



INTERNAL SERVICE FUNDS

Internal Service Funds account for financing of goods or services provided to other county funds on a cost reimbursement basis. The accrual basis of accounting is used for *Internal Service Funds*.

Equipment Services Division – Purchases, maintains and repairs heavy equipment; and purchases materials needed to maintain county roadways. Rates for rental of equipment owned by the fund are intended to cover all costs of maintenance and repair, materials consumed, and future replacements. Roadway materials are billed at cost.

Information Services – Provides central computing and data processing services to all county departments. These services include design, development and implementation of new computer systems, as well as the maintenance and operation of existing systems. *Information Services* is also responsible for the maintenance and operation of county telecommunications systems. Funding is provided by user fees.

Facilities Management – Maintains and operates county buildings, including janitorial services, general maintenance and repairs, and grounds maintenance. User fees provide funding.

Radio Communications – Purchases, maintains and repairs the countywide microwave communications system, and associated radios and other hardware. Funding is provided by user fees.

Fleet Rental Services – Purchases, maintains and repairs county passenger vehicles. Rates for rental of vehicles owned by the fund are intended to cover all costs of maintenance and repair, materials and supplies consumed, and future replacements.

General Services – Provides and accounts for the following services to county government: office supplies, photocopying, printing, mail processing, routing, delivery services and records management. Funding is provided by user fees.

Self-Insurance – Manages county self-insurance activities, including purchasing of insurance coverage, payment of claim settlements, and minimization of potential loss exposure. Funding is provided by user fees based upon loss experience factors.

Workers Compensation – Administers employee safety and training programs in accordance with Washington Industrial Safety and Health Act of 1973, and the county self-insured workers compensation program as provided by the Industrial Insurance Act, Title 51, State of Washington. Funding is provided by premium charges to county departments.



Internal Service Funds
Combining Balance Sheet
 At December 31, 2004
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	<u>Equipment Services Division</u>	<u>Information Services</u>	<u>Facilities Management</u>
ASSETS			
Current Assets			
Cash In Treasury Pool	\$ 11,677,615	\$ 2,676,566	\$ 4,399,334
Accounts Receivable, Net	282	55,128	38,928
Due From Other Funds	1,050,538	517,654	213
Due From Other Governments	14,995	367	182
Interfund Loans Receivable, Current	24,527	-	-
Inventory, At Cost	1,183,693	7,257	142,957
Prepaid Expense	-	-	-
Total Current Assets	<u>13,951,650</u>	<u>3,256,972</u>	<u>4,581,614</u>
Noncurrent Assets And Deferred Charges			
Advances To Other Funds	<u>201,525</u>	<u>-</u>	<u>-</u>
Capital Assets			
Land	-	-	-
Buildings	-	-	-
Machinery And Equipment	27,371,901	4,968,104	596,799
Construction In Progress	-	3,111,392	-
Accumulated Depreciation	<u>(14,004,391)</u>	<u>(3,669,214)</u>	<u>(259,216)</u>
Total Capital Assets, Net	<u>13,367,510</u>	<u>4,410,282</u>	<u>337,583</u>
TOTAL ASSETS	<u>\$ 27,520,685</u>	<u>\$ 7,667,254</u>	<u>\$ 4,919,197</u>
LIABILITIES AND NET ASSETS			
LIABILITIES			
Current Liabilities			
Vouchers And Accounts Payable	\$ 485,252	\$ 594,015	\$ 642,311
Due To Other Funds	5,064	8,779	167,002
Due To Other Governments	-	661	-
Accrued Wages And Benefits Payable	162,126	1,036,527	321,584
Estimated Claims Settlements	-	-	-
Deferred Revenues	-	-	-
Total Current Liabilities	<u>652,442</u>	<u>1,639,982</u>	<u>1,130,897</u>
Noncurrent Liabilities			
Compensated Absences	<u>5,120</u>	<u>157,197</u>	<u>17,831</u>
TOTAL LIABILITIES	<u>657,562</u>	<u>1,797,179</u>	<u>1,148,728</u>
NET ASSETS			
Invested In Capital Assets	13,367,510	4,410,282	337,583
Unrestricted	13,495,613	1,459,793	3,432,886
TOTAL NET ASSETS	<u>26,863,123</u>	<u>5,870,075</u>	<u>3,770,469</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 27,520,685</u>	<u>\$ 7,667,254</u>	<u>\$ 4,919,197</u>



