

Getting Involved

Town of Pitkin Boards and Commissions

Understanding your local government structure, eligibility, terms, and compensation.

For further information and to find out who is currently serving on the following boards and commissions visit the Town of Pitkin website at www.colorado.gov/pitkin.

Board of Trustees

Authority: C.R.S. 31-4-301

[Also serving as the Environmental Health Board]

- **Structure:** The Town of Pitkin is governed under Title 31, which states that the legislative and corporate authority of towns shall be vested in a board of trustees, consisting of one mayor and six trustees.
- **Eligibility:** Candidates shall be registered electors who have resided within the limits of the Town for a period of at least twelve consecutive months immediately preceding the date of the election, though there is an exception for cases involving annexation.
- **Term:** The term limit for board members is two (2) years, with elections occurring the first Tuesday of April each even year. The Town of Pitkin has no term limits for its elected officials.
- **Compensation:** mayor - \$300.00 month, trustee \$25.00 month.

Zoning Board of Adjustments:

Authority: Zoning Code of 2012 Section 18

- **Structure:** The board of zoning adjustment is governed by the town of Pitkin ordinance 2017-5 which adopts the 2012 zoning code. The zoning board consists of at least three (3) members, but not more than five (5) members
- **Eligibility:** All members shall be full time/year round residents of the town of Pitkin and property owners within the town of Pitkin. The town of Pitkin board of trustees appoints the members of the board of zoning adjustment.
- **Term:** The term of appointment shall be for a period of three years, staggered so that one or two members' terms expire each calendar year. The term shall run from May 1st through April 30th of the following third year.
- **Compensation:** unpaid board, no compensation.

Cemetery Board:

Authority: Town of Pitkin cemetery board by-laws, April 12, 2005.

- **Structure:** The Pitkin cemetery board shall consist of at least six but not more than nine members, who are appointed by the Pitkin board of trustees.
- **Eligibility:** not specified.
- **Term:** The term of appointment shall be for a period of three years, staggered so that two or three members' terms terminate each calendar year. Members will be appointed at the May Pitkin town meeting. Members may serve more than one term at the discretion of the town of Pitkin.
- **Compensation:** unpaid board, no compensation.

Town Officers and Employees:

Authority: C.R.S. 31-4-304

- **Structure:** The town of Pitkin has the authority to appoint officers as it deems necessary for the good government of the corporation, and it shall prescribe by ordinance their duties when the same are not defined by law and the compensation or fees they are entitled to receive for their services. The Town of Pitkin classifies the following officers as “Authorized Volunteers”:
Town Hall Commissioner Parks and Rec. Commissioner Cemetery Commissioner
Street Commissioner Ditch Commissioner Environmental Health Agent
The Town of Pitkin classifies the following officers as “Employees and Independent Contractors”:
Clerk/Treasurer Building Inspector Sanitarian
Town Attorney
- **Eligibility:** office specific, not specified unless by C.R.S., contract or ordinance.
- **Term:** officers are appointed/re-affirmed at the first meeting of a succeeding board after a general election of trustees and annually or bi-annually thereafter. No appointment of any officer shall continue beyond thirty days after compliance with section 31-4-401 by the members of the succeeding board of trustees.
- **Compensation:** office specific, unpaid unless by contract or ordinance.

Filling of Vacancy:

Authority: C.R.S. 31-4-303

The board of trustees has the power, by appointment, to fill all vacancies in the board or any other office, and the person so appointed shall hold his office until the next regular election and until his successor is elected and has complied with section 31-4-401.

Removal of Officer:

Authority: C.R.S. 31-4-307

By a majority vote of all members of the board of trustees, the mayor, the clerk, the treasurer, any member of the board, or any other officer of the town may be removed from office. No such removal shall be made without a charge in writing and an opportunity of hearing being given unless the officer against whom the charge is made has moved out of the limits of the town. When any officer ceases to reside within the limits of the town, he may be removed from office pursuant to this section. A municipal judge may be removed during his term of office only for cause, as set forth in section 13-10-105 (2), C.R.S.

This publication is meant to provide information, and reference the viewer to the publication of authority, whether by state, county, or by local municipal ordinance and resolution.

For additional information that may not be listed here such as ordinance, resolution or contract pertaining to a specific board or office, email thetownofpitkin@gmail.com, or visit the website at www.colorado.gov/pitkin.