



REVENUE COLLECTIONS

RELEASE NOTES

DECEMBER 2022

This document explains new product enhancements added to the **ADMINS Unified Community for Windows (AUC) REVENUE COLLECTIONS** system.

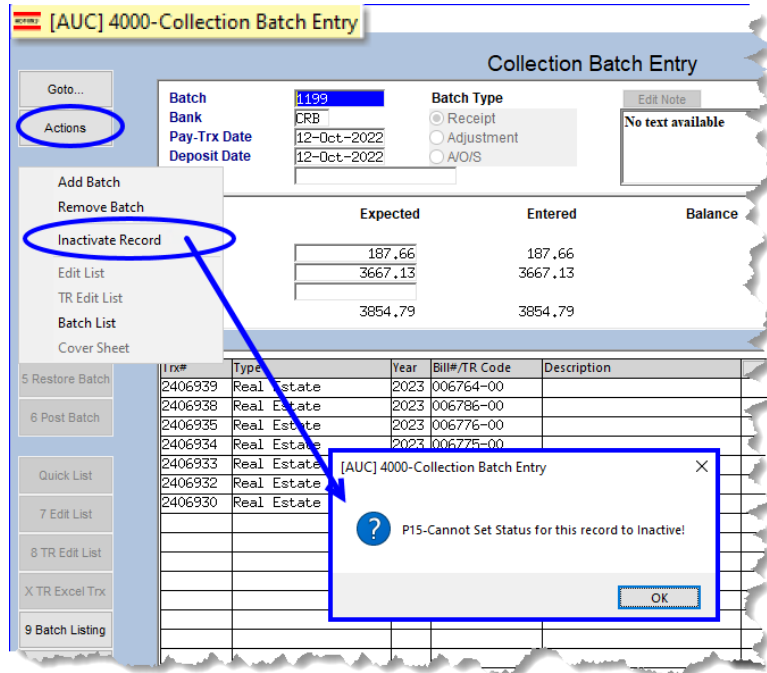
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1 Inactivate Batch [Fix]

Before the software update, it was possible to inactivate a batch that contained records. Now, if you try to inactivate a batch with records, the system will not allow the inactivation and will pop up a message.



[ADM-AUC-RC-8552]

2 Treasury Receipt Codes Edit List [Enhancement]

ADMINS changed the edit list to make it easier to identify codes that require SA Journals, and to see which codes are missing accounts. Any codes that should generate a Supplemental Appropriation journal entry will show the account for the Supplemental Appropriation in column "JJ" titled "Post_SA_JE." If the account is missing, the text "Account not mapped for 1st credit" will be shown in column "JJ" for that Treasury Receipt code. To run the edit list, from the menu, select:

Collections ▶ Treasury Receipts ▶ Treasury Receipt Codes ▶ [Edit List] ▶ Run as Excel®

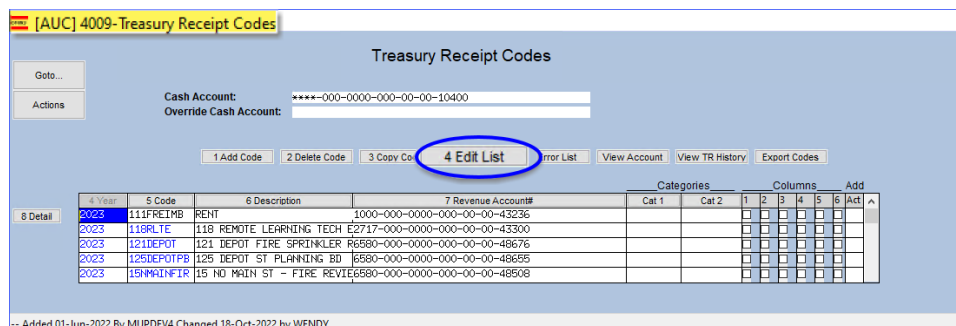


Figure 1 The edit list can be run using the [4 Edit List] pushbutton on the Treasury Receipt Codes Summary Screen



Figure 2 The Edit List can be run using the [2 Edit List] pushbutton on the Treasury Receipt code detail screen

Before the software update, the **Post SA_JE** column was filled with zeroes if the code was not used for Supplemental Appropriations, making it difficult to find codes that were missing accounts.

