
MCSJ Version 2020.2 Release Guide



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Finance

Grant Status Report - CFDA Number

The Grant Status report now includes the CFDA # (Catalog of Federal Domestic Assistance Number) for any applicable grants.

Account No	Description		
Grantor Agency	Orig Grant	Curr Budgeted	
Federal/State Id	Ending Date	Expended YTD	
CFDA Number		Expended Curr	
G-02-0P-745-353	MUNICIPAL CT ALCOHOL ED		
	278.46	138.46	
		0.00	
1234567		0.00	



Link Tracking Id's to Finance Accounts

Tracking Id's may now be optionally linked to Expense, Revenue and G/L account numbers. A user can require particular tracking id's to be linked to accounts, which will limit the selection and use of those tracking id's to only transactions affecting the subset of accounts on which they are referenced. To accommodate this new functionality, the changes below were made to the Tracking Maintenance and Finance Account Maintenance screens.

Tracking Id Maintenance - Require Account Linking

In order to link a tracking id to an account, users must enable the '**Only display in picklists when referenced on an account**' field in Tracking Id Maintenance. When this field is NOT selected, tracking id's will continue to appear for selection in all picklists.

Tracking Id Maintenance

+ Add Edit Close Delete Previous Next Listing Assign to Accounts Help

Tracking Id:

Descript:

Status: Active

Estimated Amount:

Start Date:

End Date:

Balance:

Only display in picklists when referenced on an account: ☐

Tracking Id Maintenance - Assign Tracking Id's

To assist with mass assigning tracking id's to a group of accounts, an 'Assign to Accounts' routine can be accessed directly from the Tracking Id Maintenance. A user can use account segment ranges to identify the accounts that need to be updated with specified tracking id's and then run the routine to quickly link the tracking id's to the appropriate accounts.



The routine can also be used to remove tracking id's from accounts.

Assign/Remove Tracking Ids to/from Accounts

Assign

Tracking Ids: ... to ...

Account Types: ☒ Budget ☒ G/L ☒ Revenue

Account Id Segments: At least one range required. Fill in fields completely.

Budget G/L Revenue

Fund: to

CAFR: to

Dept: to

Div: to

Item: to

☒ Allow Tracking Ids on Prior Year Accounts

OK Cancel

Select whether to 'Assign' or 'Remove' the tracking id's you select in the range. Select the account types to which to assign the tracking id's and then for each selected account type, specify the account segment ranges to include. For example, selecting Fund 01 to 01 and Dept 123 to 125 will assign tracking id's to all accounts in fund 01 with departments 123, 124 and 125.

Allow Tracking Ids on Prior Year Accounts - If selected, the **Allow Prior Year** flag will be set for these tracking id's on each account they are assigned to. The flag will allow the tracking id's to be selected on prior year accounts and transactions.

After clicking OK, the routine will provide a preview so the user can confirm which accounts will be updated.

Account Maintenance Views - Tracking Id Tab

All of the Finance Account Maintenance screens will now display a Tracking Id's tab. Users can add or remove tracking id's from these views.

Budget Account Maintenance

Add Save Cancel Delete Previous Next Detail Help

Account: 0-01-20-708-046 Desc: SOFTWARE MAINTENANCE

Acct Type: Sub Chk Acct: PARKE-CURRENT Cap Flag: ☐

Fund Type: Budget Class Id: Class Id 2:

Activity Misc G/L Accounts Adopted Budget Detail Monthly Budget **Tracking Ids**

Add Edit Delete Cancel

	Tracking Id	Description	Allow Prior Year
INS	2	Tracker 2	N

G/L Account Maintenance

Add Save Cancel Delete Previous Next Detail Balance Help

Account: 0-01-206-55-412-100 Desc: RESERVE FOR DEBT - ABANDON PROPERTIES

Account Type: Liability

General **Tracking Ids**

Add Edit Delete Cancel

	Tracking Id	Description	Allow Prior Year
INS	2	Tracker 2	N

Revenue Account Maintenance

Add Save Cancel Delete Previous Next Detail Help

Acct: 0-01-08-104-800 Type: Cash Basis Anticipated: ☐

Desc: LICENSES - OTHER Exclude from Income Statement: ☐

Totals G/L Accounts Adopted Budget Detail Monthly Anticipated **Tracking Ids**

Add Edit Delete Cancel

	Tracking Id	Description	Allow Prior Year
INS	2	Tracker 2	N



The 'Allow Prior Year' flag will permit a tracking id to be assigned on prior year accounts.



