

**City of Minneapolis  
2006 Adopted Budget**

**Glossary of Terms**  
*Or a helping of "Alphabet Soup"*

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**ABA** – American Bar Association.

**AC** – Animal Control.

**Accrual Basis of Accounting** – Recognizes transactions when they occur regardless of the related cash flows. Recognizes revenues in the accounting period in which they are earned and measurable.

**ACH** – Automated Clearing House.

**ACN** – Automatic Collision Notification.

**ADA** – Americans With Disabilities Act.

**ADC** – Adult Detention Center, a Hennepin County facility in the City Hall/Courthouse.

**ADR** – Alternative Dispute Resolution program.

**AED** – Automatic External Defibrillators.

**AFSCME** – Association of Federal, State, County and Municipal Employees, bargaining unit.

**Agency** - This is the term for the highest organizational level, in most cases a city department or independent board.

**Agency Funds** – Agency funds are used to account for assets held by the City as an agent for individuals, private organizations, other governments, and/or other funds.

**AHTF** – Affordable Housing Trust Fund.

**ALJ** – Administrative Law Judge.

**AMC** – Audit Management Committee.

**AMM** – Association of Metropolitan Municipalities.

**AMR** – Automated Meter Reading.

**AMS LG FS** – American Management Systems Local Government Financial System. The City's financial system, also known as FISCOL.

**APO** – Administrative Penalty Orders.

**APS** – Automated Pawn System, the Police Department's information System for regulating pawn and second hand dealers.

**ASA** – Average Speed of Answer; the average number of seconds it takes to answer BIS' service desk calls.

**ASAE** – American Society of Association Executives.

**ASCLID** – American Society of Crime Laboratory Directors.

**ASSM** – Assessments – improvements paid for partially or wholly by property owners.

**ASP** – Application Service Provider.

**AutoCAD** – Auto Computer-Aided Drafting.

**A/V Services** – Audio/Visual Services.

**BA** – Benefits Administration.

**BCA** – Bureau of Criminal Apprehension.

**BLS** – Basic Life Support.

**BET** – Board of Estimate and Taxation, consisting of the Mayor, the President of the City Council, the Chair of the City Council's Ways and Means/Budget Committee, one member of the Park and Recreation Board, one member of the Library Board and two elected citizens.

**BIS** – Business Information Services, is directed to support Business Development, E-Government & Enterprise Information, Business Application and Technology Infrastructure Services.

**BIIS** – Building Inspections Information System, of the department of Regulatory Services.

**BIRE** – Remodeling type of building permit.

**BLOA** – Budgetary Leave of Absences. A term used to describe a type of unpaid leave.

**Block E** – a redevelopment area in downtown.

**Board of Adjustment** – To hear and decide appeals from decisions made by the Zoning Administrator under the Zoning Code; to hear and act upon applications for variances from the terms of the Zoning Code; to hear and recommend on all matters referred to it by the Zoning Code. The Zoning Code calls for a board of nine members appointed by the City Council. Members must be Minneapolis residents. Members serve a three year term. Applications are sought from persons, and nominations solicited from organizations broadly representative of community interests.

**BOMA** – Building Owners and Managers Association, a private association.

**Bonds** – General Obligation Bonds (GO Bonds): A bond secured by the “full faith and credit” of the issuing government and backed by taxing power.

**BOTC** – Building Over the Counter. A type of building permit that is issued at the Inspection's permit counter.

**Budget Committee** – See Ways & Means/Budget Committee.

**CAD** – Computer Aided Dispatch.

**CADD** – Computer Aided Design & Drafting, a component of the Public Works design software.

**CAFM** – Computer Aided Facilities Management.

**CAFR** – Comprehensive Annual Financial Report.

**CAMA** - Computer Assisted Mass Appraisal.

**CAO** – City Attorney's Office.

**CAP** – Coordinated Action Program.

**Capital Improvement Plan (CIP)** – A five-year plan for proposed capital improvements. The first year of the CIP is formally adopted as the Capital Budget.

**Capital Program** – see Capital Improvement Plan (CIP).

**Capital Projects Funds** – used to account for financial resources and expenditures applied to the construction of capital facilities and major purchased items for governmental fund types.

