



**NEW MEXICO ENVIRONMENT DEPARTMENT**  
**GROUND WATER QUALITY BUREAU**  
**PUBLIC INVOLVEMENT PLAN**  
**(PIP)**



**Facility Name:** Wagon Wheel Mobile Home Park

**Facility Location:** 25 Road 5387  
Farmington, NM  
Section 26, Township 29N, Range 12W

**County:** San Juan

**Responsible Party:** Lonny Brown, Management  
P.O Box 2143  
Farmington, NM 87499

**Agency:** Ground Water Quality Bureau  
Pollution Prevention Section

**GWQB Action:** Permitting - Renewal  
DP-175

**Bureau Contact:** Gerald Knutson, Environmental Scientist & Specialist A  
(505) 827-2996  
gerald.knutson@state.nm.us

Main bureau telephone number:  
(505) 827-2900

**EFFECTIVE DATE:** April 23, 2019

**REVISION DATE:** N/A

/s/ Pamela E. Homer for Steve Pullen

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**Steve Pullen**  
**Manager, Pollution Prevention Section**

## Element 1 – Public Involvement Plan (PIP) Overview

The New Mexico Environment Department (NMED or Department), Ground Water Quality Bureau (Bureau) has developed this PIP for the application for the Ground Water Discharge Permit renewal for the Wagon Wheel Mobile Home Park. The permit for this facility is referred to as DP-175.

The purpose of this PIP is to plan for providing public participation opportunities and information that may be needed for the community to participate in the permitting process for this facility. This PIP identifies information about the community and resources needed by the Bureau to incorporate community participation activities into the decision-making process. This PIP is developed in accordance with the Department's *Public Participation Policy* (Policy 07-13 or Policy), and incorporates the requirements of the Policy, as well as applicable regulatory and statutory public participation requirements.

This PIP implements the “elements” set forth in the Policy. Those elements include:

1. An overview of the Public Involvement Plan for the community affected by the activity
2. Bureau contact names and contact information, specifically for Limited English Proficiency (LEP) language assistance services (e.g., translation, interpreters) or for disability accommodations
3. A summary of the regulatory public participation framework associated with discharge permits
4. A description of community/stakeholder groups based on results of a preliminary environmental justice (EJ) screening
5. Details about planned public outreach activities

In developing this PIP, community participation needs were assessed to ensure appropriate public outreach. This was accomplished by identifying whether there is a combination of environmental and demographic factors that may impact public participation (e.g., low income community, minority community, LEP individuals, linguistically isolated households). Because the community located near the Wagon Wheel Mobile Home Park includes a significant percentage of Spanish speakers, the Bureau will provide appropriate information in both English and Spanish.

Public involvement associated with discharge permits occurs at different stages and in different forms. Public involvement activities required by statute or regulation are mandatory and subject to statutory or regulatory deadlines. Mandatory public involvement activities and associated time requirements relevant to this PIP are noted in the *Table of Mandated Public Involvement Activities* at the end of this PIP.

The Bureau plans to conduct the public involvement activities related to the permitting process outlined in the *Table of Public Involvement Activities* below. The activity timeline and dates are tentative and subject to change.

**Table of Public Involvement Activities**

<b>Activity</b>	<b>Date</b>
<b>Application Notice (PN-1)</b> <i>See Table of Mandated Public Involvement Activities at the end of this PIP for details.</i>	November 2012
<b>Placement of a hardcopy of the PIP in the local NMED office:</b> NMED Farmington Office 3400 Messina Drive, Suite 5000 Farmington, NM 87402 (505) 566-9741	May 2019 (anticipated)
<b>Notice of availability of draft permit (PN-2)</b> <i>See Table of Mandated Public Involvement Activities.</i>	February 2018
<b>Public Hearing Notice (tentative)</b> <i>See Table of Mandated Public Involvement Activities for details.</i>	To be determined
<b>Public Hearing (tentative)</b>	To be determined
<b>Stakeholders Meeting (tentative)</b>	Date and location to be determined

All notices for upcoming meetings or hearings will include a statement that any person who requires assistance, an interpreter, or an auxiliary aid to participate in the process may contact a specifically identified Department person to request those services. Requested interpretation services during the meeting and accommodations or services for persons with disabilities will be arranged to the extent possible.

