this subject to the Discussions calendar.

Mr. Wayne Brown presented an issue of Edison receiving resistance from other members when it came to Buddy poles. He continued, stating if a pole becomes a buddy pole and Edison is forced to go back in the field to remove the pole because of a customer complaint Edison should be able to charge actual costs for pulling the pole. Mr. Chow stated this would pertain to any member that has a JPA that has been final billed and the PTD charges settled. Mr. Chow noted the reason actual costs should be used is because the authorized costs are incremental costs and the costs are predicated on a member being out in the field already. Ms. Nava inquired why Edison did not notify the other members. Mr. Wayne Brown stated Form 48 was issued but the necessary actions were not taken. Ms. Nava suggested Mr. Wayne Brown use her as the point of contact for customer complaint buddy poles before actual costs become associated with this issue. Ms. Pearson stated that could work going forward but the issue lies with buddy poles for JPAs that are 8-10 years old. Mr. Wayne Brown stated there is no type of accountability associated with this scenario and argued that an authorized cost would create accountability. After discussion, the members agreed to work together to reduce the list of customer complaint buddy poles before actual costs is initiated.

Ms. Hernandez presented a proposal of reallocation of space for tenant attachments. Ms. Hernandez stated if a tenant's proposed attachment is within the existing safety clearance zone and with the propose attachment the safety clearance zone is adequate, the power company's grade and space would be reallocated to update the record to show the power company owns the space where the tenant attached. Mr. Hunter stated the intent was to record the tenant(s) attachment and reallocate the grade and space accordingly without the submission of a JPA. Ms. Pranata notified members if the grade and space was reallocated, the pole record would not match the last JPAs proposed work. Ms. Hernandez suggested the reallocation sheet submitted should be kept as record if ever any discrepancies occurred.

Ms. Pearson stated the JPA Alert regarding section 7.6 from last month was not specific to 7.6 (A) or (B). Ms. Pearson noted after this meetings discussion, the JPA Alert should be clarified. The members agreed to postpone clarifying the JPA Alert until issue was presented in the Discussion Calendar.

Ms. Pearson presented an issue with the JPA Alert from July 2014 regarding the denial of a JPA via a Form 7 after it has been approved and construction has been completed as previously approved. Ms. Pearson inquired if the JPA Alert could be specific on situations where a Form 2 is signed off, and Form 48 goes out only to have a different representative deny the JPA. After discussion the members agreed to capture this scenario in the JPA Alert.

Review of Action items/JPA Alerts.

- Mr. Levy to resend members Mr. Eastwood's proposed verbiage

Routine Revision – August 19, 2014

- Mr. Levy to update JPA Alerts
- Add reallocation update form to Discussions Calendar
- Mr. Chow to check on SCE customer release form
- Add sections 7.6,7.11&7.13 to Discussions Calendar
- Add waiving 45 days time frame to Discussions Calendar.

The Meeting adjourned at 2:20 pm until September 16, 2014.

Ryan Jones, Committee Staff

Form 2 Preliminary Joint Pole Authorization to other Member(s), and there is no written protest or request for review.

The Authorization may be finalized by the issuing Member when 45 days have elapsed from date sent of Form 48, indicating the work has been completed as previously approved.

- This section cannot be invoked with Section 1.2 Special Agreement.
- Effective January 1, 2006, Authorizations issued prior to January 1, 1995 will be billed under current billing practices.
- Under the terms of this section, all utilities shall type the date Form 48 sent on the bottom line of Location/Nature of Work Section of the Final Authorization.
- Note: Form 48 not required on work performed in accordance to Section 19.5 (Revised January 2012).

Construction Start Date/Cancellation - The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:

If construction has not been started:

- Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.
- If construction has not been started and JPA time limit exceeds 24 months, supporting documentation is required for extension.

If construction has been completed, refer to Section 18.1F.

[Section 18.1D Clarification.](#)

18.1-E Time Limits Involving Construction and Other Miscellaneous Situations

(a) Emergency Replacements - Member replacing pole in an emergency must notify other owner(s) within 24 hours by telephone. This includes the emergency use of MOD/POLES. (See Sections 7.6 and 19.7)

(b) Free Attachment - Member maintaining free attachment must remove its facilities within 48 hours of telephone notification confirmed by Form 48. (See Sections 5.5 and 11.0)

(c) Maintenance Liability - Liability for maintenance extends 60 days from date sent of a Form 2 Preliminary Joint Pole Authorization

involving a relinquishment, or from the date facilities were removed from pole. (See Section 19.0)

(d) Relinquishment/Abandonment of Interest - 60 days notice must be given to other owners when termination of ownership is intended. (See Section 5.1)

(e) Removal of pole or transfer of facilities must be completed within 60 days from date of Form 48. (See Section 5.0 & 7.0)

(f) After the final billing has been processed, all liability is assumed by remaining Member(s). (See Section 5.0 & 7.0)

