GLOSSARY

Accrual Basis of Accounting - Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Expenses emphasize the matching of the obligation to disburse economic resources (cash and all other assets causing a change in net assets) to the period in which the obligation was incurred by the City.

Appropriation - An authorization by the City Council to make expenditures/expenses and to incur obligations for a specific purpose within a specific time frame.

Assessed Valuation - A dollar value placed on real estate or other property by Los Angeles County as a basis for levying property taxes.

Audit - A view of the City's accounts by internal audit staff or an independent auditing firm to substantiate fiscal year-end fund, salaries, reserves, and cash on hand.

Balanced Budget - A budget in which projected revenues plus approved use of fund balance equals planned expenditures.

Basis of Accounting – All Governmental Funds are accounted for on a modified accrual basis, i.e. revenues are recorded when susceptible to accrual. Expenditures are recorded when the liability is incurred, except for compensated absences not payable within one year and principal and interest for long-term debt which is recorded when due. All Proprietary Fund types are accounted for using the full-accrual basis of accounting which recognizes revenues when earned and expenses are recognized when incurred.

Basis of Budgeting – Basis of budgeting refers to the method used for recognizing revenues and expenditures in the budget. Generally, the City uses the modified accrual basis for budgeting of all Governmental Funds and full accrual basis for Proprietary Funds.

Beginning / Ending (Unappropriated) Fund Balance - Unencumbered resources available in a fund from the prior/current fiscal year after payment of the prior/current fiscal years expenditures/expenses. This is not necessarily cash on hand.

Bond - A City may raise capital by issuing a written promise to pay a specific sum of money, called the face value or principal amount, at a specific future date or dates, together with periodic interest at a special rate.

Budget - A fiscal plan of financial operation listing an estimate of proposed applications or expenditures/expenses and the proposed means of financing them for a particular time period. The budget is proposed until it has been approved by the City Council through a series of study sessions and a formal budget hearing in June. Burbank's fiscal year is July 1 through June 30.

Capital Expenditure – The non-recurring outlay of funds to acquire an asset generally having substantial cost and/or useful life. These are budgeted as either capital improvement or capital outlay.

Capital Improvement Program - A financial plan of proposed capital improvement projects with single- and multiple-year capital expenditures/ expenses. The Capital Improvement Program plans for five years and is updated annually.

Capital Outlay - A budget appropriation category for equipment having a unit cost of more than $5,000 and an estimated useful life of over one year.

Capital Projects - Physical structural improvements with a cost of $5,000 or more and a useful life of one year or more. Examples include a new park, building modifications, and water main construction.

City Charter - Legal authority approved in 1927 by the voters of Burbank under the State of California Constitution establishing the current Council Manager form of government organization.

City Manager's Transmittal Letter - A general discussion of the budget. The letter contains an explanation of principal budget items and summaries.

Debt Service - Payment of the principal and interest on an obligation resulting from the issuance of bonds, notes, or Certificates of Participation.

Debt Service Requirements - The amount of money required to pay interest on outstanding debt and required contributions to accumulate monies for future retirement of term bonds.

Deficit - An excess of expenditures or expenses over revenues (resources).

Department - An organizational unit comprised of divisions or programs. It is the basic unit of service responsibility encompassing a broad mandate of related activities.

Depreciation – The expiration of the useful life of a fixed asset over a determined period of time attributable to wear and tear, deterioration, action of the physical elements, inadequacy and obsolescence. Also, the portion of the cost of a fixed asset charged as an expense during a particular period.

Discussion Paper – Discussion papers are a vehicle through which departments may present proposals for creating or expanding services/programs to the City Council for consideration. If approved, the subject appropriations are then added to the budget.

Division - A sub-section (or activity) within a department which furthers the objectives of the City Council by providing specific services or a product.

Encumbrances - A legal obligation to pay funds, the expenditure/expense of which has not yet occurred. They cease to be encumbrances when the obligations are paid or otherwise terminated.

Enterprise Fund - A type of fund established for the total costs of governmental facilities and services operated similarly to private enterprises. These programs are entirely or predominantly self-supporting.

