

---

## DEFINITIONS

---

**ADA** – Americans with Disabilities Act. There are a number of projects in this document which specifically address ADA compliance. These projects enable handicapped access to County facilities.

**AD VALOREM TAX** - A tax levied in proportion (usually millage rates) to the assessed value of the property on which it is levied.

**ALL YEARS BUDGET** - Budgeting and reporting grant and capital project appropriations and expenditures from grant or project inception through the desired reporting period, as opposed to budgeting and reporting on a fiscal year basis. As a result, each year's budget only reflects that year's changes in funding, such as additional funds being added to a project budget or unneeded funds being subtracted from the budget.

**APPROPRIATION** - The legal authorization of funds granted by a legislative body, such as Hillsborough County's Board of County Commissioners, to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and time duration. It is the act of appropriation that funds a budget.

**BEGINNING FUND BALANCE** - The Ending Fund Balance of the previous period. (See Ending Fund Balance definition.)

**BOCC** - Hillsborough County Board of County Commissioners

**BOND** - Written evidence of the issuer's obligation to repay a specified principal amount on a certain date (maturity date), together with interest at a stated rate, or according to a formula for determining that rate.

**BUDGET FY 08** - Funds authorized by the BOCC for fiscal year 2008.

**CAPITAL BUDGET** - The financial plan of capital project expenditures for the fiscal year beginning October 1. It incorporates anticipated revenues and appropriations included in the first year of the five or six-year Capital Improvement Program (CIP). The Capital Budget is adopted by the BOCC as a part of the annual County Budget.

**CAPITAL IMPROVEMENTS ELEMENT (CIE)** - An element of the Comprehensive Plan which identifies the revenues, costs, and location of the

six public facility types required by concurrency: Parks, Solid Waste, Stormwater, Transportation, Water, and Wastewater based on service level standards and the land use plan adopted by the BOCC.

**CAPITAL IMPROVEMENT PROGRAM (CIP)** - The financial plan of approved capital projects, their timing, and cost over a six-year period in the first year of a biennial budget, and over a five-year period in the second year of a biennial budget. The CIP is designed to meet County infrastructure needs in a responsive and efficient manner. It includes projects which are, or will become the property of Hillsborough County, as well as, projects that although are not owned by the County, will be part of a joint project agreement.

**CAPITAL PROJECT** - Funds budgeted/expended for the acquisition, construction, reconstruction, initial fixtures and equipment, renovation, rehabilitation, and replacement of a facility or a major component of a facility, with a life expectancy of at least five years, and any land, design, feasibility studies, engineering studies, and engineering costs related thereto. To be included in the CIP, a project must have a definite scope of work, timeframe, and cost estimate.

**COMMUNITY INVESTMENT TAX (CIT)** - A discretionary half cent sales surtax approved by the voters to finance general government, public safety, educational and other facilities in Hillsborough County and the cities of Tampa, Plant City and Temple Terrace.

**DEBT SERVICE** – Dollars required to repay funds borrowed by means of issuance of bonds or through a bank loan. The components of debt service typically include an amount to repay a portion of the principal amount borrowed as well as interest on the remaining outstanding (unpaid) principal balance.

**DEVELOPMENT OF REGIONAL IMPACT (DRI)** - A property development of large size which, based on state mandated thresholds is likely to impact more than one county.

**ELAPP** – Environmental Lands Acquisition and Protection Program.

---

## DEFINITIONS

---

**ENCUMBRANCE** - Legal commitment of budgeted funds set aside for the payments of outstanding contractual obligations.

**ENDING FUND BALANCE** - Funds carried over at the end of the fiscal year. Within a fund, the revenue on hand at the beginning of the fiscal year plus revenues received during the year less expenses equals ending fund balance.

**ENTERPRISE FUND** - A fund used to account for operations that are financed and operated in a manner similar to private business enterprises wherein the stated intent is that the costs (including depreciation) of providing goods and services be financed from revenues recovered primarily through user fees.

**FISCAL YEAR 2008 (FY 08)** - The 12-month fiscal period beginning October 1, 2007 and ending September 30, 2008. It can also be referred to or shown as FY 08.

**GENERAL REVENUES** - This revenue category includes funding from ad valorem taxes, communication services tax, state revenue sharing and half-cent local government sales tax.

**FUND** - An accounting entity used to record cash and other financial resources as well as an offsetting amount of liabilities and other uses. The resources and uses are segregated from other resources and uses for the purpose of carrying on specific activities or attaining specific objectives in accordance with special regulations, restrictions, or limitations.

**FUTURE** - Capital funding requirement identified for a project beyond the CIP FY 08 – FY 13 planning horizon.

**FY 08** – Fiscal year beginning October 1, 2007 and ending September 30, 2008.

**IMPACT FEES** - A type of charge for services which is assessed on new construction in order to support specific new demands on a given type of infrastructure, e.g., transportation, schools, parks, and fire protection.

