



Tyler Enterprise Asset Maintenance, Munis Utility Billing, and Munis Revenues

*Major Enhancements
2021.4*

January 2022

TABLE OF CONTENTS

Tyler EAM, Munis Utility Billing, and Munis Revenues	3
Munis Utility Billing	4
Account Event History, Lien Release Process	4
Rate Codes, Calculate Charges, Bill Adjustments	5
Munis Revenues—Accounts Receivable	7
Miscellaneous Receipts, Tyler Payments	7
Process Lockbox File	9
Payment Entry	10
Roles	10

Tyler EAM, Munis Utility Billing, and Munis Revenues

This document provides an overview of the major Tyler® Enterprise Asset Management (EAM), Munis® Utility Billing, and Munis Revenues enhancements for the 2021.4 release.

For each major enhancement, the document provides the Jira number, a brief purpose statement, and the estimated PACE training time. It also indicates whether the enhancement is based on a client suggestion. PACE is the Tyler Planned Annual Continuing Education (PACE) program that supports your organization with ongoing education designed to provide your staff with up-to-date training on new features and functions. For more information on PACE for Munis, contact your account representative. When reviewing PACE details, please keep in mind that sessions are scheduled in four-hour increments.

For Munis 2021.4, there are no significant enhancements for Tyler EAM. See the 2021.4 release notes on [Tyler Deploy](#) for descriptions of the general enhancements that were completed for this module.

Munis Utility Billing

Account Event History, Lien Release Process

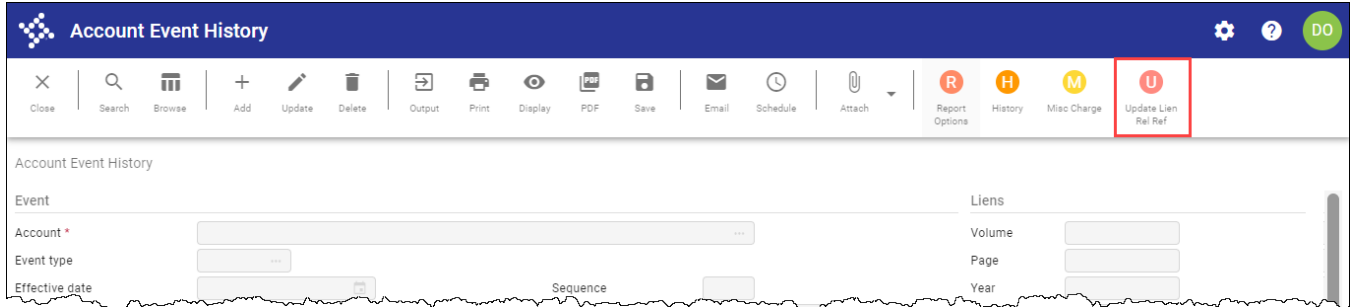
Jira Number: MUN-422760

Purpose: To provide a means of updating multiple lien release references at once.

