

Delaware Manufactured Home Relocation Authority
Financial Summary – Cash Basis
January 2016

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 January 2016 totaled \$251,766.86. Additionally, \$2,934.27 in interest was posted to the Trust Fund in January 2016 for cash held during December 2015.

For the fiscal year, total assessments collected are \$878,340.01, arbitration fees received is \$1,000.00, and total interest received is \$21,849.70 (page 4).

Since inception on April 1, 2004, the Authority has collected assessments totaling \$9,407,132.58, total interest received is \$425,505.14, arbitration fees collected is \$9,000.00, and total special collections are \$8,050.00 (page 5).

Expenditures

The Authority paid \$104,000.00 of relocation assistance during January 2016. The Authority paid personnel costs and bills for professional services, office expenses, and utilities during January 2016 totaling \$5,580.89 (page 3).

For the fiscal year, the Authority has paid \$698,734.48 of relocation assistance; \$23,372.46 in personnel costs; \$5,587.11 in occupancy costs; and \$49,196.88 in general and administrative costs (page 4).

Since inception on April 1, 2004, the Authority has paid \$1,838,566.62 of relocation costs; \$288,007.55 in personnel costs; \$55,125.81 in occupancy costs; and \$903,933.98 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 January 31, 2016:

Trust Fund - \$6,732,846.33

Operating Fund - \$31,108.37

Petty Cash - \$99.06

Delaware Manufactured Housing Relocation Authority
Statement of Assets, Liabilities and Net Assets - Cash Basis
As of January 31, 2016

ASSETS

Current Assets

Checking/Savings

Petty Cash

\$ 99.06

Trust Fund

6,732,846.33

WSFS Checking

31,108.37

TOTAL ASSETS

\$ 6,764,053.76

LIABILITIES & EQUITY

Total Liabilities

-

Net Assets

Net Assets - Prior Years

\$ 6,639,754.98

Net Increase - Current Year

124,298.78

Total Equity

6,764,053.76

TOTAL LIABILITIES & NET ASSETS

\$ 6,764,053.76

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

	January 2016			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
REVENUES:				
Assessments	\$ 251,766.86	\$ -	-	\$ 251,766.86
Arbitration fees	-	-	-	-
Interest income	2,934.27	-	-	2,934.27
TOTAL REVENUES	254,701.13	-	-	254,701.13
DRAWS				
	-	-	-	-
EXPENDITURES:				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	104,000.00	-	-	104,000.00
Payments for non-relocatable homes	-	-	-	-
Payments for abandoned homes	-	-	-	-
Total program services	104,000.00	-	-	104,000.00
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	2,844.00	-	2,844.00
Wages - Compliance	-	-	-	-
Payroll Taxes	-	243.19	-	243.19
Total personnel	-	3,087.19	-	3,087.19
Occupancy				
Rent	-	570.00	-	570.00
Utilities	-	240.53	-	240.53
Total occupancy	-	810.53	-	810.53
General and administrative				
Accounting and auditing fees	-	-	-	-
Bank services charges	-	-	-	-
Bookkeeping & payroll processing	-	598.56	-	598.56
Copying	-	-	-	-
Legal fees	-	598.00	-	598.00
Arbitration costs	-	-	-	-
Office expenses	-	5.00	-	5.00
Travel - Administrative	-	181.82	-	181.82
Travel - Compliance	-	-	-	-
Postage	-	102.38	6.25	108.63
Supplies	-	169.75	21.41	191.16
Total general and administrative	-	1,655.51	27.66	1,683.17
Total support services	-	5,553.23	27.66	5,580.89
TOTAL EXPENDITURES	104,000.00	5,553.23	27.66	109,580.89
CHANGE IN NET ASSETS	150,701.13	(5,553.23)	(27.66)	145,120.24
BEGINNING NET ASSETS	6,582,145.20	36,661.60	126.72	6,618,933.52
ENDING NET ASSETS	\$ 6,732,846.33	\$ 31,108.37	\$ 99.06	\$ 6,764,053.76

