



**MEMORANDUM**  
**REGULAR CITY COUNCIL MEETING**  
**September 18, 2023, at 7:00 p.m.**

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**TO:** The City of the Village of Douglas City Council

**FROM:** Lisa Nocerini, City Manager

**SUBJECT:** Promotion of Laura Kasper  
Resolution #32-2023

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I am recommending the promotion of the current Interim City Clerk, Laura Kasper, to the position of Full-Time City Clerk. Since stepping into the interim role, Laura has demonstrated exceptional dedication and competence, and I believe this promotion will ensure the continued success of the city clerk's office.

Further, promoting Laura to the Full-Time City Clerk position is not only a matter of recognizing her outstanding work but also an investment in the future of the city. She has already proven their capability and dedication, and I am confident that she will continue to excel in this role.

Thank you for your consideration and anticipated support.