

**Delaware Manufactured Home Relocation Authority**  
**Financial Summary – Cash Basis**  
**April 2017**

**Revenues**

The Delaware Manufactured Home Relocation Authority (the Authority), has a Trust Fund administered by the Delaware Division of Revenue. As shown on page 3, assessments collected during March 2017 totaled \$245,854.90 and \$0.00 arbitration fees collected. Additionally, \$6,738.59 in interest was posted to the Trust Fund in April 2017 for cash held during March 2017.

For the fiscal year, total assessments collected totaled \$1,156,592.85, arbitration fees collected totaled \$6,224.00 and interest received totaled \$61,263.09 (page 4).

Since inception on April 1, 2004, the Authority has collected assessments totaling \$10,909,199.65, total interest received is \$507,502.95, arbitration fees collected is \$16,974.00, and total special collections are \$8,050.00 (page 5).

**Expenditures**

The Authority paid \$0.00 of relocation assistance during April 2017. The Authority paid personnel costs and bills for professional services, office expenses, and utilities during April 2017 totaling \$24,232.48 (page 3).

For the fiscal year, the Authority has paid \$299,000.00 of relocation assistance; \$37,368.18 in personnel costs; \$8,556.61 in occupancy costs; and \$93,079.54 in general and administrative costs (page 4).

Since inception on April 1, 2004, the Authority has paid \$2,169,766.62 of relocation costs; \$340,197.88 in personnel costs; \$67,849.13 in occupancy costs; and \$1,016,025.91 in general and administrative costs, of which \$500.00 was used to set up a petty cash account for daily incidentals (page 5).

**Net Position – Cash Basis - at April 30, 2017:**

Trust Fund - \$7,829,711.21

Operating Fund – \$18,154.77

Petty Cash - \$21.08

**Delaware Manufactured Housing Relocation Authority**  
**Statement of Assets, Liabilities and Net Position - Cash Basis**  
**As of April 30, 2017**

**ASSETS**

Current Assets	
Checking/Savings	
Petty Cash	\$ 21.08
Trust Fund	7,829,711.21
WSFS Checking	<u>18,154.77</u>
TOTAL ASSETS	<u><u>\$ 7,847,887.06</u></u>

**LIABILITIES & NET POSITION**

Total Liabilities	<u>-</u>
Net Position	
Net Position - Prior Years	\$ 7,061,811.45
Net Increase - Current Year	<u>786,075.61</u>
Total Net Position	<u>7,847,887.06</u>
TOTAL LIABILITIES & NET POSITION	<u><u>\$ 7,847,887.06</u></u>

**Delaware Manufactured Home Relocation Authority**  
**Statements of Revenue, Expenditures and Changes in Net Position - Cash Basis**

