

2009-Pay-2010 Assessment/Tax Billing Cycle - Lake County - Updated Thu 9/2/10

ID	Date Type	Task Name	Actual/Projected Start Date	Actual/Projected Finish Date	Required Finish Date	Resource Name	On Time Status	2008												2009												2010												2011											
								J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
0		2009-Pay-2010 Assessment/Tax Billing Cycle - Lake County	NA	NA	NA			[Gantt Chart Summary]																																															
1	Actual	Submit 2008-pay-2009 real and personal property data to DLGF/LSA	Wed 10/1/08	Thu 7/30/09	Wed 10/1/08	Assessor	Red	[Gantt Chart: 10/1]																																															
2	Actual	Validate all 2008 sales disclosures and submit data to DLGF/LSA	Fri 5/29/09	Fri 5/29/09	Mon 3/2/09	Assessor	Yellow	[Gantt Chart: 3/2, 5/29]																																															
3	Actual	County submits workbook and ratio study	Tue 10/13/09	Tue 10/13/09	Mon 5/18/09			[Gantt Chart]																																															
4	Actual	Conduct and approve county ratio study	Wed 10/14/09	Fri 2/26/10	Mon 6/1/09	DLGF		[Gantt Chart]																																															
5	Projected	Apply trending factors, review assessed values, and deliver final AV to Auditor	Mon 3/1/10	Tue 3/30/10	Wed 7/1/09	Assessor	Red	[Gantt Chart: 7/1]																																															
6	Projected	Apply deductions and exemptions	Wed 3/31/10	Tue 4/27/10	Wed 7/29/09	Auditor		[Gantt Chart]																																															
7	Projected	Submit TIF Neutralization forms (if applicable)	Wed 3/31/10	Tue 4/27/10	Wed 7/29/09	Auditor		[Gantt Chart]																																															
8	Projected	Review and approve TIF Neutralization	Wed 4/28/10	Thu 4/29/10	Fri 7/31/09	DLGF		[Gantt Chart]																																															
9	Actual	Certify net assessed values to DLGF	Fri 4/30/10	Thu 8/5/10	Mon 8/3/09	Auditor	Red	[Gantt Chart: 8/3]																																															
10	Actual	Prepare data extract files and submit 2009-pay-2010 real and personal property	Wed 3/31/10	Thu 8/26/10	Thu 10/1/09	Assessor	Red	[Gantt Chart: 10/1]																																															
11	Actual	Prepare Form 15 data and submit to DLGF	Thu 10/29/09	Thu 10/29/09	Mon 11/2/09	Assessor	Green	[Gantt Chart: 11/2]																																															
12	Actual	Adopt budgets, levies and rates	Tue 6/2/09	Mon 11/2/09	Mon 11/2/09	Local Units	Green	[Gantt Chart: 11/2]																																															
13	Actual	File budgets with County Auditor	Tue 11/3/09	Wed 11/4/09	Wed 11/4/09	Local Units	Green	[Gantt Chart: 11/4]																																															
14	Actual	Advertise adopted rates (TAB Rate Chart)	Thu 11/5/09	Thu 11/19/09	Thu 11/19/09	Auditor	Green	[Gantt Chart: 11/19]																																															
15	Projected	Work unit budgets, levies, rates, and certify county budget order	Fri 8/6/10	Thu 9/16/10	Mon 2/15/10	DLGF	Red	[Gantt Chart: 2/15]																																															
16	Projected	Prepare abstract and tax duplicate, and submits 2009-pay-2010 tax billing data t	Fri 9/17/10	Thu 10/7/10	Mon 3/15/10	Auditor	Red	[Gantt Chart: 3/15]																																															
17	Projected	Publish tax rates - 1st advertisement	Fri 10/8/10	Thu 10/14/10	Mon 3/22/10	Treasurer		[Gantt Chart]																																															
18	Projected	Publish tax rates - 2nd advertisement	Fri 10/15/10	Thu 10/21/10	Mon 3/29/10	Treasurer		[Gantt Chart]																																															
19	Projected	Publish tax rates - 3rd advertisement	Fri 10/22/10	Thu 10/28/10	Mon 4/5/10	Treasurer		[Gantt Chart]																																															
20	Projected	Prepare and mail tax bills	Fri 10/29/10	Tue 11/9/10	Fri 4/23/10	Treasurer	Red	[Gantt Chart: 4/23]																																															
21	Projected	Tax billing lead time - spring installment	Tue 11/9/10	Fri 11/26/10	Mon 5/10/10			[Gantt Chart]																																															
22	Projected	Tax bills due - spring installment	Fri 11/26/10	Fri 11/26/10	Mon 5/10/10		Red	[Gantt Chart: 5/10, 11/26]																																															
23	Projected	Make spring property tax distribution	Mon 11/29/10	Tue 1/18/11	Wed 6/30/10	Auditor	Red	[Gantt Chart: 6/30]																																															
24	Projected	Tax billing lead time - fall installment	Tue 1/18/11	Wed 3/9/11	Wed 11/10/10			[Gantt Chart]																																															
25	Projected	Tax bills due - fall installment	Wed 3/9/11	Wed 3/9/11	Wed 11/10/10		Red	[Gantt Chart: 11/10, 3/9]																																															
26	Projected	Make fall property tax distribution	Thu 3/10/11	Fri 4/29/11	Fri 12/31/10	Auditor	Red	[Gantt Chart: 12/31]																																															

On time symbols: Green = On time or early Yellow = 1-90 days late Red = 91+ days late	Task		Summary		Rolled Up Baseline Milestone		Project Summary	
	Progress		Rolled Up Task		Rolled Up Progress		Group By Summary	
	Baseline		Rolled Up Milestone		Split		Deadline	
	Milestone		Baseline Summary		Baseline Split			
	Baseline Milestone		Rolled Up Baseline		External Tasks			

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- 3 County submits workbook and ratio study**
12/29/09 - County completed ratio study and workbook on 12/11/09, but due to information still outstanding from Calumet Township Assessor's Office, the ratio study is not considered complete at this time.