



## WETLAND RESTORATION FUND PROJECT PROPOSAL PACKET 2018 - 2019 FUND DISBURSEMENT FOR PROJECTS IN THE FOX RIVER WATERSHED

This packet will serve as a **Request For Proposals** for Wetland Restoration Fund (WRF) projects for the 2018-2019 fund disbursement for projects in the Fox River Watershed. The following materials are enclosed for use in the application procedure:

1. A schedule that includes the project proposal deadline, review and recommendation of proposals by the WRF Sub-committee and Technical Advisory Committee (TAC), McHenry County Stormwater Management Commission (MCSC) proposal review and approval, and formal County Board project approval including appropriation of funds. **The deadline for receipt of proposals is 4:00 p.m. on December 3, 2018.**
2. "Application for Wetland Restoration Fund" for submittal of project proposals.
3. "Appendix A McHenry County Wetland Restoration Fund – Watershed Map" for demarcating proposed project site relative to watershed boundaries and WRF impact locations.
4. "Appendix B McHenry County Wetland Restoration Fund – Review Matrix for Potential Projects" that describes the process for project application submittal prioritization and recommendation of funding allocations. Project proposals recommended for funding by the WRF Sub-committee of TAC will be forwarded to the TAC for recommendation at the March 2019 MCSC meeting for approval and recommendation to the County Board.
5. "Appendix C McHenry County Wetland Restoration Fund – Mitigation Performance Standards" for project close-out and long-term maintenance and monitoring of project sites.

The projects that will be evaluated shall only be within the **Fox River Watershed**, including the East Nippersink Creek Watershed, West Nippersink Creek Watershed, Upper Fox River Watershed and the Lower Fox River Watershed.

***All project proposals must be complete for consideration. Incomplete submittals will not be reviewed by the WRF Sub-committee for recommendation to the TAC and MCSC.***

All RFP questions and clarifications received by November 9, 2018 will be answered by November 14, 2018. Questions and answers will be compiled and uploaded to the county's website at [www.McHenryH2O.com](http://www.McHenryH2O.com).

**The fund availability for all projects is up to \$138,480.** No additional funds will be available for cost over-runs or omissions and errors during construction.

**Mail proposals to:**

Wetland Restoration Fund Project Proposals  
McHenry County - Dept. of Planning & Development  
2200 N. Seminary Ave., Suite 208, Woodstock, IL 60098

**Hand deliver proposals to:**

Wetland Restoration Fund Project Proposals  
McHenry County - Dept. of Planning & Development  
667 Ware Rd., Suite 208, Woodstock, IL 60098

**Wetland Restoration Fund Project Proposal Schedule for 2018 - 2019**

<b>Date</b>	<b>Activity</b>
October 3, 2018	Staff e-mail Request for Proposals (RFPs) to potential applicants and publically call for projects
November 9, 2018	RFP questions and clarification requests due to P&D staff (via e-mail <a href="mailto:stormwater@co.mchenry.il.us">stormwater@co.mchenry.il.us</a> )
November 14, 2018	Answers to all RFP questions and clarifications received by November 9, 2018 available on website ( <a href="http://www.McHenryH2O.com">www.McHenryH2O.com</a> )
<b>December 3, 2018, 4:00 PM</b>	<b>Deadline for receipt of WRF project proposals for 2018-2019</b>
December 2018 - February 2019	WRF Sub-committee review of projects and funding recommendations for TAC deliberation, including site visits to potential project locations
February 2019	TAC approval of projects and funding recommendations to MCSC
<b>March 2019</b>	<b>MCSC approval of projects and funding amounts</b>
April 2019	Planning, Environment & Development Committee approval of projects and funding amounts
April 2019	Finance & Administration Committee approval of projects and funding amounts
April 2019	County Board approval of projects and funding amounts
April - May 2019	Staff work with approved applicants to develop project agreements for execution by the County Board Chairman and authorized agency representative
June 2019 - June 2021	Funding recipients complete projects (annual progress reports shall be submitted to staff)



McHenry County
Department of Planning and Development

www.co.mchenry.il.us/plandev

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667 Ware Road, Woodstock, Illinois

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Woodstock, Illinois 60098

EMAIL: plandev@co.mchenry.il.us
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APPLICATION FOR WETLAND RESTORATION FUND

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

Stormwater Permit No. (if any): \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_

Property Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Parcel Number(s): \_\_\_\_\_

Contact Phone No.: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Township: \_\_\_\_\_

Watershed: \_\_\_\_\_

\_\_\_\_\_ Incorporated \_\_\_\_\_ Unincorporated

APPLICANT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

APPLICATION PREREQUISITES

A complete application must include the following information.

