

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

On Time Status: 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			