

**Delaware Manufactured Home Relocation Authority**  
**Financial Summary – Cash Basis**  
**May 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 May 2013 totaled \$19,950.00. Additionally, \$1,229.56 in interest was posted to the Trust Fund in May 2013 for cash held during April 2013.

For the fiscal year, total assessments collected are \$775,826.52 and total interest received is \$25,206.29 (page 3).

Since inception on April 1, 2004, the Authority has collected assessments totaling \$6,891,315.79, total interest received is \$351,971.54 and total special collections are \$8,050.00 (page 4).

**Expenditures**

The Authority paid \$0.00 of relocation assistance during May 2013. The Authority paid personnel costs and bills for professional services, office expenses, and utilities during May 2013 totaling \$16,008.38 (page 3).

For the fiscal year, the Authority has paid \$0.00 of relocation assistance; \$20,703.80 in personnel costs; \$4,447.48 in occupancy costs; and \$48,017.00 in general and administrative costs (page 3).

Since inception on April 1, 2004, the Authority has paid \$572,714.59 of relocation costs; \$186,490.03 in personnel costs; \$34,216.40 in occupancy costs; and \$687,511.16 in general and administrative costs, of which \$134.03 was used to set up a petty cash account for daily incidentals (page 4).

**Net Assets – Cash Basis - at May 31, 2013:**

Trust Fund - \$5,760,222.74

Operating Fund - \$10,048.38

Petty Cash - \$134.03

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

ASSETS

Current Assets	
Checking/Savings	
Petty Cash	\$ 134.03
Trust Fund	5,760,222.74
First National Bank of Wyoming	<u>10,048.38</u>
TOTAL ASSETS	<u>\$ 5,770,405.15</u>

LIABILITIES & EQUITY

Total Liabilities	<u>-</u>
Net Assets	
Net Assets - Prior Years	5,042,540.62
Net Increase - Current Year	<u>727,864.53</u>
Total Equity	<u>5,770,405.15</u>
TOTAL LIABILITIES & NET ASSETS	<u>\$ 5,770,405.15</u>