- 1. Project name.
2. Applicant (organization) name.
3. Amount requested from the Wetland Restoration Fund (WRF).
4. Approximate total project cost with a description and amount of any other sources of funding for the project.
5. Itemized estimate of project cost, including costs not associated with in-the-ground construction costs (e.g., project management, consulting, permits, etc.).
6. A schedule for completion of the project and anticipated construction start date.
7. A cover letter summarizing the project. The summary must include, but is not limited to, the following:
a. Statement of the wetland acreage that will be restored/enhanced/created, as defined in the McHenry County Stormwater Management Ordinance (MCSMO);
b. Statement of the buffer acreage to be restored and a description of how the required 100' average buffer (50' minimum) will be provided;
c. Description of projects goals and objectives (e.g. water quality, wildlife habitat, flood attenuation, habitat connectivity); and
d. Description of how/why flooding or damage to adjacent properties will be prevented (e.g., modifications to drainage systems, drain tiles, drainage ditches).
8. A wetland delineation report, completed by a McHenry County Certified Wetland Specialist, including maps, representative color photographs, and supporting data in accordance with MCSMO (wetland boundaries shall be verified by McHenry County staff).

## APPLICATION FOR WETLAND RESTORATION FUND, continued

9. A Jurisdictional Determination or Letter of No Objection (LONO) from U.S. Army Corps of Engineers or the ability to acquire documentation prior to contract execution with the County.
10. The project must be located entirely in McHenry County and in the same watershed as the wetland impact being mitigated. A map identifying the wetland impact site(s) has been provided as Appendix A. Using the provided map, the applicant shall highlight the proposed project location and submit the modified Appendix A as part of the application submittal.
11. A draft Monitoring and Management Plan and conservation easement document that identifies the entity responsible for long-term monitoring and management.
12. Correspondence from a Qualified Conservation Management Agency for the perpetual management of the project.

### PROJECT EVALUATION AND SELECTION

A complete application should address the criteria identified in the attached Review Matrix for Potential Projects Table (Appendix B). Members of the Technical Advisory Committee (TAC) will use the information in Appendix B to review applications and make project recommendations to the McHenry County Stormwater Management Commission (MCSC) for final selection. The TAC reviewers will visit the proposed project site, evaluate the application, and award points for each criteria up to a potential total of 100 points. The points that can be awarded for each criteria are also shown in the appendix. Appendix C identifies the Performance Standards and describes the Monitoring and Management that will be required for proposed projects to demonstrate compliance with the WRF requirements and to obtain sign off from the Department of Planning and Development.

Upon approval of a project by the MCSC, the applicant may submit requests for payment to the MCSC as expenses are incurred but not more than once per quarter. Payments shall be made for work performed after the project approval date and for a dollar amount not to exceed that approved by the MCSC. The County reserves the right to inspect the project to ensure construction is proceeding according to plans, schedule and submitted invoices. Ten percent (10%) of the funding will be held until such time as the project meets the mitigation goals and Performance Standards identified in Appendix C or alternative Performance Standards as agreed upon by the applicant and the Department of Planning and Development. At such time, the remaining funds will be released to the WRF recipient with the written release.

If the construction phase of the project does not commence within two years after signing the contract with the County, the applicant shall provide a request for an extension at the next MCSC meeting. At a minimum, the request shall include the reason for the request and a revised timeline for completion of construction. At the discretion of the MCSC, funding may be withdrawn.

