

## GLOSSARY

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**Acquisitions** - Expenditures associated with acquiring land or right-of-way (ROW), including all appraisal, surveying, and legal fees.

**Appropriation** - The legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in the amount and as to the time when it may be expended. It is the act of appropriation that funds the budget.

**Board of County Commissioners (BCC)** - The Board of County Commissioners is the seven member legislative and governing body for Pinellas County.

**Budget** - A financial plan containing an estimate of proposed revenues and expenditures for a given period of time, typically a fiscal year.

**Capital Budget** - The financial plan of capital project expenditures for the fiscal year beginning October 1<sup>st</sup>. It incorporates anticipated revenues and appropriations included in the first year of the six year Capital Improvements Program (CIP), and any anticipated unspent appropriation balances from the previous fiscal year. The BCC adopts the Capital Budget as a part of the annual County Budget.

**Capital Improvement Element (CIE)** - Part of the County's Comprehensive Plan which identifies levels of service for various operations and the capital projects required to achieve that service standard. Capital projects, which are identified in the CIE, are mandated and receive funding priority.

**Capital Improvement Program (CIP)** - A proposed plan, covering each year of a fixed period of years, for financing long-term work projects that lead to the physical development of the County.

**Capital Outlay or Capital Equipment** - Items such as office furniture, fleet equipment, data processing equipment, and other operating equipment with a unit cost of \$1,000 or more.

**Capital Project** - An improvement or acquisition of major facilities, roads, bridges, buildings, or land with a useful life of at least five years and a projected cost of \$50,000 or more.

**Construction** - An expenditure element of capital projects. Construction includes costs for new buildings or facilities, includes the expansion or renovation of existing facilities or systems, and costs associated with the demolition of existing buildings or facilities.

**Enterprise Fund** - A self-supporting entity in which operations are financed, in a manner similar to private business enterprises, primarily through the imposition of user charges to offset the cost of providing the public goods or services. Enterprise funds in the County include: Airport, Sewer, Solid Waste, and Water.

**Fiscal Year** - A twelve-month period of time to which the annual budget applies. At the end of this time, a governmental unit determines its financial position and the results of its operations. The Pinellas County fiscal year begins on October 1<sup>st</sup> and ends on September 30<sup>th</sup> of the subsequent calendar year.

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**Fund** - An accounting entity with a complete set of self-balancing accounts established to account for finances of a specific function or activity. The resources and uses are segregated from other resources and used for the purpose of carrying on specific activities or attaining specific objectives in accordance with special regulations, restrictions, or limitations.

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

**Mandate** - A requirement imposed by a legal act of the federal, state, or local government.

**Professional Services** - Expenditures for consultant services (i.e., architectural, design, engineering, testing, etc.), which are directly related to a project.

**Reserve for Future Years** - The balance of earmarked resources not required in the budget year and set aside to finance capital project requirements of a pay-as-you-go basis in subsequent years.