(g) Temporary attachments allow for facilities of another Member to remain on a pole for a period of time, which is less than one year. (See Section 14.6)

18.1F Failure to Final JPA upon Completion of Construction

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. The following procedure is required:

- ~~Form 48 shall be sent to all members involved, if not previously issued~~ Form 49 or email titled "Form 49" shall be sent requesting status and indicating a 90 day timeframe for initiating member to final JPA. Receiving member must respond within 20 days with commitment and status
- Form 48 shall be sent to all members involved, if not previously issued
- If negotiated timeframe is missed, Form 7 shall be sent to all members involved notifying of the intent to final bill
- If no response after 15 days of Form 7, member may proceed with finalizing the JPA
- The issuing party will pay the full administrative costs to the member submitting the final as defined in Authorized Costs item 14, as of current year (Revised July 2007).

18.2 Form 2 Final - Initiation

The Member initiating transaction shall transmit one copy of this form, which shall be an original Southern California Joint Pole Committee authorized typed or electronic document, to Joint Pole Committee, specifying work as completed under approved Form 2 Preliminary Joint Pole Authorization not less than 45 and no more than 90 calendar days after sending the completed Form 48. After 90 days 18.1F may apply. Exception

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).

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

September 17th, 2014

A meeting of the Routine Revision Committee took place on the above date, at 9:45 a.m. at the Committee office. Those in attendance were:

Ms. April Debarge	Southern California Edison
Mr. Richard Labarge	Southern California Edison
Mr. Larry Chow	Southern California Edison
Ms. Valerie Mitwasi	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Mr. Scott Hunter	City of Los Angeles
Ms. Paula Haney	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Ms. Lynn Prescott	Verizon Wireless
Mr. Paul Smolarski	T-mobile USA
Ms. Kourtney Wietcha	Extenet Systems
Mr. Emir Erba	Time Warner Cable
Ms. Jessica Raettig	Time Warner Cable
Ms. Samantha Valle	Time Warner Cable
Ms. Mary Li	City of Anaheim
Ms. Angela Pranata	SCJPC Staff
Mr. Kyle Levy	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Lupe Hernandez	Teleport Communications America
Ms. Tracey Province	Verizon Ca, MCI / COMM / Metro
Mr. Stephen Pebley	Frontier Communications
Mr. Earle Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated this is a standing agenda item and is to be discussed at every meeting. There were no questions or concerns the members agreed to table this until the next Routine Handbook meeting.

The third item on the agenda was **Item 1574: Review of Section 18.1**. Ms. Hernandez reopened discussion on review of section 18.1 by reviewing the section 18 verbiage created by Mr. Eastwood. After review, the members agreed to memorialize the use of a Form 7 with a Form 48 for major changes. Ms. Province inquired if the changes made on the Form 7 were minor changes as stated on the Form 7. Ms. Hernandez stated section 18.1C presents a list of acceptable changes that can be made on a Form 7. After discussion, the members agreed to update the Form 7 to remove “only minor” from the form. Ms. Pranata inquired if members wanted to add tree trimming examples to the Routine Handbook. Ms. Hernandez stated the members have not resolved the procedure of which member would take the initiative for future projects. Ms. Hernandez inquired if a new member needed to trim a tree in order to place their facilities what would prevent the new member from charging actual costs. Ms. Haney explained the actual costs can only be used for excessive tree trimming where additional permits or traffic control are required. Ms. Hernandez suggested the verbiage in section 14.0 be updated to include a section for Rule 18 tree trimming. She explained this would help to differentiate between types of tree trimming and which example to use. Ms. Haney stated she would create a new example to show G.O. Rule 18 third party notification scenarios. After discussion, the members agree to create **Item 1590: Rule 18** for further discussion. The members agreed to review all changes made so section 18 and to discuss further at the next Routine Revision meeting.

The fourth item on the agenda was **Item 1585: SCE Customer Release Form**. Mr. Chow reported he is circulating the DSU. The members agreed to table this item for the next Routine Revision meeting.

The fifth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, &7.13**. Ms. Hernandez requested this item be held until Mr. Vail had an opportunity to present his questions and concerns. The members agreed to table this item for the next Routine Revision meeting

The sixth item on the agenda was **Item 1589: Reallocation Form Section 10.7**. Ms. Hernandez reopened discussion on this item by reminding members DWP was trying to reallocated space they already owned for a tenant without submission of a JPA. Ms. Hernandez stated the reallocation form would be sent to the committee staff and the record would be updated. Mr. Levy stated if a reallocation form was sent changing grade and space the last JPA number in which work was done would not match the current pole information. The members discussed sending a soft copy of an excel spreadsheet to the committee staff for processing (see attached). Mr. Chow suggested adding a reason for why reallocation was made. Mr. Chow stated he would work on a format example. After discussion, the members agreed to make the reallocation acceptable for use in the JPA process. The members agreed the committee staff would update the pole record to reflect grade and space reallocation. The members agreed to memorialize a process for how reallocation forms will be processed.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

The members agreed to remove discussion on section 4 verbiage review.

