

Appendix F Glossary of Terms

- ACCRA** - American Chamber of Commerce Researchers Association
- ADA** - Americans with Disabilities Act
- ADFG** - Alaska Division of Fish & Game
- ADOE** - Alaska Division of Forestry
- ADOT** - Alaska Department of Transportation
- APEA** - Alaska Public Employees Association
- Ad Valorem Tax** - A tax based on value. Property taxes in the Borough are an ad valorem tax. Taxpayers pay a set rate per dollar of assessed value of taxable property.
- Aid for School Construction** - See the State Revenue portion of the Revenue Descriptions and Assumptions found in the Construction revenue section of the Budget.
- Alaska State Housing** - See the State Revenue portion of the Revenue Descriptions and Assumptions found in the Housing Revenue Section of the Budget.
- Appropriation** - An authorization by the Assembly to make expenditures. The Assembly makes appropriations in the operating budget for each department. Operating appropriations lapse at the end of the fiscal year. Capital appropriations normally do not lapse.
- Approved Budget** - A budget which is presented as originally approved by the Fairbanks North Star Borough Assembly.
- ARDOR** - Alaska Regional Development Organization
- Areawide** - Encompassing the entire area within the boundaries of the Borough.
- Assessed Valuation** - The value of real estate and other taxable property established by the Borough as a basis for levying taxes. By state law, all taxable property must be assessed annually at 100% of market value.
- BAC** - Borough Administrative Center
- Balanced Budget** - A budget in which sufficient revenues must be available to fund anticipated expenditures.
- Boards** - Established by the FNSB Code of Ordinances to advise and direct various activities of local government, appoints. Appointments are made by the Mayor and confirmed by the Borough Assembly.
- Board of Equalization** - An official board of the Fairbanks North Star Borough that holds annual hearings for the purpose of settling disputes regarding the assessed value of property within the Borough.
- Budget Year** - The fiscal year of the approved budget. For example, 2001 is the current year; FY 2002 is the budget year.
- CAC** - Carlson Community Activity Center
- CAFR** - Comprehensive Annual Financial Report
- CIP** - Capital Improvement Projects
- CLE** - Continuing Legal Education
- CLRA** - Chena Lakes Recreation Area
- C.O.** - Code of Ordinance
- COLA** - (Cost of Living Adjustment) - Percentage increase of salaries or wages based on the Anchorage Consumer Price Index for the previous year.
- CPI** - Consumer Price Index
- CPSC** - Consumer Products Safety Commission
- Capital Improvement Budget** - A permanent addition to the Borough's assets. Costs related to such projects include engineering studies, land acquisition, construction, renovation, demolition, equipment, and furnishings.
- Charges for Service** - (Also called User Charges or Fees) The charge for goods or services provided by local government to those private individuals who receive the service. Such charges reduce the reliance on property tax funding.
- Child Care Administration** - See the State Revenue portion of the Revenue Descriptions and Assumptions found in the Revenue section of the Budget.
- Child Care, Special Revenue Fund** - See the Special Revenue Funds description provided in the Fund Descriptions portion (first two pages) of the Budget by Funds section of the Budget.
- Commissions** - Established by the FNSB Code of Ordinances to advise and direct various activities of local government, appoints. Appointments are made by the Mayor and confirmed by the Borough Assembly.
- Community Activity Center Enterprise Fund** - See the Enterprise Funds description provided in the Fund Descriptions portion (first two pages) of the Budget by Funds section of the Budget.
- Contractual Service** - A service rendered to the Borough by private firms, individuals, or other Borough departments on a contract basis.
- Contribution to Non-Operating Fund** - Contributions from operating funds to non-operating funds such as Agency, Special Revenue, or Capital Projects, that are not otherwise specifically identified.
- DEC** - Department of Environmental Conservation
- DOE** - Department of Education
- DOT** - Department of Transportation
- Debt Service** - Payment of interest and principal related to long term debt.
- Debt Service Fund** - See the Special Revenue Funds description provided in the Fund Descriptions portion (first two pages) of the Budget by Funds section of the Budget.
- Delinquency Rate** - The estimated percentage (%) of property taxes levied in the budget year which will be collected in future years.
- Education** - See the School District description provided in the Funds Description portion (first two pages) of the Budget by Funds section of the Budget.
- Education (expenditure)** - The annual contribution from the Fairbanks North Star Borough to the Fairbanks North Star Borough School District. This is the local funding (from property taxes) of the FNSB School District's Operating Budget.