Only Tracking Id's with the 'Only display in picklists when referenced on an account' flag selected in Tracking Id Maintenance will appear in the picklist.

Tracking Id Report - Lifetime Totals

A lifetime totals option is now available on the Tracking Id Report. Checking this option will show all-time totals for any tracking id's appearing on the report in addition to the normal date range totals.

The screenshot shows the 'Tracking Id Report' window with the 'General' tab selected. The window has a title bar and a menu bar with 'Print', 'Close', 'Open', 'Save', and 'Help' buttons. Below the menu bar are two tabs: 'General' and 'Account Ranges'. The 'General' tab contains the following fields and options:

- Range of Tracking Ids (Blank for All):** Two text boxes with dropdown arrows, separated by 'to'.
- PO Date Type:** A dropdown menu set to 'First Encumbrance'.
- Date Range:** Two date pickers set to '01/01/2020' and '12/31/2020', separated by 'to'.
- Tracking Id Status:** A dropdown menu set to 'Active'.
- Report Format:** A dropdown menu set to 'Detail'.
- Report Sequence:** A dropdown menu set to 'Tracking Id/Charge Account'.
- Range of Vendor Ids (Blank for All):** Two text boxes with dropdown arrows, separated by 'to'.
- Print to Screen:** ☒
- Print to Excel:** ☐
- Select All Account/Transaction Types:** ☐
- Account Type:**
 - ☒ Budget
 - ☒ G/L
 - ☒ Revenue
- Transaction Type:**
 - ☒ Purchase Order
 - ☐ Budget
 - ☐ Revenue/Cash Receipt
 - ☐ Attendance
 - ☐ Manual
 - ☐ Invoices
- Include PO Line Item Status:**
 - ☒ Open
 - ☒ Approved
 - ☒ Received
 - ☒ Paid
 - ☒ Held
 - ☐ Void
- Budgeted Tracking Report:** ☐
- Include Line Items Without Tracking Id:** ☐
- Include Lifetime Totals:** ☒ (highlighted with a red arrow)

Personnel

Carryover Excess to Different Pay Type

A new feature was added to the Accrual/Carryover Maintenance which allows excess time balances beyond the carryover limit to be moved to a different pay type. For example, a user could be allowed to carryover 80 vacation hours, but may have 88 available. This feature would allow the 8 excess hours to move to Sick time instead of losing the time.

The screenshot shows the 'Accrual/Carryover Maintenance' window. The 'Carryover' tab is selected. The 'Carryover Allowed' field is set to 80. The 'Max Carryover Lifetime' is set to 99,999.00. The 'Move All Carryover to Pay Type' dropdown is set to N/A. The 'After Carryover, Move Excess Balance to Pay Type' dropdown is also set to N/A, and it is highlighted with a red arrow.

Account Range on Attendance Transaction Report

The Attendance Transaction report now allows for an expense account range to be entered when the user selects the option to **Print Rates/Tracking Id.**

Attendance Transaction Report

Print Close Help

Enter the Following:

Select Sort Sequence:
Employee Id

Range of Dates (Blank for All):
01/01/20 to 12/31/20

Range of Attendance Codes (Blank for All):
 to

Day: All Month: All

Select Status to Include

☐ Draft ☒ Time Entry
☒ Submitted ☒ Paycheck
☒ Approved

☒ Print Rates/Tracking Id
☐ Include Base Pay Rates for Salaried
☐ Show Only Edited in Payroll
☒ Print to Screen
☐ Print to Excel

