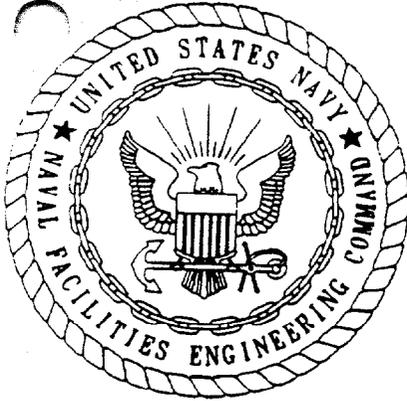


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COMMUNITY RELATIONS PLAN NTC ORLANDO FL
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**DEPARTMENT OF THE NAVY
INSTALLATION RESTORATION PROGRAM**

COMMUNITY RELATIONS PLAN

**NAVAL TRAINING CENTER
ORLANDO, FLORIDA**

APRIL 1995



**SOUTHERN DIVISION
NAVAL FACILITIES ENGINEERING COMMAND
NORTH CHARLESTON, SOUTH CAROLINA
29419-9010**

**DEPARTMENT OF THE NAVY
INSTALLATION RESTORATION PROGRAM**

COMMUNITY RELATIONS PLAN

**NAVAL TRAINING CENTER
ORLANDO, FLORIDA**

April 1995

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INTRODUCTION

The Community Relations Plan

The objective of this Community Relations Plan (CRP) is to provide the framework for public involvement activities in support of the Base Realignment and Closure (BRAC) and Installation Restoration (IR) programs at the Naval Training Center (NTC), Orlando, Florida. The BRAC and IR programs are described in "Base Closure and the IR program" on page 7. This CRP outlines the mechanisms for keeping the affected community informed and involved regarding all investigative and cleanup activities, and will be updated as needed throughout these programs at NTC, Orlando. These techniques, some of which have been implemented in developing this CRP, include:

- Community Interviews
- Information Repository and Administrative Record
- Restoration Advisory Board
- Site mailing list
- Fact sheets and public notices on site activities
- Public meetings and availability sessions
- Public comment periods and response documents

These activities and the recommended timing for their implementation are summarized on page 16.

Community Relations Program Objectives

The overall community relations program at NTC, Orlando is ongoing throughout the cleanup process at the base. The program is intended to encourage communications between cleanup decision makers and the community regarding planning, coordination, and administration of BRAC IR efforts. The specific objectives guiding the planning and implementation of the community relations program are to:

- provide the public with an opportunity to express comments on and provide input on technical decisions.
- inform the public of planned or ongoing activities.
- identify and resolve conflict.

CRP Contents

This CRP includes the following sections.

Profile of NTC, Orlando: provides a description of the base, including its mission and history.

NTC, Orlando and the Community: discusses the relationship of the base with the community, including a discussion of community concerns.

Base Closure and the IR Program: describes the BRAC and IR programs, including a description of each the sites being studied at NTC, Orlando.

INTRODUCTION

The Community Relations Program: outlines the recommended community relations program.

Recommended Community Relations Activities: provides a summary of recommended community relations activities for each stage of the IR program.

Further Information

For more information, please contact:

Lt. Robert Mehal, Public Affairs Officer
Naval Training Center, Orlando
4551 Kitty Hawk Street
Orlando, FL 32813-8360
Telephone No. (407) 646-4430

PROFILE OF NTC, ORLANDO

Description of NTC, Orlando

NTC, Orlando encompasses 2,035 acres in the City of Orlando, Orange County, Florida. The installation is comprised of four non-contiguous properties including the Main Base, the McCoy Annex, Herndon Annex, and Area C. Figure 1 presents the geographic location of NTC, Orlando.

The Main Base (1,093 acres, including Lake Baldwin and Lake Susannah) is located approximately 4 miles north and 3 miles east of downtown Orlando and is adjacent to Winter Park. It contains approximately 251 buildings that are used primarily as operational and training facilities. The Main Base includes the Recruit Training Center, Service School Command, and the Naval Nuclear Power Training Command. The Main Base also includes the Naval Hospital on 42 acres along the north shore of Lake Baldwin.

McCoy Annex (842 acres), located just west of Orlando International Airport approximately 12 miles south of the Main Base, provides housing and community facilities.

Herndon Annex (54 acres) is located 1 mile south of the Main Base, adjacent to Orlando Executive Airport. Herndon Annex provides research, testing, and logistical support facilities for NTC equipment.

Area C (46 acres) is located 2 miles west of the Main Base, adjacent to Koger Executive Business Center, and has frontage on Lake Druid. It serves primarily as a supply center for the complex. Area C also contains a laundry facility for the NTC.

Base History

The military presence at NTC, Orlando dates to 1940, when the then Orlando Municipal Airport underwent a conversion to Orlando Air Force Base. The installation's current use as a naval training facility officially began on July 1, 1968.

The first occupants of new barracks at the Recruit Training Command were 205 Sea Cadets who arrived on August 17, 1968. Five companies of Navy recruits followed in October. Reserve companies and recruit companies continued to boost base population to an average of nearly 4,250 by October 1969, when the fifth recruit barracks was completed. Other base construction activities during this time included the landmark mock-up of the U.S.S. Blue Jacket, a gymnasium and field house, a theater, a swimming pool, a chapel, and reception and community centers. These were followed by construction of the administration building, a 350-bed staff barracks, and a 500-bed receiving barracks.

In June 1993, the Federal Base Realignment and Closure Commission announced that NTC, Orlando was to remain on the list of Department of Defense facilities slated for closure. The facility is currently scheduled for closure by October 1998.

