

Work Plan: Task Reports

Report #	Description of Tasks
1.1	Inventory privately owned water and wastewater community systems
1.2	Review current language in Loudoun Water Charter
1.3	Inventory current County and Loudoun Water policies dealing with water and wastewater improvements in different planning areas
1.4	Inventory existing water and wastewater education and outreach efforts by Loudoun Water and the County
1.5	Inventory and examine current emergency planning regulations and policies
1.6	Evaluate Loudoun Water as Responsible Management Entity (RME) vs. contracting with a Private RME for water and wastewater projects undertaken by the Board of Supervisors
1.7	Develop a communications strategy and matrix that identifies ways to educate the public about water and wastewater systems, issues and emergency preparedness
1.8	Define the roles and responsibilities of Loudoun Water and the County in planning, managing, operating, and maintaining water and wastewater improvement projects.
1.9	Utilize the communications strategy, matrix and emergency preparedness program parameters to develop a program manual for educating County residents and businesses
1.10	Develop an agreement between Loudoun Water and the County that outlines the roles and responsibilities of each partner
1.11	Develop a set of recommendations for improving and/or maintaining efforts, plans, and policies pertaining to water and wastewater emergencies as necessary
2.1	Review past studies targeting illicit discharges
2.2	Inventory current policies regarding illicit discharges Identify enforcement methods currently used to solve illicit discharge issues
2.3	Review past cases where wastewater illicit discharges have been verified
2.4	Identify and review data sources and indicators to locate wastewater illicit discharges
2.5	Conduct desktop study that identifies potential sources of wastewater illicit discharges using existing data and GIS technologies
2.6	Develop a set of procedures that outlines the methods materials, and personnel used to located and verify wastewater illicit discharges
2.7	Test field location methods
3.1	Inventory the number , location and use of privies based on Health Department Data
3.2	Identify sources of external funding , their current availability, and uses
3.3	Identify the process and the roles of Loudoun Water and the County in completing previous water and wastewater improvement projects initiated by the Board of Supervisors
3.4	Create a matrix of external funding sources that can be updated periodically
3.5	Develop an application process for communities interested in public connections Develop a rating system that utilizes the application process to prioritize communities
3.6	Develop a set of policies that will limit bypassing of communities in the Suburban and Transition Policy areas for central water and wastewater services
3.7	Develop a plan that incorporates the prioritized communities into the Ten-Year Capital Needs Assessment and the Capital Improvement Program (Water & Wastewater Projects Funding Policy)
3.8	Develop a plan to address the 31 privies in the County as a pilot for addressing non-community based situations that affect public health and safety