

Mr. Charles E. Freeman



Professional Experience

Nov 2009 to Present, District Manager, Kennewick Irrigation District

Responsible for managing the administrative and operational functions of the District including:

- Acquisition, supervision and development of staff.
- Development of a Board approved annual operating budget, annual capital improvement budget, potable water system budgets, and reserve budgets as needed.
- Proper preparation and collection of assessment role (per RCW 87.03.250).
- Review of all contracts and other agreements entered into by the District, prior to their award.
- Overseeing the administration of the Bureau of Reclamation-Kennewick Irrigation District contract.
- Coordination and assignment of legal activities.
- Maintaining quality assurance and safety program.
- Ensuring compliance with all environmental regulations.
- Assisting the Board in developing and implementing long-range strategic plans.
- Compliance with all Washington State and Federal laws.

June 2007 to 2009. City Manager, City of Coos Bay, Oregon

- Developed and administered annual budget in excess of \$53 million (all funds).
- Codified City ordinance book for the first time in over 25 years.
- Restructured Public Works and Community Services Department enhancing service.
- Drafted new nuisance ordinance and created new code enforcement officer position.
- Renegotiated IAFF (Fire Fighters) contract, Coos Bay Police Officer Association and American Federation of Municipal workers.
- Created Economic Development Department that was eliminated over 20 years ago.
- Developed and received approval of a Virtual Business Incubator for our two urban renewal districts.

May 2003 to June 2007 City Manager, City of Airway Heights, Washington

- Developed and administered annual budget in excess of \$10 million (all funds).
- Received unqualified opinion from State Auditor for last 3 audit cycles,
- Led effort in revising/codifying municipal code.
- Restructured community services, recreation, building and code enforcement departments enhancing service delivery to our residents and businesses and expanding programs to our youth and seniors.
- Renegotiated union contracts.
- Negotiated multi-generational contract for services with the Kalispel Tribe of Indians in their efforts to expand off reservation gaming and expansion of Tribal Trust lands within the City. Additionally, negotiated similar contracts with the Spokane Tribe of Indians.
- Successfully led the City through annexation efforts.
- Created Economic Development Department.
- Successfully negotiated revenue sharing agreements with Spokane County for services provided by the City in the unincorporated areas surrounding the City.
- Led City through regulatory maze in the City's efforts to construct its own advanced wastewater reclamation facility. This \$42,500,000 facility was constructed.
- Developed funding programs that will allow an economically distressed City construct

- treatment plant without creating undo financial hardship to its rate payers.
- Managed revitalization efforts in the City's business core.

January 2000 - May 2003. Director of Public Works, City of Airway Heights, WA

- Researched, developed and successfully brought on line large water well the City desperately needed in order to meet growth demands. Presented to City Council the need, opportunity and funding program to acquire, develop and tie into the City's water system. This \$ 2.9 million dollar project was wildly successful and the Parkwest Well came on line the summer of 2002.
- Wrote & presented a \$1.6 million dollar grant to funding agency for McFarlane Road reconstruction project This 2 mile industrial collector was fully funded without a City match.
- Researched and won approval for implementation of impact fees for our park system, transportation system, and utilities.
- Began planning process for the City constructing its own wastewater treatment plant.
- Wrote and presented 9 other grants to various funding agencies for such projects as water main replacement, a skate park, ball field lights, trees, streets and sidewalks. Additionally, taught other staff members how to write grants.

December 1995 -2000. Nursing Home Administrator / Operations Manager, Waterford on South Hill,

Spokane, WA

- Managed a staff of up to 105 personnel to ensure all aspects of patient care and building and grounds met or exceeded standards.
- Nursing Home Administrator for 57 bed unit.
- Member of Executive Committee responsible for developing policy and procedures, and managing all financial aspects of the Waterford ensuring positive relations with investors, lenders, community, and staff.

Appointments & Community Service

- Board Member Yakima Basin Joint Board
- Board Member Washington State Water Resources Association
- Member National Water Resources Association
- Washington State Department of Health Water Distribution Manager 11.
- Former Board Member West Plains Chamber of Commerce.
- Former Member Spokane Regional Chamber of Commerce Forward Fairchild Committee.
- Former Member of Oregon City/County Managers Association.
- Former Member of Oregon Revitalization Association.
- Past Ex-Officio Member of Bay Area Chamber of Commerce.
- Corporate Member of International City/County Management Association# 393480 (inactive).

Education: University of Iowa, BA Communications