



To: Gustavus City Council  
From: Mayor Sally McLaughlin  
Date: December 3, 2025  
Re: Appointment of Acting Clerk

In accordance with Section 2.50.030 – Acting Clerk, of the Code of Ordinances, the Gustavus City Council can approve the appointment of an acting clerk:

*Section 2.50.030 - Acting clerk.*

*The council may appoint an acting clerk in case of temporary absence of the clerk. The acting clerk has all the powers, duties, and obligations of the clerk.*

I hereby request your approval of the following:

**Details of Appointment:**

Appointee: Morgan E. Peterson-Park

Dates of appointment: December 8, 2025, through January 26, 2026, or until Clerk Liesl M. Barker's return to work

Duties: The acting clerk may perform all regular duties of the Clerk. The acting clerk will work with the mayor and will follow the City's code, policies and procedures.

Changes to this appointment: This appointment may be terminated or extended at any time if needed.

Your approval of this appointment will help support the Clerk's office while she is away!

Approved by Gustavus City Council on: \_\_\_\_\_

Mayor: \_\_\_\_\_ Date: \_\_\_\_\_  
Sally A. McLaughlin

Vice Mayor: \_\_\_\_\_ Date: \_\_\_\_\_  
Lucas Beck

Acting Clerk: \_\_\_\_\_ Date: \_\_\_\_\_  
Morgan E. Peterson-Park

