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STATEMENT OF PRINCIPLES

1. Naval Air Station Joint Reserve Base Fort Worth is a vital national military asset that serves the operational needs of the United States Navy (as the host unit), United States Air Force, United States Army, United States Marine Corps, and the Texas Air National Guard.

2. Naval Air Station Joint Reserve Base Fort Worth is home to over 2,100 active duty military jobs, nearly 1,800 full-time civilian employees, and over 7,000 Reserve and Guard jobs.

3. Naval Air Station Joint Reserve Base Fort Worth is required to be open and operational in order to maintain the adjacent presence of Lockheed Martin which employs over 15,000 civilians, in the manufacturing and testing of aircraft and aircraft technology.

4. Local leaders recognize that the economic health of the State of Texas is impacted by and depends upon the success of the Naval Air Station Joint Reserve Base Fort Worth.

5. Land use near a military base can complement or compromise the utility and effectiveness of the installation and its mission.

6. Local leaders enter into this Joint Land Use Study committed to a fair and open process of examining land use and development issues around the installation, enhancing communication between the installation and the community and implementing practical policies, programs and projects geared to sustaining and enhancing the installation and the quality of life in the neighboring communities.
DEFINITIONS

Section 1. The following definitions shall apply to terms used in these Bylaws and Operating Procedures:

A. **Encroachment.** Encroachment is defined as the development of housing, schools, hospitals, and other incompatible uses in close proximity to a military installation and airfield. Such encroachment can threaten the viability and continued future operation of a military installation.

B. **Joint Land Use Study.** A Joint Land Use Study is a cooperative planning initiative between the Naval Air Station Joint Reserve Base Fort Worth, surrounding cities, and Tarrant County. The goal of the Joint Land Use Study is to promote compatible community growth that supports military training and operational missions. This inter-jurisdictional partnership will result in the identification of actions that can be taken jointly by the community and installation to promote compatible development and address current and future encroachment.

C. **Study Sponsor.** The study sponsor is defined as the agency who administers the grant, performs coordinating activities related to the successful completion of the grant, maintains accountability for grant activities, and reports to the Department of Defense on activities associated with the grant. The North Central Texas Council of Governments has been selected to fulfill this role.

D. **Voting Entity.** A voting entity is defined as a city or county that:

- Is located in close proximity to the Naval Air Station Joint Reserve Base Fort Worth as described in Section 3, Section A "Membership," and

- Has expressed intent to participate in the Joint Land Use Study by passing a resolution in support of the study and assigning voting representatives as described in Section 3, Section A, "Membership."
ORGANIZATION

Section 2. The organization for the Joint Land Use Study shall consist of the Joint Land Use Study Policy Committee and the Joint Land Use Study Technical Committee, as described below.

A. Joint Land Use Study Policy Committee. The Joint Land Use Study Policy Committee is comprised of local elected officials and lead staff members representing local governments located in close proximity to the Naval Air Station Joint Reserve Base Fort Worth. The Joint Land Use Study Policy Committee is charged with developing land development recommendations, performing public outreach events, and providing direction related to consultant activities. The Joint Land Use Study Policy Committee shall be the forum for cooperative decision making by local governments in close proximity to the Naval Air Station Joint Reserve Base Fort Worth.

B. Joint Land Use Study Technical Committee. The Joint Land Use Study Technical Committee is comprised of staff members representing local governments located in close proximity to the Naval Air Station Joint Reserve Base Fort Worth. The Joint Land Use Study Technical Committee will perform technical review and oversight of matters assigned to it by the Joint Land Use Study Policy Committee. Bylaws governing the membership, appointees, standards of conduct, quorum, offices, meeting summary, open meetings, and staff support for the Joint Land Use Study Policy Committee will apply to the Joint Land Use Study Technical Committee.

JOINT LAND USE STUDY POLICY COMMITTEE

Section 3. The following rules shall govern the procedure, membership, and records of the Joint Land Use Study Policy Committee.

A. Membership. Membership on the Joint Land Use Study Policy Committee includes the local governments in general proximity to the Naval Air Station Joint Reserve Base Fort Worth listed here: City of Benbrook, City of Fort Worth, City of Lake Worth, Town of Lakeside, City of River Oaks, City of
Sansom Park, Town of Westover Hills, City of Westworth Village, City of White Settlement, and Tarrant County. In order to become a voting entity, the governing body of the entity must pass a resolution supporting the Joint Land Use Study process and assigning representatives to the Joint Land Use Study Policy Committee. Each voting entity shall be allotted two votes on all matters of the Joint Land Use Study Policy Committee. Non-voting members of the Joint Land Use Study Policy Committee shall be: Department of Defense Office of Economic Adjustment, Naval Air Station Joint Reserve Base Fort Worth and North Central Texas Council of Governments.

B. Appointees.

Voting representatives of voting entities shall be appointed by and serve at the pleasure of their city councils and Commissioners’ Court. City councils and the Commissioners’ Court may appoint two members from their jurisdiction, including elected officials and/or lead staff representatives to serve on the Joint Land Use Study Policy Committee. Members may appoint or delegate alternates to attend meetings for which they are not available and to vote in their place. Delegate appointments shall be made to the Secretary or the Secretary’s designee prior to the start of the meeting.

C. Standards of Conduct. Joint Land Use Study Policy Committee members (voting and non-voting) shall not:

- appear before the Joint Land Use Study Policy Committee while acting as an advocate for any other person, group, or business entity,
- knowingly use their position on the Joint Land Use Study Policy Committee for their own private gain, or for the financial gain of their business,
- engage in debate or vote on matters affecting a person, entity, or property in which that individual has a conflict of interest, or
- accept or solicit any gift or favor that would tend to influence that individual in the discharge of official duties.
All Joint Land Use Study Policy Committee members must adhere to Chapter 171 of the Local Government Code and to the Code of Ethics from their respective local governments and public agencies.

D. Attendance. Records of attendance of Joint Land Use Study Policy Committee meetings shall be kept and presented as part of each meeting summary. Entities with members that have missed at least three consecutive meetings will be notified and the appointing bodies shall be asked to review the continued service of their representatives. Joint Land Use Study Policy Committee members may record an excused absence if it is made known to the Secretary prior to the beginning of the Committee meeting and it is related to the following: personal illness, family emergency, jury duty, business necessity, or fulfillment of obligation arising out of elected service. An excused absence will not be recorded as an absence.

E. Quorum. When there are eight or fewer members with eligibility as voting entities, the quorum rule shall be: At least one voting representative from at least five of the voting entities must be present at meetings for the Joint Land Use Study Policy Committee to take action. When there are nine or more members with eligibility as voting entities, the quorum rule shall be: At least one voting representative from at least six of the voting entities must be present at meetings for the Joint Land Use Study Policy Committee to take action.

F. Officers. The Joint Land Use Study Policy Committee shall elect a Chair, Vice Chair, and Secretary for a term of one year. Elections shall be held in August of each year. The Chair shall rotate annually between various entities. The Chair shall preside over meetings of the Joint Land Use Study Policy Committee. In the event that the Chair of the Joint Land Use Study Policy Committee cannot continue to serve at any time during the term of election, the Vice Chair shall automatically become the Chair. If the fulfillment of this term is eight months or less, the Chair is eligible to be reelected. A vacancy in
either the office of the Vice Chair or Secretary shall be filled by the Joint Land Use Study Policy Committee in the first meeting of the Committee after the vacancy becomes known. In the event that the offices of Chair, Vice Chair, and Secretary all become vacant, new officers shall be elected at the next regularly scheduled meeting of the Joint Land Use Study Policy Committee with nominations from the floor.