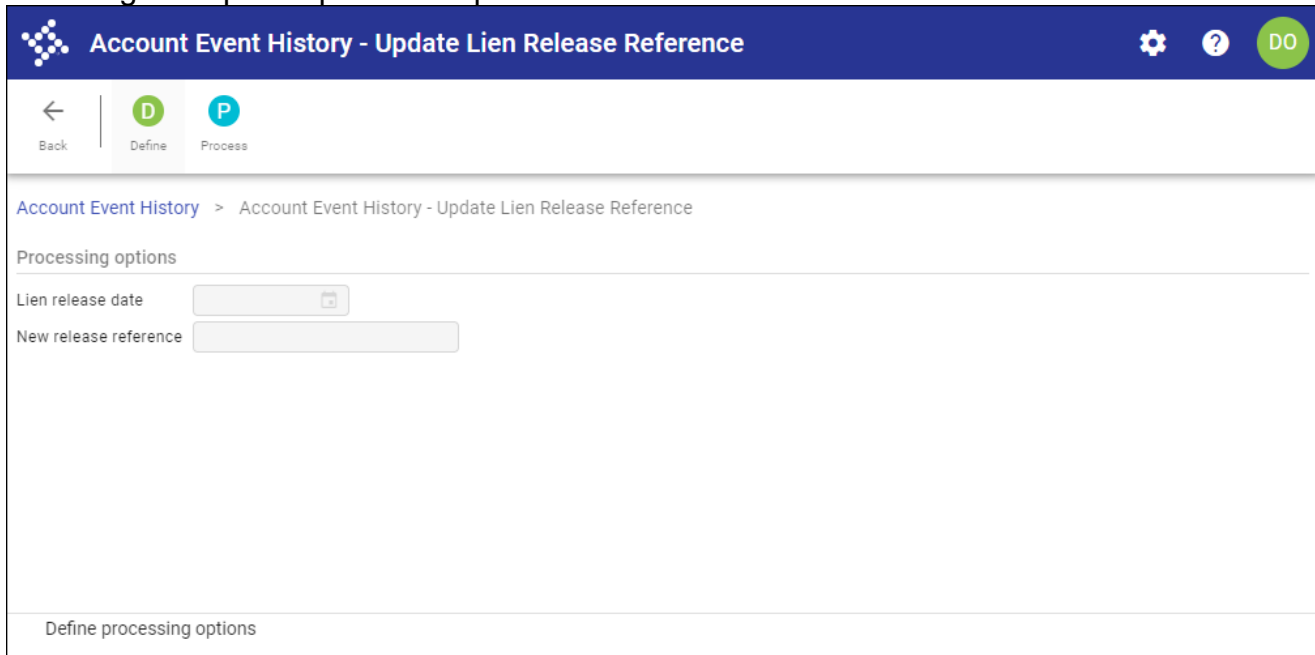
Client Suggestion: Yes

Estimated PACE Training Time: Less than ½ day.

Description: The toolbar in the Account Event History program includes the Update Lien Release Reference option, which updates multiple lien release references at once based on the lien release date.



Selecting this option opens the Update Lien Release Reference screen.



In the Define step of the process, you can enter a new lien release date and lien release reference. The Process step searches for Transfer Delinquent to Tax (TDT) event records with a lien release date matching the defined date, and updates each record found with the defined lien release value. The program creates standard audit history for each record updated.

Rate Codes, Calculate Charges, Bill Adjustments

Jira Number: MUN-422441

Purpose: To provide a rate code for use in issuing sewer volume credits for accounts with multiple condominium units.

Client Suggestion: Yes

Estimated PACE Training Time: Less than 1/2 day.

Description: Calculation code 55 - Condo Unit Volume Credit is available for use in the Rate Codes program.

The screenshot shows the 'Rates' application interface. At the top, there are navigation buttons: 'Close', 'Accept', and 'Cancel'. Below that, the 'Rates' section is visible. The form contains the following fields:

- Charge code *: GZSEW (dropdown), VOLUME CREDIT (text)
- Rate code *: STND (dropdown), STANDARD RATE CODE (text)
- Effective date *: 01/01/2021 (calendar icon)
- Calc code *: 55 (dropdown), CONDO UNIT VOLUME CREDIT (text)

This code is intended for use when the service type of the rate is O - Based On Other. It allows organizations to issue sewer volume credits for accounts with multiple condominium units when the total consumption for units falls under an allotment of three times the number of condominium units.

For rates that use this calc code, the UOM field is automatically populated with 3, and the UOM Allowance field is populated with 3 as the number of gallons per condominium unit.

The screenshot shows the 'Rates' application interface, specifically the 'Additional' processing section. The form contains the following fields:

- Summary code *: S - SEWER (dropdown)
- Service type *: O - SERVICE BASED ON OTHER (dropdown)
- Charge type: S - SERVICE (dropdown)
- Rate effective *: R - READ DATE (dropdown)
- UOM *: 3 (text field, highlighted with a red box)
- UOM desc *: CRED (text)
- UOM allowance: 3 (text field, highlighted with a red box)

Calculation processes in the Calculate Charges and Bill Adjustments programs are updated to multiply the number of condominium units by the allowed usage from the rate and then subtract the billed usage from the water service. For amounts greater than zero, the difference is divided by the unit of measure value from the rate. The results are rounded down to the nearest whole number and multiplied by the rate from the rate table.

Munis Revenues—Accounts Receivable

Miscellaneous Receipts, Tyler Payments

Jira Number: MUN-421931

Purpose: To integrate Munis Miscellaneous Receipts with Tyler Payment processing.

Estimated PACE Training Time: Less than ½ day.

