

**ABOVEGROUND PETROLEUM STORAGE ACT (APSA) PROGRAM
GRANT APPLICATION**

1. Entity Information:

Name of Grantee: Santa Barbara County Fire Department
Name of Project Director: Christian Hahn
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Name of Grant Contact (if applicable): Ann Marie Nelson
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2. Grant Amount: \$63,037.87

3. Work plan: (Scope of Work)

Santa Barbara County Fire Department, Certified Unified Program Agency, will incorporate the implementation of the Aboveground Petroleum Storage Act (APSA) Program into the existing Unified Program structure established for Santa Barbara County. The current activities of verifying preparation of an SPCC and referrals to the Regional Water Quality Control Board will be replaced with full implementation and administration of the APSA, beginning on January 1, 2008. The following work plan, and associated timelines for completion, address all aspects related to Santa Barbara County's planned APSA implementation activities from January 1, 2008, through December 31, 2009.

A. Work Plan

I. Fee Accountability Program

The Santa Barbara County CUPA will incorporate the APSA Program into the existing Unified Program (UP) Fee Accountability system, accounting for the fee schedule, the actual amount billed, and the revenue collected. The fee accountability program is designed to encourage more efficient and cost-effective operation of the program for which the single fee is assessed. For the APSA Program, the fee accountability program will be instituted before incorporating it

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into the single fee system. The Santa Barbara County CUPA's fee accountability program includes the following elements:

- Accounting for: the fee schedule, the actual amount billed, and the revenue collected;
- Discrete billable services, categorized as general;
- Staff work hours required to implement the APSA program;
- Direct program expenses (including durable and disposable equipment);
- Indirect program expenses (including overhead for facilities and administrative functions);
- The number of businesses regulated under the APSA Program in Santa Barbara County; and,
- The Quantity and range of services provided, including frequency of inspections.

The incorporation of the APSA Program into the Unified Program Fee Accountability System and Program will be accomplished by June 30, 2009.

II. Unified Program Single Fee System

Prior to January 1, 2010, the Santa Barbara County Board of Supervisors will adopt the APSA program fee as part of the UP Single Fee system in Santa Barbara County CUPA. The APSA Program fee will be established at a level sufficient to pay the necessary and reasonable costs incurred by the CUPA in administering the APSA Program, including, but not limited to, inspections, enforcement, and administrative costs. The Santa Barbara County CUPA will not provide for a waiver of the APSA Program fees when a state or local government agency submits a tank facility statement.

By January 1, 2010, the Santa Barbara County CUPA's "UP Single Fee Invoice" will be amended to include a line item for the APSA Program fee. Fees for non-recurring APSA Program activities of the CUPA such as, but not limited to, the fee for an initial permit or special inspection, may be billed separately from the "UP Single Fee Invoice." Beginning in January 2010, each regulated business will be assessed the APSA Program fee as part of the single fee invoice.

The Santa Barbara County CUPA UP fee schedules will be available to interested parties on the county Web Site or upon request to the CUPA.

The Santa Barbara County CUPA's dispute resolution procedures will be amended to incorporate the APSA Program, which will guide the resolution of fee disputes that arise between the businesses regulated under the APSA Program element.

III. Staffing Plan

Staff resources for the initial implementation phase (January 1, 2008 – December 31, 2009) of the APSA Program will involve the redirection of existing CUPA staff. As part of the CUPA's staffing plan and adoption of the single fee for the APSA Program, the adequacy of proposed staffing resources will include an analysis of:

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1. The number and type of regulated tank facilities within Santa Barbara County;
2. An estimate of the annual number of compliance and complaint inspections, considering cost of the following activities:
 - (i) Inspections and related travel;
 - (ii) Research, analysis of findings, and documentation;
 - (iii) Enforcement activities including warnings, notices, meetings, hearings, legal proceedings, and documentation;
 - (iv) Permit activities:
 - i. Application reviews,
 - ii. Modifications and revisions,
 - iii. Facility evaluations;
 - (v) Training, including field, meetings, seminars, workshops, courses and literature reviews; and
 - (vi) Management including day-to-day operation scheduling and supervision.

Existing CUPA staff will be temporarily redirected to assist with the start up activities. Once a solid funding mechanism is in place (after January 1, 2010), the CUPA will initiate the process of hiring permanent APSA Program staff.

IV. Identification of Regulatory Universe

The Santa Barbara County CUPA will use the data in the Agency's Envision program to establish a starting point for the identification of the regulated tank facilities in Santa Barbara County. This data will be cross-referenced with the AST Tank Facility list provided by Cal/EPA to determine those facilities that handle petroleum materials in amounts that are equal to or in excess of 1,320 gallons already regulated under one or more Unified Program elements. The list will then be segregated based on the following categories:

1. Exempted tank facilities with total tank storage capacity of less than 20,000 gallons
2. Tank facilities w/ storage capacity $\geq 1,320$ and $< 10,000$ gallons
3. Tank facilities w/ storage capacity $\geq 10,000$ and $< 100,000$ gallons
4. Tank facilities w/ storage capacity $\geq 100,001$ and $< 1,000,000$ gallons
5. Tank facilities w/ storage capacity $\geq 1,000,001$ and $< 10,000,000$ gallons
6. Tank facilities w/ storage capacity $\geq 10,000,001$ and $< 100,000,000$ gallons
7. Tank facilities w/ storage capacity $\geq 100,000,001$ gallons

The Santa Barbara County CUPA will submit the complete list of regulated tank facilities to Cal/EPA by December 1, 2008.

