

**Delaware Manufactured Home Relocation Authority**  
**Financial Summary – Cash Basis**  
**August 2015**

**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 August 2015 totaled \$31,993.00. Additionally, \$3,197.97 in interest was posted to the Trust Fund in August 2015 for cash held during July 2015.

For the fiscal year, total assessments collected are \$294,744.92, arbitration fees received is \$0, and total interest received is \$6,042.44 (page 4).

Since inception on April 1, 2004, the Authority has collected assessments totaling \$8,823,537.49, total interest received is \$409,697.88, arbitration fees collected is \$8,000.00, and total special collections are \$8,050.00 (page 5).

**Expenditures**

The Authority paid \$116,500.00 of relocation assistance during August 2015. The Authority paid personnel costs and bills for professional services, office expenses, and utilities during August 2015 totaling \$13,349.08 (page 3).

For the fiscal year, the Authority has paid \$249,168.09 of relocation assistance; \$5,984.67 in personnel costs; \$1,604.60 in occupancy costs; and \$10,988.33 in general and administrative costs (page 4).

Since inception on April 1, 2004, the Authority has paid \$1,389,000.23 of relocation costs; \$270,619.76 in personnel costs; \$51,143.30 in occupancy costs; and \$865,725.43 in general and administrative costs, of which \$500.00 was used to set up a petty cash account for daily incidentals (page 5).

**Net Assets – Cash Basis - at August 31, 2015:**

Trust Fund - \$6,662,337.35

Operating Fund - \$10,185.00

Petty Cash - \$274.30

Delaware Manufactured Housing Relocation Authority  
Statement of Assets, Liabilities and Net Assets - Cash Basis  
As of August 31, 2015

ASSETS

Current Assets

Checking/Savings

Petty Cash

\$ 274.30

Trust Fund

6,662,337.35

WSFS Checking

10,185.00

TOTAL ASSETS

\$ 6,672,796.65

LIABILITIES & EQUITY

Total Liabilities

-

Net Assets

Net Assets - Prior Years

\$ 6,639,754.98

Net Increase - Current Year

33,041.67

Total Equity

6,672,796.65

TOTAL LIABILITIES & NET ASSETS

\$ 6,672,796.65

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

	<b>August 2015</b>			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
<b>REVENUES:</b>				
Assessments	\$ 31,993.00	\$ -	-	\$ 31,993.00
Arbitration fees	-	-	-	-
Interest income	3,197.97	-	-	3,197.97
<b>TOTAL REVENUES</b>	<b>35,190.97</b>	<b>-</b>	<b>-</b>	<b>35,190.97</b>
<b>DRAWS</b>				
	-	-	-	-
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	108,500.00	-	-	108,500.00
Payments for non-relocatable homes	3,500.00	-	-	3,500.00
Payments for abandoned homes	4,500.00	-	-	4,500.00
<b>Total program services</b>	<b>116,500.00</b>	<b>-</b>	<b>-</b>	<b>116,500.00</b>
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	2,181.00	-	2,181.00
Wages - Compliance	-	-	-	-
Payroll Taxes	-	167.55	-	167.55
<b>Total personnel</b>	<b>-</b>	<b>2,348.55</b>	<b>-</b>	<b>2,348.55</b>
Occupancy				
Rent	-	570.00	-	570.00
Utilities	-	224.58	-	224.58
<b>Total occupancy</b>	<b>-</b>	<b>794.58</b>	<b>-</b>	<b>794.58</b>
General and administrative				
Accounting and auditing fees	-	2,331.00	-	2,331.00
Bank services charges	-	-	-	-
Bookkeeping & payroll processing	-	570.00	-	570.00
Copying	-	-	-	-
Legal fees	-	1,617.50	-	1,617.50
Arbitration costs	-	5,235.00	-	5,235.00
Office expenses	-	5.00	-	5.00
Travel - Administrative	-	242.10	-	242.10
Travel - Compliance	-	-	-	-
Postage	-	63.84	15.74	79.58
Supplies	-	114.99	10.78	125.77
<b>Total general and administrative</b>	<b>-</b>	<b>10,179.43</b>	<b>26.52</b>	<b>10,205.95</b>
<b>Total support services</b>	<b>-</b>	<b>13,322.56</b>	<b>26.52</b>	<b>13,349.08</b>
<b>TOTAL EXPENDITURES</b>	<b>116,500.00</b>	<b>13,322.56</b>	<b>26.52</b>	<b>129,849.08</b>
<b>CHANGE IN NET ASSETS</b>	<b>(81,309.03)</b>	<b>(13,322.56)</b>	<b>(26.52)</b>	<b>(94,658.11)</b>
<b>BEGINNING NET ASSETS</b>	<b>6,743,646.38</b>	<b>23,507.56</b>	<b>300.82</b>	<b>6,767,454.76</b>
<b>ENDING NET ASSETS</b>	<b>\$ 6,662,337.35</b>	<b>\$ 10,185.00</b>	<b>\$ 274.30</b>	<b>\$ 6,672,796.65</b>

