

**(City of Leesburg Electric Department)  
Report to the Florida Public Service Commission Pursuant to  
Rule 25-6.0343, F.A.C.  
Calendar Year 2021**

**1. Introduction**

a) Name of city/utility

City of Leesburg Electric Department (Leesburg Electric)

b) Address, street, city, zip

2020 Griffin Road, Leesburg, FL 34748

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

**Submitted on Behalf of:**     **Brad Chase, Electric Director**  
  **352-728-9786 Ext. 2012**  
  [Brad.Chase@LeesburgFlorida.gov](mailto:Brad.Chase@LeesburgFlorida.gov)

**Report Prepared by:**       **Greg David, Deputy Director/Superintendent**  
  **352-728-9786 Ext. 2011**  
  [Greg.David@LeesburgFlorida.gov](mailto:Greg.David@LeesburgFlorida.gov)

**Steve Davis, Electric Service Planner Supervisor**  
**352-728-9786 Ext. 2021**  
[Steve.Davis@LeesburgFlorida.gov](mailto:Steve.Davis@LeesburgFlorida.gov)

**Chris Adkins, Deputy Director for Operational &  
Technical Services**  
**352-728-9786 Ext. 2025**  
[Chris.Adkins@LeesburgFlorida.gov](mailto:Chris.Adkins@LeesburgFlorida.gov)

**Report Submitted by:**     **Chris Adkins, Deputy Director for Operational &  
Technical Services**  
  **352-728-9786 Ext. 2025**  
  [Chris.Adkins@LeesburgFlorida.gov](mailto:Chris.Adkins@LeesburgFlorida.gov)

**2. Number of meters served in calendar year 2021**

Leesburg Electric served 27,367 meters in the year 2021.

**3. 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 has completed the eight (8) year inspection cycle that was begun in 2016. The next round of inspections will start in 2024. Leesburg Electric will continue to complete our pole inspections within the eight (8) year inspection cycle. To accomplish this level of inspection cycle, Leesburg Electric’s pole inspection contractor is required to accomplish the number of inspections within each yearly contract. The contractor, per contract, is required to provide sufficient staffing to meet this requirement. The scope of work is agreed upon at the beginning of each.

- b) Describe the number and percentage of transmission and distribution inspections planned and completed for 2021.**

Leesburg Electric completed 2,935 pole inspections in calendar year 2021.

- c) Describe the number and percentage of transmission poles and structures and distribution poles failing inspection in 2021 and the reason for the failure.**

Leesburg Electric saw an estimated 5% failure rate on the poles that were inspected. The #1 cause of pole failures were pole rot at the ground line. The next leading cause was damage to the pole tops, either by rot or woodpecker 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 2021, including a description of the remediation taken.**

Leesburg Electric continued our efforts to address distribution pole hardening program through the replacement and or removal of 137 poles for calendar year 2021. Poles were replaced with the appropriate size and class of pole to meet the current NESC requirements. In some areas, poles were removed. These poles included inactive rental light poles, or inactive services. In some areas, underground distribution infrastructure was installed in place of the reject poles.

Leesburg has replaced the following poles:

- (4) 12’ Aluminum with 12’ Aluminum
- (7) 20’ Aluminum with 20’ Aluminum
- (19) 25-7 Wood poles with 35-4 Wood poles
- (29) 30-6 Wood poles with 35-4 Wood poles
- (21) 35-4 Wood poles with 40-2 Wood poles
- (31) 40-4 Wood poles with 40-2, 45-2 or 50-2 Wood poles
- (26) 45-4 Wood poles with 45-2, 50-2 Wood poles or 50-4 Concrete poles

Leesburg Electric has no transmission poles.

#### 4. 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 5-year Vegetation Management Plan. This ensures the Leesburg Electric distribution system is covered every 5 years. Lines that are deemed to be a priority are addressed immediately (“Hot Spotting”). 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 USA (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 sponsors vegetation management workshops that are attended by Leesburg Electric as well as Leesburg Electric’s tree contractor. Leesburg Electric’s tree contractor has a state certified Arborist. 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 2021.**

Leesburg Electric’s 5-year Vegetation Management Plan currently addresses 194 miles of overhead distribution lines. In 2021, Leesburg Electric’s distribution system was broken into four (4) quadrants. This required that one (1) quadrant be trimmed every fifteen (15) months. To accomplish this level of vegetation management, Leesburg Electric’s tree trimming contractor is required to accomplish the trimming of one (1) quadrant every fifteen (15) months, at a minimum, to complete the 5-year Vegetation Management Plan. The contractor is required, at a minimum, to meet with Leesburg Electric every six (6) months to review their progress on scheduled trimming and to discuss the priorities for future trimming. The progress of the contractor is tracked by the verification of submitted invoices as well as a visual inspection of the quadrant being trimmed. The contractor, per contract, is required to provide sufficient staffing to meet this requirement as well as 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 to meet his annual minimum trimming requirements. Leesburg Electric, per contract, has the ability to further define the scope of their Vegetation Management Plan by directing the contractor to areas that Leesburg Electric deems to be a priority that could be outside the scope of the Vegetation Management Plan requirement.