**Internal Service Funds
Combining Balance Sheet**
At December 31, 2004
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<u>Radio Communications</u>	<u>Fleet Rental Services</u>	<u>General Services</u>	<u>Self-Insurance</u>	<u>Workers Compensation</u>	<u>Total</u>
\$ 1,452,647	\$ 5,642,920	\$ 512,570	\$ 21,109,647	\$ 2,044,236	\$ 49,515,535
2,122	-	-	-	71,527	167,987
43,934	4,336	111,169	1,164	400,537	2,129,545
92	1,301	11,518	-	-	28,455
-	-	-	-	-	24,527
-	68,790	7,044	-	-	1,409,741
-	-	47,874	503,478	-	551,352
<u>1,498,795</u>	<u>5,717,347</u>	<u>690,175</u>	<u>21,614,289</u>	<u>2,516,300</u>	<u>53,827,142</u>
-	-	-	-	-	201,525
-	211,440	-	-	-	211,440
-	459,115	-	-	-	459,115
1,147,912	11,618,444	25,960	-	15,661	45,744,781
445,585	-	-	-	-	3,556,977
(413,508)	(6,338,711)	(17,969)	-	(12,232)	(24,715,241)
<u>1,179,989</u>	<u>5,950,288</u>	<u>7,991</u>	<u>-</u>	<u>3,429</u>	<u>25,257,072</u>
<u>\$ 2,678,784</u>	<u>\$ 11,667,635</u>	<u>\$ 698,166</u>	<u>\$ 21,614,289</u>	<u>\$ 2,519,729</u>	<u>\$ 79,285,739</u>
\$ 58,993	\$ 93,312	\$ 172,439	\$ 33,068	\$ 289,262	\$ 2,368,652
53,830	203	240	8,384	1,142	244,644
-	-	-	-	16,063	16,724
45,267	23,251	42,970	63,184	16,651	1,711,560
-	-	-	8,021,029	1,875,064	9,896,093
142,293	-	-	-	-	142,293
<u>300,383</u>	<u>116,766</u>	<u>215,649</u>	<u>8,125,665</u>	<u>2,198,182</u>	<u>14,379,966</u>
9,959	13,799	16,582	29,222	5,540	255,250
<u>310,342</u>	<u>130,565</u>	<u>232,231</u>	<u>8,154,887</u>	<u>2,203,722</u>	<u>14,635,216</u>
1,179,989	5,950,288	7,991	-	3,429	25,257,072
1,188,453	5,586,782	457,944	13,459,402	312,578	39,393,451
<u>2,368,442</u>	<u>11,537,070</u>	<u>465,935</u>	<u>13,459,402</u>	<u>316,007</u>	<u>64,650,523</u>
<u>\$ 2,678,784</u>	<u>\$ 11,667,635</u>	<u>\$ 698,166</u>	<u>\$ 21,614,289</u>	<u>\$ 2,519,729</u>	<u>\$ 79,285,739</u>



Internal Service Funds
Combining Statement Of Revenues, Expenses And Changes In Fund Net Assets
 For The Year Ended December 31, 2004

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	<u>Equipment Services Division</u>	<u>Information Services</u>	<u>Facilities Management</u>
Operating Revenues			
Charges For Services	\$ 10,086,750	\$ 14,119,355	\$ 9,569,518
Operating Expenses			
Personal Services	1,689,578	9,693,126	3,152,604
Materials And Supplies	4,392,414	1,603,534	495,760
System Support Service	715,250	2,929,861	5,282,349
Depreciation And Amortization	2,306,052	442,783	38,414
Insurance, Claims Settlements, And Other Charges	-	-	-
Total Operating Expenses	<u>9,103,294</u>	<u>14,669,304</u>	<u>8,969,127</u>
OPERATING INCOME (LOSS)	<u>983,456</u>	<u>(549,949)</u>	<u>600,391</u>
Nonoperating Revenues (Expenses)			
Interest Income	36,481	-	-
Intergovernmental Grants	-	-	-
Gain (Loss) On Disposal Of Equipment	307,308	(30,302)	-
Total Nonoperating Revenues (Expenses)	<u>343,789</u>	<u>(30,302)</u>	<u>-</u>
NET INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	1,327,245	(580,251)	600,391
Transfers In	498,273	304,941	-
Transfers Out	<u>-</u>	<u>(80,000)</u>	<u>(100,000)</u>
CHANGE IN NET ASSETS	1,825,518	(355,310)	500,391
TOTAL NET ASSETS - Beginning Of Year	<u>25,037,605</u>	<u>6,225,385</u>	<u>3,270,078</u>
TOTAL NET ASSETS - End Of Year	<u>\$ 26,863,123</u>	<u>\$ 5,870,075</u>	<u>\$ 3,770,469</u>



