

## **Southern California Joint Pole Committee**

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January 15, 2025

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

Those in attendance were:

Mr. John Bacon	City of Los Angeles
Mr. Lex Treepaisan	Frontier Communications
Ms. Silvana Ray	Southern California Edison
Ms. April DeBarge	Southern California Edison
Mr. Samuel Picazo	Southern California Edison
Ms. Marisol Bailey	Southern California Edison
Mr. Kevin Flores	Southern California Edison
Mr. Michael Pearson	Southern California Edison
Ms. Carla Stephen	Southern California Edison
Ms. Kay Black	AT&T California
Mr. Barry Consulter	AT&T California
Mr. Robert Stanard	AT&T California
Mr. Joy Young	AT&T California
Ms. Megan LaMon	Crown Castle NG West Inc.
Ms. Aarize Dizon	Crown Castle NG West Inc.
Ms. Jacqueline Costa	Crown Castle NG West Inc.
Mr. Jeremy Effinger	Crown Castle NG West Inc.
Mr. Jeremy Harmon	Verizon Wireless
Mr. Alex Parra	City of Riverside
Mr. John Vu	City of Anaheim
Ms. Maribel Sanchez	Teleport Communications America
Ms. Maria Ortiz	MCI Metro ATS/MCI Telecommunications/XO Communications
Mr. Salvador Zambrano	City of Burbank
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Ms. Dianell Caamano	AT&T Mobility
Ms. Alyssa Aguilar	City of Colton
Ms. Dominica Blakemore	City of Colton
Ms. Elias Avila	City of Colton
Mr. Hien Vuong	City of Azusa
Mr. Mark Silva	City of Azusa
Mr. Ben Coffey	City of Banning
Mr. David Campo	City of Lompoc

Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Ms. Shawn Henderson	T-Mobile USA
Mr. Juan Maldonado	T-Mobile USA
Mr. Johnny Villalobos	M-Power Communications
Ms. Linda McLean	Extenet Systems
Ms. Heidi Seropian	Extenet Systems
Ms. Tamara Zaki	Boldyn Networks US LLC
Ms. Angelique Sy	Boldyn Networks US LLC
Ms. Maggie Howell	ATC-Outdoor DAS, LLC
Ms. Patti Ringo	Sonic Telecom, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

### **CALL TO ORDER**

Mr. Bacon, President of SCJPC, called the meeting to order at 9:00 a.m. Mr. Bacon then proceeded with roll call. When the roll call was completed the City of Glendale (A) and the City of Pasadena (MP) were not in attendance.

Ms. Black inquired if the committee could waive the City of Pasadena's and the City of Glendale's attendance penalty fee due to the recent fires. Ms. Pranata stated that it would be a committee decision. However, for the City of Glendale Ms. Pranata explained that she did assess the attendance penalty fee in November 2024 because they have not been participating in or joining the Administrative Board meetings for a couple of months prior. Ms. Pranata added that she has been emailing them, and they have not replied as of yet. Mr. Parra stated that he used to work for the City of Glendale and will reach out to them in hopes they can get back to Ms. Pranata. Ms. Pranata thanked Mr. Parra. Ms. Ortiz stated that she agrees with Ms. Black to waive the attendance penalty fee for the City of Pasadena. Ms. Ortiz added that she is sure they were hit hard.

There were no further questions or comments.

### **HOUSEKEEPING:**

Mr. Bacon requested that members who are teleconferencing mute their phones so that no interference is picked up. He added that if the teleconferencing members must step away from the meeting to please inform the chair when they leave and return to the meeting, in the event that a vote call transpired in their absence. Additionally, he asked members, before speaking, to please state their name and company first, then proceed with comments or questions. If someone else is talking, please do not talk over them because it is hard to hear and incoherent.

### **APPROVAL OF MINUTES:**

Mr. Bacon inquired whether the members had reviewed the minutes of the November 20, 2024, Administrative Board meeting and if there were any comments, additions, deletions, or revisions. In that there were no corrections, Mr. Bacon then solicited a motion to accept the minutes as written. Mr. Treepaisan motioned to accept then November 20, 2024, minutes as written. Mr. Pearson seconded the motion, which after the vote tally was completed, passed unanimously.

There were no questions or comments.

