

**Delaware Manufactured Home Relocation Authority**  
**Financial Summary – Cash Basis**  
**March 2014**

**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 2014 totaled \$6,006.27. Additionally, \$2,439.39 in interest was posted to the Trust Fund in March 2014 for cash held during February 2014.

For the fiscal year, total assessments collected are \$544,544.09, other income received is \$3,500.00, and total interest received is \$16,200.20 (page 3).

Since inception on April 1, 2004, the Authority has collected assessments totaling \$7,454,476.78, total interest received is \$369,699.58, other income received is \$3,500.00, and total special collections are \$8,050.00 (page 4).

**Expenditures**

The Authority paid \$0.00 of relocation assistance during March 2014. The Authority paid personnel costs and bills for professional services, office expenses, and utilities during March 2014 totaling \$21,352.57 (page 3).

For the fiscal year, the Authority has paid \$0.00 of relocation assistance; \$25,226.74 in personnel costs; \$3,785.01 in occupancy costs; and \$61,087.72 in general and administrative costs (page 3), of which \$17,373.50 related to arbitration costs.

Since inception on April 1, 2004, the Authority has paid \$572,714.59 of relocation costs; \$213,957.29 in personnel costs; \$38,429.03 in occupancy costs; and \$751,717.60 in general and administrative costs, of which \$500.00 was used to set up a petty cash account for daily incidentals (page 4).

**Net Assets – Cash Basis - at March 31, 2014:**

Trust Fund - \$6,236,111.77

Operating Fund - \$22,629.29

Petty Cash - \$166.79

Delaware Manufactured Housing Relocation Authority  
Statement of Assets, Liabilities and Net Assets - Cash Basis  
As of March 31, 2014

ASSETS

Current Assets	
Checking/Savings	
Petty Cash	\$ 166.79
Trust Fund	6,236,111.77
First National Bank of Wyoming	<u>22,629.29</u>
TOTAL ASSETS	<u>\$ 6,258,907.85</u>

LIABILITIES & EQUITY

Total Liabilities	<u>-</u>
Net Assets	
Net Assets - Prior Years	5,784,763.03
Net Increase - Current Year	<u>474,144.82</u>
Total Equity	<u>6,258,907.85</u>
TOTAL LIABILITIES & NET ASSETS	<u>\$ 6,258,907.85</u>

