



**Osprey Cove
ARCHITECTURAL REVIEW BOARD
Thursday December 11, 2025 at 6:00PM**

Located within Osprey Cove Clubhouse and via Teams videoconference

MEETING MINUTES

Call to Order

The meeting was called to order at 6:07PM by T. Black. The Teams meeting was opened to remote attendees at the same time.

Determination of a Quorum / Roll Call

Present: T. Black, J. Dreusicke, C. Rynasko and S. Boone were present. A quorum was determined to be achieved. No one from the HOA Board of Directors was present.

Proof of Notice of Meeting

Notice of the meeting was posted in the clubhouse and sent to members by email.

Approval of previous ARB Meeting Minutes

The ARB reviewed the November meeting minutes and recommended approval.

Motion to approve November 11, 2025 ARB meeting minutes made by:

C. Rynasko

Second by:

J. Dreusicke

Approved:

unanimously approved

Motion carried

Old Business

8879 SE Bayberry Terrace

Homeowner received commencement approval and received the checklist for doors and windows replacement. However, the homeowner did not notify the Property Manager when windows were delivered ARB determined that a letter similar to the one for 9810 SE Osprey Pointe Drive highlighting the requirement to submit an application prior to work

Motion to approve November 11, 2025 ARB meeting minutes made by:

C. Rynasko

Second by:

J. Dreusicke

Approved:

unanimously approved

Motion carried

9810 SE Osprey Pointe Dr

Homeowner commenced painting exterior a different color without submitting an application or receiving written approval. HOA President asked that a letter be drafted reminding the homeowner that an application is required. A draft letter was circulated among the ARB for review, comment and edits. Changes were integrated into the letter which will be sent to the HOA President and Property Manager to be issued to the homeowner.

8968 SE Bayberry Terr

No bird bath has been installed yet. No action this meeting.

Draft letter to community regarding exterior changes

Pursuant to the discussion at the September ARB meeting, a general letter to the community was drafted to remind homeowners to submit a complete application and receive written approval before any work can commence. ARB members will review, comment and provide edits by 12/15. The letter will then be sent to the HOA President and Property Manager to be reviewed by the HOA Board and the attorney prior to distribution.

New Business

9882 SE Osprey Pointe Dr

Application states a roof replacement will use Desert Spice blend and install new white gutters, all requested documents are included with the application. ARB noticed that the proposal from the contractor references a different brand and color of roof tile. Homeowner indicated they have samples that the ARB can pick up and review. ARB will obtain the roof tile samples for examination for consistency with current approved color scheme. Application denied.

Motion to deny application made by:
Second:
Approved:
Motion carried

S. Boone
C. Rynasko
approved

8880 SE Bayberry Terrace

Door replacement with new impact. The ARB had a question regarding the color of the glass of the transom window but resolved through discussion and research. Additional documentation is in order. Recommended approval for commencement.

Motion to approve commencement made by:
Second:
Approved:
Motion carried

C. Rynasko
J. Dreusicke
unanimously approved

Owners' Forum

The following homeowners were present in person or remotely: No homeowners were present at the meeting.

Next ARB Meeting

January 13, 2026 at 6:00PM, OC Clubhouse. An access link will be made available for remote homeowners to participate using WIFI and their phone or computer.

Adjourn

Motion to adjourn made at 6:46PM by:
Second:
Approved:
Motion carried

S. Boone
C. Rynasko
unanimously approved

Respectfully submitted:


12/15/25