### **MANAGER'S REPORT**

Ms. Pranata reported that the November 2024 Gross Expenses/Capital Investments were \$165,237.65. The members were assessed the same amount. Ms. Pranata added the expenses were unusually high due to three paydays and the final payment to Accurate Digital Solutions.

Ms. Pranata then reported that the December 2024 Gross Expenses/Capital Investments were \$110,884.65. The members were assessed \$110,084.65. This was lower due to an attendance penalty credit and a billing workshop credit.

There were no questions or comments.

### **COMMUNICATIONS:**

There were no Communications.

### **SPECIAL REPORTS:**

There were no Special Reports.

### **SUB-COMMITTEE REPORTS:**

#### **Authorized Cost ad hoc Committee**

Mr. Van Stryk reported this ad hoc committee met in November 2024. Discussed were the 2025 Pole Prices and the 2025 and 2026 Authorized Costs.

He directed the members to the minutes for all the details.

#### **Compliance ad hoc Committee**

Ms. LaMon reported this ad hoc committee met in November 2024. Discussed was grounding to another utilities ground on steel poles. LA DWP confirmed no one can tap into their grounds, but one can utilize existing predrilled holes into the pole. Edison stated they would discuss it internally and answer at the next Compliance ad hoc Committee.

For additional information, she referred the members to the meeting minutes.

#### **Computer Communications ad hoc Committee**

Mr. Pearson reported this ad hoc committee met in November 2024. Discussed was Ms. Pranata's updates from Accurate Digital Solutions for the new website and the training Ms. Pranata went through.

He directed the members to the minutes for all the details.

### **Routine Revision ad hoc Committee**

Ms. Ortiz reported this ad hoc committee met in November 2024. The ad hoc Committee had a brief discussion on the point of contacts that Ms. Pranata did receive for the Denials and No Tag poles and that has been updated on the website. Ms. Ortiz reminded the ad hoc if one has not sent in their point of contact for these two, please send them in. Also discussed was safety clearances on Strand Mount Antennas. Lastly, Ms. Ortiz stated the 2025 Routine Handbook has been published.

For additional information, she referred the members to the meeting minutes.

### **Basic JPA Training ad hoc Committee**

Ms. LaMon reported this ad hoc committee met in November 2024. The video for Section 7.X was reviewed and it was clarified that anchor information can sometimes be found in the additional information section on the pole card or in the bill of sale. Also, it was confirmed that the acronym SWANC is not currently listed in the Routine Handbook under Abbreviations. Ms. LaMon stated it will be added. It was also confirmed that arms solely owned need to be shown as 100% owned by the appropriate joint owner on the record side when purchasing into the arm regardless if its on the pole record.

For additional information, she referred the members to the meeting minutes.

### **Operating Committee**

Mr. Treepaisan reported this ad hoc committee met in November 2024. Discussed was the one-time training session and incorporating memo reviews. It was determined that SCJPC will keep memo reviews as memo reviews and include a specific example to review anything above and beyond that can be vetted to ensure the staff's capable of performing the request. Also discussed increasing the funds for the SCJPC Staff Team Building and catering lunches for members for two in-person meetings a year at the SCJPC San Dimas office.

He directed the members to the minutes for all the details.

### **CONSENT CALENDAR:**

#### **2025 Proposed Operating Budget Draft 3**

*Reviewed and recommended by the Operating Committee*

*Emailed 12/10/2024, 12/31/2024, and in packet.*

Mr. Bacon opened and stated that 2025 Proposed Operating Budget Draft 3 was sent out on December 10, 2024. Mr. Bacon stated that hopefully members had time to take a look at it. Mr. Treepasian stated this was the same one Ms. Pranata sent out previously and the only difference was increasing the Team Budget from \$750.00 to

\$2000.00. Mr. Treepasian inquired if there were any other changes from November 2024 Administrative Board meeting. Ms. Pranata stated yes, the Committee Meetings budget increased from \$0 to \$500.00 for the two in-person meetings at the SCJPC San Dimas office. Ms. Pranata added the discussion was the expenses will be divided amongst the companies who attend the meetings.

