



BCCA NEWSLETTER

June 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 June 27th 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 1st.

Vehicle Stickers

- Beginning June 17th, vehicle stickers are not required for vehicles registered in Park Ridge.
- All vehicles must have a BCCA sticker displayed on the passenger side rear or side window. To obtain a BCCA sticker, residents must provide a current vehicle registration form to the Association Office.

Please Share

- Please share the newsletter information with family members and care givers so they will be well informed.

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°.

Cooking Reminders

- Please use the kitchen exhaust fan when cooking.
- If you generate a lot of smoke, **please open your windows.**
- Opening the unit door can set off the building-wide fire alarm.

Upcoming Projects

- **Parking Garage Cleaning:** It is anticipated that the garage cleaning will begin in early June. All vehicles will need to be relocated during the cleaning process. Only bicycles and grocery carts may be stored in the garage.
- **Carpet Cleaning:** All common area carpets will be cleaned following the garage cleaning. Notices will be placed in the buildings as to when this will be scheduled.

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.