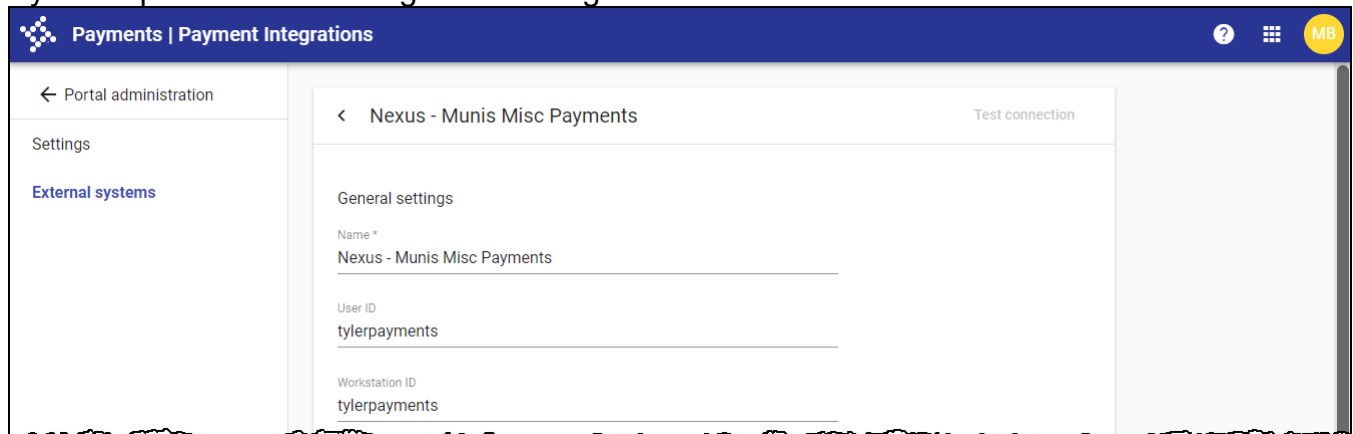
Description: When Tyler Payments is configured for your organization, you can collect and process miscellaneous receipt payments through Munis payment processing.

For the integration, the Use for External System checkbox in the Munis Charge Codes program must be selected for those charge codes associated with the payments.

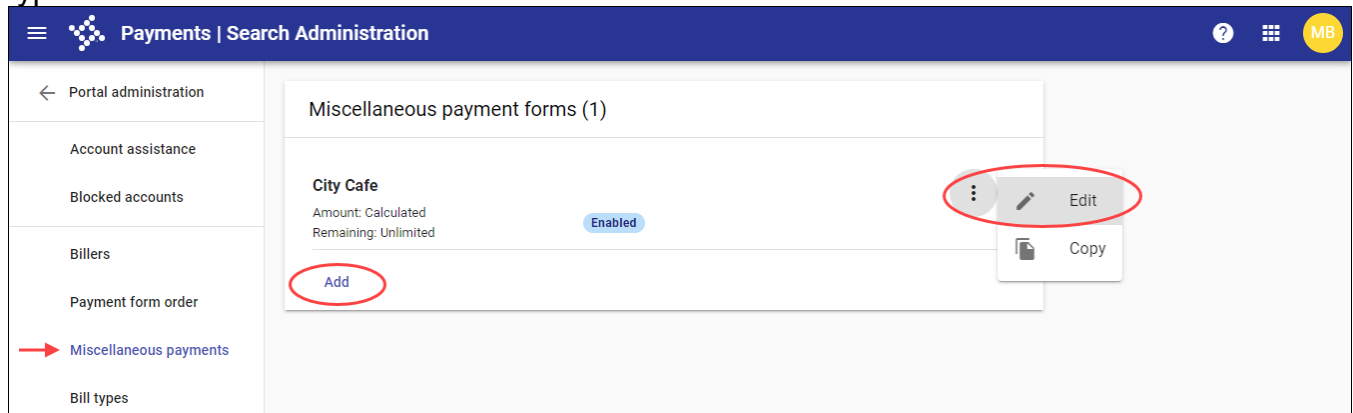
The screenshot shows the 'Charge Codes' configuration interface. At the top, there are navigation icons: Close (X), Accept (checkmark), Cancel (X), four Rate Table icons (R), and one Interest Rate Table icon (I). Below this, the breadcrumb 'Charge Codes >' is visible. The main configuration area is divided into 'General' and 'Accounts' tabs, with 'General' selected. Under 'General Information', fields include AR code (AL), Activity (PRIN - PRINCIPAL), Group, Description 1 (ANIMAL LICENSES), Description 2, and Short description (ANIMAL LIC). Under 'Rate Information', fields include Calculation code (2), Amount (50.000000), Minimum Amount (0.00), and Maximum Amount (0.00). On the right, 'Additional Attributes' includes checkboxes for Active, Payment order, Project Strings apply, Vendor code, Tag type, Expiration month, Available for Citizen Self Service, Use for Citizen Self Service convenience fee, Subject to sales tax, Available for AP Remittance, and Use for external system. The 'Use for external system' checkbox is highlighted with a red box.