**CAPRS** – Computer Assisted Police Reporting System.

**CBA** – Collective Bargaining Agreement.

**CBD** – Central Business District.

**CBTF** – County Budget Task Force. Hennepin County's Capital Budget Process (similar in nature to CLIC).

**Consolidated Dispatch Center** – Consolidated Dispatch Center.

**CCC** – Consolidated Contact/Call Center.

**CCJ** – Council on Crime and Justice.

**CCNP** – Central City Neighborhoods Partnership, a community non-profit.

**CCP/SAFE** – Community Crime Prevention/Safety for Everyone, program of the Police Department.

**CCTV** – Closed Circuit Television.

**CD** – Community Development, also a standing committee of the City Council.

**CDBG** – Community Development Block Grant. Grants provided to the City, based on its submitted consolidated plan, annual direct grants that can be used to revitalize neighborhoods, expand affordable housing and economic opportunities, and/or improve community facilities and services, principally to benefit low- and moderate-income persons.

**CDC's** – Community Development Corporations.

**CEH** – Children's Environmental Health.

**CFP** – Capital Fund Program, a program funded by HUD.

**CHAMP** – Child Health Assessment and Monitoring Project, of the department of Health and Family Support.

**CHB** - Community Health Boards.

**CHS** – Community Health Services.

**CIO** – Chief Information Officer.

**CIS** – Constriction Inspections Services. A section of the Inspections Division within Regulatory Services.

**CITISTAT** – City's effort to centralize citizen contact, improve responsiveness and measure performance.

**CJCC** – Criminal Justice Coordinating Committee.

**Claims** – Requests for reimbursement for damages resulting from fault or liability of the City.

**CLASS** – Center for Learning Academic and Survival Skills, the academic enrichment program for the METP Summer Youth Employment and Training Program.

**Class A** – Newer buildings in the Central Business District in first class condition, design and décor. Large and/or tall in size with mostly multiple skyway (enclosed pedestrian bridge) linkage.

**Class B** – Seasoned buildings in good condition in the Central Business District and generally over ten years old. Mid-rise in size and may include skyway (enclosed pedestrian bridge) linkage.

**CLIC** – Capital Long-Range Improvement Committee - a committee of 33 private citizens appointed by the 13 Council members (2 per ward) and Mayor (7). The committee reviews Capital proposals and recommends priorities for capital spending within specified resource parameters.

**CLUES** – Chicanos Latinos Unidos en Servicio.

**CMC** – Comprehensive Managed Care.

**CMS** – Case Management System (City Attorney's Office).

**CMMS** – Computer Maintenance Management System.

**CNAP** – Community Neighborhood Action Plan.

**CO** – Certificate of Occupancy.

**COA** – Certificate of Approval.

**CODEFOR** – Computer Optimized Deployment – Focus On Results. It is a strategy to reduce crime involving every unit of the Minneapolis Police Department, including patrol, investigations, administration, special units, and support services.

**COLA** – Cost of Living Adjustment.

**Common Contact Centers** – City's effort to centralize citizen contact, improve responsiveness and measure performance.

**Contingency** – Budget for undesignated expenditures. These expenditures cannot be placed in departmental budgets, primarily due to uncertainty about the level or timing of expenditures when the budget is adopted. These funds are sometimes earmarked for unanticipated expenses, special projects or shortfalls in revenue. The release of these funds is governed by the City Council.

**Contractual Services** – The summary expense category, which displays expenses such as contracts for service, quasi-contractual arrangement such as utilities, or services billed by another unit of government.

**COPS More** – Community-Oriented Policing Services (COPS) grant from the U.S. Department of Justice.

**Cost Center/Level 2** – The lowest level of organizational unit for purposes of budget presentation. Cost Centers are usually provided where organizational units below the department level are needed for a clear breakdown of budget information. Cost Centers are also referred to as Level 2 in some documents. This is the organizational level of Cost Centers in FISCOL.

**CPED** – Community Planning and Economic Development Department. CPED is directed to oversee and coordinate all City planning and development activity, including the transition from the current organizational structure to a new organizational structure as outlined in the adopted Focus Minneapolis Resolution.

**CPC** – City Planning Commission.

**CPI** – Consumer Price Index.

**CPTED** – Crime Prevention Through Environmental Design.

**CRA** – Civilian Review Authority.

**CriMNet** – A state of Minnesota effort to develop an architecture for criminal and juvenile justice information.

**CRM** – Constituent Relationship Management.

**CRM System** – Current Relationship Management.

**CRT** – Community Response Team of the Police department.

**CSA** – County-State Aid, received by the City for work done on County roads.

**CSAH** – County State Aid Highways.

**CSL** – Current Service Level, the initial estimate the current budget year's costs of providing the same level of service as provided in the prior year.