1	Year	Code	Description	Default Account Number	Account Description	Post SA_JE	SA_JE Description	LineNote
333	2023	CONSVGIFT	CONSERVATION TR GIFTS	7550-000-0000-000-00-48300		0000-000-0000-000-00-00000		
334	2023	CONSVLAKE	CONSV LAKEVIEW EST DRAI	6580-000-0000-000-00-48466		0000-000-0000-000-00-00000		
335	2023	CONSVSILVR	CONSV SILVER LAKE SEWER PROJEC	6580-000-0000-000-00-48458		0000-000-0000-000-00-00000		
336	2023	COOKEINT	PROCTOR P COOKE TR INT	7610-000-0000-000-00-45001	EARNINGS ON INVESTMENT	7610-000-0000-000-00-52002	BUDGETARY CONTROL (FOR SPC REV)	
337	2023	COOKETRUST	PROCTOR P COOKE TR (AN)	7610-000-0000-000-00-48300		0000-000-0000-000-00-00000		
338	2023	COPSMORE	COPSMORE FED THR ST-99	4250-000-0000-000-00-43102		0000-000-0000-000-00-00000		
339	2023	CORRECT	SPED CORRECTIVE ACTION	2800-000-0000-000-00-43100		0000-000-0000-000-00-00000		
340	2023	CORSI	CORSI ST STRMWTR BOND	7590-000-0000-000-00-48448		0000-000-0000-000-00-00000		
341	2023	CORSINT	CORSI ST STRMWTR INT	7600-000-0000-000-00-45035	CORSI ST STRMWTR BD INTEREST	7600-000-0000-000-00-54535	CORSI ST STRMWTR BD EXPENSE	
342	2023	COSLIB	CORNERSTONES OF SCIENCE	2765-000-0000-000-00-43100	FED REV PASS THRU STATE	0000-000-0000-000-00-00000		
343	2023	COUNTRBOND	COUNTRY CL II STRMWTR BD	7590-000-0000-000-00-48446		0000-000-0000-000-00-00000		
344	2023	COURT	COURT FINES	1000-000-0000-000-00-43230	COURT FINES	0000-000-0000-000-00-00000		
345	2023	CPCACCRED	CPC ACCREDITATION GRANT	2130-000-0000-000-00-43300		0000-000-0000-000-00-00000		
346	2023	CPCENHANCE	BELL CPC ENHANCE FD	6790-000-0000-000-00-48300		0000-000-0000-000-00-00000		
347	2023	CPCLOCAL	CPC LOCAL PLAN & COORD ST GRT	2140-000-0000-000-00-43300		0000-000-0000-000-00-00000		

Figure 3 Before – the column was filled with zeroes for accounts not using SA

1	Year	Code	Description	Default Account Number	Account Description	Post SA_JE	SA_JE Description	LineNote
322	2023	COMPOST	COMPOST BINS	6130-000-0000-000-00-48400				
323	2023	COMPTR	COMPENSATION TRUST	7040-000-0000-000-00-45001	EARNINGS ON INVESTMENT			
324	2023	CONN	WATER APP & CONNECTION	0200-000-0000-000-00-42200	WATER APP & CONNECTION FEE			
325	2023	CONNORENG	CONNORS ESTATES ENGR	6580-000-0000-000-00-48467	CONNORS ESTATES ENGINEERING			
326	2023	CONROYTRAF	CONROY DEV (MECH) TRAF	6580-000-0000-000-00-48466				
327	2023	CONSER	CONSERVATION TRUST	7550-000-0000-000-00-45001	EARNINGS ON INVESTMENT			
328	2023	CONSLVIEW	LAKEVIEW EST&SILVER LAKE NOISE	6580-000-0088-000-00-48716	LAKEVIEW EST&SL-COMPREEN PERMIT	6580-000-0088-000-00-52655	LAKEVIEW EST&SILVER LAKE-COMPREEN	
329	2023	CONSTABLE	CONSTABLE FEES	1000-000-0000-000-00-42391				
330	2023	CONSTRMBND	CONSERV/STRMWTR PERF BONDS	0000-000-0000-000-00-00000		Account not mapped for 1st credit		Y
331	2023	CONSTRMINT	CONSERV STRMWTR BD INT	7600-000-0000-000-00-45001				
332	2023	CONSVADV	CONSVWET ADVERTISE FEE	8110-000-0000-000-00-48000				
333	2023	CONSVGIFT	CONSERVATION TR GIFTS	7550-000-0000-000-00-48300				
334	2023	CONSVLAKE	CONSV LAKEVIEW EST DRAI	6580-000-0000-000-00-48466				
335	2023	CONSVSILVR	CONSV SILVER LAKE SEWER PROJEC	6580-000-0000-000-00-48458				
336	2023	COOKEINT	PROCTOR P COOKE TR INT	7610-000-0000-000-00-45001	EARNINGS ON INVESTMENT	7610-000-0000-000-00-52002	BUDGETARY CONTROL (FOR SPC REV)	
337	2023	COOKETRUST	PROCTOR P COOKE TR (AN)	7610-000-0000-000-00-48300				
338	2023	COPSMORE	COPSMORE FED THR ST-99	4250-000-0000-000-00-43102				
339	2023	CORRECT	SPED CORRECTIVE ACTION	2800-000-0000-000-00-43100				
340	2023	CORSI	CORSI ST STRMWTR BOND	7590-000-0000-000-00-48448				
341	2023	CORSINT	CORSI ST STRMWTR INT	7600-000-0000-000-00-45035	CORSI ST STRMWTR BD INTEREST	7600-000-0000-000-00-54535	CORSI ST STRMWTR BD EXPENSE	