G. **Meeting Schedule.** At least one meeting shall be held annually by the Joint Land Use Study Policy Committee, but the Committee shall meet as often as necessary for the purpose of transacting the business at hand. The Chair shall call the meeting and shall designate in the written notice of the meeting the business to be transacted or considered. Regular meetings shall be held on the second Monday of each month at 1:30 p.m. and will be hosted on a rotating basis by the voting entities.

H. **Open Meetings.** Written notice of the meeting, accompanied by an agenda, shall be transmitted to the members and to local news media at least 72 hours prior to the meeting. The place of meetings shall be designated by the Chair. All meetings shall be held as open meetings as defined in Chapter 551 of the Texas Government Code.

I. **Meeting Summary.** Summaries of the meetings shall be kept and shall be submitted to the members of the Joint Land Use Study Policy Committee for approval. Meeting summaries from the Joint Land Use Study Technical Committee will also be transmitted to the Joint Land Use Study Policy Committee.

J. **Staff Support.** Staff support for the Joint Land Use Study Policy Committee shall be provided by the North Central Texas Council of Governments. Officers may assign administrative functions to the staff support.

K. **Joint Land Use Study Policy Committee Functions.** The function of the Joint Land Use Study Policy Committee shall be to review and vote on all matters related to the Joint Land Use Study surrounding
the Naval Air Station Joint Reserve Base Fort Worth. This includes but is not limited to: providing
direction to consultant activities, developing land development recommendations, and performing public
outreach events.

INTENT
Section 4. These Bylaws and Operating Procedures are intended to provide rules and procedures to assure
the orderly function of the Joint Land Use Study surrounding the Naval Air Station Joint Reserve Base Fort
Worth.

ADOPTION
Section 5. These Bylaws and Operating Procedures shall be in full force and effect at such time as they
have been approved by two-thirds vote of the Joint Land Use Study Policy Committee at a meeting at which
a quorum, as defined herein, is present.

REVISION
Section 6. These Bylaws and Operating Procedures may be revised by approval of two-thirds of the
members of the Joint Land Use Study Policy Committee at a meeting at which a quorum, as defined herein,
is present. Changes in the Bylaws must be presented at one regularly scheduled meeting and voted on at a
following regularly scheduled meeting. No Bylaw change shall be made that has not been presented at a
previous meeting. The Chair shall vote on Bylaw changes.
Most military installations were originally located in remote areas, distant from urban areas due largely to the availability of land and for defense and security purposes. Over time however, installations drew people and businesses closer and closer to take advantage of civilian job opportunities offered by the installation and to provide the goods and services to support the installation’s operations. As urban growth and development increased near and around military installations land use conflicts between base operations and civilian development increased.

Military operations can be loud and present safety concerns for nearby civilian communities. For example, low flying, high performance, military aircraft, create both noise and accident potential during landings, take-off, and training exercises. Likewise, ground-training exercises (e.g., artillery firing ranges, maneuver areas, and aerial bombing ranges) generate impact noise that can adversely affect the surrounding community if the civilian population chooses too locate to close.

Conversely, urban development near the perimeter of active military bases impacts operational effectiveness, training, and readiness missions.

Urban encroachment near a military base if allowed to go unregulated can compromise the utility and effectiveness of the installation and its mission. For example, certain types of land use activities, such as homes, places of assembly (i.e., schools or religious centers), childcare centers, nursing homes, hospitals, restaurants, theaters, shopping centers, etc. often are not compatible uses/activities if located close to military operations. When people and communities are exposed to irritating noise and accident potential, they seek relief. Typically this results in public pressure on the military base commander to modify or curtail operations or transfer activities to other installations. Mission constraints can lead to base closure.

The commensurate reduction in installation personnel and mission activities can have a direct and detrimental effect on the jurisdiction through reduced economic activity and loss of jobs, impacting the local tax base and economic health. The extent of urban encroachment impacting the operational utility of an installation is one consideration in determining the future viability of an installation.

Is there a Solution to this dilemma? Through joint, cooperative military and community planning, growth conflicts can be anticipated, identified, and prevented. These actions help protect the installation’s military mission, and the public health, safety, quality of life and community economic stability.

The Department of Defense (DoD) supports several programs designed to provide technical information on noise and aircraft accident potential that communities can use to regulate urban encroachment while promoting economic growth and development.

The Air Installation Compatible Use Zone (AICUZ) and the Environmental Noise Management Program (ENMP): In the mid-1970's, the DoD established programs in response to existing and potential threat of incompatible land development compromising the defense missions at military installations. These programs are designed to promote compatible development on and off military bases. The programs include noise propagation studies of military activities to delineate on-and off-base areas most likely to be affected by unacceptable noise levels. The programs also identify aircraft landing and take-off accident potential zones that often extend off a base into the neighboring community. The AICUZ/ENMP studies are based on sophisticated, computer based noise models, Federal Aviation Administration guidelines,
DoD Directives, and community land use planning principals and practices.

**Joint Land Use Study (JLUS) Program:** In 1985, Congress authorized the Department of Defense (DoD) to make community planning assistance grants *Title 10 U.S.C. Section 2391* to state and local government to help better understand and incorporate the AICUZ/ENMP technical data into local planning programs. The Office of Economic Adjustment (OEA) manages the JLUS program.

**JLUS Program Purpose:** A JLUS is a cooperative land use planning effort between affected local government and the military installation. The recommendations present a rationale and justification, and provide a policy framework to support adoption and implementation of compatible development measures designed to prevent urban encroachment; safeguard the military mission; and protect the public health, safety, and welfare.

**JLUS Implementation Measures:** may involve revisions to the community’s comprehensive plan and traditional land use and development controls, such as zoning, subdivision regulations, structural height restrictions, and promotion of planned unit development concepts.

Additional actions may include amending local building codes to require increased sound attenuation in existing and new buildings, land exchanges, and transfer of development rights, and real estate disclosure.

**JLUS Project Initiation:** When a Military Service believes an installation may be experiencing encroachment problems or that there is the likelihood for encroachment that could adversely affect the military mission, the Service may nominate the installations for JLUS to OEA. OEA staff visits the installation, meets with the local base command and local government officials. OEA will evaluate existing or potential encroachment problems, the availability of AICUZ/ENMP information, and local development controls to determine if a JLUS is justified. A JLUS will proceed if there is both base command and local jurisdiction interest.

JLUS assistance normally is technical, but can include funding as well through a Community Planning Assistance Grant.

**OEA Community Planning Assistance Grant:** The financial incentive for the community is a cost-shared Community Planning Assistance grant to support the cost of a JLUS. OEA makes the grant to a sponsoring jurisdiction.

**Study Sponsor:** Normally the local governing body with land development regulatory oversight serves as the sponsor, but it can be a state governmental organization, an airport authority, community planning office, regional planning agency, or a qualified council of governments.

The sponsor, working with OEA and the military base, develops a scope of work, outlines the study contents, including goals and objectives, phases of the study, methods of public involvement, and an implementation plan. The proposal also includes an estimate of the cost to produce the study, and the amount of local funds or in-kind resources that will be pledged by the sponsor. In-house staff can do the work or it can be a contracted effort with a consultant qualified in land use planning, zoning and environmental (principally noise) issues. Typical OEA funding assistance is on a matching dollar for dollar basis. A typical JLUS can cost between $60,000 and $120,000 depending on the complexity of the issues involved. OEA can contribute up to 75 percent of the cost to produce a JLUS. However, not all JLUS efforts require planning grants.

