

ENTERPRISE SYSTEM SB 272

System Vendor	System Product	System Purpose	Types of Data	Primary Custodian	Data Collection Frequency	Data Update Frequency
Accela	Springbrook Financial Software	To record and maintain all financial data for the City	Utility Billing, General ledger, Accounts Payable, Accounts receivable, Code Enforcement, Cash Receipts, Business Licenses, Building Permits	Administration Staff	Daily	Daily
Wordpress	Website	City Website	Content management for web posting/ calendars/ notices	Administration Staff	Daily	Daily
eFile	eFile Cabinet	Document Management System	Scans permanent records for retention - Council, Planning and Parks and Rec agendas, minutes, property files, grants	Administration Staff	As needed	As needed
Google	Gmail	email system	Electronic Mail	All Departments	Daily	Daily
Microsoft	Windows Server 2008	City Intranet	files, internal notices, city administration	All Departments	Daily	Daily