



Current Version:
3.12

Introduction

The Online Assessment Roll System – (OARS™) is a web based real property information system (residential and commercial property) used by municipalities to publish their latest assessment rolls online in an ordered and searchable format that is geared for the general public's use. OARS™ was created as a non-intrusive program that can be up and running within DAYS of purchase with extremely little involvement by the assessor and/or I.T. department.

The assessor maintains full control over the functionality of the system via an administration facility that allows customization of many aspects of the system. OARS™ comes with a scaled down version of ProServe's Empower CM™ website content management system. This provides the assessor (or I.T. Department) with the ability to add/change/delete verbiage on the main page of the system and on the top of each page in OARS™. Each property includes over 30 fields of details, including photos, property improvement history, current tax exemption details, and current tax bill details.

Summary of Features

OARS™ has evolved over the years by listening to our customers and creating upgrade enhancements based on these constructive comments. The following is a current list of features available in this latest version OARS™ (many of these features can be turned on/off by the assessor or OARS™ administrator):

- OARS™ can be used for a consortium of municipalities or for individual municipalities.
- Consortium version allows every participating municipality to customize their own setup without affecting other municipalities.
- Page verbiage is controlled by the assigned OARS™ administrator.
- Search Assessment information by viewing an entire street or specific address.
- Search for comparable assessments of subject property based on Neighborhood code, square footage percentage, # of bed/baths, etc...
- Search Property Sales information by viewing overall town sales, entire street sales, or specific property sales. All within a selectable date range.
- Search for comparable sales of subject property based on the same parameters as the comparable assessment listing.
- All search results listings can be re-sorted by clicking on certain column headers.
- View inventory details of any property listed in search results listing by clicking on property address.
- View property photos (if available) by clicking on icon of Camera next to property address.
- View satellite view of surrounding neighborhood by clicking on icon of Map next to property address. (Google™ Imagery)
- In subject property detail, view improvement history, tax exemptions, and current tax bill amounts.
- Improved data extraction program that extracts the information from your real property recording system (I.E. RPS v4)



Details and Screen Shots

Main Page of Consortium Version (single municipality systems will not have this page)

The user will select the municipality via a drop down list of participating municipalities. Notice the Top Header Box, the text in this area was done by the OARS™ administrator by typing the text into a MS-Word LIKE content editor included in the software.

For the Consortium Version all data from participating municipalities must be uploaded to our central repository which is a common area attached to your OARS™ system. All municipalities must be able to upload the same dataset or chargeable modifications may be required. Property photos are an option for each municipality, but if enabled for any municipality it will incur an additional extraction program (included).



County Based OARS for
Genesee County, NY



Welcome to Genesee County's Real Property Information!

To select a municipality, click the arrow in the box below. Any municipality with an * will contain property information.

Website maintained by the Genesee County Real Property Tax Department
Lorie M. Cleveland, Director
Ellen Southall, Assessment Aide
(585)344-2550, ext 2218

Please select Municipality:

- Alabama
- Alexander
- Batavia (City) *
- Batavia (Town) *
- Bergen *
- Bethany *
- Byron *
- Darien *
- Elba *
- LeRoy *
- Oakfield *
- Pavilion *
- Pembroke *
- Stafford *



Main Municipality Page

Again, the assessor or OARS Administrator controls the verbiage shown in the right hand content area of this page. They also have the ability to turn on/off the searching functions available to the user. In this screen shot, 'Search By SBL #' is enable but 'Search By Owner Name' is disabled and therefore not shown.

From this page the user will search either for assessment information or sales information. Both searching facilities allow for searching by selecting from a preloaded list of all the streets in that municipality. The sales searching is limited by a configurable and changeable date range. The assessor can set the default date range in the administration facility. The results will list all properties on the selected street. Alternatively, the user can also enter an individual address.