OEA technical assistance is available to help with the preparation of the scope of services and a grant application; to provide technical support and guidance during the JLUS; and serve as liaison between the Military Department, and the sponsoring jurisdiction if needed.
**Consensus:** An important ingredient of a successful JLUS is building community consensus. If the JLUS is to have positive results, the participating jurisdiction and military installation must agree to make a good faith pledge to implement development controls to achieve compatibility.

**Program Experience:** A JLUS is usually completed in 12-months, although the degree of coordination and complexity may require more or less time to achieve the necessary community consensus and action measures.

Experiences from these studies have shown a high success rate. The JLUS effort can directly benefit both the jurisdiction and the installation by:

- Protecting the health and safety of residents living or working near military installations;
- Preserving long-term land use compatibility between the installation and the surrounding community;
- Promoting comprehensive community planning;
- Encouraging a cooperative spirit between the local base command and local community officials;
- Integrating the local jurisdiction’s comprehensive plans with the installation’s plans.

The following map indicates locations within the United States where JLUS projects have been completed or are in the developmental stages.
NAS JRB Fort Worth Vicinity Noise Map

- 2004 Noise Contours (Wyle Labs)
- Clear Zones and Accident Potential Zones
- Primary Highway
- Airports
- Texas Counties
NAS JRB Fort Worth Vicinity and Year of Construction on Nearby Parcels

2004 Noise Contours (Wyle Labs)
- Primary Highway
- Secondary Highway
- Major Arterial
- Texas Counties
- Lakes
- Airports

Year of Construction
- Built through 1940
- 1941 - 1950
- 1951 - 1960
- 1961 - 1970
- 1971 - 1980
- 1981 - 1990
- 1991 - 2000
- 2001 - 2003
Objectives and Need

The Naval Air Station Joint Reserve Base in Fort Worth, Texas, was first opened as Tarrant Field Airdrome in 1941. Subsequently renamed Fort Worth Army Air Field in 1942, and later Carswell Air Force Base in 1948, the base became the first joint service reserve base in 1994 as part of the Department of Defense’s 1993 Base Realignment and Closure (BRAC) process. Throughout its history, the base has been home to numerous aircraft including the B-24, B-36, B-52, B-58, F-111, and F-16 (all produced there) as well as the current fleet of F-16 (still produced there), F-18, C-130, and C-40 aircraft.

The current mission of the Naval Air Station Joint Reserve Base is “to provide a high quality training environment for active duty and Reserve components of all branches of the Armed Services; to reduce redundancy and overhead by developing joint doctrine and operating procedures that create seamless functionality amongst host and tenant commands in base support and community service programs.”

Throughout its diverse history, the base has been preserved through multiple rounds of Base Realignment and Closure, illustrating the military’s belief that this is a vital and strategic asset that should be sustained as part of our national defense system. The installation is centrally located in the United States, with excellent flying weather and access to numerous amenities in the Dallas-Fort Worth region. This location (within one of the largest urban areas in the United States) provides important benefits for the military, including location at a major transportation hub and accessibility to numerous managed recruiting stations. In addition, the accessibility to nearby goods and services enhances the quality of life for those stationed there.

Seven cities located in close proximity to the installation, and therefore potentially impacted by the activities of the installation, have shown an interest in participating in a Joint Land Use Study. These include: Benbrook, Fort Worth, Lake Worth, River Oaks, Sansom Park, Westworth Village, and White Settlement. (In addition, Tarrant County is expected to participate in the study.) These seven cities have a collective population of approximately 718,300 persons. Of this population, the 2000 Census indicated that the weighted average per capita income was $18,881, 14% below the average of $21,587 for the nation.

In the Dallas-Fort Worth region, Fort Worth is currently the fastest-growing city, having added 37,000 residents in 2005 alone. And the seven impacted cities are collectively expected to experience approximately 23% growth in population between the years of 2005 and 2030. Because of the sustained high level of growth in the region, continued development pressures surrounding NAS JRB Fort Worth are certain and should be addressed today.

Encroachment today is primarily comprised of residential (both single-family and multi-family) development around the base’s periphery, but includes a variety of nearby land uses:

- Middle-income residential (the average appraised value of the homes within one nautical mile of the airfield is approximately $120,000)
- Commercial development (a mall is located partially in Accident Potential Zone I and is surrounded by ancillary commercial development)
- Institutional developments are located in close proximity to the base (numerous schools are located in the Accident Potential Zones at both ends of the runway).

Height obstructions are generally not a limiting factor but include utility poles, water towers, antennas, and other structures surrounding the base.

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2 According to demographic forecasts performed by the North Central Texas Council of Governments, [http://www.nctcog.org/rs/demographics/forecast.asp](http://www.nctcog.org/rs/demographics/forecast.asp)
3 Air Installation Compatible Use Zone Update for NAS JRB Fort Worth Texas, July 2002, Table V-1, Southern Division Naval Facilities Engineering Command
Joint Land Use Study Narrative  
Naval Air Station Joint Reserve Base Fort Worth

Of particular interest is Lake Worth, a water body which forms the northern boundary of the installation. Development pressure for lakeside residential lots along Lake Worth is increasing, requiring near-term outreach and education for developers to ensure that this inevitable development pattern will, at a minimum, include the provision of noise abatement, and will consider restrictive easements and zoning changes as appropriate.

There are also numerous aviation facilities located within five nautical miles of NAS JRB’s airfield. These include: Fort Worth Meacham International Airport, five medical heliports, several heliports owned by the City of Fort Worth and private companies, and at least two private grass landing strips. Each of these facilities implies potential effects on NAS JRB operations and airspace. In addition, other nearby aviation facilities of significance include Dallas / Fort Worth International Airport, Fort Worth Alliance Airport, and Fort Worth Spinks Airport.

Furthermore, the 2005 Base Realignment and Closure (BRAC) process recommended the following changes for NAS JRB Fort Worth:

- **Gains:**
  - Receipt of aircraft and depot maintenance in support of F/A-18, C-9, and C-12 aircraft from Naval Air Station Atlanta (which will be closed)
  - Relocation of the 8th Marine Corps District from Naval Support Activity New Orleans (which will be closed)
  - Receipt of aircraft and aerial port squadron from Will Rogers Air Guard Station, Oklahoma
  - Relocation of Aeromedical Squadron from Nashville International Airport Air Guard Station
  - Receipt of aircraft from Hill Air Force Base in Utah
  - Establishment of Fleet Readiness Center West Site Fort Worth to assume all workload from the disestablished NAS JRB Aircraft Intermediate Maintenance Department, as well as depot maintenance from Naval Air Depot North Island

- **Losses:**
  - Realign NAS JRB FW by consolidating Navy Reserve Readiness Commands South and Midwest at Great Lakes, Illinois
  - Relocation of base-level F-110 engine intermediate maintenance to Hill Air Force Base in Utah

Comparing these significant mission changes to the rapid population increases being experienced, and the fact that the last update to the NAS JRB Fort Worth Air Installation Compatible Use Zone (AICUZ) study and associated outreach were completed nearly four years ago, it becomes apparent that NAS JRB Fort Worth is ripe for a Joint Land Use Study (JLUS). Development pressure is certain to increase and may threaten to limit training capabilities at the installation. For that reason, it would be ideal to perform this comprehensive planning study now – before further impacts are experienced.