In Tyler Payments, there must be a link between Munis Miscellaneous Receipts and Tyler Payments. On the Payment Integrations page in Portal Administration, selecting External

Systems provides the settings for defining this link.



Also in Portal Administration, selecting Search and Accounts Settings from the Tyler Payments sidebar options provides the Miscellaneous Payments option. Using the Add or Edit functions on this page, you can assign calculation methods, descriptions, and images for the payment type.



When you are adding or editing a payment form, the Payment Configuration tab of the Miscellaneous Payments option includes the Payment Type field that stores the Munis charge code associated with the payments.

When payment settings have been configured, your Munis users can use the Tyler Enterprise Payments interface to pay for miscellaneous receipt items. Once the payments are submitted, the Munis Payment Entry program includes them in your organization’s standard payment processes.

Process Lockbox File

Jira Number: MUN-421885

Purpose: To manage overpayments when multiple bills are processed.

Estimated PACE Training Time: Less than ½ day.

Description: The Overpayment Processing functionality in the Process Lockbox File program is expanded to include overpayment rejection functionality when multiple bill payments are processed.

If you have created a lockbox file for which the Overpayment Processing Method is set to Reject Payment but your lockbox file includes one or more payments that are greater than the unpaid amount due (including any penalties or interest), the program rejects the overpayments and creates an error report. When you view the error report, the rejected payments are identified.

BATCH 00002031:ERROR REPORT						
LOCKBOX CO. NAME: lockbox						
IMPORT FILE: e:\munisapps\INT_DEV\import\import_arpmimp.124						
A/R BATCH: 2031						
LOCKBOX BANK	BILL CD	BILL YEAR	A/R NUMBER	CUSTOMER NUMBER	CUSTOMER NAME PROPERTY CODE	PAYMENT ERROR AMOUNT MESSAGE
			20	123	COLLINS, MAURICE J & 21.77-1-17	4,082.80 Settings prevent payment for more than unpaid balance.
						LCKBX FILE BATCH SEQUENCE 3

The remaining payments in the file are successfully processed and are identified in the Payments Processed Report.

BATCH 00002031:PAYMENTS PROCESSED REPORT										
LOCKBOX CO. NAME: lockbox										
IMPORT FILE: e:\munisapps\INT_DEV\import\import_arpmimp.124										
A/R BATCH: 2031										
BILL YEAR	BILL NUMBER	BILL TYPE	CUSTOMER NUMBER	CUSTOMER NAME	PROPERTY CODE	(B) ILL (A) CCT	PAYMENT DATE	PAYMENT AMOUNT	LKBOX BATCH	LKBOX BANK
			122	CARPENTIER, DONALD W &	32.36-3-7	A	10/29/2021	8223.67		
			50	ALBANY MECHANICAL SERVIC	32.44-2-1.2	A	12/31/2020	10366.48		
TOTAL NUMBER OF PAYMENTS: 2										
TOTAL PAYMENT APPLIED: 18,590.15										

Payment Entry

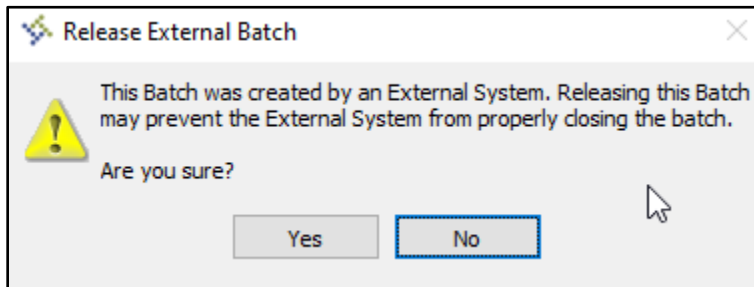
Jira Number: MUN-403160

Purpose: To provide a batch closure verification reminder when releasing batches.

Estimated PACE Training Time: Less than ½ day.

Description: For payment batches collected outside of Munis (for example, payments collected using Tyler Cashiering) that are to be released in the Munis Payment Entry program, the program reminds you that the batches must be closed in the external system prior to being released in Munis.

When you access the batch in Payment Entry and click Output-Rel, the program presents a reminder that the batch was created outside of Munis and you should verify that the batch is closed in the external system. The reminder message is triggered for receipt batches that have either an external batch ID or an external batch number value.



Clicking Yes releases the batch while clicking No cancels the action.

Roles

There are no permission or role changes in the Munis Roles programs for Tyler EAM, Munis Utility Billing, or Munis Revenues.