Mr. Hunter inquired if the verbiage in section 3.4 needed to be updated to specify who is responsible for notifying members if a riser is constructed by a tenant. The members agreed to update the verbiage to indicate the members who owns the space the tenant resides in is responsible for notifying other members when a riser is placed. After discussion, the members agreed to send the updated verbiage to the members and to add the new verbiage to the Discussions calendar.

Mr. Chow proposes when revisions are made to the Routine Handbook, a reason why the change was made be memorialized. Mr. Chow volunteered to create format and example. After discussion, the members agreed to move forward with creating a process for archiving the rationale for changes to the Routine Handbook.

Review of Action items/JPA Alerts.

- Item 1590: Rule 18
- Add verbiage for section 3.4 to Discussion calendar
- Members to review Item 1587
- Add Form 7 changes to Discussion calendar
- Create a process for the Reallocation Form

The Meeting adjourned at 12:00 pm until October 14, 2014.

Ryan Jones, Committee Staff

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.

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).

Utility _____ Representative/Signature _____ Phone No. _____
 To: _____
 To: _____
 To: _____
 From: _____

J/P MEMORANDUM FORM 7

Date: _____
 JPA No.: _____
 Job No.: _____

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

Dist./Exc.: _____

Carbon Copies To: _____

- ADD CORRECT TO READ
- DELETE CANCEL JPA

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

Remarks: _____

POLE NO.	Pole Length	Year Set	Pole Treat	Record				Proposed					Item No.	LOCATION AND NATURE OF WORK <small>If not in accordance with Joint Pole Agreement and Routine – state reason(s).</small>	
	Anchor Size		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

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

October 14th, 2014

A meeting of the Routine Revision Committee took place on the above date, at 10:30 a.m. at the Committee office. Those in attendance were:

Ms. Lupe Hernandez	Teleport Communications America
Ms. April Debarge	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Larry Chow	Southern California Edison
Mr. Scott Hunter	City of Los Angeles
Ms. Paula Haney	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Mr. Larry Vail	Verizon Ca, MCI / COMM / Metro
Mr. Albert Aleman	Verizon Ca, MCI / COMM / Metro
Ms. Kourtney Wietecha	Extenet Systems
Ms. Manijeh Nava	AT&T California
Ms. Angela Pranata	SCJPC Staff
Mr. Kyle Levy	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Tracey Province	Verizon Ca, MCI / COMM / Metro
Ms. Janet Chirrick	AT&T California
Mr. Stephen Pebley	Frontier Communications
Mr. Earle Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Jane Bibb	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Marina Birarova	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lilly Tran	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Alicia Smith	Sprint/Nextel Sprint Communications

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated this is a standing agenda item and is to be discussed at every meeting. There

were no questions or concerns the members agreed to table this until the next Routine Handbook meeting.

The third item on the agenda was **Item 1574: Review of Section 18.1**. The members agreed to table this item for the next Routine Revision meeting.

The fourth item on the agenda was **Item 1582: Pole Loading Analysis Requirement**. The members agreed to review the propose verbiage and to table this item for the next Routine Revision meeting.

The fifth item on the agenda was **Item 1585: SCE Customer Release Form**. The members agreed to table this item for the next Routine Revision meeting.

The sixth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, &7.13**. Ms. Hernandez reopened discussion on this item by inquiring if members had any questions or concerns with the changes currently proposed. Mr. Vail had an issue with section 7.6(b) proposed 180 day timeframe for issuing a Form 2. Mr. Chow stated it could take several months to complete the work and submit the preliminary Form 2. Mr. Aleman reminded members there was an issue with what Edison deemed to be priority poles. Mr. Chow stated a priority pole is a pole with physical damage and a safety factor of less than 1. Mr. Vail argued if a pole was replaced 7.6(a) a phone call or email is sent within 24 hours that same practice should also apply for 7.6(b). Mr. Chow explained there were additional measures taken with a 7.6(a) pole and the phone call or email notification was one of them. Mr. Chow explained a phone call seems reasonable but noted when Edison makes calls for 7.6(a) none of the members show up. Mr. Vail was opposed to the proposed verbiage for 7.11(f) as written citing “regulatory compliance” was too broad of a description to define priority poles. Mr. Chow stated regulatory compliance is specific to what each company identifies as a priority pole. Mr. Vail suggested adding “pole loading to be included” in 7.11(f) verbiage. Mr. Vail volunteered to revise verbiage outlining a priority pole replacement for 7.11(f). Ms. Haney suggested on JPAs where a joint meet is requested the proper contact information is included. Mr. Wayne Brown stated Edison is requesting contact information so they can arrange a joint meet. After discussion, the members agreed to table discussions for the next Routine Revision meeting.

