

**CITY COUNCIL**

**The City of Orange Township, New Jersey**

**DATE** May 7, 2024

**NUMBER** 259-2024

**TITLE: A RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE NEW JERSEY URBAN AND COMMUNITY FORESTRY PROGRAM**

**WHEREAS**, the City of Orange Township is a participating municipality in The New Jersey Urban and Community Forestry Program; and

**WHEREAS**, on April 16, 2024, the City of Orange Township approved Resolution No. 226-2024 to submit application and acceptance of a grant application to the New Jersey Urban Forestry Program for year 2024; and

**WHEREAS**, the City of Orange Township hereby accepts the funds under the New Jersey Urban Forestry Program Year 2024 in the amount of \$850,000.00.

**NOW, THEREFORE, BE IT RESOLVED**, that the Municipal Council does hereby authorize the Mayor to accept funding from the New Jersey Urban Forestry year 2024.

**Adopted: May 7, 2024**

\_\_\_\_\_  
Joyce L. Lanier  
City Clerk

\_\_\_\_\_  
Tency A. Eason  
Council President



TENCY A. EASON



## State of New Jersey

DEPARTMENT OF ENVIRONMENTAL PROTECTION  
STATE PARKS, FORESTS & HISTORIC SITES  
NEW JERSEY FOREST SERVICE

501 East State Street

P.O. BOX 420, Mail Code 501-04

TRENTON, NJ 08625-0420

TEL: # 609-292-2532 FAX: # 609-984-0378

PHILIP D. MURPHY  
*Governor*

SHAWN M. LATOURETTE  
*Commissioner*

TAHESHA L. WAY  
*Lt. Governor*

March 26, 2024

Dear Mayor Dwayne Warren,

Congratulations! The New Jersey Urban and Community Forestry Program (NJUCF) is pleased to announce CONDITIONAL approval for the City of Orange Township's Leafing Out Management Grant award. This Leafing Out Management Grant is to be used to conduct a tree inventory, write a Community Forest Management Plan, conduct tree maintenance, and plant trees, all of which are to be done by a contracted professional. Conditional approval requires further discussions with NJUCF to clarify aspects of your project and determine the amount of your grant award.

Another email will follow soon, detailing points in the project to be discussed. Online meetings will be set up for discussions. Other items to be discussed are approval of a tree planting and maintenance plan prior to starting any tree planting activities and a tree maintenance/removal plan approval prior to any maintenance activities. NJUCF will be drafting a grant agreement for your municipality to complete. This agreement will be delivered and managed through NJDEP SAGE, our electronic grant system.

The Work Period for the grant agreement begins 5/01/2024 and will end on 4/26/2028. Grant reimbursements will be paid upon NJUCF approval of the project deliverables, and the project milestones reached. Documentation of all project expenditures and proof of payment (as cancelled checks) must be submitted for reimbursement. All expenditures and activities must take place within the work period of the grant agreement.

We are pleased to offer this assistance to your municipality to help provide a healthy, safe, and sustainable community forest.

Sincerely,

A handwritten signature in cursive script that reads "Todd Wyckoff".

Todd Wyckoff  
State Forester  
NJ Forest Service

CC: Michael Hart, NJFS Supervising Forester; Patricia Shapella, NJFS Grants Administrator; Cara Escalona, NJFS LOG Outreach Coordinator; Christopher Hartwyk, BA; Marty Mayes, Dir. Public Works

**CITY COUNCIL**

**The City of Orange Township, New Jersey**

**DATE** April 16, 2024

**NUMBER** 226-2024

**TITLE:** **A RESOLUTION AUTHORIZING THE CITY OF ORANGE TOWNSHIP TO SUBMIT APPLICATION FOR THE NEW JERSEY DEP URBAN COMMUNITY FORESTRY LEAFING OUT GRANT**

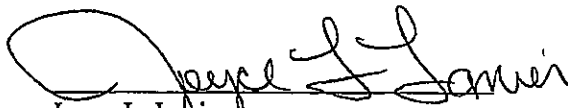
**WHEREAS**, the City of Orange Township desires to apply for and obtain a grant from the New Jersey DEP Urban Community Forestry Leafing Out Grant for approximately \$850,000.00 for the purpose of planting trees within city limits; and


**WHEREAS**, the City of Orange Township does hereby authorize the application for such a grant and recognizes and accepts that the Department may offer lesser or a greater amount upon receipt of the grant agreement from the Urban and Community Forestry Program; and

**BE IT THEREFORE RESOLVED**, that the City of Orange Township does further authorize the execution of any such grant agreement; and also, upon receipt of the executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the City of Orange Township and the New Jersey Urban Forestry Program; and

**NOW, THEREFORE BE IT RESOLVED** that the Municipal Council does hereby authorize the Mayor to submit application for funding under the New Jersey DEP Urban Community Forestry Program.

