

**CHECKLIST FOR FILLING VACANCY
ON APPOINTED BOARD OF SPECIAL DISTRICT**
(Gov. Code, §1779)

EVENT/ACTION	EVENT/DEADLINE
1. Date on which appointing authority was officially notified of vacancy, or effective date of vacancy, whichever is <u>later</u> . (If resignation letter filed with district, forward to appointing authority.)	_____
2. Wait for appointing authority to fill vacancy.	N/A
3. If initial appointing authority is not Board of Supervisors, and fails to take action within 90 days, Board of Supervisors then has authority to appoint. (No description in statute of what happens if Board of Supervisors fails to appoint.)	_____