Range of Employee Ids (Blank for All):
 to

☐ Page Break after Employee
☒ Select All pay Types

Select Pay Type to Include

<input checked="" type="checkbox"/> Regular	<input checked="" type="checkbox"/> Earning Codes	<input checked="" type="checkbox"/> Shift1 Special 1
<input checked="" type="checkbox"/> Overtime	<input checked="" type="checkbox"/> Accrued Sick	<input checked="" type="checkbox"/> Shift2 Regular
<input checked="" type="checkbox"/> Sick	<input checked="" type="checkbox"/> Accrued Vacation	<input checked="" type="checkbox"/> Shift2 Overtime 1
<input checked="" type="checkbox"/> Vacation	<input checked="" type="checkbox"/> Accrued Admin	<input checked="" type="checkbox"/> Shift2 Overtime 2
<input checked="" type="checkbox"/> Holiday	<input checked="" type="checkbox"/> Accrued Other	<input checked="" type="checkbox"/> Shift2 Special 1
<input checked="" type="checkbox"/> Special	<input checked="" type="checkbox"/> Accrued Comp	<input checked="" type="checkbox"/> Shift3 Regular
<input checked="" type="checkbox"/> Admin	<input checked="" type="checkbox"/> Accrued Holiday	<input checked="" type="checkbox"/> Shift3 Overtime 1
<input checked="" type="checkbox"/> Other	<input checked="" type="checkbox"/> Shift1 Regular	<input checked="" type="checkbox"/> Shift3 Overtime 2
<input checked="" type="checkbox"/> Comp	<input checked="" type="checkbox"/> Shift1 Overtime 1	<input checked="" type="checkbox"/> Shift3 Special 1
<input checked="" type="checkbox"/> None	<input checked="" type="checkbox"/> Shift1 Overtime 2	

Range of Budget Accounts (Leave Fund through last segment blank to Print all):
0- - - - to 0- - - -

NY Days Worked - Option to Include OT for Part-timers

For hourly employees, an option is now available to include non-base working hours in the days worked calculation.

Employee Maintenance - General Data

Add Save Cancel Delete Previous Next Detail Letter Help

Employee Id: AME03 Previous Next Go To: General Data

First Name: KACEY Middle Init: A Last Name: AMET Suffix:

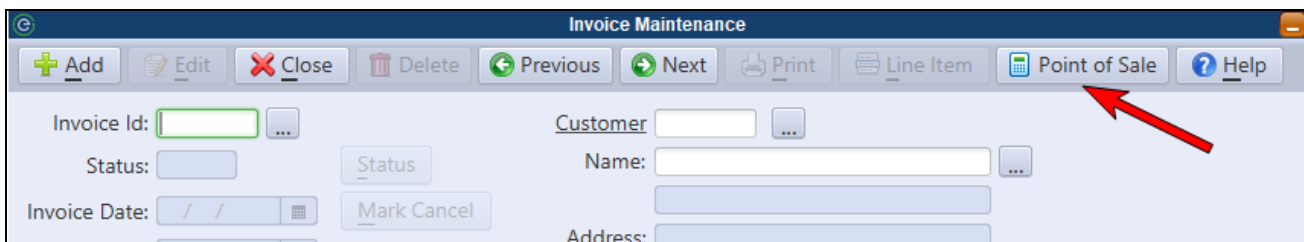
Main Classification Dates Salary/Rates Hrs Pension Emergency Demographics Hire Check ACA Notes

Emp Type: Hourly Suppress Reg Hrs On Check: ☐ Exclude from EEO: ☐
Pay Freq: Bi-Weekly Import Reg Hrs: ☒ Statutory Employee: ☐
Pay Grp Cat: Part Time Employee Import Exception Time/Reduce Regular: ☐ W-Comp Class:
Pay Period Id: Union Name: Medicare Qual. Gov't Employee: ☐
Job Category Id: Exclude from Unemployment Rpt: ☐
Schedule Id: 1099-R Taxable Not Determined: ☐
Include Non-Base Hours in Days Worked Calculation: ☐