The top menu bar on this and all subsequent pages (not shown due to space limitations) consist of: "**OARS Main Page**" and "**Frequently Asked Questions**" (optional module)

<p>Research ASSESSMENT Information</p> <p>SEARCH BY ADDRESS:</p> <p>Search By Street Address:</p> <input type="text"/> <input type="button" value="Submit"/> <hr/> <p>Search Using The Street Finder:</p> <input type="text"/> <input type="button" value="Submit"/> <p>SEARCH BY SBL #</p> <p>Enter SBL #:</p> <input type="text"/> <input type="button" value="Submit"/> <hr/> <p>Research SALES Information</p> <p>SEARCH OVERALL TOWN:</p> <p>Beginning From:</p> <input type="text" value="1/1/2005"/> <p>Ending On:</p> <input type="text" value="5/16/2006"/> <input type="button" value="Submit"/> <hr/> <p>SEARCH AN ENTIRE STREET</p> <p>Street Finder:</p> <input type="text"/> <input type="button" value="Submit"/> <p>Beginning From:</p> <input type="text" value="1/1/2005"/> <p>Ending On:</p> <input type="text" value="5/16/2006"/> <input type="button" value="Submit"/>	<p>Property Assessments</p> <p>As part of the ongoing Annual Reassessment Program in the City of Batavia, the Assessor's office will be reviewing and analyzing the assessments of each property in the City. According to the Real Property Tax Law, all property assessments must be valued at the same uniform percentage. The City of Batavia assessments are at a uniform percentage of 100% of market value. The City has retained the services of GAR Associates, a real estate appraisal firm, to assist in the review of the market values of all properties throughout the City. Professional appraisers will be reviewing the market values for possible assessment changes.</p> <p>THE PROCESS</p> <p>Beginning in April, ALL PROPERTY OWNERS will be receiving a notice to include:</p> <ul style="list-style-type: none"> ■ New preliminary assessed values ■ Current assessment (the value to be used on your 2006 City/County tax bill) ■ These new Values will not be used until the 2006 School Tax Bill <p>RESOURCES AVAILABLE</p> <p>AFTER April 1</p> <ol style="list-style-type: none"> 1. Reports: Residential sales and property inventories will be published and available for inspection at the Assessor's Office at the City Centre, as well as the Richmond Library. 2. Internet Access: The assessment and sales information will be on the Internet. <ul style="list-style-type: none"> ■ Verify property information ■ Review inventory data on an individual property ■ Review current sales information ■ Analyze sales information about similar properties <p>In comparing similar sales it is important to remember that location, style, age and size are critical to the comparison process. For example: if you purchased your home for \$200,000 on a particular street or neighborhood DO NOT look for homes that sell for \$150,000 in other neighborhoods or compare a 5 year old house with a 50 year old house.</p> <p>INFORMAL REVIEW PROCESS</p> <p>The Assessor's Office will continue to offer property owners an Informal Review Process. If you feel your assessment is incorrect then you must provide the Assessor with reasonable information, based on market sales, that supports your opinion of market value.</p>
--	--



Search Results Listing

This screen will display the successful results of either search types from the main page (Assessment or Sales). There is no limit to the number of results shown here, so a general search may take a while to show. The columns in this screen will differ slightly based on the type of search performed. You'll notice that some column headings are underlined. This means the display of results can be sorted by that column by clicking on the underline.

Each result listed will show an icon of a Camera if the property image is available and will show an icon of a Map if the satellite view of the neighborhood is available. To view property detail for any listed property, the user will simply click on the listed address. The resulting screen will show all available inventory data for that property (screen shot shown next).

Commercial property types are known here because *Building Style* will be "0-". Different property data is shown on the Subject Property page for Commercial properties than for residential properties.



City of Batavia, NY































If you believe any of the physical data reported is in error, PLEASE contact the Assessor's Office. To ensure the most equitable Assessments, accurate data is essential.

[OARS Main Page](#)

[Frequently Asked Questions](#)

Property Search Results for: **BANK ST**

Results are sorted by Street Address. To re-sort, click on column heading.

