

**LEVY COUNTY
ANNUAL FIRE, EMS, SOLID WASTE & ROADS ASSESSMENT PROGRAMS
CRITICAL EVENTS SCHEDULE
FISCAL YEAR 2024-25**

(1st Tuesday (9:00 am) after 1st Monday & 2 weeks later on Tuesday (9:00 am))

Project Manager: Sandi Neubarth

Event	Date
Anser prepares and monitors the critical events schedule to meet statutory deadlines	April 2024
Anser assists in administration and maintenance of the assessment program including the assessment roll databases	Periodically through project term
Anser provides advice and assistance with assessment issues	Periodically through project term
Anser confirms rates	May 15, 2024
Anser imports/compiles/analyzes property appraiser data	June 2024
Anser creates preliminary assessment rolls	June – July 2024
NG&N provides Draft Preliminary Assessment Resolutions to Anser and County for review	May 24, 2024
Anser and County provide comments to NG&N on Draft Preliminary Assessment Resolutions	May 31, 2024
NG&N submits Preliminary Assessment Resolutions for agenda deadline	June 4, 2024
County Commission meeting to adopt Preliminary Assessment Resolutions	June 18, 2024
Anser transmits Published Notice Reminder Letter to County	June 19, 2024
Anser sends test TRIM files to Property Appraiser, if required	July 15, 2024
Final TRIM files sent to Property Appraiser	July 19, 2024
TRIM notices mailed by Property Appraiser and first-class notices mailed by Anser	By August 20, 2024
County advertises Public Hearing to adopt Annual Assessment Resolution (statutorily by August 20, 2024)	By August 20, 2024
NG&N provides Draft Annual Assessment Resolution to Anser and County for review	August 19, 2024
Anser and County provide comments to NG&N on Draft Annual Assessment Resolution	August 23, 2024
NG&N provides Annual Assessment Resolution to County for agenda deadline	August 27, 2024
Public Hearing to adopt Annual Assessment Resolution (specially set)¹	September 10, 2024
Anser extends final rates to Updated Assessment Roll to create Final Assessment Roll	By September 11, 2024
Anser exports/transmits Final Assessment Roll to County Tax Collector	By September 11, 2024
County certifies Assessment Roll to County Tax Collector	By September 13, 2024

cc: Wilbur Dean, County Coordinator (dean-wilbur@levycounty.org); Nicolle Shalley, County Attorney (levycountyattorney@levycounty.org); Ali Tretheway (Tretheway-ali@levycounty.org)
Heather Encinosa (Hencinosa@ngnlaw.com); Sarah Blalock (sblalock@ngn-tally.com); Will Ross (William.Ross@anseradvisory.com)

¹ Special meeting required to meet statutory requirement of 20 days between TRIM notices being mailed and final public hearings.