### ANTICIPATED ANNUAL PROJECT SELECTION SCHEDULE

September	Public Call for Projects
November	Deadline for Submittal of Project Applications
February	TAC Approval of Recommended Project(s) to MCSC
March	MCSC Approval of TAC Recommendations

Date Received: \_\_\_\_\_ Date Completed/Forwarded: \_\_\_\_\_ By: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_

## **APPLICATION FOR WETLAND RESTORATION FUND, continued**

### **MCSMO DEFINITIONS (LAST AMENDED 4/5/16)**

Waters of the United States (WOTUS) – Those areas that are under the regulatory jurisdiction of the USACE.

Isolated Waters of McHenry County (IWMC) – All waters such as rivers, lakes, ponds, streams (including intermittent streams), farmed wetlands, and wetlands that are not under USACE jurisdiction.

Buffer – An area of predominantly vegetated land located adjacent to WOTUS and IWMC for the purpose of, but not limited to, reducing contaminants in stormwater that flows to such areas.

Wetland – A subset of the definitions of the WOTUS and IWMC. Wetlands are land that is inundated or saturated by surface or ground water at a frequency and duration sufficient to support, under normal conditions, a prevalence of vegetation adapted for life in saturated soil conditions (known as hydrophytic vegetation). A wetland is identified based upon three attributes: 1) hydrology, 2) soils and 3) vegetation as mandated by the current Federal wetland determination methodology.

Wetland Creation – The introduction of wetlands to an area where none existed historically.

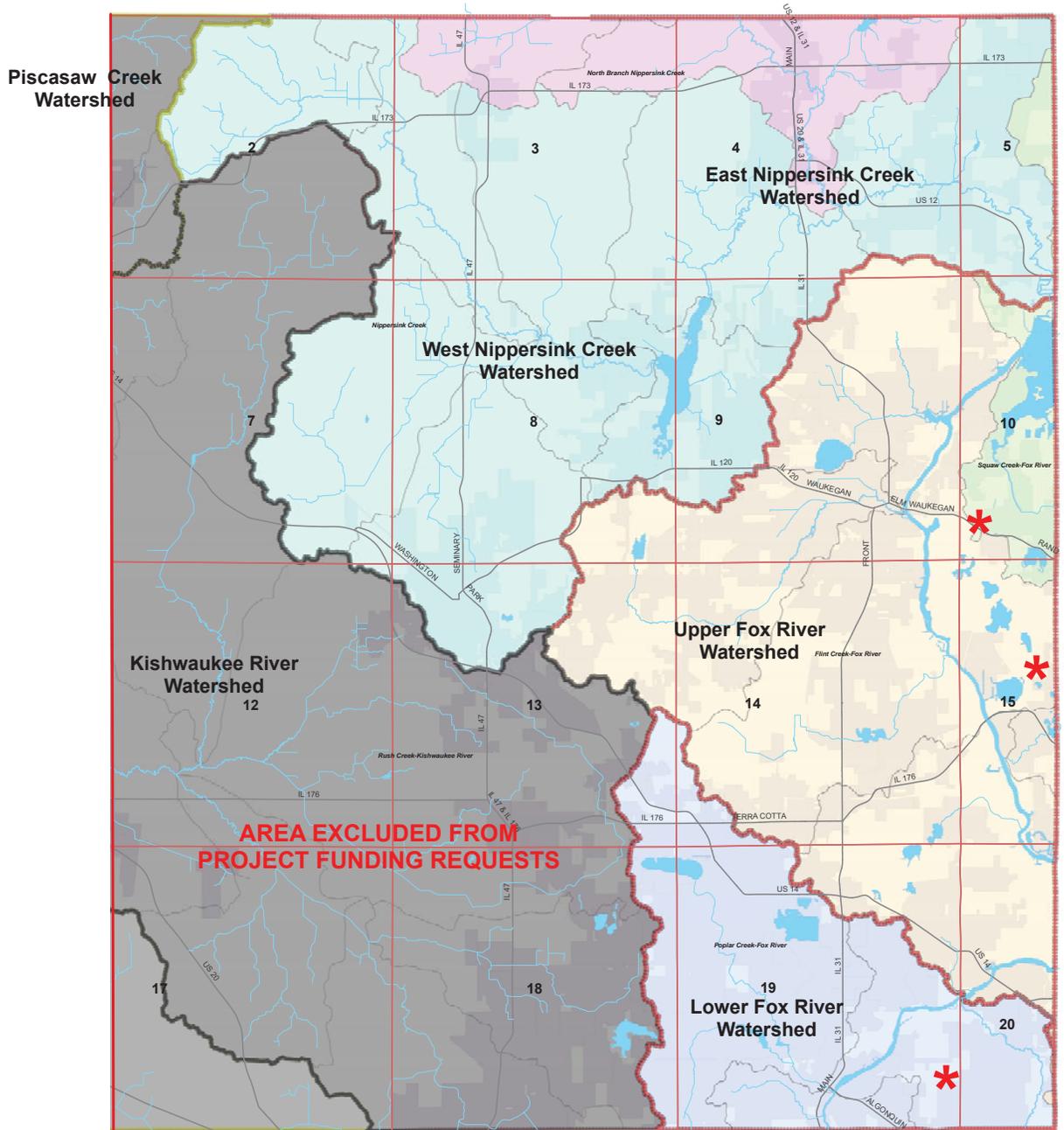
Wetland Enhancement – The improvement in wetland functional value of an area currently meeting the technical definition of a wetland.