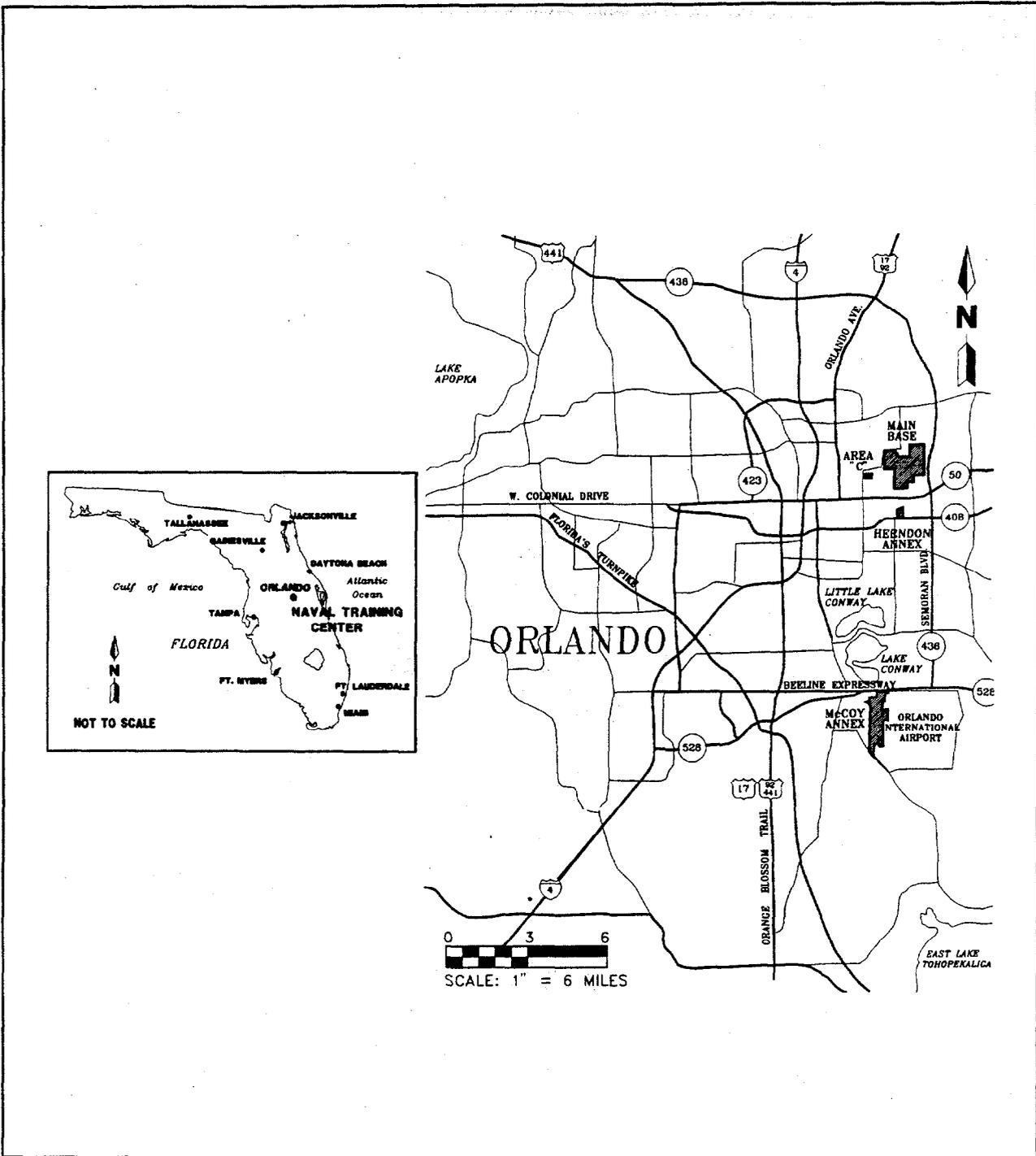


Figure 1. NTC Orlando Geographic Location Map

NTC, ORLANDO AND THE COMMUNITY

Relationship with the Community

Since opening in 1968, NTC, Orlando has been an integral part of the central Florida community. The NTC, Orlando Volunteer Services Network has contributed an annual average of 90,000 hours of service to the community through projects and organizations as well as numerous other community services and activities. These activities, as well as the obvious economic benefits to the community provided by the installation, have contributed to the harmonious relationship between NTC, Orlando and the community during the facility's nearly 3-decade history.

Community Interviews

In accordance with community relations guidance developed by the U.S. Environmental Protection Agency (USEPA) for the Superfund program, area residents and representatives of interested organizations participated in a series of interviews designed to identify community concerns regarding cleanup activities at NTC, Orlando. These interviews were conducted in late 1994.

To assure broad representation and participation in the process, interviews were conducted with area elected officials, local governmental staff, representatives of the environmental community, residents of neighborhoods adjacent to NTC, Orlando, members of the local business community, and other interested parties.

Community Concerns

In general terms, water-related issues were a major concern of most of those interviewed, with specific concern expressed for the water quality of the numerous lakes in the vicinity of NTC, Orlando. Many interviewees also indicated a desire for stringent stormwater runoff policies as a means of protecting the lake water quality. Other issues voiced during the interviews included concerns about the potential for groundwater contamination and flooding. The desire for green space was also stated on several occasions.

Many of those interviewed also wondered whether sufficient data could be gathered regarding past environmental practices to determine the environmental damage that may have occurred prior to the Navy's presence at the site. Most of those interviewed felt the Navy has been a responsible environmental neighbor and that the community was generally sensitive to environmental issues. In particular, the Navy's participation in the Green Way project and the enlisted personnel's involvement in a local tree-planting effort were cited as examples of the NTC's environmental awareness.

All of those interviewed asked to be kept informed directly about environmental restoration activities. Most stated that they preferred to be informed through the mail. The second-most preferred way to receive information about conditions of the base were through the newspapers and public meetings.

BRAC AND IR PROGRAMS AT NTC, ORLANDO

Introduction

A comprehensive environmental evaluation of NTC, Orlando will be completed prior to transfer of property to the public sector. This evaluation is being conducted under a program commonly referred to as the Base Realignment and Closure (BRAC) program. Environmental issues identified through the BRAC program are further investigated as part of the IR program. Each of these programs are described below. Also provided is a brief summary of the sites identified for the IR program. In the event that additional sites are identified, they will be similarly addressed under the program. More complete information about the IR program at NTC, Orlando is available from the Information Repository at the Orange County Library in downtown Orlando (see Appendix A).

The BRAC Program

A law passed in 1992, called the Community Environmental Response Facilitation Act (CERFA), prohibits the transfer of property if cleanup actions are in progress. Therefore, to expedite the transfer of property NTC, Orlando has developed a cleanup strategy to expedite the necessary cleanup actions. Part of this strategy has been to create the BRAC Cleanup Team, or BCT.

The BC

The BCT at NTC, Orlando is made up of the BRAC Environmental Coordinator from the Southern Division, Naval Facilities Engineering Command as well as the USEPA and the Florida Department of Environmental Protection (FDEP) Remedial Project Managers (referred to as RPMs). The charter of the BCT is to enhance environmental decision-making by fostering a partnership among the team members and, hence, to expedite timely, cost-effective, and environmentally responsible decisions. The BCT works in consultation with the community through an advisory board called the Restoration Advisory Board, or RAB.

Identifying BRAC Sites

The first step in the BRAC program includes performing an Environmental Baseline Survey to facilitate the identification of "uncontaminated" areas parcels and to evaluate the overall environmental condition of the base prior to transfer. The Environmental Baseline Survey for NTC, Orlando was completed in January 1994. Sites that are identified as "clean" in the Environmental Baseline Survey Report are considered suitable for transfer or lease. Sites not identified as clean are investigated further as part of the IR program.

The IR Program

The history and missions of military installations throughout the nation have required the use, handling, storage, and disposal of hazardous materials. In the past, few if any regulations guided operations involving these materials. Little was known about their long-term effects on human health and the environment. This resulted in conditions caused by past operations that do not meet current environmental standards. The IR program is designed to identify and address the sites created by past practices.

The Structure of the IR Program

The framework for the IR program is defined by the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) and the Superfund Amendments and Reauthorization Act (SARA). While not legally bound to comply with the CERCLA cleanup process, the Department of Defense has adopted the process as a framework for environmental investigation and cleanup in the IR program.

The IR program is conducted in a series of stages, as defined by the CERCLA process. Information from each stage provides the basis for subsequent actions. Each site will move through the entire process unless it is found to require no further action, at which time the site would be removed from the program. In some cases, sites and stages can be combined for efficiency or to maximize resources.

Decisions on site cleanup are made on a case-by-case basis, with concurrence of the Navy and appropriate regulatory agencies, and consideration of public input as described in the Community Relations Activities section of this plan. Table 1 presents the progression of IR program stages and the site activities associated with each.

