

MINUTES

Regular Meeting of the
Nichols Hills Environment, Health & Sustainability Commission
Wednesday, October 29, 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	9:36
Chairman Caroline Patton	9:30
Commissioner Allison Petersen	9:30
Commissioner Debbie McKinney	9:30

3. Minutes

a. September 24, 2025 Minutes

MOTION: Debbie McKinney moved to approve the September 24, 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 Hazardous Household Waste and Recycling Event.

Chairman Caroline Patton discussed with the Commissioners changing the hours to 9:00 am to 11:00 am for next year's Hazardous Household Waste and Recycling Event. Also, the Commissioners discussed improving the signage to taller signs to easily direct cars and having two people checking ID's for next year's event. The Commissioners thanked staff and vendors for their hard work at the event. To promote next year's event, the Commissioners discussed putting the flyer in the utility bills and the Town Talk. Also, they requested that the signs promoting the event be placed eight days prior to the event.

- b. Party In the Park - Celebrating Earth & Arbor Day.

Chairman Caroline Patton and Commissioners discussed the Party in the Park and ribbon-cutting event to be held May 3, 2026 from 3:00 pm to 5:00 pm at Westminster Park. There will be activities at the vendor tables, bounce pad, hot dogs and snow cones.

- c. Environment, Health, and Sustainability Commission event procedures.

City Manager Shane Pate presented the Event Procedures and Guidelines, created by Carla Sharpe, attorney for the City, and Chairman Caroline Patton to the Commission.

- d. Schedule of Regular Meetings for the Environment, Health and Sustainability Commission in 2026.

MOTION: Allison Petersen moved to approve agenda item 4d as presented. Carleen Burger seconded the motion.

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

5. Announcements

Commissioner Charis Ward asked about the missing informative signs for the Kite birds that migrate through the City. Also, Commissioner Ward asked about the poop station at Avondale and Huntington and the need for a paved path to the trash can.

6. Adjournment

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

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



Chairman
City of Nichols Hills, Oklahoma



City Manager
City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma
[IGNORE_INDENT]