Rural Access Infrastructure Funding/Inventory Process

PROCESS IMPLEMENTATION/GUIDANCE FOR SDCL § 31-34
AUGUST 2021

SD2021-03 Technical Panel Members

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Chris Keil  SD Department of Revenue  Tammy Williams  SDDOT Planning/Eng. Admin.
SD2021-03 Objectives

- Develop a method for distributing funding to plan and complete small structure inventories in a manner that best addresses the collective needs of counties and townships.
- Develop a practical process for conducting and maintaining consistent and objective small structure inventories that fulfill the stated and implied requirements of SDCL § 31-34
- Develop guidance, including a plan template and background technical information, for developing small structure improvement plans that meet the requirements of SDCL § 31-34 and support sound allocation of Rural Access Infrastructure Funds.

Funding Distribution

- By August 1, 2021, DOR shall distribute the sum of $3 million on a pro rata basis to each county for the purpose of planning and completing an inventory of small structures
- *Pro rata* based on:
  - miles of county secondary and township road
  - estimated number of small structures to inventory
  - a baseline amount to conduct inventory
- Each county will establish a rural access infrastructure fund for the deposit of funds
- Distribution of funds was made by SDDOR in mid-July 2021
Rural Access Infrastructure Funding Process
Presentation for County & Township Officials

County Secondary & Township Roads and Stream Crossings

Distribution: In Proportion to Road Miles and Stream Crossings, $10K Minimum

$3 million total
What is a Small Structure?

SDCL § 31-34-1 defines a small structure as “any small bridge or culvert with an opening of sixteen square feet or more located on a township road or county secondary road, excluding bridges as defined in § 31-14-1”.

SDCL § 31-14-1 defines a bridge as “a structure, including supports, erected over a depression or an obstruction, as water, highway, or railway, the structure having a length measured along the center of the roadway of more than twenty feet between undercopings of abutments or extreme ends of openings for multiple boxes and pipes where the clear distance between openings is less than half of the smaller contiguous opening”.

### What is a Small Structure?

- Allow local agencies to combine culverts in the same immediate drainage to meet the 16ft² threshold for small structures
- Also allow the option to treat individual culverts larger than 16ft² as separate small structures

<table>
<thead>
<tr>
<th>Small Structure</th>
<th>Not Small Structure</th>
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<tbody>
<tr>
<td><img src="#" alt="Diagram" /></td>
<td><img src="#" alt="Diagram" /></td>
</tr>
<tr>
<td>Area &lt; 16 ft²</td>
<td>Length &gt; 20 ft, Spacing &lt; ½ of opening width</td>
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<tr>
<td>Length &gt; 20 ft</td>
<td>Length &gt; 20 ft</td>
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<td>Length &gt; 20 ft</td>
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August 11, 2021
Inventory Handbook

- Hard copy and electronic
- 8½” x 5½” for convenient carry
- Item-by-item description
- Lists all allowable responses
- Graphics and photographs guide selection

Inventory Collection Requirements

- Simple, practical, inexpensive
- Usable by townships, counties, consultants, planning districts, others
- Includes instructions
- Inventory may be recorded by:
  - Excel Spreadsheet
  - Mobile App (phone or tablet)
  - Paper Forms
Small Structure Inventory Spreadsheet

- Tracks Inventory Handbook exactly
- Culvert and Small Bridge Protocols
- Embeds photograph images
- Can be imported into Statewide Small Structure Database

Small Structure Inventory Mobile App

- ESRI Collector app
- Tracks Inventory Handbook exactly
- Culvert and Small Bridge Protocols
- Embeds photograph images
- Feeds directly into Statewide Small Structure Database
Small Structure Inventory Paper Forms

- Tracks Inventory Handbook exactly
- Culvert and Small Bridge Protocols
- Identifies image filenames
- Information must be entered into the Spreadsheet tool for submission to the Statewide Small Structure Database
Small Structure Inventory Resources

- Handbook, spreadsheet, paper forms, mobile app instructions
  - SDACC and SDATAT Association Websites
  - SDLTAP Website
- Who will provide training? LTAP (primarily), SDDOT (if requested or LTAP has conflicts)
- Who will provide technical assistance? LTAP
- Who will maintain Statewide Inventory Database? SDDOT

Statewide Inventory Success

- Collaborative, cooperative, respectful effort between counties and townships
- County Highway Superintendent and Township Supervisors working closely together to accomplish the inventory by whatever method is determined
- Consistent data for all small structures
- Fall 2021 inventory, if possible. Spring 2022 inventory may encounter unfavorable weather conditions, making data collection difficult
- All data must be submitted through the app or spreadsheet to SDDOT by May 31, 2022 to determine county distribution of second $3 million by August 1, 2022 in accordance with SDCL § 31-34
Work That Can Be Funded by RAIF

**WORK TYPES**

- Engineering, hydrological studies, planning, materials, and other costs as necessary to plan for and complete the projects
- Construction, rehabilitation, or replacement of small structures
- On Township and County Secondary Roads

**REQUIREMENTS**

- No “Minimum Maintenance” Roads
- No “No Maintenance” Roads
- Townships must:
  - Impose an annual property tax levy of fifty cents per thousand, or
  - Impose a tax levy opt

**Improvement Plan Guidance**

- Research to develop guidance and template for small structure improvement plans
- Address:
  - SDCL 31-34 requirements
  - Sound management practices
  - Maintenance and rehab techniques and costs
- Plan to publish by end of October 2021
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Tasks & Milestones

- Tasks for state and local agencies and associations
- Local agencies should adapt to meet their needs and the requirements of SDCL § 31-34
- Date notations represent consensus of study group, anticipated legislative adjustment in 2022

Counties and Townships Should Consider

- Who will do the inventory? County, townships, consultant, planning district, combination?
- If someone other than county, how will they be compensated?
- Who in the county will enter data into spreadsheet and submit to SDDOT if township completes inventory on paper forms?
- What is the goal date for completing the inventory?
- What form of grant application process will the county establish to use Rural Access Infrastructure Funds?
- Which counties already have grant application processes? What do they look like?
Questions?

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