Table 1. Installation Restoration Program Stages

| Stage | Title | Action |
|---|--|---|
| 1 | Preliminary Assessment (PA) | Record searches and interviews identify areas to be inspected. |
| 2 | Site Inspection (SI) | Physical inspection of areas determines those requiring in-depth inspection. |
| 3 | Remedial Investigation and Feasibility Study (RI/FS) | Investigations determine the type and extent of contamination, establish criteria for cleanup, and evaluate remedial action alternatives for cleanup. |
| Public input is solicited on a Proposed Plan of Remedial Action alternatives. An alternative is then agreed upon by the Navy and regulatory agencies. | | |
| 4 | Remedial Design (RD) | The selected alternative is planned. |
| 5 | Remedial Action (RA) | The selected alternative is implemented. |
| Monitoring confirms the effectiveness of the RA. | | |

**NTC, Orlando's
IR Program**

The IR program at NTC, Orlando is currently addressing 44 separate sites. Two sites have been designated as Operable Units (OUs) 1 and 2. These locations are comparatively large areas of investigation which are being addressed as single units based on the types of wastes disposed at the sites in the past and/or in the suspected contaminants of concern. OU 1 is a 15 -acre landfill in the recruit training area of the Main Base. OU 2 is a 99-acre landfill at the McCoy Annex. The two OUs are described in more detail in Table 2 and their locations are shown on Figures 2 through 4.

The other 42 sites are areas of investigation which generally correspond to specific buildings, facilities, and natural features (such as onsite lakes) on the base. Many of these sites housed operations or activities which could have resulted in contamination.

To make cleanup at a large facility like NTC, Orlando more manageable both technically and administratively, the 44 sites have been divided into five groups. Sites were assigned to their respective groups based largely on their priority for assessment and cleanup, with consideration to simplifying contractual arrangements with private firms performing some site work also given.

The sites were grouped in descending priority order, so that Group I sites are those requiring the most timely attention. Initial investigations have been completed for Group I, and three of the ten sites in this group have been found to require additional study. Field work has begun at Group II and III sites, and Group IV and V investigations are scheduled to start after October 1995 (Fiscal Year 1996).

Table 2. Study Area Summary, February 1995¹

| Study Area | Name | Descriptions |
|-------------------|---|---|
| OU 1 ² | North Grinder Field Landfill | The landfill, covering 15 acres, reportedly received film, photo-chemicals, paint thinner, garbage from mess halls, hospital waste, dry-cleaning residuals, and construction debris. |
| OU 2 | McCoy Annex Landfill | The McCoy Annex Landfill, covering 99 acres, reportedly received low-level radioactive waste, paint thinner, asbestos, automobile batteries, transformers, medical waste, waste oil, and other miscellaneous debris. |
| 1 | Hospital Civilian BEQ Alleged Hospital Landfill | Forty square-foot stain on ground outside the mechanical room Used as a landfill in the late 1970's, exact contents unknown. |
| 2 | Septic Tank and Leach Field (Herndon Annex) Herndon Annex - General Area | Exact contents of septic tank and drain field unknown Landfilled areas have been identified and mapped with geophysics. Shallow borings indicate contamination of groundwater due to landfilling. Deep borings have been installed at the base of the surficial aquifer. Analytical results are not yet available. |

Table 2. Study Area Summary, February 1995¹

| Study Area | Name | Descriptions |
|-----------------|--|---|
| 3 | RTC 1st Lt. Storage | Hazardous materials are stored on the property and are regularly transferred to and from Building 2817. |
| 4 | Rusk Memorial Chapel | Polychlorinated biphenyl (PCB) spill of unknown quantity in the mid 1980's |
| | Rusk Memorial Chapel Annex | PCB spill at adjoining property (Bldg 250) of unknown quantity |
| 5 | Septic Tank and Leach Field | Unknown environmental impacts from a previously existing motor-boat maintenance facility and its septic tank. |
| 6 | Lake Baldwin | Likelihood of contamination from stormwater runoff from golf course and photographic laboratory and lead from former skeet range. |
| 7 | Lake Susannah | Receives stormwater runoff from other suspect areas |
| 8 | Greens Keeper Storage | Likelihood of petroleum and pesticide spills |
| | Former WWTP, Main Base | Unknown environmental impacts to the surrounding property and groundwater from the operation of the WWTP. |
| 9 | Former Pesticide and Herbicide Storage | Large scale pesticide and herbicide spills occurred during operation of facility. |
| ³ 10 | Former Yard Waste Disposal Area | Contents of disposal area unknown |
| 11 | Cold Storage Warehouse (Area C) | Abandoned half buried drum. Soil staining around generator pad. Transferred to UST program. |
| 12 | DRMO Warehouse (Area C) | Former hazardous waste handling and storage area. Spills are suspected and a dry well is onsite. Same as above |
| | DRMO Warehouse (Area C) | |
| 13 | Laundry Drycleaners (Area C) | 20-gallon perchloroethylene spill reported, other chemicals of unknown origin stored here. |
| 14 | Disposal Salvage Scrap Building | 3-gallon spill of perchloroethylene |
| 15 | CBU-419 Maintenance Shop | Diesel fuel spill reported |
| 16 | Maintenance Yard | Likelihood of releases of petroleum products from adjacent properties within the motor pool complex. |
| | Army Motor Transportation | Same as above |
| | Army Battery Shop | Stained soil associated with used battery storage. Possible release of sulfuric acid from inside. |

Table 2. Study Area Summary, February 1995¹

| Study Area | Name | Descriptions |
|------------|-------------------------------------|---|
| 17 | Training Material Storage | Evidence of paint dumped down the drains |
| | Maintenance Office | Storage of hazardous material and other unlabeled drums |
| | Inert Storage Warehouse | Ground staining and paint dumping evident |
| | General Warehouse | Same as above |
| | Pest Control Shop | Storage of pesticides and herbicides |
| 18 | Housing Office | Hazardous materials including paint, solvents, compressed gasses and petroleum products stored there. |
| 19 | Auto Hobby Shop | Soil staining from waste oil evident |
| 20 | Storage | Probability of pesticide storage |
| 21 | Maintenance Shop | Diesel fuel spill in 1993 from a leaking AST |
| 22 | Old Golf Course | Disposal of engines, bomb shells, and spent ordnance |
| 23 | Old Football Field | Area used as a disposal pit for construction debris. Possibility of an unidentified UST. |
| 24 | Northwest Swamp | Former disposal area for construction debris |
| | Southeast Swamp | Former WWTP at the southeastern area, demolition debris |
| 25 | Former WWTP, McCoy Annex | Suspect due to the nature of the facility |
| 26 | Camp Bath House (RV Park) | Past use as a fieldstrip and drum storage area |
| | Camp Laundry | Same as above |
| | Family Camp Office | In close proximity to the old airstrip. Drums once stored here |
| | Family Camp | Past use as an airstrip and drum storage area |
| 27 | Visitor's Pass Office | Evidence of cleaning solvent and paint product disposal in the retention pond. |
| | Security Building | Presence of raw sewage was noted; repairs have been made to resolve the discharge. |
| | Armory and Hurricane Storage Locker | Cleaning solution draining into retention pond. |
| 28 | Bowling and Arts and Crafts Center | Drip drying of silk screen operation may have impacted the soil and/or groundwater. |
| 29 | Grounds Maintenance | Stained soil and stressed vegetation near a storage locker |
| 30 | Automotive Hobby Shop | Waste oil storage and antifreeze-water separator |
| | Paint Shop Materials Storage | Diesel fuel staining and stressed vegetation under an AST |
| | Custodial Contractor | Past use as a pest control facility. Unknown nature of exposed disposal pipe. |