The primary objective of this Joint Land Use Study is the encouragement of compatible development on the land surrounding the installation, including the development of specific recommendations related to noise and safety impacts, incompatible land uses, and limitations on nearby height obstructions. In addition, this study seeks to identify measures to preserve the military’s ability to train at NAS JRB Fort Worth with minimum impact of nearby landowners. These objectives will help to ensure that future development surrounding the installation will be compatible with the installation’s training mission and will help to reduce the operational impacts that the installation has on adjacent land and residents.
Joint Land Use Study Narrative  
Naval Air Station Joint Reserve Base Fort Worth

Results or Benefits Expected

The Joint Land Use Study is seen by the communities surrounding NAS JRB Fort Worth as a vehicle to achieve the following results and benefits: (1) minimize conflicts between the installation and nearby landowners / residents, (2) educate the public and elected officials about the base’s missions, and (3) promote an area-wide approach to making land use decisions.

Minimize conflicts between the installation and nearby landowners / residents

The JLUS will encourage participating cities to develop and implement standards which will limit incompatible development around NAS JRB Fort Worth. This will be a win-win situation for both the communities and the installation. The communities win by limiting the number of people living and working in incompatible areas where quality of life could suffer. The installation will win through the preservation of training areas where they do not need to limit training due to noise and safety impacts on their neighbors.

Educate the public and elected officials about the base’s missions

As the last few BRAC rounds have changed the face of NAS JRB Fort Worth (and even recommended it for closure in 1991 when it was still known as Carswell Air Force Base), it is likely that the public is unaware of the base’s current mission, operating constraints, and future use. The JLUS process seeks to change that through a meaningful education and outreach campaign.

An important component of this study will be the education of local elected officials regarding encroachment, economic impacts of the installation, and necessary measures to preserve the base as a neighbor. This step will ensure that the JLUS process and results are incorporated into the decisions being made at local, State, and Federal levels.

Outreach activities will include: public meetings, media relations, webpage development / maintenance, newsletters, and briefings for elected officials. These forums as well as open houses and workshops will allow nearby residents to help identify areas of concern, possible redevelopment strategies and abatement measures that are palatable for all study participants.

Promote an area-wide approach to making land use decisions

Through the study, it is anticipated that the participating cities will come together to conduct land use planning on an area-wide scale, allowing for a common message to go out to the private sector development community. This study will allow the cities to develop and implement similar standards which will make it easier for developers in the area to understand the special consideration needed in proximity to the installation. The cooperative nature of this land use planning will allow outreach to the development community to be conducted under one voice, enhancing the private sector’s understanding of noise zones, accident potential zones and height obstructions.

It is anticipated that the intergovernmental collaboration begun through the JLUS process will provide ancillary benefits as the study ends and cooperative land use planning continues. The common goal of developing and implementing land development policies will build relationships that will be sustained beyond the scope of the JLUS. This intergovernmental cooperation will become exceedingly important as rapid growth in the region continues.

Open dialog between municipalities will assist new residents to be aware of and understand the impact that the base has on the community, from both an economic perspective and a quality of life perspective.

Due to these elements, the JLUS is an important component of the continued viability of the NAS JRB Fort Worth in the midst of heavy development pressure. This study will benefit the community through increased outreach and dialog, within the municipal, development, and citizen communities. The Department of Defense will benefit as solutions are identified to mitigate community development impacts on the base and its training mission, enhancing its preservation potential for the future.
Joint Land Use Study Narrative  
Naval Air Station Joint Reserve Base Fort Worth

**Approach**
The approach to be followed in this Joint Land Use Study follows the tentative timeline shown below:

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Work Element</th>
<th>Event</th>
</tr>
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<tbody>
<tr>
<td>Fall 2005</td>
<td>NAS JRB Fort Worth nominated for JLUS</td>
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<tr>
<td>Spring 2006</td>
<td>Ad hoc committee formed to discuss formal JLUS application</td>
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<tr>
<td>May 2006</td>
<td>Cities adopt joint resolutions in support of JLUS</td>
<td>NCTCOG establishes JLUS website at: <a href="http://www.nctcog.org/jlus">www.nctcog.org/jlus</a></td>
</tr>
<tr>
<td>June 2006</td>
<td>Final Application Submitted</td>
<td>Begin Task 3.0 Data Collection and Mapping (NCTCOG staff portion)</td>
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<tr>
<td>July 2006</td>
<td>Grant award announced</td>
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<tr>
<td>August 2006</td>
<td>Solicitation of Requests for Proposals to obtain consultant assistance</td>
<td>Consultant Selection Committee Reviews responses to RFP's (Consultant Selection Committee to be composed of NCTCOG staff members and two delegates from the JLUS Study Group)</td>
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<tr>
<td>September 2006</td>
<td></td>
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<tr>
<td>October 2006</td>
<td>Consultant selected</td>
<td>Begin Task 3.0 Data Collection and Mapping</td>
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<tr>
<td>November 2006</td>
<td>Notice to Proceed</td>
<td>Task 2.0: Kick-Off Public Meeting #1</td>
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<tr>
<td>December 2006</td>
<td></td>
<td>Complete Task 3.0 Data Collection and Mapping</td>
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<tr>
<td>January 2007</td>
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<td>Begin Task 4.0 Analysis Phase</td>
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<tr>
<td>February 2007</td>
<td></td>
<td>Task 2.0: Public Meeting #2</td>
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<tr>
<td>March 2007</td>
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<td>Task 2.0: Elected Officials Briefing</td>
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<tr>
<td>April 2007</td>
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<td>Complete Task 5.0 Development of Recommendations;</td>
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<tr>
<td>May 2007</td>
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<td>Task 2.0: Elected Officials Briefing</td>
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<tr>
<td>June 2007</td>
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<td>Begin Task 6.0 Final Report</td>
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<tr>
<td>July 2007</td>
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<td>Task 2.0: Final Public Meeting #3</td>
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<tr>
<td>August 2007</td>
<td></td>
<td>Complete Task 6.0 Final Report</td>
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<tr>
<td>September 2007</td>
<td>Adoption of Final Report by Study Group</td>
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</tr>
<tr>
<td>Sept 2007 through March 2008</td>
<td>Consultant to provide implementation assistance to local governments; white paper to follow</td>
<td></td>
</tr>
</tbody>
</table>
The timeline suggested above could be accelerated or impeded depending on numerous factors. For instance:

- Cooperation amongst the cities to achieve goals and support the spirit of the JLUS could help to achieve consensus earlier in the process, expediting the study's results.
- The study process may be impeded if public meetings / open houses lead to the identification of additional community concerns that will require additional effort to address.
- It is recognized that study participants may disagree on the severity of land use conflicts, the applicability of compatibility standards, and the variability of data such as AICUZ noise information. Any of these issues, if handled improperly, could result in a study delay.