Adopted: **April 16, 2024**

  
Joyce L. Lajier  
City Clerk

  
Tency A. Eason  
Council President

  
A. MIZRATH

**RESOLUTION NO. 226-2024**

**ON CONSENT AGENDA**

**REGULAR COUNCIL MEETING – April 16, 2024**

**MOTION TO ADOPT: Summers-Johnson**

**SECOND: Hilbert**

**YEAS: Coley, Hilbert, Ross, Summers-Johnson, Wooten & Council President Eason**

**NAYS: None**

**ABSTENTIONS: None**

**ABSENCES: Montague, III**

**The City of Orange Township**  
**Narratives Draft**

**PROJECT OVERVIEW**

Provide a clear description of the project your municipality would implement if awarded funding through this grant. Include basic information on those involved in the project and their role, the project location(s), the need for the project, and how it would appropriately fulfill the objectives outlined in the RFP. Projects should generally follow the yearly outline provided in the RFP.

The City of Orange Township is respectfully requesting \$850,000.00 in funding from the New Jersey Department of Environmental Protection (NJ DEP) Urban & Community Forestry Program (UCF) Leafing Out Grant (LOG) Management Program for Overburdened Communities (OBCs). Funding through the UCF LOG Management Program will enable the City to establish a comprehensive community forestry management plan (CFMP), update its tree inventory, expand tree maintenance efforts, and implement new tree planting throughout the City.

As designated by the NJ DEP, The City of Orange Township is a 100% NJ Environmental Justice Community. Orange faces a number of social and economic challenges beyond the disproportionate environmental and public health stressors of an urban community which was split by 12 combined lanes of I-280 and Freeway Drive in the 1960s. The City is also in close proximity to the Port of Elizabeth, the second busiest economic port in the nation, which contributes to greater pollution and poorer air quality in Orange. The City's land area is only 2.2 square miles, and with a population per square mile of 15,565 residents, Orange is more than 12 times as dense than New Jersey's 1,263 population per square mile.

Orange is also one of the most diverse communities in the state. According to the US Census, Orange's population of 33,678 residents is as follows: 60.7% Black, 30.8% Hispanic / Latino, 7.7% two or more races, and 4.9% White alone. 42.9% of residents are foreign born and almost half of households speak a primary language other than English at home. In Orange, 21.6% of residents live below the poverty line, compared to 15.1% of residents in Essex County and 10.2% of residents across New Jersey. The per capita income in Orange is just \$25,194, a number 40% less than Essex County's \$42,028 per capita income and 46% less than New Jersey's \$46,691 per capita income.

The City is now applying for funding through the UCF LOG Management Program in order to gain accreditation through the UCF and create a management plan for the City's trees, as no current inventory exists. Many areas of the City, especially the downtown and economic areas, are currently barren and would greatly benefit from tree planting efforts. Orange's Department of Public Works (DPW) will lead these efforts and will utilize funding and support through the UCF LOG Management Program in order to vastly increase the City's tree canopy to combat urban heat island effects, increase storm resilience, beautify urban areas, and increase resident's mood with greater green presence in the City.

The City is confident that the proposed project through the UCF LOG Management Program will help jumpstart and sustain a strong urban forestry program for the City and its residents. The work plan, personnel, community capacity, and monitoring relating to the grant are outlined within the following application narratives. The City is grateful to the NJ DEP UCF for this funding opportunity, and will ensure all proper documentation of activities conducted within the opportunity are provided as required by the program guidelines.

WORK PLAN
<p>Describe in more detail how this project will be carried out. What will happen when, including the major milestones, in completion of the project? Make sure to consider how your timeline comports with the yearly outline and to include specific information regarding grant activity as noted in the RFP.</p> <p>Describe in more detail the project location, the existing conditions of the urban and community forest (to the best of your ability), and how the project will address the needs of the community, including, for example, creating/expanding/upgrading urban and community green space, reducing urban heat island impact, mitigating stormwater issues, improving health and well-being, etc.</p>

Below is the outlined preliminary work plan the City and DPW have established through the NJ UCF LOG Management Program:

Year 1: Create Tree Inventory and Community Forestry Management Plan (CFMP)

The City DPW will work with a consulting forester and NJ UCF expert personnel to create an urban forestry inventory. This inventory is an essential first step in order for the City to move forward with a sustainable and targeted approach to tree maintenance and planting, especially in learning about areas of need which may not have otherwise been identified. Once the inventory is complete, the City can work with the consulting forester and NJ UCF expert personnel to create a focused CFMP. The CFMP will help guide the City on long-term decision making regarding tree population, canopy coverage, and more.

Years 1-2: Conduct Initial CFMP Work

The City DPW will conduct work in accordance with the comprehensive CFMP. The CFMP will incorporate best practices in sustainable development, environmental justice, public health, community engagement, economic development and more. The CFMP will be utilized in an interactive process that involves the City administration, community organizations, residents, and volunteer partnerships. The CFMP will help the DPW conduct coordinated tree maintenance and planting efforts around the City while engaging key stakeholders.