Accounts Receivable

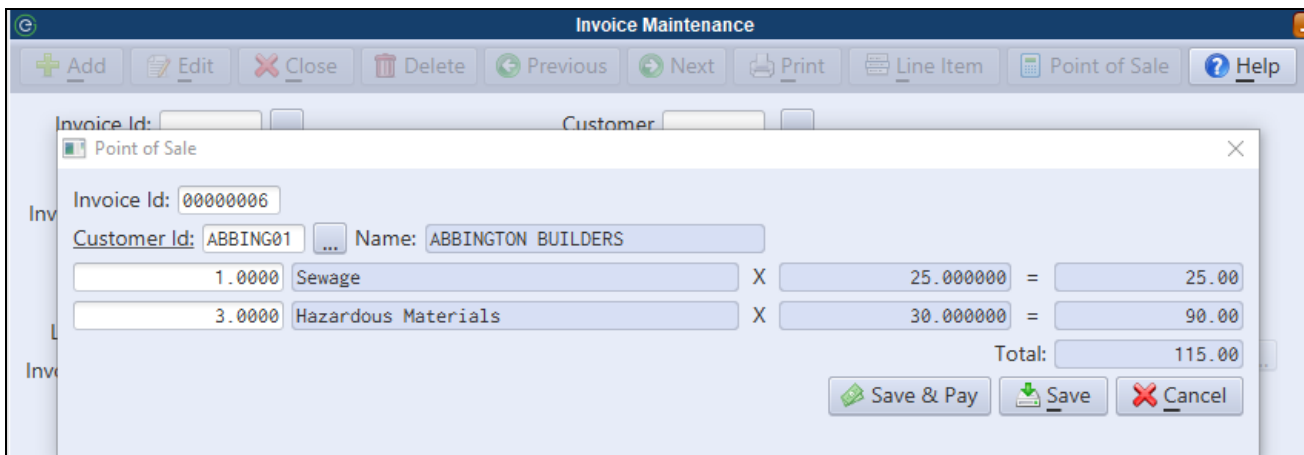
Point of Sale Invoices

Point of Sale invoices allow users to quickly generate and pay invoices for specially designated 'Point of Sale' Service Id(s). POS transactions are entered directly from the Invoice Maintenance screen and are most efficient in situations where recurring customers are making in-person payments for variable quantity, pre-defined rate billings that require a supporting invoice. Use cases could include sewage disposal, bulk water purchases, gas or diesel billings, and dumping fees.



The screenshot shows the 'Invoice Maintenance' window with a toolbar at the top. The toolbar includes buttons for Add, Edit, Close, Delete, Previous, Next, Print, Line Item, Point of Sale, and Help. A red arrow points to the 'Point of Sale' button. Below the toolbar, there are input fields for Invoice Id, Status, Invoice Date, Customer, Name, and Address, along with a 'Mark Cancel' button.

To generate and process an invoice, the user will click the new **Point of Sale** toolbar button from the Invoice Maintenance. A dialog will populate with any designated POS service id's. The cashier will select a customer, enter quantities and then click **Save & Pay** to generate the invoice and apply payment using the standard 'Pay Invoice' dialog. An invoice and/or receipt can be printed for the customer. In a case where payment isn't being immediately tendered, the cashier may also elect to simply **Save** the invoice.



The screenshot shows the 'Point of Sale' dialog box. It contains the following information:

- Invoice Id: 00000006
- Customer Id: ABBING01, Name: ABBINGTON BUILDERS
- Table of services:

Quantity	Service	Unit	Rate	Total
1.0000	Sewage	X	25.000000	25.00
3.0000	Hazardous Materials	X	30.000000	90.00
Total:				115.00

At the bottom right, there are three buttons: 'Save & Pay', 'Save', and 'Cancel'.

The screenshot shows the 'Invoice Maintenance' window. The 'Invoice Id' is 00000006, 'Customer' is ABBING01, and 'Status' is Open. The 'Invoice Date' is 06/07/2020. The 'Due Date' is blank. The 'Invoice Total' is 115.00. The 'Paid' amount is .00. The 'Balance' is 115.00. The 'Total Due' is 115.00. A 'Pay Invoice' dialog box is open in the foreground, showing 'Pay Code' as blank, 'Batch Id' as SU, 'Payment Date' as 06/07/2020, and 'Payment Amount' as 115.00. The 'Check No.' is blank. The 'Check Amount' is .00. The 'Cash Amount' is .00. The 'Credit Amount' is .00. The 'Change Due' is .00. The 'Print Receipt No. Copies' is 1. The dialog box has 'Swipe Card', 'OK', and 'Cancel' buttons.

