Internal Service Funds

This section of the Comprehensive Annual Financial Report provides information on each individual internal service fund. Internal service funds are used by the City to centralize certain services and then allocate the cost of those services to the user departments on a cost reimbursement basis. User fund charges from internal service funds with capital assets typically consist of two components: a maintenance/service component and a capital replacement component. User fund charges from self-insurance internal service funds generally are based on claims experience of the user department.



INTERNAL SERVICE FUNDS

- <u>6010 Fleet/Equipment Management Fund</u> To account for equipment replacement resources which are derived from periodic charges to governmental operations to ensure timely replacement of equipment.
- <u>6020 Joint Helicopter Operation Fund</u> To account for resources and expenses for the operation of the Joint Law Enforcement Air Support Unit between City of Glendale and City of Burbank.
- <u>6030 ISD Infrastructure Fund</u> To account for technological equipment replacement resources which are derived from periodic charges to governmental operations to ensure timely replacement of the technological equipment.
- <u>6040 ISD Applications Fund</u> To account for major ISD Applications resources which are derived from periodic charges to governmental operations to ensure timely replacement of the major application software.
- 6070 Building Maintenance Fund To account for maintenance, repairs or services necessary to sustain facility
 operations at approximately one hundred City owned facilities.
- <u>6100 Unemployment Insurance Fund</u> To finance and account for unemployment claims. Resources are derived from unemployment insurance charges to various City operations. Unemployment claims are reimbursed to the State Employment Department which disburses the unemployment claims.
- 6120 Liability Insurance Fund To account for financing and disbursement of City self-insurance funds for
 uninsurable litigation activities, general liability and auto liability claims. Charges, in lieu of insurance premiums, are
 made periodically to City operations to provide the self-insurance resources.
- 6140 Compensation Insurance Fund To finance and account for the City's workers' compensation claims.
 Funding is derived from charges in lieu of actual premiums to various City operations to provide the self-insurance resources.
- 6150 Dental Insurance Fund To finance and account for the City's dental insurance program for its employees.
 Funding is derived from charges in lieu of actual premiums to various City operations to provide the self-insurance resources.
- 6160 Medical Insurance Fund To finance and account for the City's medical insurance program for its employees.
 Funding is derived from charges in lieu of actual premiums to various City operations to provide the self-insurance resources.
- 6170 Vision Insurance Fund To finance and account for the City's vision insurance program for its employees.
 Funding is derived from charges in lieu of actual premiums to various City operations to provide the self-insurance resources.
- <u>6400 Employee Benefits Fund</u> To account for the resources and the liability for employees' compensated absences (vacation and comp time).
- 6410 Retiree Health Savings Plan (RHSP) Benefits Fund To account for the resources and the liability for employees' sick leave conversion under RHSP plan.
- 6420 Post Employment Benefits Fund To account for the resources and the liability for all the benefits provided after the employees' separation from the City.
- 6600 ISD Wireless Fund To account for the operation of the citywide radio system, including maintenance, replacement and acquisition of equipment.

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Exhibit L-1 CITY OF GLENDALE Combining Statement of Net Position Internal Service Funds June 30, 2021 (amounts expressed in thousands)