Mr. Treepasian stated that the 2025 Proposed Operating Budget Draft 3 is ready to be voted on and approved unless anyone has any concerns. Mr. Bacon stated that LA DWP is willing to put a vote in if the committee are all on the same page. Mr. Pearson stated that Edison is still discussing with senior leaders the extra cost for the activities. Ms. Pranata inquired when Edison would have an answer. Ms. Pranata stated that she needs approval as soon as possible since this is for the 2025 Budget and already in 2025. Mr. Pearson reiterated that leadership is still discussing, and Edison would have an answer by February 2025 Administrative Board meeting. However, if Edison does hear back sooner from leadership that Edison will email Ms. Pranata. Ms. Ray stated if Edison has to answer currently it would have to be a no. Ms. Ray explained she needs at least a couple of weeks to circle back with senior leadership. Ms. Pranata inquired if Edison could email the Operating Committee by the end of January 2025, therefore, if the line item needs to be edited it can. Then Ms. Pranata will add to the Consent Calendar again for February 2025 Administrative Board meeting. Ms. Ray and Mr. Pearson both stated yes.

Mr. Treepasian stated this item will be tabled until the February 2025 Administrative Board meeting.

### **DISCUSSION CALENDAR:**

There was no Discussion Calendar.

### **OTHER ITEMS:**

#### Unfinished Business

- Item 1581: Pole Record Redesign – OPERATING (10/16/2013)
- Item 1597: Review of Routine Handbook examples – ROUTINE REVISION (5/19/2015)
- Item 1630: CPUC Updates – COMPLIANCE (2/14/2018)
- Item 1658: Environmental Issues – COMPLIANCE (1/16/2019, moved from Admin Board 1/15/2020)
- Item 1776: Establishing a Timeline and Codified Process for Mutual benefit of Pole Replacements – ADMINISTRATIVE BOARD, moved from Compliance (3/17/2021) **ON HOLD**
- Item 1789: Intrusive Inspections for Communication Only Poles in Fire Tier 3 – Compliance (1/18/2023)
- Item 1793: Section 4.0 with Form 48 – ROUTINE REVISION (10/18/2023) **ON HOLD**
- Item 1797: Reasons for Denials – ROUTINE REVISION (6/20/2024)

All items remain open at this time.

## **New Business**

### ***Known Items:***

*There were no Known Items.*

### ***Unknown Items:***

#### *Costs Attaching in Electrical Space*

Ms. Black inquired on behalf of Ms. LaFrenais what the CPUC's rate to attach is. Ms. LaFrenais clarified she is inquiring about the CPUC's cost for attaching in electrical space. Mr. Bacon inquired if Ms. LaFrenais is talking about the Public Utilities Commission charge for being in power space. Ms. LaFrenais stated yes and explained that Bear Valley Electric has a contract with Charter that attaches in their electrical pole space in which they charge them for attaching in their space a foot above Bear Valley Electric space. Ms. LaFrenais reiterated that Bear Valley Electric is looking for the current rate of attachment. Ms. LaFrenais was told by Charter that the CPUC has a listing of what that cost is. Mr. Harmon stated the Bear Valley Electric is an IOU (Investor-Owned Utility) and the way one would assign their cost would be through the structure of the Right of Way Rules which were recently adjusted and adopted in the last two years to allow for calculating the space and footage for cellular facilities. Mr. Harmon thinks Charters' recommendation or response is pointing to the Right of Way Rules as a guide to determine expense or cost per pole and thus cost per foot to offer to Charter. Mr. Van Stryk inquired if it is a contract wouldn't that mean they could change that price or decide that price. Do they have to go with the Right of Way Rules price? Ms. LaFrenais explained that the contact is 20 years old, and that Charter is being charged \$4.00 to attach to Bear Valley Electric's pole. Mr. Parra stated that he believes that the current price is \$23.50. Mr. Harmon then stated that the state law allows Public Owned Utilities to establish their rates based on their city decrees. However, if one is an IOU, one follows the Right of Way Rules and the Right of Way Rules would provide a framework to determine an adjusted cost that one feels is market and Mr. Harmon believes that what Charter was referencing when they told Bear Valley Electric about the CPUC guidelines which are the Right or Way Rules. Mr. Harmon explained the Right of Way rules were set up in 1998 when the state of California certified that they're going to manage the utilities in the state of California. The reverse preemption, that established various processes for any attacher to get on incumbent local exchange carriers. Telephone companies or IOU's to get access to those poles. Those have been the guidelines of which one does not reserve space, and one allows for makeready applications and construction approved contractors. Mr. Harmon stated that he can send Ms. LaFrenais the Right of Way Rules. That would give Ms. LaFrenais the guide and Bear Valley Electric's attorneys and leadership, can take a look at that and that would be the best way to start. Mr. Harmon is unsure if the energy division

