YIELD TAX PROCESS FLOW (ASSESSOR)

YDB100:   List those parcels eligible for option letters. This includes those parcels with categories 6 or 7 that are between 5 and 5000 acres with no option record, the designation is blank, or the expiration date is less than or equal to the current date. If the parcel has also had a deed change then the old record needs the designation removed and a new letter should be sent (YDO100 to update option file).

YDB110:   Print option letters and designation forms to be sent to the eligible parcel owners. You will have the option to print name and address labels for mailing, if desired. Labels can also be printed stand alone using YDB115.

YDO100:   E/U Forest Land Option File. Enter the information from the returned designation letters.

YDO422:   E/U Mill Names and Numbers. These will need to be entered before entry of monthly mill data.

YDO420:   E/U Compliance Numbers. Compliances are received from the Department of Lands, and the information needs to be entered in the compliance file. Only compliances for those parcels designated for bare land/yield need to be entered.

YDO421:   E/U Monthly Mill Data. Department of Lands will send the mill data information for any logs or other raw forest products harvested.

YDB423:   Mill Data Edit. This program edits the Compliance File, Mill File, and Parcel Master File for various problems. Check each edit, and correct those necessary before continuing the yield tax billing.

YDB146:   List Stumpage Values. Verify stumpage values are the correct values for this billing period.

YDB419:   Yield Volume List. This report will list the mill data for a specific harvest period and for specific compliance numbers. Run two copies, one for the Treasurer's Office, as they will need this to start the Tax Drive.

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YDB420:   Yield Volume Summary. This program will calculate and print the yield tax per compliance and parcel number for a given billing period. Make sure to ask for the same harvest period and compliance numbers as YDB419, run in the previous step. Run three copies, one for the Treasurer's Office and one for Rod Brevig, STC Forester.

YDB424:   List mill information for specific dates by mill number, then compliance number within mill. This must be run on the same harvest period and compliance numbers as YDB419 AND YDB420. When YDB419, YDB420, and YDB424 have been balanced, a copy of YDB419 and YDB420 should be turned over to the Treasurer for the Tax Drive.

YDB425:   Purge Compliance File. This program should be run periodically to remove old compliance records. All compliance records with an expiration date less than the one you specify will be purged.

YDB430:   Purge Mill Data File. This program should be run periodically to purge old mill records from the file. You supply the From and To dates for the records to be purged.

DFO030:   Update data in the Deferred Tax File. This will need to be done before the Treasurer's Office can calculate deferred taxes.

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