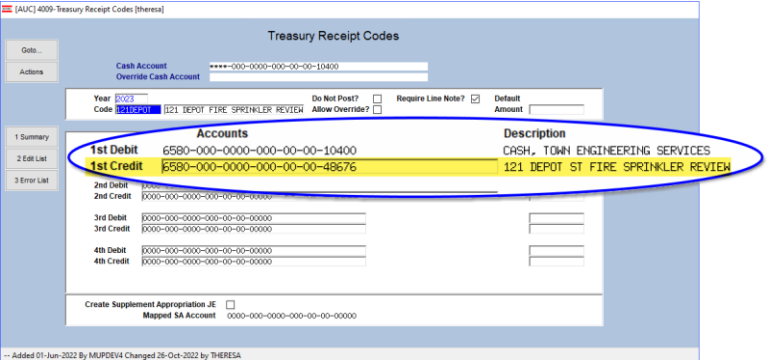
Figure 4 After – The SA JE are easier to find



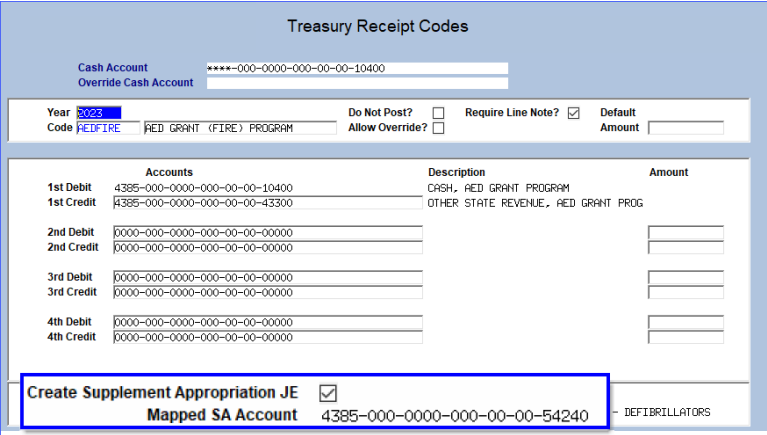
Use the **Excel®** filter on the **Post_SA_JE** column to hide the blanks to isolate only the codes used for SA Journals.



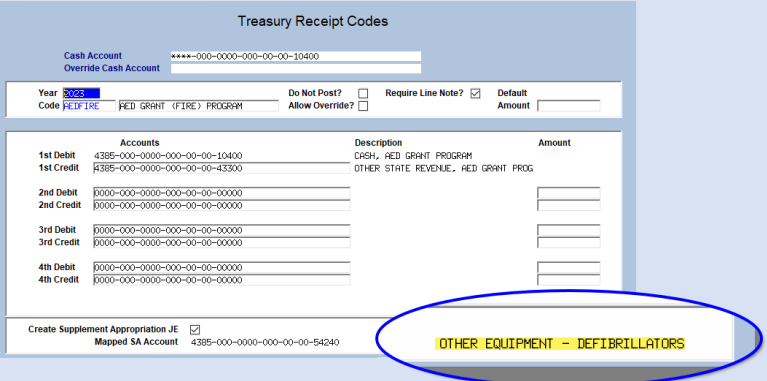
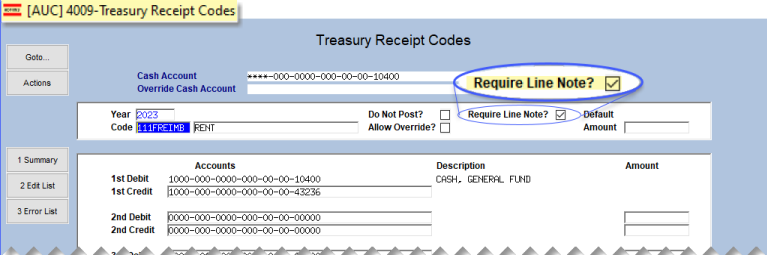
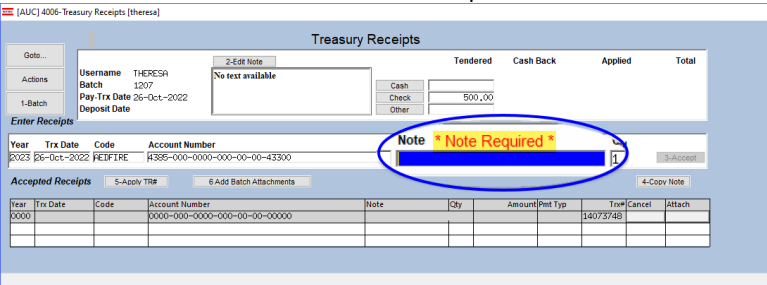
Table 1 Columns on the Edit List