Years 2-4: Tree Maintenance, Hazard Tree Removal, and New Tree Planting

The City DPW will work with expert personnel from the NJ UCF to monitor the progress of the City's tree inventory and CFMP efforts. The City will ensure all steps are taken to attain NJ UCF accreditation in order to conduct tree maintenance activities through the City. Maintenance may consist of trimming and pruning, mulching, fertilizing, watering, root and sidewalk management, pest and disease inspection, and more. Hazard trees which are identified as a threat to residents or property will be removed with project funding. Planting and establishment of public trees will be conducted by the DPW through project funding as well. With consultation, guidance, tools, and more from the NJ UCF, Orange will be able to use funding from the LOG Management Program to create a lasting impact through the City for years to come.

**PERSONNEL**

Identify the municipal staff, shade tree commission volunteers, contractors, consultants, and partners who will be consulted and those responsible for developing and for implementing the project. Make sure to include those who will manage the grant itself and those who will implement the project. Clearly identify the roles and responsibilities of each person/group involved. Provide resumes/qualifications for all individuals with a significant role in the project, and letters of support for all project partners. Include these as attachments.

Orange's NJ UCF LOG Management Program will be managed by the City DPW in coordination with the City Administration. Marty Mayes is the Director of Orange's DPW and brings decades of experience within public works management, personnel management, and program management. DPW Administrator Keesha Lewis will assist Director Mayes on all programmatic elements, required reporting, continuing education, accreditation, and all necessary elements as outlined through NJ UCF programmatic guidance. Mr. Mayes' and Ms. Lewis' resumes are also attached to this application.

The DPW will work with community organizations, volunteers, and key stakeholders to sustainably and effectively carry out programmatic work. The City has also received letters of support from the following agencies with whom the DPW has a long, impactful working relationship with: The New Jersey Tree Foundation, Ticos Tree Service LLC.

Orange is committed to responsible stewardship of public funds and has a strong history of managing grant funding from a number of different County, State, and Federal agencies. Most recently, the City has received funding for projects through the NJ DEP Green Acres Program, NJ DCA LRIG Program, Essex County CDBG Program, NJ DOT LTPF Program, and more.

COMMUNITY CAPACITY
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Describe your municipality's unique strengths, demonstrated past or newly created partnerships within the community, past successful projects (even if not specifically tree related), and commitment to ensuring completion of the project.
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The City has a strong demonstrated history of public works projects including a number of parks projects, open space maintenance, and other public funding. As an example, the City has received funding from the NJ DEP Green Acres Program for a number of years, in order to maintain and improve a number of parks and open spaces. Last year, Orange was awarded \$981,590.00 for improvements to Metcalf Park and in 2022, Orange received \$1,200,000.00 for improvements to Military Park. These projects, among others, have been successfully managed by the DPW with coordination with other Departments and oversight from the City Administration.

Further, the DPW Parks Maintenance Division maintains the upkeep of eight city parks totaling 12 acres, as well as all City-owned lots, and three in-ground swimming pools. The DPW takes care all public streets including the trees, shrubs, and flowers along public roadways / sidewalks, municipal parks, and on public grounds. The DPW Buildings and Grounds Division is responsible for all public facilities in the City, including: Lighting in all municipal parking lots and all athletic fields (basketball, tennis and baseball); Fire alarm systems in all municipal buildings; Water lines at the municipal buildings, ball fields and parks; All fire extinguishers; Fencing; Parking lot meters; All park benches; Heating, air-conditioning and plumbing systems, and meters in all municipal buildings; and more. Beyond the DPW's general scope of work, the City also leverages collaborative partnerships with key community organizers and engages residents to ensure that City efforts reflect resident demands and concerns regarding different parks, public lots, or projects.

Unfortunately, many of the City's public services are underfunded and must rely on subsidies from state and federal funds to carry out these impactful projects. The City has experienced economic loss and hardship for decades as manufacturing, business, and residential populations have left the area. These factors have led to an ever-diminishing tax base for the City while also contributing to urban decay due to vacant and abandoned properties. In New Jersey, Orange ranks 21st out of the 565 boroughs, townships, and cities on the State's Municipal Revitalization Index (MRI). This means that Orange sits in the top 5% of New Jersey communities identified for additional funding, including needs-based distributions. Orange is also a New Jersey Urban Aid Municipality, a designation given to the state's most distressed municipalities to help channel funding, resources, and support.



MONITORING AND EVALUATION EXPLANATION

Provide a brief description of how you will evaluate progress on the project, measure results, and track milestones to ensure the project objectives are completed within the expected timeline. Include information on how expenses will be tracked and categorized.

The City Administration will work with the DPW to ensure that regular monitoring and evaluation is conducted within the programmatic guidelines outlined by the NJ UCF LOG Management Program. The DPW currently conducts inspections and maintenance of trees on an ad hoc basis. With funding and support from the NJ UCF, the DPW will be able to formalize and more efficiently conduct maintenance and monitoring of all City trees. The DPW will be able to do this with the new tree inventory and CFMP created with the help of a consulting forester and NJ UCF expert personnel.

