**Language for Public Notice of Commissioner Vacancy (Death or Resignation)**

A vacancy exists on the Board of Commissioners of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Utility District due to the [resignation] [death] of Commissioner \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_. The Board plans to certify a list of three nominees to the \_\_\_\_\_\_\_\_\_ County Mayor to fill this vacancy at its regular meeting at \_\_\_\_\_ p.m. on \_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_, to be held at the District’s office at [insert office address here]. A customer may submit a name for consideration by the Board for the list of nominees. To be considered the name must be submitted to the District’s General Manager no later than one week before this Board meeting. Qualifications established by the Board for nominees are available upon request.

***This public notice must be given at least two weeks before the board meeting where the three nominees are selected and certified by one of the following methods:***

* ***Newspaper notice;***
* ***Notice on the utility bill; or***
* ***Notice in a separate mailing to customers.***