

## SHANDON-SAN JUAN WATER DISTRICT

### SB 272 Local Agencies Inventory

System Vendor	System Product	System Purpose	Categories/Types of Data	Custodial Department	Frequency Data Collected	Frequency Data Updated
Adobe Creative Suite	Photoshop, InDesign, Acrobat	Admin & Community Outreach Documents	Various	Secretary/Treasurer	Daily	Daily
Constant Contact	Constant Contact	Outreach to Landowners and Interested Parties	Contact Information	Secretary/Treasurer	Daily	Daily
Dropbox	Dropbox	File Share	Public Records Act Requests	Secretary/Treasurer	Daily	Daily
FPPC Portal	FPPC Portal	Form 700 Submission	Form 700s	Fair Political Practices Commission	Daily	Daily
Google	Gmail	Email Management	Email Addresses and Electronic Correspondence	Secretary/Treasurer	Daily	Daily
Intuit	Quickbooks	Billing and Financial Management	Billing and Financial Data	Secretary/Treasurer	Daily	Daily
Microsoft Office	Word and Excel	Administrative Documents	Various	Secretary/Treasurer	Daily	Daily
NetFile	Netfile	Form 700 Submission	Form 700s	County of SLO	Daily	Daily
Wix.com	Website	Website/Transparency	Agendas, Minutes, Reports, Annoucements	Secretary/Treasurer	Daily	Daily