Wetland Restoration – The re-introduction of wetlands to an area where wetlands existed historically, but not prior to the mitigation activity.

Wetland Restoration Activities – Those restoration activities in wetlands or adjacent buffer areas determined to be necessary and beneficial to the preservation, maintenance, or restoration of wetland plant communities, wildlife habitat and ecosystems native to McHenry County.

# APPENDIX A

## McHenry County Wetland Restoration Fund - Watershed Map 2018 Call for Projects



### TOWNSHIPS

CHEMUNG	ALDEN	HEBRON	RICHMOND	BURTON
DUNHAM	HARTLAND	GREENWOOD	MCHENRY	
MARENGO	SENECA	DORR	NUNDA	
RILEY	CORAL	GRAFTON	ALGONQUIN	

- KISHWAUKEE RIVER WATERSHED DIVIDE
- FOX RIVER WATERSHED DIVIDE
- LOCATION OF WETLAND RESTORATION FUND IMPACT



**APPENDIX B**

**McHENRY COUNTY WETLAND RESTORATION FUND - REVIEW MATRIX FOR POTENTIAL PROJECTS**

	Criteria	Max. Points	Completed
<b>I. Project Summary</b>			
A	Project Name	Prerequisite	
B	Applicant Name	Prerequisite	
C	Amount Requested from WRF	Prerequisite	
D	Approximate Total Project Cost	Prerequisite	
E	Itemized Estimate of Project Cost (including soft costs)	Prerequisite	
F	Project Summary Cover Letter (see WRF Application for itemized list of required information for this section)	Prerequisite	
G	A draft conservation easement document that identifies the entity responsible for long-term monitoring and management.	Prerequisite	
H	Correspondence from a Qualified Conservation Management Agency for the perpetual management of the project.	Prerequisite	
I	Description of Project Goals/Objectives (e.g., water quality, wildlife habitat, flood attenuation, habitat connectivity). Multiple objectives preferred.	0-10	
<b>Total</b>		<b>10</b>	

<b>II. Applicant Information and Documentation</b>			
A	Wetland Delineation Report (by a McHenry County Certified Wetland Specialist), Boundary Verification, Jurisdictional Determination and/or LONO, Supporting Documentation per MCSMO	Prerequisite	
B	Project Site/Planting Plans (evaluate based on level of detail & credibility)	0-5	
C	Applicant's History of Successful Restoration/Conservation Projects	0-5	
D	Entity Responsible for Conservation Easement and Perpetual Management	0-3	
E	Availability of Funds at Time of Project Selection	0-3	
F	Additional Funding Sources, Partnerships, or In-Kind Donations (if applicable, include \$ amount and award points based on availability of funds and quality of partnerships)	0-3	
G	Project Timeline (schedule for completion of project)	0-5	
H	Project Identified in an Adopted Watershed Plan	0-1	
<b>Total</b>		<b>25</b>	

