

**AGENDA**  
**JOINT REGULAR MEETING**  
**OF THE BOARDS OF DIRECTORS**  
**NORTH PINE VISTAS METROPOLITAN DISTRICT NOS. 1-3**

DATE: Wednesday, March 15, 2023

TIME: 6:00 p.m. (or as soon thereafter as the Boards determine)

WEBEX VIDEO:

<https://spencerfane.webex.com/spencerfane/j.php?MTID=mc4c7e5618e742e1ff616b376a26fda00>

Meeting number (access code): 2594 526 7071

Meeting password: Wcw9ExerX25

**Per the provisions of Section 32-1-903, C.R.S., as amended by HB21-1278, the District may hold meetings of the Board at a physical location or by telephonic, electronic, or virtual means, or a combination of the foregoing.**

BOARD OF DIRECTORS

Thomas Clark, President (2022-2025)

Bryan R. Horan, Secretary/Treasurer (2022-2025)

Darwin Horan, Assistant Secretary (2020-2023)

Vacant, (2022-2025)

Vacant, (2020-2023)

1. Call to Order
2. Approval of Agenda & Meeting Location
3. Disclosure of Potential Conflicts of Interest
4. Public Comment (limited to 3 minutes per person)
5. Consider for Approval the Minutes of the February 3, 2023 Regular Meeting
6. Financial Matters
  - a. Claims
  - b. Accountant's Reports
7. Attorney Items
8. Director Items
  - a. Lilly Hearing

9. Advance HOA
10. Other Business
11. Executive Session (if necessary)
12. Adjournment/Continuation

**RECORD OF PROCEEDINGS  
MINUTES OF A JOINT REGULAR MEETING  
OF THE BOARDS OF DIRECTORS OF  
NORTH PINE VISTAS METROPOLITAN DISTRICT NOS. 1-3**

**HELD:** The 3<sup>rd</sup> day of February 2023 at 9:30 a.m. (or as soon thereafter as the Boards determined), via video conference.

**ATTENDANCE:**

A joint regular meeting of the Boards of Directors of North Pine Vistas Metropolitan District Nos. 1 - 3, City of Castle Pines, Douglas County, Colorado, was called and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

Thomas Clark, President  
Bryan R. Horan, Secretary/Treasurer  
Darwin Horan, Assistant Secretary

There are two vacancies on the Boards.

Also present were Diane Wheeler of Simmons & Wheeler, PC, Gabriel Lazaro of Advance HOA, Russell W. Dykstra of Spencer Fane LLP, and Angeline Darling-Lilly.

All Board members and consultants appeared via video and teleconference.

**CALL TO ORDER:**

The meeting was called to order at 9:35 a.m. It was confirmed that a quorum was present for the purpose of conducting a joint regular meeting of the Boards of Directors of the North Pine Vistas Metropolitan District Nos. 1 – 3.

**AGENDA:**

The Boards reviewed the Agenda for the meeting and upon motion duly made seconded and upon vote unanimously carried, the Boards approved the Agenda as presented.

**DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST:**

Mr. Dykstra noted that transactional disclosure statements had been filed on behalf of the members of the Boards of Directors with the office of the Colorado Secretary of State and with the Secretary of the Districts. Upon motion duly made, seconded and upon vote unanimously carried, the Boards directed that said disclosures be incorporated herein.

**PUBLIC COMMENTS:**

None.

## **MINUTES:**

Mr. Dykstra presented the minutes from the December 2, 2022 meeting to the Boards. Discussion ensued. Following discussion and upon motion duly made, seconded and upon vote unanimously carried, the Boards approved the minutes as presented.

## **FINANCIAL MATTERS:**

Claims. Ms. Wheeler presented the claims to the Boards. Upon motion duly made, seconded and upon vote unanimously carried, the Boards accepted and approved the claims as presented.

