## Delaware Manufactured Home Relocation Authority Financial Summary – Cash Basis March 2013

#### 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 2013 totaled \$13,683.90. Additionally, \$2,497.07 in interest was posted to the Trust Fund in March 2013 for cash held during February 2013.

For the fiscal year, total assessments collected are \$606,644.94 and total interest received is \$22,031.71 (page 3).

Since inception on April 1, 2004, the Authority has collected assessments totaling \$6,722,134.21, total interest received is \$348,796.96 and total special collections are \$8,050.00 (page 4).

### **Expenditures**

The Authority paid \$0.00 of relocation assistance during March 2013. The Authority paid personnel costs and bills for professional services, office expenses, and utilities during March 2013 totaling \$4,413.81 (page 3).

For the fiscal year, the Authority has paid \$0.00 of relocation assistance; \$16,032.07 in personnel costs; \$3,586.41 in occupancy costs; and \$29,945.84 in general and administrative costs (page 3).

Since inception on April 1, 2004, the Authority has paid \$572,714.59 of relocation costs; \$181,818.30 in personnel costs; \$33,355.33 in occupancy costs; and \$669,440.00 in general and administrative costs, of which \$240.52 was used to set up a petty cash account for daily incidentals (page 4).

#### Net Assets – Cash Basis - at March 31, 2013:

Trust Fund - \$5,602,866.58

Operating Fund - \$18,545.85

Petty Cash - \$240.52

Delaware Manufactured Housing Relocation Authority Statement of Assets, Liabilities and Net Assets - Cash Basis As of March 31, 2013

## **ASSETS**

Current Assets Checking/Savings			
Petty Cash	\$ 240.52		
Trust Fund	5,602,866.58		
First National Bank of Wyoming	18,545.85		
TOTAL ASSETS	\$ 5,621,652.95		
LIABILITIES & EQUITY			
Total Liabilities			
Net Assets			
Net Assets - Prior Years	5,042,540.62		
Net Increase - Current Year	579,112.33		
Total Equity	5,621,652.95		
TOTAL LIABILITIES & NET ASSETS	\$ 5,621,652.95		

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

	March 2013				July 2012 - June 2013			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
REVENUES:								
Assessments Other income	\$ 13,683.90	\$ -	\$ -	\$ 13,683.90	\$ 606,644.94	\$ -	\$ -	\$ 606,644.94
Interest Income	2,497.07			2,497.07	22,031.71			22,031.71
TOTAL REVENUES	16,180.97	-	-	16,180.97	628,676.65	-	-	628,676.65
DRAWS	-	-	-	-	(55,000.00)	54,556.10	443.90	-
EXPENDITURES:								
Program Services Relocation Assistance								
Reimbursements for moving costs	-	-	-	-	-	-	-	-
Payments for non-relocatable homes	-	-	-	-	-	-	-	-
Payments for abandoned homes		<del>-</del>			<u> </u>			
Total program services	-	-	-	-	-	-	-	-
Support Services								
Personnel		-						
Wages - Administrative		2,100.00	-	2,100.00		13,817.50	-	13,817.50
Wages - Compliance		187.50	-	187.50		1,012.50	-	1,012.50
Payroll Taxes		195.60		195.60		1,202.07		1,202.07
Total personnel		2,483.10	-	2,483.10		16,032.07	-	16,032.07
Occupancy								
Rent		265.00	-	265.00		2,175.00	-	2,175.00
Utilities		161.85		161.85		1,411.41		1,411.41
Total occupancy		426.85	-	426.85		3,586.41	-	3,586.41
General and administrative								
Accounting and auditing fees	-	-	-	-	-	14,238.25	-	14,238.25
Bank services charges	-	-	-	-	-	-	-	-
Bookkeeping & payroll processing	-	520.00	-	520.00	-	4,802.74	-	4,802.74
Copying	-	-	-	-	-	-	61.52	61.52
Legal fees	-	743.60	-	743.60	-	6,945.80	-	6,945.80
Office expenses	-	-		-	-	250.00	-	250.00
Travel - Administrative	-	119.89	-	119.89	-	1,127.47	-	1,127.47
Travel - Compliance	-	76.84	-	76.84	-	740.29		740.29
Postage	-	20.24	1.76	22.00	-	594.71	526.37	1,121.08
Supplies			21.53	21.53		554.82	103.87	658.69
Total general and administrative	-	1,480.57	23.29	1,503.86	-	29,254.08	691.76	29,945.84
Total support services	-	4,390.52	23.29	4,413.81	-	48,872.56	691.76	49,564.32
TOTAL EXPENDITURES	-	4,390.52	23.29	4,413.81	-	48,872.56	691.76	49,564.32
CHANGE IN NET ASSETS	16,180.97	(4,390.52)	(23.29)	11,767.16	573,676.65	5,683.54	(247.86)	579,112.33
BEGINNING NET ASSETS	5,586,685.61	22,936.37	263.81	5,609,885.79	5,029,189.93	12,862.31	488.38	5,042,540.62
ENDING NET ASSETS	\$ 5,602,866.58	\$ 18,545.85	\$ 240.52	\$ 5,621,652.95	\$ 5,602,866.58	\$ 18,545.85	\$ 240.52	\$ 5,621,652.95