This PIP is a “living” document that may be amended for numerous reasons, including the consideration of public comments and feedback.

## **Element 2 – Bureau Contact Information**

### **PIP Specific Contacts**

The Bureau contact for this discharge permit is:

Gerald Knutson, Environmental Scientist & Specialist A  
NMED Ground Water Quality Bureau  
P.O. Box 5469, Santa Fe, NM 87502-5469  
(505) 827-2996 / gerald.knutson@state.nm.us

## **Non-English Language Speaker Assistance**

All public notices will contain a statement that non-English speakers may call the Bureau contact listed above and request language assistance in order to learn more about this permit or the permitting process. Arrangements may be made for document translation or interpretation related to the permitting process as necessary and as resources allow.

## **Individuals with Disabilities Assistance**

All public notices will contain a statement that disabled individuals may call the Bureau contact listed above and request assistance needed to participate in activities associated with the permitting process.

The following information will be provided in public notices so that hearing-impaired callers can contact the Bureau and ask questions about the activity or proceeding: Toll-free numbers are available for TDD or TTY users to access the New Mexico Relay network (for deaf or hearing-impaired callers), 1-800-659-1779; TTY users: 1-800-659-8331.

## **Websites**

Outreach materials and notices will include links to the following website, where the Bureau's public notices and PIP information are posted:

Ground Water Quality Bureau – <https://www.env.nm.gov/gwqb/public-notice/>

## **Element 3 – Regulatory Framework for Public Participation Related to the Permitting Process**

The public participation regulatory framework associated with the permitting process is identified in the *Table of Mandated Public Involvement Activities* at the end of this PIP. The Table identifies activities subject to statutory or regulatory deadlines, the associated regulatory requirements, and the associated dates or time periods.

## **Element 4 – Description of Community/Stakeholder Groups Based on the EJSCREEN**

### **EJSCREEN Summary**

To provide for adequate public participation opportunities and meaningful involvement of persons in the permitting process, the affected communities must first be identified, informed about proposed environmental actions affecting the community, and invited to share their comments and concerns. The EJSCREEN tool developed by the U.S. Environmental Protection Agency (EPA) helps identify communities that are low income, have minority populations, and have limited English proficiency that may benefit from a variety of approaches for notification and outreach communication. This information is used to help plan for the community's involvement in the public process for environmental activities or actions. In addition to the EJSCREEN results, the

Bureau may consider additional information such as the U.S. Census Bureau website or NMED's EJ Mapping Tool.

The Bureau considers the affected community to be those persons living within a 4-mile radius of the discharge site. The results of the EJSCREEN American Community Survey (ACS) Summary Report (attached to this PIP) are summarized in the table below.

**EJSCREEN Results for the Affected Community**

Total population	10,456
Total number of households	3,051
Percentage minority population	61%
Percentage Hispanic population	34%
Percentage of the population by race	Population reporting one race: White: ..... 62% Black: ..... 0% American Indian: ..... 27% Asian: ..... 0% Pacific Islander: ..... 0% Some Other Race: ..... 9%
Total number of persons greater than the age of five who speak English "less than very well"	647
Percentage of persons greater than the age of five who speak English "less than very well"	7%
Total number of linguistically isolated households	99
Percentage of linguistically isolated households (Total number of linguistically isolated households ÷ total number of households X 100)	3%
Languages by percentage in linguistically isolated households	Spanish: .....64% Other Indo-European languages: .....0% Asian-Pacific Island languages: .....0% Other languages: .....36%
Percent linguistically isolated population, New Mexico*:	5.4%
Per capita income	\$20,811
Per capita income, USA**	\$29,979

\* U.S. Census Bureau. 2011-2015 American Community Survey 5-Year Estimates, Table S1602. Limited English Speaking Households. [https://factfinder.census.gov/bkmk/table/1.0/en/ACS/15\\_5YR/S1602/0400000US35](https://factfinder.census.gov/bkmk/table/1.0/en/ACS/15_5YR/S1602/0400000US35) (date of access: 7/26/2018).

