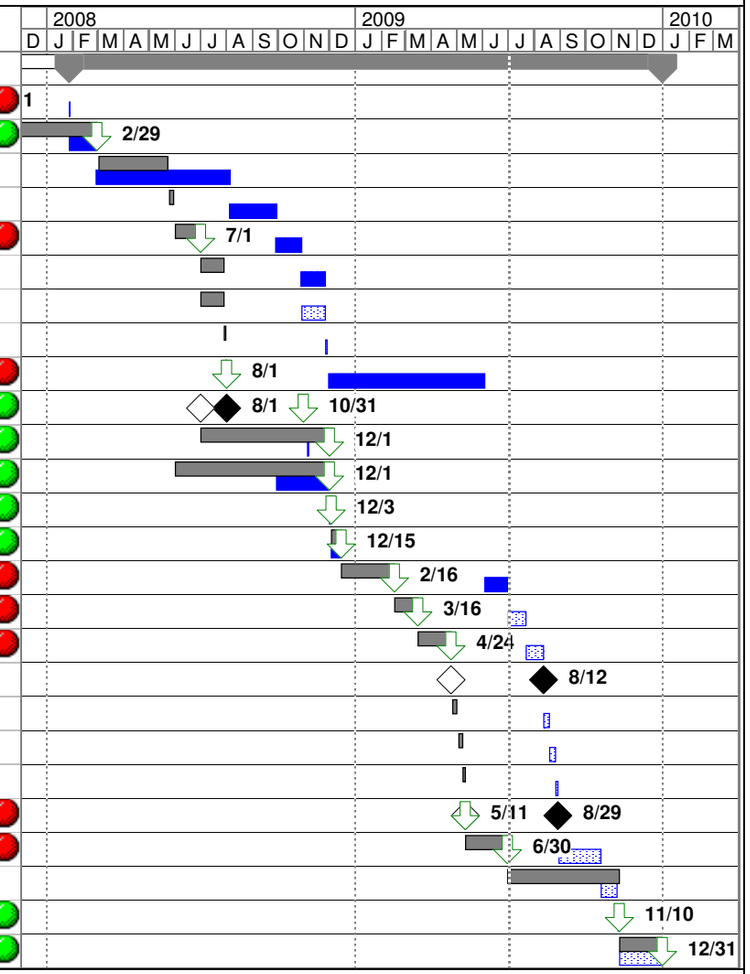
2008-Pay-2009 Assessment/Tax Billing Cycle - Carroll County - Updated Thu 7/2/09

ID	Task Complete?	Task Name	Actual/Projected Start Date	Actual/Projected Finish Date	Task Deadline	On Time Status
0		**2008-Pay-2009 Assessment/Tax Billing Cycle - Carroll Coun**	**NA**	**NA**	**NA**	
1	✓	**Submit 2007-pay-2008 real and personal property data to DLGF/LSA**	**Mon 1/28/08**	**Mon 1/28/08**	**Mon 10/1/07**	Red
2	✓	**Validate all 2007 sales disclosures and submit data to DLGF/LSA**	**Mon 1/28/08**	**Fri 2/29/08**	**Fri 2/29/08**	Green
3	✓	Prepare ratio study and submit workbook and ratio study to DLGF	Fri 2/29/08	Tue 8/5/08	Fri 5/23/08	
4	✓	Review and approve county ratio study	Tue 8/5/08	Mon 9/29/08	Fri 5/30/08	
5	✓	**Apply trending factors, review assessed values, and deliver final AV t**	**Mon 9/29/08**	**Wed 10/29/08**	**Tue 7/1/08**	Red
6	✓	Apply deductions and exemptions	Wed 10/29/08	Wed 11/26/08	Tue 7/29/08	
7		Submit TIF Neutralization forms (if applicable)	Thu 10/30/08	Wed 11/26/08	Tue 7/29/08	
8		Review and approve TIF Neutralization	Thu 11/27/08	Fri 11/28/08	Thu 7/31/08	
9	✓	**Certify net assessed values to DLGF**	**Mon 12/1/08**	**Wed 6/3/09**	**Fri 8/1/08**	Red
10	✓	**Prepare Form 15 data and submit to DLGF**	**Fri 8/1/08**	**Fri 8/1/08**	**Fri 10/31/08**	Green
11	✓	**Prepare data extract files and submit 2008-pay-2009 real and persona**	**Thu 11/6/08**	**Thu 11/6/08**	**Mon 12/1/08**	Green
12	✓	**Adopt budgets, levies and rates**	**Tue 9/30/08**	**Mon 12/1/08**	**Mon 12/1/08**	Green
13	✓	**File budgets with County Auditor**	**Tue 12/2/08**	**Wed 12/3/08**	**Wed 12/3/08**	Green
14	✓	**Advertises adopted rates (TAB Rate Chart)**	**Thu 12/4/08**	**Mon 12/15/08**	**Mon 12/15/08**	Green
15	✓	**Work unit budgets, levies, rates, and certify county budget order**	**Thu 6/4/09**	**Wed 7/1/09**	**Mon 2/16/09**	Red
16		**Prepare abstract and tax duplicate, and submit 2008-pay-2009 tax billi**	**Thu 7/2/09**	**Wed 7/22/09**	**Mon 3/16/09**	Red
17		**Prepare and mail tax bills**	**Thu 7/23/09**	**Wed 8/12/09**	**Fri 4/24/09**	Red
18		Publish tax rates - 1st advertisement	Wed 8/12/09	Wed 8/12/09	Fri 4/24/09	
19		Publish tax rates - 2nd advertisement	Thu 8/13/09	Wed 8/19/09	Fri 5/1/09	
20		Publish tax rates - 3rd advertisement	Thu 8/20/09	Wed 8/26/09	Fri 5/8/09	
21		Tax billing lead time - spring installment	Wed 8/26/09	Sat 8/29/09	Mon 5/11/09	
22		**Tax bills due - spring installment**	**Sat 8/29/09**	**Sat 8/29/09**	**Mon 5/11/09**	Red
23		**Make spring property tax distribution**	**Mon 8/31/09**	**Mon 10/19/09**	**Tue 6/30/09**	Red
24		Tax billing lead time - fall installment	Mon 10/19/09	Sat 11/7/09	Tue 11/10/09	
25		**Tax bills due - fall installment**	**Mon 11/9/09**	**Tue 11/10/09**	**Tue 11/10/09**	Green
26		**Make fall property tax distribution**	**Wed 11/11/09**	**Thu 12/31/09**	**Thu 12/31/09**	Green



On Time Status: Green = On Time or early; Yellow = 1-90 days late; Red = 91+ days late

Task | Progress | Baseline | Milestone | Baseline Milestone | Summary | Rolled Up Task | Rolled Up Milestone | Baseline Summary | Rolled Up Baseline | Rolled Up Baseline Milestone | Rolled Up Progress | Split | Baseline Split | External Tasks | Project Summary | Group By Summary | Deadline

Note: Tasks in **BOLD** have statutory deadlines.