Cow Creek Indian Tribe Statewide Transportation Improvement Fund
Advisory Committee Bylaws

1. The Board of Directors of the Cow Creek Band of Umpqua Tribe of Indians (the “Board”) adopts these bylaws to establish the organization entitled, Cow Creek Band of Umpqua Tribe of Indians (“Tribe”) Statewide Transportation Improvement Fund Advisory Committee. These bylaws to establish a Tribal committee are adopted pursuant to Article VII, Section 1(g) of the Tribe’s constitution.

2. The Board has formed a Statewide Transportation Improvement Fund Advisory Committee under Tribal Resolution no. 2018-72, to advise and assist appropriate Tribal program staff in carrying out the purpose of the Statewide Transportation Improvement Fund (STIF), prioritizing projects to be funded by STIF, and for any other advisory purposes identified by the Tribal Board of Directors.

3. Committee Composition: The Statewide Transportation Improvement Fund Advisory Committee shall have a minimum of 3 (three) members. Committee members must be a Cow Creek Tribal member or Tribal spouse, must be representative of and knowledgeable about the public transportation needs of residents or employees located within the Tribe's demographic area of responsibility. Each Committee member also must represent one of the following groups:

   a) Low-to-moderate income, or a person from a low-to-moderate income household who uses Tribal or public transportation services.
   b) Senior or elderly individual or an individual with a disability who uses public or Tribal transportation services.
   c) Youth, grades 9-12

4. Committee members shall be chosen from a pool of applicants upon submission of a letter of interest, after soliciting such letters of interest in the Tribe’s newsletter and on the Tribe’s Facebook page.

5. Committee member terms shall be three (3) years. Terms should be staggered, with one-two (1-2) members' terms expiring each year. Committee members shall continue to serve until their successors are appointed.

6. Meeting materials, including agenda, exhibits, and meeting minutes, will be uploaded to the Transportation page of the Cow Creek Tribe members' portal by the Transportation Manager.

7. The Statewide Transportation Improvement Fund Advisory Committee will have the following duties:

   i. Advise Board of Directors and Tribal staff on the development process of a STIF Plan.
   ii. Advise Tribal staff on the development of a definition for "high percentage of low-income households."
   iii. Review and prioritize projects proposed for inclusion in the STIF Plan and recommend a funding amount for each project.
   iv. Review and recommend to staff projects to receive STIF Discretionary and/or Intercommunity Funds within the Statewide Transportation Improvement Fund Advisory Committee area of responsibility.
v. Advise the Board of Directors regarding opportunities to coordinate STIF funded projects with other local or regional transportation programs and services to improve transportation service delivery and reduce gaps in service.

vi. Advise with production of, and advocate for, Tribal Member transportation needs.

vii. Advise Board of Directors regarding implementation of the transportation plan.

viii. Formula Fund recommendations from the Statewide Transportation Improvement Fund Advisory Committee will be considered by Board of Director’s preparation of a STIF Plan.

ix. Discretionary Fund and Intercommunity Discretionary Fund recommendations from the Statewide Transportation Improvement Fund Advisory Committee will be considered by ODOT when awarding STIF discretionary grants.

x. The Statewide Transportation Improvement Fund Advisory Committee shall advise Board of Directors and Tribal staff on the development of the STIF Plan process and prioritize projects proposed to receive Formula Funds. Advisory Committee members will consider the following criteria when reviewing STIF Formula Fund Projects.

• Whether the Project would:
  o Increase the frequency of bus service to communities with a high percentage of Low-Income Households.
  o Expand bus routes and bus services to serve communities with a high percentage of Low-Income Households.
  o Reduce fares for public transportation in communities with a high percentage of Low-Income Households.
  o Improve the frequency and reliability of service connections between communities inside and outside of the Cow Creek Indian Tribe’s service area.
  o Increase Coordination between Public Transportation Service Providers to reduce fragmentation in the provision of public transportation service.
  o Expand student transit services for students in grades 9 through 12

• Whether the Project would maintain an existing, productive service.

• The extent to which the Project goals meet public transportation needs and are a responsible use of public funds.

• Other factors to be determined by the Board of Directors or Advisory Committee.

• Review and recommend projects to receive STIF Discretionary Funds within Cow Creek Tribal area of responsibility.

• Advise Board of Directors regarding opportunities to coordinate STIF funded projects with other local or regional transportation programs and services to improve transportation service delivery and reduce gaps in service.

• Develop a process for monitoring and evaluating projects.

• If requested, and in the manner directed by the Board of Directors, review and advise staff on the methodology for distribution of STIF Formula Program monies allocated to the Tribe.

• Keep the Board of Directors advised regarding transportation issues facing Tribal Members.

• Serve as a resource to distribute information to Tribal Members.

• Advise the Board of Directors and the Transportation Manager.

• Advise the Tribal Government regarding implementation of the STIF grant.

xi. Review grant applications for acceptance, rejection, or prioritization for funding from the Discretionary Fund and Intercommunity Discretionary Funds.
xii. Review and recommend projects to receive STIF Discretionary Funds within Cow Creek Tribal demographic area of responsibility.

xiii. When reviewing projects to be funded under the discretionary STIF Funds, Statewide Transportation Improvement Fund Advisory Committee members will consider whether any proposed project:
   o Supports the purpose, as applicable, of the Discretionary Fund or the Intercommunity Discretionary Fund, which includes:
     • The Discretionary Fund is intended to provide a flexible funding source to improve public transportation in Oregon. It is not a source of ongoing operations funding.
     • The Intercommunity Discretionary Fund is for improving connections between communities and other key destinations important for a connected Statewide Transit Network.
   o Improves public transportation service to Low-Income Households.
   o Improves coordination between Public Transportation Service Providers and reduces fragmentation of Public Transportation Services.
   o Is consistent with applicable Transportation Plan goals, policies, and implementation plans, including:
     • Integrated public transportation planning where affected communities planned or partnered to develop proposed Projects.
     • Technological innovations that improve efficiencies and promote a seamless and easy to use Statewide Transit Network.
     • Advancement of greenhouse gas emission reduction goals.
     • Support or improvement of a useful and well-connected Transit Network.
   o Does not substantially rely on discretionary state funding beyond a pilot phase for Operations projects.
   o Supports geographic equity or an ability to leverage other funds (these factors apply when all other priorities are held equal).
   o Meets any additional criteria established by the Commission.

8. The Statewide Transportation Improvement Fund Advisory Committee will have the power to:
   i. Convene meetings to perform the duties described in these bylaws;
   ii. Make reasonable use of Tribal office facilities and office supplies to perform the duties described above; and

9. The Transportation Manager (or other Tribal employee designated by the Executive Director) will be responsible to organize Committee meetings and to take and distribute meeting minutes.

Definition of “High-percentage of Low-income Households: Cow Creek Tribal Statewide Transportation Improvement Fund (STIF) Advisory Committee Bylaws set the definition of “Low Income Households” as any household with a total household income at or below 200% of the current Federal Poverty Level or Federal Poverty Guideline for the size of family including children and dependents. "Areas of High Percentage of Low-Income Households" shall mean geographic areas within Douglas County that are determined to have a high percentage of low-income households.

US Census Bureau's Factfinder data for 2017 indicates Douglas County has 106,131 individuals, with a household average size of 2.362, or 44,970 households, with 18,138 households under the 200% poverty level, or 40.3%. The Oregon percentage is 39.9%. This would qualify the entire county as being below 200% of the current Federal Poverty Level Guidelines. The transit service qualifies as servicing a majority of the eligible Low-Income Households.

Notes: [1] Census Table C17002 [2] Census Table B25010 [3] Census Table C17002