**CSO** – Combined Sewer Overflow, which separates the remaining storm sewer lines that are connected to sanitary sewer lines.

**CSO** – Community Service Officer.

**CSR** – Customer Service Request System, an element of the Minneapolis One Call System.

**CRM** – Customer Relations Management system used for 311.

**CTT** – Communities Targeting Tobacco.

**CUE** – Committee on the Urban Environment, staffed by the Planning department.

**CY** - Calendar Year.

**DAP** – Domestic Abuse Project, a community non-profit.

**DARE** – Drug Abuse Resistance Project.

**DAT** – Domestic Abuse Prosecution Team, in the City Attorney's office.

**DC** – Deputy Chief.

**DEA** – Drug Enforcement Administration.

**Debt Service** – Money that is required in order to make payments on the principal and interest of outstanding bonds.

**Debt Service Funds** – used to account for the accumulation of resources for, and the payment of, general long-term debt, principal, interest and related costs.

**Decision Packages** – A document, which seeks approval from the Mayor and City Council, requesting a change in a Department's operations. The changes requested in Decision Packages are usually a result of a directive or an attempt to improve service levels and/or service delivery. Typically these changes involve an increase or reallocation of Department expenditures and occasionally offsetting revenue if recommended by the Department.

**DHFS** – Department of Health and Family Support.

**DNR** – Department of Natural Resources, a state government agency.

**DRS** – Department of Regulatory Services, a City department in the City Coordinator's group.

**DT** – Downtown.

**DTED** – Department of Trade and Economic Development, state government agency.

**DWI** – Driving While Intoxicated.

**E2K** – Engineering 2000, a public works information technology system.

**EAP** – Employee Assistance Program.

**EBL** – Elevated Blood Level (term used to describe lead levels in children).

**EC** – Event Coordinator, at the Convention Center.

**EEOC** – Equal Employment Opportunities Commission, of the federal government.

**EHDI** – Eliminating Health Disparities Initiatives.

**EITC** – Earned Income Tax Credit.

**EIM** - Enterprise Information Management.

**EMC** – a company which provides data storage to the Information Technology Services Department.

**EMIS** – Equipment Management Information System.

**EMS** – Emergency Medical Services.

**EMT** – Emergency Medical Technician, employed in the Fire Department.

**Enterprise Bonds/Revenue** – bonds related to Sewer, Water and Parking enterprises of the City. Debt Service is paid for by user fees charged for these enterprise services. Enterprise revenues are "Pay as you go" sources anticipated to be available in the enterprise funds.

**Enterprise Funds** – used to account for those activities of the City which are financed and operated in a manner similar to private business enterprises where costs and expenses, including depreciation, are recovered principally through user charges.

**EOC** – Emergency Operations Center.

**EPA** – Environmental Protection Agency, a federal government agency.

**ERU** – Emergency Response Unit, in Police.

**ESD** – Equipment Services Division of Public Works.

**ESG** – Emergency Shelter Grant, funded by the U.S. Department of Housing and Urban Development.

**ESL** – English as a Second Language.

**ESRI** – a company which provides geographic information system technology to the City.

**Expenditure** – Funds paid, or designated to be paid, for an asset or goods and services.

**EZ** – Empowerment Zone, a federal designation which the City received from the U.S. Department of Housing and Urban Development in 1999.

**FCC** – Federal Communications Commission.

**FD** – Fire Department.

**FEMA** – Federal Emergency Management Administration.

**FERC** – Federal Energy Regulatory Commission.

**FF&E** – Furniture, Fixtures and Equipment.

**Fiscal Disparities** – Fiscal Disparities is a law by which commercial-industrial tax base growth is shared annually among metropolitan taxing jurisdictions according to a statutory formula.

**FISCOL** – Acronym for Financial Information System City of Lakes, the automated finance system used to prepare most of the financial information in this document. This system is used for all accounting transactions within the City.

**FBI** – Federal Bureau of Investigation.

**FBI** – Food borne illness.

**FMC** – Food manager certification.

**FRC** – Family Resource Centers.

**FSAM** – Facilities Space Asset Management. This committee includes the City Coordinator (Co-chair), City Engineer (Co-chair), Director of Budget and Financial Planning Facility Manager/Staff, Space and Asset Manager/Staff.

**FSB** – Financial Services and Budget Division of the Finance department.

**FTC** – Full Time Consultant.

**FTE (Full Time Equivalent)** – A unit of measurement to account for the number of positions authorized to departments. One FTE is equivalent to one employee working 2088 hours in 2001.

