

**Outline for
City of Leesburg Electric Report to the Florida Public Service Commission Pursuant to
Rule 25-6.0343, F.A.C.
Calendar Year 2017**

**Deadline to the Florida Public Service Commission:
March 1, 2018**

Penelope Buys: pbuys@PSC.STATE.FL.US

1) Introduction

a) Name of city/utility

City of Leesburg Electric Department (Leesburg Electric)

b) Address, street, city, zip

2010 Griffin Road, Leesburg, FL 34748

c) Contact information: Name, title, phone, fax, email

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2) Number of meters served in calendar year 2017

Leesburg Electric served 26,000 meters in the year 2017

3) Standards of Construction

a) National Electric Safety Code Compliance

Construction standards, policies, guidelines, practices, and procedures at the Leesburg Electric comply with the National Electrical Safety Code (ANSI C-2) [NESC]. All new construction is governed by the latest edition of the NESC.

b) Extreme Wind Loading Standards

Construction standards, policies, guidelines, practices, and procedures at Leesburg Electric are guided by the extreme wind loading standards as specified by <http://windspeed.atcouncil.org/> as recommended by the 2018 NESC for all construction.

c) Flooding and Storm Surges

Leesburg Electric is a non-coastal utility, therefore, storm surge/flooding is not an issue.

d) Safe and Efficient Access of New and Replacement Distribution Facilities

The City of Leesburg has a standard policy of not allowing any new rear lot line overhead lines. The majority of locations with rear lot line overhead lines have been either converted to underground, or relocated to street side. The City of Leesburg continues to convert many areas of overhead to underground. The City of Leesburg is currently greater than 60% underground. New line extensions are only designed where there is vehicle access.

e. Attachments by Others

Pole attachment agreements between the City of Leesburg and joint users include written safety, pole loading, and procedures for attachments by others on the distribution poles. We inspect these poles on an 8 year cycle.

4. Facility Inspections

a) Describe the utility's policies, guidelines, practices, and procedures for inspecting transmission and distribution lines, poles, and structures including, but not limited to, pole inspection cycles and pole selection process.

Leesburg Electric Began a new 8 year inspection cycle in 2016. A new contract was entered into with OSMOSE in 2017. Osmose inspects the poles. Reject poles are identified and replaced. Leesburg Electric chooses pole size and class by the design standards set forth in the NESC.

a) Describe the number and percentage of transmission and distribution inspections planned and completed for 2017.

The City of Leesburg completed the first inspection cycle at the end of 2016. 2,082 poles were inspected. Of those 6% were reject poles. The City of Leesburg has replaced 89 of 178 of those reject poles. The City of Leesburg is scheduled to begin another inspection in the February of 2018.

b) Describe the number and percentage of transmission poles and structures and distribution poles failing inspection in 2017 and the reason for the failure.

City of Leesburg had a failure rate of a little over 6.35% or 178 poles out of 2,802. The rejects were due to several factors including but not limited to ground line rot, wood pecker damage, and other damage.

d) Describe the number and percentage of transmission poles and structures and distribution poles, by pole type and class of structure, replaced or for which remediation was taken after inspection in 2017, including a description of the remediation taken.

The City of Leesburg has replaced approximately 89 poles or 50% of the reject poles. The City of Leesburg replaced another 181 poles various reasons, including decayed tops, and pole loading.

5. Vegetation Management

a) Describe the utility's policies, guidelines, practices, and procedures for vegetation management, including programs addressing appropriate planting, landscaping, and problem tree removal practices for vegetation management outside of road right-of-ways or easements, and an explanation as to why the utility believes its vegetation management practices are sufficient.

Leesburg Electric has instituted a 4 year Vegetation Management Plan. This ensures the Leesburg Electric distribution system is covered every 4 years. Lines that are deemed to be a priority are addressed immediately. Leesburg Electric uses the Shigo Method for vegetation management. Leesburg Electric does have a program for educating our customers that receive trees as part of the City of Leesburg Tree Give-a-Way Program. Leesburg Electric also attends the Florida Vegetation Management Association Annual (FVMA) Meeting to obtain the latest policies, tools, and methods. The area supervisor for Leesburg Electric's tree contractor also attends this annual meeting. The Public Utility Research Center has held two vegetation management workshops in 2007 and 2009. Through FMEA, Leesburg Electric has a copy of their reports and uses the information to continually improve vegetation management practices. We will participate in future best-practice workshops.

b) Describe the quantity, level, and scope of vegetation management planned and completed for transmission and distribution facilities in 2017.

Leesburg Electric's 4 year Vegetation Management Plan currently addresses 194 miles of distribution lines. This requires that 48.5 miles of distribution lines be trimmed every year of the 4 year cycle. To accomplish this level of vegetation management, Leesburg Electric's tree trimming contractor is required to accomplish 48.5 miles per year minimum. The contractor, per contract, is required to provide sufficient staffing to meet this requirement as well maintain a minimum staffing level in the event that additional services are required by Leesburg Electric. The scope of work is agreed upon at the beginning of each year so that priority trimming areas are addressed and allows for the contractor meet his annual minimum trimming requirements. Leesburg Electric, per contract, has the ability to further define the scope of their Vegetation Management Plan through the use of an hour tree trimming crews that is required to be provided by the contractor. This crew can be directed to areas that Leesburg Electric deems to be a priority that could be outside the scope of the annual contract trimming requirement.

In 2017, Leesburg Electric's Vegetation Management Plan requirement of 48.5 miles of distribution lines was met by our contractor. Leesburg Electric has confidence that the annual trimming requirement will be met by our contractor each year.

6. Storm Hardening Research

The City of Leesburg is a member of the Florida Municipal Electric Association (FMEA), which is participating with all of Florida's electric utilities in storm hardening research through the Public Utility Research Center at the University of Florida. Under separate cover, FMEA is providing the FPSC with a report of research activities. For further information, contact Amy Zubaly, Executive Director, FMEA, 850-224-3314, ext. 1, or azubaly@publicpower.com.