The seventh item on the agenda was **Item 1589: Reallocation Form Section 10.7**. Ms. Hernandez reopened discussion on this item by presenting verbiage created for the Reallocation of Space Form (see attached). Ms. Hernandez reminded members this was an attempt at reallocating space a member already owns. Ms. Haney inquired if communication companies would also be able to use this form. Ms. Hernandez stated the reallocation form can only be used by power companies because they are the only members that can own above and below the safety clearance zone. After discussion, the members agreed to capture the Reallocation Form in the Routine Handbook under Form 16. The members agreed to add Form 16 to the discussions agenda for further review. Ms. Pranata requested members send electronic copies of the Form 16 to the JPC staff. The members agreed to notate the bill of sale to indicate record change due to Form 16. The consensus was to table this item for the next Routine Revision meeting.

The eighth item on the agenda was **Item 1590: Rule 18**. The members agreed to table this item for the next Routine Revision meeting.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Ms. Hernandez inquired how space and grade would be reallocated when a member adds a guy between the lowest power and highest communication (see attached). Ms. Hernandez stated since a guy does not need safety clearance, how would the safety clearance zone work. Ms. Hernandez stated there was a 4' safety clearance on the pole prior to reallocation but the ECS attachment makes the safety clearance 3'. Mr. Hunter suggested reducing the safety clearance zone to 3' for billing purposes. After discussion the members agreed to type SG to indicate a span guy attachment notifying the JPC staff that the safety clearance zone could be less than the required 4'. The members also agree to create a JPA Alert notifying members that the safety clearance zone can be reduced for GUY attachments for billing purposes.

Review of Action items/JPA Alerts.

- Add Form 16 to Discussions agenda
- Verizon to provided verbiage proposal for 7.11(f)
- Update emergency list to include email
- Mr. Levy to create JPA Alert for GUY notation.

The Meeting adjourned at 12:15 pm until November 18, 2014.

Ryan Jones, Committee Staff

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 (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
 - 3. Site plan/job sketch/strand map

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

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 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.

Form 48 can be used to make changes to the JPA per Section 18.7. (Revised June 2013)

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

The return of Form 2 Preliminary Joint Pole Authorization shall be within 45 days of date sent.

Automatic Approval - The Form 2 Preliminary Joint Pole Authorization will be considered approved when 45 days have elapsed from date sent of Form 2 Preliminary Joint Pole Authorization to other Member(s), and there is no written protest or request for review.

The Authorization may be finalized by the issuing Member when 45 days have elapsed from date sent of Form 48, indicating the work has been completed as previously approved.

- This section cannot be invoked with Section 1.2 Special Agreement.
- Effective January 1, 2006, Authorizations issued prior to January 1, 1995 will be billed under current billing practices.
- Under the terms of this section, all utilities shall type the date Form 48 sent on the bottom line of Location/Nature of Work Section of the Final Authorization.
- Note: Form 48 not required on work performed in accordance to Section 19.5 (Revised January 2012).

~~Construction Start Date/Cancellation - The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:~~

~~If construction has not been started:~~

- ~~• Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.~~
- ~~• If construction has not been started and JPA time limit exceeds 24 months, supporting documentation is required for extension.~~

~~If construction has been completed, refer to Section 18.1F.~~

[Section 18.1D Clarification.](#)

18.1-E Time Limits Involving Construction and Other Miscellaneous Situations

(a) Emergency Replacements - Member replacing pole in an emergency must notify other owner(s) within 24 hours by telephone. This includes the emergency use of MOD/POLES. (See Sections 7.6 and 19.7)

(b) Free Attachment - Member maintaining free attachment must remove its facilities within 48 hours of telephone notification confirmed by Form 48. (See Sections 5.5 and 11.0)

(c) Maintenance Liability - Liability for maintenance extends 60 days from date sent of a Form 2 Preliminary Joint Pole Authorization involving a relinquishment, or from the date facilities were removed from pole. (See Section 19.0)

(d) Relinquishment/Abandonment of Interest - 60 days notice must be given to other owners when termination of ownership is intended. (See Section 5.1)

(e) Removal of pole or transfer of facilities must be completed within 60 days from date of Form 48. (See Section 5.0 & 7.0)

(f) After the final billing has been processed, all liability is assumed by remaining Member(s). (See Section 5.0 & 7.0)

(g) Temporary attachments allow for facilities of another Member to remain on a pole for a period of time, which is less than one year. (See Section 14.6)

Construction Start Date/Cancellation - The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:

If construction has not been started:

- Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.
- If construction has not been started and JPA time limit exceeds 24 months, supporting documentation is required for extension.

18.1F Failure to Final JPA upon Completion of Construction

~~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, as specified in Sections 18.1D-D and 18.1E-E, any member who is party to that JPA may issue the Form 48 and/or final JPA. The following procedure is required:~~

- Form 48 shall be sent to all members involved, if not previously issued Form 49 or email titled "Form 49" shall be sent requesting status and indicating a 90 day timeframe for initiating member to final JPA. Receiving member must respond within 20 days with commitment and status.