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

	<u>March 2014</u>				<u>July 2013 - June 2014</u>			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
<b>REVENUES:</b>								
Assessments	\$ 6,006.27	\$ -	\$ -	\$ 6,006.27	\$ 544,544.09	\$ -	\$ -	\$ 544,544.09
Other income	-	-	-	-	-	3,500.00	-	3,500.00
Interest Income	2,439.39	-	-	2,439.39	16,200.20	-	-	16,200.20
<b>TOTAL REVENUES</b>	<b>8,445.66</b>	<b>-</b>	<b>-</b>	<b>8,445.66</b>	<b>560,744.29</b>	<b>3,500.00</b>	<b>-</b>	<b>564,244.29</b>
<b>DRAWS</b>	<b>(25,000.00)</b>	<b>25,000.00</b>	<b>-</b>	<b>-</b>	<b>(105,000.00)</b>	<b>104,554.16</b>	<b>445.84</b>	<b>-</b>
<b>EXPENDITURES:</b>								
<u>Program Services</u>								
Relocation Assistance	-	-	-	-	-	-	-	-
Reimbursements for moving costs	-	-	-	-	-	-	-	-
Payments for non-relocatable homes	-	-	-	-	-	-	-	-
Payments for abandoned homes	-	-	-	-	-	-	-	-
Total program services	-	-	-	-	-	-	-	-
<u>Support Services</u>								
Personnel								
Wages - Administrative	-	2,741.75	-	2,741.75	-	22,862.75	-	22,862.75
Wages - Compliance	-	-	-	-	-	462.50	-	462.50
Payroll Taxes	-	227.13	-	227.13	-	1,901.49	-	1,901.49
Total personnel	-	2,968.88	-	2,968.88	-	25,226.74	-	25,226.74
Occupancy								
Rent	-	300.00	-	300.00	-	2,490.00	-	2,490.00
Utilities	-	149.67	-	149.67	-	1,295.01	-	1,295.01
Total occupancy	-	449.67	-	449.67	-	3,785.01	-	3,785.01
General and administrative								
Accounting and auditing fees	-	11,900.25	-	11,900.25	-	16,013.25	-	16,013.25
Bank services charges	-	-	-	-	-	-	-	-
Bookkeeping & payroll processing	-	520.00	-	520.00	-	4,786.54	-	4,786.54
Copying	-	-	-	-	-	-	-	-
Legal fees	-	4,603.18	-	4,603.18	-	17,709.79	-	17,709.79
Arbitration costs	-	200.00	-	200.00	-	17,373.50	-	17,373.50
Office expenses	-	286.48	-	286.48	-	826.18	-	826.18
Travel - Administrative	-	218.27	-	218.27	-	1,491.55	13.50	1,505.05
Travel - Compliance	-	-	-	-	-	544.18	-	544.18
Postage	-	35.84	-	35.84	-	658.20	613.06	1,271.26
Supplies	-	107.23	16.85	124.08	-	905.48	152.49	1,057.97
Total general and administrative	-	17,871.25	16.85	17,888.10	-	60,308.67	779.05	61,087.72
Total support services	-	21,289.80	16.85	21,306.65	-	89,320.42	779.05	90,099.47
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>21,289.80</b>	<b>16.85</b>	<b>21,306.65</b>	<b>-</b>	<b>89,320.42</b>	<b>779.05</b>	<b>90,099.47</b>
<b>CHANGE IN NET ASSETS</b>	<b>(16,554.34)</b>	<b>3,710.20</b>	<b>(16.85)</b>	<b>(12,860.99)</b>	<b>455,744.29</b>	<b>18,733.74</b>	<b>(333.21)</b>	<b>474,144.82</b>
<b>BEGINNING NET ASSETS</b>	<b>6,252,666.11</b>	<b>18,919.09</b>	<b>183.64</b>	<b>6,271,768.84</b>	<b>5,780,367.48</b>	<b>3,895.55</b>	<b>500.00</b>	<b>5,784,763.03</b>
<b>ENDING NET ASSETS</b>	<b>\$ 6,236,111.77</b>	<b>\$ 22,629.29</b>	<b>\$ 166.79</b>	<b>\$ 6,258,907.85</b>	<b>\$ 6,236,111.77</b>	<b>\$ 22,629.29</b>	<b>\$ 166.79</b>	<b>\$ 6,258,907.85</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	\$ 7,449,976.78	\$ 4,500.00	\$ -	\$ 7,454,476.78
Other income	-	3,500.00	-	3,500.00
Special collection		8,050.00		8,050.00
Interest Income	<u>369,699.58</u>	<u>-</u>	<u>-</u>	<u>369,699.58</u>
<b>TOTAL REVENUES</b>	<b>7,819,676.36</b>	<b>16,050.00</b>	<b>-</b>	<b>7,835,726.36</b>
<b>DRAWS</b>	<b>(1,022,750.00)</b>	<b>1,019,247.83</b>	<b>3,502.17</b>	<b>-</b>
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	403,364.59	-	-	403,364.59
Payments for non-relocatable homes	83,250.00	16,100.00	-	99,350.00
Payments for abandoned homes	<u>70,000.00</u>	<u>-</u>	<u>-</u>	<u>70,000.00</u>
Total program services	556,614.59	16,100.00	-	572,714.59
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	156,832.86	-	156,832.86
Wages - Compliance	-	39,781.25	-	39,781.25
Payroll Taxes	<u>-</u>	<u>17,343.18</u>	<u>-</u>	<u>17,343.18</u>
Total personnel	-	213,957.29	-	213,957.29
Occupancy				
Rent	-	23,195.58	-	23,195.58
Utilities	<u>-</u>	<u>15,233.45</u>	<u>-</u>	<u>15,233.45</u>
Total occupancy	-	38,429.03	-	38,429.03
General and administrative				
Accounting fees	-	258,750.46	-	258,750.46
Bank services charges	-	130.00	-	130.00
Bookkeeping & payroll processing	-	136,299.45	-	136,299.45
Consulting fees	4,200.00	11,145.00	-	15,345.00
Copying	-	487.63	61.52	549.15
Legal fees	-	271,411.22	-	271,411.22
Arbitration costs	-	17,373.50	-	17,373.50
Office expenses	-	13,376.19	287.32	13,663.51
Travel - Administrative	-	6,905.38	13.50	6,918.88
Travel - Compliance	-	19,491.18	-	19,491.18
Postage	-	3,113.81	2,191.03	5,304.84
Supplies	<u>-</u>	<u>5,698.40</u>	<u>782.01</u>	<u>6,480.41</u>
Total general and administrative	4,200.00	744,182.22	3,335.38	751,717.60
Total support services	4,200.00	996,568.54	3,335.38	1,004,103.92
<b>TOTAL EXPENDITURES</b>	<b>560,814.59</b>	<b>1,012,668.54</b>	<b>3,335.38</b>	<b>1,576,818.51</b>
<b>CHANGE IN NET ASSETS</b>	<b>6,236,111.77</b>	<b>22,629.29</b>	<b>166.79</b>	<b>6,258,907.85</b>
<b>BEGINNING NET ASSETS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ENDING NET ASSETS</b>	<b>\$ 6,236,111.77</b>	<b>\$ 22,629.29</b>	<b>\$ 166.79</b>	<b>\$ 6,258,907.85</b>

