

2008-Pay-2009 Assessment/Tax Billing Cycle - Blackford County - Updated Tue 10/20/09

ID	Task Complete?	Task Name	Actual/Projected Start Date	Actual/Projected Finish Date	Task Deadline	On Time Status	2008												2009												2010					
							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			
0		2008-Pay-2009 Assessment/Tax Billing Cycle - Blackford Cc	NA	NA	NA		[Timeline bars for 2008-2010]																													
1	✓	Submit 2007-pay-2008 real and personal property data to DLGF/LSA	Mon 9/29/08	Mon 9/29/08	Mon 10/1/07	●																														
2	✓	Validate all 2007 sales disclosures and submit data to DLGF/LSA	Mon 9/29/08	Wed 12/10/08	Fri 2/29/08	●	2/29																													
3	✓	Prepare ratio study and submit workbook and ratio study to DLGF	Wed 12/10/08	Thu 3/5/09	Fri 5/23/08																															
4	✓	Review and approve county ratio study	Thu 3/5/09	Fri 3/13/09	Fri 5/30/08																															
5	✓	Apply trending factors, review assessed values, and deliver final AV t	Fri 3/13/09	Tue 4/14/09	Tue 7/1/08	●	7/1																													
6	✓	Apply deductions and exemptions	Tue 4/14/09	Wed 5/6/09	Tue 7/29/08																															
7	✓	Submit TIF Neutralization forms (if applicable)	Wed 5/6/09	Wed 5/6/09	Tue 7/29/08																															
8	✓	Review and approve TIF Neutralization	Wed 5/6/09	Fri 5/8/09	Thu 7/31/08																															
9	✓	Certify net assessed values to DLGF	Mon 5/11/09	Fri 5/29/09	Fri 8/1/08	●	8/1																													
10	✓	Prepare Form 15 data and submit to DLGF	Fri 3/27/09	Fri 3/27/09	Fri 10/31/08	●	10/31																													
11	✓	Prepare data extract files and submit 2008-pay-2009 real and persona	Wed 4/15/09	Fri 5/29/09	Mon 12/1/08	●	12/1																													
12	✓	Adopt budgets, levies and rates	Mon 3/16/09	Thu 7/9/09	Mon 12/1/08	●	12/1																													
13	✓	File budgets with County Auditor	Fri 7/10/09	Mon 7/13/09	Wed 12/3/08	●	12/3																													
14	✓	Advertises adopted rates (TAB Rate Chart)	Tue 7/14/09	Thu 7/23/09	Mon 12/15/08	●	12/15																													
15	✓	Work unit budgets, levies, rates, and certify county budget order	Wed 7/15/09	Wed 7/15/09	Mon 2/16/09	●	2/16																													
16		Prepare abstract and tax duplicate, and submit 2008-pay-2009 tax billi	Thu 7/16/09	Thu 8/27/09	Mon 3/16/09	●	3/16																													
17	✓	Prepare and mail tax bills	Mon 8/3/09	Mon 8/3/09	Fri 4/24/09	●	4/24																													
18	✓	Publish tax rates - 1st advertisement	Mon 8/3/09	Mon 8/3/09	Fri 4/24/09		8/3																													
19	✓	Publish tax rates - 2nd advertisement	Mon 8/3/09	Fri 8/7/09	Fri 5/1/09																															
20	✓	Publish tax rates - 3rd advertisement	Mon 8/10/09	Fri 8/14/09	Fri 5/8/09																															
21	✓	Tax billing lead time - spring installment	Fri 8/14/09	Fri 8/21/09	Mon 5/11/09																															
22	✓	Tax bills due - spring installment	Mon 8/24/09	Mon 8/24/09	Mon 5/11/09	●	5/11																													
23	✓	Make spring property tax distribution	Tue 8/25/09	Mon 9/28/09	Tue 6/30/09	●	6/30																													
24	✓	Tax billing lead time - fall installment	Mon 9/28/09	Fri 10/2/09	Tue 11/10/09																															
25		Tax bills due - fall installment	Mon 10/5/09	Tue 11/10/09	Tue 11/10/09	●	11/10																													
26		Make fall property tax distribution	Wed 11/11/09	Thu 12/31/09	Thu 12/31/09	●	12/31																													

<p>On Time Status: Green = On Time or early Yellow = 1-90 days late Red = 91+ days late</p>	<p>Task </p> <p>Progress </p> <p>Baseline </p> <p>Milestone </p> <p>Baseline Milestone </p>	<p>Summary </p> <p>Rolled Up Task </p> <p>Rolled Up Milestone </p> <p>Baseline Summary </p> <p>Rolled Up Baseline </p>	<p>Rolled Up Baseline Milestone </p> <p>Rolled Up Progress </p> <p>Split </p> <p>Baseline Split </p> <p>External Tasks </p>	<p>Project Summary </p> <p>Group By Summary </p> <p>Deadline </p>
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