

TO: ACWA Agency Presidents and General Managers
(sent via email)

CC: ACWA Board of Directors

FROM: ACWA Election Committee

DATE: April 30, 2025

SUBJECT: Call for Candidates for ACWA President/Vice President for the 2026-'27 Term

ACWA recently distributed an Advisory announcing the Call for Candidates for President and Vice President for the 2026-'27 term. The Advisory also announced that each of ACWA's region nominating committees have issued a similar call for candidates interested in serving on the 10 region boards.

ACWA's Bylaws and Board policies (Article 9, Section 9.10, and Board Policy 2.3.3.1) establish the eligibility criteria candidates must meet to serve as President or Vice President. Candidates must meet the following eligibility criteria to qualify:

- At the time of their election, the President and Vice President will each be an elected or appointed member of the governing body or commission of a member agency of the Association.
- An official nominating resolution from the Association member agency on whose board the nominee serves will accompany all nominations for the position of President and Vice President. An authorized signatory of the member agency's Board of Directors will sign said resolution. A sample resolution is available [online](#).
- Each nomination will include a statement of qualifications or resume highlighting the candidate's qualifications for the position, such as active involvement in ACWA task forces, region boards, committees, or the like. Candidates must also submit an abbreviated statement (maximum of 300 words) that can be included with the official ballot. A headshot photo is recommended but not required.

Election Process

This year, the election process for President, Vice President, and region board members is now combined. Voting for both sets of candidates will be done electronically by each member agency's designated voter on a single ballot. Agencies can designate their voting representative by visiting

www.acwa.com/elections and submitting the [Authorized Representative and Information Form](#) by the June 20 deadline.

- An 11-member Election Committee has been appointed to facilitate the election of the President and Vice President. The committee will confirm that candidates' eligibility criteria have been met and endorse preferred candidates for each position.
- The Election Committee will present an open ballot on July 21 that lists all qualified candidates, including the committee's preferred candidates. All candidates will also be listed on the ACWA website and invited to participate in a town hall style webinar in which members can ask the candidates questions.
- Members of ACWA will elect the President, Vice President, and their respective region board by voting electronically July 21 – September 19. **There will be no voting during the fall conference.**
- Ballots will be emailed by a third-party vendor called Simply Voting. This web-based online voting system provides quick and verified results while keeping individual votes confidential.
- Each member agency may cast one vote and must designate their one [voting representative](#) by June 20. If an agency does not designate a representative to vote by the deadline, the agency's General Manager will be the authorized voter by default.

Important Dates

- Deadline to receive Authorized Voting Representative Form: **Friday, June 20**
- Deadline to receive candidate nominations: **Friday, June 20**
- Tentative date for candidate interviews: **Friday, July 1**
- Election Begins: **Monday, July 21**
- Election Ends: **Friday, September 19**

In addition to being accepted via email to donnap@acwa.com, nomination items may also be submitted via mail to the below address.

Bruce Rupp, Election Committee Chair
c/o Donna Pangborn, ACWA
980 9th Street, Suite 1000
Sacramento, CA 95814

Please be aware that candidates may contact general managers and board presidents to solicit their respective member agency's support. A sample resolution of support is available [online](#).

We appreciate your interest and participation in this process to find the best qualified individuals to serve in representing ACWA's statewide membership. Should you have any questions regarding this process, please contact ACWA Senior Clerk of the Board Donna Pangborn at 916-669-2425 or donnap@acwa.com.