

**CHARLES A. HAMMOND, MPA, (ICMA/CM)**  
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**CURRENT RESUME 06/12/2023**

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**Areas of Expertise**

**ICMA Credentialed Manager**

22 Years City Manager Experience ◆ Budget Preparation ◆ Personnel and Human Resource Management ◆ Grant Writing ◆ 3.5 years Coastal Community Management ◆ Operations and Project Management ◆ Organizational Change and Development ◆ Water & Sewer Distribution/Management ◆ Street Construction and Maintenance ◆ Festival Organization ◆ Parks and Recreation ◆ Community and Economic Development ◆ City / Government Functions ◆ Board Level Presentations ◆ Police and Fire Enforcement ◆ Disaster Recovery ◆ Computer Savvy ◆ Total Quality Management (TQM).

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**PROFESSIONAL PROFILE**

An accomplished professional with an exemplary record of management and administrative roles in BOTH Federal and Municipal Government. A strategic planner and visionary leader with a proven record of identifying and establishing programs to facilitate the healthy growth of a community. Recognized for developing initiatives to achieve and/or exceed board assigned goals and expectations. Excellent ability in managing employees, coupled with a team building and a proactive management approach. Proven consensus building, communication, and problem-resolution skills. Academic credentials include a Master's Degree in Public Administration.

**Sampling of Accomplishments**

- Successful in recruiting eight major businesses to the Town of Ahoskie. This increased the tax base of Real Property by \$17,845,890 and Personal Property by \$5,195,780. This increased the tax revenue of Real Property by \$135,626 and Personal Property by \$45,484.
  - Successfully developed and was awarded multiple State and Federal grants in excess of \$50 million for projects in four municipalities dealing with lake restoration, wastewater expansion, recreational complex development, municipal building development and infrastructure support and disaster recovery. The most recent is the design and construction of a wastewater system in Archer, Florida which will serve the entire community. Something Archer had been trying to accomplish for 20 years.
  - Worked with the Historical Commission to identify, create and register the Ahoskie Historical District and obtain listing in the State and Federal Register (458 buildings).
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***PROFESSIONAL EXPERIENCE***

**CITY MANAGER, ARCHER, FLORIDA**, June 2018 to present (Population 1241)

Direct daily operations of a rural diversely populated Florida community. Manage 10 full-time employees and an annual budget of \$2 plus million dollar General and Enterprise Fund. The departments consist of Public Works/Water Department, Streets, Parks and Recreation, Finance, City Clerk, Utility Billing/Customer Service Representative.

**TOWN MANAGER, AHOSKIE, NORTH CAROLINA**, January 2005 to April 2017 (Population 5474)

Direct daily operations of a full-service rural North Carolina diversely populated community. Manage 72 full-time employees and an annual budget of \$7 plus million dollar General and Enterprise Fund. In charge of ten direct reports (Police Chief, Public Works Director, Wastewater Treatment Plant Supervisor, Parks and Recreation Director, Fire Chief, Zoning Official, Finance Director and Town Clerk, Accountant, Utility Billing and Customer Service Representative).

**CITY MANAGER, CREEDMOOR, NORTH CAROLINA**, January 2002 to July 2004 (Population 2452)

Direct daily operations of a full-service rural North Carolina diversely populated community, with a growth rate of eight subdivisions and 700+ new homes over a two-year period. Manage 37 full-time employees and an annual budget of \$3.5 million. In charge of nine direct reports (Police Chief, Public Works Director, Water Treatment Plant Supervisor, Code Enforcement Officer, Zoning Official, Finance Director, City Clerk, Accountant, Tax Collector/Utility Billing and Customer Service Representative).

**TOWN MANAGER, NORTH TOPSAIL BEACH, NORTH CAROLINA**, 1998 to 2001. Population: (Winter) 1,112 (Summer) 16,000.

Directed full service coastal community with a staff of 22 full time and three part time employees. Managed an annual budget of \$2.3 million. In charge of eight direct reports (Police Chief, Public Works Director, Fire Marshal, Code Enforcement Officer, Zoning Official/CAMA Officer, Finance Director, City Clerk, and Customer Service Representative). Supervised accounting, cash management, purchasing, and billing/collections programs. Developed and administered capital improvements plans, long range plans, and appropriate policies and procedures.

**COMMAND MASTER CHIEF, MARINE FORCES ATLANTIC FLEET, NORFOLK, VIRGINIA 1996 to 1998**

Direct supervision and training of 36+ senior medical personnel with indirect supervision and training of 4,000+ junior medical personnel assigned to provide 24-hour medical coverage for a 37,000 man and woman work force. Responsible for all career guidance, administrative, pay, leave, and training matters affecting their current and future assignments.

**Accomplishments:**

- Revitalized a Recreation Program that had been dormant for 10 years along with upgrading park facilities.
- Initiated and completed a 333-acre annexation project, which increased the residential and commercial tax base in Ahoskie, North Carolina.
- Worked with the community group to restore financial integrity to the water and sewer fund by designing an acreage and capacity fee schedule for new developments netting the city in excess of \$1 million in revenue per year. The funds will be utilized to maintain an aging critical water and sewer infrastructure.
- Secured Federal and State Funding for a \$17.5 million wastewater treatment system, \$1.275 million Police Station and a \$2 million Recreational Complex and completed a 110-acre land acquisition project for public park development, \$2.8 million sewer water reuse project, and a \$1.278 million library project.
- Secured a \$1.5 million State and Federal grant to assist in restoring Lake Rogers to its original pristine state.
- Secured \$974,000 grant for a fixed read meter system which reduced reading man-hours from 3

weeks to 4 hours.

- Negotiated contracts and served as Project Manager for post ice storms and hurricane recovery projects exceeding \$1 million dollars, with a 100% recovery of State and Federal funds.
- Restored morale and built a high-performance management team by restructuring and developing existing staff and streamlining various departments to increase accountability, reduce duplication of services, and develop greater inter-departmental cooperation as well as identified and captured additional revenue sources.

### **EDUCATION / TRAINING**

**Troy State University** - Master's in Public Administration, 1993

**Southern Illinois University** - Bachelor of Science, Health Care Management, 1989

**ICMA Credentialed Manager** – since 2005

**Institute of Government University of North Carolina Chapel Hill** – PELA Graduate, Basic Municipal Administration, Governmental Accounting, and Zoning, Basic Public Personnel Administration, Effective Management, Introduction to Government Accounting, Municipal Administrative Course

**Other Relevant Training** - Grant Writing, Purchasing and Construction Contracting, Damage Assessment, Capital Improvement Plan, Dealing with Difficult Customers, Successful Records Management, North Carolina Labor Law, Water Supply Plan in North Carolina, Debris Management, North Carolina Emergency Management

### **MILITARY**

United States Navy – Command Master Chief (E-9), Honorable Discharge  
Navy Senior Enlisted Leadership Academy (Blue), 1987

### **PROFESSIONAL AFFILIATIONS**

International City-County Managers Association (ICMA/CM) Credentialed Manager; Florida City County Managers Association, International Kiwanis Club, American Legion Post 102, Vietnam Veterans of America Post 225