It is anticipated that this JLUS will resemble other JLUS efforts nationwide in most aspects. However, due to the rapid population growth being experienced in proximity to the Naval Air Station Joint Reserve Base Fort Worth, this JLUS effort may result in increased emphasis being placed upon predicted and known future constraints as well as the more common focus on near-term development pressures.
Products

Deliverables for this JLUS effort will include the following deliverables, as described in the Scope of Work:

- Reports in standard format detailing the hours worked by each participating local government staff member. Standard forms will be developed by NCTCOG for use by all study participants.
- Notices, agendas, and notes from all meetings related to the study.
- Copies of all monthly status reports from consultant to study participants.
- Notes from all elected officials briefings, public meetings, and other outreach activities
- Photos documenting tour series
- Approximately three newsletters
- A JLUS data management system in geodatabase format, downloadable on the JLUS website
- Series of color maps available in PDF format highlighting existing land use constraints and potential future conflicts as described in Subtasks 4.1 and 4.2 above
- Series of maps highlighting the constraints imposed on NAS JRB Fort Worth by nearby aviation facilities as described in Subtask 4.3
- Series of white papers (including maps) discussing existing infrastructure, ground access, future military development anticipated due to BRAC changes, future public development potential, and tax base impact related to NAS JRB Fort Worth and the surrounding communities, as described in Subtasks 4.4 through 4.7 above. These white papers will be designed to function as both stand-alone documents as well as text that is easily included in the Final Report described in Task 6.0.
- Series of brochures describing each land development tool that is recommended in Subtask 5.1. Each brochure will be designed to function as both a stand-alone handout as well as an exhibit to be easily included in the Final Report described in Task 6.0.
- Brochure describing potential changes to military operating procedures for consideration by the leadership at NAS JRB Fort Worth. This brochure will be designed to function as both a stand-alone handout as well as an exhibit to be easily included in the Final Report described in Task 6.0.
- Implementation plan by which all recommendations can be successfully implemented by willing partners as described in Task 5.3 above. This implementation plan will be designed to function as both a stand-alone document as well as text that is easily included in the Final Report described in Task 6.0.
- Notes documenting consultant visits to local governments after the adoption of the Final Report, as described in Task 5.3 above.
- Print copy of Final Report and Appendix in color provided to all study participants including municipalities, study sponsor, DOD OEA, etc.
- Electronic version of Final Report and Appendix in PDF format provided to all study participants and posted on the JLUS website (three CD’s containing all electronic material will be provided to DOD OEA).
- Invoices, payment receipts, contractor documentation and progress reports related to consultant assistance
- Quarterly reports in standard format to document progress to the DOD OEA
- Website content in printed format

It is anticipated that these deliverables will be accessible via the JLUS website at www.nctcog.org/jlus as they become available.
Procurement Statement

The North Central Texas Council of Governments complies with all procurement standards in accordance with CFR 32 Part 33, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, Subpart A, General, Section 33.36 Procurement.
Joint Land Use Study Scope of Work  
Naval Air Station Joint Reserve Base Fort Worth

Task 1.0  Study Group Support  $ 18,000

This task includes the general oversight associated with the Joint Land Use Study (JLUS), including the conduct of regular JLUS committee meetings and associated staff work to prepare for such meetings.

Anticipated subtasks include the following:

Subtask 1.1  Provide staff assistance to prepare for, attend, and provide updates at all JLUS committee meetings. This subtask will be accomplished through $9,000 in-kind contribution by local government staff members.

Subtask 1.2  Ensure that monthly meetings, public workshops, and other events are scheduled. This includes the posting of meeting notices, the compilation of meeting agendas, the reservation of meeting space, the recording of meeting notes, and the distribution of necessary follow-up items. This subtask will be accomplished through $9,000 of federal funds paid to the consultant.

Subtask 1.3  Provide monthly status reports to all study participants via email. Monthly status reports will include all relevant notes from study meetings, public involvement activities, and related events. These reports will be provided in electronic format to detail work accomplished and funds expended to the participating entities.

Anticipated deliverables include the following:

- Reports in standard format detailing the hours worked by each participating local government staff member. Standard forms will be developed by NCTCOG for use by all study participants.
- Notices, agendas, and notes from all meetings related to the study.
- Copies of all monthly status reports from consultant to study participants.
This task includes stakeholder relationship building and public outreach. It is anticipated that this stakeholder relationship building will include tours, elected officials briefings, the development of a website and newsletter to enhance dialogue, and communication to educate residents of the study area about the JLUS process. This task may also include briefings at various City Council, County Commissioners’ Court, and other public forums throughout the study area.

Anticipated subtasks include the following:

Subtask 2.1 Engage stakeholders from various levels of government through briefings including keynote speakers from Federal and State elected offices and military partners. Target audiences will include, but not be limited to:
- City Councils
- Planning and Zoning Commissions
- Economic Development Boards
- County Commissioners’ Courts
- State elected officials
- Federal elected officials

These elected officials briefings will be held approximately three times throughout the course of the study.

Subtask 2.2 Engage stakeholders (including residents and concerned business leaders) in the study area through targeted outreach activities and public meetings, to include briefings by elected officials, military representatives, and local government staffs.

Subtask 2.3 Conduct a tour series to include the following facilities: Naval Air Station Joint Reserve Base (NAS JRB) Fort Worth, nearby neighborhoods impacted by aircraft noise, et cetera. These tours will be conducted for the study group, local elected officials, and local government staffs.

Subtask 2.4 Create newsletters and other outreach materials to engage stakeholders at all levels.

Anticipated deliverables include the following:
- Notes from all elected officials briefings, public meetings, and other outreach activities
- Photos documenting tour series
- Approximately three newsletters
Task 3.0  Data Collection and Mapping  $25,000

This task includes the collection of all relevant data from participating municipalities, NAS JRB Fort Worth, and other partners such as NCTCOG.

Anticipated subtasks include the following:

Subtask 3.1  Collection of all data related to land development from each participating municipality. This includes, but is not limited to: zoning, existing and future land use plans, building codes, comprehensive planning documents, et cetera.

Subtask 3.2  Collection of all relevant data from NAS JRB Fort Worth to include, but not be limited to: Clear Zones, Accident Potential Zones, Air Installation Compatible Use Zones (existing and future as available), training areas, flight paths (existing and future as available), et cetera.

Subtask 3.3  Collection of ancillary data including, but not limited to: aerial photography; demographic trends; population growth; development pressure; existing noise regulations; public infrastructure; airspace constraints related to nearby aviation facilities; height and hazard information / obstruction data related to FAR Part 77 surfaces surrounding NAS JRB Fort Worth, topographical data, et cetera.

Anticipated deliverables include the following:

- A JLUS data management system in geodatabase format, downloadable on the JLUS website
Task 4.0 Analysis Phase $65,000

This task includes the mapping and spatial analysis of data collected in Task 3.0.

Anticipated subtasks include the following:

**Subtask 4.1** Mapping of data collected in Task 3.0. This will include the compilation of maps showing military operational data (i.e. noise contours, accident potential zones, and NAS JRB boundary, et cetera) in relation to:
- Existing and future land use plans
- Existing zoning, subdivision regulations, and building codes
- Public gathering places such as schools, residential development, shopping centers, places of worship, et cetera.
- Open spaces adjacent to NAS JRB Fort Worth

**Subtask 4.2** Spatial analysis of the data collected in Task 3.0 and compiled in Subtask 4.1 to include analysis of:
- Existing zoning and land use conflicts
- Military operations (existing and future) versus land use (existing and future)
- Conservation opportunities related to Title 10 U.S. Code, Section 2684a and applicable Naval Instructions

**Subtask 4.3** Analysis of existing air facility conflicts related to the proximity of NAS JRB Fort Worth to other aviation facilities.

**Subtask 4.4** Analysis of existing infrastructure and surface access at NAS JRB Fort Worth.

**Subtask 4.5** Analysis of future military development potential and its likely impacts on the surrounding communities and land uses.

**Subtask 4.6** Analysis of future public development potential and its possible impacts on NAS JRB Fort Worth including an analysis of development regulations in each impacted municipality.

**Subtask 4.7** Analysis of the impact that NAS JRB Fort Worth has on the tax base and economy of the surrounding communities.

