

VERONA RESERVE 2025 PROJECT SCHEDULE

JANUARY	Special BOD Meeting Insurance Policies Renew January 13	Annual Meeting & Elections First Notice Mailing		
FEBRUARY	Review Bids for Mulch (Common & VH's)	Annual Meeting & Elections Second Notice Mailing		
MARCH	Annual Members Meeting & Elections	Board Orientation Meeting	Send Reconciliation Invoice to Jacaranda Commons LP	Review Bids for Villa Roof Cleaning (where needed)
APRIL	Review Bids for Cabbage Palm Trimming SFH's & VH's	Annual Audit & Federal Income Tax Return Completed	Federal Income Tax Return Filed	Weekly Mowing Service Begins
MAY	Review Bids for Shrub Replacements	Review Bids for Hardwood Trimming (Common Areas)	Update Reserve Study	
JUNE	Review Bids for Sod Replacement	Renew Pool Permit Through Sarasota County	Sarasota County fertilizer ban begins June 1st to September 30th	
JULY	Pond Weir Inspections (Every 5 yrs)			
AUGUST	Review Bids for Power Washing Common Sidewalks (As Needed)	Review Bids for Power Washing Villa Driveways (As Needed)	Review Reserve Schedule for Upcoming Year Capital Projects	
SEPTEMBER	Review Draft Budget & Update Reserve Schedule	Approve Mailing of Draft Budget to Owners		
OCTOBER	Adopt Budget at Annual Budget Meeting	Send Budget Invoice to Jacaranda Commons LP	Bi-weekly Mowing Service Begins	
NOVEMBER	Assessment Coupons Ordered & Mailed to Owners	Annual Backflow Preventer Inspections at Dog Park & Pool		
DECEMBER				

*Board

*Owners

*Mgmt Company

*CPA

*ArtisTree