Expenditure - The actual spending of Governmental Funds set aside by an appropriation.

Expense - The actual spending of Proprietary Funds (Enterprise and Internal Service Fund types) set-aside by an appropriation.

Executive Team - The City's Management team, consisting of the City Manager, Assistant City Manager and the head of each City Department.

Fiscal Year - A twelve-month period of time to which a budget applies. In Burbank, it is July 1 – June 30.

Full-Time Equivalent Position (FTE) - A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example, a seasonal employee working four months, or 690 hours, would be equivalent to 0.3 of full-time position.

Fund - An independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created.

Fund Balance - The amount of financial resources available for use. Generally, this represents the detail of all the annual operating surpluses and deficits since the fund's inception.

Gann Appropriations Limit – Article XIII-B of the California State Constitution provides limits regarding the total amount of appropriations in any fiscal year from tax proceeds.

General Fund - The primary fund of the City used to account for all revenues and expenditures of the City not legally restricted as to use. This fund is used to offset the cost of the City's general operations. Departments financed by the General Fund include Police, Fire, Park, Recreation & Community Services, and others.

General Obligation Bond - Bonds used for various purposes and repaid by the regular (usually via the General Fund) revenue raising powers of the City.

Grant - Contributions, gifts of cash, or other assets from another governmental entity to be used or expended for a specific purpose, activity, or facility. An example is the Community Development Block Grant provided by the Federal Government.

Infrastructure Oversight Board- A seven-member board appointed by the City Council to act as an advisory body on City infrastructure and traffic programs. The board reviews and recommends projects, programs, policies, and practices in accordance with adopted plans.

Interfund Transfers - Monies transferred from one fund to another. These transfers may finance the operations of another fund or to reimburse the fund for certain expenditures/expenses.

Internal Service Fund - Funds used to accumulate money to ensure adequate maintenance and replacement of a variety of durable capital goods, and/or to provide various internal services to other departments.

Materials, Supplies and Services – Operational expenditures/expenses which are ordinarily consumed within a fiscal year and which are not included in departmental inventories.

Municipal Code - A book that contains the City Council approved ordinances currently in effect. The Code defines City policy with respect to areas such as planning, etc.

Objectives - The expected results or achievements of a budget activity.

Operating Budget - Annual appropriation of funds for on-going program costs, including salaries and benefits, services and supplies, debt service, capital outlay, and capital improvements.

Ordinance - A formal legislative enactment by the City Council. It has the full force and effect of law within City boundaries unless pre-empted by a higher form of law. An Ordinance has a higher legal standing than a Resolution.

Performance Measures - Quantitative and/or qualitative measures of work performed related to specific departmental or program objectives.

Public Financing Authority - The Public Financing Authority is a separate entity attached to the City which participates in public financing of city projects and activities.

Reimbursement - Payment of amount remitted on behalf of another party, department, or fund.

Reserve - An account used to record a portion of the fund balance as legally segregated for a specific use.

Resolution - A special order of the City Council which has a lower legal standing than an ordinance.

Revenues - Amounts received for taxes, fees, permits, licenses, interest, intergovernmental sources, and other sources during the fiscal year.

Revenue Bond - A type of bond usually issued to construct facilities. The bonds are repaid from the revenue produced by the operation of these facilities.

Salaries and Benefits - A budget category which generally accounts for full-time and temporary employees, overtime expenses, and all employee benefits, such as medical, dental, and retirement.

Special Revenue Funds - This fund type collects revenues that are restricted by the City, State, or Federal Government as to how they may be spent.

Working Capital – The difference between the current assets and the current liabilities. It represents the operating liquidity available to the City on a day to day basis.

Workload Budget - A repeat of the most recent budget, with adjustments for contractual obligations such as MOUs or multi-year contracts, State or Federal mandates, internal service fund rate adjustments, scheduled equipment replacement, and necessary one-time expenditures.

FUND DESCRIPTIONS

The basic accounting and reporting entity for the City is a fund. A fund is an independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created. Funds are established for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. The various funds are grouped within three broad fund types, governmental funds, proprietary funds and fiduciary funds. The following section provides further detail as to the specific funds within these broad categories.