\*\* U.S. Census Bureau. 2015 American Community Survey 1-Year Estimates, Table S0201. Selected Population Profile in the United States. [https://factfinder.census.gov/bkmk/table/1.0/en/ACS/15\\_1YR/S0201/0100000US](https://factfinder.census.gov/bkmk/table/1.0/en/ACS/15_1YR/S0201/0100000US) (date of access: 7/26/2018).

The EJSCREEN results indicate that for the affected community the proportion of the population with limited English proficiency (LEP) is significant. The Bureau has therefore performed a LEP assessment for the community and attaches that assessment to this PIP.

Because the affected community has a significant percentage of persons with difficulties communicating in English, the Bureau will consider the language and communication needs of this community when conducting public outreach and participation activities. To accomplish this the Bureau will provide the same information in Spanish as in English in public comment notices, public meeting notices, and other announcements (e.g., radio broadcasts, brochures, signs, postcards) and will strive to make public participation efforts as inclusive as possible within the Bureau's budget and time limitations. See Element 5 for more specifics on the public outreach and participation activities.

## **Element 5 – Detailed Actions and Outreach Activities with the Affected Public**

Public involvement activities required by statute or regulation for this permitting action are listed in the *Table of Mandated Public Involvement Activities* at the end of this document.

### **Public Participation – Outreach Activities**

The Bureau will conduct the following outreach activities during this permitting process:

- Placement of this PIP on the Bureau website and in nearby NMED field office
- Postal mailing and email notices
- Newspaper notices
- Notice posted on NMED website
- Stakeholder meeting

Newspapers utilized in the notification process include:

- Statewide circulation (English): Albuquerque Journal
- Local circulation (English and Spanish): Farmington Daily Times – San Juan County

Local, state, and federal government agencies, tribal entities, and land grant officials will be notified about the permitting process. A list of the agencies and officials notified can be provided upon request.

Indian Tribes, Pueblos and Nations will be notified about the permitting action through the contacts maintained by the Indian Affairs Department at the following URLs:

<http://www.iad.state.nm.us/apaches.html>

<http://www.iad.state.nm.us/navajo.html>

<http://www.iad.state.nm.us/pueblos.html>

Timelines and methods for submitting public comments are specified in the *Table of Mandated Public Involvement Activities*. Final discharge permit documents will be available from the Bureau's contact identified in Element 2 of this PIP.

### **Postal Mailing or E-Mailing of Notices to Persons on the Facility-Specific Mailing List**

The Bureau solicits the names and contact information of interested parties with all public notices. The Bureau maintains those names on a Facility-Specific Mailing List and provides the individuals with information about regulatory activities for the facility. Individuals, organizations, and other interested parties are added to the mailing list as requested. All public notices will contain a statement directing interested individuals to contact the Bureau contact for this permit if they want to be added to the facility-specific mailing list.

### **Public Meeting**

The Bureau may hold a public meeting if doing so will assist in resolving public concerns about the draft permit. Notice of a meeting would be provided by email to the facility-specific mailing list and a posting on the Bureau's website.

Notice for a public meeting or hearing would be translated into Spanish. Notice and outreach materials would include the following information:

“If any person requires assistance, an interpreter, or auxiliary aid to participate in this process, please an interpreter, or auxiliary aid (e.g., accommodations for persons who are disabled) to participate in the public meetings related to the permitting process, please contact Gerald Knutson, Environmental Scientist, allowing at least 14 days prior to the meeting date, at P.O. Box 5469 Santa Fe, New Mexico 87502-5469, telephone (505) 827-2996 or email [gerald.knutson@state.nm.us](mailto:gerald.knutson@state.nm.us). TDD or TTY users please access the number via the New Mexico Relay Network, 1-800-659-1779 (voice); TTY users: 1-800-659-8331.”

Other means of outreach such as fliers announcing public comment periods and/or public meetings or hearings may be posted in locations throughout the community (e.g., local businesses, schools, libraries) and on the Department's website, at the Bureau's discretion after consideration of public interest and input.