**Fund** – A major accounting vehicle used by the city to account for revenues, expenditures, assets, and liabilities of major sectors of city activities as established by legal requirements.

**Fund Balance** – The year's excess or deficit of all revenues and expense. In the case of proprietary funds, this is termed unrestricted net assets. For the purposes of the budget document, revenue and expense activity includes bond proceeds and debt service.

**Fund Summary** – A budgetary document that summarizes on an annual basis the activities of a city fund. It compares revenues with expenditures on an annual basis. This budget fund summary may not be the same as the audited financial statement since the fund summary includes only resources which are available to pay expenses of the fund (i.e. excludes inventory and depreciation) during the current year.

**FY** – Fiscal Year.

**GAAP** – Generally Accepted Accounting Principles.

**GASB** – Governmental Accounting Standards Board.

**GED** – General Educational Development.

**General Fund** – the general operating fund of the City. It is used to account for all financial resources except those that are required to be accounted for in another fund.

**GFOA** – Government Finance Officers Association, the professional association of Finance professionals in the public sector.

**GIS** – Geographic Information Systems, a division of Regulatory Services created in 2002.

**GLBT** – Gay Lesbian Bisexual Transgender.

**GMCVA** – Greater Minneapolis Convention and Visitor's Association.

**GMDCA** – Greater Minneapolis Day Care Association, a community non-profit.

**GMHC** – Greater Minneapolis Housing Corporation

**GMMHC** – Greater Minneapolis Metropolitan Housing Corporation.

**Gopher State One Call** – A collaboration which allows property owners to call for mapping of utility lines.

**Govern** – Assessor's information technology equipment.

**Governmental Funds** – used to account for functions of the City that are principally supported by taxes and intergovernmental revenues.

**GRO** – Glendale Residents Organization.

**GSP** – Grants and Special Projects.

**HACA** – The Homestead and Agricultural Credit Aid is a form of state aid to local governments to compensate for tax revenue that is lost because of lower tax rates for homesteaded residential property (versus non-homesteaded). This category of aid was eliminated during the 2001 legislative session.

**HAP** – Health Assessment and Promotion.

**HAVA** – Help America Vote Act.

**Haz-Mat** – Hazardous Materials.

**HC** – Hennepin County, the county where the City of Minneapolis is located.

**HCAO** – Hennepin County Attorney's Office.

**HCMC** – Hennepin County Medical Center.

**HCRRRA** – Hennepin County Regional Railroad Authority.

**HCSO** – Hennepin County Sheriff's Office.

**HIS** – Housing Inspection Services.

**HPC** – Heritage Preservation Commission.

**HOLLMAN DECREE** – The Hollman Consent Decree is a 1995 lawsuit settlement (to which the City, MCDA, & MPHA were parties) designed to provide public housing in a full range of metropolitan communities, beyond the core city, in order to improve housing choice for public housing residents.

**HOME** – Home Investment Partnerships Program, a U.S. Department of Housing and Urban Development grant program.

**HOPWA** – Housing Opportunities for People with Aids, a U.S. Department of Housing and Urban Development grant program.

**HOW** – Home Ownership Works, a program of the MCDA.

**HR** – Human Resources.

**HRA** – Housing Redevelopment Authority.

**HRG** – Human Resources Generalist.

**HRIS** – Human Resources Information System.

**HSCO** – Hennepin County Sheriff's Office.

**HUD** – U.S. Department of Housing and Urban Development, a federal government agency.

**HVAC** – Heating, Ventilation and Air Conditioning.

**H/W MTTR** – Hardware Mean Time to Repair; related to BIS' desk side services.

**IACP** – International Association of Chiefs of Police.

**IACVB** – International Association of Convention and Visitors Bureaus.

**ICMA** – International City/County Managers Association.

**IGR** – Intergovernmental Relations.

**IMAC** - The Moves, Adds & Changes (MAC) process is now the 'Install, Moves, Adds, & Changes (**IMAC**) process. The name change is due to the addition of the install service, as well as a procurement process. Computer equipment and software can be requested, moved or installed, using the IMAC form and submitted to the Service Desk. All IMAC requests will be processed through the Service Desk within one business day.

**IMMULINK** – Immunization Registry, a program with Hennepin County.

**Industrial Revenue Bond** -- Bond proceeds are used to finance the purchase or construction of facilities or equipment to be leased to a private corporation. The bonds are backed by the revenue generated by the lease payment and ultimately by the credit of the corporation.