GOVERNMENTAL FUNDS

General Fund (001) - The General Fund is used to account for the general operations of the City such as Police, Fire, etc. It is used to account for all financial resources except those required to be accounted for in another fund.

General City Capital Projects Fund (370) – This fund is used to account for financial resources to be used for the acquisition or construction of major facilities other than those financed by Proprietary, Special Assessment, and/or Trust Funds. The primary source of the fund is contributions from the General Fund (Fund 001). However, this fund is restricted for capital use only.

Special Revenue Funds - These funds are used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. Special Revenue Funds are:

Transportation Funds (Prop A-104, Prop C-105) - These funds are used to provide for the distribution and use of Local Return funds generated by a ½ cent Sales Tax revenue restricted to fund transportation related activities (Prop A, approved by LA County voters in 1980), and projects that benefit and support local transit services (Prop C, approved by LA County voters in 1990).

Air Quality Management District (AQMD) Fund (106) – Funds derived from a small portion of the annual vehicle registration license fees collected by the South Coast Air Quality Management District. These funds are used to fund the City's rideshare program and projects that reduce vehicle emissions.

Measure R Transportation Fund (107) - The Local Return Transportation and Traffic and Street Improvement Fund provides for the distribution and use of Local Return funds generated by a ½ cent Sales Tax that was approved by Los Angeles County voters in 2008. Funds are utilized to improve local transit services, transportation infrastructure, public improvements and citywide roadway related capital improvement projects.

Measure M Transportation Fund (108) - The Local Return Transportation Fund provides for the distribution and use of Local Return funds generated by a ½ cent Sales Tax that was approved by Los Angeles County voters in 2016. Funds are primarily utilized for street and road maintenance and improvement projects managed by the Public Works Department.

General City Grants Fund (121) - This fund is used to account for grant funds the City receives from Federal, State, and County sources.

Community Development Block Grants (CDBG) Fund (122) - The fund provides resources from the U.S. Department of Housing and Urban Development (HUD) for activities that benefit persons with low and moderate income.

Road Maintenance and Rehabilitation (RMRA) Fund (123) – This fund addresses deferred maintenance on the local street and road system through the use of gas tax revenues and the Transportation Improvement Fee that took effect on January 1, 2018.

Drug Asset Forfeiture Fund (124) - The City receives a portion of funds derived from drug asset seizures within the City's boundaries. These funds can only be expended on specific police related capital and one-time items.

State Gas Tax Fund (125) - This fund is used to account for monies received and expended from the State Gas Tax allocation. These monies are specified for work on street projects within the City.

Public Improvements Fund (127) – This fund accounts for monies received through the receipt of Development Impact Fees, and is restricted to projects identified in the City's Infrastructure Blueprint and Community Facilities Element.

HUD Affordable Housing Fund (128) - Funds received from the U.S. Department of Housing and Urban Development (HUD) to increase the City's supply of affordable housing and provide supportive services for homeless individuals and families.

Street Lighting Fund (129) - to maintain, repair and upgrade the City's streetlight system to provide roadway and alley illumination to the City's residential and commercial customers.

Youth Endowment Services (YES) Fund (130) - This fund was created in the early 1990's to help accumulate funds to support youth activities and projects. The primary source of revenue was from the former Redevelopment Agency, which was dissolved in February 2012.

Tieton Hydropower Project Fund (133) - This fund was created in FY 2010-11. The project is comprised of a powerhouse whose entitlement is equally shared between the Cities of Burbank and Glendale. Revenues are billed to recover expenses incurred by the operating agent, Burbank Water & Power.

Magnolia Power Project (MPP) Fund (483) - In March, 2003 the City of Burbank entered into a power sales agreement with the Authority for MPP. Fund 483 was established to account for the MPP related activities. The Fund is used to account for the production, distribution, and transmission of power to residents and businesses located within the City.

Successor Agency (208) - This fund was established pursuant to state law for the administration of the dissolution and wind-down activities of the former Burbank Redevelopment Agency (RDA). The Successor Agency is in charge of making enforceable obligation payments and disposing of former RDA property.

