

**CITY OF COOS BAY
JOINT CITY COUNCIL / URA WORK SESSION**

Agenda Staff Report

MEETING DATE August 22, 2017	AGENDA ITEM NUMBER 2.f.
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TO: Mayor Benetti and City Councilors

FROM: Jennifer Wirsing, Wastewater Project Engineer

THROUGH: Jim Hossley, Public Works & Community Development Director

ISSUE: Update on the Fats, Oil, and Grease Program

SUMMARY:

In a July work session, staff presented to Council information regarding the development of a Fats, Oil, and Grease (FOG) program. Council directed staff to move forward with preparing an ordinance and program that identifies food service establishments through the business license renewal process. After internal staff discussions, it is believed that the new business license program (Caselle) is a viable mechanism to track food service establishments.

However, due to the newness of the software, it is recommended postponing the implementation of a FOG program until next year (November 2018). This will allow staff to become familiar with the new software, prepare an ordinance for review and approval, notify/educate the public, and prepare a program that implements the ordinance.

ACTION REQUESTED:

At this time, if Council agrees with staff's recommendation, there is no further action required.

BACKGROUND:

The City has very little control on what is discharged to the treatment plants by commercial and industrial users. A variety of pollutants that are toxic to fisheries and other aquatic life or impact the collection system are routinely discharged by businesses and residences. Sinks and drains routinely receive problem pollutants used for cleaning, personal care products, Fats, Oil & Grease (FOG), petroleum compounds, and other materials. A focus on pollution prevention activities and Best Management Practices (BMPs) are the most environmentally-sound and cost-effective ways to reduce concentrations of toxics received by the collection system and treatment plants. While there are several other industries that can contribute to harmful discharge to the City's system, one way to minimize this issue is to have a FOG program that concentrates on establishments that make and serve food. These can include but are not limited to: restaurants, hospitals, wine and beer breweries, and assisted living

facilities.

In July, Council directed staff to implement a FOG program and track the food service establishments through the business license renewal process. This past June, the City updated the business license software to Caselle. The first license renewal with this new software will commence in November. Additionally, the City is implementing an electronic express bill pay system. This will add another layer of newness to the business license program that staff will be working through. Training for this new payment method begins at the end of this month.

Due to the new software and the new method for payment, it is recommended that the implementation of a FOG program through the business license process be postponed to November 2018. This will allow staff to become familiar with the new software, prepare an ordinance for review and approval, notify/educate the public, and prepare a program that implements the ordinance. If Council agrees, staff will present a status of the ordinance development to Council in the first quarter of next year.

BUDGET IMPLICATIONS:

At this time, there is no impact on the budget.