

AUBURN WATER SYSTEM, INC

3097 LOCKE LN
CRESTVIEW, FL 32536
850-682-1258 OR 850-682-3413 ~ FAX 850-398-6643



SUBJECT: Candidacy for the Board of Directors

January 30, 2025

Dear Member,

Auburn Water System is a Non-Profit Corporation and your voice as a member is very important. This letter is to inform you of the process used to elect the Board of Directors. Auburn Water has seven (7) Directors elected by the members to serve a four-year term. To ensure continuity of the Board of Directors, terms of office are staggered. This year the term for office expires for four (4) of the Directors on our Board.

General Director Qualifications:

To become and remain a director, a person must comply with the following general qualifications:

1. Be an individual;
2. Have the capacity to enter legally binding contracts.
3. Not have been previously removed or disqualified as a Director.
4. During the five (5) years immediately before becoming a Director, not be convicted of, or plead guilty to a felony;
5. While a Director and during the one (1) year immediately before becoming a Director;

(A) be a Member in Good Standing of the Auburn Water System, Inc., and

(B) permanently reside at a residence actively connected to the Auburn Water System, Inc., and use water provided by the Auburn Water System, Inc., and

(C) not be an employee of the Auburn Water System, Inc., or the spouse of any such employee, or an employee, or a leased employee of an entity controlled by the Auburn Water System, Inc. or in which the Auburn Water System, Inc. owns a majority interest or the spouse of any such employee

(D) while a Director, not receive or have an immediate family member that receives more than ten percent of annual gross income, other than insurance or Director compensation, or retirement income, directly or indirectly from the Auburn Water System, Inc., an Auburn Water System, Inc. Subsidiary, an Auburn Water System, Inc. Affiliate, or an employee of the Auburn Water System, Inc. or an Auburn Water System, Inc. subsidiary.

Each person seeking the office of Director shall provide a Statement of Candidacy, together with a Statement of Financial Interest on forms approved by the Board of Directors, along with a statement of their background and qualifications. The deadline for the submittal of said documents shall be 4pm on February 28, 2025. You may pick up your Statement of Candidacy and Statement of Financial Interest form at the Auburn Water System office, or you may call the office to request that the forms be sent to you via email, faxed or regular mail. The forms are also located on our website at www.auburnwatersystem.com. **The deadline for all forms is February 28, 2025, by 4:00 pm.**

At the March 17, 2025 Board of Director's meeting, the Directors shall, by majority vote adopt a slate of candidates for the election consisting of all persons who timely submitted the required documents and who otherwise met all the qualifications to seek office.

Ballots or Sample Ballots together with the statement of background and qualifications provided by qualified candidates shall be sent to members at least 20 days ahead of the Election Day and may be included with the regular water bill. The election shall be held on the first contiguous Monday and Tuesday in May of each election year (the "Election Period") unless because of circumstance, the Board of Directors shall find it necessary to direct another date in the month of May.

Sincerely,

Auburn Water System, Inc.