Debt Service Funds – These funds are used to account for the accumulation of resources, and the payment of, general long term principal and interest. Debt Service Funds are:

Successor Agency Debt Service Fund (208) – Fund 208 is responsible for debt service and bond payments that were previously administered by the former Redevelopment Agency that was dissolved in February 2012.

Housing Authority Funds – Established to administer the Section 8 Rental Assistance Program for the creation of affordable housing units. The Housing Authority has also been designated as the Successor Housing Agency to oversee ongoing obligations and responsibilities of the former Redevelopment Agency's affordable housing projects and programs.

Section 8 Voucher Program Fund (117) - To account for monies received and expended in housing assistance to low and moderate income families. Funds are provided by receipts from the Federal Section 8 Housing Assistance Fund (HUD) program, the Federal Section 8 Voucher program and the Federal Rehabilitation program.

Low/Moderate Income Housing Fund (305) – To account for financial resources used to increase and improve the supply of low and moderate income housing in the community. Prior to the former Redevelopment Agency being dissolved on February 1, 2012, the primary source of these funds was a twenty percent contribution of tax increment revenues generated from the former Redevelopment project areas. In accordance with the FY 2012-13 State Budget (AB 1484), excess housing funds were given back during FY 2012-13, with counties responsible for distributing these funds to the applicable taxing agencies.

Parking Authority Fund (310) – To account for financial resources to be used for the acquisition, construction, maintenance and operation of public parking facilities. The primary source of funds has been parking permit fees.

FUND DESCRIPTIONS

PROPRIETARY FUNDS

Enterprise Funds - These funds are used to account for operations that are financed and operated in a manner similar to private business enterprise - where the intent of the governing body is that the costs (expenses including depreciation) of providing goods and services to the users on a continuing basis be financed or recovered primarily through user charges. Enterprise Funds are:

Water Reclamation and Sewer Fund (494) - This fund is used to account for the operation and maintenance of the Water Reclamation Plant and sewage system.

Electric and Water Funds (496, 497) - These funds are used to account for the production, distribution, and transmission of potable water and electricity to residents and businesses located within the City.

Refuse Collection and Disposal Fund (498) - This fund accounts for the activities involved in the collection and disposal of refuse throughout the City.

Internal Service Funds - These funds are used to account for financing of goods and services provided by one department to other City departments on a cost-reimbursement basis. Internal Service Funds are:

City Self Insurance Funds (530, 531) - These funds are used to finance and account for the City's Workers Compensation, general liability, and property insurance programs.

Vehicle Equipment Replacement Fund (532) - This fund accounts for the operation, maintenance, and timely replacement of the vehicular fleet and equipment utilized by general government departments on a rental fee basis.

Office Equipment Replacement Fund (533) - This fund is used to account for the acquisition, maintenance, and replacement of office and operating equipment utilized by City departments.

Municipal Infrastructure Fund (534) - Previously the Municipal Building Maintenance Fund, this fund was reorganized for FY 2019-20, and now provides for the maintenance and replacement of all general City infrastructure (non-enterprise). This fund receives 50 percent of the City's Transaction & Use Tax revenue, resulting from the passage of Measure P in November 2018, in addition to an annual General Fund Maintenance of Effort (MOE) contribution of $4.7 million.

Communications Equipment Replacement Fund (535) - This fund is used to account for the maintenance and timely replacement of the City's communication equipment.

Information Technology Fund (537) – This fund is used to account for the acquisition, maintenance, and replacement of technology infrastructure (including computer equipment, hardware, and software) utilized by City departments.

FIDUCIARY FUNDS

Agency Funds - These funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds. Examples of Agency Funds are:

Deferred Compensation Fund (644) - This fund is used to account for employee earnings deferred for payment at a later point in time, gains or losses on investment of amounts deferred, and payment of amounts deferred when paid to participants in the program.

Special Assessment Fund (665) - This fund is used for the Debt Service Payments on assessment bond used to finance improvements. This special assessment district is secured by liens against the assessed properties. Activities financed through assessments include street lighting, utility, and other general infrastructure improvement.

