**Public Records Act: SB 272**
**ENTERPRISE SYSTEM CATALOG:**
*(Pursuant to CA Government Code 6270.5)*

as of February 17, 2025

Santa Ynez River Water Conservation District Phone: 805-693-1156
3669 Sagunto St., Suite 101, Santa Ynez, CA 93460

| | |
|---|---|
| Vendor and Product: | Adobe, Acrobat/Acrobat Pro/Creative Cloud |
| System Purpose: | Create and archive documents |
| Categories / Types of Data: | Documents and Forms |
| Dept / Primary Custodian: | District Administrator |
| Frequency of Collection: | As needed |
| Frequency of Update: | As needed |

| | |
|---|---|
| Vendor and Product: | Environmental Systems Research Institute, ArcGIS |
| System Purpose: | Create, manage, analyze, and map geographic data |
| Categories / Types of Data: | location intelligence |
| Dept / Primary Custodian: | Water Resource Analyst and Biologist |
| Frequency of Collection: | As needed |
| Frequency of Update: | As needed |

| | |
|---|---|
| Vendor and Product: | Google, Google Earth Pro |
| System Purpose: | Parcel location mapping |
| Categories / Types of Data: | Groundwater production locations |
| Dept / Primary Custodian: | District Administrator |
| Frequency of Collection: | As needed |
| Frequency of Update: | As needed |

| | |
|---|---|
| Vendor and Product: | Intuit, Quickbooks Online |
| System Purpose: | Bookkeeping |
| Categories / Types of Data: | Financial |
| Dept / Primary Custodian: | Independent Bookkeeper |
| Frequency of Collection: | As needed |
| Frequency of Update: | As needed |

| | |
|---|---|
| Vendor and Product: | Intuit, Quickbooks Time |
| System Purpose: | Employee timekeeping and project time tracking |
| Categories / Types of Data: | Employee timekeeping and project time tracking |
| Dept / Primary Custodian: | District Administrator |
| Frequency of Collection: | As needed |
| Frequency of Update: | As needed |

| | |
|---|---|
| Vendor and Product: | Microsoft, Office Suite |
| System Purpose: | Word processing, spreadsheet, publications and database creation |
| Categories / Types of Data: | System of record for agenda, minutes, resolutions, contracts and groundwater production |
| Dept / Primary Custodian: | District Administrator |
| Frequency of Collection: | As needed |
| Frequency of Update: | As needed |

| | |
|---|---|
| Vendor and Product: | Microsoft, Outlook |
| System Purpose: | Email system |
| Categories / Types of Data: | Email messages |
| Dept / Primary Custodian: | District Administrator |
| Frequency of Collection: | Every day |
| Frequency of Update: | Every day |

---

| | |
|---|---|
| Vendor and Product: | Microsoft, Teams |
| System Purpose: | Employee collaboration, video/audio meetings |
| Categories / Types of Data: | Remote working & collaboration |
| Dept / Primary Custodian: | District Administrator |
| Frequency of Collection: | As needed |
| Frequency of Update: | As needed |

---

| | |
|---|---|
| Vendor and Product: | Sophos |
| System Purpose: | Technology: Virus protection, email spam blocker |
| Categories / Types of Data: | Communication |
| Dept / Primary Custodian: | District Administrator |
| Frequency of Collection: | As needed |
| Frequency of Update: | As needed |

---

| | |
|---|---|
| Vendor and Product: | Zoom |
| System Purpose: | Video/audio meetings/conference calling, Employee collaboration |
| Categories / Types of Data: | Communication |
| Dept / Primary Custodian: | District Administrator |
| Frequency of Collection: | As needed |
| Frequency of Update: | As needed |

---