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

	May 2013				July 2012 - June 2013			
	Division of Revenue	Relocation Authority			Division of Revenue	Relocation Authority		
	Trust Fund	Operating Fund	Petty Cash	Total	Trust Fund	Operating Fund	Petty Cash	Total
<b>REVENUES:</b>								
Assessments	\$ 19,950.00	\$ -	\$ -	\$ 19,950.00	\$ 775,826.52	\$ -	\$ -	\$ 775,826.52
Other income	-	-	-	-	-	-	-	-
Interest Income	<u>1,229.56</u>	-	-	<u>1,229.56</u>	<u>25,206.29</u>	-	-	<u>25,206.29</u>
<b>TOTAL REVENUES</b>	<b>21,179.56</b>	<b>-</b>	<b>-</b>	<b>21,179.56</b>	<b>801,032.81</b>	<b>-</b>	<b>-</b>	<b>801,032.81</b>
<b>DRAWS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(70,000.00)</b>	<b>69,556.10</b>	<b>443.90</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	-	2,520.00	-	2,520.00	-	18,073.50	-	18,073.50
Wages - Compliance	-	62.50	-	62.50	-	1,075.00	-	1,075.00
Payroll Taxes	-	<u>205.71</u>	-	<u>205.71</u>	-	<u>1,555.30</u>	-	<u>1,555.30</u>
Total personnel	-	2,788.21	-	2,788.21	-	20,703.80	-	20,703.80
Occupancy								
Rent	-	265.00	-	265.00	-	2,705.00	-	2,705.00
Utilities	-	<u>165.16</u>	-	<u>165.16</u>	-	<u>1,742.48</u>	-	<u>1,742.48</u>
Total occupancy	-	430.16	-	430.16	-	4,447.48	-	4,447.48
General and administrative								
Accounting and auditing fees	-	9,000.00	-	9,000.00	-	25,758.25	-	25,758.25
Bank services charges	-	-	-	-	-	-	-	-
Bookkeeping & payroll processing	-	550.00	-	550.00	-	5,872.74	-	5,872.74
Copying	-	-	-	-	-	-	61.52	61.52
Legal fees	-	2,540.00	-	2,540.00	-	11,421.80	-	11,421.80
Office expenses	-	134.00	-	134.00	-	384.00	-	384.00
Travel - Administrative	-	384.91	-	384.91	-	1,521.49	-	1,521.49
Travel - Compliance	-	59.89	-	59.89	-	901.88	-	901.88
Postage	-	0.92	64.90	65.82	-	746.56	607.40	1,353.96
Supplies	-	<u>29.93</u>	<u>25.46</u>	<u>55.39</u>	-	<u>612.03</u>	<u>129.33</u>	<u>741.36</u>
Total general and administrative	-	12,699.65	90.36	12,790.01	-	47,218.75	798.25	48,017.00
Total support services	-	15,918.02	90.36	16,008.38	-	72,370.03	798.25	73,168.28
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>15,918.02</b>	<b>90.36</b>	<b>16,008.38</b>	<b>-</b>	<b>72,370.03</b>	<b>798.25</b>	<b>73,168.28</b>
<b>CHANGE IN NET ASSETS</b>	<b>21,179.56</b>	<b>(15,918.02)</b>	<b>(90.36)</b>	<b>5,171.18</b>	<b>731,032.81</b>	<b>(2,813.93)</b>	<b>(354.35)</b>	<b>727,864.53</b>
<b>BEGINNING NET ASSETS</b>	<b><u>5,739,043.18</u></b>	<b><u>25,966.40</u></b>	<b><u>224.39</u></b>	<b><u>5,765,233.97</u></b>	<b><u>5,029,189.93</u></b>	<b><u>12,862.31</u></b>	<b><u>488.38</u></b>	<b><u>5,042,540.62</u></b>
<b>ENDING NET ASSETS</b>	<b><u>\$ 5,760,222.74</u></b>	<b><u>\$ 10,048.38</u></b>	<b><u>\$ 134.03</u></b>	<b><u>\$ 5,770,405.15</u></b>	<b><u>\$ 5,760,222.74</u></b>	<b><u>\$ 10,048.38</u></b>	<b><u>\$ 134.03</u></b>	<b><u>\$ 5,770,405.15</u></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	Relocation Authority	Petty Cash*	Total
	Trust Fund	Operating Fund		
<b>REVENUES:</b>				
Assessments	\$ 6,886,815.79	\$ 4,500.00	\$ -	\$ 6,891,315.79
Special Collection	-	8,050.00	-	8,050.00
Interest Income	<u>351,971.54</u>	<u>-</u>	<u>-</u>	<u>351,971.54</u>
<b>TOTAL REVENUES</b>	<b>7,238,787.33</b>	<b>12,550.00</b>	<b>-</b>	<b>7,251,337.33</b>
<b>DRAWS</b>	<b>(917,750.00)</b>	<b>915,156.44</b>	<b>2,593.56</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	-	131,891.11	-	131,891.11
Wages - Compliance	-	39,318.75	-	39,318.75
Payroll Taxes	<u>-</u>	<u>15,280.17</u>	<u>-</u>	<u>15,280.17</u>
Total personnel	-	186,490.03	-	186,490.03
Occupancy				
Rent	-	20,440.58	-	20,440.58
Utilities	<u>-</u>	<u>13,775.82</u>	<u>-</u>	<u>13,775.82</u>
Total occupancy	-	34,216.40	-	34,216.40
General and administrative				
Accounting fees	-	242,737.21	-	242,737.21
Bank services charges	-	130.00	-	130.00
Bookkeeping & payroll processing	-	130,992.91	-	130,992.91
Consulting fees	4,200.00	11,145.00	-	15,345.00
Copying	-	487.63	61.52	549.15
Legal fees	-	251,775.43	-	251,775.43
Office expenses	-	12,550.01	287.32	12,837.33
Travel - Administrative	-	5,007.30	-	5,007.30
Travel - Compliance	-	18,947.00	-	18,947.00
Postage	-	2,394.06	1,481.17	3,875.23
Supplies	<u>-</u>	<u>4,685.08</u>	<u>629.52</u>	<u>5,314.60</u>
Total general and administrative	4,200.00	680,851.63	2,459.53	687,511.16
Total support services	<u>4,200.00</u>	<u>901,558.06</u>	<u>2,459.53</u>	<u>908,217.59</u>
<b>TOTAL EXPENDITURES</b>	<b>560,814.59</b>	<b>917,658.06</b>	<b>2,459.53</b>	<b>1,480,932.18</b>
<b>CHANGE IN NET ASSETS</b>	<b>5,760,222.74</b>	<b>10,048.38</b>	<b>134.03</b>	<b>5,770,405.15</b>
<b>BEGINNING NET ASSETS</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>ENDING NET ASSETS</b>	<u>\$ 5,760,222.74</u>	<u>\$ 10,048.38</u>	<u>\$ 134.03</u>	<u>\$ 5,770,405.15</u>

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

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

**Balance:** \$5,760,222.74

<b>Date</b>	<b>Explanation</b>	<b>Revenue/Interest Debit</b>	<b>Expenses Credit</b>	<b>Balance</b>
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
9/27/2011	Withdrawal to Operating Account		\$10,000.00	\$4,532,141.14
9/30/2011	Deposit	\$6,462.00		\$4,538,603.14
10/1/2011	Deposit - September Interest	\$2,575.64		\$4,541,178.78
10/20/2011	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	Deposit	\$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
1/10/2012	Deposit - Financial System Interest Adjustments	\$87.35		\$4,646,467.32
1/31/2012	Deposit	\$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	Deposit	\$3,093.00		\$4,821,223.92
4/1/2012	Deposit - March Interest	\$1,359.48		\$4,822,583.40
4/30/2012	Deposit	\$162,850.13		\$4,985,433.53
5/1/2012	Deposit - April Interest	\$2,861.12		\$4,988,294.65
5/31/2012	Deposit	\$26,670.00		\$5,014,964.65
6/1/2012	Deposit - May Interest	\$2,189.28		\$5,017,153.93
6/29/2012	Deposit	\$12,036.00		\$5,029,189.93
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