ACRONYMS

AA	Affirmative Action
AB	Assembly Bill
ACA	Affordable Care Act
ADA	Americans with Disabilities Act
ADR	Alternative Dispute Resolution
ADU	Accessory Dwelling Unit
AEP	Achievement of Excellence in Procurement
ALA	Accredited Local Academy
AMI	Advanced Metering Infrastructure
APP	Art in Public Places
AQMD	Air Quality Management District
ASB	Administrative Services Building
ATIS	Advanced Traveler Information System
AV	Assessed Value
BAF	Burbank Athletic Federation
BCAC	Burbank Cultural Arts Commission
BCEA	Burbank City Employees Association
BCP	Burbank Center Plan
BEST	Burbank Employment and Student Training
BFD	Burbank Fire Department
BFF	Burbank Fire Fighters
BFF-COU	Burbank Fire Fighter - Chief Officers' Unit
BGC	Boys and Girls Club
BHA	Burbank Housing Association
BHC	Burbank Housing Corporation
BITE2	Battery Impedance Tester 2
BLT	Burbank Local Transit
BMA	Burbank Management Association
BMC	Burbank Municipal Code
BMC	Business Machines Consultants
BMHET	Burbank Mental Health Evaluation Team
BOP	Burbank on Parade
BOU	Burbank Operable Unit
BPD	Burbank Police Department
BPOA	Burbank Police Officers' Association
BRACE	Burbank Residents Assisting in Community Emergencies
BS	Black Start
BSC	Benefits Service Center
BTAC	Burbank Temporary Aid Center
BTS	Burbank Transportation Service
BUSD	Burbank Unified School District
BVP	Burbank Volunteer Program
BWC	Body Worn Camera
BWP	Burbank Water and Power
BWRP	Burbank Water Reclamation Plant
CAD	Computer-Aided Dispatch
CAFR	Comprehensive Annual Financial Report
CAFS	Compressed Air Foam Systems
CalACT	California Association for Coordinated Transportation
CALBO	California Building Officials
CALEA	Commission on Accreditation of Law Enforcement Agencies
Cal-OSHA	California Occupational Safety and Health Administration
CalPERS	California Public Employees Retirement System
CAM	Common Area Maintenance
CANRA	Child Abuse and Neglect Reporting Act

ACRONYMS

CARB	California Air Resources Board
CCT	Closed Circuit Television
CDBG	Community Development Block Grant
CDD	Community Development Department
CDTFA	California Department of Tax and Fee Administration
CDV	Community Disaster Volunteers
CEC	California Energy Commission
CEMS	Continuous Emissions Monitoring System
CEQA	California Environmental Quality Act
CERT	Community Emergency Response Training
CFAI	Commission on Fire Accreditation International
CFRA	California Family Rights Act
CIP	Capital Improvement Program
CIS	Customer Information System
CJIS	Criminal Justice Information Services
CLE	Continuing Legal Education
CMC	Certified Municipal Clerk
CMDB	Comprehensive Configuration Management Database
CNG	Compressed Natural Gas
COLA	Cost of Living Adjustment
COP	Certificate of Participation
COPS	Citizen's Option for Public Safety
CPI	Consumer Price Index
CPR	Cardio Pulmonary Resuscitation
CPRS	California Park & Recreation Society
CPSE	Center for Public Safety Excellence
CPUC	California Public Utilities Commission
CRA	California Redevelopment Association
CREST	City Resources Employing Students Today
CSB	Community Services Building
CSIP	Collection System Inspection Program
CSMFO	California Society of Municipal Finance Officers
CUP	Conditional Use Permit
CUPA	Certified Unified Program Agency
CWA	Customer WEB Access
DARE	Drug Abuse Resistance Education
DART	Drug Alcohol Resistance Team
DBA III	Database Administrator III
DCS	Distributed Control System
DDA	Disposition and Development Agreement
DDC	Department Disaster Coordinators
DGR	Daily Generation Rate
DHS	Department of Health Services
DIF	Development Impact Fees
DMV	Department of Motor Vehicles
DMZ	Multiple Secure Environment
DOT	Department of Transportation
DRIVE	Developing Responsible Independent Valued Employees
DUI	Driving Under the Influence
EAM	Enterprise Asset Management
EAP	Employee Assistance Program
EATC	Empire Area Transit Center

