

## AGENDA

Regular Meeting of the  
Nichols Hills Environment, Health & Sustainability Commission  
Wednesday, January 28, 2026 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
  - a. Introduction of Commissioner Ronnye Farmer.
3. Minutes
  - a. September 27, 2025 Minutes
  - b. October 29, 2025 Minutes
4. Items for Separate Vote

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

  - a. Party In the Park - Celebrating Earth & Arbor Day.
5. Announcements
6. Adjournment

*Amanda Copeland*

City Clerk  
City of Nichols Hills, Oklahoma

## MINUTES

Special Meeting of the  
Nichols Hills Environment, Health & Sustainability Commission  
Saturday, September 27, 2025 at 9:00 AM  
1212 Bedford Drive  
Nichols Hills, OK 73116

1. Call to Order
2. Roll Call

Attendees Present	Arrived
Commissioner Charis Ward	9:00
Commissioner Carleen Burger	9:00
Chairman Caroline Patton	9:00
Commissioner Allison Petersen	9:00
Commissioner Debbie McKinney	9:00
Commissioner Andrew Thomas	Absent

3. Items for Separate Vote
  - a. Nichols Hills Hazardous Household Waste and Recycling Event.  
No official City business will be discussed or action taken other than to participate in the event.

No official City business was discussed or action taken other than to participate in the Nichols Hills Hazardous Household Waste and Recycling Event.

4. Adjournment

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Chairman  
City of Nichols Hills, Oklahoma

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City Manager  
City of Nichols Hills, Oklahoma

City Clerk  
City of Nichols Hills, Oklahoma

## 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.

<b>RESULT:</b>	<b>(UNANIMOUS)</b>
<b>MOVER:</b>	Debbie McKinney
<b>SECONDER:</b>	Allison Petersen
<b>AYES:</b>	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.

<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, 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