



REVENUE COLLECTIONS

RELEASE NOTES – JUNE 2017

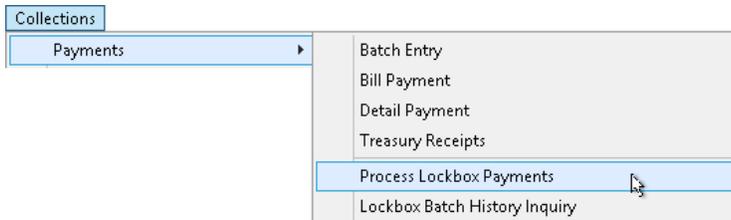
This document explains new product enhancements added to the ADMIN'S Unified Community for Windows **REVENUE COLLECTIONS** system.

Table of Contents

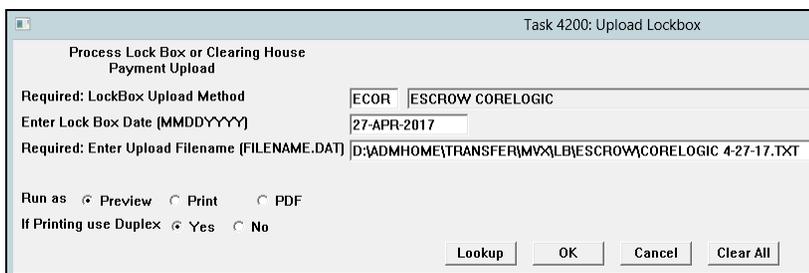
- 1. **PAYMENTS ▶ PROCESS LOCKBOX PAYMENTS ▶ CORELOGIC ESCROW FILE** 1
- 2. **ABATEMENTS [FIX]** 2
- 3. **MUNICIPAL LIENS CERTIFICATES [FIX]** 3
- 4. **REPORTS** 3
 - 4.1. Fee Payment Summary Report [New] 3
 - 4.2. Aging Report [Fix] 4
- 5. **SCREEN DELAY [FIX]** 5
- 6. **HELP REFERENCE LIBRARY** 5

1. PAYMENTS ▶ Process Lockbox Payments ▶ Corelogic Escrow File

The quarterly Corelogic escrow payment files exceeded a defined maximum number of lines, causing a general ledger posting error. Select **Collections ▶ Payments ▶ Process Lockbox Payments** to upload payment files.



This was corrected and installed on sites and is noted here to document the change. Future lockbox files of similar size will be processed properly in the system.



[ADM-AUC-RC-8365]



2. ABATEMENTS [Fix]

Prior to the software update, the system allowed a tax bill to be abated for more than the net amount of the bill. This was corrected. Refunds resulting from abatements can only be issued for up to the amount paid.

Abatement Entry

Goto...
Actions

Year: 2016 Billing Address: Mailing Address:
Com#: 02
Seq: 01
Bill#: 0000700008
Acct#: 0330255700

Abate Date: 31-Dec-2016 Certificate#: 4 Comment
Abate Code: DA DUPLICATE ASSESSMENT No text available
Abate Amt: 710.00 Calc.: 88.42

Add Abatement
Rescission
1 Delete
2 Edit List
3 Post
5 Council List

Billed Charges			Payments & Adjustments		Vehicle Data
Type	Amount	Date	Type	Amount	
Tax Bill	707.37	16-Dec-2016	Paid		<div style="border: 1px solid black; padding: 5px;"> <p>[CRI] 8300-Abatement Entry</p> <p> You cannot abate for more than the net amount on the bill. Abatement is 710.00 Net is 707.37 for Bill 0330255700</p> <p style="text-align: right;">OK</p> </div>
Demand			Adjusted		
Warrant 1			Refunded		
Warrant 2			Waived		
Registry			Transferred		
Abated					
Exempted					
Interest					
			Balance	707.37	

Figure 1 Motor Vehicle Abatement

Pending Real Estate Abatement Entry

Goto...
Actions

Year: 2016 Location: 5 ABORN ST
Account: 001-0030-000 Owner of Record: BRIDGE GROUP LLC
Code: SA BY AGREEMENT W CITY

Applicant & Mailing Address Current Owner

Abatement Date: 31-Dec-2016 Application Date: 31-Dec-2016 9 Edit Notes No text available

Action: Granted Year: 2016
 Denied Bill#: 0230613001
 Late Application Tax: 4,799.40
 No Action N/A
 Deemed Denied

Seq	Use	Code	Description	Tax	N/A	Other	Netval	Abatement	Granted	New Value	Abated Tax
1	3333	LRG	BUS MBL 94	4,799.40			142,500				5,000.00

Check Error
ES331-Amount Entered cannot be more than Net Amount on Bill

Figure 2 Real Estate Abatement

Images for Motor Excise and Real Estate are shown; Personal Property taxes also cannot be abated for more than the net amount of the tax bill.

[ADM-AUC-RC-8364]



3. MUNICIPAL LIENS CERTIFICATES [Fix]

To access this screen, select **Collections** ▶ **Municipal Liens Certificates** ▶ **Print MLCs**. There was an issue with sorting multiple MLCs by parcel number—a check error would pop up instead of sorting the column. Now clicking the **[5 Parcel]** button sorts the column in ascending order.

