



COUNTY OF EL DORADO

PTARP

330 FAIR LANE PLACERVILLE, CA 95667

DATE: August 20th, 21017

FROM: Karl Weiland, Assessor

TO: Board of Supervisors, Shiva Frentzen, Chair
Don Ashton, Chief Administrative Officer

SUBJ: Property Tax Administration System Replacement Project
(PTARP)Update

The previous update on June 6th reported that:

- 1) Project manager Carie Toeller had begun establishing project controls, schedules and team meetings.
- 2) The software vendor Megabyte (MPTS) had received the Auditor and Tax Collector data for conversion.
- 3) The server was being installed and configured
- 4) The project web site was in development.
- 5) Go Live was projected for July 1, 2018
- 6) Assessor data was being validated in preparation for conversion. Options were being developed for historical data conversion and access

Since the last update, the following has been accomplished:

1. Project Manager Carie Toeller:
 - a. Established weekly key team meetings to monitor and coordinate activities.
 - b. Held or attended several meetings with project staff from MPTS and County.
 - c. Developed the project control log, infrastructure plan and other management documents.
 - d. Completed the high level business process analysis and risk assessment plan.
 - e. Established a project web site where project updates are posted along with other information and status reports
2. The server is operational and secure
3. Staff from all three departments are attending MPTS user training sessions to familiarize themselves with the system.

Anticipated Fall 2017 activities:

- 1) The project manager and key team members from all three department and IT will continue to meet on a regular basis
- 2) Complete the business process analysis and documentation.
- 3) Begin process mapping and workflow documentation.
- 4) Analyze and configure program resource tables
- 5) Software installation
- 6) Begin developing reports, forms interfaces and identify needed Application Process Interfaces
- 7) Continue familiarization training for staff.

In conclusion, the project remains on track, on schedule and on budget. Go Live is still projected for July 1, 2018. The Assessor is currently working on the 2018/19 roll, which will be completed in the old system and converted to MPTS for extension by the Auditor and billing/collection by the Tax Collector. The Assessor will begin preparing the 2019/20 roll in MPTS.

In other related news, Fresno and Nevada Counties have signed agreements with MPTS, bringing to 30 the number of Counties using the system.