

Linden County Water District

**Address: 18243 E Highway 26
P.O. Box 595
Linden, CA 95236**

Phone: 209-887-3216

Enterprise System Catalog:

Updated January 15, 2024

Vendor and product: American Business Software, Inc., Utility Billing, Program Version 2022

System purpose: Utility billing for water and sewer services

Categories/types of data: Customer contact information, usage and billing information

Dept./primary custodian: Not applicable

Frequency of collection: As needed

Frequency of update: As needed

Vendor and product: Microsoft Office 2019, Word 2019

System purpose: Create meeting agendas, minutes, and miscellaneous documentation related to the operation of the District.

Categories/types of data: Customer contact information and correspondence, meeting details.

Dept./primary custodian: Not applicable

Frequency of collection: As needed

Frequency of update: As needed

Vendor and product: Microsoft Office 2019, Excel 2019

System purpose: Address & phone listing, accounts receivable, expense tracking and budgets, water usage and backflow device spreadsheets.

Categories/types of data: Customer contact information, water usage data, income & expenses, backflow device location and testing.

Dept./primary custodian: Not applicable

Frequency of collection: As needed

Frequency of update: As needed

Vendor and product: QuickBooks, QuickBooks Pro 2014

System purpose: Accounting, record deposits with breakdown of utility billing customers payments, bank account and County funds reconciliation

Categories/types of data: Customer payments, District income and expenditures, tax revenue

Dept./primary custodian: Not applicable

Frequency of collection: As needed

Frequency of update: As needed

Vendor and product: Oracle Peoplesoft Enterprise, San Joaquin County CAPS Financials

System purpose: Generate warrants for District vendors, pay District employees.

Categories/types of data: District vendor contact and payment information, personnel information

Dept./primary custodian: San Joaquin County Auditor Controller's Office

Frequency of collection: As needed

Frequency of update: As needed

Vendor and product: Zoom

System purpose: Host virtual meetings

Categories/types of data: Virtual communication including Board meetings

Dept./primary custodian: Not Applicable

Frequency of collection: As needed

Frequency of update: As needed

Vendor and product: Google Chrome

System purpose: Internet, Email, Utility Billing, PeopleSoft, Zoom

Categories/types of data: Email, Utility Billing & PeopleSoft data entry, internet searches

Dept./primary custodian: Google

Frequency of collection: As needed

Frequency of update: As needed