	Fleet/Equipment			
	Management	Joint Helicopter	ISD Infrastructure	ISD Applications
	Fund	Operation Fund	Fund	Fund
ASSETS	- T dild	<u>operation rana</u>	T dild	- T dild
Current assets:				
Pooled cash and investments	\$ 3,685	\$ 5,045	\$ 1,735	\$ 7,905
Interest receivable	15	18	6	30
Accounts receivable, net	17	230	-	-
Inventories	454	200	_	_
Prepaid items	-	_	_	_
Total current assets	4,171	5,293	1,741	7,935
Noncurrent assets:	4,171	3,293	1,741	1,933
Capital assets, not being depreciated			67	754
	10.606	1 101		
Capital assets, net	19,626	1,194	4,070	5,616
Total noncurrent assets	19,626	1,194	4,137	6,370
Total assets	23,797	6,487	5,878	14,305
LIABILITIES				
Current liabilities:				
Accounts payable	498	15	437	160
Wages and benefits payable	336	10	234	183
Due to other funds	-	-	201	-
Claims payable	_	_	_	_
Compensated absences	_	_	_	_
Total current liabilities	834	25	671	343
Noncurrent liabilities:	004		071	
Claims payable				
Compensated absences	-	-	-	-
Total noncurrent liabilities				
Total liabilities	834	25	671	343
NET POSITION				
	40.404	4 404	4 000	0.007
Net investment in capital assets	19,491	1,194	4,029	6,297
Unrestricted	3,472	5,268	1,178	7,665
Total net position	\$ 22,963	<u>\$ 6,462</u>	\$ 5,207	<u>\$ 13,962</u>

Exhibit L-1 CITY OF GLENDALE Combining Statement of Net Position Internal Service Funds June 30, 2021 (amounts expressed in thousands)

	Buildi	Building		nt	Liability	Insurance	Compensation	
	Maintenan	ce Fund	Insurance Fur	nd	F	und	Insura	ance Fund
ASSETS					-			
Current assets:								
Pooled cash and investments	\$	1,906	\$	-	\$	21,556	\$	48,826
Interest receivable		7		-		80		181
Accounts receivable, net		4		6		436		1,171
Inventories		-		-		-		-
Prepaid items		<u>-</u>						
Total current assets		1,917		6		22,072		50,178
Noncurrent assets:								
Capital assets, not being depreciated		-		-		-		-
Capital assets, net		38				15		
Total noncurrent assets		38				15		_
Total assets		1,955		6		22,087		50,178
LIABILITIES								
Current liabilities:								
Accounts payable		375		17		122		21
Wages and benefits payable		225		_		21		297
Due to other funds		_	1	164		-		_
Claims payable		-		-		6,533		8,152
Compensated absences		-		-		-		_
Total current liabilities		600	1	181	-	6,676		8,470
Noncurrent liabilities:						<u> </u>		
Claims payable		-		-		13,582		46,428
Compensated absences					-			_
Total noncurrent liabilities					-	13,582		46,428
Total liabilities		600	1	181		20,258		54,898
NET POSITION								
Net investment in capital assets		38		-		15		-
Unrestricted		1,317		75 <u>)</u>		1,814		(4,720)
Total net position	\$	1,355	\$ (17	<u>75)</u>	\$	1,829	\$	(4,720)

Exhibit L-1 CITY OF GLENDALE Combining Statement of Net Position Internal Service Funds June 30, 2021 (amounts expressed in thousands)

		nsurance und		Insurance und	urance Vision Insurance Fund			ee Benefits Fund
ASSETS								
Current assets:								
Pooled cash and investments	\$	600	\$	2,450	\$	312	\$	19,268
Interest receivable		2		15		1		72
Accounts receivable, net		42		917		9		109
Inventories		-		-		-		-
Prepaid items				503				
Total current assets		644		3,885		322		19,449
Noncurrent assets:								
Capital assets, not being depreciated		-		-		-		-
Capital assets, net								-
Total noncurrent assets								-
Total assets		644		3,885		322		19,449
LIABILITIES								
Current liabilities:								
Accounts payable		97		770		13		-
Wages and benefits payable		-		-		-		319
Due to other funds		_		-		_		-
Claims payable		-		770		-		-
Compensated absences		-		_		-		2,434
Total current liabilities		97		1,540		13		2,753
Noncurrent liabilities:								<u> </u>
Claims payable		-		-		-		-
Compensated absences		-		-		-		16,424
Total noncurrent liabilities		-		_		-		16,424
Total liabilities		97		1,540		13		19,177
NET POSITION								
Net investment in capital assets								
Unrestricted		- 547		2,345		309		272
Total net position	\$	547	\$	2,345	\$	309	\$	272
i otal fiot position	Ψ	571	Ψ	∠,∪+∪	Ψ	503	Ψ	<u> </u>

