



**City of Haven**  
**Haven City Council Workshop**  
**MINUTES - DRAFT**  
**December 15, 2025, at 6:00 p.m.**  
**Haven City Hall, Council Chambers**



**WORKSHOP**

**Monday, December 15, 2025**

**THE CITY COUNCIL WORKSHOP IN SPECIAL SESSION HELD AT 120 S. KANSAS AVENUE WAS CALLED TO ORDER AT 6:00 PM BY CITY ATTORNEY JENNIFER HILL. THE FOLLOWING PEOPLE WERE PRESENT:**

**Council Members:** Nicole Sander, Sherri Schneider, Ciara Powers

**Absent:** Christopher Scott, Chad Swartz and Mayor Wright

**Others:** Assistant City Clerk Andrea Williams, Public Works Director Steve Carmichael (at 6:30p), City Attorney Jennifer Hill, Michael Glenn and Corey Brock

The purpose of this workshop was to have discussion between Council members regarding structure and job duties of the Recreation Board.

Hill asked the Council members that attended the last Rec Board meeting to go over the notes they took while in attendance. Sander suggested the Recreation Board have by-laws instead of a Constitution and consider creating a personnel policy to be separate.

Discussion was had while working through the current Recreation Board Constitution making suggestions for changes. The Recreation Director job description was next up for review and discussion.

Hill asked Sander to email her some of the wording changes she had suggested.

Lastly, the group decided to wait to go over the Secretary/Treasurer job description at the January 5, 2026 workshop as time was running out for the 7p.m. Council meeting to commence.

No biding action was taken.

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 Mayor, Adam Wright

Attest:

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 Josephine Harper, City Clerk