

Burke Stations Citizens Association (BSCA)

Date: December 2, 2025

Time: 7:05 PM – 9:01 PM

Location: Burke Station Community Center

Call to Order

The meeting was called to order at 7:10PM.

Attendance

Voting Members Present

- Susan Carter, President
- Ali O'Connell, Architectural Standards – Architectural Committee
- Richie Rodriguez, Vice President – Swim Club/Community Center Committee
- Rachel Lynch, Treasurer
- Patrick Kirby, Infrastructure
- Juan Masias, Safety and Security/External Affairs
- Holly Hobbs, Secretary

Non-Voting Members Present

- Deirdre Daumit, Swim Club/Community Center Committee Co-chair
- John Medeiros, Infrastructure Subcommittee

Unfinished & Ongoing Business

October 2025 meeting minutes confirmed.

2026 Proposed Projects Summary

Overview of 2026 Infrastructure Program

The Board reviewed the full list of proposed 2026 maintenance, repair, and replacement reserve projects. The total planned program cost is **\$88,750**, spanning maintenance & repair, professional services, replacement reserves, operating reserves, and landscaping reserves .

Replacement Reserve Projects (>\$5,000)

The Board discussed several major capital projects proposed for 2026, including:

- **Replace diving board & slide concrete slabs – \$26,700**
Based on Titan's September 2025 proposal; additional proposals required .
- **Replace lifeguard stands (Phase 1 of 3) – \$8,000**
Includes concrete slab work.
- **Replace pool security fence (chain link, Phases 3–4) – \$6,700.**

These projects represent the largest capital expenditures planned for the year.

Maintenance & Repair Projects (<\$5,000)

Key maintenance projects reviewed:

- **Reseal & paint parking lot asphalt – \$4,150**
Based on Master Markings proposal .
- **Fix ceilings and paint community room, kitchen, entry, lifeguard room, and mechanical room – \$6,000**
Updated from 2023 estimates; new proposals needed.
- **Annual coping/tile/skimmer repairs – \$1,500.**
- **Remove and replace pool tie-downs – \$900.**

Landscaping Projects

The Board reviewed landscaping needs for 2026, including:

- **Tree Maintenance (P3.3) – \$6,500**
Based on HLS proposal.
- **P4 Tree Assessment – \$4,000**
Estimated from previous work.

These items support ongoing tree-management planning and landscape upkeep.

End-of-Year Placeholder Projects

The Board noted additional placeholder projects that may be executed depending on year-end financial capacity:

- **Pool:** \$2,300 maintenance, \$6,000 replacement reserve, \$2,500 operating reserve.
- **Community Center:** \$2,500 maintenance, \$1,000 operating reserve.
- **Landscaping:** \$5,500 landscaping reserve.
- **Other:** \$4,500 operating reserve.

Total placeholder estimate: **\$24,300.**

Potential Additional Projects (Not Yet Funded)

The Board reviewed a list of potential future projects that may be considered if funding becomes available:

- **Replace select pool deck concrete slabs – \$6,000.**
- **Replace lifeguard stands (Phases 2 & 3) – \$13,000** (2021 Titan proposal).
- **Replace pool security fence (Phase 4) – \$6,000.**
- **Replace acid/chlorine controller – \$850.**
- **Replace sun awnings – \$3,000** (concept and proposals needed).

- **Install acid/chlorine controller & pump for wading pool – \$2,250.**
- **Re-landscape Community Center entrance – \$9,200 (HLS proposal).**
- **Tree maintenance assessment (4.0) – \$4,000.**
- ***Tree maintenance 3.2 \$4,390 was moved to EOY 2025.***

These items remain under review and are not currently funded.

Projects on Hold (Not Funded)

The Board acknowledged several immediate large-scale projects currently on hold due to cost:

- **Replace wooden privacy fence with arborvitae/skip laurels – \$8,000.**
- **Replace sand/backwash tanks – \$14,000.**
- **Replace Community Center roof shingles – \$17,850.**
- **Install new wading pool umbrella – \$8,000.**
- **Re-landscape Community Center front & side – \$8,000.**
- **Mulch viewing, picnic, and BBQ areas – TBD.**
- **Remove wooden fence and debris (north side of pool) – TBD.**

2025 BSCA Project Summary Review

Overview

The Board reviewed the completed and planned 2025 Maintenance, Repair, and Replacement-Reserve projects. The total 2025 Infrastructure Program amounted to \$58,852, consisting of \$18,296 in Maintenance & Repair and \$40,556 in Replacement Reserve expenditures .

Replacement Reserve Projects

The Board noted completion of multiple reserve-funded projects, including:

- **Underwater pool light replacement (LED, Phases 2 & 3) – \$8,734** *Completed by High Sierra*
- **LED light transformer covers – \$1,250** *Completed by High Sierra*
- **Restore/replace furnishings – \$5,599** *Completed via self-help*
- **Replace sun canopy (x2) – \$537** *Completed*
- **Replace kitchen window – \$695** *Completed by NOVA Window*
- **Emergency restoration of collapsing women's bathroom ceiling – \$10,100** *Completed by JP Painting*
- **Replace community entrance lighting – \$2,450** *Completed HLS*
- **Pool security fence replacement (Chain link Phases 1 & 2) – \$7,162 and \$4,029** *Completed by Armor Fence Company*

Maintenance & Repair Projects

The Board reviewed the following maintenance and repair items, all of which were completed in 2025:

- **Repair coping & tiles – \$1,200** *Completed by Titan*
- **Install two additional security cameras – \$1,897** *Completed by Guardian*
- **Tree maintenance (Phase 3.1B) – \$4,875** *Completed by HLS*
- **Exigent supplemental arborist visits – \$800** *Completed by HLS*
- **Repair sidewalk cracks (safety) – \$800** *Completed by Barry Concrete*
- **Exigent tree maintenance (Phase 3 Exigent) – \$3,375** *Completed by HLS*
- **P3.2 Tree Maintenance – \$4,390** *Completed by HLS*
- **Exigent trimming for fence replacement (P2/4) – \$750** *Completed by HLS*
- **Repair tarp storage skid – \$209** *Completed via self-help*
- **Repair & paint sheetrock (Community Center damage) – no cost** *Completed via self-help*

Summary of 2025 Program

- **Total 2025 Infrastructure Program: \$58,852**
- **Maintenance & Repair: \$18,296**
- **Replacement Reserve: \$40,556**

Next Meeting

Scheduled for Tuesday, February 3, 2026.

Meeting Adjourned: 8:48 PM