- Form 48 shall be sent to all members involved, if not previously issued.
- If negotiated timeframe is missed, a Form 7 shall be sent to all members involved notifying of the intent to final bill (see item 14A of Authorized Cost).
- If no response after 15 days of Form 7, member may proceed with finalizing the JPA.
- If there are multiple JPA's involved, a spreadsheet may be sent and the 15 day response requirement may be adjusted waived upon agreement.
- A Field Trip may be made to verify that construction is complete (see item 14B of Authorized Cost). If construction is not complete, the JPA will be finalized under section 4.0A.
- If construction is complete, a Form 48 shall be sent to all members involved.
- The issuing party will pay the full administrative costs and/or field visit cost to the member submitting the final as defined in Authorized Costs item 14A and/or 14B, as of current year. (Revised July 2007).

18.2 Form 2 Final - Initiation

The Member initiating transaction shall transmit one copy of this form, which shall be an original Southern California Joint Pole Committee authorized typed or electronic document, to Joint Pole Committee, specifying work as completed under approved Form 2 Preliminary Joint Pole Authorization not less than 45 and no more than 90 calendar days after sending the completed Form 48. After 90 days 18.1F may apply. Exception section 7.6 can be final billed less than 45 days (Revised January 2012).

All data essential to complete the record must be specified, including Member accounting data, voltage and space shown on Preliminary Joint Pole Authorization.

NOTE: If the above information cannot be obtained by the issuing Member, the Committee office is authorized to obtain said information from the non-issuing Member.

Transfer, Installation, equipment, and other authorized costs must be shown by item number and number of items.

The date sent on the Form 2 Final will always be the same as the date sent on the Form 2 Preliminary Joint Pole Authorization. (Revised July 2009)

18.3 Form 2 Final - Completion

Copies of Form 2 Finals are distributed by the Joint Pole Committee office. Any discrepancies noted by the Committee on Form 2 Final will cause this form to be returned for correction. When form 2 Final

has been issued, the Committee is authorized to proceed with the preparation of pole record and Bills of Sale.

18.4 Form 7 - J/P Memorandum

This form is for use in effecting changes to issued Form 2 Preliminary Joint Pole Authorization by agreement.

When changes in an authorization are proposed, the Member receiving the Form 7 must return same within 15 days.

The memo must indicate the Members to whom the copies are directed.

For use in protest procedures see Section 18.1-B (2) (c) & (d).

18.5 Pole Record

The pole record is prepared by the Committee office in accordance with Form 2 Final. A pole record shall be maintained for each pole as long as it continues to be used as a jointly owned pole.

The complete pole record shall include the following:

- Pole number
- Location
- Length
- Year set
- Treatment (T, FT, G, CF, LWS or AT)
- Members involved
- Space & grade allocation
- Tenant grade
- Joint anchors
- Joint arms
- Bill of Sale date
- Amount paid for interest in pole or equipment
- Nature of maintenance work or other operation involved
- Joint Pole Authorization number

All subsequent transactions occurring on pole during its use as a jointly owned pole shall be recorded in chronological order and, as each transaction is affected, superseding records shall be prepared by the Committee office and furnished to the Members. The records should be checked by all Members promptly when received, and the Committee office should be advised without delay if any changes are necessary.

Records will be kept of:

- Clearance attachments where interset poles are involved
- Temporary attachment(s)
- Pole top extensions (PTX)
- Free attachments
- Any cases where the Members concerned may request record of specific transactions

When the same record is held by two parties, that record shall be fact unless proven otherwise by a third party, or previous bill of sale.

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.

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).

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

November 18th, 2014

A meeting of the **ad hoc Routine Revision Committee** took place on the above date, at 11:00 a.m. at the Committee office. Those in attendance were:

Ms. April Debarge	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Larry Chow	Southern California Edison
Mr. Richard LaBarge	Southern California Edison
Mr. Scott Hunter	City of Los Angeles
Mr. Steve Brown	City of Los Angeles
Ms. Lynn Prescott	Verizon Wireless
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Mr. Albert Aleman	Verizon Ca, MCI / COMM / Metro
Ms. Angela Pranata	SCJPC Staff
Mr. Kyle Levy	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Tracey Province	Verizon Ca, MCI / COMM / Metro
Ms. Janet Chirrick	AT&T California
Ms. Kourtney Wietecha	Extenet Systems
Ms. Lupe Hernandez	Teleport Communications America
Ms. Paula Haney	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Earle Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Jane Bibb	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Marina Birarova	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lilly Tran	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Alicia Smith	Sprint/Nextel Sprint Communications

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated this is a standing agenda item and is to be discussed at every meeting. There

were no questions or concerns the members agreed to table this until the next Routine Handbook meeting.

The third item on the agenda was **Item 1574: Review of Section 18.1**. The members agreed to table this item for the next Routine Revision meeting.