has a staff to assist; however, he iterated that he could provide Ms. LaFrenais a copy of the current Right of Way Rules. Ms. LaFrenais thanked Mr. Harmon. Mr. Van Stryk inquired if it's a contract that they don't have to go with that price. Mr. Harmon stated he individual contracts between companies should be based on the Right of Way Rules. Mr. Harmon is sure that the contractor allows for adjustments. Mr. Harmon added that Charter is not opposed paying market or current rates based on the Right of Way structures, which is the cost of the pole. Mr. Harmon then explained the way it's set up is not for Bear Valley Electric to profit off of this. They're just going to recover their cost for the maintenance of the pole.

There were no further questions or comments.

Policy Changes (standing agenda item)

There were no Policy Changes.

**SCHEDULE OF FUTURE MEETINGS:**

Future meetings that will be remote were scheduled as follows:

Administrative Board	<b>2/19/2025</b>	<b>9:00 a.m.</b>	Teleconference (MS TEAMS)
Operating Committee	2/19/2025	Following	Administrative Board
Authorized Costs Committee	2/19/2025	Following	Operating Committee
Routine Revision Committee	2/19/2025	Following	Authorized Costs Committee
Compliance Committee	2/19/2025	Following	Routine Revision Committee
Computer Committee	2/19/2025	Following	Compliance Committee
Basic JPA Training	2/19/2025	Following	Computer Committee

**ADJOURNMENT**

Mr. Bacon adjourned the meeting at 9:26 a.m. until February 19, 2025.

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Mr. Bacon, President

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Ms. Angela Pranata, Manager of Operations

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Transcribed by Ms. Kathleen Allen - Committee Staff