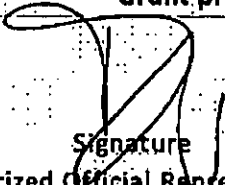
With the CFMP, the DPW will be able to operationalize objectives related to tree maintenance, removal, and new planting efforts. Milestones will be properly tracked and a formal timeline will be developed to efficiently map out City goals and ensure grant funding has a lasting impact throughout the City. The DPW will monitor details on the use of funds, project outcomes and milestones, and tree data like the number of trees maintained, number of trees removed, number of trees planted, public damage from trees, and community feedback related to CFMP efforts. The DPW will ensure proper documentation and reporting of all activities conducted within the grant award and submit all necessary data, reports, and files required by the NJ UCF funding opportunity.



SFS use only

Urban and Community Forestry Program
Leaf Out Grant Management (IRA Funding)
APPLICATION

PROJECT INFORMATION
Applicant: Municipality : City of Orange Township
County : Essex County
Application Date: 04/05/24
Project Name: The City of Orange Township Leaf Out Grant Management
The following descriptions can be brief, with more details given in the Project Overview
Project Location: City-wide project, Orange
Project Street Address: N/A
Block(s): N/A Lot(s): N/A
Project Manager: Marty Mayes Title: Director, Department of Public Works
Organization: The City of Orange Township
Phone: 973-952-6081 E-mail: mmayes@orangenj.gov

Municipal Code Number: 0717		Vendor ID Number: 226002178	
Accounting Method: <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Modified Accrual <input type="checkbox"/> Accrual <input type="checkbox"/> Other			Date of Fiscal Year: from 01/01 to 12/31
Type of Local Government: Township			
Unique Entity Identifier ( UEI Number): H9WWHYNWQ474			
Authorized Official: Honorable Dwayne D. Warren, Esq. Title: Mayor, The City of Orange Township <small>(Local government official authorized by the governing body, to sign this application and the grant agreement. This must be either the Mayor, Business Administrator or the CFO.)</small>			
Municipal Clerk: Joyce Lanier <small>(This is the person responsible for grant contract documents)</small>			
Phone: 973-789-7668		E-mail: jlanier@orangenj.gov	
Address: 29 North Day Street <small>(Must be where contracts are to be delivered)</small>		City: Orange	State: NJ ZIP: 07050
Chief Financial Officer: Nile Clements			
Phone: 973-952-6113		E-mail: nclements@orangenj.gov	
Address: 29 North Day Street <small>(Must be where checks are to be delivered)</small>		City: Orange	State: NJ ZIP: 07050
As the authorized official representative of the above named applicant (local government), I hereby certify that the information provided within this NJ Forest Service Urban & Community Forestry Grant proposal and application form is complete and true.			
 Signature Authorized Official Representative		Honorable Dwayne D. Warren, Esq. Mayor, The City of Orange Township Printed Name & Title of the Authorized Official Representative	
		Date 4/1/2024	

### Municipal Information

Provide the following information regarding your municipality. This information will be used in the evaluation of this application

a. Does the applicant have, or has the applicant ever had an approved Community Forestry Management Plan:

- Yes, Expiration Date  
 No

b. Is one local government employee and one community volunteer CORE trained:

- Yes  No

c. Did the applicant have eight (8) continuing education units (CEU's) between two people in the 2023 calendar year:

- Yes  No

Does the applicant have a tree inventory in place?  Yes  No

What kind of inventory is it? Unknown  Additional comment: N/A

Municipal Land Area in Square Miles: 2.2 square miles

2020 Census Population: 34,449

Average Tree Canopy based on NJ Forest Adapt (<https://njforestadapt.rutgers.edu/#/map>): 14.61%

Impervious Surface Cover (<https://njforestadapt.rutgers.edu/#/map>) 55.38%

Does your municipality include one or more disadvantaged areas (census tracts) using the Climate and Economic Justice Screening Tool (CEJST) areas (<https://screeningtool.geoplatform.gov>):

- Yes  No

Does your municipality include one or more overburdened communities, using the NJDEP Environmental Justice Mapping Tool for Overburdened Communities (<https://dep.nj.gov/ej/communities/>):

- Yes  No

NJ DEP – Urban & Community Forestry Program  
Leafing Out Grants for Overburdened Communities Management Grant

## **Project Application Narratives**

The City of Orange Township

PROJECT OVERVIEW
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WORK PLAN
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PERSONNEL
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The DPW will work with community organizations, volunteers, and key stakeholders to sustainably and effectively carry out programmatic work. The City has also received letters of support from the following agencies with whom the DPW has a long, impactful working relationship with: The New Jersey Tree Foundation, The Rutgers Cooperative Extension of Essex/Passaic Counties, Ticos Tree Service LLC, and JP TreeWorks. Orange continues to build, develop, and expand on multiple lasting partnerships with community organizations and stakeholders. These relations are critical to help maximize the City's impact to residents and the wider community.