ACRONYMS

EBPP	Electronic Bill Presentment Payment
ECAC	Energy Cost Adjustment Charge
ECC	Energy Control Center
ECMS	Electric Content Management System
ECMS	Enterprise Content Management System
e-DFAR	Electronic Daily Field Activity
EEO	Equal Employment Opportunity
EIR	Environmental Impact Report
EMS	Emergency Medical Service
EMT	Emergency Medical Technician
EOC	Emergency Operation Center
EPA	Environmental Protection Agency
e-PALS	Enterprise Permitting and Licensing System
ePCR	Electronic Patient Care Reporting
ERAF	Educational Revenue Augmentation Fund
ERP	Enterprise Resource Planning
FBI	Federal Bureau of Investigation
FCC	Federal Communications Commission
FD	Fire Department
FEMA	Federal Emergency Management Act
FERC	Federal Energy Regulatory Commission
FLSA	Fair Labor Standards Act
FMLA	Family and Medical Leave Act
FPPC	Fair Political Practices Commission
FS	Financial Services
FSA	Family Service Agency
FTE	Full-time Equivalent
FTO	Field Training Officer
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Government Accounting Standards Board
GFOA	Government Finance Officers Association
GHG	Greenhouse Gas
GIS	Geographic Information System
GMC	General Motors Company
HMEP	Hazardous Materials Emergency Planning
HOME	Home Investment Partnership Program
HOV	High Occupancy Vehicle (lanes)
HPS	High Pressure Sodium
HSIP	Highway Safety Improvement Program
HUD	Housing and Urban Development
HVAC	Heating, Ventilating, and Air Conditioning
IA	Industrial Accident
IAFIS	Integrated Automated Fingerprint Identification System
IBEW	International Brotherhood of Electrical Workers
ICAC	Internet Crimes Against Children
ICIS	Interagency Communications Interoperability System
IIPP	Injury and Illness Prevention Program
IOB	Infrastructure Oversight Board
IP	Internet Protocols
IRP	Integrated Resource Plan
ISDA	International Standards & Derivatives Association
ISSC	Information Systems Steering Committee

ACRONYMS

IT	Information Technology
ITS	Intelligent Transportation System
ITSM	Information Technology Service Management
iVOS	Valley Oaks System
JASU	Joint Air Support Unit
JAWS	Juvenile Alternative Work Service
JPA	Joint Power Authority
LACMTA	Los Angeles County Metropolitan Transportation Authority
LADWP	Los Angeles Department of Water & Power
LAFIS	Los Angeles Automated Fingerprint Identification System
LAN	Local Area Network
LARUCP	Los Angeles Regional Uniform Code Program
LB	Library
LDMP	Land Data Management Plan
LED	Light Emitting Diode
LES	Law Enforcement Systems
LLC	Limited Liability Corporation
LNCV	Large Non-Commercial Vehicle
MBIS	Multimodal Biometric Identification System
MCLE	Mandatory Continuing Legal Education
MDSP	Media District Specific Plan
MFP	Multi-Functional Printer
MHET	Mental Health Evaluation Team
MMC	Master Municipal Clerk
MOE	Maintenance of Effort
MOU	Memorandum of Understanding
MPI	Material Process Improvement
MPP	Magnolia Power Project
MS	Management Services
MS&S	Materials Supplies and Services
MSB	Municipal Services Building
MTA	Metropolitan Transportation Authority
MWD	Metropolitan Water District
MWELO	Model Water Efficient Landscape Ordinance
MWh	Megawatt Hours
NERC-CIP	North American Electric Reliability Corporation - Critical Infrastructure Protection
NFIRS	National Fire Incident Reporting System
NFPA	National Fire Protection Association
NIMS	National Incident Management System
NPDES	National Pollution Discharge Elimination System
NPI	National Procurement Institute
NPP	Neighborhood Protection Program
OEM	Original Equipment Manufacturer
OES	Office of Emergency Services
OIR	Office of Independent Review
OPEB	Other Post-Employment Benefits
PARS	Public Agency Retirement System
PASS	Program, Activity, and Service Subsidy
PAY	Positive Alternatives for Youth
P-BID	Property Based Business Improvement District
PD	Police Department
PEG	Public, Educational and Government Access
PEPRA	Public Employees' Pension Reform Act