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

	July 2015 - June 2016			
	Division of Revenue	Relocation Authority	Petty Cash	Total
	Trust Fund	Operating Fund		
REVENUES:				
Assessments	\$ 878,340.01	\$ -	\$ -	\$ 878,340.01
Arbitration fees	-	1,000.00	-	1,000.00
Interest Income	21,849.70	-	-	21,849.70
TOTAL REVENUES	900,189.71	1,000.00	-	901,189.71
DRAWS	(80,000.00)	80,000.00	-	-
EXPENDITURES:				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	626,600.00	-	-	626,600.00
Payments for non-relocatable homes	48,134.48	-	-	48,134.48
Payments for abandoned homes	23,326.98	673.02	-	24,000.00
Total program services	698,061.46	673.02	-	698,734.48
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	21,607.86	-	21,607.86
Wages - Compliance	-	60.00	-	60.00
Payroll Taxes	-	1,704.60	-	1,704.60
Total personnel	-	23,372.46	-	23,372.46
Occupancy				
Rent	-	3,990.00	-	3,990.00
Utilities	-	1,597.11	-	1,597.11
Total occupancy	-	5,587.11	-	5,587.11
General and administrative				
Accounting and auditing fees	-	14,466.25	-	14,466.25
Bank services charges	-	-	-	-
Bookkeeping & payroll processing	-	4,196.25	-	4,196.25
Copying	-	-	-	-
Legal fees	-	13,850.96	-	13,850.96
Arbitration costs	-	12,853.61	-	12,853.61
Office expenses	-	766.00	-	766.00
Travel - Administrative	-	1,230.16	-	1,230.16
Travel - Compliance	-	55.20	-	55.20
Postage	-	678.61	114.03	792.64
Supplies	-	898.08	87.73	985.81
Total general and administrative	-	48,995.12	201.76	49,196.88
Total support services	-	77,954.69	201.76	78,156.45
TOTAL EXPENDITURES	698,061.46	78,627.71	201.76	776,890.93
CHANGE IN NET ASSETS	122,128.25	2,372.29	(201.76)	124,298.78
BEGINNING NET ASSETS	6,610,718.08	28,736.08	300.82	6,639,754.98
ENDING NET ASSETS	\$ 6,732,846.33	\$ 31,108.37	\$ 99.06	\$ 6,764,053.76

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

	Fund-to-Date			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash*	Total
REVENUES:				
Assessments	\$ 9,402,632.58	\$ 4,500.00	\$ -	\$ 9,407,132.58
Arbitration fees	-	9,000.00	-	9,000.00
Special collection	-	8,050.00	-	8,050.00
Interest Income	<u>425,505.14</u>	<u>-</u>	<u>-</u>	<u>425,505.14</u>
TOTAL REVENUES	9,828,137.72	21,550.00	-	9,849,687.72
DRAWS	(1,272,750.00)	1,267,857.32	4,892.68	-
EXPENDITURES:				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	1,407,914.59	931.91	-	1,408,846.50
Payments for non-relocatable homes	293,033.50	18,620.30	-	311,653.80
Payments for abandoned homes	<u>117,393.30</u>	<u>673.02</u>	<u>-</u>	<u>118,066.32</u>
Total program services	1,818,341.39	20,225.23	-	1,838,566.62
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	223,413.85	-	223,413.85
Wages - Compliance	-	41,811.25	-	41,811.25
Payroll Taxes	<u>-</u>	<u>22,782.45</u>	<u>-</u>	<u>22,782.45</u>
Total personnel	-	288,007.55	-	288,007.55
Occupancy				
Rent	-	35,300.58	-	35,300.58
Utilities	<u>-</u>	<u>19,825.23</u>	<u>-</u>	<u>19,825.23</u>
Total occupancy	-	55,125.81	-	55,125.81
General and administrative				
Accounting fees	-	293,807.58	-	293,807.58
Bank services charges	-	144.50	-	144.50
Bookkeeping & payroll processing	-	149,063.44	-	149,063.44
Consulting fees	4,200.00	11,145.00	-	15,345.00
Copying	-	631.63	61.52	693.15
Legal fees	-	322,233.54	-	322,233.54
Arbitration costs	-	52,494.55	-	52,494.55
Office expenses	-	18,533.00	287.32	18,820.32
Travel - Administrative	-	12,684.67	13.75	12,698.42
Travel - Compliance	-	21,064.23	-	21,064.23
Postage	-	4,813.48	3,216.09	8,029.57
Supplies	<u>-</u>	<u>8,324.74</u>	<u>1,214.94</u>	<u>9,539.68</u>
Total general and administrative	4,200.00	894,940.36	4,793.62	903,933.98
Total support services	4,200.00	1,238,073.72	4,793.62	1,247,067.34
TOTAL EXPENDITURES	1,822,541.39	1,258,298.95	4,793.62	3,085,633.96
CHANGE IN NET ASSETS	6,732,846.33	31,108.37	99.06	6,764,053.76
BEGINNING NET ASSETS	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
ENDING NET ASSETS	\$ 6,732,846.33	\$ 31,108.37	\$ 99.06	\$ 6,764,053.76

