


June 13, 2022

**MEMO TO:** J. Carter Napier, City Manager   
**FROM:** Jolene Martinez, Assistant to the City Manager  
**SUBJECT:** Accepting a Grant from the North Platte River Foundation, in the amount of \$66,680, for Environmental Monitoring Required by Permits from WDEQ and USACE for First Street Reach River Restoration Construction.

**Meeting Type & Date**

Regular Council Meeting  
June 21, 2022

**Action type**

Resolution

**Recommendation**

That Council, by resolution, accept a grant from the North Platte River Foundation, in the amount of \$66,680, to be used to fund environmental monitoring required by permits from WDEQ and USACE for First Street Reach River Restoration Construction.

**Summary**

Staff was notified on June 13, 2022 of the decision from the North Platte River Foundation to fund a grant request for environmental monitoring required by permits from Wyoming Department of Environmental Quality (WDEQ) and U.S. Army Corps of Engineers (USACE) for First Street Reach River Restoration Construction had been approved.

In June 2013, Council authorized staff to move forward to secure funding and implement the work identified in the Platte River Environmental Restoration Master Plan. The river restoration effort, which includes a volunteer day every September, is called the Platte River Revival. The projects outlined in the master plan are a combination of riverbank and in-river construction, Russian olive removal, and vegetative plantings. The total cost estimate for riverbank and in-river construction in the seven identified priority areas of the river through Casper is estimated at over \$30 million.

The Platte River Revival is an infrastructure project for Casper and Wyoming that improves water quality; protects drinking water and roadway infrastructure; stabilizes riverbanks; restores and protects green infrastructure; and provides economic development opportunities.

**Financial Considerations**

No match is required for this grant, which will cover 100% of the monitoring contract costs.

**Oversight/Project Responsibility**

Scott Baxter, Associate Engineer  
Jolene Martinez, Assistant to the City Manager

**Attachments**

Resolution

## Grant Agreement

The City of Casper herein referred to as Grantee, hereby agrees to the following grant conditions:

1. Grantee shall use the funds only for the designated purpose as describe in the grant application and referenced in the grant agreement and award notification. Grantee must seek approval from the North Platte River Foundation, hereinafter referred to as NPRF, to spend funds on items not listed in the grant application.
2. Grantee shall send invoices and receipts with requests for reimbursement.
3. Grantee shall maintain books and records to show, and separately account for, the funds received under this grant, and to maintain records of expenditures adequate to identify the purposes for which, and manner in which, grant funds have been expended.
4. Grantee shall maintain such files and records for a period of at least three (3) years after completion or termination of the project.
5. Grantee shall permit the NPRF, at its request, to have reasonable access to the grantee's files and records for the purpose of making such financial audits, verifications, and investigations as it deems necessary concerning the grant.
6. Grantee shall return to the NPRF any unexpended funds or any portion of the grant which is not used for the purposes specified.
7. Grantee shall report to the NPRF no less than annually regarding the status of the project. Submission of the closeout report is required within 5.5 years of the date of this award letter. The closeout report shall include an expenditure statement that accounts for how all funds were used.
8. Wyoming Governmental Claims Act - The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

I have read this agreement and agree to the conditions therein. By signing below, I am indicating our acceptance of a grant from the North Platte River Foundation for \$66,680.

**Other Special Conditions:**

**Please note reporting requirements for this grant as indicated below.**

1. Annual status report due 12/31/2022
2. Annual status report due 12/31/2023
3. Annual status report due 12/31/2024
4. Annual status report due 12/31/2025
5. Annual status report due 12/31/2026
6. Closeout report due 12/31/2027

I have read this letter and agree to the conditions therein. By signing below, I am indicating our acceptance of a grant from the North Platte River Foundation for \$66,680

Authorized Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

RESOLUTION NO. 22-115

A RESOLUTION AUTHORIZING ACCEPTANCE OF A  
GRANT FROM THE NORTH PLATTE RIVER FOUNDATION

WHEREAS, the City of Casper identified the need to restore the North Platte River through Casper and has established a project called the Platte River Revival; and,


WHEREAS, the City of Casper has been approved for a grant from the North Platte River Foundation in the amount of Sixty-six Thousand Six Hundred Eighty Dollars (\$66,680); and,

WHEREAS, the City of Casper desires to accept the grant funds from the North Platte River Foundation to fund environmental monitoring for the First Street Reach of the restoration construction as required by a United States Army Corps of Engineers 401/404 permit and a Wyoming Department of Environmental Quality permit to construct.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a Grant Agreement between the North Platte River Foundation in the amount of Sixty-six Thousand Six Hundred Eighty Dollars (\$66,680).

PASSED, APPROVED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2022.

APPROVED AS TO FORM:

  
\_\_\_\_\_


ATTEST:




\_\_\_\_\_  
Fleur D. Tremel  
City Clerk

CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Ray Pacheco  
Mayor

June 3, 2022

MEMO TO: J. Carter Napier, City Manager 

FROM: Jill Johnson, Financial Services Director   
Brandy Coyle, Accounts Receivable Supervisor   
Dawn Thompson, Financial Services Technician 

SUBJECT: Authorize the discharge of \$276,178.21 uncollectible accounts receivable balances due to collection efforts being exhausted, death, or bankruptcy.

Meeting Type & Date

Regular Council Meeting  
June 21, 2022

Action type

Minute action

Recommendation

That Council, by Minute Action, authorizes the discharge of \$276,178.21 of uncollectible accounts receivable balances.

Summary

Wyoming State Statute 16-4-502 specifies that amounts owed to the City can be discharged by the City Council upon certification of those accounts to the City Council by the City Manager. The accompanying list meets the certification requirement, which requires that an account be uncollectible by means of collection efforts being exhausted, death, or bankruptcy.

Staff is always cautious to release any debt as uncollectible. Unpaid debts are referred to a private collection agency. After five years of the collection efforts, these debts have not been collected and it has become exceedingly unlikely that additional effort will result in any additional payments. The future write-off amounts will not be this large, as this list represents a two-year period due to the software conversion taking precedence.

Financial Considerations

The City discharge this two-year collective of uncollectible accounts receivable. No future collection of these amounts will be pursued.

The City will be discharging a total of \$184,553.93 in utility billing and \$91,624.28 in general billing, giving a grand total of \$276,178.21 as shown on the attached spreadsheet.

Oversight/Project Responsibility

Brandy Coyle, Accounts Receivable Supervisor  
Dawn Thompson, Financial Services Technician

Attachments

City of Casper Uncollectible Accounts Receivable Discharge Listing – Up through 6/30/2017.