	<b>April 2017</b>			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
<b>REVENUES:</b>				
Assessments	\$ 245,854.90	\$ -	\$ -	\$ 245,854.90
Arbitration fees	-	-	-	-
Interest income	6,738.59	-	-	6,738.59
<b>TOTAL REVENUES</b>	<b>252,593.49</b>	<b>-</b>	<b>-</b>	<b>252,593.49</b>
<b>DRAWS</b>				
			-	-
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	-	-	-	-
Payments for non-relocatable homes	-	-	-	-
Payments for abandoned homes	-	-	-	-
<b>Total program services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	3,648.00	-	3,648.00
Wages - Compliance	-	-	-	-
Payroll Taxes	-	293.93	-	293.93
<b>Total personnel</b>	<b>-</b>	<b>3,941.93</b>	<b>-</b>	<b>3,941.93</b>
Occupancy				
Rent	-	570.00	-	570.00
Utilities	-	213.63	-	213.63
<b>Total occupancy</b>	<b>-</b>	<b>783.63</b>	<b>-</b>	<b>783.63</b>
General and administrative				
Accounting and auditing fees	-	9,200.00	-	9,200.00
Advertising	-	259.00	-	259.00
Bank services charges	-	-	-	-
Bookkeeping & payroll processing	-	590.00	-	590.00
Consulting fees	-	-	-	-
Copying	-	-	-	-
Legal fees	-	3,711.50	-	3,711.50
Arbitration costs	-	5,262.50	-	5,262.50
Office expenses	-	5.00	-	5.00
Travel - Administrative	-	-	-	-
Travel - Compliance	-	-	-	-
Postage	-	369.08	109.84	478.92
Supplies	-	-	-	-
<b>Total general and administrative</b>	<b>-</b>	<b>19,397.08</b>	<b>109.84</b>	<b>19,506.92</b>
<b>Total support services</b>	<b>-</b>	<b>24,122.64</b>	<b>109.84</b>	<b>24,232.48</b>
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>24,122.64</b>	<b>109.84</b>	<b>24,232.48</b>
<b>CHANGE IN NET POSITION</b>	<b>252,593.49</b>	<b>(24,122.64)</b>	<b>(109.84)</b>	<b>228,361.01</b>
<b>BEGINNING NET POSITION</b>	<b>7,577,117.72</b>	<b>42,277.41</b>	<b>130.92</b>	<b>7,619,526.05</b>
<b>ENDING NET POSITION</b>	<b>\$ 7,829,711.21</b>	<b>\$ 18,154.77</b>	<b>\$ 21.08</b>	<b>\$ 7,847,887.06</b>

**Delaware Manufactured Home Relocation Authority**  
**Statements of Revenue, Expenditures and Changes in Net Position - Cash Basis**

**July 2016 - April 2017**

	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
<b>REVENUES:</b>				
Assessments	\$ 1,156,592.85	\$ -	\$ -	\$ 1,156,592.85
Arbitration fees	-	6,224.00	-	6,224.00
Interest Income	61,263.09	-	-	61,263.09
<b>TOTAL REVENUES</b>	<b>1,217,855.94</b>	<b>6,224.00</b>	<b>-</b>	<b>1,224,079.94</b>
<b>DRAWS</b>	<b>(116,000.00)</b>	<b>115,500.00</b>	<b>500.00</b>	<b>-</b>
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	75,500.00	-	-	75,500.00
Payments for non-relocatable homes	16,500.00	-	-	16,500.00
Payments for abandoned homes	207,000.00	-	-	207,000.00
<b>Total program services</b>	<b>299,000.00</b>	<b>-</b>	<b>-</b>	<b>299,000.00</b>
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	34,506.21	-	34,506.21
Wages - Compliance	-	-	-	-
Payroll Taxes	-	2,861.97	-	2,861.97
<b>Total personnel</b>	<b>-</b>	<b>37,368.18</b>	<b>-</b>	<b>37,368.18</b>
Occupancy				
Rent	-	5,700.00	-	5,700.00
Utilities	-	2,856.61	-	2,856.61
<b>Total occupancy</b>	<b>-</b>	<b>8,556.61</b>	<b>-</b>	<b>8,556.61</b>
General and administrative				
Accounting and auditing fees	-	18,734.60	-	18,734.60
Advertising	-	705.00	-	705.00
Bank services charges	-	15.00	-	15.00
Bookkeeping & payroll processing	-	6,002.61	-	6,002.61
Consulting fees	-	-	-	-
Copying	-	-	-	-
Legal fees	-	18,609.95	-	18,609.95
Arbitration costs	-	40,699.14	-	40,699.14
Office expenses	-	4,589.80	-	4,589.80
Travel - Administrative	-	960.77	-	960.77
Travel - Compliance	-	-	-	-
Postage	-	416.08	687.50	1,103.58
Supplies	-	1,560.64	98.45	1,659.09
<b>Total general and administrative</b>	<b>-</b>	<b>92,293.59</b>	<b>785.95</b>	<b>93,079.54</b>
<b>Total support services</b>	<b>-</b>	<b>138,218.38</b>	<b>785.95</b>	<b>139,004.33</b>
<b>TOTAL EXPENDITURES</b>	<b>299,000.00</b>	<b>138,218.38</b>	<b>785.95</b>	<b>438,004.33</b>
<b>CHANGE IN NET POSITION</b>	<b>802,855.94</b>	<b>(16,494.38)</b>	<b>(285.95)</b>	<b>786,075.61</b>
<b>BEGINNING NET POSITION</b>	<b>7,026,855.27</b>	<b>34,649.15</b>	<b>307.03</b>	<b>7,061,811.45</b>
<b>ENDING NET POSITION</b>	<b>\$ 7,829,711.21</b>	<b>\$ 18,154.77</b>	<b>\$ 21.08</b>	<b>\$ 7,847,887.06</b>

