

Senate Bill 272

Approved on October 11, 2015, SB 272 adds a section to the California Public Records Act requiring local agencies to create a catalog of Enterprise Systems by July 1, 2016 with annual updates.

Enterprise System

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.

Requirements

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.

City of Temecula Enterprise Systems Generated September 20, 2019

Product	Vendor	Purpose	Data Category	Custodian	Collection frequency	Update frequency
AppointmentPlus	Storm Source	Appointment scheduling for Community Development	Other	Community Development	Daily	As Needed
ArcGIS/ArcSDE	ESRI	GIS database and mapping system	Geographic Information Systems	Information Technology / GIS	Daily	Quarterly
AutoCad	DLT	Drafting	Engineering	Public Works	As Needed	As Needed
Biblioteca	Biblioteca	Library book tracking system	Asset Management	Library	Daily	As Needed
Blue Beam	Micro Desk	PDF/AudoCad Viewer plan review	Permit System	Community Development	Daily	As Needed
CivicPlus Government CMS	CivicPlus	City's website	Web Site	Information Technology	Daily	Daily
CivicRec	CivicPlus	Recreation Programs management, facilities management, online registration and payment	Recreation Software	Community Services	Daily	As Needed
Comprise	Comprise Technologies	Library system management	Asset Management	Library	Daily	As Needed
Contract Automation	City of Temecula	Contract inventory system	Document Management	City Clerk	Daily	Annually

Product	Vendor	Purpose	Data Category	Custodian	Collection frequency	Update frequency
Eden	Tyler Technologies	Accounts Payable, Accounts Receivable, PO Management, Contract/Agreement Management, Payroll, Timesheets	Financial System	Finance	Daily	As Needed
EnerGov	Tyler Technologies	Permitting, Inspections, Enforcement, Citizen Access, E-Plan Review	Permit System	Community Development	Daily	Quarterly
GeoCortex Essentials	Latitude Geographics	Online GIS	Geographic Information Systems	Information Technology / GIS	As Needed	As Needed
HDL Sales Tax/Property Tax	HDL	Sales and Property Tax management	Financial System	Finance	Daily	Monthly
Laserfiche (Avante)	ECS	Records management, document management, online forms	Document Management	City Clerk	Daily	As Needed
Legistar	Granicus	Agenda Management	Agenda Management	City Clerk	Daily	Daily
Lucity	Lucity	Asset and facility management, work order management	Asset Management	Public Works	Daily	As Needed
Mobile App and Report an Issue	MyCivicApps	Mobile submission of issues and questions to city staff	Social Media	Information Technology	Daily	Weekly
NeoGov	NeoGov	Job recruitment, performance evaluation	Human Resources	Human Resources	Daily	As Needed
Office 2016	Microsoft	Document creation	Document Management	Information Technology	Daily	As Needed

Product	Vendor	Purpose	Data Category	Custodian	Collection frequency	Update frequency
O'Neil Bar Bode	O'Neil	Records tracking system	Document Management	City Clerk	Daily	As Needed
Permits Plus	Accela	Legacy/Historical reference	Permit System	Community Development	As Needed	As Needed
QuickNet Pro	McCain Inc.	T raffice management	Transit	Public Works	Daily	Annually
Reverse 911	Cassidian/Airbus	Public emergency notification system	Public Safety	City Manager	As Needed	Monthly
Shoretel	Shoretel	Enterprise telephone system	Other	Information Technology	Daily	As Needed
ShoWare	ShoWare	Event ticket sales	Recreation Software	Community Services	Daily	As Needed
SIRE	Hyland	Agenda management, voting, minutes	Agenda Management	City Clerk	Daily	As Needed
Spiceworks	Spiceworks	Inventory and help desk	Other	Information Technology	Daily	As Needed
Sympro Bond Management	JP Morgan	Municipal and performance bond management	Financial System	Finance	Daily	Annually
Tyler Cashiering	Tyler Technologies	Payment management	Financial System	Finance	Daily	As Needed