<b>III. Location</b>			
A	Must be Located Entirely in McHenry County and in the Same Watershed as Wetland Impact Being Mitigated (marked-up Appendix A submitted)	Prerequisite	
B	Description of How Flooding/Damage to Adjacent Properties Will be Prevented (e.g. modifications to drainage systems, drain tiles, ditches)	Prerequisite	
C	Discussion of How Existing Conditions On-Site (e.g., soils, vegetation, hydrology, site access, absence of invasive species) are Conducive to Successful Mitigation	0-10	
D	Discussion of How Adjacent Properties are Suitable for Successful Wetland Mitigation (e.g., provide expanded habitat, compatible land use, low probability for encroachment)	0-5	
E	Proximity of Proposed Mitigation to Wetland Impact Being Mitigated	0-3	
F	Proximity to Public/Protected Property (e.g., MCCD, TLC, Hackmatack NWR, municipal park, state park, etc.) or Land with High Ecological Value	0-2	
<b>Total</b>		<b>20</b>	



## APPENDIX C

### McHENRY COUNTY WETLAND RESTORATION FUND – MITIGATION PERFORMANCE STANDARDS

These mitigation performance standards shall be used for all mitigation projects that receive funding through the McHenry County Wetland Restoration Fund (WRF).

#### I. MITIGATION PERFORMANCE STANDARDS

Performance standards are predetermined criteria for guiding and measuring mitigation success.

##### A. Performance Period

The performance period shall consist of a minimum five (5) years at which time the vegetation performance standards are met, unless the vegetation performance standards can be met earlier for two (2) consecutive growing seasons, at which time the performance period shall be considered complete. Conversely, the performance period may be longer than five years in order to meet the wetland vegetation performance standards if they have not been met after the initial five-year time frame.

##### B. Wetland Vegetation Performance Standards

The performance standards below apply to emergent, wet prairie, and sedge meadow communities. If other community types are proposed (e.g., aquatic, forest, etc.), the WRF recipient shall submit proposed performance standards for each community for approval by the McHenry County Department of Planning and Development (P&D).

1. Floristic Quality: By the end of the performance period, a native mean coefficient of conservatism value (native mean C value) of greater than or equal to 3.5 and a native floristic quality index value (FQI) of greater than or equal to 20 shall be achieved for each wetland community. Native plant species coefficients of conservatism and the methods for calculating the native mean C value and FQI are included in Swink, Floyd and Gerould Wilhelm, Plants of the Chicago Region (Indianapolis: Indiana Academy of Science, 4<sup>th</sup> Edition, 1994).
2. Mean Wetness Coefficient: By the end of the performance period, the mean wetness coefficient (mean W) shall be less than or equal to 0 in each wetland community. Wetness coefficients are listed below, based on the National Wetland Category of each plant species designated in Reed, Porter B., National List of Plant Species that Occur in Wetlands: North Central (Region 3), U.S. Fish Wildlife. Service. Rep. 88 (26.3, 1988). The mean W for each wetland community is calculated by the following equation: Sum of wetness coefficients for all species/number of species.

**Appendix C: McHenry County Wetland Restoration Fund – Mitigation Performance Standards**

**Wetness Coefficients**

<i>National Wetland Category</i>	<i>Wetness Coefficient</i>
Obligate (OBL)	-5
Facultative Wetland + (FACW+)	-4
Facultative Wetland (FACW)	-3
Facultative Wetland - (FACW-)	-2
Facultative + (FAC+)	-1
Facultative (FAC)	0
Facultative - (FAC-)	1
Facultative Upland - (FACU-)	2
Facultative Upland (FACU)	3
Facultative Upland + (FACU+)	4
Upland (UPL)	5

3. Vegetative Cover: By the end of the performance period, no areas greater than one (1) square meter shall be devoid of vegetation in the wet prairie or sedge meadow communities, as measured by estimated percent areal coverage, unless specified on approved site plans. Emergent wetland communities shall have a minimum 50% vegetative cover as measured by estimated percent areal coverage, unless specified on approved site plans. Areas not meeting these standards shall be re-planted or re-designed as part of an Adaptive Management review in coordination with the P&D.
4. Invasive Species Dominance: By the end of the performance period, none of the three dominant plant species in emergent, wet prairie, or sedge meadow communities shall be non-native or weedy species, including, but not limited to, the following species: *Typha* spp., *Phragmites australis*, *Poa compressa*, *Poa pratensis*, *Lythrum salicaria*, *Salix interior*, *Echinochloa crusgalli*, or *Phalaris arundinacea*.

