



MOTOR VEHICLE EXCISE TAX BILLING

RELEASE NOTES – JUNE 2022

These are new product enhancements added to the **ADMINS Unified Community (AUC)** for Windows **MOTOR VEHICLE EXCISE TAX** module.

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1 ABATEMENTS

There was a grayed-out selection on the menu for Mass Abatement Selection; this was removed as writing off uncollectable small balances is a Collections function, not an Assessors role.

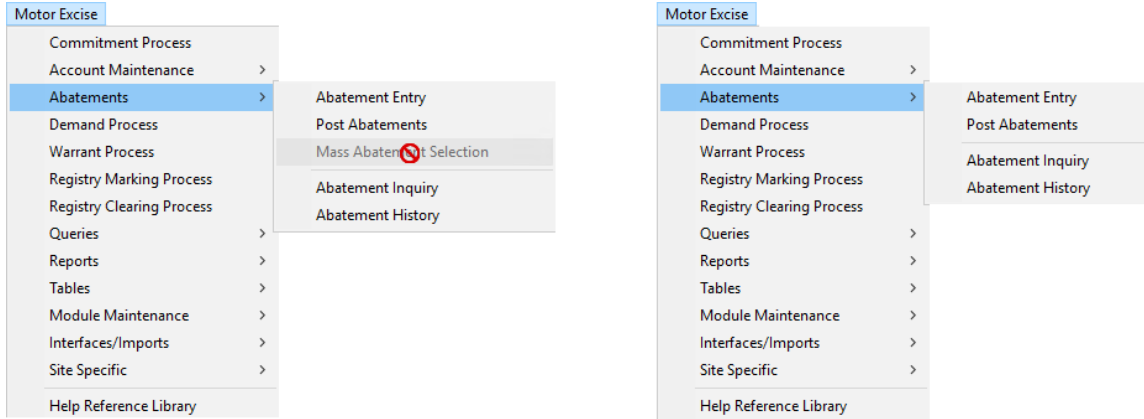
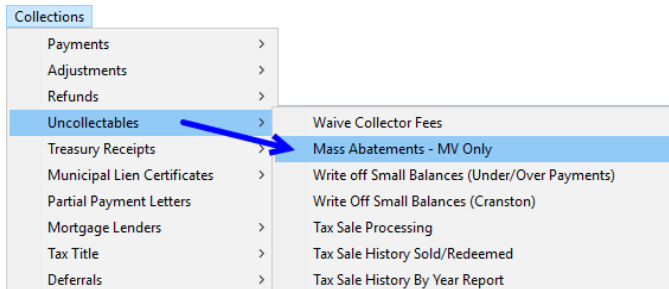


Figure 1 Before & After – the Motor Excise menu

To mass abate small or nuisance Motor Vehicle Excise balances, from the menu, select:

Collections ▶ Uncollectables ▶ Mass Abatements – MV Only

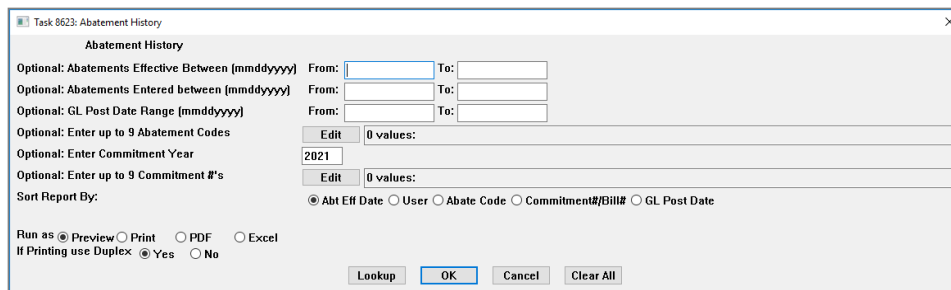


[ADM-AUC-MV-1702]

1.1 Abatement History Report [Fix]

The Abatement History Report was not working due to the changes made in the March software update. This was corrected on the affected sites and is mentioned here to document the change.