ACRONYMS

PERS	Public Employees' Retirement System
PFA	Public Financing Authority
PIO	Public Information Office
PLC	Programmable Logic Control
PLF	Public Library Fund
POST	Police Officer Standards and Training
PPI	Producers Price Index
P&R	Parks and Recreation
PR	Press Release
PRCS	Parks Recreation & Community Services
PSA	Police Service Aid
PSA	Professional Services Agreement
PSH	Permanent Supportive Housing
PT	Part Time
PW	Public Works
RA	Rescue Ambulances
RACI	Residential Adjacent Commercial & Industrial Use
RDA	Redevelopment Agency
RFID	Radio Frequency Identification
RFP	Request for Proposal
RFQ	Request for Quotation
RHNA	Regional Housing Needs Assessment
RIMS	Regional Incident Management System
RISE	Residents Inspiring Service and Empowerment
RMRA	Road Maintenance & Rehabilitation Account
RMS	Records Management System
RO	Reverse Osmosis
ROP	Regional Occupational Program
RSVP	Retired Senior Volunteer Program
RV	Recreational Vehicle
SAAS	Software As a Service
SAIF	Seniors Against Investment Fraud
SB	Senate Bill
SCADA	Supervisory Control & Data Acquisition
SCAG	Southern California Association of Governments
SCAQMD	Southern California Air Quality Management District
SCBA	Self-Contained Breathing Apparatus
SCPPA	Southern California Public Power Authority
SELPA	Special Education Local Plan Area
SEMS	State-Mandated Emergency Management System
SFTP	Standing Field Treatment Protocol
SFVCOG	San Fernando Valley Council of Governments
SIUs	Significant Industrial Users
SLA	Service Level Agreement
SLURP	Sewer Lateral User Rebate Form
SOC	Standards of Cover
SRO	School Resource Officer
SRT	Special Response Team
STEM	Science, Technology, Engineering, and Math
STEP	Summer Trails Employment Program
STIP	State Transportation Improvement Project
SUSMP	Standard Urban Stormwater Mitigation Plan
SWAT	Special Weapons and Tactics

ACRONYMS

SWQCB	State Water Quality Control Board
T-BID	Tourism Business Improvement District
TDA	Transportation Development Act
TDISA	Temporary Disability Indemnity Statutory Allocation
TDM	Transportation Demand Management
TMC	Traffic Management Center
TMDL	Total Maximum Daily Load
TMO	Transportation Management Organization
TOT	Transient Occupancy Tax
TPT	Transient Parking Tax
U.S. EPA	United States Environmental Protection Agency
UAAL	Unfunded Actuarial Accrued Liability
UASI	Urban Area Security Initiative
UHF	Ultra High Frequency
UPS	Uninterruptible Power Supply
USA	Underground Service Agreement
USAR	Urban Search and Rescue
USDA	United States Department of Agriculture
UUT	Utility Users Tax
VASH	Veterans Affairs Supportive Housing
VDI	Virtual Desktop Infrastructure
V-FATS	Victim Follow-Up Assignment and Tracking System
VHF	Very High Frequency
VLF	Vehicle License Fee
VPN	Virtual Private Network
VSAP	Voting Solutions for All People
VWIB	Verdugo Workforce Investment Board
WAM	Work Order Asset Management
WCAC	Water Cost Adjustment Charge
Wi-Fi	Wireless Fidelity
WIOA	Workforce Innovation and Opportunity Act
YES	Youth Endowment Services
ZLD	Zero Liquid Discharge
ZTA	Zone Text Amendment