**INFORM** – A research service provided by the Minneapolis Library.

**IRS** – Internal Revenue Service.

**Internal Service Funds** – used to account for those City services which are financed and operated in a manner similar to private business enterprises and the customer is other City departments instead of the public.

**ISAB** – Integrated Systems Advisory Board.

**IS Architecture** – Information Systems Architecture.

**ISP** – Internet Service Provider.

**IT or ITS** – former Information Technology Services.

**IWR** – Utility Billing's Interactive Web Response application.

**JNET** – the adult criminal justice system integrated data system.

**JP** – Joint Powers.

**KIVA** – the vendor that provides the City's Building Inspections Information System (BIIS).

**LAN** – Local Area Network.

**LCMR** – Legislative Commission on Minnesota Resources.

**LCTS** – Long-term Collaborative Time Study, a funding program through the State and Hennepin County for the department of Health and Family Support.

**LED** - Light Emitting Diode (found in pedestrian signal cross lights for example).

**LEP** – Limited English Proficiency.

**LGA** – Local Government Aid.

**LIF** – Leveraged Investment Fund.

**LISC** - Local Initiatives Support Corporation.

**LLEBG** – Local Law Enforcement Block Grant.

**LMC** – League of Minnesota Cities.

**LRT** – Light Rail Transit, to run from the Airport to Downtown Minneapolis.

**MAC** – Metropolitan Airports Commission, the independent body which runs the regions airports.

**MagIC** – Emergency Communication Center’s records management system.

**Market Value** – The estimated amount as determined by the City Assessor that a willing seller and a willing buyer would agree upon for a piece of property.

**MAXIMO** – Building Maintenance information System of the Municipal Building Commission.

**Mayor’s Recommendation** – The recommended annual budget by the Mayor as required by the City Charter.

**MBC** – Municipal Building Commission, a component unit of the City which operates the City Hall/Courthouse Building.

**MBE’s** – Minority Business Enterprises

**MCAO** – Minneapolis City Attorney’s Office.

**MCC** – Minneapolis Convention Center.

**MCCR** – Minneapolis Commission on Civil Rights.

**MCDA** – former Minneapolis Community Development Association.

**MCES** – Metropolitan Council Environmental Services, provider of sewage interceptor and treatment services for the City.

**MCH** – Maternal Child Health.

**MCV** – Mobile Command Van at the Fire Department.

**MDCR** – Minneapolis Department of Civil Rights.

**MDC** – Police Department’s Mobile Data Computers.

**MDES** – Minnesota Department of Economic Security, state agency.

**MDHFS** – Minneapolis Department of Health and Family Support.

**MECC** – Minneapolis Emergency Communications.

**MERF** – Minneapolis Employee Retirement Fund, a closed retirement plan for general City employees.

**METP** – Minneapolis Employment and Training Program.

**Metropolitan Council** – Regional government of the 7 county metro area.  
City of Minneapolis – Glossary of Terms

**MFD** – Minneapolis Fire Department.

**MFIP** – Minnesota Family Investment Program, the State’s successor to the Aid for Families with Dependent Children (MFIP).

**MFRA** – Minneapolis Firefighter’s Relief Association, a closed retirement plan for firefighters.

**MHFA** – Minnesota Housing Finance Agency, state government agency.

**MHRC** – Minneapolis Highrise Representative Council, City’s largest public housing resident organization that represents all residents in MPH’s 40 highrise apartment buildings located throughout the city of Minneapolis.

**MIL** – Municipal Information Library.

**MILES** – Minneapolis Industrial Land and Employment Strategy.

**MBE** – Minority-owned business enterprises.

**MDA** – Minnesota Department of Agriculture.

**MHz** – Megahertz Radio System.

**MINSTAT** – City’s effort to centralize citizen contact, improve responsiveness and measure performance.

**MJNO** – Multiple Jurisdiction Network Organization, a statewide collaboration of police agencies.

**MLK** – Martin Luther King Jr.

**MLSS** – Mechanical Life and Safety Systems.

**MMI** – Metropolitan Median Income.

**MMRS** – Metropolitan Medical Response System.

**MMS** – Minneapolis Multicultural Services.

**MNCIS** – Minnesota Court Information System.

**MNDEED** – Minnesota Department of Employment and Economic Development.

**MNDNR** – Minnesota Department of Natural Resources.

**MNDOT** – Minnesota Department of Transportation, state government agency.

**MNHEALS** – Minnesota HEALS (Hope, Education, and Law and Safety),  
A program of comprehensive gun violence reduction strategies.

