

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

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			