

April 20, 2026

Anthony Mikes
City Administrator
City of Forest City
305 North Clark Street
Forest City, Iowa 50436

Subject: Retirement Resignation

Dear City Administrator Mikes,

Please accept this letter as formal notification of my decision to retire from my position as Electric Department Manager at the City of Forest City. I will start taking accumulated vacation starting November 2, 2026, and my last day of vacation and employment will be January 22, 2027.

This was not a decision I made lightly. I have genuinely valued my thirty-one and a half years of service with the City of Forest City. During my time here, I feel I have made a positive change within the company. I am grateful for the opportunities I have been given and the support I have received from the city and my colleagues.

I am looking forward to this new chapter in my life and the opportunities it holds. I wish you and the City of Forest City all the best for continued success in the future.

Please let me know if there is anything I can do to ensure a smooth transition during my departure. I am happy to assist in training my replacement and documenting my responsibilities.

Thank you again for the opportunity to have been a part of the team at the City of Forest City for so many years.

Sincerely

Duane Kuhn