Table 2. Study Area Summary, February 1995¹

| Study Area | Name | Descriptions |
|------------|--|--|
| 31 | Nuclear Power Field "A" School | Impacts from UST and the oil-water separator |
| 32 | BEQ Heating Plant | Alleged dumping of paints, thinners, and petroleum products when this area was a motor pool. |
| 33 | Administration Building | Dry well located on property |
| | NTC Headquarters | Same as above |
| | DFAS Office | Hazardous substance disposal |
| | Administration Building | Stains on floor and walls of boiler shed and mechanical room, and a dry well located on the property. |
| 34 | NTC Supply | Abandoned well onsite |
| 35 | Auto Maintenance Facility | Soil staining associated with drum storage area |
| | Auto Maintenance Facility Storage | Unlabeled drum and unknown storage practices concerning the hazardous materials at the facility. |
| 36 | PW Lumber Storage | Soil staining from an oil spill. Drum storage area |
| | PW Shops | Suspect past and present storage and disposal of paints and solvents, solvents, and questionable oil collection practices. |
| 37 | Flammable Hazardous Waste Storage | Likelihood of thinner and solvent spills. Unknown hazardous materials handling practices. |
| 38 | Recreational Services Football Field | Extensive oil and fuel staining to the floor |
| 39 | Loading Platform (Building 137) | Dumping of building materials, asbestos, and chemicals onsite |
| | Loading Platform (Building 137) | Disposal of building materials and other hazardous substances onsite. |
| | Irrigation Well | In close proximity to the old coal storage area. Out-of-service well onsite. |
| | Open Area (west of Nuclear Power School) | Unknown nature of coal staging area, West side of property used as a landfill. |
| 40 | Softball Field | In close proximity to the landfill to the south |
| | Softball Field | In close proximity to the landfill to the southwest |
| | Bottle Landfill | Landfill with unknown contents |
| 41 | Open Area | Previous existence of buildings and storage tanks warrant further investigation. |
| 42 | Maintenance Shop | Storage of hazardous materials, two filled-in sumps onsite of unknown past use. |

Table 2. Study Area Summary, February 1995¹

| Study Area | Name | Descriptions |
|--|------|--------------|
| <p>¹ Subject to change based on evolving evidence or knowledge.</p> <p>² This area also includes Building 208, the USS Bluejacket. The primary responsibility for this facility, however, lies within the Underground Storage Tank (UST) program.</p> <p>³ This area is in the southern part of the Main Base golf course, near the small arms ammunition bunkers.</p> <p>Notes: WWTP = wastewater treatment plant. UST = underground storage tank. DRMO = Defense Revitalization and Marketing Office. AST = aboveground storage tank. RV = recreational vehicle. BEQ = Bachelor Enlisted Quarters. DFAs = Defense Finance and Accounting Service. PW = Public Works.</p> | | |

Storage Tank Program

In addition to the sites identified for further investigation under the IR program, underground storage tank (UST) and aboveground storage tank (AST) sites were also evaluated. These tank sites are being addressed under a separate storage tank management program administered by FDEP. The program is designed to provide a practical and timely plan to determine any contamination which may have resulted from storage tank operations, remove tanks not needed, and perform any necessary remediation.

Draft BRAC UST Management Plan was completed in February 1995. It identified 76 tanks that require assessment and 118 requiring removal. The proposed schedule for these storage tank actions is:

- 1995: 24 assessments and 55 removals;
- 1996: 2 assessments and 9 removals;
- 1997: 4 assessments and 2 removals; and
- 1998: 43 assessments and 41 removals.

Four storage tanks currently have undefined assessment or removal schedules. Field work for the UST work is expected to begin in April 1995.

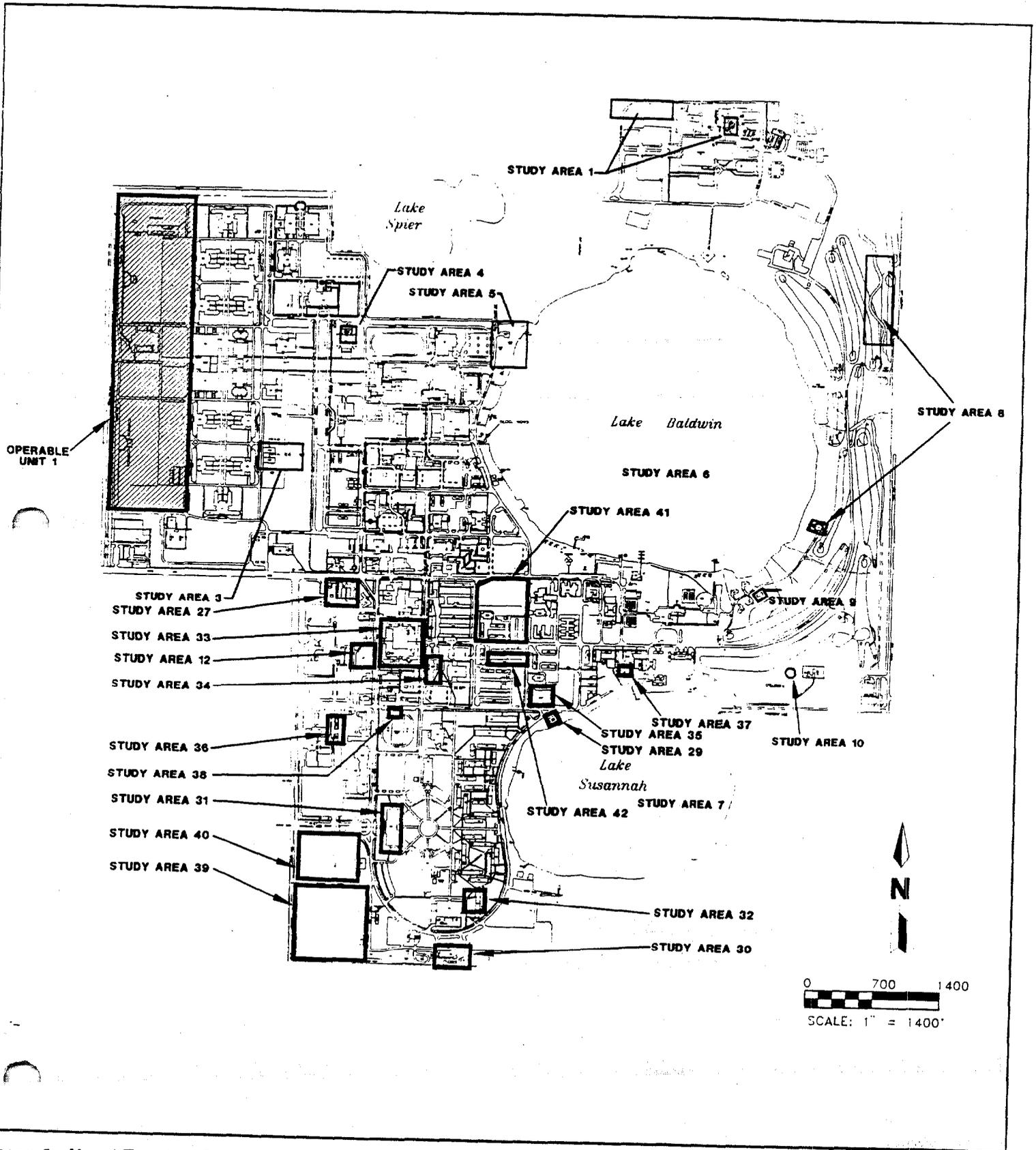


Figure 2. Naval Training Center, Orlando, Areas of Investigation (Main Base)