**MOAPPP** – Minnesota Organization on Adolescent Pregnancy Prevention & Parenting.

**Modified Accrual Accounting** – Recognizes expenses in the accounting period in which they are incurred and measurable. Recognizes revenues in the accounting period in which they are measurable and available.

**MoU** – Memorandum of Understanding.

**MPAAT** – Minnesota Partnership for Action Against Tobacco.

**MPCA** – Minnesota Pollution Control Agency.

**MPD** – Minneapolis Police Department.

**MPHA** – Minneapolis Public Housing Authority, the public agency responsible for administering public housing and Section 8 rental assistance programs for eligible individuals and families in Minneapolis.

**MPI** – Minnesota Parking Incorporated, contract operator of the City’s municipal ramps.  
City of Minneapolis – Glossary of Terms

**MPL** – Minneapolis Public Library.

**MPRA** – Minneapolis Police Relief Association, a closed retirement plan for police officers.

**MPRB** – Minneapolis Park and Recreation Board, a directly elected body.

**MPS** – Minneapolis Public Schools.

**MRI** – Municipal Refuse Incorporated, provider of solid waste disposal in parts of Minneapolis.

**MSA** – Municipal State Aid – refers to gas tax dollars distributed to local governments for use on State designated Municipal State Aid streets - usually major thoroughfares.

**MSM** – Meeting Service Minnesota. GMCVA project that started in 2002 and was absorbed by the Services Department in 2004. It was intended to assist groups in meeting planning.

**MSSB** – Minnesota State Services for the Blind.

**MSFC** – Metropolitan Sports Facility Commission.

**MUID** – Metropolitan Urban Indian Directors.

**MUPS** – Municipal Utility and Package System.

**MVNA** – Minneapolis Visiting Nurse’s Association, a community non-profit.

**MWW** – Minneapolis Water Works.

**NACCHO** – National Association of City and County Health Officials.

**NAMC** – National Association of Minority Contractors.

**NCIC** – National Crime Information Center.

**NDB** – Net Debt Bonds – property tax supported bonds issued to finance general infrastructure improvements. Debt service is paid by taxes collected for the annual Bond Redemption Levy.

**NELC’s** – Neighborhood Early Learning Centers.

**New Arrivals** – City of Minneapolis efforts to assist emerging immigration population.

**Net Tax Levy** – This is the total tax levy less HACA (but including fiscal disparities). The net tax levy is now the certified tax levy as required by a change in state law.

**NFIRS** – National Fire Information Standards.

**NFPA** – National Fire Protection Association, accreditation organization for Fire Departments.

**NHCN** – Neighborhood Health Care Network, a community health provider.

**NIP** – Neighborhood Initiatives Program of the MCDA.

**NLC** – National League of Cities.

**NMMC** – North Memorial Medical Center

**NNO** – National Night Out.

**NON APPROP** – Non Appropriated – reflects cost participation from County, State or Federal dollars and usually on these types of projects, the City of Minneapolis is not the lead agency.

**NPDES** – National Pollutant Discharge Elimination System.

**NRP** – Neighborhood Revitalization Program, established in 1990, a joint powers agreement of the City to undertake neighborhood programs.

**NSP** – Northern State Power Company, now Xcel energy.

**OCA** – Office of Cultural Affairs of the City Coordinator's department.

**OD** – Organizational Development.

**OIC** – Opportunities Industrialization Centers.

**OJT** – On the Job Training.

**O&M** – Operations and Maintenance.

**OMS** – Operations and Maintenance Specialist.

**One Stop One Call** – City's effort to centralize citizen contact, improve responsiveness and measure performance.

**Operating Budget** – Financial plan that allow City departments to maintain adequate service levels at reasonable costs by following sound financial management practices. Each City department or division prepares its own budget for review by the Mayor to assist the Mayor in preparing a budget recommendation for the City Council. A Department's Operating Budget authorizes designated spending, revenue, and personnel levels.

**Operating Tax Funds** – Those funds at least partially financed by property taxes, which support the normal functions of city government. They include the General fund, Board of Estimate and Taxation fund, Municipal Building Commission fund, Library fund, and the Park Tax funds.

**O & M** - Operations and Maintenance.

**Original/Current Appropriation** – The amount of money allocated by the respective governing body for the budgeted year. The original appropriation is the amount approved at the time the budget was initially adopted. The current appropriation is the original budget as amended to reflect any approved changes.