Exhibit L-1 CITY OF GLENDALE Combining Statement of Net Position Internal Service Funds June 30, 2021 (amounts expressed in thousands)

ACCETC	Retiree Saving (RHSP) Fu	s Plan Benefits	Post Employ Benefits F			Vireless und		Il Internal
ASSETS								
Current assets: Pooled cash and investments	\$	19,274	\$	62	\$	4,067	\$	136,691
Interest receivable	Φ	19,274 71	Φ	02	Φ	4,067	Ф	512
Accounts receivable, net		73		39		-		3,053
Inventories		7.5		-		_		454
Prepaid items		_		_		_		503
Total current assets		19,418	-	101		4,081		141,213
Noncurrent assets:	-	10,110		101		1,001	-	111,210
Capital assets, not being depreciated		_		_		167		988
Capital assets, net		_		_		7,001		37,560
Total noncurrent assets		_		_		7,168		38,548
Total assets		19,418		101		11,249		179,761
LIABILITIES Current liabilities: Accounts payable		- 86		29		1,285 80		3,839
Wages and benefits payable Due to other funds		80		-		80		1,791 164
Claims payable		_		_		-		15,455
Compensated absences		1,077		_		_		3,511
Total current liabilities		1,163		29		1,365		24,760
Noncurrent liabilities:	-	1,100				1,000	-	21,700
Claims payable		_		_		_		60,010
Compensated absences		13,958		_		_		30,382
Total noncurrent liabilities	-	13,958		_		-		90,392
Total liabilities		15,121		29		1,365		115,152
NET POSITION								
Net investment in capital assets		_		_		6,506		37,570
Unrestricted		4,297		72		3,378		27,039
Total net position	\$	4,297	\$	72	\$	9,884	\$	64,609
	_							

Exhibit L-2 CITY OF GLENDALE Combining Statement of Revenues, Expenditures, and Changes in Net Position Internal Service Funds For the Year Ended June 30, 2021 (amounts expressed in thousands)

	Fleet/Equipment Management Fund		Management Joint Helicopter			ISD structure Fund	ISD Applications Fund		
OPERATING REVENUES									
Charges for services	\$	7,443	\$	1,455	\$	8,136	\$	6,445	
Miscellaneous revenue		6						3	
Total operating revenues		7,449		1,455		8,136		6,448	
OPERATING EXPENSES									
Maintenance and operation		10,190		1,100		8,772		7,074	
Claims and settlement		-		-		-		-	
Depreciation		3,481		103		818		36	
Amortization		-		-		44		813	
Total operating expenses		13,671		1,203		9,634		7,923	
Operating income (loss)		(6,222)		252		(1,498)		(1,475)	
NONOPERATING REVENUES (EXPENSES)									
Use of money and property		55		19		(30)		(9)	
Total nonoperating revenues (expenses)		55		19		(30)		(9)	
Income (loss)		(6,167)		271		(1,528)		(1,484)	
Change in net position		(6,167)		271		(1,528)		(1,484)	
Total net position - beginning	29,130			6,191		6,735		15,446	
Total net position - ending	\$	22,963	\$	6,462	\$	5,207	\$	13,962	

Exhibit L-2 CITY OF GLENDALE Combining Statement of Revenues, Expenditures, and Changes in Net Position Internal Service Funds For the Year Ended June 30, 2021 (amounts expressed in thousands)