The fourth item on the agenda was **Item 1582: Pole Loading Analysis Requirement**. After the members reviewed the proposed verbiage, the members agreed to make pole loading analysis documents a required attachment. The members agreed to make pictures an optional form of supporting documentation. Mr. Chow suggested the members agree on parameters for recording the pictures. Mr. Chow noted without parameters a member could submit a picture of any portion of the pole regardless as long as it was the pole in question. After discussion, the members agreed to add the verbiage changes for section 18.1A to the discussions agenda.

The fifth item on the agenda was **Item 1585: SCE Customer Release Form**. Mr. Chow reported Edison is still working on the customer release form and requested that this item be tabled.

The sixth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, &7.13**. Ms. Hernandez reopened discussion on this item by reviewing Mr. Vail's proposed section 7.12 verbiage (see attached). Mr. Chow stated under G.O. 165 each individual utility must create criteria which dictate what a priority pole is. He continued, stating the priority pole definition created by Mr. Vail meets Edison's criteria for a priority pole. Mr. Steve Brown argued against the proposed 24 hour telephone call / email stating if a Verizon pole fell over and they called the only number available, it would reach the electric troubles department and would not reach a joint pole member. Mr. Aleman reminded members this was an attempt to create generalized definition of a priority acceptable by all members. Mr. Chow stated the issue is not with the definition of a priority pole, but with the mechanism used to address priority poles. Mr. Chow continued, stating a priority poles take a different route for construction. Mr. Chow noted the design group and field accounting group are held out of the process until after construction. Mr. Aleman was of the opinion that the phone call or email was vital to the process so that changes Verizon would need to make to a priority pole could be made at the time of construction. Mr. Aleman reminded members this issue was presented because Verizon was receiving a high volume of priority pole with no notification. Mr. Chow stated out of 24,000 distribution poles 15 were "Priority 1" poles. Mr. Chow stated he would look into a way of tracking priority poles to find out how many are in progress. After discussion, the members agreed to table discussions for the next Routine Revision meeting.

The seventh item on the agenda was **Item 1589: Reallocation Form Section 16.7**. Ms. Hernandez stated this item was to be voted on at the Administrative Board meeting.

The eighth item on the agenda was **Item 1590: Rule 18**. Ms. Hernandez stated she and Ms. Haney were still working on the Vegetation management example. The members agreed to table this item for the next Routine Revision meeting.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Mr. Levy presented an issue of the JPC staff receiving JPAs with non billable section. Ms. Hernandez reminded members that JPA's should show only billable sections. After discussion, the members agreed to discuss this issue internally to insure the information included is billable.

Mr. Steve Brown inquired if members were interested in creating section 7.15 "replacement of other than wood pole with a wood pole." Ms. Hernandez stated section 7.11 would be applicable because the new pole material costs less than what is being replaced. After discussion, the members agreed section 7.11 is sufficient.

Ms. Hernandez inquired if "facilities" in section 3.4 also meant equipment in the common area. Mr. Hunter stated the facilities were a power supply there would also be a run. Ms. Hernandez inquired if there was any wireless equipment that would not require a run. Mr. Steven Brown stated only solar powered facilities would not require a run. After discussion, the members agreed equipment in the support structure is covered.

Review of Action items/JPA Alerts.

- Review Verizon's proposed verbiage for section 7.12
- Add Changes to section 18.1A to Discussion calendar

The Meeting adjourned at 1:30 pm until January 20, 2015.

Ryan Jones, Committee Staff

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 (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 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 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.

Form 48 can be used to make changes to the JPA per Section 18.7. (Revised June 2013)

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

The return of Form 2 Preliminary Joint Pole Authorization shall be within 45 days of date sent.

Automatic Approval - The Form 2 Preliminary Joint Pole Authorization will be considered approved when 45 days have elapsed from date sent of Form 2 Preliminary Joint Pole Authorization to other Member(s), and there is no written protest or request for review.

The Authorization may be finalized by the issuing Member when 45 days have elapsed from date sent of Form 48, indicating the work has been completed as previously approved.

- This section cannot be invoked with Section 1.2 Special Agreement.
- Effective January 1, 2006, Authorizations issued prior to January 1, 1995 will be billed under current billing practices.
- Under the terms of this section, all utilities shall type the date Form 48 sent on the bottom line of Location/Nature of Work Section of the Final Authorization.
- Note: Form 48 not required on work performed in accordance to Section 19.5 (Revised January 2012).