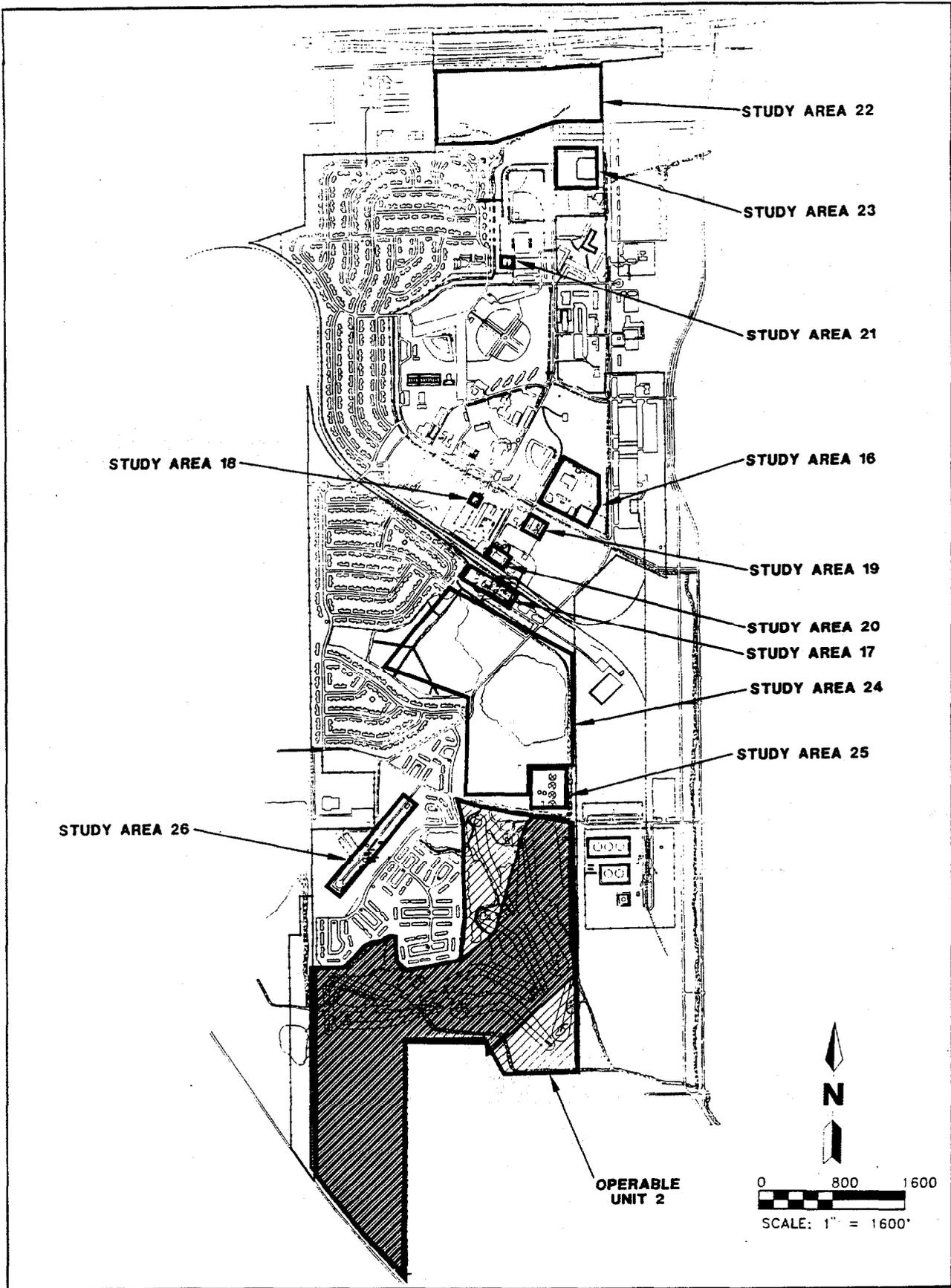
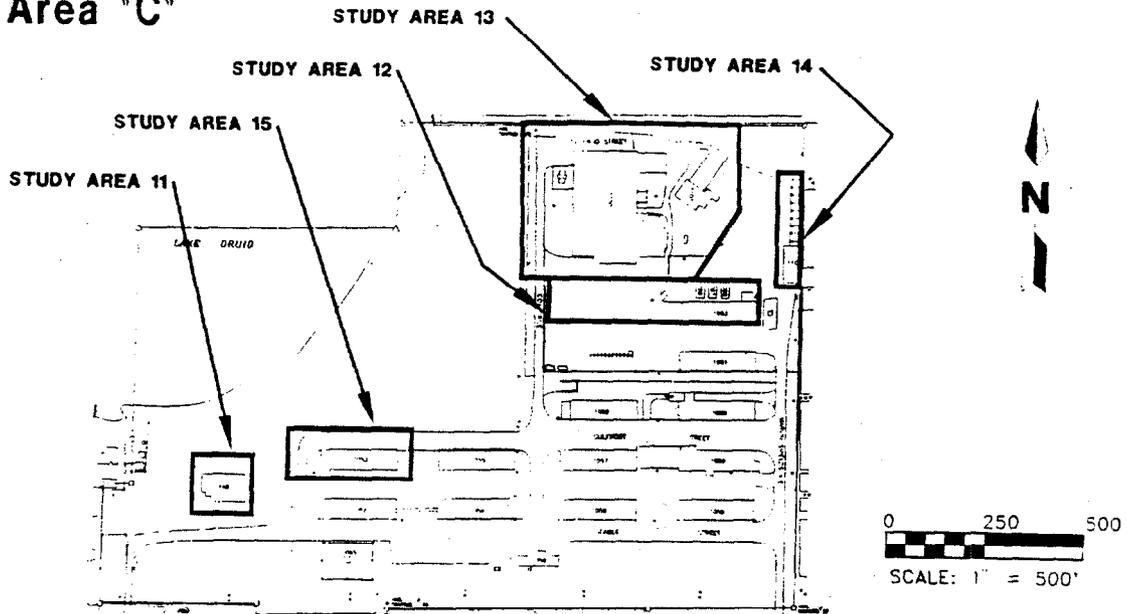


Figure 3. Naval Training Center, Orlando, Areas of Investigation (McCoy Annex)

Area "C"



