***SWEET BRIER CONDOMINIUM ASSOCIATION***

***DECEMBER 2023 NEWSLETTER***

**The 2024 Budget** has been approved by the Sweet Brier Board and was mailed to all home owners. Due to rising contract costs and increases in operating expenses, the monthly assessments will increase by $10 per month to $166, starting January 1, 2024, so the association can continue to maintain the property and fund the necessary projects to keep Sweet Brier a beautiful and safe place to live. Remember, if you pay your monthly fees automatically or through your bank, you will need to adjust the amount to $166.

The monthly assessment fees should be *received* by Barnett on or before the 1st of every month. This means you should mail in your check or have your bank withdraw the fees one to two weeks before, to allow for mail delivery and processing time. While there is a ten day grace period, Barnett will no longer be waiving the $20 late fee for payments received after the 10th of the month. If your assessment fees are paid automatically or through your bank, please adjust the date of payment. A suggestion is to back up the payment date to the 20th so it is received by the 1st. Please call Raquel at 216-831-0165 with any questions.

**Trash & Recycle Bins** may be placed outside on the driveway on Sunday evening no earlier than 5pm for Monday morning pickup during the winter months. When it’s snowing, keep the bins off to the side so your driveway can be plowed.

Because Christmas falls on a Monday this year, trash pickup will take place on Tuesday, December 26th. Mark your calendar!

**The Snow Plow Contract** has been awarded to Munoz for the 2023/2024/2025 seasons. Snow will be plowed off the roads and driveways when accumulation reaches two inches. The association does not salt or de-ice the roads and will occasionally de-ice the intersections depending on weather. Overnight street parking is prohibited. You are responsible for clearing your own walkway and you may use a de-icer on your own driveway and walkway as needed. Please use caution and care for your own safety when walking and driving on the property.

**Holiday Decorations:** The association will be decorating the gazebo again for the holidays! Home owners are encouraged to decorate the front of their units as well. All holiday decorations must be removed by January 15th.

**The Social Committee** has planned the annual Christmas Caroling around the neighborhood for Sunday, December 17th at 6pm. It starts at the Gabor house, 718 Jonquil. Come out and join or watch from your front door. Many, many thanks to the committee for all of their hard work in organizing the gatherings and social events throughout the year.

**Property Improvements & Landscape Projects** have been completed for this year. The association is accepting resident requests for consideration for spring landscape work. Please submit a request form to Raquel.

**The Pond Fountain & Speed Bumps** have been removed for the winter and will be reinstalled in the spring.

**Reminders:**

* Update your address with Barnett if you leave town for the winter months. Raquel’s contact info is below.
* The Next Board Meetingis scheduled for Monday, December 4th at 10:00am at the Madison Library. All owners are encouraged to attend. Please contact Raquel with any questions or concerns.
* Submit a Request Form each time you are considering making any modification, change, replacement or improvement to the exterior of your home and yard. This includes, roof, windows, driveway, patio, flower beds, trees, porches, fences, etc. A request form has been included in this mailing, please keep it for future use and reference. Complete and submit the form to Raquel via US mail or email, so the Board can review. Once approved (or denied), you will receive a letter from Raquel. Please wait for your approval letter before the work begins.

**Sweet Brier Board of Directors**

President: Terry Gabor

Vice-President: Sharon Bennett

Secretary/Treasurer: Kay Hearn

[www.sweetbriermadison.com](http://www.sweetbriermadison.com)

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