

August 12, 2025

Dear Mayor and Council,

Please accept this letter as my formal notice of resignation from the Chief Administrative Officer position at the City of Baldwin.

I am grateful for the last six and a half years with the city and the season of personal and professional development it has brought. Together, we have been able to foster a sense of community for the residents of Baldwin while correcting procedures, refining policies, and creating a workplace that is dedicated to the well-being of our staff and their families. I am proud of what we have been able to accomplish, and I am hopeful that good work will continue. It has become clear over the last few months, however, that my personal and professional values no longer align with the new vision of some of the current council.

Should you desire to foster a smooth transition with new leadership, I offer to remain in the city's employment until December 31st, 2025, and assist in the transfer of vital procedures and protocols. My official last day will be December 31st, 2025.

Thank you for this opportunity and I wish the city and each of you a prosperous future.

Regards,


Emily Woodmaster