Internal Service Funds
Combining Statement Of Revenues, Expenses And Changes In Fund Net Assets
 For The Year Ended December 31, 2004
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<u>Radio Communications</u>	<u>Fleet Rental Services</u>	<u>General Services</u>	<u>Self-Insurance</u>	<u>Workers Compensation</u>	<u>Total</u>
\$ 1,597,271	\$ 3,360,049	\$ 2,849,853	\$ 7,046,064	\$ 2,218,862	\$ 50,847,722
452,008	232,071	450,008	484,937	176,372	16,330,704
902,109	1,130,101	1,948,453	13,866	11,123	10,497,360
236,433	232,618	372,422	954,758	275,238	10,998,929
73,158	1,577,545	4,111	-	2,062	4,444,125
-	-	-	2,788,862	2,271,155	5,060,017
<u>1,663,708</u>	<u>3,172,335</u>	<u>2,774,994</u>	<u>4,242,423</u>	<u>2,735,950</u>	<u>47,331,135</u>
<u>(66,437)</u>	<u>187,714</u>	<u>74,859</u>	<u>2,803,641</u>	<u>(517,088)</u>	<u>3,516,587</u>
2,778	-	-	-	-	39,259
188,853	-	-	-	-	188,853
-	(51,218)	-	-	-	225,788
<u>191,631</u>	<u>(51,218)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>453,900</u>
125,194	136,496	74,859	2,803,641	(517,088)	3,970,487
84,228	-	-	-	400,000	1,287,442
-	-	-	-	-	(180,000)
<u>209,422</u>	<u>136,496</u>	<u>74,859</u>	<u>2,803,641</u>	<u>(117,088)</u>	<u>5,077,929</u>
<u>2,159,020</u>	<u>11,400,574</u>	<u>391,076</u>	<u>10,655,761</u>	<u>433,095</u>	<u>59,572,594</u>
<u>\$ 2,368,442</u>	<u>\$ 11,537,070</u>	<u>\$ 465,935</u>	<u>\$ 13,459,402</u>	<u>\$ 316,007</u>	<u>\$ 64,650,523</u>



Internal Service Funds
Combining Statement Of Cash Flows
For The Year Ended December 31, 2004
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	<u>Equipment Services Division</u>	<u>Information Services</u>	<u>Facilities Management</u>
Cash Flows From Operating Activities:			
Cash Received From Customers	\$ 27,130	\$ 486,617	\$ 1,143,532
Cash Received For Interfund Services Provided	10,246,641	13,496,079	8,505,594
Cash Paid To Suppliers For Goods And Services	(5,116,349)	(3,389,260)	(4,903,050)
Cash Payments To Employees For Services And Benefits	(1,662,210)	(9,618,359)	(3,116,187)
Cash Payments For Interfund Services Used	(307,019)	(914,981)	(718,599)
Cash Paid For Insurance	-	-	-
Cash Paid For Claims Settlements	-	-	-
Net Cash Provided (Used) By Operating Activities	<u>3,188,193</u>	<u>60,096</u>	<u>911,290</u>
Cash Flows From Investing Activities:			
Interest Income	-	-	-
Net Cash Provided By Investing Activities	<u>-</u>	<u>-</u>	<u>-</u>
Cash Flows From Noncapital Financing Activities:			
Repayment Of Advances To Others Funds	661,540	-	-
Interfund Interest Income	391,629	-	-
Transfers In	-	-	-
Intergovernmental Grants	-	-	-
Net Cash Provided By Noncapital Financing Activities	<u>1,053,169</u>	<u>-</u>	<u>-</u>
Cash Flows From Capital And Related Financing Activities:			
Proceeds From Sale Of Capital Assets	552,663	-	-
Transfers In For Capital Purposes	498,273	304,941	-
Transfers Out For Capital Purposes	-	(80,000)	(100,000)
Acquisition Of Capital Assets	(2,414,823)	(397,176)	(50,602)
Net Cash Provided (Used) By Capital And Related Financing Activities	<u>(1,363,887)</u>	<u>(172,235)</u>	<u>(150,602)</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	2,877,475	(112,139)	760,688
CASH AND CASH EQUIVALENTS - Beginning Of Year	<u>8,800,140</u>	<u>2,788,705</u>	<u>3,638,646</u>
CASH AND CASH EQUIVALENTS - End Of Year	<u>\$ 11,677,615</u>	<u>\$ 2,676,566</u>	<u>\$ 4,399,334</u>