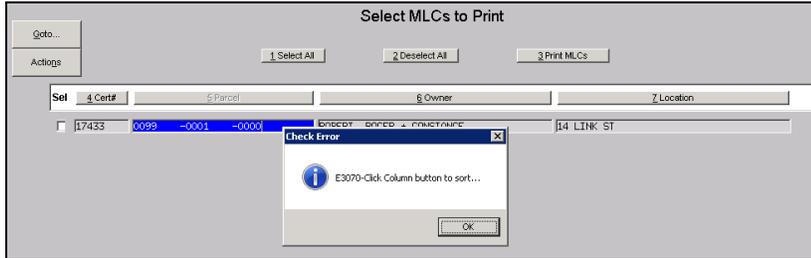


Figure 3 Before

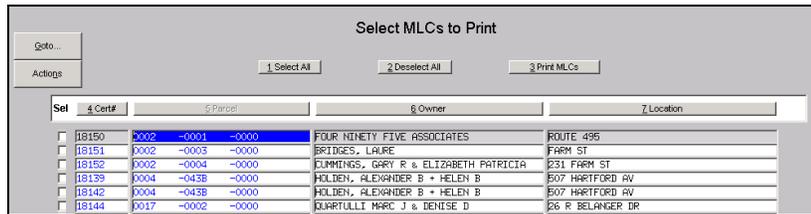


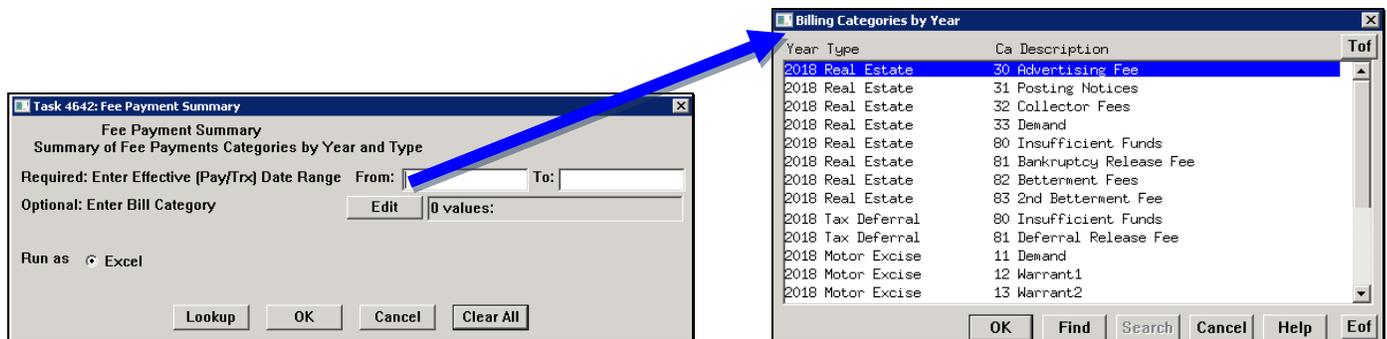
Figure 4 After

[ADM-AUC-RC-8367]

4. REPORTS

4.1. Fee Payment Summary Report [New]

Run this report by selecting **Collections** ▶ **Reports** ▶ **Report Library** ▶ **4642 Fee Payment Summary**. This new report provides a listing of all fees paid within a given date range. It may be optionally filtered to select up to nine fee categories. All fees are selected by default if no filter is applied to the bill category.





Bill-Year	Total-Fees	Real Estate	Re	Excise	Tangible Proper	Tan	Sewer	Sewer Supplemen
2008	31.65	0.00		0.00	31.65		0.00	0.00
2013	-90.00	-90.00		0.00	0.00		0.00	0.00
2014	5.00	0.00		0.00	0.00		0.00	5.00
2015	-464.25	-585.00		0.00	0.00		120.75	0.00
2016	2,401.16	2,296.16		5.00	15.00		85.00	0.00
Collector Fee	1,883.56	1,621.16		5.00	46.65		210.75	0.00
2016	10.00	10.00		0.00	0.00		0.00	0.00
Demand	10.00	10.00		0.00	0.00		0.00	0.00
2013	20.00	0.00		20.00	0.00		0.00	0.00
2015	20.00	0.00		20.00	0.00		0.00	0.00
2016	1,000.00	460.00		360.00	0.00		180.00	0.00
Insufficient Funds	1,040.00	460.00		400.00	0.00		180.00	0.00
** Grand Total **	2,933.56	2,091.16		405.00	46.65		390.75	0.00

Figure 5 Sample Fee Payment Summary Report output

The report is rendered in EXCEL® to allow reporting on a large number of bill types. The data listed on the report is based on the Sub-Category data in the Bill Category table. Sub-Category values of F (Fees), D (Demand Fees) and W (Warrant Fees) are all designated as “Fees” and will be reported.

Bill Category

Lien Categories 5-14
Betterment Categories 15-26

Year: 2018 Type: 10 Description: Real Estate

Categories 1 Accounting 2 Associations 3 Groups 4 Sub-Category S Flags Q

Category & Description	Sub-Category	Assoc. Deferral Category
27 AOS Tax	S Supplemental Tax	00
28 AOS CPA	SC Supplemental CPA	00
30 Advertising Fee	F Fee	00
31 Posting Notices	F Fee	00
32 Collector Fees	F Fee	00
33 Demand	D Demand	00
40 Tax Interest	I Interest	00
41 CPA Interest	IC Interest CPA	00

← Categories F, D and W are all defined as Fees

[ADM-AUC-RC-8366]

4.2. Aging Report [Fix]

The 4708 Aged Receivables report was reporting on bills not yet due. This was corrected.

[ADM-AUC-RC-8368]