Service Id Maintenance - Point of Sale Flag

To designate a Service Id to appear in the 'Point of Sale' invoice dialog, check the **Point of Sale** box in Service Maintenance.

The screenshot shows the 'Service Maintenance' window. The 'Service Id' is P0 and the 'Descript' is Sewage. The 'General' tab is selected. The 'Type' is Service. The 'Charge Acct' is Revenue. The 'Post Billing Entry to AR' checkbox is unchecked. The 'Off-set Receivable with Reserve' checkbox is unchecked. The 'Unit Msre' is LBS and the 'Unit Type' is Qty. The 'Unit Price' is 25.000000. The 'Payment Code' is blank. The 'Point of Sale' checkbox is checked, indicated by a red arrow.

Auto-number Point of Sale Invoice Prefix

Point of Sale invoices may be auto-numbered with their own designated prefix by specifying one in A/R Parameter Maintenance.

System Utilities>A/R Parameter Maintenance

AR Parameter Maintenance

System or Billing Module must be locked to edit the fields displayed in red.

Misc A/R Invoice Message/Address Delinquent Notices

Overpayments: Apply to Bank Fund Default Fund Id:

Interest Days Per Year: 360

Write-Off G/L Debit: - - -

License Verification URL:

Prefix

Assign Invoice Number: ☒ I20 POS Prefix: PS-

Assign License Number: ☒ L20

A/R Overpayment Applications

Users now have more control where A/R Invoice overpayments are applied. Previously, A/R overpayments were always applied to a single designated revenue account specified in the A/R Parameter Maintenance. For any customer overpayments, the system would find and use this revenue account in the fund where the cash (Bank Id on Pay Code) was deposited. In order to give users more options for handling the posting of overpayments to the G/L, the following changes have been made:

- The A/R overpayment revenue account has been removed from the A/R Parameter Maintenance and must now be specified on each individual fund. This feature allows different account numbers and account types (Revenue or G/L) to be used for each fund.



The upgrade will automatically move the revenue account previously defined in A/R Parameter Maintenance to the Fund Maintenance for any existing funds where the revenue account exists. Otherwise, the user is responsible for creating funds in Finance>Fund Maintenance and specifying a valid overpayment account number.

- In the A/R Parameter Maintenance, users may now optionally specify a default fund to apply all overpayments against. This option will also allow users, with proper security, to change the fund where the overpayment is applied when posting payments.

Apply to Bank Fund - This is the default option and handles overpayments the same way they were handled in previous versions. An overpayment will be applied to the defined overpayment account number in the same fund as the deposit bank. Overpayment account numbers are now stored on the Fund Maintenance.

Default Fund - This option requires the user to select a default fund in the **Default Fund Id** picklist field. All overpayments will default to the defined overpayment account number for the designated fund. However, users will be able to override the fund (if necessary) during payment processing as shown in the figure below.

Payment Window

Batch Id: SU Payment C Date: 06/07/2020

Customer Id: AACMEP01 ...

Name: AACME PLUMBING

Address: 612 CREEK RD

Item	Inv. Date	Service	Split
1	06/07/20	P0	50.00
2	06/07/20	P02	90.00
Total:			140.00

Payment Amt: 170.00 Payment Descript: Subtotal

Confirmation:

WARNING: Payment amount is greater than the total balance due.
Overpayments will be applied to Fund: 01 ...

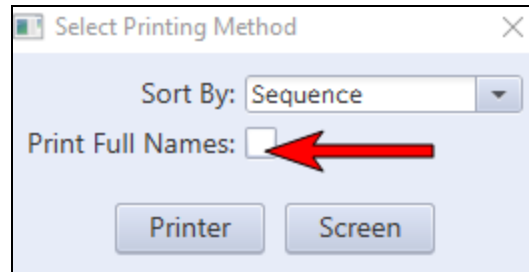
Do you want to save this payment?

Yes No Cancel

Payments

Option to Print Full Owner Names on Payment Verification Listing

For Tax and Utility accounts, users may now optionally choose to print full owner names on a Payment Verification Listing in lieu of including parcel numbers.