As of this application time frame, the AST Tank Facility list provided by Cal/EPA appears to be missing over a hundred AST facilities. The total number of facilities in the Agency's Envision data base is approximately 162, rather than the 45 on the Cal/EPA list. The number of ASTs at each facility will be verified during the above noted process.

V. Staff Training Plan

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CUPA staff will be attending the AST Training Program developed by Cal/EPA, which is scheduled to be delivered in October and November of 2008. When permanent APSA Program staff is hired, they will go through the AST Training Program's computer-based training course, including successful completion of the examination for inspectors. The APSA Program standards will be incorporated into the CUPA's ongoing training program and provided to program staff on a regular basis.

VI. Inspection and Compliance Plan

As part of the Santa Barbara County CUPA's Unified Inspection and Enforcement Program, the CUPA will ensure all regulated businesses subject to the APSA Program are in compliance with all the program requirements, including SPCC Plan preparation and implementation, annual submission of their facility statement, and spill notifications.

The annual certification of hazardous materials on site at all Business Plan (BP) Program facilities and the triennial verification inspections at these facilities, will provide an opportunity to review numerous aspects of the APSA at those facilities subject to the BP program such as:

1. Exempted tank facilities to verify that their total tank capacity is less than 20,000 gallons,
2. Ensure exempted facilities are performing and documenting their daily tank inspections.
3. Tank facilities with storage capacity of $\geq 1,320$ and $< 10,000$ gallons can be reviewed to verify that their total tank capacity is less than 10,000 gallons,
4. That they have prepared and are implementing an SPCC Plan,
5. Are submitting their annual facility statements,
6. Are paying the APSA Program fee.

Tank facilities with storage capacity of $\geq 10,000$ gallons will be inspected at least once every three years to ensure that they have prepared and are implementing an SPCC Plan in compliance with U.S. Code of Federal Regulations, Title 40, Part 112. The inspection will also include a visual inspection of the tanks at the tank facility. The inspections and all violations discovered during the inspections will be documented on an inspection report form. Minor violations will be clearly identified and required to be corrected within 30 days. The owner/operator of the tank facility will be required to certify that all minor violations have been corrected. For more significant or serious violations, the CUPA will either initiate an administrative enforcement action or refer the case to the Santa Barbara County District Attorney for civil enforcement.

VII. UP Administrative Procedures

The Santa Barbara County CUPA's administrative policy and procedures will be reviewed and updated, as necessary to incorporate all relevant aspects of the APSA Program. All revisions will be completed by June 30, 2009.

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VIII. Regulated Business Outreach Activities

The Santa Barbara County CUPA will develop educational and guidance materials for those businesses regulated under the APSA Program. The educational and guidance materials will include fact sheets and guidance documents to assist regulated businesses in complying with all requirements of the APSA Program. These materials will be developed prior to November 28, 2008. In addition to these educational and guidance materials, the Santa Barbara County CUPA will hold two Compliance Assistance Workshops in January 2009. The workshops will be held in the evening and afford the regulated businesses the opportunity to learn about the APSA Program requirements and ask questions concerning specific requirements or appropriate methods of compliance.

IX. Other Implementation Activities

The Santa Barbara County CUPA is the only Unified Program Agency within the jurisdictional boundaries of the county.

B. Implementation Timeline

Activity	2008				2009				2010
	Jan – Mar	Apr – Jun	Jul – Sept	Oct – Dec	Jan – Mar	Apr – Jun	Jul – Sept	Oct – Dec	Jan – Mar
Fee Accountability						X			
Single Fee								X	X
Staffing	X								
Regulated Businesses				X					
Training			X						
Procedures						X			
Outreach					X				
Inspections									X

4. Projected Budget: \$63,038.00

Direct Program Costs:

*Personnel Services	\$ 49,653.00
Operating Expenses (prorated for project)	\$ 2,000.00
Travel Expenses	
Supplies/Materials (less than \$5,000 per item)	
Equipment (\$5,000 or more per item)	\$ 0.00
Professional/Consultant Services	\$ 0.00
Indirect Cost (%) (Rate applied to Personnel Services only)	\$11,384.87
TOTAL	\$63,037.87

*Salary is based on hourly rate and includes fringe benefits.

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5. CERTIFICATION

I certify under penalty of perjury that the information I have entered on this application is true and complete to the best of my knowledge and that I am an employee of the applicant authorized to submit the application on behalf of the applicant. I further understand that any false, incomplete, or incorrect statements may result in the disqualification of this application. By signing this application, I waive any and all rights to privacy and confidentiality of the proposal on behalf of the applicant, to the extent provided in this program.

February 28, 2008

Applicant Signature

Date

Christian J. Hahn, Fire Marshall

Printed Name of Applicant