Herndon Annex

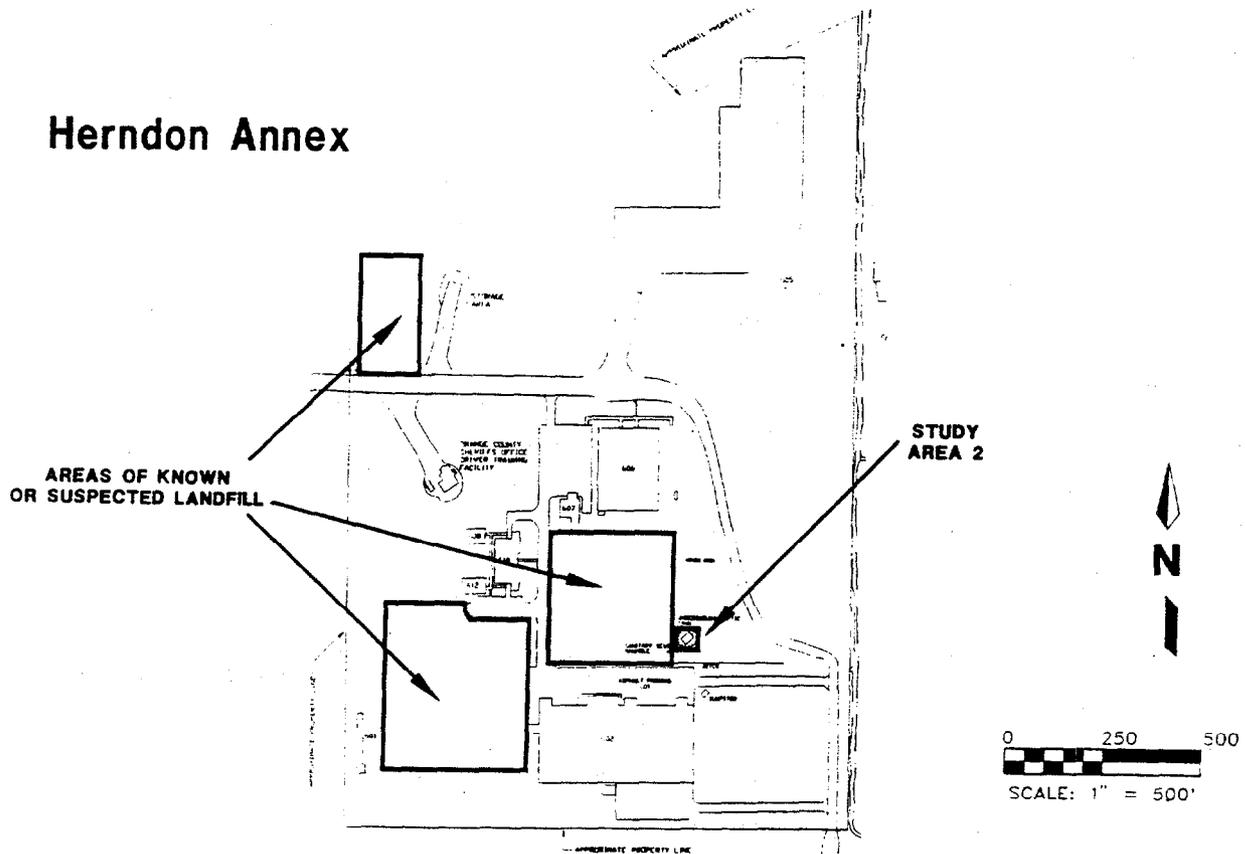


Figure 4. Naval Training Center, Orlando, Areas of Investigation, Area C and Herndon Annex

THE COMMUNITY RELATIONS PROGRAM

The CRP

The NTC, Orlando CRP is one element of a comprehensive public involvement program for the NTC. Other major elements of the program are discussed below.

Information Repository

An Information Repository has been established at the Orange County Public Library in downtown Orlando. All documents related to cleanup activities at NTC, Orlando will be available to the public at the Information Repository, including RAB meeting minutes, technical reports, findings, media clips, and other documents.

Restoration Advisory Board

The NTC, Orlando RAB will hold regularly scheduled meetings at convenient locations. Suggested meeting locations are provided in Appendix A. Past meeting locations have included the Glenridge Middle School and the Winter Park Hospital, both in Winter Park, Florida. The specific location and time for RAB meetings are advertised through announcements as described below and meetings are open to the public.

The RAB was formed in September 1994 to facilitate communication between those responsible for environmental cleanup of NTC, Orlando properties and the affected community. At this writing the RAB has adopted a charter, established its operating procedures and is fully functional. Meeting minutes summarizing RAB meeting activities are prepared for each RAB session, and are available to the public at the Information Repository.

The RAB is comprised of representatives of the community; a member of the NTC, Orlando Reuse Committee; the BRAC Cleanup Team (made up of a representative from each of the USEPA, the FDEP, and the U.S. Navy); and a co-chair from NTC, Orlando. The RAB is also co-chaired by a community representative.

Public Announcements

Announcements of environmental investigation and cleanup milestones, and public and RAB meetings will be made in the form of display advertisements, press releases, and public service announcements.

Fact Sheets and Newsletters

Fact Sheets and newsletters will be prepared to inform the public of the status and significant findings of cleanup activities, and to ensure that citizens understand the issues associated with site cleanup. Fact Sheets will also provide information about site history and planned technical and community relations activities. They will be prepared as new information is available whenever public comment periods on particular cleanup milestones are required, and after completion of the final engineering designs for cleanup. Fact Sheets will be mailed to those on the site mailing list in conjunction with such specific actions, and will also be provided to other interested parties on request. They will also be available at the Information Repository listed in Appendix A.

THE COMMUNITY RELATIONS PROGRAM

Mailing Lists

A mailing list, including entries for public officials, environmental organizations, local media, and other interested parties, has been developed and will be maintained for dissemination of public information (see Appendix D).

Public Meetings and Public Comment Periods

Public meetings and public comment periods will be scheduled to allow for appropriate advance notice and participation when a remedial or removal action is planned that requires a public meeting or formal hearing, public meetings, and comment periods. The minimum public comment period on a proposed cleanup plan is 30 days.

A legal stenographer will attend the public meetings and provide a verbatim meeting transcript to document public comments and concerns. These transcripts will be available for public review in the Information Repository.

Public Notices

Legal notices will be placed in the *Orlando Sentinel* in the form of display advertisements to announce the beginning of public comment periods on removal actions and other cleanup decisions. In addition to announcing the comment period, the advertisements will provide information on the recommended cleanup alternatives. Legal notices will also be placed to announce the intent to sign a Finding of Suitability for Transfer (FOST) or a Finding of Suitability for Lease (FOSL) of property. FOSTs and FOSLs are signed when a piece of property is designated as "clean" by either the EBS or after subsequent environmental cleanup, with BCT concurrence.

Site Tours

Site tours will be offered for the purpose of updating visitors on any remedial actions that may change the status of proposed priority zones for base transfer. Media, public official, and RAB site tours will be provided upon request.

Speakers Program

A Speakers Program will be established in order to communicate directly with interested groups within the community. Navy and community RAB co-chairs and other representatives of the RAB will address local groups requesting an overview or update on cleanup activities at NTC, Orlando.

RECOMMENDED COMMUNITY RELATIONS ACTIVITIES

Table 3 lists community relations activities that are recommended as part of the IR and BRAC programs.

