



NEWSLETTER

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BUCS Release 8.4 Exciting New Features and Improvements

By Don Frey

In 1999, Donald R Frey & Company made a commitment to move from just technology based software to a more *human based* approach. Since that time, several major software releases have been made, building on that philosophy.

The 8.4 release of BUCS launches over three dozen new features and improvements that address both contemporary *technical* and *human based* needs.

This year, a major renovation was made to the *Combining Reports* module. It has been expanded to handle the complex new requirements required for the GASB (Governmental Accounting Standards Board) Statement 34 reporting. GASB sets reporting standards for state and local governments. These standards are being phased-in through 2003. The renovation also expands the reporting capabilities for FASB (Financial Accounting Standards Board) Statements 116, 117. FASB sets requirements for nonprofit agencies.

The Combining module provides the ability to combine funds based by fund *type* and fund *class*. Further, it allows the user to group revenues based on the new GASB 34 reporting model. This powerful feature permits the user to make the designated groupings without revising their basic chart-of-accounts structure. The module also provides *columnar* presentation models (see example below) that are available in *landscape* mode, using proportional space fonts. The optional columnar FASB 117 presentation models are also now available. This is a *must have* capability for those organizations committed to providing *state-of-the-art* financial reporting for their agency.

A new *Fee Receipts* module is being introduced. This powerful software will allow the user to prepare receipts and certificates for *fees* collected. It can be used for items such as permits and licenses. Examples are building permits, pet licenses, burning permits, park shelter permits, etc. The system will receive and post the moneys to the appropriate

A19000 Oper: BUC Date 03/21/2001 Time 15:30:25		SAMPLE CITY									Page 1
Revenues, Expenditures, and Changes in Fund Balance Report All Funds											
	General Fund	Street Maintenance Fund	Capital Improvements Fund	Grant Fund	Water Fund	Sewer Fund	Swimming Pool Fund	Pension Fund	Agency Trust Fund	All Funds Total	
Expenditures/expenses:											
Current:											
Personnel Expenses	29,800	12,555	0	0	12,500	19,124	15,653	0	0	89,632	
Property & Equipment Exp.	21,450	18,786	1,200	0	1,955	1,325	723	0	0	45,439	
Maintenance Expenses	17,200	17,500	450	155	12,125	800	1,200	0	0	49,430	
All Other Expenses	12,400	125	125	150	200	0	0	0	250	13,250	
Total expenditures/ expenses	80,850	48,966	1,775	305	26,780	21,249	17,576	0	250	197,751	
Revenues:											
Tax Revenue	3,500	800	0	0	1,200	1,200	0	0	0	6,700	

general ledger accounts. The receipt, license and permit documents can be customized by the client, using Crystal Reports. Additionally, it will build and maintain a history of activity that can be viewed and printed. Receipts, permits, and licenses can be reprinted as needed. A journal is available that will report on fees received, by type code. The report summarizes fees by code, fund and payment type. Below is a sample of a receipt and a license prepared by the system.

Archiving of the Posting file is another new capability. We find that many clients may no longer need to access the Posting file on a daily basis, but would like electronic access for research. You can now archive the Posting file by a date range. The archived file can be viewed on the screen via the Posting Journal Analysis program. It can also be printed using the Posting Journal Analysis Print program. Access can also be gained via ODBC compliant programs.

Accounts payable vendor related processing has received numerous changes that will make the software easier to use and more flexible. Keystrokes have been eliminated by assigning default decisions in the Control file and improving *general* navigation. Field sizes have been expanded to accommodate more information. Search options have been extended by including more criteria. Now, you can access vendor names, using ODBC products, by first and last names. Reports have received additional options. All of these improvements have been weighed to provide the maximum in flexibility while retaining excellent *ease-of-use*.

The Requisition control module now allows you to assign up to five names for authorization. These names will be used when several individuals' approvals are required for a purchase. If no individuals are named, the system will default to its current approval system.

Other improvements and extensions have been made for the new release that are too numerous to mention. Those details will be covered in-depth in the release letter shipped with the product. As customary, an updated user guide will be provided as a part of the annual upgrade package. ☐

BUCS Statistics Provides Insight into Processing Patterns



As a part of our last BUCS survey, we requested users to report on statistics collected by the software. This information is available by selecting the *Help* menu, then *About BUCS*.

Information available is the number of accounts, number of funds, number of Posting records, number of users, and the oldest posting date found in the Posting file.

The information collected revealed no clear patterns. However, it did indicate that some clients had not purged their Posting file for years. Some clients had over ten years of accumulated data. This can seriously slow the system down when searching the file. The support staff contacted those clients that had large files and advised them of the situation.

As a result of that study, we decided to provide an *archive* mechanism to transfer information the current file to an archive file. This will allow system performance to be maintained, while providing access to old information using several software tools.

Because we were not satisfied with the indications of the information collected, we will revise the program to include additional data. It would be useful to know if users are on a *Cash* or *Accrual* basis because this can have a big impact on the volume of transactions. Encumbering has a similar effect on transaction volumes. Knowing the number of invoices processed and the average number of line items per invoice would be helpful. All of these *measurements* would be valuable in determining system loads.