~~Construction Start Date/Cancellation - The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:~~

~~If construction has not been started:~~

- ~~• Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.~~
- ~~• If construction has not been started and JPA time limit exceeds 24 months, supporting documentation is required for extension.~~

~~If construction has been completed, refer to Section 18.1F.~~

[Section 18.1D Clarification.](#)

18.1-E Time Limits Involving Construction and Other Miscellaneous Situations

(a) Emergency Replacements - Member replacing pole in an emergency must notify other owner(s) within 24 hours by telephone. This includes the emergency use of MOD/POLES. (See Sections 7.6 and 19.7)

(b) Free Attachment - Member maintaining free attachment must remove its facilities within 48 hours of telephone notification confirmed by Form 48. (See Sections 5.5 and 11.0)

(c) Maintenance Liability - Liability for maintenance extends 60 days from date sent of a Form 2 Preliminary Joint Pole Authorization involving a relinquishment, or from the date facilities were removed from pole. (See Section 19.0)

(d) Relinquishment/Abandonment of Interest - 60 days notice must be given to other owners when termination of ownership is intended. (See Section 5.1)

(e) Removal of pole or transfer of facilities must be completed within 60 days from date of Form 48. (See Section 5.0 & 7.0)

(f) After the final billing has been processed, all liability is assumed by remaining Member(s). (See Section 5.0 & 7.0)

(g) Temporary attachments allow for facilities of another Member to remain on a pole for a period of time, which is less than one year. (See Section 14.6)

Construction Start Date/Cancellation - The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:

If construction has not been started:

- Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.
- If construction has not been started and JPA time limit exceeds 24 months, supporting documentation is required for extension.

18.1F Failure to Final JPA upon Completion of Construction

~~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, as specified in Sections 18.1D-D and 18.1E-E, any member who is party to that JPA may issue the Form 48 and/or final JPA. The following procedure is required:~~

- Form 48 shall be sent to all members involved, if not previously issued. Form 49 or email titled "Form 49" shall be sent requesting status and indicating a 90 day timeframe for initiating member to final JPA. Receiving member must respond within 20 days with commitment and status.

- Form 48 shall be sent to all members involved, if not previously issued.
- If negotiated timeframe is missed, a Form 7 shall be sent to all members involved notifying of the intent to final bill (see item 14A of Authorized Cost).
- If no response after 15 days of Form 7, member may proceed with finalizing the JPA.
- If there are multiple JPA's involved, a spreadsheet may be sent and the 15 day response requirement may be adjusted waived upon agreement.
- A Field Trip may be made to verify that construction is complete (see item 14B of Authorized Cost). If construction is not complete, the JPA will be finalized under section 4.0A.
- If construction is complete, a Form 48 shall be sent to all members involved.
- The issuing party will pay the full administrative costs and/or field visit cost to the member submitting the final as defined in Authorized Costs item 14A and/or 14B, ~~as of current year.~~ (Revised July 2007).

18.2 Form 2 Final - Initiation

The Member initiating transaction shall transmit one copy of this form, which shall be an original Southern California Joint Pole Committee authorized typed or electronic document, to Joint Pole Committee, specifying work as completed under approved Form 2 Preliminary Joint Pole Authorization not less than 45 and no more than 90 calendar days after sending the completed Form 48. After 90 days 18.1F may apply. Exception section 7.6 can be final billed less than 45 days (Revised January 2012).

All data essential to complete the record must be specified, including Member accounting data, voltage and space shown on Preliminary Joint Pole Authorization.

NOTE: If the above information cannot be obtained by the issuing Member, the Committee office is authorized to obtain said information from the non-issuing Member.

Transfer, Installation, equipment, and other authorized costs must be shown by item number and number of items.

The date sent on the Form 2 Final will always be the same as the date sent on the Form 2 Preliminary Joint Pole Authorization. (Revised July 2009)

18.3 Form 2 Final - Completion

Copies of Form 2 Finals are distributed by the Joint Pole Committee office. Any discrepancies noted by the Committee on Form 2 Final will cause this form to be returned for correction. When form 2 Final

has been issued, the Committee is authorized to proceed with the preparation of pole record and Bills of Sale.

18.4 Form 7 - J/P Memorandum

This form is for use in effecting changes to issued Form 2 Preliminary Joint Pole Authorization by agreement.

When changes in an authorization are proposed, the Member receiving the Form 7 must return same within 15 days.

The memo must indicate the Members to whom the copies are directed.

For use in protest procedures see Section 18.1-B (2) (c) & (d).

18.5 Pole Record

The pole record is prepared by the Committee office in accordance with Form 2 Final. A pole record shall be maintained for each pole as long as it continues to be used as a jointly owned pole.

The complete pole record shall include the following:

- Pole number
- Location
- Length
- Year set
- Treatment (T, FT, G, CF, LWS or AT)
- Members involved
- Space & grade allocation
- Tenant grade
- Joint anchors
- Joint arms
- Bill of Sale date
- Amount paid for interest in pole or equipment
- Nature of maintenance work or other operation involved
- Joint Pole Authorization number

All subsequent transactions occurring on pole during its use as a jointly owned pole shall be recorded in chronological order and, as each transaction is affected, superseding records shall be prepared by the Committee office and furnished to the Members. The records should be checked by all Members promptly when received, and the Committee office should be advised without delay if any changes are necessary.

