
**Tree Advisory Committee Minutes
Monday, September 8, 2025, at 6:00pm**

Innovation Square
446 West Crogan Street, 1st floor, Conference Room 106
Lawrenceville, GA 30046

Present: Hilda Estrella de Lev, Nicola McIntyre, Patrick Carey, Roxanne Raven, Steve Sappington, Thomas J. DeAngelo, Traci Leath

Absent: Jodyann Benjamin

Staff: Rinda Grooms, Sharon Cook, James Hornbeck, Calvin Kom, Patricia Huguenard

A. Call To Order
6:00pm

B. Determination of a quorum
A quorum was present.

C. Announcements
The final Tree Ordinance Community Event will be held at Pickneyville Park Community Recreation Center in Meeting Room #6 on Monday, October 27, 2025, from 6:00pm to 7:30pm.

D. Adoption of the Agenda

- a. Roxanne Raven made a motion to revise the agenda to add TAC Bylaws to Other Business.
{Motion to Approve: Roxanne Raven; Second: Thomas DeAngelo; Vote: 7-0: Hilda Estrella de Lev-Yes, Nicola McIntyre-Yes; Patrick Carey-Yes; Roxanne Raven-Yes; Steve Sappington-Yes; Thomas DeAngelo-Yes; Traci Leath-Yes}
- b. {Motion to Approve: Thomas DeAngelo; Second: Hilda Estrella de Lev; Vote: 7-0: Hilda Estrella de Lev-Yes, Nicola McIntyre-Yes; Patrick Carey-Yes; Roxanne Raven-Yes; Steve Sappington-Yes; Thomas DeAngelo-Yes; Traci Leath-Yes}

E. Approval of the Minutes – June 30, 2025
{Motion to Approve: Traci Leath; Second: Steve Sappington; Vote: 7-0: Hilda Estrella de Lev-Yes, Nicola McIntyre-Yes; Patrick Carey-Yes; Roxanne Raven-Yes; Steve Sappington-Yes; Thomas DeAngelo-Yes; Traci Leath-Yes}

F. Old Business

- a. Front Yard Tree Program Update
Patricia Huguenard, Development Project Manager, provided an update on the Front Yard Tree Program. She stated a countywide website redesign is in progress therefore a separate webpage for the program will be early 2026. The application for the tree

program to be launched in November 2025 through a webpage story. Patricia presented a slide show featuring the types of trees chosen for small, medium, and large lots.

b. Tree Ordinance Amendment

Patricia Huguenard, Development Project Manager, stated the rewrite has been received in phases and is currently under review, with applicable comments being made. A final draft is expected on October 6, 2025, which will be distributed to the committee members for review. Patricia noted that the central focus to the rewrite is tree preservation.

G. New Business

a. Amended Tree Advisory Committee Establishment Ordinance

Roxanne Raven proposed a motion to change the requirement for the registered forester position to add certified arborist, to allow the committee better flexibility filling the vacancy.

{Motion to Approve: Roxanne Raven; Second: Steve Sappington; Vote: 7-0: Hilda Estrella de Lev-Yes, Nicola McIntyre-Yes; Patrick Carey-Yes; Roxanne Raven-Yes; Steve Sappington-Yes; Thomas DeAngelo-Yes; Traci Leath-Yes}

H. Other Business

a. TAC Bylaws: The Bylaws are being amended to reflect the change to the Tree Advisory Committee Establishment Ordinance to add a certified arborist to the registered forester position to provide flexibility in filling the vacancy. Additionally, reference to the Buffer, Landscape and Tree Ordinance is being changed to Unified Development Ordinance and Municode reference sections numbers are being updated.

b. Staff Report: Updates discussed during the meeting regarding the Front Yard Tree Program and the Tree Ordinance Rewrite project.

I. Adjournment

6:47pm

{Motion to Approve: Roxanne Raven; Second: Tom DeAngelo; Vote: 7-0: Hilda Estrella de Lev-Yes, Nicola McIntyre-Yes; Patrick Carey-Yes; Roxanne Raven-Yes; Steve Sappington-Yes; Thomas DeAngelo-Yes; Traci Leath-Yes}