Special Assessments on 'Retired' Parcels

To verify that no special assessments have been levied on Retired or ZERO Taxable Value parcels, you will run a version of the Standard Tax Roll.

Verify correct Tax Season is selected

Reports ~ Rolls ~ Standard Tax Roll ~ All Records ~ Ad Valorem
      Check box to Apply Advanced Query to Population
      (reference how to load Advanced Query on following pages)

Run Report ~ Adjusted Roll ~ Current Billing Type ~ Real & Personal Property ~ Include Legals (for parcel split info) ~ Close
        DO NOT check Totals Only box or the individual parcels will not display

If the report is BLANK, there are none and you are done ☺

If the report lists parcels:
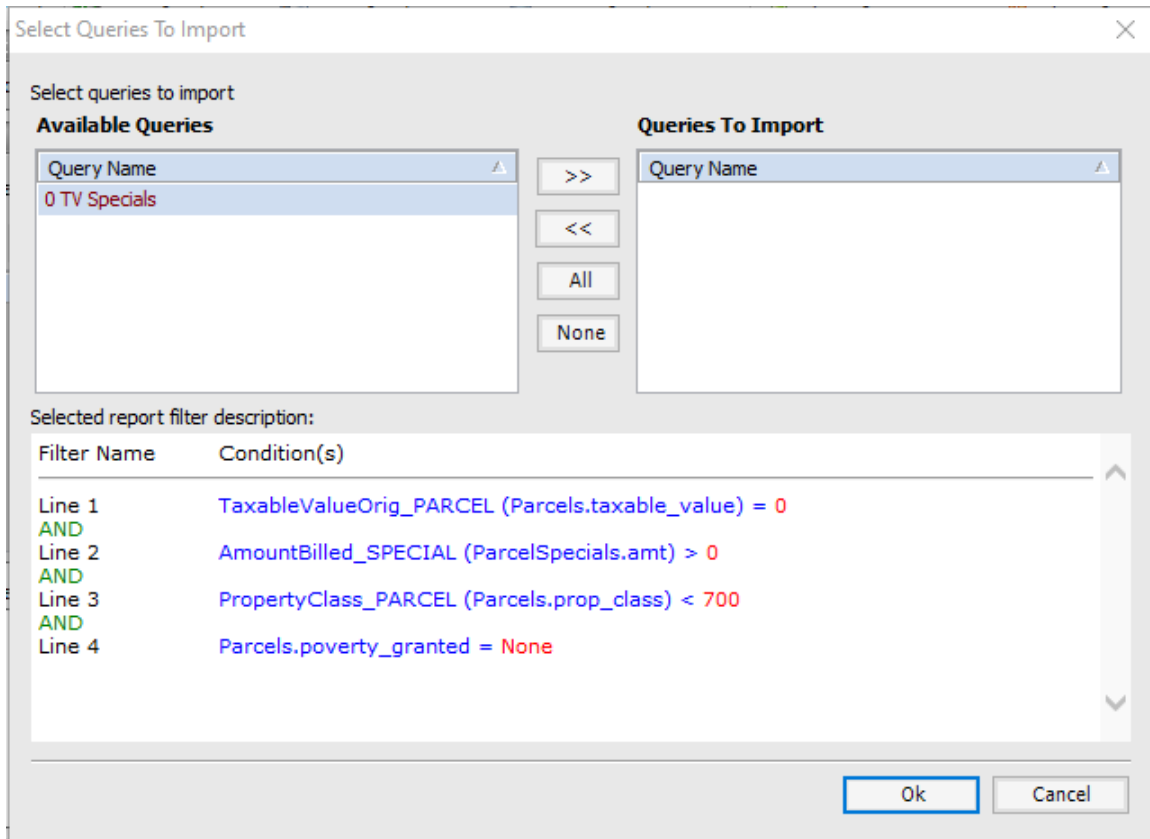
Parcel is RETIRED ~ '001-070 or 099' Property Class
                Remove special and transfer to current parcel
                May need to discuss with Assessor

Parcel has ZERO TV ~ Remove special and transfer to current parcel
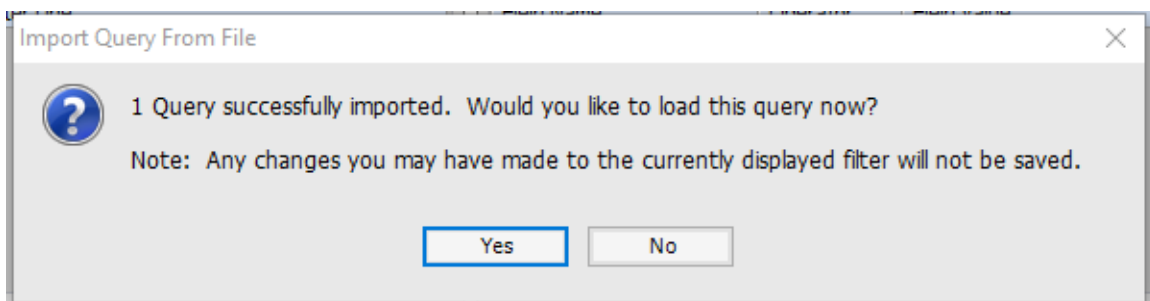   May need to discuss with Assessor

To IMPORT the Advanced Query (you will only do this once):

From the County Cloud ~ Treasurer Info Folder, download the file 'Advanced Query 0 TV Specials.rtq' by clicking on the file name

From the above Run Report Screen, click on the Advanced Query button. In the Advanced Query window, click on Import Queries From File ~ Select the above previously downloaded file ~ Open

Click the >> button to move this Query from the Left box to the Right box ~ OK

Yes ~ OK ~ Close ~ Run Report

The above Query will select ONLY Zero Taxable Value Parcels with a Special Assessment levied for Non-Exempt property classes that do not have a Poverty Exemption or a Veteran's Exemption