	Building Maintenance Fund		•	Unemployment Insurance Fund		Liability Insurance Fund		pensation ance Fund
OPERATING REVENUES								
Charges for services	\$	6,980	\$	88	\$	6,576	\$	16,956
Miscellaneous revenue		-		115		49		2
Total operating revenues		6,980		203		6,625		16,958
OPERATING EXPENSES								
Maintenance and operation		7,731		11		1,681		4,028
Claims and settlement		-		261		13,527		11,298
Depreciation		1		_		· _		3
Amortization		-		-		_		-
Total operating expenses		7,732		272		15,208		15,329
Operating income (loss)		(752)		(69)		(8,583)		1,629
NONOPERATING REVENUES (EXPENSES)								
•		(20)		(6)		(16)		147
Use of money and property	-	(28)	-	(6)	-	(16)		147
Total nonoperating revenues (expenses) Income (loss)	-		-	(6) (75)	-	(8,599)		1,776
Change in net position	-	(780) (780)	-	(75)	-	(8,599)		1,776
Total net position - beginning		` ,		(100)				
		2,135				10,428		(6,496)
Total net position - ending	\$	1,355	\$	(175)	\$	1,829	\$	(4,720)

Exhibit L-2 CITY OF GLENDALE Combining Statement of Revenues, Expenditures, and Changes in Net Position Internal Service Funds For the Year Ended June 30, 2021 (amounts expressed in thousands)

	ental nce Fund	Medical Insurance Fund		Vision In Fu		ployee fits Fund
OPERATING REVENUES				-		
Charges for services	\$ 1,312	\$	24,650	\$	222	\$ 4,347
Miscellaneous revenue	 		87			
Total operating revenues	1,312		24,737		222	 4,347
OPERATING EXPENSES						
Maintenance and operation	65		1,154		19	48
Claims and settlement	1,248		23,520		202	6,772
Depreciation	-		-		-	-
Amortization						
Total operating expenses	1,313		24,674		221	 6,820
Operating income (loss)	 (1)		63		1	 (2,473)
NONOPERATING REVENUES (EXPENSES)						
Use of money and property	4		31		1	14
Total nonoperating revenues (expenses)	 4		31		1	14
Income (loss)	3		94		2	(2,459)
Change in net position	3		94		2	(2,459)
Total net position - beginning	544		2,251		307	 2,731
Total net position - ending	\$ 547	\$	2,345	\$	309	\$ 272

Exhibit L-2 CITY OF GLENDALE Combining Statement of Revenues, Expenditures, and Changes in Net Position Internal Service Funds For the Year Ended June 30, 2021 (amounts expressed in thousands)

	Savir (RHSF	ee Health ngs Plan P) Benefits Fund		nployment its Fund	 Vireless und		l Internal ce Funds
OPERATING REVENUES	_		_				
Charges for services	\$	1,064	\$	569	\$ 4,221	\$	90,464
Miscellaneous revenue		6			 254	1	522
Total operating revenues		1,070		569	 4,475		90,986
OPERATING EXPENSES							
Maintenance and operation		19		19	2,996		44,907
Claims and settlement		1,317		695	-		58,840
Depreciation		_		-	1,513		5,955
Amortization		_		-	· -		857
Total operating expenses		1,336		714	4,509		110,559
Operating income (loss)		(266)		(145)	(34)		(19,573)
NONOPERATING REVENUES (EXPENSES)							
Use of money and property		26		(2)	37		243
Total nonoperating revenues (expenses)		26		(2)	37		243
Income (loss)		(240)		(147)	3		(19,330)
Change in net position		(240)		(147)	3		(19,330)
Total net position - beginning		4,537		219	9,881		83,939
Total net position - ending	\$	4,297	\$	72	\$ 9,884	\$	64,609

Exhibit L-3 CITY OF GLENDALE Statement of Cash Flows Internal Service Funds For the Year Ended June 30, 2021 (amounts expressed in thousands)

