VOTING MEMBERS PRESENT: Dave Marcouiller–Chair, Shawn Arneson, George Chen, Donna Egelski, Rachel Maske, Sara Nagreen, Jim O’Brien (alternate), Jerry Moran, Cameron Scarlett, Peter Van Kan,

VOTING MEMBERS ABSENT: Theresa Adams, Aaron Crandall, Beau Burdett, Cullen Vens

NON VOTING MEMBERS IN ATTENDANCE: Patrick Kass

NON VOTING MEMBERS ABSENT: Gary Brown

GUESTS: Jim Bogan, Rob Kennedy, Troy Ruland, Carolyn Wolff

RECORER: Anne Bogan

1. Call to Order, Introductions:
   • Called to Order at 8:30am
   • Introduction of Guests & Members
   • Approval of December 13, 2017 Minutes – motion to approve the minutes made by D. Marcouiller and second by S. Nagreen.
     Approved - Passed by voice vote with one abstained vote

2. Director’s Report: P. Kass
   • Associated Director – Parking job listing has been posted with a deadline of February 28
   • Vet Med AE interviews are set for March 6, 2018. Hoping to begin the design process by late March or Early April.
   • FY19 Program Changes (Handout)
     ▪ Review of the Service Permit Program on campus is on-going. Possible changes may include:
       • Limit the number service stalls in parking structures
       • Increase the cost of a service permit to the highest permit base lot level
       • Sell service permits to departments only (not individuals)
       • Tighten the justification criteria
       • Not ready to bring a proposal to the CTC; still in the discussion stages with the TS Team
     ▪ Keep gates down 24/7 in lots (17, 20, 36 & 76). The gates would be down but there would not be a charge to use the lots on weekends. This allows us to maintain an accurate stall inventory for each gated facility.
     ▪ Bus Consultant
       • Reviewing the East – West Corridor, the 80 Route
       • Also reviewing 85 South campus route
       • This will be a quick study to determine if there are better routes available.
       • Study will be concluded this spring and this committee will be provided the information.
       • Cost of the study is $10,000
       • Any changes must go through the federal process which involves a public hearing.
       • We contract number of bus hours per year.
     ▪ Lakeshore Path Bridge Project
       • Lot 8 near Limnology located on the eastside of campus is congested with a parking lot, pedestrian and bike traffic.
       • Transportation Services would like to have a study conducted to build a bridge to bypass this congestion and provide some relief to this area.
       • At this time the cost of the study is unknown or how to make it work
• Will need to consult with the DNR and review DNR regulations
  ◦ WISCard/Bus Pass
    • Discussion with Madison Metro continue on converting the WISCard to function as the bus pass.
    • Using the WISCard as a bus pass would cut down on the fraudulent use of the current bus pass program. Currently bus drivers are supposed to be checking for valid passes.
    • Transportation Service disables bus passes when an employee leaves employment at the University or passes are reported lost/stolen.
  ◦ 3:2 Rate Conversion
    • Patrick requested from the committee to continue with the 3:2 rate conversion as we are going into the 5th year of a 6 year plan.
    • Fall 2019 will be the last year of the 3:2 conversion plan

**MOTION:** To approve the rate increase according to the 3:2 conversion plan for the 5th year -FY19 made by R. Maske and second by S. Nagreen.
**DISCUSSION:** None
**VOTE:** Approved by a voice vote

• Madison Metro Bus - Continuing to look at our contract and work with them in regards to any changes.
• 2018 Tax Bill
  • Parking, transportation and buses are now subject to the UBIT (unrelated business income tax)
  • This affects the bus pass and pretax payroll deduction plans
  • Does not affect other parking programs
• Employee Bus Pass Program (Handout)
  • As it relates to the 2018 Tax Bill – TS would incur 21% tax on the bus pass subsidy
  • If we do nothing it will cost Transportation Services $700k increase in expenses
  • Charging $120 for the bus pass will just cover the cost of the new tax increase
  • Still waiting on the 2018 Tax Guidance from the IRS
  • Not proposing to do anything at this time, this is just information for the committee.

**3. Chair Discussion: D. Marcouiller**

• D. Marcouiller’s term expires June 30, 2018, so he will no longer be the chair of CTC or on the committee.
• He would like to see a transition happen with the new chair. (By-laws state the chair shall be a faculty member).

**4. Other Agenda Items:**

• **Commuter Solutions update** – D. Ward (nothing to report -not present)
• **Construction Updates** - R. Kennedy presented updates.
  ◦ Lake St lanes to be shut down to one lane to accommodate a crane for the Music Performance Project.
  ◦ Current construction updates can found on the Transportation Services website.
  ◦ [http://transportation.wisc.edu/resources/construction.aspx](http://transportation.wisc.edu/resources/construction.aspx)

**5. Future Agenda Items-**

• March Meeting – Continue discussion on FY19 program changes
• April Meeting – FY19 Budget
• May Meeting – 2017-2018 CTC Annual Report

**6. Adjournment:** 10:01am

**Next meeting:** March 9, 2017
**Handouts:**

1420 WARF
8:30a.m. – 10a.m
February 16, 201 CTC Agenda
December 132017 CTC Minutes
FY19 Program Changes – Campus Transportation Proposals
Employee Bus Pass Program