

Town of Los Altos Hills
Catalog of Enterprise Systems
Pursuant to CA Government Code 6270.5

<u>Vendor</u>	<u>Product</u>	<u>Purpose</u>	<u>Description of Data</u>	<u>Department/Custodian</u>	<u>Frequency Collected</u>	<u>Frequency Updated</u>
Tyler Technology	Incode	Financial Management	Accounts Receivable; Accounts Payable; General Ledger; Cash Management	Administrative Services	Daily	Daily
Tyler Technology	Incode	Financial Management	Fixed Assets	Administrative Services	As Needed	Annually
HdL	Business Licenses	Application for managing business licenses issued by the Town	Business Licenses	Administrative Services	Daily	Daily
ADP	Payroll; Time & Attendance	Payroll	Payroll	Administrative Services	Bi-weekly	Bi-weekly
Peelle Technologies	Laserfiche	Document Management	Property Information Data and Town Records	City Clerk	Daily	Daily
South Tech	Disclosure Documents Production	Form 700	Retains Statement of Economic Interests	City Clerk	Annually	Annually
Granicus	Granicus	Live Streaming of City Council Meetings	Provide web based videos of City Council meetings and Planning Commission Meetings	City Clerk	Monthly	Monthly
CivicPlus	Website/Notify Me	Website	Maintains database for individuals to receive information from the town via email	City Clerk	Weekly	Weekly
Microsoft	Outlook	Email Software	Email	Information Technology	Daily	Daily
Filemaker	Filemaker Pro	Permit Software	Building and Planning Permitting Database	Planning/Building	Daily	Daily
Metroscan	Metroscan	Database	County database containing real property information	Planning/Building	Daily	Daily
Thriva	ActiveNet	Recreation Registration	Class and Event Registration	Parks & Recreation	As required per registration	As required per registration
Constant Contact	Constant Contact	Email Database	Database maintaining emails regarding Town events	Parks & Recreation	Monthly	As requested

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CMMS	Lucity via West Bay Sanitary District	Computerized maintenance management information system	Town's sewer collection system, including maintenance operations and inspection history.	Public Works / West Bay Sanitary District	Monthly	Monthly
ESRI	ArcView via West Bay Sanitary District	A geographic information system to store, manage, analyze, and present sewer data	Geographical sewer infrastructure data	Public Works / West Bay Sanitary District	Monthly	Quarterly
Autodesk	AutoCAD	Computer-aided design/drafting program	Various Town maps	Public Works	As-Needed	Yearly