Appendix F Glossary of Terms

EMS - Emergency Medical Services

Emergency Operations Department - Created in FY 2001 incorporating emergency response oriented divisions.

Enhanced 911 Fund - See the Special Revenue Funds description provided in the Funds Description portion (first two pages) of the Budget by Funds section of the Budget.

Enterprise Funds - These funds account for the financing of self-supporting activities that provide services on a user charge basis to the general public and reflect operations that are generally financed and operated in a manner similar to private businesses.

ERP - Enterprise Resource Planning

Expenditures - General government expenditures include salaries, wages, supplies, contracts, debt service, purchases of machinery and equipment.

FAIRNET - Fairbanks Area Information Resource Network

FEMA - Federal Emergency Management Agency

FHWA - Federal Highway Act

FMATS - Fairbanks Metropolitan Area Transportation Study

FNSB - Fairbanks North Star Borough

FSA - Fire Service Area

FTA - Federal Transit Administration

FTE - Full Time Equivalent

FY - Fiscal Year

Fiscal Year - An accounting term for the budget year. The fiscal year of the Borough is July 1 through June 30.

Fund - An accounting entity designed to isolate the expenses and revenues of a particular program or service. Funds are classified according to type: general, enterprise, debt service, etc. The expenses and revenues are accounted for according to generally accepted accounting principles. Each service area established in a Borough is assigned a unique fund number and title.

Fund Balance - A reserve that should equal to approximately 7-10% of the appropriation for each of the larger funds and 20% of the smaller funds. This protects against shortfalls in revenue collection, allows adequate cash flow management, and provides the financial ability to meet emergencies.

FY - Fiscal Year

GAAP - Generally Accepted Accounting Principles

GASB - Governmental Accounting Standards Board

GASB 34 - A recently issued Statement from the Governmental Accounting Standards Board that defines a new financial reporting model which governments must use to prepare its annual financial report.

GFA - General Fixed Asset

GFOA - Government Finance Officers Association

GIS - Geographical Information System

General Fund - See the General Fund description provided in the Fund Descriptions portion (first two pages) of the Budget by Funds section of the Budget.

Hotel Motel Tax - 8% tax on hotel/motel occupancy levied areawide - with provision that any other jurisdictions levy is deducted and balance remitted to the Borough. Approved by areawide vote in October, 1992 and became effective January 1, 1993.

IAAM - International Association of Auditorium Managers

IFAS - Interactive Fund Accounting System

IFB - Invitation for Bid

IGCP - Intragovernmental Cost Plan

ISVP - Information Standards Verification Process

Interfund Charges - Reimbursement for services that are paid for out of one fund but benefit the programs in another fund.

Intragovernmental Charges - Same as Interfund Charges.

LAN - Local Area Network

Land Management Enterprise Fund - See the Enterprise Funds description provided in the Fund Descriptions portion (first two pages) of the Budget by Funds section of the Budget.

Local Boundary Commission - State board originated in the Constitution, that was created to ensure that arguments for and against proposals to create or alter municipal governments would be analyzed objectively, taking areawide and statewide needs into consideration.

MACS - Metropolitan Area Commuter System

MSRC - Mary Siah Recreation Center

Mandatory Exempts - Property Tax exemptions that are required by Alaska State Statute.

Mill Levy or Mill Rate - A rate of tax to be assessed on all taxable property. Mill rates are expressed in terms of \$1 of tax per \$1,000 of assessed value. Mill levy is computed as follows: $\text{property tax required} \div \text{total assessed value of taxable property} \times 1,000 = \text{mill levy}$.

Municipal Assistance - The Municipal Assistance Program name was changed to Safe Communities Program in FY 1998. See the State Revenue portion of the Revenue Descriptions and Assumptions found in the Revenue section of the Budget.

Non-Areawide Fund - See the Special Revenue Funds description provided in the Fund Descriptions portion (first two pages) of the Budget by Funds section of the Budget.

