



STAFF REPORT

DATE: February 19, 2019
TO: Ronald L. Olson, City Manager
FROM: Kathryn Davis, City Attorney
SUBJECT: Operating Authority Application from Aero-Nautical Services, LLC

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 the written authority granted by city council to provide ground transportation which includes shuttle and charter services. An applicant must file an application, pay the required fee, and provide necessary supporting documentation.

Aero-Nautical Services, LLC (ANS) filed its first application for an operating authority permit in 2004 and has been operating without incident. Since 2004, ANS has renewed their permit as outlined in CCMR 04-121 by submitting a written request for renewal to be reviewed for comment by the Chief of Police. Once comments were received, the request was forwarded to the City Manager for approval or denial. With the latest adoption of Ordinance 17-056 amending Chapter 29, all transportation services shall obtain a five-year operating authority, as opposed to a five-year franchise. The amendment further states that ground transportation services operating under a valid franchise or operating authority granted before the effective date of the amended ordinance (November 14, 2017) may continue to operate under that franchise or operating authority. Upon expiration, the ground transportation service shall apply for an operating authority under Chapter 29 to continue operating in the city. ANS' operating authority permit expired December 31, 2018.

The City Secretary's office has received an application from ANS along with the required fee and supporting documents to be in compliance with Chapter 29 of the Code of Ordinances. The application is complete and provides for airport shuttle and charter services in the city. Operating authority permits are valid for five years with the window sticker permits expiring annually on December 31.

THE ALTERNATIVES CONSIDERED:

Grant the operating authority to allow the applicant to provide airport shuttle and charter services to the citizens of Killeen, or do not grant the operating authority.

Which alternative is recommended? Why?

Staff recommends the City Council grant the operating authority to ANS. The 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:

City staff recommends the City Council approve an operating authority with ANS effective upon approval.

DEPARTMENTAL CLEARANCES:

City Secretary
City Attorney

ATTACHED SUPPORTING DOCUMENTS:

Application