Anticipated deliverables include the following:
- Series of color maps available in PDF format highlighting existing land use constraints and potential future conflicts as described in Subtasks 4.1 and 4.2 above
- Series of maps highlighting the constraints imposed on NAS JRB Fort Worth by nearby aviation facilities as described in Subtask 4.3
- Series of white papers (including maps) discussing existing infrastructure, ground access, future military development anticipated due to BRAC changes, future public development potential, and tax base impact related to NAS JRB Fort Worth and the surrounding communities, as described in Subtasks 4.4 through 4.7 above. These white papers will be designed to function as both stand-alone documents as well as text that is easily included in the Final Report described in Task 6.0.
Task 5.0 Development of Recommendations $30,000

This task includes the development of recommendations related to land development in the impacted communities for consideration by local government decision makers. This task also includes the development of recommendations for operational changes to be considered by the leadership of NAS JRB Fort Worth, to include operational changes which may have a positive impact on noise and safety in the communities surrounding the installation without producing any negative mission-related impacts.

Anticipated subtasks include the following:

Subtask 5.1 Identification of policy-level recommendations to guide land development practices in the study area. This will include regulatory and non-regulatory practices in the study area. This will include practices to encourage compatible land uses around the installation including, but not limited to local zoning changes, building code modifications and land use policies.

Subtask 5.2 Evaluation of NAS JRB Fort Worth operating procedures, such as flight paths, climbs, descents, turns, and other characteristics whose modification may be feasible to limit noise and safety impacts on the surrounding communities without affecting mission capability.

Subtask 5.3 Development of an implementation and maintenance plan describing the successful adoption of each of the actions recommended in Subtasks 5.1 and 5.2. This implementation plan will highlight best practices from other JLUS efforts around the country, and will provide suggested timelines to accomplish the changes efficiently and effectively at the local government level. This document will include a plan to maintain the JLUS and participate in ongoing outreach and public involvement, including the development of tools to communicate special operations to the public. This implementation and maintenance plan will include recommendations for funding from interested parties. The implementation plan will be supplemented by consultant visits to local governments for up to six months following the adoption of the Final Report to provide implementation assistance.

Anticipated deliverables include the following:

- Series of brochures describing each land development tool that is recommended in Subtask 5.1. Each brochure will be designed to function as both a stand-alone handout as well as an exhibit to be easily included in the Final Report described in Task 6.0.
- Brochure describing potential changes to military operating procedures for consideration by the leadership at NAS JRB Fort Worth. This brochure will be designed to function as both a stand-alone handout as well as an exhibit to be easily included in the Final Report described in Task 6.0.
- Implementation plan by which all recommendations can be successfully implemented by willing partners as described in Task 5.3 above. This implementation plan will be designed to function as both a stand-alone document as well as text that is easily included in the Final Report described in Task 6.0.
- Notes documenting consultant visits to local governments after the adoption of the Final Report, as described in Task 5.3 above.
This task includes the publication and distribution of a Final Report detailing the data collected and analyzed, the resulting recommendations related to land development and military operations, and the implementation plan by which these recommendations can be successfully put into practice.

Anticipated subtasks include the following:

- **Subtask 6.1** Compilation of maps, recommendations, and implementation plan (developed in Tasks 4.0 and 5.0) into a Final Report format.

- **Subtask 6.2** Creation of an appendix to the report describing which recommendations have been implemented and which need additional attention. This item will be due approximately six months after the adoption of the full Final Report document described in Subtask 6.1.

Anticipated deliverables include the following:

- Print copy of Final Report and Appendix in color provided to all study participants including municipalities, study sponsor, DOD OEA, etc.

- Electronic version of Final Report and Appendix in PDF format provided to all study participants and posted on the JLUS website (three CD’s containing all electronic material will be provided to DOD OEA).
Joint Land Use Study Scope of Work
Naval Air Station Joint Reserve Base Fort Worth

Task 7.0 Consultant Management, Grand Administration, and Website Editing $9,000

This task includes the contract management related to consultant assistance, grant administration and website editing to be accomplished by NCTCOG staff using NCTCOG local funds as local match for the grant.

Anticipated subtasks include the following:

Subtask 7.1 Manage / administer the federal grant money received, to include quarterly reports to the Department of Defense (DOD) Office of Economic Adjustment (OEA), and reimbursements in accordance with federal regulations. This subtask includes compliance with regulatory requirements to include reporting and audits.

Subtask 7.2 Oversee consultant contracts related to Tasks 3.0 through 6.0 above. Oversight will include administration of financial agreements through the NCTCOG Executive Board to include cost adjustments, payments to the contractor, reimbursements, and other actions necessary to carry out financial agreements and maintain cash flow on behalf of the participating entities. Oversight will not include NCTCOG Executive Board interference with the objectives, content, or results of the JLUS.

Subtask 7.3 Create and maintain a website to disseminate study information. The JLUS website will be hosted within the NCTCOG website at http://www.nctcog.org/jlus and will be continuously updated as part of this task.

Anticipated deliverables include the following:
- Invoices, payment receipts, contractor documentation and progress reports related to consultant assistance
- Quarterly reports in standard format to document progress to the DOD OEA
- Website content in printed format
Joint Land Use Study
NAS JRB Fort Worth
Consultant Selection Committee Roster

Staff person appointed by City of Benbrook ________________________

Staff person appointed by City of Fort Worth ________________________

Staff person appointed by City of Lake Worth ________________________

Staff person appointed by City of River Oaks ________________________

Staff person appointed by City of Westworth Village ________________________

Staff person appointed by City of White Settlement ________________________

Staff person appointed by NCTCOG ________________________

Rachel Wiggins
REQUEST FOR PROPOSALS
TO CONDUCT A JOINT LAND USE STUDY

October 6, 2006
REQUEST FOR PROPOSALS
TO CONDUCT A JOINT LAND USE STUDY

INTRODUCTION
The North Central Texas Council of Governments (NCTCOG) is requesting written proposals from consultant firms to conduct a Joint Land Use Study. The Joint Land Use Study (JLUS) is a standard Department of Defense study designed to bring together multiple jurisdictions to promote compatible land development in proximity to the military installation. It is a cooperative planning initiative between the Naval Air Station Joint Reserve Base (NAS JRB) Fort Worth and the surrounding cities. The goal of the JLUS is to promote compatible community growth that supports military training and operational missions. The inter-jurisdictional partnership will result in the identification of actions that can be taken jointly by the community and installation to promote compatible development and address current and future encroachment.

Seven cities located in close proximity to NAS JRB Fort Worth, and therefore potentially impacted by the activities of the installation, are participating in a Joint Land Use Study. These include: Benbrook, Fort Worth, Lake Worth, River Oaks, Sansom Park, Westworth Village, and White Settlement. In addition, Tarrant County is participating in the study. NCTCOG is serving as the study sponsor and will be responsible for grant administration, consultant procurement, and consultant oversight.

BACKGROUND
The North Central Texas Council of Governments is a voluntary association of, by and for local governments, and was established to assist local governments in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development. NCTCOG's purpose is to strengthen both the individual and collective power of local governments and to
help them recognize regional opportunities, eliminate unnecessary duplication, and make joint decisions. Since 1974, NCTCOG has served as the Metropolitan Planning Organization (MPO) for transportation in the Dallas-Fort Worth (DFW) Metropolitan Area.

Because of the regional importance of the Naval Air Station Joint Reserve Base, NCTCOG has been asked by communities participating in the Joint Land Use Study to serve as the study sponsor. The study sponsor is responsible for grant management, consultant procurement, and management of the consultant contract. The Joint Land Use Study Policy and Technical Committees will provide direction to NCTCOG in its fulfillment of this role.

