

# ***San Gorgonio Pass Water Agency***

**DATE:** April 24th, 2023

**TO:** Board of Directors

**FROM:** Lance Eckhart, General Manager

**BY:** Cheryle Stiff, Executive Assistant

**SUBJECT: ACWA Board Officers' Election 2024-'25 Term – Appointing an Authorized Voting Representative**

## **RECOMMENDATION**

Staff recommends that the Board consider designating one Board member to vote on behalf of the Agency for ACWA's upcoming Board Officers' election.

## **BACKGROUND**

Each year ACWA launches two separate but concurrent election processes, one for the board officers' election for President and Vice President and one for the region board elections. Each member agency must designate one voting representative to vote for the board officers. In previous years, voting took place during ACWA's conferences, and each year the Board appointed the President as its voting representative. The voting election process will no longer take place during the conference. Instead, voting will occur electronically, by way of a web-based online voting system called Simply Voting, which will independently tabulate the votes and provide verified results in a timely manner while keeping individual votes confidential; voting will take place from July 17<sup>th</sup> – September 15<sup>th</sup>. Ballots will be distributed on July 17th and will include all qualified candidates, in addition to the Election Committee's preferred candidates. All candidates will also be listed on ACWA's website and will be invited to participate in a town hall webinar where members can ask the candidates questions.

## **MAJOR CHANGES TO ACWA'S ELECTION PROCESS**

- Member agencies must designate their voting representative by June 16th.
- A candidate's nomination statement of qualifications or resume should highlight the candidate's active involvement in ACWA task forces, regional boards, committees, or the like. Candidates must also submit an abbreviated statement that will be included with the official ballot.
- The Election Committee will present an open ballot with all qualified candidates that will be distributed on July 17th. Including all qualified candidates on the ballot eliminates the need for last-minute floor nominations during the fall conference.

- Members of ACWA will elect the President and Vice President by voting electronically before ACWA's annual meeting at the fall conference. Since the voting period has been moved up, the results of the election will be formally announced on September 27th.
- Members who want to vote will need to submit their ballots via electronic communication or first-class mail. (This was discussed during Item X.X of the agenda).
- If a candidate does not receive a majority of votes for President or Vice President, a run-off election will be held, and a new ballot will be sent out on September 26th with the two candidates that received the highest amount of votes. The run-off ballots need to be submitted by November 10th.

### **ANALYSIS**

This proposed Board action is to designate an Agency Voting Representative to vote on ACWA's official ballots. The Authorized Voting Representative Form must be received by ACWA no later than June 16<sup>th</sup>. The General Manager will be authorized to vote by default if a designee is not established.

### **ACTION**

The Board designate the agency's voting representative by submitting an Authorized Voting Representative Form to [donnap@acwa.com](mailto:donnap@acwa.com) by June 16th.

### **ATTACHMENTS**

2023 ACWA Elections Authorized Voting Representative Form  
ACWA's Board Officers' Election and Region Elections Timeline

ACWA has launched two separate but concurrent election processes for the 2024-'25 term: the board officers' election for President and Vice President and the region board elections. **In order to vote for the board officers, each member agency must designate one voting representative by June 16.** To designate your agency's one voter, submit this Authorized Voting Representative Form by the June deadline. If you do not designate a representative to vote by the deadline, your agency's General Manager will be the authorized voter by default. Authorized voters will receive an electronic ballot on July 17. For more information about ACWA's elections, visit [www.acwa.com/elections](http://www.acwa.com/elections).

**The person designated below will cast our agency's vote for the election of ACWA's President and Vice President for the 2024-'25 term in the upcoming election.**

Member Agency's Name		Agency's Phone No.
Authorized Voting Representative's Name	Authorized Voting Representative's Email	Authorized Voting Representative's Phone No.

Our member agency would like to cast a paper ballot by U.S. mail instead of voting electronically.

*Please provide the mailing address below only if you are voting by mail.*

Mailing Address	City, State and Zip
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Print Name of Member Agency's Authorized Signatory

X

Authorized Signatory Signature

Date

## SUBMIT YOUR FORM

**To:** Donna Pangborn, Senior Clerk of the Board

**Email:** [donnap@acwa.com](mailto:donnap@acwa.com)

**Mail:** 980 9th Street, Suite 1000, Sacramento, CA 95814

## SUBMISSION DEADLINE

**JUNE 16, 2023**

## Board Officers' Election

## Region Elections