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

	<b>July 2015 - June 2016</b>			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
<b>REVENUES:</b>				
Assessments	\$ 294,744.92	\$ -	\$ -	\$ 294,744.92
Arbitration fees	-	-	-	-
Interest Income	6,042.44	-	-	6,042.44
<b>TOTAL REVENUES</b>	<b>300,787.36</b>	<b>-</b>	<b>-</b>	<b>300,787.36</b>
<b>DRAWS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	218,600.00	-	-	218,600.00
Payments for non-relocatable homes	24,568.09	-	-	24,568.09
Payments for abandoned homes	6,000.00	-	-	6,000.00
<b>Total program services</b>	<b>249,168.09</b>	<b>-</b>	<b>-</b>	<b>249,168.09</b>
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	5,556.00	-	5,556.00
Wages - Compliance	-	-	-	-
Payroll Taxes	-	428.67	-	428.67
<b>Total personnel</b>	<b>-</b>	<b>5,984.67</b>	<b>-</b>	<b>5,984.67</b>
Occupancy				
Rent	-	1,140.00	-	1,140.00
Utilities	-	464.60	-	464.60
<b>Total occupancy</b>	<b>-</b>	<b>1,604.60</b>	<b>-</b>	<b>1,604.60</b>
General and administrative				
Accounting and auditing fees	-	2,331.00	-	2,331.00
Bank services charges	-	-	-	-
Bookkeeping & payroll processing	-	1,177.69	-	1,177.69
Copying	-	-	-	-
Legal fees	-	1,617.50	-	1,617.50
Arbitration costs	-	5,235.00	-	5,235.00
Office expenses	-	16.00	-	16.00
Travel - Administrative	-	254.96	-	254.96
Travel - Compliance	-	-	-	-
Postage	-	63.84	15.74	79.58
Supplies	-	265.82	10.78	276.60
<b>Total general and administrative</b>	<b>-</b>	<b>10,961.81</b>	<b>26.52</b>	<b>10,988.33</b>
<b>Total support services</b>	<b>-</b>	<b>18,551.08</b>	<b>26.52</b>	<b>18,577.60</b>
<b>TOTAL EXPENDITURES</b>	<b>249,168.09</b>	<b>18,551.08</b>	<b>26.52</b>	<b>267,745.69</b>
<b>CHANGE IN NET ASSETS</b>	<b>51,619.27</b>	<b>(18,551.08)</b>	<b>(26.52)</b>	<b>33,041.67</b>
<b>BEGINNING NET ASSETS</b>	<b>6,610,718.08</b>	<b>28,736.08</b>	<b>300.82</b>	<b>6,639,754.98</b>
<b>ENDING NET ASSETS</b>	<b>\$ 6,662,337.35</b>	<b>\$ 10,185.00</b>	<b>\$ 274.30</b>	<b>\$ 6,672,796.65</b>

