

CUPERTINO SANITARY DISTRICT

CATALOG OF ENTERPRISE SYSTEMS

(Pursuant to SB 272 and CA Government Code 6270.5)

An "enterprise system" is a software application or computer system that collects, stores, exchanges and analyzes information that the agency uses that is both of the following:

- A multi-departmental system or a system that contains information collected about the public.
- A system that serves as an original source of data within an agency.

An "enterprise system" does not include any of the following:

- Information Technology security systems, including firewalls and other cybersecurity systems.
- Physical access control systems, employee identification management systems, video monitoring and other physical control systems.
- Infrastructure and mechanical control systems, including those that control or manage street lights, electrical, natural gas or water or sewer functions.
- Systems related to 911 dispatch and operation or emergency services.
- Systems that would be restricted from disclosure by Section 6254.19.
- The specific records that the information technology system collects, stores, exchanges or analyzes.

SB 272 REQUIRES THAT THE CITY:

1. Create a catalog of enterprise systems, containing:
 - Current system vendor
 - Current system product
 - System's purpose
 - A description of categories or types of data
 - The department that is the prime custodian of the data
 - The frequency that system data is collected
 - The frequency that system data is updated
2. To make the catalog publicly available upon request
3. To post the catalog in a prominent location on the agency's website.

Exception

If the public interest served by not disclosing the information described clearly outweighs the public interest served by disclosure, the local agency may instead provide a system name, brief title or identifier of the system.

VENDOR	PRODUCT	SYSTEM PURPOSE	DESCRIPTION OF CATEGORIES OR TYPES OF DATA	CUSTODIAN	FREQUENCY COLLECTED	FREQUENCY UPDATED
Microsoft	Microsoft Office Suite	Office Automation	<ul style="list-style-type: none"> • Word Processing • Spreadsheets • Custom Database • E-mail • Creating Documents • Creating Inspection Logs • Expense Records • Records Filing 	Varies	Daily	Daily
Adobe	Acrobat	PDF Viewer	<ul style="list-style-type: none"> • Read and Create PDF Documents 	Varies	Daily	Daily
Arc GIS	Lucity and ESRI	Geographical Information Systems	<ul style="list-style-type: none"> • Mapping • Property Data • Zoning • Topography • Arial Mapping • Utility Data • Work Orders • Receipt of Fees • Sewer Maintenance Records 	Varies	Daily	Daily
EZOT, Inc.	iBuilt.net	Site Builder, Web Hosting www.cupertinosanitarydistrict.org	<ul style="list-style-type: none"> • Maps • District Information • District News and Updates • Transparency Compliance 	District Administrator	Weekly	Weekly, or as needed
First American Title Company	Fastweb https://fwprodweb1.firstam.com/fastweb/home.asp	Property Profiles	<ul style="list-style-type: none"> • Property Characteristics • Comparable Sales • Neighborhood Information • Area Services • School Statistics • Demographics 		As needed	
Google	Google Earth	Geographical Information	<ul style="list-style-type: none"> • General information • Maps 		Daily	Daily
Santa Clara County Assessor's Office	Real Property Search https://www.sccassessor.org	Property Profiles	<ul style="list-style-type: none"> • Property Owner's Name and Mailing Address • Demographics • Neighborhood Information • Area Services • School Statistics • Maps 		As needed	
Deltek	Deltek Time & Expense	Financial Accounting/Payroll/Expense Reporting	<ul style="list-style-type: none"> • Timesheet • Accounting • Payroll 	Varies	Daily	Daily
Cues	Granite XP	Data Collection and Management	<ul style="list-style-type: none"> • CCTV sewer pipeline inspection 	Varies	Weekly	Weekly, or as needed
Ridgid	Ridgid	CCTV - Lateral	<ul style="list-style-type: none"> • Recording of CCTV 	Field Inspectors	Daily	Daily
AutoDesk	AutoCAD	Design and Documentation Software	<ul style="list-style-type: none"> • Map Design 	Varies	As needed	As needed

Billing: Accounts receivable, accounts payable and other accounting services are provided by a private company. Sewer service billing on tax roll is provided by Santa Clara County Assessor's Office. The District does not utilize any apps or software for this purpose.

Property Owner Address Database: For the purpose of mailing public notices and correspondence, the District obtains an address mailing list of property owners within the District from the Santa Clara County Assessor's office. Such list is provided in Excel format on a cd, annually.

Water Usage Data: For the purpose of budgeting, District receives water usage reports from San Jose Water Company and Calwater.