**SOUTHERN CALIFORNIA JOINT POLE COMMITTEE  
2025 PROPOSED OPERATING BUDGET - Draft 3**

Line	EXPENSE	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 Estimated (based on Sep 2024 YTD exp)	2025 PROPOSED	Member Assessment: Proportional OR Equal	Description	Line
1	Salaries	556,622.42	661,155.15	642,454.33	782,739.13 *	1,146,306.91	P	See Estimated Salaries (last page) 12 full time employees + budget for overtime	1
2	Insurance - Med/Den/Life	76,425.11	78,116.72	89,422.58	98,374.32 *	125,627.70	P	12 Employees. Based on quote from insurance agent	2
3	Payroll Taxes	39,507.61	48,974.15	44,724.04	54,602.36 *	91,704.55	P	8% of Salaries (line 1)	3
4	Worker's Comp	2,484.37	2,991.37	4,566.63	5,356.63 *	5,400.00	P	Based on 2024	4
5	Misc. Expense/Travel Reimbursement	187.73	225.56	141.08	386.20 *	400.00	P	Based on 2024	5
6	Telecommuting Reimbursement	1,900.00	1,218.00	108.00	-	-	P	Telecommuting reimbursement eliminated in 2023	6
7		** Covered 2020 & 2021 (no budget)							7
8	<b><u>PENSION EXPENSE</u></b>								
9	Contribution-Sep IRA	55,605.71	66,871.22	62,679.95	73,884.17 *	108,767.92	P	10.50% of full time employees salaries. See last page	9
10									10
11	<b><u>MONTHLY RECURRING</u></b>								
12	Rent	111,011.10	114,826.74	118,116.24	120,634.44 *	124,336.38	P	Based on lease schedule & estimated building operating expenses	12
13	Alarm System	813.88	695.88	695.88	695.88	700.00	P	\$173.97*4	13
14	Electricity	(included above)	(included above)	(included above) *	(included above) *	(included above)		Included in rent	14
15	Janitorial Service	(included above)	(included above)	(included above) *	(included above) *	(included above)		Included in rent	15
16	Telephone (Cell phones & VOIP) and Internet	9,139.53	6,067.12	6,256.69	6,680.05 *	7,268.00	P	San Dimas Internet + VOIP for 12 employees + ATT Mobility + Fax	16
17	Webex Cisco	828.00	828.00	828.00	828.00	-	P	Eliminated in late 2024	17
18	Postage & Shipping	220.40	128.15	158.82	365.59 *	375.00	P	Based on 2024	18
19	Business Insurance	1,928.74	2,112.76	2,002.20	1,922.40 *	2,320.00	P	Based on quote from insurance company	19
20	Committee Meetings	4,433.50	-	-	-	500.00	E **	** For the two in-person meetings in 2025, up to two representatives per company. Expenses will be divided among the companies who attend the meetings.	20
21	<b><u>EQUIP &amp; FURN MAIN.</u></b>								
22	Copy Machine (repair, maintenance, supplies)	43.95	21.17	1.81	13.88 *	100.00	P	Changed to a better maintenance contract + less supplies (ink/staples)	22
23									23
24	<b><u>NETWORK SYSTEM</u></b>								
25	Computer-LAN Maintenance Contract (IT service). Labor for on site support. Firewall license	12,500.00	15,751.50	15,361.73	14,106.00 *	18,280.00	P	IT contract & anticipated billable on site support. Approx. 5 hrs of on site labor at \$160/hr (\$800). Maintenance added for two more new admin aides (\$120 ea). Firewall License yearly \$200.	25
26	FRIEND Support/contract	4,800.00	4,800.00	4,800.00	4,800.00 *	4,800.00	P	Current contract 400/mo Friend	26
27	Hosting Total (line 28-31):	19,989.13	19,053.48	19,140.83	16,631.65 *	13,300.00	P	See below explanation (line 28-31)	27
28	SCJPC Website Server	300 (included above)	(included above)	(included above)	(included above) *	4200 (included in line 27)	P	\$350/mo with ADS	28
29	Cloud Server VM	7203.24 (included above) No budget	(included above)	(included above)	(included above) *	5400 (included in line 27)	P	Microsoft Azure cloud server monthly	29
30	Cloud Server VM licenses (Windows Server & SQL)		(included above)	(included above)	(included above) *	1300 (included in line 27)		Microsoft Server and SQL Server licenses per quote	30
31	Sharefile, Email, and Domain	5.89 (included above)	(included above)	(included above)	(included above) *	2400 (included in line 27)	P	Emails & domain Domain: Renewed in 2024 year	31
32									32
33	Computer (repair, maintenance, supplies)	1,543.93	1,705.53	1,252.57	1,167.37 *	1,250.00	P	Based on 2023	33
34									34
35									35
36									36
37									37
38	<b><u>PRINTING &amp; SUPPLY</u></b>								
39	Office Printing	57.07	63.55	70.22	100.00	100.00	P	Year end projection	39
40	Office Supplies	1,067.93	309.13	607.68	753.95 *	775.00	P	Year end projection	40
41									41
42	<b><u>CONTRACT SERVICES</u></b>								



**2025 (for Operating Committee)**

**PROPOSED BUDGET FOR SALARIES - Line item #1 on Proposed Budget**

With budget for overtime added

		Total		SEP IRA 2025 BUDGET
Part time TEMP ADMIN AIDE staffing agency cost	Billable rate \$27.90 - 25 hr/week	36,270.00	1300 hrs x billable rate \$27.90 (\$18/hr rate)	
Budget for 2 new admin aides first 6 months One admin aide budget to replace J. Ayala position Another admin aide position requested by Operating Committee in July 2024		74,152.00	First 6 months via Kelly Services Staffing: 2 * 1040 * \$35.65/hr billable rate = \$74,152	
Budget for 2 new admin aides after 6 months, under SCJPC PAYROLL		47,840.00	After 6 months: 2 * 1040 * \$23/hr = \$47,840	5,023.20
Jan 2025 to May 2025 salaries (5 months) for current 10 full time employees		364,433.85	\$33,130.35 x 11 pay period	38,265.55
June 2025-Dec 2025 Per Lex Treepaisan's recommendation - added 4% for current 10 full time employees		516,833.46	\$34,455.56 x 15 pay period	54,267.51
Promotion for one employee (June 2025 - Dec 2025)		2,673.60		280.73
Overtime Budget Average OT hrs from July to Sep: 154 hrs/month Average hourly rate 10 employees: \$36.67 / \$55.05 OT		104,104.00	Jan 2025-May 2025 \$55.05 x 154 x 5 Jun 2025- Dec 2025 \$57.25 x 154 x 7	10,930.92
<b>TOTAL FOR ESTIMATED SALARIES (WITH OVERTIME)</b>		<b>1,146,306.91</b>		<b>108,767.92</b>
				SEP IRA (ESTIMATED)

**2025 (For Operating Committee)**