Eventually, we plan to develop a new pricing model that would reflect the transaction volumes processed by the system. Currently, the number of concurrent users is the determining factor. This model would eliminate problems that sometime arise when more users are desired, but the volumes are small. ☐

Police / Fire 911	City of Anywhere	General Offices 555-1234
Occupational License Receipt		
Frey, Donald & Company 40 N. Grand Ave. Ste 303 Ft. Thomas, KY 41075	EIN Issued Type Expires Fee	12-1234567 03/21/2001 12/31/2001 \$25.00
03/21/2001 1:39:59PM BUC	Total Due Check Tendered Change	\$25.00 \$25.00 \$0.00

City of Anywhere, AnyState		EIN 12-1234567
Occupational License		
Phone # 441-6566 Employees 500	Issued Expires	03/21/2001 12/31/2001
In conformity with the provision of the occupational and business license tax ordinance No. 0-14-81 enacted by the City of Anywhere, AnyState and application submitted, license is hereby granted.		
Frey, Donald & Company 40 N. Grand Ave. Ste 303 Ft. Thomas, KY 41075	Minimum Fee \$ 25.00	
Signed: Treasurer City Treasurer		



CUBIC Release 8.5 Update

Work is underway on the next major release of the CUBIC utility billing system. Most items listed in the Survey will be implemented along with a number of suggestions that were submitted on the survey form.

Considerable effort will be spent on work order design and processing. We have received a wide variety of responses from clients expressing their ideas about how work orders should look and be processed.

Another function we will study this year is the process of opening and closing accounts. We will be researching the most popular methods used and design a processing model with these considerations in-mind.

Over a dozen additional improvements are on the improvement list for the next release to make CUBIC smoother, faster and more enjoyable to use. 🖨



User Conference, 2001 Technology Odyssey

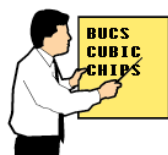
The 2001 User's Conference will be held August 12 – 14, at the new Marriott at River Center, in Covington, Kentucky.

This year's theme is *2001 Technology Odyssey*. We will review where technology has brought us in the last two decades. Technology changes will be considered that will be forthcoming in the years ahead. We also want to evaluate ourselves on our efforts on *migrating From Technology to Human Based Software*.

Our agenda will include briefings on the product improvements to be soon released. Open discussion periods will be held to exchange views with fellow users and the development and support staffs.

A special session will be held to address the requirements for GASB 34 and FASB 117. These requirements will require thoughtful consideration on how accounts will need to be aggregated for report presentation. Other issues will be reviewed such as the need to adopt *full accrual basis* accounting and the requirement to report on infrastructure assets.

The evening event this year will be hosted at the Cincinnati Zoo and Botanical Gardens. This facility is one of the finest in the country and will provide a very enjoyable evening. More information about the Zoo may be found at www.cincyzoology.org. For more information on the Marriott's facilities, visit <http://marriotthotels.com/CVGDR/> 🖨



Tips for Users From Your Support Staff

By Mike Emmerich

Preventing Multiple W2's in CHIPS: To prevent multiple W2's from printing during the year, do not change the Social Security # or State Tax table, within the employee file during the course of the year. The following situations cause multiple W2's to print:

1. Changing the State Tax Table in the Employee file will generate multiple W2's. Example: If you leave the State Tax Table blank for a payroll, then add a State Tax Table, it will print 2 W2's. This holds true if you had the State Tax Table filled in, then make it blank so it doesn't charge State Tax. Chips will generate a W2 for

the blank state and one for the state you have, or had filled in. It is required to print a separate W2 for each State you use and a blank state code is considered to be different, than one that is filled in with letters such as KY for Kentucky or OH for Ohio.

2. If you change the Social Security number, it will force it to print another W2, if you are printing W2's in Social Security Number order. If you print in Name Order, it will print only one W2.

By Dean Eldridge

Interfacing Payroll: It is a good idea to interface the CHIPS entries to the general ledger after each payroll has been updated rather than interfacing them all at the end of the month. This keeps the general ledger up to date.

Payroll Distribution File: Prior to processing a payroll, it is also a good idea to verify that there are no entries in the General Ledger Distribution file that have already been interfaced. To do this, go to OPTIONS-Distribution to G/L Report. Leave the date ranges blank so everything in this file will print. Remember, when we interface CHIPS all information in the distribution file will be interfaced. If there is anything on this report that has already been interfaced, it will be necessary to purge the G/L Distribution file prior to processing the next payroll. We don't want to interface the same information multiple times.

By Brian Scott

Change of Email Address: When there is a change in your email address (the one that you receive the Internet update information from us) please notify us immediately. You can call us at 1 800 659 3739, or email us at sptfrey@aol.com. Let us know that you have a new email address for the updates. This will help keep our list current.

When we send out the notification that there is a new update on our Internet site (www.drufrey.com), we prefer to not have e-mails returned because of bad addresses. Bad addresses cause delays in getting important update information to you.

BUCS data save with a prior year: When you create a prior year directory, the data is under the BUCSPY folder, which means that it is separate from your current year data. If you currently back up only what is in the BUCS data folder on a daily basis, you should also make a backup copy of the BUCS prior year data. This should be done on a separate backup disk, or on the same backup disk, as long as it is in a separate folder from the current year data. This way if you need to restore the prior year data it will be up to date with the changes you have made. If you do not make a lot of changes in the prior year directory, doing a backup only when there are changes will suffice. Just make sure to keep the two backups labeled so that if you need to restore, you will know which is the prior year data, and which is the current year data. Always remember that a good backup routine could save on headaches down the road. 🖨

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Systems and Software Engineering

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