

2009-Pay-2010 Assessment/Tax Billing Cycle - Harrison County - Updated Thu 4/1/10

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

<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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7 Submit TIF Neutralization forms (if applicable)

County has no TIF districts.

8 Review and approve TIF Neutralization

County has no TIF districts.

9 Certify net assessed values to DLGF

12/29/09 - County originally sent AV's 12/22/09, however, the following day they requested to recertify, and along with this request they asked for additional withholding to cover expected AV losses. This request for additional withholding was granted on 12/23 and the Auditor resubmitted net AV's shortly thereafter.