Accountant's Reports. Ms. Wheeler presented the financial reports to the Boards. Upon motion duly made, seconded and upon vote unanimously carried, the Boards approved the report as presented.

## **ATTORNEY ITEMS:**

Mr. Dykstra provided an update on legislative matters to the Boards. The Boards discussed setting evening meetings. Upon motion duly made, seconded and upon vote unanimously carried, the Boards approved holding regular meetings on the second Tuesday of March, June, September and December at 6:00 p.m.

## **DIRECTOR ITEMS:**

The Board discussed Ms. Darling-Lilly's request for a hearing on ARC items. Upon motion duly made, seconded and upon vote unanimously carried, the Boards approved holding the hearing at the March board meeting.

## **ADVANCE HOA:**

Mr. Lazaro presented the report to the Boards. It was noted that debris along Monarch is being addressed and that there are new ARC committee members.

## **OTHER BUSINESS:**

The Boards discussed the deeds for tracts with the City. Mr. Dykstra will follow up with the City attorney regarding the tract deeds, title work and easements for monument signs. The Boards directed that the meeting packets be posted to the website prior the board meetings going forward.

## **EXECUTIVE SESSION (if necessary):**

Not needed.

## **ADJOURNMENT:**

Following discussion and upon motion duly made, seconded, and unanimously carried, the Boards moved to adjourn the meeting at 9:59 a.m. The foregoing Minutes constitute a true and correct

copy of the Minutes of the above-referenced joint meeting and were approved by the Boards of Directors of the North Pines Vistas Metropolitan District Nos. 1 - 3.

---

Secretary of the Districts

**North Pine Vistas  
Claims to be Approved  
March 15, 2023**

<b>Vendor Name</b>	<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Amount</b>
Schedio Group LLC	200401-1794	3/1/2023	02 Engineering	\$ 44.00
Schultz Industries, Inc.	115525	2/28/2023	02 16 Seed Native Area	4,896.56
Spencer Fane, LLP	1174475	3/6/2023	02 Legal Services D1	3,520.34
				<u>\$ 8,460.90</u>

**North Pine Vistas  
Claims to be Ratified  
March 15, 2023**

<b>Vendor Name</b>	<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Bill Line Item</b>	<b>Amount</b>
Advance HOA Management, Inc.	2022-1	12/1/2022	09 14 Felt Removal	\$	570.00
Advance HOA Management, Inc.	2022-1815	11/1/2022	09 14 Debris Disposal		300.00
Advance HOA Management, Inc.	2022-1836	11/13/2022	09 22 Debris Disposal		150.00
Advance HOA Management, Inc.	2023-03	1/3/2023	02 Management Fee		3,150.00
Advance HOA Management, Inc.	2023-05	2/1/2023	03 Management Fee		3,150.00
Advance HOA Management, Inc.	2023-06	2/15/2023	01 Addendum Billing		145.30
Advance HOA Management, Inc.	2023-07	3/1/2023	04 Management Fee		3,150.00
CDPHE	WC231127192	7/29/2022	WQCD PERMITS		540.00
CMS Environmental Solutions, LLC	146328	2/1/2023	02 Monthly Inspections		205.00
CMS Environmental Solutions, LLC	147808	3/1/2023	03 Monthly Inspections		205.00
Schedio Group LLC	200401-1669	1/1/2023	12 Engineering		200.00
Schedio Group LLC	200401-1735	2/1/2023	01 Engineering		44.00
Schultz Industries, Inc.	114771	11/17/2022	11 Clean up BMP's		1,994.00
Simmons & Wheeler, PC	34838	1/31/2023	01 Accounting Services		817.50
Special District Association of CO	02 07 23 D1	2/7/2023	2023 SDA D1		586.88
Special District Association of CO	02 07 23 D2	2/7/2023	2023 SDA D2		314.53
Special District Association of CO	02 07 23 D3	2/7/2023	2023 SDA D3		358.58
Spencer Fane, LLP	1167583	2/6/2023	01 Legal Services D1		5,563.89
				<b>\$</b>	<b>21,444.68</b>

