

City of Jackson  
 CATALOG OF ENTERPRISE SYSTEMS  
*Senate Bill 272*

Vendor	Product	System Purpose	Categories, Layer, or Modules	Custodian	Frequency Collected / Updated	
Microsoft	Word	Agenda Minutes Ordinances Resolution Deeds & Easements	City Council Agenda/Minutes Planning Commission Agenda/ Minutes Ordinances Resolutions Deeds & Easements	City Clerk	As needed	Annually
Microsoft	Word	Agenda	Agendas Revitalization Committee Site Plan Review Committee Design Review Committee Accessibility Board of Appeals Cemetery Committee	City Clerk	As needed	Annually
FishCharmer.com Web Design		City Website	Content Management for Web Posting / Calendars/ Documents	FishCharmer.com Web Design	As needed	As needed
FishCharmer.com Web Design	Adobe	Municipal Code Publishing	Municipal Code General Plan Land Use Designation and Zoning Map Building Code	City Clerk City Planner Building Inspector	As needed	As needed
Sony	Audio Studio	Sound Recorder	Public Meeting Recordings	City Clerk	As needed	As needed
Microsoft	Access	Legislative Record	Legislative Record City Council/Planning Commission Meetings	City Clerk	As needed	As needed
Microsoft	Access	Record Management	City Files Planning Department Files	City Clerk	As needed	As needed
Microsoft	Word/Excel	Employment Hiring	Application Tracking	Human Resource	As needed	As needed
Microsoft	Access	Cemetery	Cemetery Roll Burial Permits	City Clerk	As needed	As needed
Esri	ArcGis	Enterprise GIS	Infrastructure Addresses/Land Records/Planning Data/Parcel Numbers	City Planner	As needed	As needed
iGIS	ArcGis	Sewer Maintenance (iPad)	Sewer System Mapping	Public Works	As needed	As needed
iGIS	ArcGis	Water Maintenance (iPad)	Water System Mapping	Water Resources	As needed	As needed
PTWin	PTWin	Building Permits	Building Permits/Inspections Scheduling	Building Inspector	Daily	Daily
Microsoft	Word	City Project Files	Project Files	Building Inspector	As needed	As needed
Multiple Operations Manager		Accounts Receivable	Water/Sewer Billing Water/Sewer Payments Police Miscellaneous Receivables	Finance Department	Daily	Daily
Microsoft	Excel/Access	Back Flow	Back Flow Devices	Finance Department	Yearly	
Multiple Operations Manager	MOM	Accounts Payable	Vendors/Payables	Finance Department	Daily	Daily

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Multiple Operations Manager	MOM	Business Licenses	Business Licenses	Finance Department	Daily	Daily
Multiple Operations Manager	MOM	General Ledger	General Ledger	Finance Department	Daily	Daily
			City Audits/Financial Statements	Finance Department	Yearly	Yearly
Multiple Operations Manager	MOM	Cash Management	Cash Management	Finance Department	Daily	Daily
FishCharmer.com Web Design		Budget	City Budgets	Finance Department	Annually	Annually
Microsoft	Excel	Budget	Description and estimate of Budget Expenses and Revenues	City Manager	Annually	Annually
Multiple Operations Manager	MOM	Human Resources	Payroll Personnel Maintenance Benefits Administration	Human Resources	Monthly	Monthly
Microsoft Office Suite	Word Excel Access Outlook	Office Automation	For creating documents, data analysis, e-mail, inspection logs Word Processing Spreadsheet Custom Databases E-mail	Varies Department	Daily	Daily