

**The Language of Local Government – Definition of Terms:**

**Agenda** – A list of items to be brought up at a meeting.

**Annexation** – The process by which a municipality, upon meeting certain requirements, expands its corporated limits.

**Bid** – Formal quotation, based on common specifications, for the provision of goods or services. Opened at public for meeting consideration and award.

**Budget** – A comprehensive financial plan to sustain municipal operations during a given year with related explanation.

**Buffer** – A strip of land, vegetation and/or opaque wall that sufficiently minimizes the physical or visual intrusion generated by an existing or future use.

**CDBG** - Community Development Block Grant

**Call for the question** – Term used to end the discussion and vote on the motion.

**Capital outlay** – Expenditures made to acquire fixed assets or additions to them usually made from the general fund or utility fund where the assets are to be used.

**Comp Plan** - Lady Lake Comprehensive Plan

**Conflict of interest** – A term used in connection with a public official's relationship to matters of private interest or personal gain and which prohibits participation in the discussion under decision.

**Consent agenda** – A policy of the governing body to approve, in one motion, routine and/or non-controversial items, which can be determined prior to the meeting.

**Contiguous** – Sharing a common boundary.

**Contingency** – An appropriation of funds to handle unexpected events and emergencies, which occur during the course of the fiscal year.

**CAFR** - Comprehensive Annual Financial Report

**DCA** - Department of Community Affairs

**DEP** - Department of Environmental Protection

**DPR** - Department of Professional Regulations

**DRI** - Development of Regional Impact

**Density** – The number of families, individuals, dwellings, units, or housing structures per unit of land.

**Development** – A physical change, exclusive of new construction and substantial improvement, to improved or unimproved real estate, including, but not limited to mining, dredging, filling, grading, paving, excavating or drilling operations.

**EAR** - Evaluation and Appraisals Report

**Easement** – An interest in land owned by another that entitles its holder to a specific limited use or enjoyment.

**Emergency measure** – An ordinance recognized by the legislative body as requiring immediate passage.

**FDOT**- Florida Department of Transportation

**FEMA** - Federal Emergency Management Agency

**FRDAP** - Florida Recreation Development Assistance Program

**General fund** – The general operating fund of the municipality used to account for all financial resources except those required to be accounted for in a special fund.

**Impact fees** – Set aside fees collected from developers to pay for infrastructure improvements. Monies used as new development further impacts the municipalities.

**Infrastructure** – The facilities and systems shared or used by all citizens such as transportation, water supply, wastewater and solid waste disposal systems.

**Intergovernmental agreements** – Contract between two or more public agencies for the joint exercise of powers common to the agencies.

**Intergovernmental revenues** – Revenues from other governments in the form of grants, entitlements, shared revenues, or payments in lieu of taxes.

**Jurisdiction** – The power, right, or authority to interpret and apply the law; the authority of a sovereign power to govern or legislate; the power or right to exercise authority, control; the limits or territory within which authority may be exercised.

**LDRs** - Lady Lake Land Development Regulations

**LPA** - Local Planning Agency

**Line item** – A specific item or group of similar items defined by detail in a unique account in the financial records. Revenue, expenditure and justifications are reviewed, anticipated and appropriated at this level.

**MPO** - Metropolitan Planning Organization

**Millage Rate** – The rate at which real and personal property is taxed, with one mill equal to \$1.00 per \$1,000 of assessed taxable value. For example, a property tax rate of 2.5 would mean a tax of \$2.50 per \$1,000 of assessed taxable value.

**NOPC** - Notice of Proposed Change

**NPDES** - National Pollutant Discharge Elimination System

**Non-conforming** – A use which does not comply with present zoning conditions but which existed lawfully and was created in good faith prior to the enactment of the zoning provisions.

**Ordinance** – An enforceable municipal law, statute or regulation, which applies to all citizens within that municipality; penalty provisions may apply.

**P & Z** - Planning and Zoning Board

**PD & E** - Planning, Development, and Environmental Study

**PUD** – Planned Unit Development

**Public hearing** – Provides citizens the opportunity to express their position on a specific issue, both pro and con, as mandated by either statute or by order of proper authority after due notice.

**Quasi-Judicial** – A governmental body that hears sworn testimony, obtains evidence and provides for cross-examination of witnesses, with the decision based solely on the evidence presented.

**Quorum** – The prescribed number of members of any body that must be present to legally transact business.

**RFP (Request for Proposals)** – Notice and related information from a municipality requesting proposals for professional services.

**Resolution** – A decision, opinion, policy or directive of a municipality expressed in a formally drafted document and voted upon.

**Right-of-way** – Strip of land owned by a government agency over which the public has right of passage, such as streets, parkways, medians, sidewalks, easements and driveways constructed thereon.

**SJRWMD** - St. John's River Water Management District

**SRF** - State Revolving Fund

**Sunshine Law** – Legislation providing that all meetings of public bodies shall be open to the public (a/k/a open public meeting law).

**TMDL** – Total Maximum Daily Load, which is the amount of contaminant allowable by the Department of Environmental Protection (DEP) in reference to stormwater runoff.

**TRC** - Technical Review Committee

**VCCDD** - Village Center Community Development District

**Vacate** – To annul; to set aside; to cancel or rescind.

**Variance** – Modification from the provisions of a zoning ordinance granted by a legislative body upon submission of an application and a hearing.