**OSA** – Office of the State Auditor.

**OSHA** – Occupational Safety and Health Administration, of the federal government.

**OTP** – Overtime Pay.

**PAL** – Police Activity League.

**PAVER** – Pavement Management System software application that computes the Pavement Condition Index (PCI) of roads and parking lots.

**PC/NPC** – Probable cause/ no probable cause.

**PCA** – Pollution Control Agency, a state government agency.

**PCAB** – Pollution Control Annual Billing.

**PCI** – Pavement Condition Index, used to rate the condition of pavement.

**PD** – Police Department.

**PEIRS** – Public Employee Information Retrieval System (the payroll system for Public Works Dept. and the Park Board).

**PERA** – Public Employees Retirement Association, state-wide pension plan, to which a majority of the City's employees belong.

**PERF** – Police Executive Research Forum.

**PH** – Public Health.

**PHDEP** – Public Housing Drug Elimination Program, a federal government grant for security funding.

**PHN** – Public Health Nurse.

**PI** – Permanent Improvement.

**PICA** – Parents in Community Action.

**PILOT** – Payment in Lieu of Taxes.

**PM** – Performance Management.

**PMD** – Program Management Division of ITS.

**PP** – Problem Properties.

**PPF** – Preliminary Planning Fund of the MCDA.

**PSF** – Hennepin County Public Safety Facility.

**PS&RS** – Public Safety and Regulatory Services, standing committee of the City Council.

**PSC** – Public Service Center, one of the main buildings in the City's downtown campus.

**PTN** – *Primary Transit Network*.

**PW** – Public Works Department.

**R&M** – Repair and Maintenance.

**RECAP** – Repeat Address Call Policing, part of Central Services Bureau of the Police Department.

**REIMB** – refers to Capital work performed by divisions of Public Works for which reimbursements are received from other City departments, outside government agencies or private businesses.

**Revenue** – Funds received from various sources used to finance City expenditures.

**RFP** – Request for Proposal, the process by which the City receives service descriptions and estimates of costs from potential providers of a service.

**RFS** – Request for Service, a violation related module of the Kiva application used by inspectors in Regulatory Services.

**ROI** – Return on Investment.

**ROP** – Repeat Offender Program.

**ROW** – Right of Way.

**RPO** – Rental Property Owners.

**RPZ** – Reduced Pressure Zone, from the State Plumbing Code.

**RSI** – Repetitive Stress Injury.

**RTSF** – Real Time Strategic Forum, a means used to rank strategic information systems improvements.

**RTW** – Return to Work.

**SAC** – Sewer Access Credits, issued by the Metropolitan Council.

**SBA** – Small Business Association, of the Federal Government.

**SBC** – School Based Clinics.

**SCADA** – Supervisor Control and Data Acquisition, a program to automate the water control system from one point so that all gates, pumps, monitors and controls will be in one controlled area.

**SCORE** – Select Committee on Recycling & Environment.

**SDP** – Service Delivery Plan.

**SEMI** – Southeast Minneapolis Industrial area – refers to a development area now referred to as University Research Park.

**SFD** – single family dwelling.

**SHAPE** - Survey of the Health of Adults, the Population, and the Environment, of the department of Health and Family Support.

**SISP** – Strategic Information Systems Plan.

**SLA** – Service Level Agreements.

**SMG** – System Manager’s Groups of the Metropolitan Radio Board.

**SOC** – State of the City, report published by the Planning Department.

**SOC** – Hennepin County Security Operations Center.

**Special Revenue Funds** – used to account for the proceed of specific revenue sources that are restricted by legal and regulatory provisions to finance specific activities.

**SRP** – Summer Reading Program. A program offered by the Minneapolis Library.

**SSC** – Skyway Senior Center.

**STD** – Sexually Transmitted Disease.

**STEPS** – The City receives STEPS funding through the Department of Health and Human Services. STEPS is short for “Steps to a Healthier U.S.” and its goal is to address and target populations in the City that have the greatest need or are most vulnerable to diabetes, obesity, and asthma. Community and school-based interventions will focus on healthy lifestyle choices, including physical activity, healthy nutrition, and tobacco use reduction.

