



## STAFF REPORT

**DATE:** January 16, 2018

**TO:** Ronald L. Olson, City Manager

**FROM:** Kathy Davis, City Attorney

**SUBJECT:** Operating Authority Application from Killeen Express Shuttle

### **BACKGROUND AND FINDINGS:**

Chapter 29, City of Killeen Code of Ordinances, provides the manner by which an operating authority permit is granted. An operating authority is for ground transportation and taxicab services. An applicant must file an application, fee, and supporting documentation.

Killeen Express Shuttle has applied for an operating authority permit. Staff has determined that the application is complete. This shuttle service will provide for transportation from the Walmart parking lot on Stan Schlueter Loop to the Austin airport only. As indicated on the application, the company will operate one vehicle, a 2016 Chevrolet Express van with a seating capacity of eleven. Operating authority applications are good for five years. The vehicle window sticker permits expire on December 31<sup>st</sup> of each year.

### **THE ALTERNATIVES CONSIDERED:**

Grant the operating authority to allow the applicant to shuttle citizens to and from the Walmart parking lot and the Austin Airport, or do not grant the operating authority.

### **Which alternative is recommended? Why?**

Staff recommends the City Council grant the operating authority to Killeen Express Shuttle. Application is complete and does conform to the city's code of ordinances.

### **CONFORMITY TO CITY POLICY:**

This request conforms with Chapter 29, Transportation, of the city's code of ordinances.

### **FINANCIAL IMPACT:**

\$300.00 application fee paid to the City of Killeen.

### **What is the amount of the expenditure in the current fiscal year? For future years?**

N/A

### **Is this a one-time or recurring expenditure?**

N/A

### **Is this expenditure budgeted?**

N/A

**If not, where will the money come from?**

N/A

**Is there a sufficient amount in the budgeted line-item for this expenditure?**

N/A

**RECOMMENDATION:**

Staff recommends the City Council approve an Operating Authority to Killeen Express Shuttle.

**DEPARTMENTAL CLEARANCES:**

City Secretary

City Attorney

**ATTACHED SUPPORTING DOCUMENTS:**

Application