Orange is committed to responsible stewardship of public funds and has a strong history of managing grant funding from a number of different County, State, and Federal agencies. Most recently, the City has received funding for projects through the NJ DEP Green Acres Program, NJ DCA LRIG Program, Essex County CDBG Program, NJ DOT LTPF Program, and more.



COMMUNITY CAPACITY
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Describe your municipality's unique strengths, demonstrated past or newly created partnerships within the community, past successful projects (even if not specifically tree related), and commitment to ensuring completion of the project.
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<b>MONITORING AND EVALUATION EXPLANATION</b>
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<p>Provide a brief description of how you will evaluate progress on the project, measure results, and track milestones to ensure the project objectives are completed within the expected timeline. Include information on how expenses will be tracked and categorized.</p>
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With the CFMP, the DPW will be able to operationalize objectives related to tree maintenance, removal, and new planting efforts. Milestones will be properly tracked and a formal timeline will be developed to efficiently map out City goals and ensure grant funding has a lasting impact throughout the City. The DPW will monitor details on the use of funds, project outcomes and milestones, and tree data like the number of trees maintained, number of trees removed, number of trees planted, public damage from trees, and community feedback related to CFMP efforts. The DPW will ensure proper documentation and reporting of all activities conducted within the grant award and submit all necessary data, reports, and files required by the NJ UCF funding opportunity.

NJ DEP – Urban & Community Forestry Program  
Leafing Out Grants for Overburdened Communities Management Grant

**ACORD Certificate of Insurance**

The City of Orange Township



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
3/27/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> BGIA-GSMJIF Underwriting Unit 900 Route 9 North, Suite 503 Woodbridge NJ 07095	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 800-272-6771		FAX (A/C, No): 732-634-5379
	<b>E-MAIL ADDRESS:</b>		
		<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
		<b>INSURER A:</b> Public Entity Joint Insurance Fund	
		<b>INSURER B:</b>	
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

**INSURED**  
 City of Orange Township  
 29 North Day Street  
 Orange NJ 07050

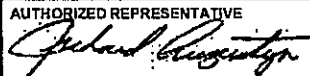
ORANTOW-01

**COVERAGES**                      **CERTIFICATE NUMBER: 2073218384**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			PEJIF2024	1/1/2024	1/1/2025	EACH OCCURRENCE	\$ 15,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 2,500,000
							MED EXP (Any one person)	\$ INCLUDED
							PERSONAL & ADV INJURY	\$ INCLUDED
							GENERAL AGGREGATE	\$ 15,000,000
							PRODUCTS - COMP/OP AGG	\$ INCLUDED
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED      RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Evidence of Insurance as respects the City of Orange Township for the Leafing Out Grants for Overburden Communities Management grant.

<b>CERTIFICATE HOLDER</b>  NJ Urban and Community Forestry Program PO Box 420 Trenton NJ 08625	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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NJ DEP – Urban & Community Forestry Program  
Leafing Out Grants for Overburdened Communities Management Grant

**Resumes / Biographies for Municipal Staff**

The City of Orange Township



THE CITY OF ORANGE TOWNSHIP

I'm Looking For...



Residents

Business

UEZ Program

How Do I...

City Government

Departments

Links - Staff Directory

Marty Mayes

Public Works

Title: Director of Public Works

Phone: (973) 952-6081

Additional Phone: (973) 952-1921

mmayes@orangeco.gov



About Director Marty Mayes

Born and raised in the City of Orange Township, Director of Public Works Marty Mayes, grew up on Filiber Street. An outstanding football player during his tenure at Orange High School, he averaged 20 tackles per game and held a reputation for never leaving the field. An All-conference, all-county and all-state selection, Mayes received a full athletic scholarship to attend Rutgers University in New Brunswick upon graduating high school.

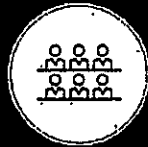
A well-rounded athlete and student, Director Mayes received an Academic All-American Award from Rutgers University, and during his final year in college, he earned the privilege to work in the City of Orange as an intern, where he assisted the Department of Public Works—the Department he currently oversees—in designing and implementing a municipal recycling program. Upon graduating, Director Mayes was selected to participate in the distinguished NJ Department of Community Affairs (DCA) Housing Fellows Program. As a Housing Fellow, he rotated throughout various Divisions within the DCA and the NJ Housing Mortgage Finance Agency for a 3-year period. During the final year of his fellowship, he was selected to work as a Program Manager within the DCA's Balance Housing Department.

During his tenure as Program Manager with DCA, Director Mayes had the opportunity to manage projects within the City of Orange Township because his colleagues did not like traveling from Trenton to Orange. For him though, it was a dream job to work to improve the City where he was born and raised. He was then asked to join Mayor Hiram Hockett's administration as Director of what was then the Department of Planning and Development. After leaving the City briefly to serve as the Director of Community Development in Reading, PA, and later Director of Neighborhood Services in the Township of Irvington, he returned to Orange as Director of the Planning & Economic Development, and Public Works Departments. He currently serves as the City's Director of Public Works.

