



BCCA NEWSLETTER

July 2023

All Written Correspondence

Please send to office@bristolcourt.org

Board of Directors

All owners are invited to the Board of Directors monthly meeting held in the party room of 2500 Windsor Mall on July 25th at 7 p.m.

New Resident Orientation

- For residents and owners who are new to Bristol Court, an orientation meeting is hosted by the Community Commission to answer questions about BCCA and the Park Ridge community.
- Our next meeting will be held August 10th at 7 p.m. in the party room at 2500 Windsor Mall.

The Annual Meeting and Elections will be held Tuesday, August 8th.

Applications for the Board of Directors will be available soon.

Reminder to Recycle Correctly

- **Not everything can be recycled!** Look for the recycling symbol on the container. Products with 6 in the triangle are not recyclable including styrofoam.
- **Remove recyclables from plastic bags.** The bags are not recyclable. Grocery bags should be recycled at the grocery store.
- **Only recycle** empty and clean bottles, cans, paper, and cardboard in recycling bins. Please break down cardboard boxes.
- Everything else is garbage to be thrown down the chute.
- Black plastic and shredded paper are no longer recyclable.

Laundry Etiquette

- Please remove your laundry as soon as it is completed.
- Laundry may be removed after 15 minutes.
- Laundry hours are from 6 a.m. to 11 p.m.
- If you make a mess, such as spilling detergent, softener, or dropping dryer sheets please clean up.

Building Etiquette

- Please be kind to your neighbors.
- In communal living, sounds, i.e., loud music, surround sound, radios, TVs, and arguments can be heard in the hallways and surrounding units above, below, and adjacent.
- Please use the kitchen ventilation fan to help remove cooking odors.

Summer Reminders

- Playing ball and barbequing on the grounds is not permitted; use the forest preserve open areas instead.
- Car washing (indoors or outdoors) is not permitted.
- Car repair is not permitted.
- With the nicer weather and more people outside, please slow down and observe the **15-mph speed limit**.
- Please stop at **STOP** signs.
- Watch out for children playing and people walking in the street.

Air Conditioning

- If the fan coil alarm sounds in your unit or you hear it from another unit, please call the office (847-698-3313) **immediately** so leaks can be repaired, and damage prevented.
- Please note that air conditioning units will not turn on if the outside temperature is below 60°.

Upcoming Projects

- **Carpet Cleaning:** All common area carpets will be cleaned beginning July 10th. Schedules will be placed in buildings. Information for unit carpet cleaning will be posted with the schedule.

Federal Pacific Electric Panel Replacement Reminder

- If you have not already done so, please remember to replace and move the Federal Pacific electrical panel in your hall closet.
- Our insurance company is receiving updates on the completed units and will be monitoring the progress.
- Remember to get an **Improvement to Units Form** approved before starting any work.