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

	<b>Fund-to-Date</b>			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash*	Total
<b>REVENUES:</b>				
Assessments	\$ 8,819,037.49	\$ 4,500.00	\$ -	\$ 8,823,537.49
Arbitration fees	-	8,000.00	-	8,000.00
Special collection	-	8,050.00	-	8,050.00
Interest Income	<u>409,697.88</u>	<u>-</u>	<u>-</u>	<u>409,697.88</u>
<b>TOTAL REVENUES</b>	<b>9,228,735.37</b>	<b>20,550.00</b>	<b>-</b>	<b>9,249,285.37</b>
<b>DRAWS</b>	<b>(1,192,750.00)</b>	<b>1,187,857.32</b>	<b>4,892.68</b>	<b>-</b>
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	999,914.59	931.91	-	1,000,846.50
Payments for non-relocatable homes	269,467.11	18,620.30	-	288,087.41
Payments for abandoned homes	<u>100,066.32</u>	<u>-</u>	<u>-</u>	<u>100,066.32</u>
Total program services	1,369,448.02	19,552.21	-	1,389,000.23
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	207,361.99	-	207,361.99
Wages - Compliance	-	41,751.25	-	41,751.25
Payroll Taxes	<u>-</u>	<u>21,506.52</u>	<u>-</u>	<u>21,506.52</u>
Total personnel	-	270,619.76	-	270,619.76
Occupancy				
Rent	-	32,450.58	-	32,450.58
Utilities	<u>-</u>	<u>18,692.72</u>	<u>-</u>	<u>18,692.72</u>
Total occupancy	-	51,143.30	-	51,143.30
General and administrative				
Accounting fees	-	281,672.33	-	281,672.33
Bank services charges	-	144.50	-	144.50
Bookkeeping & payroll processing	-	146,044.88	-	146,044.88
Consulting fees	4,200.00	11,145.00	-	15,345.00
Copying	-	631.63	61.52	693.15
Legal fees	-	310,000.08	-	310,000.08
Arbitration costs	-	44,875.94	-	44,875.94
Office expenses	-	17,783.00	287.32	18,070.32
Travel - Administrative	-	11,709.47	13.75	11,723.22
Travel - Compliance	-	21,009.03	-	21,009.03
Postage	-	4,198.71	3,117.80	7,316.51
Supplies	<u>-</u>	<u>7,692.48</u>	<u>1,137.99</u>	<u>8,830.47</u>
Total general and administrative	4,200.00	856,907.05	4,618.38	865,725.43
Total support services	4,200.00	1,178,670.11	4,618.38	1,187,488.49
<b>TOTAL EXPENDITURES</b>	<b>1,373,648.02</b>	<b>1,198,222.32</b>	<b>4,618.38</b>	<b>2,576,488.72</b>
<b>CHANGE IN NET ASSETS</b>	<b>6,662,337.35</b>	<b>10,185.00</b>	<b>274.30</b>	<b>6,672,796.65</b>
<b>BEGINNING NET ASSETS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ENDING NET ASSETS</b>	<b>\$ 6,662,337.35</b>	<b>\$ 10,185.00</b>	<b>\$ 274.30</b>	<b>\$ 6,672,796.65</b>