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### **Attachments**

- [LEP Assessment](#)
- A copy of the EJSCREEN ACS Summary Report, and a map showing the area evaluated

**Table of Mandated Public Involvement Activities**

Activity	Dates
<p>Application Notice (PN-1): The first notice of the Bureaus receipt of the permit application – applicant’s obligations at 20.6.2.3108.B – Bureau’s obligations at 20.6.2.3108.E NMAC</p> <ul style="list-style-type: none"> <li>• Newspaper ads (PN-1 synopsis in English and Spanish)- Applicant obligation</li> <li>• NMED website <a href="https://www.env.nm.gov/gwqb/public-notice/">https://www.env.nm.gov/gwqb/public-notice/</a></li> <li>• Notice to government agencies</li> <li>• Notice to interested parties</li> </ul>	<p>Within 30 days of the department deeming the application administratively complete</p>
<p>Permit Notice (PN-2): Notice to the public of the availability of a draft permit for a 30-day review and comment period – the notice will outline the process for requesting a public hearing – obligation at 20.6.2.3108.H through J NMAC</p> <ul style="list-style-type: none"> <li>• NMED website <a href="https://www.env.nm.gov/gwqb/public-notice/">https://www.env.nm.gov/gwqb/public-notice/</a></li> <li>• Newspaper ads</li> <li>• Notification of interested parties</li> <li>• Notice to government agencies</li> <li>• Notice to Indian Tribes, Pueblos and Nations</li> </ul>	<p>Within 60 days of the department determining the application is technically complete and drafting a permit.</p>
<p>Public Hearing Notice (if required): Upon the Department’s determination that there is substantial public interest in the permit – obligation at 20.6.2.3108.L NMAC. Notice includes information on how to participate in the hearing, and how to request an interpreter or auxiliary aid if needed.</p> <ul style="list-style-type: none"> <li>• NMED website <a href="https://www.env.nm.gov/gwqb/public-notice/">https://www.env.nm.gov/gwqb/public-notice/</a></li> <li>• Newspapers</li> <li>• Notice to interested parties</li> <li>• Notice to government agencies</li> <li>• Notice to Indian Tribes, Pueblos and Nations</li> </ul>	<p>Notice of the hearing shall occur at least 30 days prior to the hearing.</p>



## **Limited English Proficiency (LEP) Assessment**

**Facility:** Wagon Wheel Mobile Home Park, DP-175

### **Factor 1: The Number and Proportion of LEP Individuals Eligible to be Served or Likely to be Encountered in Community of Concern**

See Public Involvement Plan (PIP), Table of EJSCREEN Results for the Affected Community.

#### Conclusions:

1. The number of LEP individuals (persons over the age of 5 who speak English “less than very well” in the affected community) is 647.
2. The percentage of LEP individuals in the affected community is 7%.
3. The percentage of linguistically isolated households is 3%, which is less than the statewide average.
4. Spanish is the predominant non-English language spoken by LEP persons.
5. Historical participation: The Bureau maintains a facility-specific mailing list. The current mailing list for the facility includes 14 persons or entities, including the Bureau of Land Management/U.S. Department of Interior. A review of the administrative record for this facility indicates considerable public interest/participation overall during the past 10 years. The review found a limited record of participation by the LEP community.

### **Factor 2: Frequency with which LEP Individuals Might Come in Contact with the Program**

Contact with the discharge permitting process primarily occurs when a permit application is under review. The GWQB provides notice to the public and encourages participation. Individuals may participate by requesting information, submitting comments on draft permits, requesting hearings, and taking part in hearings. Some permits generate considerable public interest, but participation is low for most permits. Historical participation in permitting activities for this facility is summarized under Factor 1.

#### Conclusion:

Although LEP participation has been limited, given the demographics of the area and the considerable overall public interest in this facility, the Bureau considers the potential for LEP contact with the permitting process to be “occasional”.

### **Factor 3: Nature and Importance of the Activity or Service Provided by the Program**

The permitting activity is deemed by the GWQB to be "important" to NMED, the impacted community, and the State of New Mexico. The permitting activity is important to NMED because the permit establishes site-specific requirements that must be met to ensure protection of public health and groundwater quality and provides a means to enforce those requirements. The permitting activity is important to the impacted community because poorly-operated waste treatment facilities have the potential to pose a public nuisance and adversely affect the quality of life of people living in the vicinity of the facility. The permitting activity is important to the State of New Mexico because establishment of effective permits ensures that discharges will not impact the State's limited

groundwater resources and that waste disposal is conducted in a consistent manner throughout the State.