<u>ADDRESS</u>	<u>SECTION, BLOCK & LOT NUMBER</u>	<u>LOT SIZE</u>	<u>TOTAL ASSESSED VALUE</u>	<u>BUILDING STYLE</u>	<u>STRUCTURE YEAR BUILT</u>	<u>SD. FT.</u>	<u>BEDROOMS / BATHROOMS / FIREPLACES</u>
2-10 BANK ST  	84.011-1-32.1	184.82 x 212.67	\$750,000	0 -	0		0 / 0 / 0
12-20 BANK ST  	84.011-1-33	272 x 210	\$6,000,000	0 -	0		0 / 0 / 0
21-25 BANK ST  	84.011-1-35	330 x 100	\$175,000	0 -	0		0 / 0 / 0
22 BANK ST  	84.011-1-34	37 x 247	\$35,600	0 -	0		0 / 0 / 0
26-36 BANK ST  	84.011-1-10	67.99 x 211.2	\$25,000	0 -	0		0 / 0 / 0
101 BANK ST  	84.041-1-20	71 x 108	\$110,000	0 -	0		0 / 0 / 0
102 BANK ST  	84.042-1-67	40 x 150	\$62,000	8 - Old Style	1884	1,740	3 / 2 / 0
103 BANK ST  	84.041-1-19	54 x 158	\$86,600	8 - Old Style	1890	3,040	4 / 2 / 0
104 BANK ST  	84.042-1-68	73 x 213	\$186,000	0 -	0		0 / 0 / 0
105 BANK ST  	84.041-1-18	62 x 282	\$90,000	8 - Old Style	1880	3,751	5 / 3 / 0
107 BANK ST  	84.041-1-17	61 x 286	\$89,000	0 -	0		0 / 0 / 0
108 BANK ST  	84.042-1-69	77 x 213	\$104,700	0 -	0		0 / 0 / 0
109 BANK ST  	84.041-1-16	66 x 286	\$88,000	8 - Old Style	1890	2,400	4 / 2 / 0
110 BANK ST  	84.042-1-70	74.91 x 179.68	\$135,000	0 -	0		0 / 0 / 0
111 BANK ST  	84.041-1-15	62 x 330	\$80,000	8 - Old Style	1890	2,222	5 / 2.5 / 1



Subject Property Page

This screen displays all the available property inventory information we show for each property. Commercial properties show additional information regarding the usage (or multiple usage) for the property.

At the bottom of this screen is where the user can search for similar Sales Information or Assessment Information. The default values loaded into these comparable searches are configurable via the administration area.

** Residential Property ** <i>PROPERTY INFORMATION</i>	
Property Address 3 VINE ST	Section, Block Lot # 64.051-1-39
Town Name City of Batavia	Neighborhood Code 700
Square Footage 2,427	Arms Length 1
Total Assessed Value \$90,000	School District 180200
Land Assessed Value \$12,600	Swiss Code 180200
Sale Price & Date \$100,000 6/8/2005	Parcel Status Active
Valid Sale NO	County Taxable \$90,000
Property Type 210 - 1 Family Res	Town Taxable \$90,000
Home/Building Style 6 - Old Style	School Taxable \$90,000
Structure Year Built 1900	Village Taxable \$0
Lot Size 70 x 150	Tax Code
	Bank Code
<i>PHYSICAL INFORMATION</i>	
# of Bedrooms 5	Exterior Wall Alum/vinyl
# of Baths 2.5	Basement Type Full
# of Fireplaces 0	Heat Type Hot air
# of Kitchens 1	Fuel Type
# of Stories 2	Central Air NO
Construction Quality C	Road Type
Utilities Gas & elec	1st Story Sq. Ft. 1,146
Sewer Type Comm/public	2nd Story Sq. Ft. 1,281
Water Type Comm/public	Finished Attic Sq. Ft.
Waterfront Type	Finished Basement Sq. Ft.
Overall Condition Normal	Rec. Room Sq. Ft.
	Total Living Area 2,427
<i>HISTORICAL INFORMATION</i>	
Deed Book 641	Mailing Address 1 3 VINE ST
Deed Page 537	Mailing Address 2
Deed Type W	Mailing City, State BATAVIA, NY
Deed Date 6/9/2005	Mailing Zip Code 14020
Search SALES Info	
Search ASSESSMENT Info on Comparable Properties	
<i>"Comparable Properties" - are those properties that have the same Neighborhood Code, Building Style and Square Footage +/- the percentage used below.</i>	
Please enter the percentage greater than and less than the square footage of the subject property to search. (default is 15%)	<input type="text" value="15"/>
Please enter the year to begin searching for comparables. (default is 2006)	<input type="text" value="2006"/>
Select the number of bedrooms. (default based on subject property)	<input type="text" value="3"/>
Select the number of bathrooms. (default based on subject property)	<input type="text" value="1"/>
<input type="button" value="Request Comparables"/>	<input type="button" value="Request Comparables"/>