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

Fund-to-Date Division Relocation of Revenue Authority Trust Fund Operating Fund Petty Cash\* Total **REVENUES:** Assessments \$ 6,717,634.21 \$ 4,500.00 \$ 6,722,134.21 Special Collection 8,050.00 8,050.00 Interest Income 348,796.96 348,796.96 **TOTAL REVENUES** 7,066,431.17 12,550.00 7,078,981.17 **DRAWS** 2,593.56 (902,750.00)900,156.44 **EXPENDITURES: Program Services** Relocation Assistance 403,364.59 403,364.59 Reimbursements for moving costs 16,100.00 Payments for non-relocatable homes 83,250.00 99,350.00 70,000.00 Payments for abandoned homes 70,000.00 Total program services 556,614.59 16,100.00 572,714.59 Support Services Personnel Wages - Administrative 127,635.11 127,635.11 Wages - Compliance 39,256.25 39,256.25 Payroll Taxes 14,926.94 14,926.94 Total personnel 181,818.30 181,818.30 Occupancy Rent 19.910.58 19.910.58 Utilities 13,444.75 13,444.75 Total occupancy 33,355.33 33,355.33 General and administrative 231,217.21 231,217.21 Accounting fees Bank services charges 130.00 130.00 Bookkeeping & payroll processing 129,922.91 129,922.91 Consulting fees 4,200.00 11,145.00 15,345.00 Copying 487.63 61.52 549.15 Legal fees 247,299.43 247,299.43 Office expenses 12,416.01 287.32 12,703.33 Travel - Administrative 4,613.28 4,613.28 Travel - Compliance 18,785.41 18,785.41 1,400.14 Postage 2,242.21 3,642.35 Supplies 4,627.87 604.06 5,231.93 4,200.00 Total general and administrative 662,886.96 2,353.04 669,440.00 878,060.59 2,353.04 Total support services 4,200.00 884,613.63 **TOTAL EXPENDITURES** 560,814.59 2,353.04 894,160.59 1,457,328.22 **CHANGE IN NET ASSETS** 5,602,866.58 18,545.85 240.52 5,621,652.95 **BEGINNING NET ASSETS ENDING NET ASSETS** 18,545.85 \$ 240.52 \$ 5,621,652.95 \$ 5,602,866.58

<sup>\*</sup> Petty cash statistics are only available from September 2010 - current period.

