

Lani Pessoa

From: Munsee, Kristin <kmunsee@CO.YUBA.CA.US>
Sent: Friday, June 7, 2024 10:41 AM
To: Lani Pessoa
Subject: Yuba County Special District Transaction Processing Updates
Attachments: Special District SAVE THE DATE.docx; Special Districts Chart Mapping.xlsx; Instructions for Special Districts Warrant Processing - Tyler.docx; E ERP Special District AP Upload Template.xlsx; EFT Request (Revised 06.07.2024).xlsx; DepositForm-2024-Tyler.xlsx; JE Form-2sided.xlsx; ACO Signature Form-Schools Special Dist.pdf

Hello,

Starting July 1, 2024, Yuba County will be going live with our new financial system Tyler E-ERP. With this change for the county, the Yuba County Special Districts will experience changes in transaction processing and the forms associated. I have attached a Save-The-Date in which your district can use as a guideline to all the changes in processing, along with all forms and instructions necessary to complete transactions in our new system. We are requiring all special districts complete a new Authorized Signature Form to update signer and district information. The Authorized Signature Form will need to be turned in prior to July 1, 2024, and will hold up transaction processing if not received. I understand this is a big change for your district and would like to thank you in advance for the extra time and work this will require while transitioning. Please reach out to myself directly with any questions or concerns.

Thank you!

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