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

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

Balance: \$6,732,846.33

Date	Explanation	Revenue/Interest Debit	Expenses Credit	Balance
7/1/2015	Deposit - June Interest	\$2,844.47		\$6,613,562.55
7/7/2015	Marshall & Bailey (Relocation & Setup)		\$16,000.00	\$6,597,562.55
7/7/2015	Imelda Jaquez (Non-Relocatable)		\$5,000.00	\$6,592,562.55
7/15/2015	Marshall & Bailey (Relocation & Setup)		\$39,000.00	\$6,553,562.55
7/21/2015	Raul Juarez (Non-Relocatable)		\$5,000.00	\$6,548,562.55
7/21/2015	Bruce Lacey (Abandonment)		\$1,500.00	\$6,547,062.55
7/21/2015	Ricardo Cazares-Sanchez (Non-Relocatable)		\$4,500.00	\$6,542,562.55
7/22/2015	William & Linda Barbas (Non-Relocatable)		\$4,000.00	\$6,538,562.55
7/27/2015	Michael Blanco (Non-Relocatable)		\$2,568.09	\$6,535,994.46
7/27/2015	Marshall & Bailey (Relocation & Setup)		\$39,500.00	\$6,496,494.46
7/27/2015	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$15,600.00	\$6,480,894.46
7/31/2015	Deposit	\$262,751.92		\$6,743,646.38
8/1/2015	Deposit - July Interest	\$3,197.97		\$6,746,844.35
8/3/2015	Glasgow Court Enterprises (Removal and Disposal)		\$3,000.00	\$6,743,844.35
8/3/2015	Marshall & Bailey (Relocation & Setup)		\$27,500.00	\$6,716,344.35
8/13/2015	Lakeland Park Inc. (Removal and Disposal)		\$3,000.00	\$6,713,344.35
8/13/2015	Marshall & Bailey (Relocation & Setup)		\$8,000.00	\$6,705,344.35
8/17/2015	Maria Ortiz (Abandonment)		\$1,500.00	\$6,703,844.35
8/17/2015	Ma del Carmen Vivero (Non-Relocatable)		\$3,500.00	\$6,700,344.35
8/17/2015	Marshall & Bailey (Relocation & Setup)		\$16,000.00	\$6,684,344.35
8/24/2015	Lakeland Park Inc. (Removal and Disposal)		\$3,000.00	\$6,681,344.35
8/24/2015	Kathleen and Thomas Wilkinson (Abandonment)		\$1,500.00	\$6,679,844.35
8/24/2015	Marshall & Bailey (Relocation & Setup)		\$16,000.00	\$6,663,844.35
8/26/2015	Marshall & Bailey (Relocation & Setup)		\$8,000.00	\$6,655,844.35
8/26/2015	Theresa and Howard Spier (Abandonment)		\$1,500.00	\$6,654,344.35
8/31/2015	Marshall & Bailey (Relocation & Setup)		\$24,000.00	\$6,630,344.35
8/31/2015	Deposit	\$31,993.00		\$6,662,337.35
9/1/2015	Deposit - August Interest	\$3,052.95		\$6,665,390.30
9/3/2015	McGinnis Auto and Mobile Home Salvage (Relocation & Setup)		\$24,000.00	\$6,641,390.30
9/3/2015	Marshall & Bailey (Relocation & Setup)		\$28,000.00	\$6,613,390.30
9/3/2015	Douglas A. Eckl (Abandonment)		\$1,500.00	\$6,611,890.30
9/3/2015	Lonnie & Catherine Hoke (Non-Relocatable)		\$5,000.00	\$6,606,890.30
9/9/2015	Withdrawal to Operating Account		\$40,000.00	\$6,566,890.30
9/9/2015	Joann Sims (Non-Relocatable)		\$5,000.00	\$6,561,890.30
9/16/2015	Lakeland Park Inc. (Removal and Disposal)		\$3,000.00	\$6,558,890.30
9/16/2015	Marshall & Bailey (Relocation & Setup)		\$40,000.00	\$6,518,890.30
9/16/2015	Roger Bradley Coveleski & Melissa Scaia (Non-Relocatable)		\$4,000.00	\$6,514,890.30
9/16/2015	John and Kim Thomas (Non-Relocatable)		\$3,500.00	\$6,511,390.30
9/28/2015	Marshall & Bailey (Relocation & Setup)		\$16,000.00	\$6,495,390.30
9/30/2015	Marshall & Bailey (Relocation & Setup)		\$8,000.00	\$6,487,390.30
9/30/2015	Genaro Flores, Jr. and Marshall & Bailey (Relocation & Setup)		\$8,000.00	\$6,479,390.30
9/30/2015	Deposit	\$14,722.00		\$6,494,112.30
10/1/2015	Deposit - September Interest	\$3,271.43		\$6,497,383.73
10/12/2015	Tony & Maria Rothenbacher (Non-Relocatable)		\$328.10	\$6,497,055.63
10/12/2015	Gail Johnson & Joseph Palmer (Abandonment)		\$826.98	\$6,496,228.65
10/14/2015	Marshall & Bailey (Relocation & Setup)		\$32,000.00	\$6,464,228.65
10/14/2015	Lakeland Park Inc. (Removal and Disposal)		\$3,000.00	\$6,461,228.65
10/30/2015	Deposit	\$282,381.23		\$6,743,609.88
11/1/2015	Deposit - October Interest	\$3,519.69		\$6,747,129.57
11/2/2015	Lakeland Park Inc. (Removal and Disposal)		\$3,000.00	\$6,744,129.57
11/2/2015	Mindy and Tina Crumley (Non-Relocatable)		\$3,500.00	\$6,740,629.57
11/2/2015	Michael Snyder (Non-Relocatable)		\$2,238.29	\$6,738,391.28
11/2/2015	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$20,000.00	\$6,718,391.28
11/2/2015	Marshall & Bailey (Relocation & Setup)		\$48,000.00	\$6,670,391.28