PURPOSE AND NEED

The Naval Air Station Joint Reserve Base (NAS JRB) has a significant and positive economic impact on the surrounding communities and is thus an important part of the region. The Joint Land Use Study is intended to bring together the base and surrounding communities to identify strategies to encourage community growth that is compatible with military training and operational missions. This cooperation and compatible growth is essential for the long-term future of the communities and the Joint Reserve Base.

PROJECT SUPPORT

The project will be conducted under the guidance and supervision of a Project Review Committee, which will include members from NCTCOG staff and other public agencies. The responsibilities of the Project Review Committee will be to serve as the principal technical review committee for this project.
NCTCOG shall serve as project manager to implement a mutually agreed upon scope of work, to champion the project, and monitor weekly progress. NCTCOG shall also serve as the contract manager and procurement administrator for the project.

WORK PROGRAM
The work program for the Joint Land Use Study is summarized by the tasks outlined below. Consultants are invited to propose modifications to these tasks and to exercise creativity in responding to the study’s needs. Modifications to the tasks and task sequencing which will improve the effectiveness of the study effort, while containing costs, are encouraged.

SCOPE OF SERVICES
Task 1.0 – Study Group Support
This task includes the general oversight associated with the Joint Land Use Study (JLUS), including the conduct of regular JLUS committee meetings and associated staff work to prepare for such meetings.

Anticipated subtasks include the following:

Subtask 1.1 Provide staff assistance to prepare for, attend, and provide updates at all JLUS committee meetings.

Subtask 1.2 Ensure that monthly meetings, public workshops, and other events are scheduled. This includes the posting of meeting notices, the compilation of meeting agendas, the reservation of meeting space, the recording of meeting notes, and the distribution of necessary follow-up items.

Subtask 1.3 Provide monthly status reports to all study participants via email. Monthly status reports will include all relevant notes from study meetings, public involvement activities, and related events. These reports will be provided
in electronic format to detail work accomplished and funds expended to the participating entities.

Anticipated deliverables include the following:

- Notices, agendas, and notes from all meetings related to the study.
- Copies of all monthly status reports from consultant to study participants.

**Task 2.0 – Stakeholder/Public/Elected Officials Involvement**

This task includes stakeholder relationship building and public outreach. It is anticipated that this stakeholder relationship building will include tours, elected officials briefings, the development of a website and newsletter to enhance dialogue, and communication to educate residents of the study area about the JLUS process. This task may also include briefings at various City Council, County Commissioners’ Court, and other public forums throughout the study area.

Anticipated subtasks include the following:

**Subtask 2.1** Engage stakeholders from various levels of government through briefings including keynote speakers from federal and State elected offices and military partners. Target audiences will include, but not be limited to:

- City Councils
- Planning and Zoning Commissions
- Economic Development Boards
- County Commissioners’ Courts
- State elected officials
- Federal elected officials
These elected officials briefings will be held approximately three times throughout the course of the study.

Subtask 2.2 Engage stakeholders (including residents and concerned business leaders) in the study area through targeted outreach activities and public meetings, to include briefings by elected officials, military representatives, and local government staffs.

Subtask 2.3 Conduct a tour series to include the following facilities: Naval Air Station Joint Reserve Base (NAS JRB) Fort Worth, nearby neighborhoods impacted by aircraft noise, et cetera. These tours will be conducted for the study group, local elected officials, and local government staffs.

Subtask 2.4 Create newsletters and other outreach materials to engage stakeholders at all levels.

Anticipated deliverables include the following:

- Notes from all elected officials briefings, public meetings, and other outreach activities.
- Photos documenting tour series.
- Approximately three newsletters.

Task 3.0 – Data Collection and Mapping

This task includes the collection of all relevant data from participating municipalities, NAS JRB Fort Worth, and other partners such as NCTCOG.

Anticipated subtasks include the following:

Subtask 3.1 Collection of all data related to land development from each participating municipality. This includes, but is not limited to: zoning, existing and future land use plans, building codes, comprehensive planning documents, et cetera.
Subtask 3.2 Collection of all relevant data from NAS JRB Fort Worth to include, but not be limited to: Clear Zones, Accident Potential Zones, Air Installation Compatible Use Zones (existing and future as available), training areas, flight paths (existing and future as available), et cetera.

Subtask 3.3 Collection of ancillary data including, but not limited to: aerial photography; demographic trends; population growth; development pressure; existing noise regulations; public infrastructure; airspace constraints related to nearby aviation facilities; height and hazard information / obstruction data related to FAR Part 77 surfaces surrounding NAS JRB Fort Worth, topographical data, et cetera.

Anticipated deliverables include the following:

- A JLUS data management system in geodatabase format, downloadable on the JLUS website.

Task 4.0 – Analysis Phase

This task includes the mapping and spatial analysis of data collected in Task 3.0.

Anticipated subtasks include the following:

Subtask 4.1 Mapping of data collected in Task 3.0. This will include the compilation of maps showing military operational data (i.e. noise contours, accident potential zones, and NAS JRB boundary, et cetera) in relation to:

- Existing and future land use plans
- Existing zoning, subdivision regulations, and building codes
- Public gathering places such as schools, residential development, shopping centers, places of worship, et cetera.
Subtask 4.2 Spatial analysis of the data collected in Task 3.0 and compiled in Subtask 4.1 to include analysis of:
- Existing zoning and land use conflicts
- Military operations (existing and future) versus land use (existing and future)
- Conservation opportunities related to Title 10 U.S. Code, Section 2684a and applicable Naval Instructions

Subtask 4.3 Analysis of existing air facility conflicts related to the proximity of NAS JRB Fort Worth to other aviation facilities.

Subtask 4.4 Analysis of existing infrastructure and surface access at NAS JRB Fort Worth.

Subtask 4.5 Analysis of future military development potential and its likely impacts on the surrounding communities and land uses.

Subtask 4.6 Analysis of future public development potential and its possible impacts on NAS JRB Fort Worth including an analysis of development regulations in each impacted municipality.

Subtask 4.7 Analysis of the impact that NAS JRB Fort Worth has on the tax base and economy of the surrounding communities.

Anticipated deliverables include the following:

- Series of color maps available in PDF format highlighting existing land use constraints and potential future conflicts as described in Subtasks 4.1 and 4.2 above.
- Series of maps highlighting the constraints imposed on NAS JRB Fort Worth by nearby aviation facilities as described in Subtask 4.3.
• Series of white papers (including maps) discussing existing infrastructure, ground access, future military development anticipated due to BRAC changes, future public development potential, and tax base impact related to NAS JRB Fort Worth and the surrounding communities, as described in Subtasks 4.4 through 4.7 above. These white papers will be designed to function as both stand-alone documents as well as text that is easily included in the Final Report described in Task 6.0.

Task 5.0 – Development of Recommendations

This task includes the development of recommendations related to land development in the impacted communities for consideration by local government decision makers. This task also includes the development of recommendations for operational changes to be considered by the leadership of NAS JRB Fort Worth, to include operational changes which may have a positive impact on noise and safety in the communities surrounding the installation without producing any negative mission-related impacts.

Anticipated subtasks include the following:

Subtask 5.1 Identification of policy-level recommendations to guide land development practices in the study area. This will include regulatory and non-regulatory practices in the study area. This will include practices to encourage compatible land uses around the installation including, but not limited to local zoning changes, building code modifications and land use policies.

