

2009-Pay-2010 Assessment/Tax Billing Cycle - Martin County - Updated Thu 4/15/10

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

<p>On time symbols:</p> <p>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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