Table 3. Recommended Community Relations Activities

| IR Program Stage | Activities |
|---|---|
| Prior to Remedial Investigation | <p>Establish Information Repository and Administrative Record</p> <p>Establish RAB and conduct meetings</p> <p>Complete Community Relations Plan (CRP)</p> <p>Compile site mailing list (part of CRP)</p> |
| Remedial Investigation | <p>Maintain the Information Repository, Administrative Record, and mailing list</p> |
| Feasibility Study and Proposed Plan | <p>Publish public notice announcing:</p> <ul style="list-style-type: none"> • availability of remedial investigation and feasibility study (RI/FS) and Proposed Plan, • summary of plan, • 30- to 45-day public comment period, and • public meeting. <p>Hold public meeting during comment period</p> <p>Prepare Fact Sheet describing Proposed Plan</p> <p>Prepare public meeting transcript and place in the Administrative Record.</p> |
| Record of Decision | <p>Prepare Responsiveness Summary of pertinent public comments as part of Record of Decision.</p> <p>Publish newspaper notice when ROD signed and final plan is available.</p> |
| Remedial Design and Remedial Action | <p>Prepare Fact Sheet to explain final engineering design and announce availability to public.</p> |
| Finding of Suitability for Transfer Finding of Suitability for Lease | <p>Place a display advertisement in the <i>Orlando Sentinel</i></p> <p>Hold a 30-day public comment period.</p> |
| Ongoing Activities | <p>In addition to activities associated with a particular stage in the IR process, continuous community relations activities will include:</p> <ul style="list-style-type: none"> • holding RAB meetings, • preparing and distributing Fact Sheets and newsletters, • preparing and distributing news releases and paid display advertisements at project milestones, • updating the Community Relations Plan as needed, • conducting site tours, • addressing the community through the speaker program, and • maintaining the Information Repository |

APPENDIX A

**INFORMATION REPOSITORY AND
SUGGESTED PUBLIC MEETING LOCATIONS**

APPENDIX A

Information Repository

Location:

Orange County Public Library
Planning and Local Government Section
101 East Central Boulevard
Orlando, FL 32801

Hours:

Monday through Thursday, 9 a.m. to 9 p.m.
Friday and Saturday, 9 a.m. to 6 p.m.
Sunday, 1 p.m. to 6 p.m.

Facilities:

Photocopying available
Accessible to disabled persons

Contact:

Ms. Marilyn Hoffman
Telephone No. (407) 425-4694

Suggested Public Meeting Locations

Glenridge Middle School
801 Glenridge Way
Winter Park, FL 32789
Telephone No. (407) 623-1415

Winter Park Hospital-Medical Library Auditorium
200 North Lakemont Avenue
Winter Park, FL 32792
Telephone No. (407) 646-7495

Audobon Park Elementary School
1500 Falcon Drive
Orlando, FL 32803
Telephone No. (407) 897-6400

APPENDIX B

ACRONYMS

APPENDIX B

Acronyms

| | |
|---------------|---|
| AST | Aboveground Storage Tank |
| BCT | BRAC Cleanup Team |
| BEC | BRAC Environmental Coordinator |
| BRAC | Base Realignment and Closure |
| CERCLA | Comprehensive Environmental Response, Compensation, and Liability Act |
| CERFA | Community Environmental Response Facilitation Act |
| CRP | Community Relations Plan |
| DFAS | Defense Finance and Accounting Service |
| DRMO | Defense Revitalization and Marketing Office |
| EBS | Environmental Baseline Survey |
| FDEP | Florida Department of Environmental Protection |
| FOSL | Finding of Suitability to Lease |
| FOST | Finding of Suitability to Transfer |
| GW | groundwater |
| IR | Installation Restoration |
| NTC | Naval Training Center |
| OU | Operable Unit |
| PCB | polychlorinated biphenyls |
| PW | Public Works |
| RAB | Restoration Advisory Board |
| RI/FS | Remedial Investigation/Feasibility Study |
| RPM | Remedial Project Manager |
| RTC | Recruit Training Command |
| SARA | Superfund Amendments and Reauthorization Act |
| USEPA | U.S. Environmental Protection Agency |
| UST | Underground Storage Tank |
| WWTP | Wastewater Treatment Plant |

APPENDIX C

DEFINITION OF TERMS

APPENDIX C

Definition of Terms

Administrative Record: A required file of documents containing the information used to make site-management decisions. The record is maintained at the site Information Repository for public review.

Base Realignment and Closure (BRAC) Cleanup Team: The team comprised of the Navy's BRAC Environmental Coordinator and the U.S. Environmental Protection Agency (USEPA) and Florida Department of Environmental Protection (FDEP) Remedial Project Managers.

Community Environmental Response Facilitation Act (CERFA): CERFA prohibits the transfer of BRAC property if cleanup actions are in progress.

Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA): A Federal law passed in 1980, amended in 1989 by Superfund Amendments and Reauthorization Act (SARA). The acts created a special tax that goes into a trust fund known as Superfund, which is used to investigate and remediate abandoned and uncontrolled hazardous waste sites.

Groundwater: Water found beneath the earth's surface that fills pores between materials such as sand, soil, or gravel.

Hazardous waste: Byproducts of human activities that can pose a substantial or potential hazard to human health and the environment.

Information Repository: A public file containing site information, documents on site activities, the Administrative Record, and general information about the Superfund program.

Installation Restoration program: The Department of Defense program established to identify, investigate, evaluate, and, if necessary, clean up sites to protect human health and the environment.

Operable Unit: An action taken as one part of an overall site cleanup.

Preliminary Assessment: The process of collecting and reviewing available information about a known or suspected waste area or release.

Remedial Investigation and Feasibility Study (RI/FS): The phase in the CERCLA process that determines the nature and extent of contamination at the site and establishes criteria for the cleanup (the RI) and develops and evaluates cleanup alternatives to determine the most appropriate action for that site (the FS).

Remediation: Cleaning up or safeguarding hazardous wastes.

Removal action: Any action to reduce or remove the impact of conditions at a site. Time-critical actions begin within 6 months of the decision to act.

Site Inspection: The collection of information to determine the potential existence and severity of hazards posed to human health and the environment.

Storm Water: water associated with rainfall, which can result in temporary ponding and runoff conditions.

Superfund: The program operated under the legislative authority of CERCLA and SARA that carries out USEPA's emergency and long-term remedial activities for hazardous waste sites. These include maintaining the National Priority List of sites and overseeing or conducting remedial actions.

Surface Water: bodies of water that are above ground, such as rivers, lakes, and streams.

APPENDIX D
MAILING LIST

Mailing List

Navy Personnel

Commander (3 copies)
NTC Orlando
4551 Kitty Hawk Street
Orlando, FL 32813
407-646-4532

Base Transition Officer
NTC Orlando
4551 Kitty Hawk Street
Orlando, FL 32813
407-646-5301

Sue Lawley
Southern Division, Naval Facilities Engineering
Command
2155 Eagle Drive, P.O. Box 190010
N. Charleston, SC 29419-9010
803-743-0771

Barbara A. Nwokike
Southern Division, Naval Facilities Engineering
Command
2155 Eagle Drive, P.O. Box 190010
N. Charleston, SC 29419-9010
803-743-0566

Archie Browder
Southern Division, Naval Facilities Engineering
Command
2155 Eagle Drive, P.O. Box 190010
N. Charleston, SC 29419-9010
803-743-0516

Luis Vasquez
SOUTHNAVFACENCOM
2155 Eagle Drive, P.O. Box 190010
N. Charleston, SC 29419-9010
803-743-0613

James Manning
Project Manager
ABB Environmental Services
1536 Kingsley Ave., Ste. 127
Orange Park, FL 32073
904-269-7012

Stuart Johnson
Environmental Public Affairs Officer
ComNavBase
P.O. Box 102
Jacksonville, FL 32212
904-772-2415

NTC, Orlando Restoration Advisory Board Members

Mr. Todd A. Sorrow
Community RAB Co-Chair

Navy RAB Co-Chair
NTC Orlando
1350 Grace Hopper Avenue
Orlando, FL 32813
407-646-4735

Mr. Ben Breedlove

Ms. Di Silkwood

Mr. Donald A. Fuller

Ms. Gina S. Edwards

Ms. Geraldine Wojack

Ms. Nancy Maloney

Ms. Laura E. Santos

Ms. Penelope P. Felger

Mr. Thomas C. Nelson

Ms. Anna Currie

Mr. Thomas E. Yost

Mr. Richard T. Kennedy, JR.