The screenshot shows a window titled "Select Printing Method" with a close button (X) in the top right corner. Inside the window, there is a "Sort By:" label followed by a dropdown menu showing "Sequence". Below this is a "Print Full Names:" label followed by an unchecked checkbox. A red arrow points to this checkbox. At the bottom of the window, there are two buttons: "Printer" and "Screen".

Work Orders & Meter Management App

Show All Meter Information Fields on Work Order and App

Users will now be able to view all meter information fields in the Work Order Service Code Detail view, printed work orders and the Meter Management App. When replacing meters, the same data fields will default to the new meter regardless of whether the meter is replaced via MCSJ or the App.

The screenshot displays the 'Service Code Detail' window, which is divided into three main sections: 'Service Code Info', 'Current Meter Info', and 'New Meter Info'. The 'New Meter Info' section is highlighted with a red border, indicating the focus of the update. The 'Service Code Info' section includes fields for 'Work Order Code' (set to 'REPLACE'), 'Bill Code', 'Amt' (set to '.00'), and 'Description'. The 'Current Meter Info' section shows 'Meter Seq' (1), 'Interim/Final Reading' (.000), 'Rollover' checkbox, 'Meter Num' (1564102426), and 'Serial Num'. The 'New Meter Info' section contains a comprehensive set of fields for a new meter, including 'Meter Num', 'Serial Num', 'Location' (MIU INSIDE), 'Description' (3/4"), 'Sensus MXU', 'Num Dials' (6), 'Gun Type' (Neptune), 'Reset Rdg' (0), 'Badger/MVRS', 'Decode Type' (0), 'Service Point Id' (W1), 'Footage' (.00), 'Tamper Code', 'Pipe Size' (1.000), 'Read Resolution', 'Install Date', 'Install Date 2', 'Gun Rdg Type' (Radio), and 'Mult' (1). At the bottom of the window, there are 'Year' and 'Prd' fields, and 'OK' and 'Cancel' buttons.

Service Code Info	
Work Order Code:	REPLACE
Bill Code:	
Amt:	.00
Description:	

Current Meter Info	
Meter Seq:	1
Interim/Final Reading:	.000
Rollover:	<input type="checkbox"/>
Meter Num:	1564102426
Serial Num:	

New Meter Info	
Meter Num:	
Serial Num:	
Location:	MIU INSIDE
Description:	3/4"
Sensus MXU:	
Num Dials:	6
Gun Type:	Neptune
Reset Rdg:	0
Badger/MVRS:	
Decode Type:	0
Service Point Id:	W1
Footage:	.00
Tamper Code:	
Pipe Size:	1.000
Read Resolution:	
Install Date:	/ /
Install Date 2:	/ /
Gun Rdg Type:	Radio
Mult:	1

Year: Prd: 0

OK Cancel

The image displays three screenshots of the Meter Management App interface. The first screenshot, titled 'Meter Info', shows fields for 'Install Date' (08/21/2006), 'Install Date 2' (...), '# Dials' (4), 'Multiplier' (0), 'Pipe Size' (0.625), 'Footage' (0.00), and 'Service Point Id'. The second screenshot, titled 'Work Order', shows fields for 'New Multiplier' (0), 'New # Dials' (4), 'New Badger/MVRS', 'New Pipe Size' (0.625), 'New Footage' (0.00), 'New Description' (5/8"), and 'New Location' (POC). The third screenshot shows a summary screen with fields for 'Account Num' (3532060-0), 'Serial Num', 'Name' (SIMON, EMANUEL), 'Property Location' (20 LOIS LN), 'Service Location' (20 LOIS LN), 'Last Reading Info' (05/26/2020 Type: B Read:), and 'Current Meter Info'. A red arrow points to the 'Current Meter Info' field.

Meter Info	Work Order	Summary
Install Date	New Multiplier	Account Num
08/21/2006	0	3532060-0
Install Date 2	New # Dials	Serial Num
...	4	
# Dials	New Badger/MVRS	Name
4		SIMON, EMANUEL
Multiplier	New Pipe Size	Property Location
0	0.625	20 LOIS LN
Pipe Size	New Footage	Service Location
0.625	0.00	20 LOIS LN
Footage	New Description	Last Reading Info
0.00	5/8"	05/26/2020 Type: B Read:
Service Point Id	New Location	Current Meter Info
	POC	

Meter Management App - Appointment Time and Parcel Id's

Work orders in the Meter Management App will now display appointment times and parcel identification numbers (if referenced on Utility accounts).