[Return to Staff Directory](#)



Bill Pay



Council Information



Agendas & Minutes



Job Openings



Documents & Forms



Notify Me\*



Contact Us

Orange City Hall

29 North Day Street  
Phone: 973-952-6100  
Staff Directory



Quick Links

- Finance
- Forms, Permits, and License Applications
- Mayor's Office
- Public Works
- Vital Statistics
- Staff Directory

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- Copyright Notices
- Privacy Policy

MOVING ORANGE FORWARD

# MARTY MAYES, MCRP, CRP, SRMP, CPWM

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## SUMMARY

Broad state and municipal experience in community and economic development and redevelopment as well as planning, strengths include coordination of affordable housing development, property maintenance and code enforcement, program oversight and management, facility management, business recruitment, event planning and downtown marketing and promotions.

## PROFESSIONAL EXPERIENCE

***Director of Public Works, Planning & Economic Development, Orange, NJ 2012-Present***

***Interim Business Administrator***

***2016-2017***

- Orchestrated switch from third party construction agency increasing municipal revenue
- Oversight of municipal engineering consulting firm
- Installed cameras at garage and GPS tracking system in public works vehicles
- Responsible for redevelopment agreements and financial agreements relative to pilots
- Increased annual business licensing compliance
- Assist Deputy BA with various administrative tasks and duties relative to official city business
- Implemented Town wide fiscal impact study
- Coordinator of Central Valley Business Interest Roundtable
- Oversee solid waste and recycling operations
- Lead and Coordinate Green Team relative to Sustainable NJ
- Mayor's designee to fill in for BA at council meetings as administrative representative
- Spearheaded passage of Bond Ordinance targeting organizational problems
- Responsible person for oversight of Federal Grants

***Rutgers University, Program Instructor, New Brunswick, NJ***

***2019-2020***

- Instructor for Managing and Developing Human Resources
- Center for Government Services
- Part-time non-credit position
- Classroom instruction
- Monitoring of attendance
- Daily sign-in sheets for students
- Submission of grades and exams

***Director of Neighborhood Services, Irvington, NJ******2011 - 2012***

- Responsible for servicing neighborhoods and business areas with public works operations, engineering, building construction, public nursing, environmental services, animal control, vital statistics, property code inspections and recycling.
- Completed long overdue upgrades and improvements to municipal complex
- Developed clean team for central business district
- Revived stalled Municipal court records and retention project
- Reinstated FTA alcohol and drug testing
- Promote recycling awareness and enforcement and leading to more compliance
- Consistent disciplinary actions and write ups working

***Director of Community Development, Reading, PA******2008 - 2010***

- Responsible for Community Development Block Grant, Home investment Partnership Program, Emergency Shelter Grant Program
- Downtown 2020 Project leading to a Main Street application to DCED
- Blighted Property Review Committee
- Keystone Opportunity Zones (KOZ) tax relief program spurring development in blighted areas
- Homeless Prevention and Rapid Re-Housing
- Neighborhood Stabilization Program (NSP) awarded five million dollars

***Director of Planning & Development/UEZ Coordinator, Orange, NJ******1996 - 2008***

- Developer of an integrated marketing recruitment program and "Juicy Jam" Concert Series/ Logo
- Administered Regional Contribution Agreement (RCA) rehabilitation program
- Municipal Housing Liaison worked directly with the Council on Affordable Housing
- Community Development Block Grant Representative overseeing (CDBG) program
- Improved the Inspections and licensing by revamping protocol, eliminated backlog and duplication of efforts increasing number of notices and summonses by more than 100% annually Spearhead Technical Advisory Committee (TAC) in support of planning and zoning boards
- Applied for and awarded Neighborhood Preservation Program (NPP)
- Revived the Certificate of Habitability (C of H) program decreasing tenant/landlord disputes
- Accomplished a 70% decrease of the number of vacant and abandoned properties
- Implementing city-wide Geographic Information Systems (GIS)
- Public Officer accelerated auctions and demolitions ridding the city of eyesores
- Collaborated with Orange Housing Authority on development of Hope VI Redevelopment Plan
- Managed and supervised fifteen full-time employees and three outside agency employees
- Responsible for acceptance into Main Street New Jersey Program



*Affordable Housing Fellow Program, Trenton, NJ*

*1993 - 1995*

- Participated in an innovative two-year hands-on training program designed to expose, post-graduate students to the Department of Community Affairs.
- Rotated through New Jersey Housing Mortgage Finance Agency (HMFA), as well as other housing agencies and community based organizations in the State.
- Project Manager for various affordable Housing projects throughout the State. Balanced Housing program performed pro-forma analysis.