Records will be kept of:

- Clearance attachments where interset poles are involved
- Temporary attachment(s)
- Pole top extensions (PTX)
- Free attachments
- Any cases where the Members concerned may request record of specific transactions

When the same record is held by two parties, that record shall be fact unless proven otherwise by a third party, or previous bill of sale.

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.

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 or email 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 replaced prior to Form 2 and Form 48. Form 2 must be noted that this is a priority pole and include pole loading. 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 **Priority Poles** – Priority poles are defined as the following:

~~(a) Poles that have physical damage or deterioration not applicable under Sections 7.6A or 7.6B~~

~~(b) Poles that fail pole loading calculations per GO-95 specifications~~

~~The joint owner(s) must be notified by telephone or email of priority pole replacements within 24 hours of setting member's determination that a pole needs replacement. Notification will include pole loading calculations, and pictures of damage if applicable. Setting Member must issue Form 2 Preliminary, with pole loading calculations, within 45 calendar days from date of pole replacement. Telephone or email notification must be confirmed by either Form 2 or Form 48 showing:~~

~~(a) Date determination made that pole replacement is required~~

~~(b) Time and date of replacement~~

~~(c) Time and date joint owner notified~~

~~(d) Name of person notified~~

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).

BILL NO.

FINAL AUTHORIZATION FOR JOINT POLE TRANSACTION

J.P. FORM 2-1 Rev 07/13

PAGE NO. 1 OF 5

This authorization is in accordance with Joint Pole Agreement and Routine. The undersigned have agreed on joint work as specified heron.

Date Prepared 12/21/2009

In Field

By Telephone

Date Sent 1/28/2010 Confirming Agreement

Date Completed NOV 03 2010 No. of Pages 1 OF 5

J.P. Auth.No. E8455-0529S02 E9310-402387560

COSTS and BILLING DATA

SCE USE ONLY		
BC	AMT	SO

- BILLING CODES
 1. PLACED CURRENT YEAR
 2. PLACED PRIOR YEAR
 3. UNAUTHORIZED ATTACHMENT
 4. SALVAGE VALUE
 5. AUTHORIZED COSTS

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE	APPROVED	TAXING INSTRUCTIONS	ACCOUNTING DATA
E-COM	IRISH 626-288-6170	ALHAMBRA	JOSE ORTIZ	ALHAMBRA	800247054 700062
E-47			18.1D		
E-TR	D. L. SWYER	METRO WEST	W. L. SNYER	DOMINGUEZ HILLS	NO WORK
VZ	CES	WHITTIER	CHUCK A. JOHNSON	SANTA FE SPRINGS	820-9P010JP
TWC-N	909-975-3438		MIKE ZORNES	ONTARIO	
ATS	626-666-3526		DON BECKERMANN	PASADENA	

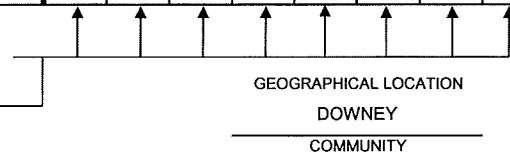
BILL NO.

8 POLE NO.	Pole Length Anchor Size	Year Set	Pole Treat Class Anchor Direct.	Record					Proposed					Item No.	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole agreement and routine-state reasons.	BILL CODE	AMOUNT DUE		ACCOUNTING DIRECTIONS:	
				66KV E	ECOM	VZ	TWC	ATS	66KV E	VZ	TWC	ATS	UTILITY				UTILITY			
													TOTAL AMT				TOTAL AMT			
1509633E	55	63	FT	H		24'				48-16		24-6				E TO PL ARMS SEC 3.0 E TO PL ARM GUY SEC 12.0 NON OWNER (CHARTER) ATTACH SEC 17.0 CHARTER TO MK CABLES SEC 15.2-A ATTACH FACILITIES IN COM SPACE 10.7 VZ TO MK CABLES SEC 15.2-A	1			
										26-2 C26		TN 24					2			
										GUY 26"					110A	S-GUY(NO COST)	6			
	ARM									ALL					164B	2-5' CA(NO COST)	7			
																E TO PL ARM GUY SEC 12.0	8			
782756E	85	48	FT	75-45	24-1 C24			23-1		75-44 22-4				23-1		DOWNEY AVE E/S 1' N/O CHEYENNE AV	9			
										TN 22					110A	S-GUY(NO COST)	10			
										C25							11			
										25-2 GUY							12			
										18'							13			

POLE LEGEND:
 P = PULL
 PB = PULL BUTT
 T = TRANSPORT
 S = SALVAGE
 D = DISPOSE
 TN = TENANT

ANCHOR LEGEND:
 AR = ANCHOR REMOVED
 AT = ANCHOR TRANSFERRED

Show Quantity of Items to be billed in the Column of Party to be Paid.



FORM 48 8/8/2014 9/22/2014

COL TOT

PAGE TOTAL

CH

PRELIMINARY JPA REVIEWED BY AGENT: PATRICIA CHAVEZ-SILVA