Column	Header	Description
A	Year	The year for the code; codes can exist for multiple years, and each year can have different attributes
B	Code	The alphanumeric code for the treasury receipt
C	Description	A description of what the code is used to represent
D	Default_Account_Number	This is the “first credit account” as shown on the summary and detail screens. (The first debit account is always the cash account) 
E	Account_Description	The description of the first Credit account, taken from the chart of accounts
F	Cat_1	Not all sites use Treasury Receipt Code categories.
G	Cat_2	
H	1	
I	2	
J	3	
K	4	
L	5	
M	6	
N	DefPayment	Default amount for the TR code (e.g., if this TR is for a dog license, and they are always \$25.00.)
O	DontPost	If the value is “N”, do not post the transaction to Accounts Receivable in the General Ledger
P	Override	If set to “Y”, the default payment account can be typed over with a different account.
Q	Department_Description	The department is the Department element description in the account number. If the department is all zeroes, then no department is listed on the report.
R	2nd_Debit	The second debit account number; not all TR codes use multiple accounts
S	2nd_Debit_Description	The second debit account description, if used
T	2DebitAmt	The default second debit amount, if used
U	2nd_Credit	The second credit account number, if used



Column	Header	Description
V	2nd_Credit_Description	The second credit account description, if used
W	2CreditAmt	The default second credit amount, if used
X	3rd_Debit	The third debit account number; not all TR codes use multiple accounts
Y	3rd_Debit_Description	The third debit account description, if used
Z	3DebitAmt	The default third debit amount, if used
AA	3rd_Credit	The third credit account number, if used
BB	3rd_Credit_Description	The third credit account description, if used
CC	3CreditAmt	The default third credit amount, if used
DD	4th_Debit	The fourth debit account number; not all TR codes use multiple accounts
EE	4th_Debit_Description	The fourth debit account description, if used
FF	4DebitAmt	The default fourth debit amount, if used
GG	4th_Credit	The fourth credit account number, if used
HH	4th_Credit_Description	The fourth credit account description, if used
II	4CreditAmt	The default fourth credit amount, if used
JJ	Post_SA_JE	<p>If there is a value in the column, the code is flagged to create a supplemental appropriation journal entry.</p> 



Column	Header	Description
KK	SA_JE_Description	<p>This describes the account used for the supplemental journal entry; the account description is taken from the chart of accounts description and cannot be changed on this screen.</p> 
LL	LineNote	<p>If the value shown on the spreadsheet report in column LL is a “Y”, a line note is required when using the code to record a treasury receipt. This is set on the Treasury Receipt code detail screen via a check box.</p>  <p>There will also be a note in red on the receipt screen:</p> 
MM	Entry_User	The username of the person who entered the data (this can be “CopyTables” indicating that the code was created when the Copy Tables to New Year command was run.)
NN	Entry_Date	The date the code was created
OO	Change_User	The username of the person who made the most recent change to the code
PP	Change_Date	The date of the most recent change

[ADM-AUC-RC-8550]



3 HELP REFERENCE LIBRARY

ADMINS added the following new or updated documents to the Help Reference Library and content to [ADMINS.com](https://www.admins.com).

3.1 New or Updated Documents

Treasury Receipts	RC-1320 Treasury Receipts	[Updated]
System	SY-170 System Administration Kit	[Updated]

3.2 New Content on ADMINS.Com

This list of new videos on the **ADMINS.com** website shows the length of each video in [minutes:seconds].

Bill Inquiry Screen (7:26)	[New]
Bill Locator Screen (3:30)	[New]
Enter Bill Payment Receipts (7:14)	[New]
Reprint a Bill (4:01)	[New]
Enter Treasury Receipts [10:59]	[New]

These documents were updated and available on the website:

SY-170 System Administration Kit	[Updated]
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