**EDUCATION**

**MCRP** - Edward J. Bloustein School of Planning and Public Policy, New Brunswick, NJ

**BA** - Urban Studies - Rutgers University, Livingston College, New Brunswick, NJ

**LICENSES AND CERTIFICATES**

Housing Inspection Overview

Fire Prevention and Inspection

New Jersey Hotel/Motel Dwelling Code

Downtown Revitalization Institute

Smart Choices Leadership Institute

New Jersey Redevelopment Authority Redevelopment Training Institute



- Resolve outstanding unresolved orders generated by customer service

**EDUCATION:**

September 1995-1999  
Diploma, 1999

St. Patrick's High School, Elizabeth, New Jersey

**RELEVANT SKILLS:**

- Proficient in Windows and Microsoft Office Suite
- Internet Navigation and Data Entry
- Excellent organizational, written, and communication skills

**AFFILIATIONS:**

- Hillside Pop Warner- Cheerleading 2008-2015

**REFERENCES AVAILABLE UPON REQUEST**

NJ DEP – Urban & Community Forestry Program  
Leafing Out Grants for Overburdened Communities Management Grant

**Letters of Support from Project Partners**

The City of Orange Township

**Board of Trustees**

***President  
Jay Kaplan***

***Secretary  
Peggy Middaugh***

***Treasurer  
Mark C. Franz***

***Robert Bartosz***

***William Comery***

***Corey Lilliston***

***Leonard Ward***

***Executive Director  
Pam Zipse***

The Honorable Mayor Dwayne D. Warren, Esq.  
The City of Orange Township  
29 North Day Street  
Orange, NJ, 07050

March 19, 2024

RE: Letter of Support for the City of Orange Township's Application to the New Jersey Department of Environmental Protection 2024 Urban & Community Forestry – Leafing Out Grants for Overburdened Communities Management Grant

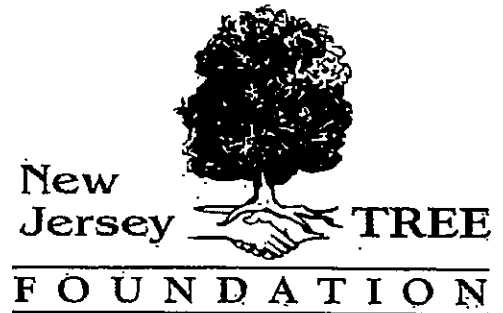
Dear Mayor Warren:

On behalf of the New Jersey Tree Foundation, I am pleased to provide this letter in full support of the City of Orange Township's application to the New Jersey Department of Environmental Protection Urban & Community Forestry (NJ DEP UCF) – Leafing Out Grants for Overburdened Communities Management Grant. Orange is currently unaccredited through the NJ UCF and is in need of an updated tree inventory and community forestry management plan in order to properly conduct tree-planting activities.

Orange is a densely populated urban municipality with limited access to green spaces. The City is considered a fully overburdened community, with each of the Orange's census block groups consisting of low income and/or minority populations. According to the State's Municipal Revitalization Index (MRI), Orange sits in the top 5% of New Jersey communities identified for additional funding, including needs-based distributions. Orange is also a New Jersey Urban Aid Municipality, a designation given to the State's most distressed municipalities to help channel funding, resources, and support.

Marty Mayes, the Director of Orange's Department of Public Works has been working with community partners and residents to identify locations throughout the City that are in need of tree-planting and canopy coverage. Funding from the NJ DEP UCF will directly benefit residents, as well as increase access to trees and the associated benefits they provide to health, environment, economy, and community.

The New Jersey Tree Foundation is a nonprofit dedicated to planting trees in the state's most urban areas, where the need is greatest. Through tree planting, volunteerism, and partnerships, the NJ Tree Foundation assists communities in improving their environment and quality of life. The NJ Tree Foundation has over 25 years of experience using tree planting to combat environmental injustice in overburdened communities. In the spring of 2024, the NJ Tree Foundation will hold its first planting in the City of Orange at Metcalf Park after working in collaboration with Marty Mayes and the Friends of Metcalf Park community group. This volunteer-based tree planting will expand the tree canopy at the park and provide shade and beauty, along with the countless other benefits trees provide. This year is the first year the NJ Tree Foundation has worked with the City, and the NJ Tree



Foundation looks forward to continuing this newly established partnership to help increase the tree canopy of the City of Orange.

The New Jersey Tree Foundation strongly supports these proposed improvement measures, and are grateful for this grant opportunity from the NJ DEP UCF. We appreciate your prioritization of this important City project. Should you have any questions or wish to discuss further, please do not hesitate to contact me.

Sincerely,



Elena Messina  
Renaissance Trées Program Coordinator  
New Jersey Tree Foundation  
emessina@njtreefoundation.org

March 30, 2024

The Honorable Mayor Dwayne D. Warren, Esq.  
The City of Orange Township  
29 North Day Street  
Orange, NJ, 07050

Re: Letter of Support for the City of Orange Township's Application to the New Jersey Department of Environmental Protection 2024 Urban & Community Forestry – Leafing Out Grants for Overburdened Communities Management Grant

Dear Mayor Warren,

Rutgers Cooperative Extension of Essex County supports the City of Orange Township's application to the New Jersey Department of Environmental Protection Urban & Community Forestry (NJ DEP UCF) – Leafing Out Grants for Overburdened Communities Management Grant. Orange is currently unaccredited through the NJ UCF and needs an updated tree inventory and community forestry management plan in order to properly conduct tree-planting activities.