Subject Property Photo(s) Page

If the assessor or OARS™ administrator chose to enable Property photos, this is what the user would see. **All** images attached to the property record in your Real Property software will be uploaded and shown here. By clicking on the photo, the user will see the full page image of the subject property.



City of Batavia, NY

Created By:



[OARS Main Page](#)

[Frequently Asked Questions](#)

[Back to Subject Property Information](#)

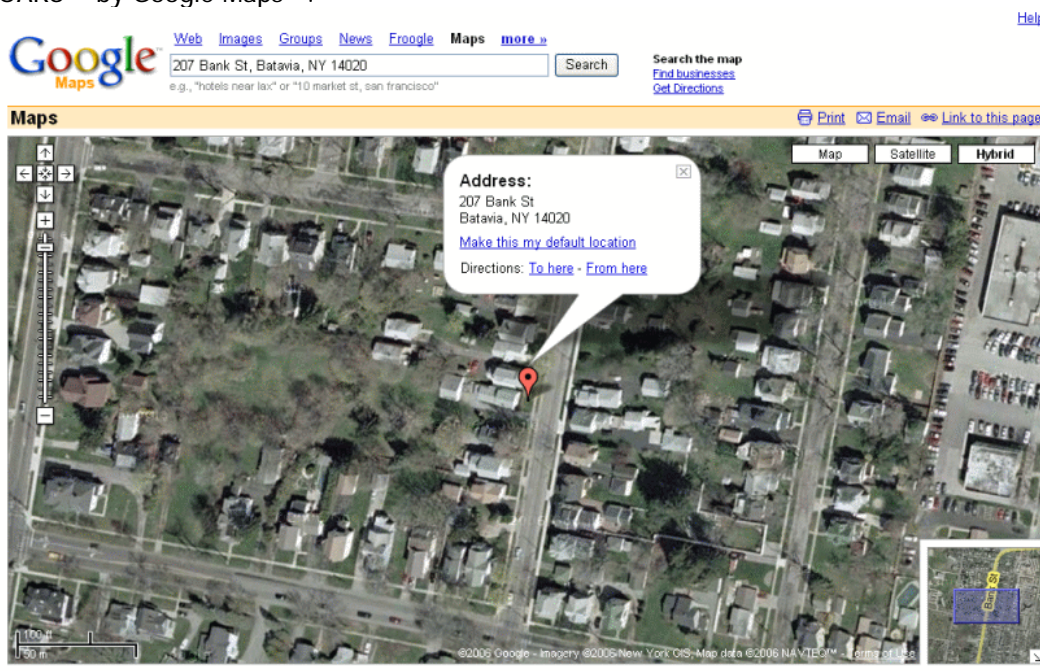
Subject Property Photo(s)

Click on available photo for a full size view



Subject Property Satellite Page

By clicking on the Map icon next to any subject property, the user will see a zoomable satellite image of the neighborhood and surrounding areas. This tool is made available to OARS™ by Google Maps™.





Assessor / OARS™ Administrator Configuration Page

This password protected area of OARS™ allows the assessor / OARS™ administrator to configure the functionality of their specific system.