Motor Excise ▶ Reports ▶ Abatement History





8623-HEARTHREP.REP Printed 24-Mar-2022 at 11:35:51 by THERESA City of ADMINS Abatement History Page 13

Year	Comm#	Seq#	Bill#	Owner Name	Abate Date	Code	Description	Amount	Certificate	Notes	Entered By	Entered On	GL PostDate
2021	01		013562-00	ROVEDO, JOHN W	18-May-2021	VR	MOVED OUT OF ST AF 1/1	35.22	9,036		CHANEY	27-May-2021	01-Jun-2021
				*** Total Abatement Date ***				35.22					
2021	01		005939-00	GALBRAITH, SUSAN CONROY	20-May-2021	SC	SOLD & CMVC REG AF 1/1	28.31	9,076		CHANEY	01-Jun-2021	01-Jun-2021
				*** Total Abatement Date ***				28.31					
2021	01		000240-00	ALFA CONSTRUCTION AND CLEANING SERV	01-Dec-2021	BE	BILLING ERROR BY REG.	92.66	9,105	Monday, 14 March, 2022 THERESA 3/1/2022-Luhan: The abatement text has been moved to its own file. Please test abatement text from entry to posting from the abatement entry screen and the bill history screen. Also test a single and mass abatement postings. No release notes needed. Code changes and compiled. Need to test front to back.	THERESA	14-Mar-2022	01-Dec-2021
				*** Total Abatement Date ***				92.66					
				*** Grand Total ***				34,396.77					

Selection Legend:
Commitment Year: 2021
Sorted by: Abatement Date

Figure 2

The [ME-190 Abatement History Report](#) in the Motor Excise Help Reference Library fully describes the report

[ADM-AUC-MV-1703]

2 CLEARING DATA FROM A FIELD [Information]

When removing data in a field use {Spacebar} | {Enter} to clear the field.

2.1 Example – Voiding a “No Check” or “Wire” in Accounts Payable

Users report being unable to remove data that exists on a screen. For example, processing a “No Check” or “Wire” in Accounts Payable stamps the cleared date on the record when it is disbursed. To void a “No Check”, or “Wire”, the “Cleared Date” for the transaction must be blank.

In the example, the “No Check” #4000693 is to be voided. Go to:



Accounts Payable ▶ Bank Reconciliation ▶ Bank Account Management – By Check Date

Bank Account Management

Bank: **FIRST**

BANK TESTING FOR TOC TD05 Last Ck# 0329346

00000-0000

View: All Checks Outstanding Checks Cleared Checks Voided Checks

Restrict View to Check Date: From: To:

1 Check	2 Check Date	Type	Warrant	Payable To	Amount	Status	Voided	Cleared	Detail
4000210	15-Nov-2018	No Chec	005831	AFL-CIO AFSCME LOCAL 747	20.00	Issued		22-Oct-2018	6 View Detail
4000211	15-Nov-2018	No Chec	005831	AFLAC- DIS/DENTAL GA	63.57	Issued		22-Oct-2018	
4000212	15-Nov-2018	No Chec	005831	GREAT-WEST RETIREM SVC - HELLS	370.19	Issued		22-Oct-2018	
4000213	15-Nov-2018	No Chec	005831	GREAT-WEST RETIREM SVC - HELLS	123.00	Issued		22-Oct-2018	
9001796	28-Sep-2018	Wire Tr	005830	TOWN OF BELL-GROUP INS CL T F	208.74	Issued		22-Oct-2018	
4000210	15-Nov-2018	No Chec	005831	AFL-CIO AFSCME LOCAL 747	20.00	Issued		22-Oct-2018	
4000211	15-Nov-2018	No Chec	005831	AFLAC- DIS/DENTAL GA	63.57	Issued		22-Oct-2018	
4000212	15-Nov-2018	No Chec	005831	GREAT-WEST RETIREM SVC - HELLS	370.19	Issued		22-Oct-2018	
4000213	15-Nov-2018	No Chec	005831	GREAT-WEST RETIREM SVC - HELLS	123.00	Issued		22-Oct-2018	6 View Detail
9001797	15-Nov-2018	Wire Tr	005831	MUTUAL OF OMAHA CO	13.50	Issued		22-Oct-2018	

The system has automatically supplied a cleared date. To erase the date, position the cursor in the field and press {Spacebar}{Enter}

While this example used the Accounts Payable cleared date, this works on most fields in the AUC system.

[ADM-AUC-SY-8242]

3 HELP REFERENCE LIBRARY

Added the following new or updated documents to the Help Reference Library and content to **ADMINS.com**:

3.1 New Or Updated Documents

Billing [ME-190 Abatement History Report](#)

Updated

3.2 New or Updated Content on ADMINS.com

- [Clear Data from a Field \[1:17\]](#) [New]
- [Favorites Screen \[2:23\]](#) [New]
- [How to Exit from AUC \[1:54\]](#) [New]
- [Index of Help Documents \[0:51\]](#) [New]
- [Log in to the Training Area \[2:04\]](#) [New]
- [Quick Task Selector \[2:12\]](#) [New]
- [Reset an AUC Password \[2:00\]](#) [New]
- [Resolving Record Locks \[2:14\]](#) [New]