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Marty Mayes, the Director of Orange's Department of Public Works has been working with community partners and residents to identify locations throughout the City that are in need of tree-planting and canopy coverage. Funding from the NJ DEP UCF will directly benefit residents, as well as increase access to trees and the associated benefits they provide to health, environment, economy, and community.

Rutgers Cooperative Extension of Essex County has been a long-term partner of the City by providing education to the administration and the residents of Orange about sustainable lifestyles, protecting natural resources for future generations, and promoting the health and well-being of individuals, the community, and the environment. I am encouraged by the City's decision to plant trees around the town to improve canopy cover and look forward to working with your team to bring this vision to fruition.



Agriculture and Resource Management  
Cooperative Extension of Essex County  
621A Eagle Rock Avenue  
Roseland, NJ 07068

[njaes.rutgers.edu](http://njaes.rutgers.edu)

908-235-1168

Best Regards,

A handwritten signature in black ink, appearing to read 'Amy Rowe', written in a cursive style.

Amy Rowe, Ph.D.

County Agent II (Associate Professor)  
Rutgers Cooperative Extension of Essex/Passaic Counties



**TICOS  
TREE SERVICE LLC  
WWW.TICOSTREESERVICE.COM  
TICOSTREESERVICE@GMAIL.COM  
PO BOX 42 TCB  
WEST ORANGE NJ 07052**

**973-652-6894**

**REG.NJTC 768851  
LIC.767311**

**ARBORIST CERTIFICATION NO: NJ-1376A**

The Honorable Mayor Dwayne D. Warren, Esq.  
The City of Orange Township  
29 North Day Street  
Orange, NJ, 07050

Mar/16/2024

Dear Mayor Warren:

On behalf of Ticos Tree Service LLC, I am pleased to provide this letter in full support of the City of Orange Township's application to the New Jersey Department of Environmental Protection Urban & Community Forestry (NJ DEP UCF) – Leafing Out Grants for Overburdened Communities Management Grant. Orange is currently unaccredited through the NJ UCF and is in need of an updated tree inventory and community forestry management plan in order to properly conduct tree-planting activities.

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Marty Mayes, the Director of Orange's Department of Public Works has been working with community partners and residents to identify locations throughout the City that are in need of tree-planting and canopy coverage. Funding from the NJ DEP UCF will directly benefit residents, as well as increase access to trees and the associated benefits they provide to health, environment, economy, and community.

I Alfredo Sanchez am a Certified Arborist. Ticos Tree Service LLC is based in Orange NJ and Has been in business for over 20 years. I've been working with Mr Mayes removing and trimming trees all around town. We do encourage more outdoor and open space investment within Orange NJ and more tree planting.

Ticos Tree Service LLC strongly supports these proposed improvement measures and are grateful for this grant opportunity from the NJ DEP UCF. We appreciate your prioritization of this important City project. Should you have any questions or wish to discuss further, please do not hesitate to contact me.

Sincerely,

 3/21/2024

Alfredo Sanchez

Owner

Ticos Tree Service LLC

The Honorable Mayor Dwayne D. Warren, Esq.  
The City of Orange Township  
29 North Day Street  
Orange, NJ, 07050

03/26/2024

RE: Letter of Support for the City of Orange Township's Application to the New Jersey Department of Environmental Protection 2024 Urban & Community Forestry – Leafing Out Grants for Overburdened Communities Management Grant

Dear Mayor Warren:

On behalf of JP Tree Works, I am pleased to provide this letter in full support of the City of Orange Township's application to the New Jersey Department of Environmental Protection Urban & Community Forestry (NJ DEP UCF) – Leafing Out Grants for Overburdened Communities Management Grant. Orange is currently unaccredited through the NJ UCF and is in need of an updated tree inventory and community forestry management plan in order to properly conduct tree-planting activities.

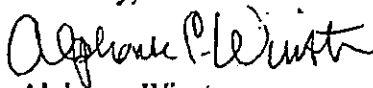
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Marty Mayes, the Director of Orange's Department of Public Works has been working with community partners and residents to identify locations throughout the City that are in need of tree-planting and canopy coverage. Funding from the NJ DEP UCF will directly benefit residents, as well as increase access to trees and the associated benefits they provide to health, environment, economy, and community.

JP Tree Works is a tree contracting service that provides tree removal services for the City of Orange Township. We have worked with the City for over five years.

JP Tree Works strongly supports these proposed improvement measures, and are grateful for this grant opportunity from the NJ DEP UCF. We appreciate your prioritization of this important City project. Should you have any questions or wish to discuss further, please do not hesitate to contact me.

Sincerely,



Alphonse Winston  
JP TreeWorks