OARS ADMINISTRATION



[OARS Main Admin Page](#)

Modify OARS Configuration

Username	
Password	<input type="text"/>
Assessment Percent	<input type="text" value="100"/>
Form Email Address	<input type="text"/>
Show SBL Search	<input type="checkbox"/>
Show Owner Name Search	<input type="checkbox"/>
Show Search for Comparable Sales	<input checked="" type="checkbox"/> Starting Year for Search: <input type="text" value="2006"/>
Expanded Comparable Sales Search	<input checked="" type="checkbox"/> Minimum number of parcel results required before using Expanded Search: <input type="text" value="0"/>
Show Search for Comparable Assessments	<input checked="" type="checkbox"/>
Expanded Comparable Assessments Search	<input checked="" type="checkbox"/> Minimum number of parcel results required before using Expanded Search: <input type="text" value="0"/>
Show Residential PDF	<input type="checkbox"/>
Show Commercial PDF	<input type="checkbox"/>
Show Vacant Land PDF	<input type="checkbox"/>
Show Condo PDF	<input type="checkbox"/>
Show Tax Bill Information	<input type="checkbox"/>
Show Property Improvements	<input checked="" type="checkbox"/>
Show Property Exemptions	<input checked="" type="checkbox"/>



Compatibility

As of the writing of this document, OARS™ v3.12 works transparently with NYS RPSv4 and will be transparently compatible with NYS RPSv5. We have recently completed the extraction re-write necessary to work with the latest database changes in the RPS system.

Our extraction software is compatible with MS-Windows XP Professional or higher. We have worked with older versions of MS-Windows, but we only provide ongoing support for extraction PC's running MS-Windows XP Pro or higher.

Software Options

Future releases of OARS™ will include many optional plug-in modules. Currently we offer a Dynamic Knowledge Base and Challenge Forms Package.

The Dynamic Knowledge Base – This option provides your OARS™ system with a Frequently Asked Questions (FAQ) area. The difference with our system is that if an answer is not found in the FAQ database, the user can submit their question to the assessor via an online form. The appropriate person will receive the question in an email and will be provided a link to the area in the OARS™ to respond. When the response is complete, the original user who asked the question is emailed the answer, also that question and answer are now permanently stored in the FAQ database for future searches. That is why we call it Dynamic, it grows more and more useful with usage.

Challenge Forms Package – We have created 4 assessment challenge forms in PDF format that can be downloaded by the user. The forms are Residential, Commercial, Vacant, Condo challenge forms.

System Requirements

Assessor's office must meet the following minimum technological requirements:

Extraction PC – Windows XP Pro or Higher, MS-Access 2000, Internet connection of 56K or higher (128 or higher recommended), direct access to the Real Property data, administrator rights must be available during extraction process.

RPSv4 (v5) – OARS™ works transparently with NYS RPSv4 (v5) software. Due to our file mapping technology, we have the ability to extract and use data from any Real Property software at an additional charge. This will require record and field level access to the data.

Software Licensing

Our software licensing is based on the standard EULA (End User License Agreement). You do NOT own the software but are licensed to use the software during your paid annual license term.

You will be required to pay for, acknowledge, and sign our License Agreement before use of the software will be granted.



Upgrade Protection

During the paid annual license term, you are entitled to receive at no charge, all upgrades to the software that we may create. Upgrade creation is done at ProServe's discretion. If you had any modifications to the OARS™ system, you may be charged for retro-fitting these modifications into the new version. These situations will be quoted appropriately.

Available Support

Included with your paid annual license is:

Installation – Training – Unlimited Phone Technical Support (8:30am to 5:00pm Mon-Fri)

Hosting

The OARS™ system is a hosted solution. ProServe provides all hosting for this software in pass-card protected cage in a secured building. We have redundant servers that can be swapped out in a matter of minutes. We utilize RSA servers and Cisco routers to provide protection from unauthorized attacks. We run antivirus and antispymware programs on all our systems. We also run full backup on a nightly basis. We have up to 1 month availability of data from each of our backup systems.

Should your municipality request hosting on your internal systems, we can provide for that but with restrictions that must be approved prior to installation. 3rd party hosted systems must meet our technical requirements and certain warranties may become void. Please check with ProServe to determine the feasibility of hosting your own OARS™ system.

Pricing

Pricing for OARS™ is based on a per parcel sliding scale format. This makes it just as economical for smaller municipalities as it does for the larger ones. Please call us for a specific quote for your municipality.

To view live OARS™ systems, please go to <http://www.oarsystem.com>

For more information please contact ProServe at (716) 635-5080 x316.