**STI** – Sexually Transmitted Infection.

**STOP** – Chronic Offenders Team in the City Attorney’s Office.

**STS** – Sentence to Serve.

**SUBP** – Small and Underutilized Business Program of the Civil Rights Department.

**SW MTTR** - Software Mean Time to Repair; related to BIS’ desk side services.

**SW&R** – Solid Waste and Recycling.

**SWMBE** – Small, women-owned, and minority-owned business enterprises.

**SWOT Analysis** – Strengths, Weaknesses, Opportunities and Threats Analysis.

**SWSFM** – Storm Water/Sewer/Flood Mitigation program, the City’s capital effort to limit residential flooding.

**T&PW** – Transportation and Public Works, a standing committee of the City Council. Also know by TAPS.

**TAC** – Technical Advisory Committee.

**TAD** – Third Avenue Distributor Ramps, built along the downtown core’s border; owned by the State of Minnesota’s Department of Transportation.

**TANF** – Temporary Aid for Needy Families, federal government grant.  
City of Minneapolis – Glossary of Terms

**Target Strategies** – Changes that will produce a reduction in operating expenditures.

**Tax Capacity** – That amount of estimated market value subject to taxes after the total estimated value is multiplied by a "tax classification rate".

**Tax Capacity Rate** – After calculating the dollars to be levied, each taxing jurisdiction uses the total tax capacity to calculate their "tax capacity rate". This rate is essentially the percentage of tax capacity to be paid in taxes.

**Tax Classification Rate** – The percentage set by state statute that is applied to the market value of each property classification to arrive at tax capacity. (This replaced assessment ratios.)

**Tax Increment (TI)** – Tax increment of real property within a municipality whose assessed valuation for tax purposes is frozen when the tax increment district is certified. The proceeds from the tax increment bond sale are used to develop this distressed or under-utilized property. Taxes collected from the frozen assessed valuation continue to be distributed to the various taxing districts. As development caused the valuation of the property of rise, the difference or increment between the frozen valuation levels and increased value after development provides the needed payment to pay off the bonds. Tax Increment Finance Bonds (TIF): Bonds sold to investors to raise capital for development activities. Interest paid to bond purchasers is usually exempt from state and federal taxation, although TIF bonds can also be sold to investors with no interest exemption from state and federal taxes.

**TC Tix** - A program that manages and operates a ticket outlet providing the GMCVA a revenue source. It provides members and the community an opportunity to experience cultural events while promoting member businesses.

**TIF** – Tax Increment Financing.

**TBD** – To be determined.

**TELESERVE** – is a system for reporting non-emergency crimes that occurred within the city limits of Minneapolis.

**TISH** – Truth in the Sale of Housing, in Inspections division of Regulatory Services.

**TMP** – The Minneapolis Plan, the City's comprehensive plan.

**TOC** – Technical Operating Committee of the Metropolitan Radio Board.

**Total Expenses** – The total costs of a cost center or department including debt service and capital improvements.

**TPA** – Third Party Administration.

**TRA** – Tenant Remedies Act.

**Truth In Taxation (TNT) Law** – In 1988, the Minnesota Legislature passed a law designed to make local governments more accountable for property tax increases. The law requires that local governments inform taxpayers of proposed tax levy amounts and adopt budgets at public hearings.

**UB** – Utility billing.

**UDAG** – Urban Development Action Grant, of the U.S. Department of Housing and Urban Development.

**UCR** – Uniform Crime Rate.

**Unisys** – Unisys Corporation – The City of Minneapolis has a strategic partnership with Unisys to manage and support 2700 personal computers and more than 100 servers over a seven year contract.

**USCM** – U.S. Conference of Mayors.

**U.S. EPA** – United States Environmental Protection Agency.

**USPS** – United States Postal Service.

**VEU** – Vehicle Equivalent Units.

**VoIP** – Voice Over Internet Protocol.

**VPN** – Virtual Private Network.

**Ways & Means/Budget Committee** – City Council Sub-Committee made up of six City Council Members, which is provides Council oversight on issues such as: acceptance of bids, appropriation of funds, approval of increases/decreases/transfers of funds, assignment of wages and salaries, budgetary items (including approval of the City's annual budget), the certification to Hennepin County of taxes to be levied for bonds sold, civil rights issues, execution of contracts, issuance of bonds, Minneapolis Employment and Training Program agreements, and the operating, structure and organization of departments (during the budget process).

**WBE** – Women-owned business enterprises.

**WC** – Worker Compensation.

**WiFi** – Wireless fidelity.

**WTG** – Way to Grow.

**YCB** – Youth Coordinating Board, a joint power agreement of the City.

**YMAP** – Youth in Minneapolis After School Program (Park Board).

**YTD** – Year to date.

**Z&P** – Zoning and Planning, City Council Sub Committee.