← Back Work Order Save

Info Attachments Backflow

WO Id:
20-00042

Appt Date:
03/26/2020

Appointment Start Time:
10:00

Appointment End Time:
10:15

Work Order Code:
Pin hole complaint

Service Type:
Water

Account Id:
3532060-0

Owner Name:
SIMON, EMANUEL

Property Loc:
[20 LOIS LN](#)

Service Loc:

Meter Management App - Display Backflow Information

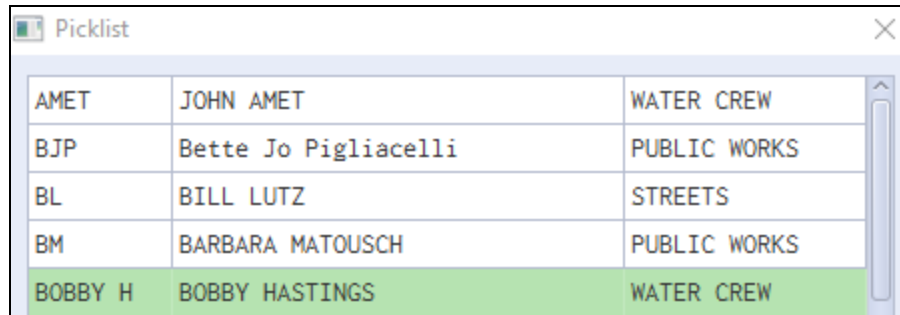
The Meter Management App will display backflow device information on work orders for Utility accounts with an active device.

← Back	Work Order	Save
Info	Attachments	Backflow
Device Type		
None		
Manufacturer		
WILKINS		
Model		
350		
Device Size		
0.75		
Serial Num		
A550591		
Location		
meter pit		
Last Tested Date		
2019-05-04		

Work Order Department Look-up and Reporting Enhancements

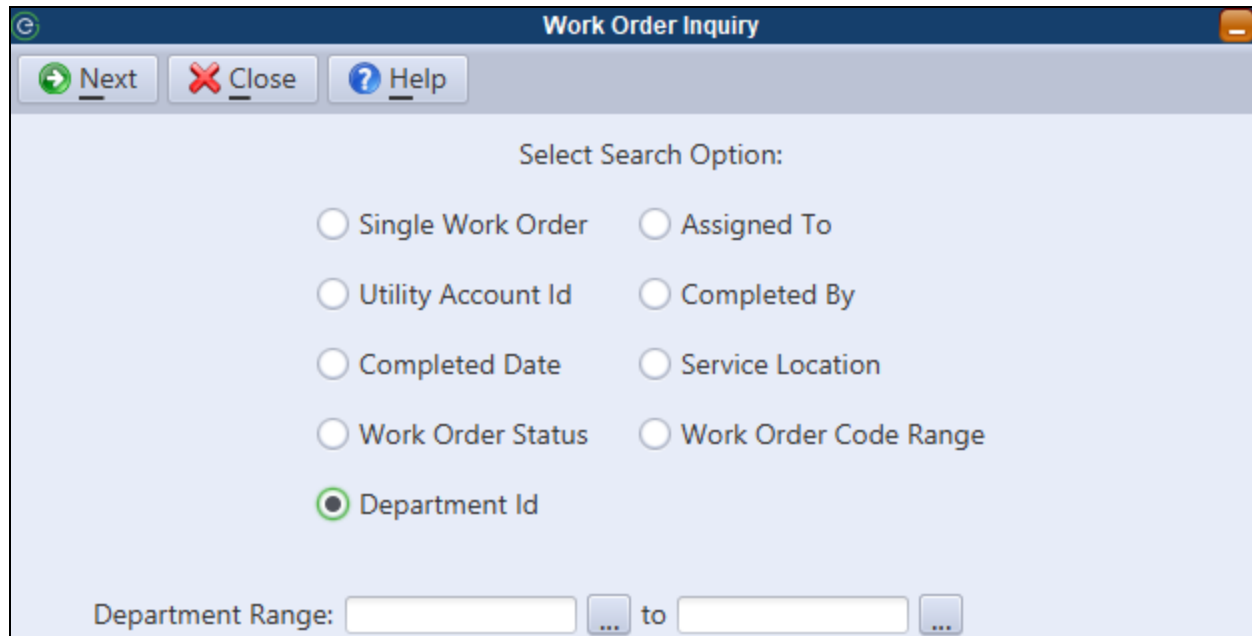
- A department range has been added to the Work Order Custom Report.
- The department (if entered) will appear on printed work orders.
- Workers can be assigned a department.
- The worker's department will appear in worker picklists.
- Department look-up is available on the Work Order Inquiry.