Internal Service Funds
Combining Statement Of Cash Flows
For The Year Ended December 31, 2004
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<u>Radio Communications</u>	<u>Fleet Rental Services</u>	<u>General Services</u>	<u>Self-Insurance</u>	<u>Workers Compensation</u>	<u>Total</u>
\$ 114,217	\$ 44,081	\$ 119,494	\$ -	\$ 48,131	\$ 1,983,202
1,456,536	3,712,502	2,739,876	7,296,041	2,070,989	49,524,258
(1,014,367)	(1,227,871)	(2,041,362)	(38,104)	(147,661)	(17,878,024)
(453,772)	(227,296)	(441,692)	(478,776)	(172,515)	(16,170,807)
(75,005)	(116,394)	(235,321)	(915,105)	(79,620)	(3,362,044)
-	-	-	(1,557,970)	(99,506)	(1,657,476)
-	-	-	(1,639,681)	(2,023,256)	(3,662,937)
<u>27,609</u>	<u>2,185,022</u>	<u>140,995</u>	<u>2,666,405</u>	<u>(403,438)</u>	<u>8,776,172</u>
<u>2,778</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,778</u>
<u>2,778</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,778</u>
-	-	-	-	-	661,540
-	-	-	-	-	391,629
58,548	-	-	-	400,000	458,548
<u>50,702</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>50,702</u>
<u>109,250</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>400,000</u>	<u>1,562,419</u>
-	690,642	-	-	-	1,243,305
25,680	-	-	-	-	828,894
-	-	-	-	-	(180,000)
<u>(18,518)</u>	<u>(1,534,799)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(4,415,918)</u>
<u>7,162</u>	<u>(844,157)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(2,523,719)</u>
146,799	1,340,865	140,995	2,666,405	(3,438)	7,817,650
<u>1,305,848</u>	<u>4,302,055</u>	<u>371,575</u>	<u>18,443,242</u>	<u>2,047,674</u>	<u>41,697,885</u>
<u>\$ 1,452,647</u>	<u>\$ 5,642,920</u>	<u>\$ 512,570</u>	<u>\$ 21,109,647</u>	<u>\$ 2,044,236</u>	<u>\$ 49,515,535</u>



Internal Service Funds
Combining Statement Of Cash Flows
 For The Year Ended December 31, 2004
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	Equipment Services Division	Information Services	Facilities Management
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:			
Operating Income (Loss)	\$ 983,456	\$ (549,949)	\$ 600,391
Adjustments To Reconcile Operating Income (Loss) To Net Cash Provided (Used) By Operating Activities:			
Depreciation	2,306,052	442,783	38,414
Decrease (Increase) In Assets:			
Receivables	40,604	(11,345)	51,552
Due From Other Funds	161,412	(127,048)	28,238
Due From Other Governments	(14,995)	1,734	(182)
Inventory	(128,156)	(1,480)	(17,116)
Prepaid Expense	-	-	-
Increase (Decrease) In Liabilities:			
Vouchers And Accounts Payable	(159,600)	250,227	112,376
Due To Other Funds	(27,948)	(20,254)	61,601
Due To Other Governments	-	661	(401)
Wages And Benefits Payable	112,853	667,875	226,925
Compensated Absences	(85,485)	(593,108)	(190,508)
Estimated Claims Settlements	-	-	-
Total Adjustments	2,204,737	610,045	310,899
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	\$ 3,188,193	\$ 60,096	\$ 911,290
TOTAL NONCASH INVESTING, CAPITAL AND FINANCING ACTIVITIES:			
Purchase Of Capital Assets On Account	\$ 204,668	\$ 55,913	\$ -



Internal Service Funds
Combining Statement Of Cash Flows
 For The Year Ended December 31, 2004
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<u>Radio Communications</u>	<u>Fleet Rental Services</u>	<u>General Services</u>	<u>Self-Insurance</u>	<u>Workers Compensation</u>	<u>Total</u>
\$ (66,437)	\$ 187,714	\$ 74,859	\$ 2,803,641	\$ (517,088)	\$ 3,516,587
73,158	1,577,545	4,111	-	2,062	4,444,125
(1,020)	4,709	-	-	37,404	121,904
(29,891)	391,131	5,995	249,977	(147,873)	531,941
4,393	694	3,522	-	-	(4,834)
-	3,296	1,936	-	-	(141,520)
-	-	5,318	(9,183)	-	(3,865)
(1,452)	15,583	40,045	8,018	88,758	353,955
50,622	(425)	(3,107)	8,104	(839)	67,754
-	-	-	-	(95,220)	(94,960)
28,268	15,279	27,734	44,169	11,095	1,134,198
(30,032)	(10,504)	(19,418)	(38,008)	(7,238)	(974,301)
-	-	-	(400,313)	225,501	(174,812)
<u>94,046</u>	<u>1,997,308</u>	<u>66,136</u>	<u>(137,236)</u>	<u>113,650</u>	<u>5,259,585</u>
<u>\$ 27,609</u>	<u>\$ 2,185,022</u>	<u>\$ 140,995</u>	<u>\$ 2,666,405</u>	<u>\$ (403,438)</u>	<u>\$ 8,776,172</u>
<u>\$ 13,816</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 274,397</u>

