

## AGENDA

Regular Meeting of the  
Nichols Hills Environment, Health & Sustainability Commission  
Wednesday, August 27, 2025 at 9:30 AM  
City Hall, 6407 Avondale Drive  
Nichols Hills, OK 73116

If special assistance is needed for this meeting by any person wishing to attend, please contact the City Clerk's office no later than 48 hours prior to the meeting, and such assistance will be provided.

Official action may be taken by the Environment, Health & Sustainability Commission only on items that appear on this Agenda. The Environment, Health & Sustainability Commission may dispose of the business set out on this Agenda by accepting, approving, adopting, rejecting, amending, or postponing action as to each item, as determined by the Environment, Health & Sustainability Commission.

1. Call to Order
2. Roll Call
3. Minutes
  - a. May 28, 2025 Minutes
4. Items for Separate Vote

Consideration of adoption, approval, acceptance, rejection, amendment, and/or postponement of the following:

  - a. Discussion regarding Hazardous Household Waste and Recycling Event.
  - b. Party In the Park - Celebrating Earth & Arbor Day.
5. Announcements
6. Adjournment

*Amanda Copeland*

City Clerk  
City of Nichols Hills, Oklahoma

## MINUTES

Regular Meeting of the  
Nichols Hills Environment, Health & Sustainability Commission  
Wednesday, May 28, 2025 at 9:30 AM  
City Hall, 6407 Avondale Drive  
Nichols Hills, OK 73116

1. Call to Order
2. Roll Call

Attendees Present	Arrived
Commissioner Charis Ward	9:30
Commissioner Carleen Burger	9:30
Chairman Caroline Patton	9:30
Commissioner Allison Petersen	9:30
Commissioner Debbie McKinney	9:33
Commissioner Andrew Thomas	Absent

3. Minutes
  - a. April 23, 2025 Minutes

**MOTION:** Debbie McKinney moved to approve the April 23, 2025 minutes as presented. Allison Petersen seconded the motion.

**RESULT:** (UNANIMOUS)  
**MOVER:** Debbie McKinney  
**SECONDER:** Allison Petersen  
**AYES:** Charis Ward, Carleen Burger, Caroline Patton, Allison Petersen, Debbie McKinney

4. Items for Separate Vote
  - a. Discussion regarding the Party in the Park event.

Chairman Caroline Patton thanked everyone for their hard work at

the Party in the Park Event. The Commission discussed the positives of having the obstacle course, face painting, food trucks, activities at the vendor tables, parking was close to the event, and live music. The Commission discussed possible locations, timing of the event, and the possibility of partnering with businesses in Nichols Hills for next year's event. The Commission will bring to the August meeting ideas for date, location, and primary theme to finalize plans.

City Manager Shane Pate discussed with the Commission the City developing a checklist for the City to complete and a list for the Commissioners to complete for events. Mrs. Carla Sharpe, attorney for the City, will work with Chairman Caroline Patton to create the checklist.

- b. Discussion, consideration, and possible action regarding Hazardous Household Waste and Recycling Event.

Chairman Caroline Patton discussed with the Commission the plans for the Hazardous Household Waste and Recycling Event. The event will be held on September 27, 2025. The location will be announced at a later date. The flyer will be printed in August with the list of items that will be accepted at the event. Awareness flyers will be handed out for Pumpkin pick up services, Christmas tree disposal options, and a calendar for upcoming events, such as Party in the Park Event. The Commission will meet in August to finalize plans for the event.

5. Announcements

6. Adjournment

**MOTION:** There being no further business, Carleen Burger moved to adjourn the meeting. Charis Ward seconded the motion.

<b>RESULT:</b>	<b>(UNANIMOUS)</b>
<b>MOVER:</b>	Carleen Burger
<b>SECONDER:</b>	Charis Ward
<b>AYES:</b>	Charis Ward, Carleen Burger, Caroline Patton, Allison Petersen, Debbie McKinney

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Chairman  
City of Nichols Hills, Oklahoma

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City Manager  
City of Nichols Hills, Oklahoma

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City Clerk  
City of Nichols Hills, Oklahoma