Worker Maintenance							
Worker Id: BOBBY H				Worker Type: All			
Name: BOBBY HASTINGS				Tester Id:			
Phone: () - Ext:				Department: WATER CREW			
Email:							
State License #:				Exp Date: / /			
Availability							
Mon: <input checked="" type="checkbox"/>	Tue: <input checked="" type="checkbox"/>	Wed: <input checked="" type="checkbox"/>	Thu: <input checked="" type="checkbox"/>	Fri: <input checked="" type="checkbox"/>	Sat: <input type="checkbox"/>	Sun: <input type="checkbox"/>	
Start: 08:00	08:00	08:00	08:00	08:00			
End: 12:30	12:30	12:30	12:30	12:30			



A screenshot of a 'Picklist' window. It contains a table with three columns. The first column contains abbreviations, the second contains full names, and the third contains job titles. The last row is highlighted in green.

AMET	JOHN AMET	WATER CREW
BJP	Bette Jo Pigliacelli	PUBLIC WORKS
BL	BILL LUTZ	STREETS
BM	BARBARA MATOUSH	PUBLIC WORKS
BOBBY H	BOBBY HASTINGS	WATER CREW



A screenshot of a 'Work Order Inquiry' window. It has a title bar with 'Work Order Inquiry' and standard window controls. Below the title bar are three buttons: 'Next' (with a right arrow), 'Close' (with a red X), and 'Help' (with a question mark). The main area is titled 'Select Search Option:' and contains eight radio button options arranged in two columns. The 'Department Id' option is selected. At the bottom, there is a 'Department Range:' label followed by two text input fields separated by a 'to' label and small dropdown arrows.

Work Order Inquiry

Next Close Help

Select Search Option:

- ☐ Single Work Order
- ☐ Assigned To
- ☐ Utility Account Id
- ☐ Completed By
- ☐ Completed Date
- ☐ Service Location
- ☐ Work Order Status
- ☐ Work Order Code Range
- ☒ Department Id

Department Range: to

Service Location Appears on Worker Schedules

The property service location now appears on the Worker Schedule main view.

Time	BL	- BILL LUTZ	BOBBY H - BOBBY HASTINGS
07:00			
07:15			
07:30			
07:45			
08:00			
08:15			
08:30			
08:45			
09:00			20-00540 115 E NARBERTH TER
09:15			

Auto-Assign Department/Worker to Work Orders Generated via Delinquent and Meter Exception Reports

When auto-generating work orders via the Delinquent or Meter Exception reports, work orders will be auto-assigned to a department/worker based on the Work Order Code defaults.

Work Order Code Maintenance

Add Save Cancel Delete Previous Next Help

Work Order Code: WME ...

Descript: Water Meter Change ...

Service Type: Water ▾

Billable: ☐ Bill Code: ... Amount: ...

Meter Service: None ▾

Update Status: Neither ▾ Update Meter Status: Neither ▾

Update Other Account

Update Status: Neither ▾ Update Meter Status: Neither ▾

Assign To

Department: WATER CREW ... Worker: BL ...

Update Cut Off: Neither ▾

NJ Tax

Tax Payer 3rd Party Delinquency Notification

A 3rd party name and address may now be specified on Tax accounts. Optionally, this 3rd party can be set up to receive delinquent notices and Tax Sale notices if they are generated for an account.

3rd Party Notification - If checked, the Tax Payer Advocate will receive copies of any delinquent notices or Tax Sale notices generated for this property.