C. Wetland Buffer Vegetation Performance Standards

The performance standards below apply to the mesic prairie buffer community to achieve mitigation credit. If other community types are proposed for the wetland buffers (e.g., forest, savanna, etc.), the WRF recipient shall submit proposed performance standards for each community for approval.

1. Floristic Quality: By the end of the performance period, a native mean coefficient of conservatism value (native mean C value) of greater than or equal to 2.5 and a native floristic quality index value (FQI) of greater than or equal to 15 shall be achieved for the buffer.
2. Vegetative Cover: By the end of the performance period, no areas greater than one (1) square meter shall be devoid of vegetation, as measured by estimated percent areal coverage, unless specified on approved site plans. Areas not meeting this standard shall be re-planted or shall be re-designed as part of an Adaptive Management review in coordination with the P&D.
3. Invasive Species Dominance: By the end of the performance period, none of the three dominant plant species in the mesic prairie buffer community shall be non-native or weedy species, including, but not limited to, the following species: *Cirsium arvense*, *Melilotus* spp.,

## Appendix C: McHenry County Wetland Restoration Fund – Mitigation Performance Standards

*Dipsacus* spp., *Alliaria petiolata*, *Poa compressa*, *Poa pratensis*, *Ambrosia artemisiifolia*, or *Rhamnus cathartica* and *Rhamnus frangula*.

### II. MONITORING AND MANAGEMENT

#### A. Monitoring

1. Monitoring Plan: The WRF recipient's Monitoring Plan shall propose five years of monitoring and include a description of the sampling methodologies to be followed for evaluating hydrology in the mitigation wetlands and assessing vegetation in the mitigation wetlands and buffers, the frequency of sampling, and the report(s) to be generated.
2. Vegetation Monitoring: Vegetative sampling shall be conducted by qualified personnel twice during the growing season with at least one month between sampling dates (e.g., May/June and August/September). Vegetative sampling shall consist of meander surveys that provide sufficient time to randomly sample representative portions of the mitigation wetlands and wetland buffers. Separate lists shall be collected for each distinct wetland or upland habitat community. The collected data shall be used to calculate the native mean coefficient of conservatism (C-value) and native Floristic Quality Index (FQI) value which shall be included in the annual reports.
3. Hydrology Monitoring: Test pits shall be dug annually (or monitoring wells installed) in each mitigation wetland to monitor for the presence of inundation or saturation within 12 inches of the ground surface. A sufficient number of representative sample points shall be examined in each mitigation wetland to assess the hydrologic conditions. The approximate location of each hydrologic monitoring point shall be identified on a map exhibit in the annual monitoring reports.
4. Permanent Photo Stations and Representative Site Photos: Permanent photo station(s) shall be established to track progress in plant communities for each mitigation wetland or wetland buffer. The photo station location(s) shall be monumented in the field with a metal stake. Representative photos shall also be taken to demonstrate habitat conditions or issues in each mitigation wetland and wetland buffer. The photos shall be included in the annual monitoring report along with a map exhibit identifying the photo location and direction of view.

#### B. Management

1. Management Plan: The WRF recipient's Management Plan shall propose five years of management. Such plan shall include a description of the anticipated management practices to be employed each year to meet the performance standards identified above, and a schedule of all proposed management practices (i.e., a calendar indicating month and year of activity). In addition, the plan shall identify the entity to assume responsibility for long-term management of the mitigation wetlands and wetland buffers after the performance period and the dedicated source of funding for long-term management.
2. Management Practices: Describe the methods and equipment to be used for each proposed management practice (e.g., prescribed burning, control of invasive plant species by herbicide application or hand removal, mow management, etc.). List all permits or certifications/licenses required for the proposed management practices (e.g., IEPA open burn permit, local fire department permits, IDOA herbicide applicators license, etc.).

