**Section 700.APPENDIX C Capital Development Board**

**Section 700.EXHIBIT C Capital Development Board – Illinois Department of Agriculture Cooperative Working Agreement**

The Capital Development Board (CDB) and the Illinois Department of Agriculture (DOA) agree to the following in regard to the implementation of the Farmland Preservation Act (Ill. Rev. Stat. 1985, ch. 5, par. 1301 et seq.):

1. The CDB will provide official notification to the DOA for user agency land acquisition budget proposals or those projects solely administered by the CDB if:

a) the proposed site is greater than ten (10) acres in size, and

b) the proposed site is located outside the corporate boundaries of a municipality.

2. The notification will include specific project information in accordance with 8 Ill. Adm. Code 700.Appendix A: Exhibit B, "Project Proposal Information Requirements."

3. The DOA hereby agrees to complete its Study of Agricultural Impacts in accordance with the provisions of 8 Ill. Adm. Code 700.Appendix A: Exhibit B, "Time Limitations," and submit the findings of the study to the CDB in order to be incorporated into the CDB's budget request review process.

4. The CDB will not release information to the general public relative to a final decision on a project site(s) which falls under the DOA's purview until the official Study of Agricultural Impacts has been completed and conflicts (if any) with the DOA regarding the site(s) in question are resolved.

5. If a project is not in compliance with the CDB Agricultural Land Preservation Policy and/or Cooperative Working Agreement and a compromise cannot be reached, the DOA shall invoke the Conflict Resolution Process (8 Ill. Adm. Code 700.Appendix A: Exhibit C).

6. All revisions to this agreement shall be made after consultation with, and concurrence by, both parties.

(June, 1987; Revised)

(Source: Added at 11 Ill. Reg. 18569, effective November 2, 1987)

**Section 700.APPENDIX C Capital Development Board**

**Section 700.TABLE A CDB User Agency Designation in Relation to Land Acquisition**

|  |  |
| --- | --- |
| GROUP | USER |
| 1 | Local School Districts (Capital Assistance Program) |
|  | Area Vocational Districts (Vocational-Educational Centers) |
|  | Community College Districts (Community Colleges) |
| 2 | Higher Education Institutions (State Colleges and Universities) |
| 3 | Code Agencies |
|  | Elected Officials |
| 4 | Port Districts |

(Source: Amended at 11 Ill. Reg. 18569, effective November 2, 1987)

**Section 700.APPENDIX C Capital Development Board**

**Section 700.TABLE B Capital Project Development Process**

PROJECT DEVELOPMENT

1. User agency identifies a need for a new facility.

Land Acquisition Activity

Local school district, area vocational district, or community college acquires site if not already owned by district.

Other users may select and acquire site or defer action to later stages of budget development.

2. Project program statement prepared by user and/or Board Programming Section. A program statement is the description of the architectural and engineering requirements for the activities of agency units which will occupy a buildings. Also included is the identification of a site or the need for acquisition of a site for the proposed project.

3. Capital budget request prepared by user agency (for CDB and BOB).

4. Board Programming Section in conjunction with Technical Services Section reviews user request for adequacy of program statement, dollars, and long-range need.

Land Acquisition Activity

The CDB would provide land acquisition assistance to higher education institutions, code agencies, elected officials, if site not already acquired. Such assistance may include:

a) Programming Section reviews proposed site in relation to program statement.

b) Technical Services Section conducts technical evaluation of site in relation to such criteria as utilities, access, subsidence, soil capability and results of DOA's Study of Agricultural Impacts.

c) Land Acquisition Unit obtains and reviews appraisals and Attorney General's opinion on the property.

5. Construction element cost estimates verified by Technical Services Section.

6. Governor's capital program prepared.

7. Appropriation legislation drafted by the CDB and Bureau of the Budget.

CAPITAL BUDGET ENACTMENT

8. Appropriation bills introduced.

9. Information supplied to legislative staff by the CDB and user.

10. Passage and signature by Governor.

PROJECT IMPLEMENTATION

11. Request for release of funds by user and the CDB.

12. Architect/Engineer selected/approved by the CDB.

13. Governor's release of funds.

Land Acquisition Activity

Higher education institutions and port districts acquire land if not already owned.

Code agencies and elected officials acquire land if not already owned or the CDB acquires site for proposed project.

14. Design phase; the CDB and user agency approved A/E design for construction.

15. Advertisement, bidding, and award of construction contracts by the CDB.

16. Construction phase; the CDB monitors work of A/E and contractor through construction.

17. Transfer of completed work from the CDB to user or Department of Central Management Services.

(Source: Amended at 11 Ill. Reg. 18569, effective November 2, 1987)

**Section 700.APPENDIX C Capital Development Board**

**Section 700.TABLE C Capital Development Board - Agricultural Land Conversion Mitigation Measures (Repealed)**

(Source: Repealed at 11 Ill. Reg. 18569, effective November 2, 1987)