Mr. Mark E. Solomon

Mrs. Blanche P. Olson

**BRAC Cleanup Team
RAB Members**

Wayne Hansel
Environmental Engineer
Southern Division, Naval Facilities Engineering
Command
2155 Eagle Drive, P.O. Box 190010
N. Charleston, SC 29419-9010
803-743-0572

David Clowes
Florida Department of Environmental Protection
Twin Towers
2600 Blairstone Road
Tallahassee, FL 32399-2400
904-488-3935

Nancy Rodriguez
U.S. Environmental Protection Agency
345 Courtland Street NE
Atlanta, GA 30365
404-347-5245

Other State Regulators

Susan Goggin
Florida Department of Environmental Protection
Twin Towers
2600 Blairstone Road
Tallahassee, FL 32399-2400

Eric Nuzie
Florida Department of Environmental Protection
Twin Towers
2600 Blairstone Road
Tallahassee, FL 32399-2400

David Clowes - FDEP
(shown under RAB listing)

Public Officials

Mayor Glenda Hood
City Of Orlando, City Commons
400 S. Orange Avenue
Orlando, FL 32801-3302
407-246-2221

Hon. Frankee Hellinger
Orlando City Commission, District 4
400 S. Orange Avenue
Orlando, FL 32801-3302
407-246-2004

Herbert E. Smetheram, Executive Director
Naval Training Center Reuse Commission
400 S. Orange Avenue
Orlando, FL 32802-3302
407-246-3093

Orange County Commission, District 3
P.O. Box 1393
Orlando, FL 32801-1393
407-836-7366

Jean C. Bennett, County Administrator
Orange County
201 S. Rosalind Avenue
Orlando, FL 32801
407-836-7350

Aaron Dowling, Executive Director
East Central Florida Regional Planning Council
1011 Wymore Road, Suite 105
Winter Park, FL 32789
407-623-1075

Mr. Fred Milch
East Central Florida Regional Planning Council
1011 Wymore Rd., Suite 105
Winter Park, FL 32789
407-623-1075

Orange County Commissioner
District 4
P.O. Box 1393
Orlando, FL 32802
407-836-7350

**Environmental Groups -
Orlando**

American Lung Association
2737 S. Fern Creek Avenue
Orlando, FL
407-422-7125

Central Florida Presbytery Task Force
924 N. Magnolia Avenue
Orlando, FL 32801
407-422-7125

Florida Audubon Society
460 S.R. 436
Casselberry, FL 32707
407-260-8300

Florida Conservation Association
1890 Semoran Blvd.
Casselberry, FL 32707
407-672-2058

Florida Conservation Corps
451 St. Nicholas Avenue
Christmas, FL 32709
407-568-0216

Florida Conservation Foundation
1251 Miller Avenue
Winter Park, FL

Florida Federation of Garden Clubs
1400 S. Denning Dr.
Winter Park, FL 32792

Friends of Wekiva River
174 Wekiva Dr.
Sanford, FL 32771

Eco-Action
2421 Edgewater Dr.
Orlando, FL 32804

Orange Audubon Society
Linda Fishkind
P.O. Box 1142
Maitland, FL 32818

Florida Audubon Society
460 State Road 436
Casselberry, FL 32707

Center for Birds of Prey
921 S. Lake Sybelia Dr.
Maitland, FL 32751

Florida Conservation Foundation
1251 Miller Avenue
Winter Park, FL 32792

GLE Associates, Inc.
130 University Dr.
Winter Park, FL 32789

Modica and Associates
310 Almond St.
Clermont, FL 34755
904-394-2000

Save Our Everglades
1999 W. Colonial Dr.
Orlando, FL 32804

Save the Manatee
Nancy Sadusky
500 N. Maitland Avenue
Maitland, FL 32751

Central Florida Earth Alliance
Curtis Michelson
P.O. Box 2486
Orlando, FL 32802

Citizens for Wekiwa Basin GEO Park
Dean Mair
1800 Wekiwa Cr.
Apopka, FL 32712

Florida Environmental Campaigns
Mark Porteous or Dana Bennett
P.O. Box 3295
Winter Park, FL 32790

Florida Lake Management Society
Carey Cordell
203 LAke Pansy Dr.
Winter Haven, FL 33881

Basic Foundation Inc.
6251 44th St. N Suite 3
Pinellas Park, FL 34665

Center for Marine Conservation
1 Beach Dr. S.E. Suite 304
St. Petersburg, FL 33701

Nature Conservancy
2699 Lee Road
Winter Park, FL 32792

Sierra Club
Edith Entwistle
P.O. Box 1692
Maitland, FL 32751

Wildlife Rehabilitation Center of Central Florida
21117 Reindeer Road
Christmas, FL 32709

Wildlife from Scratch
6372 Old Cheney Hwy.
Orlando, FL 32803

Animal Activists of Central Florida
P.O. Box 26
Winter Park, FL 32790
407-657-6222

Biosphere Consulting, Inc.
14908 Tilden Road
Winter Garden, FL 34787

Bruder Stephens Inc.
930 Woodcock Road
Winter Garden, FL 34787

Media

Military/Environmental, Reporter
WCPX-TV, Channel 6
4466 John Young Parkway
P.O. Box 606000
Orlando, FL 32860

Military/Environmental Reporter
Orlando Business Journal
Landmark Center I
315 E. Robinson Street, Suite 250
Orlando, FL 32801-1912

News Director
WDBO 580
4192 John Young Parkway
Orlando, FL 32804

News Director
WMFE
11510 E. Colonial Drive
Orlando, FL 32817-4699

News Director
WMMO
200 S. Orange Avenue
Suite 2240
Orlando, FL 32801

Military/Environmental Reporter
WESH, CH.2
P.O. Box 547697
1024 N. Wymore Rd.
Winter Park, FL 32789

Military/Environmental Reporter
WFTV, CH.9
490 E. South Street
Orlando, FL 32802

Military/Environmental Reporter
Orlando Sentinel
633 North Orange Avenue
Orlando, FL 32801

Community Members

Ms. Glenna Morris

Mr. Albert Gross

Mr. Richard E. Erwin

Mr. Edwin P. Granberry, JR.

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Mr. J. James Flynn

Mr. Nestor N. Lumbo

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Mr. Tracy L. Smith

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Mr. Rich Morrison

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