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

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

**Balance:** \$6,662,337.35

<b>Date</b>	<b>Explanation</b>	<b>Revenue/Interest Debit</b>	<b>Expenses Credit</b>	<b>Balance</b>
1/1/2015	Deposit - December Interest	\$2,247.78		\$6,534,675.08
1/31/2015	Deposit	\$157,119.61		\$6,691,794.69
2/1/2015	Deposit - January Interest	\$2,057.84		\$6,693,852.53
2/2/2015	Rose Ann Stacy and Kermit Stacy (Non-Relocatable Home)		\$5,000.00	\$6,688,852.53
2/4/2015	Trudy Mangini-White (Abandonment)		\$1,500.00	\$6,687,352.53
2/9/2015	Ronald Huss and Erica Jamison (Non-Relocatable Home)		\$5,000.00	\$6,682,352.53
2/9/2015	Rita Flores-Ortiz (Non-Relocatable Home)		\$5,000.00	\$6,677,352.53
2/9/2015	Sherry Sandstrom (Non-Relocatable Home)		\$5,000.00	\$6,672,352.53
2/9/2015	Reymundo Carrasco and Berenice Aguilar (Abandonment)		\$1,500.00	\$6,670,852.53
2/24/2015	Christopher J. Adams (Abandonment)		\$1,500.00	\$6,669,352.53
2/27/2015	James Ward and Marion Ward (Abandonment)		\$1,500.00	\$6,667,852.53
2/27/2015	Deposit	\$27,776.00		\$6,695,628.53
3/1/2015	Deposit - February Interest	\$2,680.62		\$6,698,309.15
3/4/2015	Georgi A. Paisley (Abandonment)		\$1,500.00	\$6,696,809.15
3/17/2015	Donna Christopher (Abandonment)		\$1,500.00	\$6,695,309.15
3/23/2015	Emily Stacy (Abandonment)		\$1,500.00	\$6,693,809.15
3/24/2015	Silverio Bernal Brito (Non-Relocatable)		\$5,000.00	\$6,688,809.15
3/31/2015	Deposit	\$5,812.50		\$6,694,621.65
4/1/2015	Deposit - March Interest	\$2,408.29		\$6,697,029.94
4/8/2015	Withdrawal to Operating Account		\$40,000.00	\$6,657,029.94
4/8/2015	Alvaro Hernandez-Sanchez (Non-Relocatable)		\$5,000.00	\$6,652,029.94
4/8/2015	Amie Quintana (Non-Relocatable)		\$5,000.00	\$6,647,029.94
4/14/2015	Marshall & Bailey (Relocation & setup)		\$24,000.00	\$6,623,029.94
4/15/2015	Jacqueline Caraballo		\$4,500.00	\$6,618,529.94
4/22/2015	George Caldwell and Blanca Caldwell (Non-Relocatable)		\$5,000.00	\$6,613,529.94
4/23/2015	Marshall & Bailey (Relocation & Setup)		\$19,500.00	\$6,594,029.94
4/29/2015	Rigoberto Garduno (Non-Relocatable)		\$5,000.00	\$6,589,029.94
4/29/2015	Marshall & Bailey (Relocation & Setup)		\$24,000.00	\$6,565,029.94
4/30/2015	Deposit	\$22,498.00		\$6,587,527.94
5/1/2015	Deposit - April Interest	\$3,110.60		\$6,590,638.54
5/7/2015	Marshall & Bailey (Relocation & Setup)		\$15,750.00	\$6,574,888.54
5/11/2015	Marshall & Bailey (Relocation & Setup)		\$24,000.00	\$6,550,888.54
5/11/2015	Crystal M. Fleeger (Non-Relocatable)		\$5,000.00	\$6,545,888.54
5/11/2015	Charles Holotanko and Wanda Williams (Abandonment)		\$66.32	\$6,545,822.22
5/13/2015	Marshall & Bailey (Relocation & Setup)		\$15,750.00	\$6,530,072.22
5/14/2015	Sarah D. Blount (Non-Relocatable)		\$3,907.50	\$6,526,164.72
5/19/2015	Marshall & Bailey (Relocation & Setup)		\$15,750.00	\$6,510,414.72
5/20/2015	Marshall & Bailey (Relocation & Setup)		\$16,000.00	\$6,494,414.72
5/20/2015	John H. Young, Jr. & Mildred Young (Non-Relocatable)		\$5,000.00	\$6,489,414.72
5/26/2015	Marshall & Bailey (Relocation & Setup)		\$16,000.00	\$6,473,414.72
5/27/2015	Marshall & Bailey (Relocation & Setup)		\$8,000.00	\$6,465,414.72
5/29/2015	Deposit	\$265,539.26		\$6,730,953.98
6/1/2015	Deposit - May Interest	\$2,752.92		\$6,733,706.90
6/1/2015	Marshall & Bailey (Relocation & Setup)		\$16,000.00	\$6,717,706.90
6/1/2015	Brance & Frances Thompson (Non-Relocatable)		\$4,061.82	\$6,713,645.08
6/1/2015	Frank Hampton (Non-Relocatable)		\$5,000.00	\$6,708,645.08
6/10/2015	Marshall & Bailey (Relocation & Setup)		\$28,000.00	\$6,680,645.08
6/11/2015	Marshall & Bailey (Relocation & Setup)		\$19,250.00	\$6,661,395.08
6/11/2015	Withdrawal to Operating Account		\$20,000.00	\$6,641,395.08
6/15/2015	Marshall & Bailey (Relocation & Setup)		\$7,750.00	\$6,633,645.08
6/16/2015	Douglas L. Testerman (Abandonment)		\$1,500.00	\$6,632,145.08
6/22/2015	Marshall & Bailey (Relocation & Setup)		\$31,000.00	\$6,601,145.08
6/23/2015	Marshall & Bailey (Relocation & Setup)		\$19,500.00	\$6,581,645.08
6/30/2015	Deposit	\$29,073.00		\$6,610,718.08

