

## DEPARTMENT OF TOXIC SUBSTANCES CONTROL

Region 4  
245 West Broadway, Suite 425  
Long Beach, CA 90802-4444

M60050.001314  
MCAS EL TORO  
SSIC # 5090.3



## MEMORANDUM

**To:** Juan Jimenez  
Remedial Project Manager  
Region 4, Base Closure Unit  
Office of Military Facilities

**From:** Marsha Mingay *mmg*  
Public Participation Specialist

**Date:** 28 June 95

**SUBJECT:** Draft Engineering Evaluation/Cost Analysis for Unit 2 and 3 of Site 20; Site 11; Unit 2 of Site 19; Site 4; Unit 1 of Site 14; and Site 13 at MCAS El Toro, California

I have completed my review of the Draft Engineering Evaluation/Cost Analysis (EE/CA) for stated subject sites located at MCAS El Toro, California.

Although the EE/CAs mention some of EPA's requirements for public participation, we are concerned that:

1. It is not a complete listing of all public participation requirements, and
2. the mandated public participation activities are not treated as an integral part of the EE/CA document.

To address the above concerns, we suggest that a Public Participation Section be included in the document. This section would then list the required activities and provide a brief statement of how they will be satisfied. To help clarify our position, Attachment A is given to you as a guide for you to review.



## ATTACHMENT A

### Section (#) PUBLIC PARTICIPATION REQUIREMENT

This EE/CA is being issued in accordance with the Community Relations Plan prepared by MCAS El Toro pursuant to applicable federal laws (National Contingency Plan (NCP) and Superfund Amendment Reauthorization Act (SARA)) requiring specific public participation activities to be carried out in concert with technical activities.

Pursuant to the above, the required public participation activities are outlined in the following matrix along with the specific site activities that MCAS El Toro will conduct to satisfy them.

SITE REQUIREMENT	SITE ACTIVITY	REQUIREMENT SOURCE
Spokesperson must be identified and announced	MCAS El Toro has identified (name of person) as the spokesperson. If you have questions, or comments, please contact (him/her) at (telephone number and address)	NCP 300.415(m)1
Administrative Record must be established at: <ul style="list-style-type: none"> <li>- a central location, and</li> <li>- at or near the site</li> </ul>	The EE/CA will be added to the existing Administrative Record located at (list addresses)	NCP 300.820 SARA 113(k)
Community Relation Plan must be finalized and on hand prior to completion of the EE/CA	A revised and finalized Community Relations Plan is on file at (list location).	NCP 300.415(m)(4)(i)
Information Repository must be established once the EE/CA approval memo is signed	The EE/CA will be added to the existing information repository located at (list address).	NCP 300.415(m)(4)(i)
Notice of Availability and a brief description of the EE/CA is placed in a major local newspaper of general circulation	A display ad in the local reading section of (list newspapers) will be used to provide the interested public Notice of Availability.	NCP 300.415(m)(4)(ii)
30 day public comment period is initiated upon completion of the EE/CA. The comment period can be extended by at least 15 days upon timely request.	A display ad in the local reading section of (list newspapers) will be used to provide notification of the 30 day public comment period.	NCP 300.415(m)(4)(iii)
Written response to significant comments must be prepared and made available to the public via the information repository.	MCAS El Toro will provide written responses to all written comments received. These responses will be added to the information Repository at (library name).	NCP 300.415(m)(4)(iv)