Non-Departmental - An expenditure that is not specifically attributed to any of the existing Borough departments.

Operating Budget - Revenues and Expenditures required to run the overall operations of the Borough for the next fiscal cycle (12 months).

Appendix F Glossary of Terms

Operating Transfer - When the General Fund makes a contribution to another fund, it becomes a revenue to the receiving fund.

Other State Revenue - See the State Revenue portion of the Revenue Descriptions and Assumptions found in the Revenue section of the Budget.

PL - Public Law

Program Revenue - Revenues earned by a program, including fees for service, license, permit fees, fines, etc.

Property Tax - Total amount of revenue to be raised by levying taxes on real and personal property. Property tax is computed as follows: Net program costs for all budget units in a particular fund - (minus) allocated revenues assigned to the fund and fund balance = (equals) property tax required for the fund to balance.

Property Tax Cap - The limitation in the Budget Year of the amount of property taxes that may be levied in a taxing jurisdiction. This was a voter approved initiative in years 1987 and 1989. In 1996, voters approved a change in the maximum tax calculation to include all tax revenues.

Property Tax Exemption - State mandated exemptions for senior citizens, disabled veterans, and widow/widowers.

RFP - Request for Proposal

RSA - Road Service Area

Recommended Budget - A budget that is prepared by the Mayor for presentation to the Assembly.

Residential Exemption - The Fairbanks North Star Borough allows its residents, whom pay their property taxes on a current basis, to apply for an exemption of \$10,000 or 20% of the assessed value for their primary residence.

Resources - The personnel and financial requirements of each program. Personnel resources are stated in terms of full-time, part-time, and temporary positions. Financial resources are stated in terms of five major expense categories (personnel services, commodities, other contractual services, capital outlay, and interfund charges).

Revised Budget - A budget that represents the original approved budget with supplemental appropriations and budget transfers (departmental requests for budget modifications). Revised budget in this presentation is as of December 31, 2001.

SLED - Statewide Library Electronic Doorway

Safe Communities Program - See the State Revenue portion of the Revenue Descriptions and Assumptions found in the Revenue section of the Budget.

Service Area - A legal entity that funds particular governmental services. Service areas are created, altered, or abolished only with the approval of a majority of those voting on the question within the affected area. The services are financed only from taxes on property within the area (after all other revenue sources are applied). There are certain areawide services that are provided to, and paid for by, taxpayers throughout the Borough. Other services are limited to smaller geographic areas or service areas.

Solid Waste Collection District Fund - See the Special Revenue Funds description provided in the Fund Descriptions portion (first two pages) of the Budget by Funds section of the Budget.

Solid Waste Disposal Fund - See the Enterprise Funds description provided in the Fund Descriptions portion (first two pages) of the Budget by Funds section of the Budget.

State Contracts - See the State Revenue portion of the Revenue Descriptions and Assumptions found in the Revenue section of the Budget.

State Shared Revenue - See the State Revenue portion of the Revenue Descriptions and Assumptions found in the Revenue section of the Budget.

Tax Levy - The total amount of revenue to be raised by general property taxes.

Tax Requirement - The amount of property tax allowed and necessary to fund the budget.

Tax-Supported - A term used to indicate programs or funds that depend, to some degree, on property taxes as a source of revenue. Those that are not tax-supported earn sufficient program revenues, allocated revenues, and/or intragovernmental charge revenues to balance their budgets.

Telephone & Electricity Co-op - See the State Revenue portion of the Revenue Descriptions and Assumptions found in the Revenue section of the Budget.

Tobacco Tax - See the State Revenue portion of the Revenue Descriptions and Assumptions found in the Revenue section of the Budget.

Transportation Enterprise Fund - See the Enterprise Funds description provided in the Fund Descriptions portion (first two pages) of the Budget by Funds section of the Budget.

UMTA - Urban Mass Transportation Act.

Vehicle Equipment Fleet Fund Program - Established in FY 2001, this fund was set up as an internal service fund to provide for the pooling of borough vehicle and equipment assets and established a systematic purchase and replacement program for the borough's assets. See Transportation.

WAN - Wide Area Network

Westlaw - Online service used by the Department of Law that provides access to legal databases and services.