**Delaware Manufactured Home Relocation Authority**  
**Statement of Revenues, Expenditures and Changes in Net Position - Cash Basis**

	<b>Fund-to-Date</b>			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash*	Total
<b>REVENUES:</b>				
Assessments	\$ 10,904,699.65	\$ 4,500.00	\$ -	\$ 10,909,199.65
Arbitration fees	-	16,974.00	-	16,974.00
Special collection	-	8,050.00	-	8,050.00
Interest Income	<u>507,502.95</u>	<u>-</u>	<u>-</u>	<u>507,502.95</u>
<b>TOTAL REVENUES</b>	<b>11,412,202.60</b>	<b>29,524.00</b>	<b>-</b>	<b>11,441,726.60</b>
<b>DRAWS</b>	<b>(1,428,750.00)</b>	<b>1,422,933.84</b>	<b>5,816.16</b>	<b>-</b>
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	1,507,114.59	931.91	-	1,508,046.50
Payments for non-relocatable homes	313,533.50	18,620.30	-	332,153.80
Payments for abandoned homes	<u>328,893.30</u>	<u>673.02</u>	<u>-</u>	<u>329,566.32</u>
Total program services	2,149,541.39	20,225.23	-	2,169,766.62
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	271,631.05	-	271,631.05
Wages - Compliance	-	41,811.25	-	41,811.25
Payroll Taxes	<u>-</u>	<u>26,755.58</u>	<u>-</u>	<u>26,755.58</u>
Total personnel	-	340,197.88	-	340,197.88
Occupancy				
Rent	-	43,850.58	-	43,850.58
Utilities	<u>-</u>	<u>23,998.55</u>	<u>-</u>	<u>23,998.55</u>
Total occupancy	-	67,849.13	-	67,849.13
General and administrative				
Accounting fees	-	316,794.68	-	316,794.68
Advertising	-	1,443.00	-	1,443.00
Bank services charges	-	159.50	-	159.50
Bookkeeping & payroll processing	-	158,061.05	-	158,061.05
Consulting fees	4,200.00	11,145.00	-	15,345.00
Copying	-	631.63	61.52	693.15
Legal fees	-	345,928.56	-	345,928.56
Arbitration costs	-	96,079.53	-	96,079.53
Office expenses	-	24,577.74	287.32	24,865.06
Travel - Administrative	-	14,517.77	13.75	14,531.52
Travel - Compliance	-	21,064.23	-	21,064.23
Postage	-	5,530.90	4,060.92	9,591.82
Supplies	<u>-</u>	<u>10,097.24</u>	<u>1,371.57</u>	<u>11,468.81</u>
Total general and administrative	4,200.00	1,006,030.83	5,795.08	1,016,025.91
Total support services	<u>4,200.00</u>	<u>1,414,077.84</u>	<u>5,795.08</u>	<u>1,424,072.92</u>
<b>TOTAL EXPENDITURES</b>	<b>2,153,741.39</b>	<b>1,434,303.07</b>	<b>5,795.08</b>	<b>3,593,839.54</b>
<b>CHANGE IN NET POSITION</b>	<b>7,829,711.21</b>	<b>18,154.77</b>	<b>21.08</b>	<b>7,847,887.06</b>
<b>BEGINNING NET POSITION</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ENDING NET POSITION</b>	<b>\$ 7,829,711.21</b>	<b>\$ 18,154.77</b>	<b>\$ 21.08</b>	<b>\$ 7,847,887.06</b>

\* Petty cash statistics are only available from September 2010 - current period.