Conclusion:

The GWQB considers the permitting activity “important” to NMED, to the state as a whole, and to the impacted community.

**Factor 4: Resources Available to NMED for LEP Services and Associated Costs**

For outreach to LEP communities associated with this permit action, NMED employs an in-house Spanish translator/interpreter and utilizes a phone interpretation service to assist during direct communication between LEP individuals and NMED staff. The costs of newspaper publication of public notice in Spanish and of interpretive services for a public meeting or hearing are being incorporated into the Bureau’s budget, to the extent possible. Fees collected from the permittee in accordance with the schedule at 20.6.2.3114 NMAC are not sufficient to cover these costs.

Conclusion:

The Bureau can accommodate the costs of the LEP services identified in this plan. If additional services are requested, the budgetary implications will be reviewed.

**LEP Services Plan:**

The Bureau plans to:

1. Translate the Public Notice Two (PN-2) and any subsequent public notices into Spanish and publish in a paper serving the local community.
2. Provide interpretive services at any public meeting or public hearing, if requested.
3. Interact with members of the LEP community using certified interpreters, when needed.

The Bureau will consider requests from members of the affected community for additional LEP services.

Location: User-specified point center at 36.694165, -108.072315

Ring (buffer): 4-mile radius

Description: DP-175

Summary of ACS Estimates		2011 - 2015	
Population		10,456	
Population Density (per sq. mile)		220	
Minority Population		6,408	
% Minority		61%	
Households		3,051	
Housing Units		3,615	
Housing Units Built Before 1950		32	
Per Capita Income		20,811	
Land Area (sq. miles) (Source: SF1)		47.59	
% Land Area		99%	
Water Area (sq. miles) (Source: SF1)		0.59	
% Water Area		1%	
	2011 - 2015 ACS Estimates	Percent	MOE (±)
<b>Population by Race</b>			
Total	10,456	100%	1,246
Population Reporting One Race	10,177	97%	2,415
White	6,451	62%	592
Black	24	0%	70
American Indian	2,788	27%	1,446
Asian	16	0%	56
Pacific Islander	0	0%	15
Some Other Race	898	9%	236
Population Reporting Two or More Races	279	3%	112
Total Hispanic Population	3,573	34%	393
Total Non-Hispanic Population	6,883		
White Alone	4,048	39%	587
Black Alone	12	0%	70
American Indian Alone	2,723	26%	1,446
Non-Hispanic Asian Alone	16	0%	56
Pacific Islander Alone	0	0%	15
Other Race Alone	0	0%	11
Two or More Races Alone	84	1%	102
<b>Population by Sex</b>			
Male	5,191	50%	704
Female	5,264	50%	583
<b>Population by Age</b>			
Age 0-4	864	8%	173
Age 0-17	2,868	27%	397
Age 18+	7,588	73%	431
Age 65+	1,067	10%	222

**Data Note:** Detail may not sum to totals due to rounding. Hispanic population can be of any race. N/A means not available.