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

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

Balance: \$6,236,111.77

Date	Explanation	Revenue/Interest		Expenses	Balance
		Debit	Credit		
7/1/2012	Deposit - June Interest	\$2,248.55			\$5,031,438.48
7/31/2012	Deposit	\$159,603.05			\$5,191,041.53
8/1/2012	Deposit - July Interest	\$2,100.03			\$5,193,141.56
8/1/2012	Withdrawal to Operating Account			\$15,000.00	\$5,178,141.56
8/16/2012	Deposit - Financial System June Interest Adjustments	\$77.77			\$5,178,219.33
8/31/2012	Deposit	\$20,319.50			\$5,198,538.83
9/1/2012	Deposit - August Interest	\$2,525.17			\$5,201,064.00
9/28/2012	Deposit	\$11,251.25			\$5,212,315.25
10/1/2012	Deposit - September Interest	\$2,487.54			\$5,214,802.79
10/15/2012	Withdrawal to Operating Account			\$20,000.00	\$5,194,802.79
10/31/2012	Deposit	\$158,951.23			\$5,353,754.02
11/1/2012	Deposit - October Interest	\$3,440.64			\$5,357,194.66
11/30/2012	Deposit	\$46,546.25			\$5,403,740.91
12/1/2012	Deposit - November Interest	\$1,998.04			\$5,405,738.95
12/31/2012	Deposit	\$6,057.48			\$5,411,796.43
1/1/2013	Deposit - December Interest	\$2,280.60			\$5,414,077.03
1/31/2013	Deposit	\$174,214.78			\$5,588,291.81
2/1/2013	Deposit - January Interest	\$2,376.30			\$5,590,668.11
2/5/2013	Withdrawal to Operating Account			\$20,000.00	\$5,570,668.11
2/28/2013	Deposit	\$16,017.50			\$5,586,685.61
3/1/2013	Deposit - February Interest	\$2,497.07			\$5,589,182.68
3/28/2013	Deposit	\$13,683.90			\$5,602,866.58
4/1/2013	Deposit - March Interest	\$1,945.02			\$5,604,811.60
4/30/2013	Withdrawal to Operating Account			\$15,000.00	\$5,589,811.60
4/30/2013	Deposit	\$149,231.58			\$5,739,043.18
5/1/2013	Deposit - April Interest	\$1,229.56			\$5,740,272.74
5/28/2013	Deposit	\$19,950.00			\$5,760,222.74
6/1/2013	Deposit - May Interest	\$1,527.84			\$5,761,750.58
6/30/2013	Deposit	\$18,616.90			\$5,780,367.48
7/1/2013	Deposit - June Interest	\$1,273.26			\$5,781,640.74
7/10/2013	Withdrawal to Operating Account			\$20,000.00	\$5,761,640.74
7/31/2013	Deposit	\$155,935.32			\$5,917,576.06
8/1/2013	Deposit - July Interest	\$1,527.96			\$5,919,104.02
8/30/2013	Deposit	\$14,204.00			\$5,933,308.02
9/1/2013	Deposit - August Interest	\$1,740.10			\$5,935,048.12
9/23/2013	Withdrawal to Operating Account			\$20,000.00	\$5,915,048.12
9/30/2013	Deposit	\$13,377.50			\$5,928,425.62
10/1/2013	Deposit - September Interest	\$1,901.43			\$5,930,327.05
10/31/2013	Deposit	\$163,621.52			\$6,093,948.57
11/1/2013	Deposit - October Interest	\$1,672.01			\$6,095,620.58
11/26/2013	Withdrawal to Operating Account			\$40,000.00	\$6,055,620.58
11/30/2013	Deposit	\$3,779.50			\$6,059,400.08
12/1/2013	Deposit - November Interest	\$1,422.26			\$6,060,822.34
12/31/2013	Deposit	\$8,779.50			\$6,069,601.84
1/1/2014	Deposit - December Interest	\$1,780.70			\$6,071,382.54
1/31/2014	Deposit	\$169,237.73			\$6,240,620.27
2/1/2014	Deposit - January Interest	\$2,443.09			\$6,243,063.36
2/28/2014	Deposit	\$9,602.75			\$6,252,666.11
3/1/2014	Deposit - February Interest	\$2,439.39			\$6,255,105.50
3/11/2014	Withdrawal to Operating Account			\$25,000.00	\$6,230,105.50
3/31/2014	Deposit	\$6,006.27			\$6,236,111.77