**INFRASTRUCTURE** - Infrastructure is a permanent installation such as a building, road, or water transmission system that provides public services.

**LEVEL OF SERVICE** - An indicator of the extent or degree of service provided by or proposed to be provided by a facility included in the Capital Improvements Element (CIE) based on and related to the operational characteristics of the facility. Level of service shall indicate the capacity per unit of demand for each public facility. (FL Administrative Code, Rule 9J-5.003 (47), Vol. 4, Page 973).

**LEVEL OF SERVICE IMPACT** - Impact on adopted levels of service of facilities included in the Capital Improvements Element (CIE) as follows: (M) the repair, remodeling, renovation or replacement of an existing County facility that will maintain levels of service in the Comprehensive Plan; (E) construction of a new facility or expansion of an existing facility that will reduce deficiencies in the levels of service in the Comprehensive Plan; (F) construction of a new facility or expansion of an existing facility is needed to meet levels of service from new development.

**MASTER ACCOUNT** - A Master Account is an account that is funded to repair and or replace equipment at various locations within the Water, Wastewater and Reclaimed Water Programs. The anticipated dollars associated with the repair and replacement of equipment at various facilities are grouped according to types and placed in a master account to allow for a more efficient method of handling repair and replacement needs as they arise. Needs are identified at the beginning of the year and are then prioritized throughout out the year to insure that the system is in good working condition.

**MILL** - A mill is .001 of one dollar, or 1/10<sup>th</sup> of one cent per dollar.

**MILLAGE RATE** - A rate per one thousand dollars of taxable property value which, when multiplied by the taxable value, yields the property tax billing for a given parcel.

**MISCELLANEOUS (FUNDING SOURCE)** - Revenues other than those received from standard sources such as taxes, licenses and permits, grants, and user fees.

---

## DEFINITIONS

---

**MUNICIPAL SERVICES TAXING UNIT (MSTU)** - The taxing district which is comprised of all of the unincorporated area of the County. It provides services typically provided by a municipality (e.g., Sheriff's patrol, paramedic services, fire protection, parks and recreation, code enforcement, and road network maintenance) to the residents and businesses in the unincorporated area. The services are financed primarily by an ad valorem tax levied on all taxable property located in the unincorporated area.

**NEW PROJECT** - A capital project that has not been previously approved by the BOCC.

**OPERATING COST IMPACT** – Unless otherwise stated the operating cost impact reflected on the project's detail page represents the estimated additional annual recurring cost of maintaining the new facility / infrastructure, including any additional personnel required to operate the new facility.

**PRE-PD&E PROJECTS** – Capital projects that have not completed Preliminary Design and Engineering. It is after PD&E that the general scope and land requirements have been identified in sufficient detail to develop sound cost and project duration estimates. Therefore, cost and date estimates associated with projects classified as pre-PD&E are very tentative.

**POST-PD&E PROJECTS** – Capital projects that have completed Preliminary Design and Engineering (PD&E). It is after PD&E that the general scope and land requirements have been identified in sufficient detail to develop sound cost and project duration estimates. Therefore, cost and date estimates associated with projects classified as post-PD&E are more definitive and represent the information against which project progress is measured.

**PRIOR YEARS FUNDING** – Total dollar amount of all previous fiscal year appropriations by the County for a capital project from inception plus anticipated appropriations for the current fiscal year through September 30, 2007.

**PROJECT COMPLETION DATE** - This is the date the project will be available to the user for its intended purpose but there may be some outstanding financial issues pending such as outstanding invoices, contractual or legal disputes.

**PROJECT DESCRIPTION** - Brief explanation of each project's purpose and work scope.

**RESERVES AND REFUNDS** - Included in this category are funds required to meet both anticipated and unanticipated needs: the balance of anticipated earmarked revenues not required for operation in the budget year; estimated reimbursements to organizations, state, or federal governments for revenues received and not spent, and those required to be set aside by bond covenants.

**SWFWMD** - Southwest Florida Water Management District

**TEA-21** - Transportation Equity Act for the 21<sup>st</sup> Century. Federal program which provides federal funds to assist local jurisdictions with their transportation improvements. Formerly known as ISTEA.

**TRANSFERS** - Due to legal or other restrictions, monies collected in one fund may need to be expended in other funds. A transfer is accomplished through Transfers-In (a source of funds) for the recipient fund and an equal Transfer-Out (a use of funds) for the donor fund. When transfer occurs between different funds, it is known as an Interfund Transfer. When it occurs between the restricted and unrestricted portions of the same fund, it is known as an Intrafund Transfer.

**USER FEES** - Charges for a specific governmental service which cover the cost of providing that service to the user, such as building permits, animal license fees and park fees.