**Source:** U.S. Census Bureau, American Community Survey (ACS) 2011 - 2015.

Location: User-specified point center at 36.694165, -108.072315

Ring (buffer): 4-mile radius

Description: DP-175

	2011 - 2015 ACS Estimates	Percent	MOE (±)
<b>Population 25+ by Educational Attainment</b>			
Total	6,381	100%	500
Less than 9th Grade	535	8%	186
9th - 12th Grade, No Diploma	960	15%	203
High School Graduate	1,985	31%	205
Some College, No Degree	2,207	35%	225
Associate Degree	517	8%	171
Bachelor's Degree or more	694	11%	244
<b>Population Age 5+ Years by Ability to Speak English</b>			
Total	9,592	100%	1,139
Speak only English	5,883	61%	475
Non-English at Home <sup>1+2+3+4</sup>	3,709	39%	958
<sup>1</sup> Speak English "very well"	3,062	32%	959
<sup>2</sup> Speak English "well"	372	4%	123
<sup>3</sup> Speak English "not well"	165	2%	157
<sup>4</sup> Speak English "not at all"	110	1%	80
<sup>3+4</sup> Speak English "less than well"	275	3%	157
<sup>2+3+4</sup> Speak English "less than very well"	647	7%	159
<b>Linguistically Isolated Households*</b>			
Total	99	100%	76
Speak Spanish	63	64%	75
Speak Other Indo-European Languages	0	0%	11
Speak Asian-Pacific Island Languages	0	0%	11
Speak Other Languages	35	36%	54
<b>Households by Household Income</b>			
Household Income Base	3,051	100%	166
< \$15,000	449	15%	130
\$15,000 - \$25,000	363	12%	94
\$25,000 - \$50,000	617	20%	133
\$50,000 - \$75,000	543	18%	111
\$75,000 +	1,079	35%	160
<b>Occupied Housing Units by Tenure</b>			
Total	3,051	100%	166
Owner Occupied	2,397	79%	178
Renter Occupied	655	21%	135
<b>Employed Population Age 16+ Years</b>			
Total	7,887	100%	706
In Labor Force	5,012	64%	597
Civilian Unemployed in Labor Force	405	5%	134
Not In Labor Force	2,874	36%	256

**Data Note:** Detail may not sum to totals due to rounding. Hispanic population can be of any race. N/A means not available. **Source:** U.S. Census Bureau, American Community Survey (ACS) 2011 - 2015.

\*Households in which no one 14 and over speaks English "very well" or speaks English only.