# Delaware Manufactured Home Relocation Trust Fund Account Summary

**Balance:** \$5,602,866.58

		Revenue/Interest	Expenses	
Date	Explanation	Debit	Credit	Balance
7/1/2011	Deposit - June Interest	\$1,847.53		\$4,356,204.65
7/29/2011	Deposit	\$154,962.01		\$4,511,166.66
8/1/2011	Deposit - July Interest	\$2,832.84		\$4,513,999.50
8/1/2011	Deposit - Financial System Interest Adjustments	\$68.31		\$4,514,067.81
8/31/2011	Deposit	\$25,975.60		\$4,540,043.41
9/1/2011	Deposit - August Interest	\$2,167.53		\$4,542,210.94
9/1/2011	Deposit - Financial System Interest Adjustments	-\$69.80		\$4,542,141.14
	Withdrawal to Operating Account		\$10,000.00	\$4,532,141.14
9/30/2011	Deposit	\$6,462.00		\$4,538,603.14
	Deposit - September Interest	\$2,575.64		\$4,541,178.78
	Refund - Lighthouse Trailer Park (Attn: Ross Cropper)		\$7,488.00	\$4,533,690.78
10/20/2011	Refund - Oliver W. Cropper, Inc. (Attn: Ross Cropper)		\$14,823.00	\$4,518,867.78
10/31/2011	Deposit	\$147,220.50		\$4,666,088.28
11/1/2011	Deposit - October Interest	\$1,740.41		\$4,667,828.69
11/9/2011	Withdrawal to Operating Account		\$15,000.00	\$4,652,828.69
11/30/2011	•	\$12,347.00		\$4,665,175.69
12/1/2011	Deposit - November Interest	\$2,378.60		\$4,667,554.29
12/31/2011	Deposit	\$6,742.00		\$4,674,296.29
1/1/2012	Deposit - December Interest	\$2,083.68		\$4,676,379.97
1/6/2012	Withdrawal to Operating Account		\$30,000.00	\$4,646,379.97
	Deposit - Financial System Interest Adjustments	\$87.35		\$4,646,467.32
1/31/2012		\$158,294.00		\$4,804,761.32
2/1/2012	Deposit - January Interest	\$2,613.37		\$4,807,374.69
2/29/2012	Deposit	\$27,838.99		\$4,835,213.68
3/1/2012	Deposit - February Interest	\$2,917.24		\$4,838,130.92
3/26/2012	Withdrawal to Operating Account		\$20,000.00	\$4,818,130.92
3/30/2012		\$3,093.00		\$4,821,223.92
	Deposit - March Interest	\$1,359.48		\$4,822,583.40
4/30/2012	Deposit	\$162,850.13		\$4,985,433.53
	Deposit - April Interest	\$2,861.12		\$4,988,294.65
5/31/2012		\$26,670.00		\$5,014,964.65
	Deposit - May Interest	\$2,189.28		\$5,017,153.93
6/29/2012	Deposit	\$12,036.00		\$5,029,189.93
	Deposit - June Interest	\$2,248.55		\$5,031,438.48
7/31/2012	·	\$159,603.05		\$5,191,041.53
	Deposit - July Interest	\$2,100.03		\$5,193,141.56
8/1/2012	Withdrawal to Operating Account		\$15,000.00	\$5,178,141.56
	Deposit - Financial System June Interest Adjustments	\$77.77		\$5,178,219.33
8/31/2012		\$20,319.50		\$5,198,538.83
	Deposit - August Interest	\$2,525.17		\$5,201,064.00
9/28/2012		\$11,251.25		\$5,212,315.25
	Deposit - September Interest	\$2,487.54		\$5,214,802.79
	Withdrawal to Operating Account		\$20,000.00	\$5,194,802.79
10/31/2012		\$158,951.23		\$5,353,754.02
	Deposit - October Interest	\$3,440.64		\$5,357,194.66
11/30/2012		\$46,546.25		\$5,403,740.91
	Deposit - November Interest	\$1,998.04		\$5,405,738.95
12/31/2012		\$6,057.48		\$5,411,796.43
	Deposit - December Interest	\$2,280.60		\$5,414,077.03
1/31/2013	•	\$174,214.78		\$5,588,291.81
	Deposit - January Interest	\$2,376.30		\$5,590,668.11
	Withdrawal to Operating Account		\$20,000.00	\$5,570,668.11
2/28/2013		\$16,017.50		\$5,586,685.61
	Deposit - February Interest	\$2,497.07		\$5,589,182.68
3/28/2013	Deposit	\$13,683.90		\$5,602,866.58