

## HLE – Annual Cycle of Cycles

**April 2022**

Patterns are repeated annually within various topics. EX. Lake Committee Budget begins in July; Spring plans begin in October.

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| January –   | Prior Year Financials<br>Christmas tear-down<br>Dormant pruning – Large trees  |
| February –  | Owner/unit announcements for spring plans<br>First Board Meeting – Agenda followed by Minutes followed by Newsletter   |
| March –     | Winter damage review/Spring Grounds Review   |
| April –     | Federal Tax Filing<br>Lake Committee Spring Annual Meeting – Agenda followed by Minutes<br>Lake spring turn-over; bubbler stopped; fountains installed<br>Snow Season ends<br>Winter Clean-up landscaper first visit / plant and material orders placed<br>Apple Tree treatments begin – 3 treatments; April, May and June |
| May –       | Second Board Meeting – Agenda followed by Minutes followed by Newsletter<br>Landscape improvements – first round<br>Weekly mowing begins with periodic lawn treatments for insects like grubs and weeds like dandelions  |
| June –      | Summer Grounds Review  |
| July –      | Draft Lake Committee Budget<br>Block Party (if held)<br>First of two annual bush, shrub, small tree pruning<br>Fertilization of Spruce Trees   |
| August –    | Third Board Meeting – Agenda followed by Minutes followed by Newsletter  |
| September – | Lake Committee Fall/Budget Meeting – Agenda followed by Minutes with Final Budget<br>Draft HLA Budget<br>Landscape improvements – second round (if required)<br>Second of two annual bush, shrub, small tree pruning   |
| October –   | Fall Grounds Review / Preliminary winter and spring plans with contracts<br>Final HLA Budget<br>Lake fall turn-over; fountains removed; bubbler started<br>Weekly mowing ends<br>Fertilization of ornamental trees and shrubs  |
| November –  | Fourth Board Meeting/Budget – Agenda followed by Minutes followed by Newsletter<br>Annual Owner Meeting/Election<br>HSR set-up for new year<br>Final fall landscape clean-up<br>Snow season begins<br>Christmas set-up   |
| December –  | A month without plans  |

### NOTES:

- Long-range plans require activity per that schedule and varies each year. See projections.
- Contract renewals require activity per that schedule and varies each year. See contract list.
- New Business modifies plans and goals.
- General events, such as storms, often come into play.
- Some events may happen sooner or later across a month or more.