Location: User-specified point center at 36.694165, -108.072315

Ring (buffer): 4-mile radius

Description: DP-175

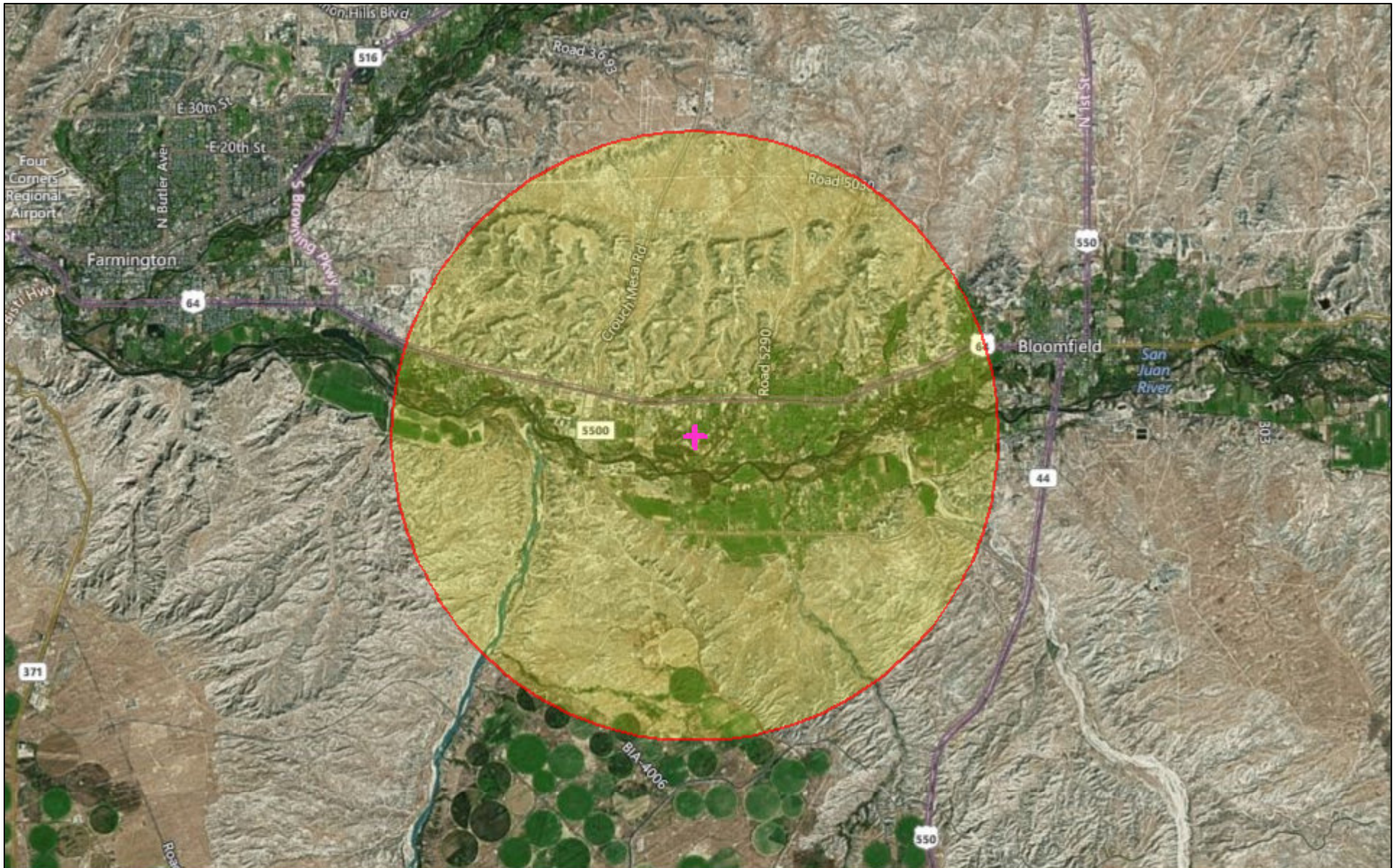
	2011 - 2015 ACS Estimates	Percent	MOE (±)
<b>Population by Language Spoken at Home*</b>			
Total (persons age 5 and above)	9,592	100%	1,139
English	N/A	N/A	N/A
Spanish	N/A	N/A	N/A
French	N/A	N/A	N/A
French Creole	N/A	N/A	N/A
Italian	N/A	N/A	N/A
Portuguese	N/A	N/A	N/A
German	N/A	N/A	N/A
Yiddish	N/A	N/A	N/A
Other West Germanic	N/A	N/A	N/A
Scandinavian	N/A	N/A	N/A
Greek	N/A	N/A	N/A
Russian	N/A	N/A	N/A
Polish	N/A	N/A	N/A
Serbo-Croatian	N/A	N/A	N/A
Other Slavic	N/A	N/A	N/A
Armenian	N/A	N/A	N/A
Persian	N/A	N/A	N/A
Gujarathi	N/A	N/A	N/A
Hindi	N/A	N/A	N/A
Urdu	N/A	N/A	N/A
Other Indic	N/A	N/A	N/A
Other Indo-European	N/A	N/A	N/A
Chinese	N/A	N/A	N/A
Japanese	N/A	N/A	N/A
Korean	N/A	N/A	N/A
Mon-Khmer, Cambodian	N/A	N/A	N/A
Hmong	N/A	N/A	N/A
Thai	N/A	N/A	N/A
Laotian	N/A	N/A	N/A
Vietnamese	N/A	N/A	N/A
Other Asian	N/A	N/A	N/A
Tagalog	N/A	N/A	N/A
Other Pacific Island	N/A	N/A	N/A
Navajo	N/A	N/A	N/A
Other Native American	N/A	N/A	N/A
Hungarian	N/A	N/A	N/A
Arabic	N/A	N/A	N/A
Hebrew	N/A	N/A	N/A
African	N/A	N/A	N/A
Other and non-specified	N/A	N/A	N/A
Total Non-English	N/A	N/A	N/A

**Data Note:** Detail may not sum to totals due to rounding. Hispanic population can be of any race. N/A means not available. **Source:** U.S. Census Bureau, American Community Survey (ACS) 2011 - 2015.

\*Population by Language Spoken at Home is available at the census tract summary level and up.



# DP-175

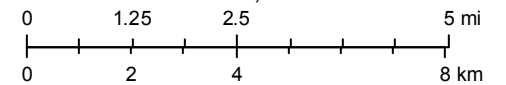


July 11, 2018

Buffer Area

Digitized Point

1:144,448



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