## Appendix C: McHenry County Wetland Restoration Fund – Mitigation Performance Standards

Personnel who perform the management activities shall have appropriate licenses and qualifications.

3. Adaptive Management: If site conditions in the mitigation areas deviate significantly from the proposed habitat conditions (e.g., excessive or deficient hydrology) during the establishment period, the WRF recipient should contact P&D staff to propose an Adaptive Management Strategy that meet the goals and objective of the mitigation.

### III. REPORTS

#### A. Annual Monitoring Report

An annual report summarizing the results of the previous year's monitoring data shall be submitted to the McHenry County Department of Planning and Development (P&D) by January 31<sup>st</sup> of the following year. The annual reports shall contain, at a minimum:

1. A brief narrative summary of the vegetation and hydrology monitoring data;
2. A discussion of the progress of native vegetation establishment relative to the performance standards;
3. An appendix containing the monitoring data;
4. Color photographs from the permanent photo station(s) and the representative photos of the mitigation wetlands and buffers;
5. A map exhibit(s) depicting the mitigation wetland and wetland buffers, the photo locations and view, and the location of issues identified during the monitoring;
6. Recommendations for proposed management practices to be employed during the following year(s), based on the monitoring results to date; and
7. The proposed schedule for management practices in the following year(s).

#### B. Final Wetland Delineation Report

At the end of the performance period, a wetland delineation shall be performed by a McHenry County Certified Wetland Specialist to verify and document the location of the wetland boundaries, calculate the acreage of mitigation wetlands and wetland buffers, and summarize the conditions of the mitigation wetlands and wetland buffers. The final wetland delineation report shall contain, at a minimum:

1. A letter report summarizing the habitat conditions of the wetlands and wetland buffers;
2. A brief narrative summary of the vegetation and hydrology monitoring data including a comparison of conditions before mitigation was initiated and after mitigation was completed;
3. A table showing acreages of wetlands and wetland buffers prior to mitigation and after mitigation was completed;
4. A scaled map exhibit depicting the surveyed boundaries of wetlands and wetland buffers before mitigation was initiated and after mitigation was completed;
5. A map exhibit(s) depicting the data point locations; and

## Appendix C: McHenry County Wetland Restoration Fund – Mitigation Performance Standards

6. An appendix containing the U.S. Army Corps of Engineers data forms and floristic quality data sheets from the final year of monitoring.

### IV. COMPLIANCE AND COMPLETION

#### A. Responsible Parties

The WRF recipient shall be responsible for establishment of the mitigation wetlands and wetland buffers and all associated monitoring and management activities for the performance period. The WRF recipient shall take corrective measures as necessary to meet the required performance standards within the performance period.

After the performance period, the entity identified for long-term management shall assume long-term management for the mitigation wetlands and wetland buffers. The WRF recipient's responsibility for the mitigation wetlands and wetland buffers shall be released in writing by the P&D.

#### B. Notification

After the performance period, the WRF recipient shall provide written notification to the P&D, along with following information:

1. A scaled plan showing the original delineated wetland boundaries in the project area, the delineated boundaries of the mitigation wetlands, and actual acreages of the mitigation wetlands and wetland buffers; and
2. A summary of how the performance standards have been met for each wetland and buffer.

Upon notification, the P&D shall review the submitted information and perform a site inspection to evaluate the success of the mitigation site. If the mitigation goals and performance standards have been met, the P&D shall notify the WRF recipient in writing that the WRF recipient's responsibility for the mitigation site is released. A copy of the written release shall be provided to the entity designated for long-term management of the mitigation site. Ten percent (10%) of the funding will be held until such time as the project meets the mitigation goals and performance standards have been met. At such time, the remaining funds will be released to the WRF recipient with the written release.

If the P&D determines that the mitigation goals or performance standards have not been met based on the information submitted and site inspection, the P&D shall notify the WRF recipient in writing of the specific shortfalls. The WRF recipient shall be granted a specified time limit to respond to the identified shortfalls. Failure to fully respond to the identified shortfalls within the specified time limit may result in P&D withholding written release.