	Fleet/Equipment Management Fund			lelicopter ion Fund			App	ISD lications Fund
CASH FLOWS FROM OPERATING ACTIVITIES Cash receipts from customers Payments to employees Payments to suppliers	\$	7,507 (5,016) (4,481)	\$	1,416 (153) (962)	\$	8,166 (3,684) (5,029)	\$	6,632 (2,596) (4,467)
Net cash provided (used) by operating activities		(1,990)		301		(547)		(431)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES Amounts received (paid) to other funds Net cash provided (used) by noncapital financing				<u>-</u> _				<u> </u>
activities	-				-			
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES								
Acquisition of capital assets Proceeds from sales of capital assets Net cash provided (used) by capital and related		(4,622) 231		4		(548)		(866)
financing activities		(4,391)		4		(548)		(866)
CASH FLOWS FROM INVESTING ACTIVITIES Interest received (changed due to GASB 31) Net increase (decrease) in cash and cash equivalents		(139) (6,520)		19 324		(22)		5 (1,292)
Balances - beginning of year		10,205		4,721		2,852		9,197
Balances - end of the year		3,685		5,045		1,735		7,905
Reconciliation of operating income (loss) to net cash provided (used) by operating activities: Operating Income (loss) Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:		(6,222)		252		(1,498)		(1,475)
Depreciation Amortization		3,481 -		103		818 44		36 813
(Increase) Decrease Accounts receivable, net		58		(39)		30		184
(Increase) Decrease Inventories		(255)		-		-		-
(Increase) Decrease Prepaid expenses Increase (Decrease) Accrued wages payable		1,617 (15)		- 1		(13)		- 14
Increase (Decrease) Compensated absences		(10)		-		(10)		
Increase (Decrease) Accounts payable		(654)		(16)		72		(3)
Increase (Decrease) Claims payable Net cash provided (used) by operating activities	Ф.	(1,990)	\$	301	\$	(547)	\$	(431)
iver cash provided (used) by operating activities	\$	(1,990)	Ψ	301	Ψ	(347)	Ψ	(431)

Exhibit L-3 CITY OF GLENDALE Statement of Cash Flows Internal Service Funds For the Year Ended June 30, 2021 (amounts expressed in thousands)

	Building Maintenance Unemployment Fund Insurance Fund		Ins	iability surance Fund	npensation surance Fund	
CASH FLOWS FROM OPERATING ACTIVITIES Cash receipts from customers Payments to employees Payments to suppliers	\$	6,984 (3,414) (4,494)	\$ 200 - (484)	\$	11,893 (357) (13,393)	\$ 16,959 (2,496) (11,272)
Net cash provided (used) by operating activities		(924)	 (284)		(1,857)	 3,191
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES			164			
Amounts received (paid) to other funds Net cash provided (used) by noncapital financing			 164			
activities			 164			
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES						
Acquisition of capital assets		(30)	-		(15)	-
Proceeds from sales of capital assets Net cash provided (used) by capital and related			 			
financing activities		(30)	_		(15)	
CASH FLOWS FROM INVESTING ACTIVITIES Interest received (changed due to GASB 31) Net increase (decrease) in cash and cash equivalents Balances - beginning of year Balances - end of the year		(20) (974) 2,880 1,906	(6) (126) 126		20 (1,852) 23,408 21,556	 3,383 45,443 48,826
Reconciliation of operating income (loss) to net cash provided (used) by operating activities: Operating Income (loss) Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:		(752)	(69)		(8,583)	1,629
Depreciation Amortization		1	-		-	3
(Increase) Decrease Accounts receivable, net (Increase) Decrease Inventories		4	(3)		47 -	2
(Increase) Decrease Prepaid expenses		-	-		-	-
Increase (Decrease) Accrued wages payable		(11)	-		1	(25)
Increase (Decrease) Compensated absences Increase (Decrease) Accounts payable Increase (Decrease) Claims payable		(166) -	 (212)		- 17 6,661	 - 13 1,569
Net cash provided (used) by operating activities	\$	(924)	\$ (284)	\$	(1,857)	\$ 3,191

Exhibit L-3 CITY OF GLENDALE Statement of Cash Flows Internal Service Funds For the Year Ended June 30, 2021 (amounts expressed in thousands)

