

**ROCKY MOUNTAIN VILLAGE ESTATES**  
**Information Sheet**

- 1) **LEGAL NAME OF ASSOCIATION:**  
Rocky Mountain Baptist Village Condominium Association; dba Rocky Mountain Village Estates  
Note: As of 10/18/04 67% of the owners approved amending the filing with the Secretary of State to change the name to Rocky Mountain Village Estates
- 2) **DATE COMPLEX BUILT:**  
1993/1996; ODP Filing (1991); Amendment 1 January 31, 1996; Amendment 2, September 9, 2003
- 3) **BUILDER/DEVELOPER:**  
Edward H. Peters, Rocky Mountain Baptist Village Estates, LLC
- 4) **LOCATION OF COMPLEX:**  
31719 and 31819 Rocky Village Drive, Evergreen, CO 80439
- 5) **COUNTY:**  
Jefferson
- 6) **DATE OF ASSUMPTION OF OWNERSHIP FROM DEVELOPER:**  
August, 1996
- 7) **DATE OF INCORPORATION:**  
January, 1997
- 8) **REGISTERED AGENT:**  
Kathy Christensen  
KC & Associates  
10106 W. San Juan Way, Suite 210  
Littleton, Co 80127  
  
Community Manager  
Brittany Bazan  
KC & Associates  
  
Facilities Manager (on-site)  
Brac Burford  
31719 Rocky Village Drive., #500
- 9) **FID #:**  
84-1240593; CID # none, Sec. of State I.D. # 19921064232, 19951116706
- 10) **NUMBER OF UNITS: 130**
- 11) **NUMBER OF BUILDINGS:**  
2 residential, 4 carports
- 12) **TYPE OF STRUCTURE:**
  - a) Frame and stucco
  - b) Asphalt composite roofs on buildings, DiVinci plastic on entries

**13) AMENITIES:**

Bergen: Exercise Room, Billiard Room, Library, Game Room, Guest Suite (\$65/night), Community Room

Genesee: Exercise Room, Conference Room, Library, Woodshop, Guest Suite (\$65/night), Community Room

**14) MONTHLY ASSOCIATION FEE**

- a) Current assessment based primarily on square footage of unit
- b) Date annual assessment begins: January 1
- c) Special Assessments: None
- d) Discount: None
- e) Rec fees: None

**15) MONTHLY ASSESSMENT COVERS:**

- Water
- Sewer
- Snow removal
- Common area insurance
- Trash
- Amenities
- Additions to the Reserve Account
- Landscaping
- Hot water radiant heat
- Security systems
- Nurse pulls
- Basic expanded cable
- Elevator maintenance
- Common area maintenance
- Exterior window washing
- Housekeeping common areas and guest suites
- Lighted driveways
- Exterior building maintenance
- On-site facilities management/staff

**16) RESIDENCY RESTRICTIONS**

- a) Primary occupant of unit must be 55 or older
- b) Pets: one cat, small birds, fish. No dogs
- c) No smoking within unit, interior and exterior limited common elements or interior common elements
- d) Independent living

**17) INSURANCE COMPANY NAME, ADDRESS, PHONE, AGENT**

CRS Insurance Brokerage  
Eric M. Johnson Agent  
6600 E. Hampden Ave,  
Denver, CO 80224  
303.996.7818

**18) SNOW REMOVAL:**

- a) Snow ploughing by D&J Towing
- b) On-site staff clears sidewalks and exit sidewalks
- c) Residents are responsible for snow removal from decks and patios
- d) Owners/residents have permission to ask RMVE Maintenance Staff to remove

snow/ice from the Owner/resident's balcony/deck and to allow it to be done during normal working hours. Suggested tip \$10 per deck or balcony per event. RMVE Staff reserve the right to refuse.  
e) ESS Schneider plows

**19) LANDSCAPE COMPANY:**

Contracted as needed; most landscape work is done on-site by RMVE Staff

**20) TRASH and RECYCLE PICKUP:**

- a) Waste Management
- b) Trash pickup: MWF
- c) Common trash bins between buildings
- d) Recycle pickup Thursdays

**21) BOARD OF DIRECTORS:**

- a) Board members must be owners  
(Renters and outside appointments not permitted to serve)
- b) Number of Directors: 5 (may be no less than 3 nor more than 7)
- c) Renters and outside appointments permitted to serve
- d) Names, Addresses and Phone Numbers listed on website  
[rockymountainvillageestates.com](http://rockymountainvillageestates.com)

**22) COMMITTEES:**

- a) As needed
- b) Committees advise, recommend, report to Board of Directors

**23) ANNUAL OWNERS MEETING:**

- a) Typically the second Wednesday in January; may be changed with notice  
(the budget ratification is not done at his meeting)
- b) Annual Meeting Notice required: Not less than 10 nor more than 50 days prior to the meeting.
- c) Quorum needed: 20% (26)
- d) Two directors elected each year: one two year term; one three year term.
- e) Budget ratification

**24) REGULAR BOARD MEETINGS:**

- a) Typically every other month; may be changed with notice
- b) Quorum needed: a majority of Directors (3)
- c) Agenda posted in advance; minutes available after being approved at the next meeting
- d) Special or executive meetings may be called as necessary
- e) Working Session Board Meetings are held every Wednesday at 10.00a.m. in the Facility Manager's Office and are open meetings; may be changed with or without notice

**25) FISCAL YEAR:**

- a) January 1st through December 31st
- b) Budget ratification in early December

**26) PARKING:**

- a) Assigned indoor garage and carport parking: limited number
- b) Unassigned and guest parking; yes

**27) ASSOCIATION ATTORNEY:**

Altitude Community Law  
555 Zang St., Ste 100  
Lakewood, CO 80228  
(303) 432-9999

**28) BANK ACCOUNTS:**

Two Board signatures required on all checks

- a) Operating Account
- b) Reserve Account (money market & CD)

**29) MANAGEMENT AND STAFF**

- a) Facilities Manager on-site M-F 8:00 am - 4.00 pm
- b) 2 part-time Maintenance Staff Members

Revised 02/27/2023