**Delaware Manufactured Home Relocation Trust Fund  
Account Summary**

**Balance:** \$7,829,711.21

Date	Explanation	Revenue/Interest	Expenses	Balance
		Debit	Credit	
7/1/2016	Deposit - June Interest	\$5,165.46		\$7,032,020.73
7/29/2016	Deposit	\$263,866.43		\$7,295,887.16
8/1/2016	Deposit - July Interest	\$5,625.16		\$7,301,512.32
8/1/2016	Marshall & Bailey (Relocation & Setup)		\$24,000.00	\$7,277,512.32
8/1/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$8,000.00	\$7,269,512.32
8/31/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$8,000.00	\$7,261,512.32
8/31/2016	Deposit	\$22,061.25		\$7,283,573.57
9/1/2016	Deposit - August Interest	\$6,153.82		\$7,289,727.39
9/13/2016	Bradie & Joann Worthy (Non-Relocatable)		\$4,500.00	\$7,285,227.39
9/20/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$27,500.00	\$7,257,727.39
9/29/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup) <b>VOID</b>	\$27,500.00		\$7,285,227.39
9/30/2016	Deposit	\$10,887.50		\$7,296,114.89
10/1/2016	Deposit - September Interest	\$5,758.82		\$7,301,873.71
10/3/2016	Marshall & Bailey (Relocation & Setup)		\$16,000.00	\$7,285,873.71
10/3/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$11,500.00	\$7,274,373.71
10/19/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup) <b>VOID</b>	\$11,500.00		\$7,285,873.71
10/19/2016	Marshall & Bailey (Relocation & Setup)		\$11,500.00	\$7,274,373.71
10/19/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$8,000.00	\$7,266,373.71
10/19/2016	Ruthie May Scott (Non-Relocatable)		\$4,000.00	\$7,262,373.71
10/31/2016	Deposit	\$265,890.17		\$7,528,263.88
11/1/2016	Deposit - October Interest	\$6,080.57		\$7,534,344.45
11/15/2016	Withdrawal to Operating Account		\$40,000.00	\$7,494,344.45
11/16/2016	St. Jones Landing, LLC (Removal and Disposal)		\$6,000.00	\$7,488,344.45
11/30/2016	Deposit	\$30,695.37		\$7,519,039.82
12/1/2016	Deposit - December Interest	\$5,827.31		\$7,524,867.13
12/29/2016	Glasgow Court Enterprises (Removal and Disposal)		\$147,000.00	\$7,377,867.13
12/29/2016	Levi Fisher (Non-Relocatable)		\$4,000.00	\$7,373,867.13
12/29/2016	St. Jones Landing, LLC (Removal and Disposal)		\$6,000.00	\$7,367,867.13
12/31/2016	Deposit	\$13,715.00		\$7,381,582.13
1/1/2017	Deposit - December Interest	\$6,370.33		\$7,387,952.46
1/11/2017	Judith McNamire (Non-Relocatable)		\$4,000.00	\$7,383,952.46
1/11/2017	Glasgow Court Enterprises (Removal and Disposal)		\$48,000.00	\$7,335,952.46
1/31/2017	Deposit	\$261,500.23		\$7,597,452.69
2/1/2017	Deposit - January Interest	\$6,890.94		\$7,604,343.63
2/27/2017	Withdrawal to Operating Account		\$36,000.00	\$7,568,343.63
2/28/2017	Deposit	\$20,154.50		\$7,588,498.13
3/1/2017	Deposit - February Interest	\$6,652.09		\$7,595,150.22
3/23/2017	Withdrawal to Operating Account		\$40,000.00	\$7,555,150.22
3/31/2017	Deposit	\$21,967.50		\$7,577,117.72
4/1/2017	Deposit - March Interest	\$6,738.59		\$7,583,856.31
4/30/2017	Deposit	\$245,854.90		\$7,829,711.21