

## 2009-Pay-2010 Assessment/Tax Billing Cycle - Blackford County - Updated Thu 6/17/10

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

<p>On time symbols:</p> <p>Green = On time or early</p> <p>Yellow = 1-90 days late</p> <p>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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