

March 13, 2019, 1 pm – Minutes of Meeting  
Gloucester City Environmental Partners  
Gloucester City Green Team 2019  
Municipal Building, 512 Monmouth Street, Gloucester City, NJ 08030

#### Green Team Business

- SustainableJersey – Lori Ryan from Gloucester City explained that the City will make application for Bronze certification beginning in June 2019. Some items have been submitted and some will need attention by Green Team members. She will review the application and advise status next month.
- EDA Grant – on hold
- CCMUA/Rowan Gant – no report

#### CCMUA & CDM Smith & DEP Updates (Eric/Armando) – not in attendance, no report.

- Update from Gloucester City & DPE/Sewer Director
- Update from CCMUA
- Update from NJDEP
- Status of Long-Term Control Plan

#### Green Infrastructure Municipal Action Team Business (Toby/Matt/Craig & Rutgers Water Resource Program)

- 319(h) Grant Update
  - Craig from SCD reported for Matt from Rutgers the schedule for the grant projects:
    - Johnson Boulevard at Water Department building - ongoing
    - Scheduling another meeting with GHS at end of month to discuss for end of summer project in the courtyard, targeting August.
    - Division Street and Cherry Street - rain garden project holding.
    - Washington Street play lot – located an unknown
    - Middle School – at the parking lot area – discussed some drainage projects in lot area for fall off rainwater diversion.

#### NJ Tree Foundation (Meredith Brown)

2018 Tree Planting Program – tree plantings scheduled in Camden on 4/12, 4/13 4/27 and 5/1. Working on work plan for Gloucester City next grant cycle for locations discussed previously.

#### LSR Grant – Carrie Sargeant, NJDEP, UCF, and Melissa Andrews, DVPRC reported

- Gloucester City Community Forestry Management Plan Kickoff Meeting – tasks and timeline attached for review and comment.
- Carrie stated that the SustainableJersey application would allow 20 points for this action.

Eric Fooder from Gloucester City attended the CSO conference last week, and is happy to report that we are in compliance, but could use some refining with reference to public outreach. Lori Ryan added that with the new attention to the website and additional social media activity, the City will be able to complement those efforts already in place.

Next Meeting April 10, 1 pm



**Gloucester City, Camden County, NJ  
Community Forestry Management Plan  
Kickoff Meeting at Gloucester City Green Team**

Wednesday, March 13, 2019  
Gloucester City Hall  
1:00 PM

**AGENDA**

- I. Brief reintroductions, overview of community forestry management plan
  - A. Project scope
  - B. Plan structure
- II. Discussion
  - A. Review highlights from Gloucester City Shade Tree Committee meeting
  - B. Concerns and hopes for urban forest in Gloucester City
  - C. Information needs
  - D. Inclusion of other people or groups in the planning process
- III. Next steps
  - A. Share DVRPC's information requests and timeline
  - B. Schedule a broader discussion and a site visit
  - C. Determine meeting schedule
  - D. Divide up roles

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**Tasks and Timeline for the Community Forestry Management Plan – Preliminary Schedule**

**Quarter 1 (March–May 2019)**

- Kickoff meeting
- DVRPC, Forester begin gathering documents and data, creating inventory, drafting maps
- Project team conducts outreach to get thoughts from additional individuals or groups regarding what they would like to see in the plan
- Project team develops preliminary vision, goals for plan
- Project team develops public outreach approach and schedule
- Project team develops press release on project and opportunities for public input for newspapers, newsletter, website, and/or other outlets
- Project team tours Gloucester and take photos

**Quarter 2 (June –August 2019)**

- Public outreach is ongoing through this quarter
- Project team (re)evaluates plan vision and goals after conducting public outreach sessions
- DVRPC and Forester begin drafting plan narrative, incorporating research and feedback from all participants
- DVRPC and Forester deliver first-draft maps and data to project team for review and comment; maps are revised
- DVRPC and Forester begin delivering sections of the draft plan to the rest of the project team (and other key reviewers TBD); reviewers provide comments

**Quarter 3 (September–November 2019)**

- DVRPC and Forester deliver a second draft of the plan to project team (and other key reviewers TBD)
- Project team plans and publicizes public information session to share the plan; invites public to provide input
- Project team hosts public information session
- DVRPC and Forester make revisions to the plan using feedback from public

**Quarter 4+ (December 2019–February 2020)**

- DVRPC and Forester deliver final draft of the plan to the project team

- Project team distributes final draft to Planning & Zoning Board or other entity, and may recommend Planning & Zoning Board approval
- DVRPC prints, delivers final paper copies and digital copies of plan to Gloucester City
- Gloucester City distributes plan copies, posts plan on website, develops press release article or other outreach on plan

**Project Team Responsibility Worksheet – Preliminary List (3/13/2019)**

Project Relevance	Item/Topic	Format	Potential Source	Notes
Report	Contact information for project team	Digital/Print	Full project team responsibility	
Report	Writing and publishing report	Digital/Print	DVRPC, Community Forester	
Report	Digital photographs	Digital	Municipal clerk, planning dept., personal collections, etc.	Trees, open space, areas of interest or focal planning areas in Gloucester City
Mapping	City-specific mapping data, to be determined	Electronic (PDF), GIS or print	Gloucester City, DVRPC	
Background information	Zoning map	GIS (if possible), or print/PDF	Planning Department	
Background information	Tree inventory	Digital	Community Forester	To be developed during the project
Background information	Information on parks and other open space	Digital/Print	Gloucester City	Detailed information on important local properties or features is often not available outside of the municipality.
Background information	Existing or ongoing city plans and ordinances with connections to trees	Digital/Print	Gloucester City	For example, municipal plan, tree or open space maintenance plans, stormwater management plan and ordinance, emergency operations plan, public health plan, community development plan, community or private property tree programs, zoning ordinance, subdivision and land development ordinance

# Gloucester Community Forestry Management Plan

## Research Phase: Gathering Information

Project Relevance	Item/Topic	Format	Potential Source	Notes
Background information	Current municipal urban forest budget	Digital/Print	Gloucester City	
Background information	Specifications or standards for tree maintenance	Digital/Print	Gloucester City	
Background information	Descriptions or inventories of parts of the urban forest, especially trees, local wildlife, other vegetation (i.e. bio-inventories)	Print or electronic	Local naturalists, non profit organizations, educators, nature centers	
Public outreach	Comprehensive list of stakeholders	Print or electronic	Full project team responsibility	
Public outreach	Draft article/information item(s) at project milestones for newsletters, media posts, public announcements, etc.	Print and digital	TBD	
Public outreach	Direct engagement of public through local events, dedicated meetings, surveys, or other means	TBD	TBD	

**Gloucester City Environmental Partners**  
**Wednesday, March 13, 2019**

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