Subtask 5.2 Evaluation of NAS JRB Fort Worth operating procedures, such as flight paths, climbs, descents, turns, and other characteristics whose modification may be feasible to limit noise and safety impacts on the surrounding communities without affecting mission capability.
Subtask 5.3  Development of an implementation and maintenance plan describing the successful adoption of each of the actions recommended in Subtasks 5.1 and 5.2. This implementation plan will highlight best practices from other JLUS efforts around the country, and will provide suggested timelines to accomplish the changes efficiently and effectively at the local government level. This document will include a plan to maintain the JLUS and participate in ongoing outreach and public involvement, including the development of tools to communicate special operations to the public.

This implementation and maintenance plan will include recommendations for funding from interested parties. The implementation plan will be supplemented by consultant visits to local governments for up to six months following the adoption of the Final Report to provide implementation assistance.

Anticipated deliverables include the following:

- Series of brochures describing each land development tool that is recommended in Subtask 5.1. Each brochure will be designed to function as both a stand-alone handout as well as an exhibit to be easily included in the Final Report described in Task 6.0.

- Brochure describing potential changes to military operating procedures for consideration by the leadership at NAS JRB Fort Worth. This brochure will be designed to function as both a stand-alone handout as well as an exhibit to be easily included in the Final Report described in Task 6.0.

- Implementation plan by which all recommendations can be successfully implemented by willing partners as described in Task 5.3 above. This implementation plan will be designed to function as both a stand-alone document as well as text that is easily included in the Final Report described in Task 6.0.
• Notes documenting consultant visits to local governments after the adoption of the Final Report, as described in Task 5.3 above.

Task 6.0 – Final Report

This task includes the publication and distribution of a Final Report detailing the data collected and analyzed, the resulting recommendations related to land development and military operations, and the implementation plan by which these recommendations can be successfully put into practice.

Anticipated subtasks include the following:

Subtask 6.1 Compilation of maps, recommendations, and implementation plan (developed in Tasks 4.0 and 5.0) into a Final Report format.

Subtask 6.2 Creation of an appendix to the report describing which recommendations have been implemented and which need additional attention. This item will be due approximately six months after the adoption of the full Final Report document described in Subtask 6.1.

Anticipated deliverables include the following:

• Print copy of Final Report and Appendix in color provided to all study participants including municipalities, study sponsor, DOD OEA, etc.

• Electronic version of Final Report and Appendix in PDF format provided to all study participants and posted on the JLUS website (three CD’s containing all electronic material will be provided to DOD OEA).

SCHEDULE AND BUDGET
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tr>
<td>Fall 2005</td>
<td>NAS JRB Fort Worth nominated for JLUS</td>
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<tr>
<td>Spring 2006</td>
<td>Ad hoc committee formed to discuss formal JLUS application</td>
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<tr>
<td>May 2006</td>
<td>Cities adopt joint resolutions in support of JLUS</td>
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<td>NCTCOG establishes JLUS website at: <a href="http://www.nctcog.org/jlus">www.nctcog.org/jlus</a></td>
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<tr>
<td>July 2006</td>
<td>Final Application Submitted</td>
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<tr>
<td>August 2006</td>
<td>Grant award announced</td>
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<tr>
<td>October 2006</td>
<td>Solicitation of Requests for Proposals to obtain consultant assistance</td>
</tr>
<tr>
<td>November 2006</td>
<td>Consultant Selection Committee Reviews responses to RFP's (Consultant Selection Committee to be composed of NCTCOG staff members and delegates from the JLUS Study Group)</td>
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<tr>
<td>December 2006</td>
<td>Consultant selected</td>
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<tr>
<td>January 2007</td>
<td>Notice to Proceed Begin Task 3.0 Data Collection and Mapping</td>
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<tr>
<td>February 2007</td>
<td>Task 2.0: Kick-Off Public Meeting #1</td>
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<tr>
<td>March 2007</td>
<td>Complete Task 3.0 Data Collection and Mapping</td>
</tr>
<tr>
<td></td>
<td>Begin Task 4.0 Analysis Phase</td>
</tr>
<tr>
<td>April 2007</td>
<td>Task 2.0: Elected Officials Briefing</td>
</tr>
<tr>
<td>May 2007</td>
<td>Complete Task 4.0 Analysis Phase</td>
</tr>
<tr>
<td></td>
<td>Begin Task 5.0 Development of Recommendations</td>
</tr>
<tr>
<td>Month</td>
<td>Task Description</td>
</tr>
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<td>-----------------------</td>
<td>----------------------------------------------------------------------------------</td>
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<tr>
<td>June 2007</td>
<td>Task 2.0: Public Meeting #2</td>
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<tr>
<td>July 2007</td>
<td>Complete Task 5.0 Development of Recommendations; Task 2.0: Elected Officials Briefing</td>
</tr>
<tr>
<td>August 2007</td>
<td>Begin Task 6.0 Final Report</td>
</tr>
<tr>
<td>September 2007</td>
<td>Task 2.0: Final Public Meeting #3</td>
</tr>
<tr>
<td>October 2007</td>
<td>Complete Task 6.0 Final Report</td>
</tr>
<tr>
<td>November 2007</td>
<td>Adoption of Final Report by Study Group</td>
</tr>
<tr>
<td>Nov 2007 through May 2008</td>
<td>Consultant to provide implementation assistance to local governments; white paper to follow</td>
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Approximately $162,000 is available for consultant assistance for these activities.
CONSULTANT SELECTION CRITERIA

A Consultant Selection Committee will review all proposals and select a firm it considers qualified to undertake the project. The following criteria will be used to evaluate the proposals:

1. Project Understanding 25 percent
2. Scope of Services 25 percent
3. Project Manager/Staff Qualifications 20 percent
4. Project Cost 15 percent
5. Firm Qualifications/Consultant References 10 percent
6. Project Schedule 5 percent

If the Consultant Selection Committee determines that interviews will be required before a final decision can be made, the interviews will take place at NCTCOG offices in Arlington, Texas, the week of November 27, 2006. Proposers should be willing and able to attend these interviews, if necessary. Consultants who are invited to an interview will be notified by the end of the day on Monday, November 20, 2006, that an interview has been scheduled. Costs for developing the proposal and costs attributed to interviews (and subsequent negotiations) are at the proposer's own expense and will not be reimbursed by NCTCOG.

Other requirements are that the Disadvantaged Business Enterprise participation meets NCTCOG's 13-percent goal and that an Affirmative Action Plan is included in the Proposal. Failure to comply with these requirements may result in finding the Proposal to be nonresponsive.

Following final negotiations of the work plan and costs satisfactory to NCTCOG, the consultant will be asked to execute a contract with NCTCOG. A Notice to Proceed will be issued upon
execution of the contract. NCTCOG reserves the right to reject any and all proposals, to contract for any or all portions of the project with the selected consultant, or to hire multiple firms.

The successful responder(s) to this Request for Proposals are expected to provide qualified personnel to accomplish each portion of the work in this project. NCTCOG will maintain the right to request the removal of any personnel found, in its opinion, during the course of work on this project, to be unqualified to perform the work.

The Sample Contract, provided in this transmittal, contains federal requirements which must be included with all proposals submitted. Appendices C through K of the sample contract contain compliance requirements and certification forms which must accompany the proposals. **Failure to comply with these requirements may result in finding the Proposal nonresponsive.**

All questions (including technical, contract, or administrative questions) regarding the services required shall be directed in writing to Ken Kirkpatrick, Senior Program Manager, Transportation Department, NCTCOG, consultant procurement manager for this project. Questions submitted by e-mail are preferred, and can be directed to Ken Kirkpatrick at kkirkpatrick@nctcog.org. Please submit all inquiries by Friday, October 20, 2006, at 5 p.m. NCTCOG reserves the right to respond to inquiries as it deems necessary.