

02/28/05 REVISE HIGHLIGHTS

Please share this Highlight Sheet with those people using our programs.

Assessment Drive:

If you will need on-site help for PV Certification and/or the regular Assessment Drive checklist and have not yet contacted me, please do so as soon as possible so I can anticipate how many resources we will need to get everyone through the Assessment Drive.

March Startup:

Once you have installed the 2/28/05 Revise, you can run your March Startup Checklist. The checklist was e-mailed on 3/07/05 and is also available on our website. Please let me know when you start and finish the checklist, so I can keep track of everyone and make sure everyone makes it through this roll.

ProVal Download (PVB060):

This program was enhanced to allow the county to select the property types that they want downloaded to ProVal. *****After installing the revise and before running your next download, you will need to go into PVO003 and verify/enter the parcel types you would like to download to PV.**

Tax Anticipation Entry/Update (TAO670)

Counties are using the "reference number" field differently – some are using it as an alpha field, and some are using it as a numeric field and this causing it to sort incorrectly. So that it will sort correctly, if you are using it as an **alpha field, do NOT field exit** out of the field – tab out instead and everything will left adjust. If you are using it as a **numeric field, DO field exit** out of the field and everything will right adjust. Hopefully, this will satisfy both types of users.

Tax Anticipation Project:

The programs to enhance the Tax Anticipation programs to allow for TA History records are included in this revise. I will send out separate instructions on how this project works.

Annexation Project:

The programs to allow for an Annexation Subsystem that will store the newly annexed values and then report them on the Abstract for you went out with an FTP package last July. We are again sending all of the programs to make sure everyone has the same version of the programs. Additional instructions on how to use this subsystem will be sent to you shortly.

Clear Specials/Bank Codes/Disal HO/Hardship & Casualty Loss (PMB086)

This program was enhanced to request a year for all hardship/casualty loss records. By entering a year, it will allow you to work ahead of the March Startup Checklist. The new PMB086 will now ask which year you would like to clear out – so, you can clear old 2004 records without touching any new 2005 records. The revise looked for any hardship/casualty loss records without a year and filled in "2005" for any found and listed them on a report kicked out during the revise. For this time only, you will need to verify the year on those records. If they are old and should be cleared out, change the year to 2004.

Paid/Unpaid/Cancel List (TXB023)

The program was printing the previous owners name rather than the current owner's name. Solution: the size of the sort by field increased to two digits when the "Account Type" option was added. So, to get things to sort correctly, you need to make sure that you either enter "01" or "1" and field exit (will add the front zero for you) so that the program recognizes that 2 digits are there. If you tab out, it will not work correctly because it wants a two digit answer.

QIE Exemption:

Please make sure that when you enter a QIE exemption, you put both years of the exemption. If you entered it in 2004 and did not put in 2005 as the second year, it will disappear from your reports. You should be revisiting those parcels anyway to put in an exempted amount – just make sure 2005 has also been entered.

NOTABLE ENHANCEMENTS or NEW PROGRAMS:

FYI – all programs previously posted on our FTP site have been removed and are included in this revise. (Except for the 2005 PP schedules.) So, you will notice some program changes in the "Tracker" listing like Annexation Project, PMB005, and TXB032 that might sound familiar. You should already have these changes, but we are sending them in the Revise to verify that everyone has indeed received them.

Tape Drive Prompt:

Several programs were enhanced to prompt for a tape drive instead of just assuming "TC". The new prompt will default to "TC", but can be changed if you wish to use a different tape drive.

FXTXFULL:

This report was run and kicked out during the revise. We asked in the installation instructions that you review any parcels with the edit "TXFULL = "Y", but cost still due". We found that in some instances, the programs were allowing the tax to be paid in full and not checking to make sure cost had also been paid. So, cost was still due and the parcel was marked as paid in full. When this happened, it was very hard to see that cost was still owing. Several programs were modified to make sure this does not happen again. TXO003 was also enhanced to allow you to change the cost if you need to. If you have parcels with the above edit, you need to investigate them. If you do not care about the cost, use TXO003 and remove it. If you want the parcel to reflect that cost is still owed, call TSB and we will go in and remove the TXFULL tag.

PMB009 – Parcels by Selected Cat & Acres
Added option to print 2" labels.

PMB081 – Inactive Roll

Will now list "A" parcels that will expire separate from "I" rolling to "A" so they are easier to see.

PMO063 – Assessment Notice Inquiry

Give option to print/not print estimated tax and last year's tax. Display any comments and/or hardship that printed on the Assessment Notice.

PMO080 – Parcel Master Entry/Update

Update only showed if an “I” or “OC” existed. Changed so both show like they do in inquiry. Made the HO Disallowed flag easier to see – the DS will show directly above the HO and will be highlighted if in affect. Show “CM” if comments exist – not F18.

PMO084 – Special Function Entry/Update

Changed so that “enter” will update and take you back to where you can enter another parcel. F12 will cancel out and F3 will end the program.

PMO096 – SP/BC/FLBC/OWC Entry/Update

Will now give an indication if there is an “I” parcel so that the most current info is entered on the “I”.

SLB001 – Update Location Code from Parcel Master

NEW – will update the location code in the Sales Subsystem to match the one in Parcel Master.

TAO670 – Tax Anticipation Entry/Update

Will now automatically fill in the next available TA transaction number, and when a receipt is reprinted, it will keep the old transaction number.

TXB028 – Paid Under Protest Listing

NEW – this program will process “Paid Under Protest” parcels similar to the TXB022. It will show the name, amounts, district & county apportionment and can be sorted by name.

TXMAIN – Public Inquiry Menu

Replaced options 1, 2 & 3 with the PAO001 screen – the TXMAIN users are used to seeing that screen and it also has the option to view recordings.

TXO003 – Taxmaster File Update

Allow the ability to change cost.

GENERAL:

A big “Thank You” to our revise installation pilots: Washington and Elmore. We really appreciate them taking the time to try things out and let us know how the programs are working.

I also wanted to thank Greg Himes from Gem County for sitting on an interview panel for us. We were finally given back the position taken from us when Alyce Green retired. We hired one of our contract workers – Tony Magnelli. So, Tony is now a full fledged State employee. I am currently hiring the vacated contractor position so that the QA section will be back up to full staff. In the programming section, Sandy Bowens was promoted to Dwight’s old position and Kathy Pridgen was rehired to fill Sandy’s position. (You may remember her as Kathy Sauer from a couple of years back.)

Remember to let me know when you start and stop your March Startup Checklist. I will be calling to check with everyone to see how you are doing. Please note any suggestions you might have on the checklist and let me know. Have fun!

Please call if you have any questions or concerns (334-7750).

Janet