North Pine Vistas Metropolitan District  
c/o Advance HOA Management, Inc.  
P.O. Box 370390  
Denver, CO 80237



Ph: 303-482-2213 | F: 303-495-5895  
clientservices@advancehoa.com  
www.advancehoa.com

Taylor Lilly & Angelina Darling-Lilly  
343 Flagstick Point  
Castle Pines, CO 80108

October 02, 2022

### Courtesy Notice of Non-Compliance

RE: 2071723/ 343 Flagstick Point

Dear Taylor Lilly & Angelina Darling-Lilly,

This letter serves as a Courtesy Notice to bring to your attention that during an inspection of North Pine Vistas Metropolitan District on October 02, 2022, the following was found to be in violation of the community governing documents:

**Prohibited Items** - Sectional is not allowed in area

We understand that many times residents are simply unaware that a problem exists. If you have already taken care of the above-mentioned items(s), please disregard this letter and accept our thanks for taking care of the violation. Otherwise, your efforts to correct the above item by November 01, 2022 are greatly appreciated to avoid proceeding to a First Notice of Violation and the imposition of enforcement fines. If you have questions regarding this matter, please do not hesitate to contact us or your Community Manager.

Sincerely,

Advance HOA Management, Inc.  
On behalf of the Board of Directors  
[clientservices@advancehoa.com](mailto:clientservices@advancehoa.com)







10/2/2022 9:31 AM

**Taylor & Angelina Lilly**

343 Flagstick Point  
Castle Pines, CO 80108  
Phone: 719-355-5618

▶ **North Pine Vistas Metro. District Nos. 1-3**

C/O Spencer Fane LLP  
1700 Lincoln Street, Suite 2000  
Denver, CO 80203  
Phone: (303) 839-3800

---

**Dear NPVMD3**

We, Taylor Lilly and Angelina Darling-Lilly, request a consolidated hearing to address both two existing requests for hearing communicated to the district November 4<sup>th</sup>, 2022, as well as three new requests for hearing related to correspondences issued by your contracted representative, Advance HOA Management. During our consolidated hearing, we wish to resolve the following items:

1. Existing request for hearing dated November 4<sup>th</sup>, 2022; RE: 2071723/ 343 Flagstick Point
    - Date of notices received 10/28/22 electronically, 11/4/2022 by mail. First Notice of Non-Compliance
    - Violation Type: Architectural- Architectural improvement installed without committee review.
    - Date of initial violation: October 02, 2022; Compliance date: November 26, 2022
  2. Existing request for hearing dated November 4<sup>th</sup>, 2022; RE: 2071723/ 343 Flagstick Point
    - Date of notice received 10/28/22 electronically, 11/4/2022 by mail. First Notice of Non-Compliance
    - Violation Type: Prohibited Items- Sectional not allowed in area
    - Date of initial violation: October 02, 2022; Compliance date: November 26, 2022
  3. New request for hearing dated January 12<sup>th</sup>, 2023; RE: 2071723/ 343 Flagstick Point
    - Date of decision 06/22/22 (as shown on Advance HOA website) ; corr. below from Advance HOA
    - Date of original correspondence received 05/27/22 – Resubmitted and subsequently approved by ARC
    - Date of updated correspondence received 01/06/23 – Inconsistent with original determination
    - Architectural Request – Denied; Remodel: Deck Patio / Driveway
  4. New request for hearing dated January 12<sup>th</sup>, 2023; RE: 2071723/ 343 Flagstick Point
    - Date of decision 07/28/22 (as shown on Advance HOA website) ; corr. below from Advance HOA
    - Date of original correspondence received 07/13/22 – Improvements completed per approval & conditions
    - Date of updated correspondence received 01/06/23 – Inconsistent with original determination
-