	Dental Insurance Fund		In	ledical surance Fund	Insu	sion rance und		ployee fits Fund
CASH FLOWS FROM OPERATING ACTIVITIES Cash receipts from customers Payments to employees	\$	1,316 -	\$	24,749	\$	223	\$	4,544 (5,275)
Payments to suppliers		(1,294)		(24,556)		(221)		(22)
Net cash provided (used) by operating activities		22		193		2		(753)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES								
Amounts received (paid) to other funds Net cash provided (used) by noncapital financing activities								
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES								
Acquisition of capital assets		-		-		-		-
Proceeds from sales of capital assets								
Net cash provided (used) by capital and related financing activities								
CASH FLOWS FROM INVESTING ACTIVITIES Interest received (changed due to GASB 31) Net increase (decrease) in cash and cash		4		29		1		42
equivalents		26		222		3		(711)
Balances - beginning of year		574		2,228		309		19,979
Balances - end of the year		600		2,450		312		19,268
Reconciliation of operating income (loss) to net cash provided (used) by operating activities: Operating Income (loss) Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:		(1)		63		1		(2,473)
Depreciation		_		_		_		_
Amortization		-		-		-		-
(Increase) Decrease Accounts receivable, net (Increase) Decrease Inventories		4		12 -		1 -		197 -
(Increase) Decrease Prepaid expenses		-		43		-		-
Increase (Decrease) Accrued wages payable		-		-		-		(67)
Increase (Decrease) Compensated absences		- 40		- 76		-		1,590
Increase (Decrease) Accounts payable Increase (Decrease) Claims payable		19		76 (1)		-		-
Net cash provided (used) by operating activities	\$	22	\$	193	\$	2	\$	(753)
Not oddir provided (dded) by operating activities	Ψ		Ψ	133	Ψ		Ψ	(100)

Exhibit L-3 CITY OF GLENDALE Statement of Cash Flows Internal Service Funds For the Year Ended June 30, 2021 (amounts expressed in thousands)

	Retiree Health Savings Plan (RHSP) Benefits Fund	Post Employment Benefits Fund	ISD Wireless Fund	Total Internal Service Funds
CASH FLOWS FROM OPERATING ACTIVITIES Cash receipts from customers Payments to employees	\$ 1,112	\$ 597	\$ 4,536 (1,163)	\$ 96,834 (24,154)
Payments to suppliers Net cash provided (used) by operating activities	(1,073)	(711) (114)	(666) 2,707	(73,125) (445)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES				404
Amounts received (paid) to other funds Net cash provided (used) by noncapital financing activities	<u>-</u>		<u>-</u>	164
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Acquisition of capital assets Proceeds from sales of capital assets			(1,530)	(7,611) 235
Net cash provided (used) by capital and related financing activities			(1,530)	(7,376)
CASH FLOWS FROM INVESTING ACTIVITIES Interest received (changed due to GASB 31) Net increase (decrease) in cash and cash	50	(1)	36	210
equivalents Balances - beginning of year Balances - end of the year	89 19,185 19,274	(115) 177 62	1,213 2,854 4,067	(7,447) 144,138 136,691
Reconciliation of operating income (loss) to net cash provided (used) by operating activities:	(222)	(4.45)	(0.1)	(40.570)
Operating Income (loss) Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:	(266)	(145)	(34)	(19,573)
Depreciation Amortization	-	-	1,513	5,955 857
(Increase) Decrease Accounts receivable, net (Increase) Decrease Inventories	41	28	62 -	628 (255)
(Increase) Decrease Prepaid expenses Increase (Decrease) Accrued wages payable Increase (Decrease) Compensated absences	- - -	-	(8)	1,660 (123) 1,590
Increase (Decrease) Accounts payable Increase (Decrease) Claims payable	264 	3	1,174	587 8,229
Net cash provided (used) by operating activities	\$ 39	\$ (114)	\$ 2,707	\$ (445)