

**Delaware Manufactured Home Relocation Authority**  
**Financial Summary – Cash Basis**  
**May 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 May 2014 totaled \$84,384.81. Additionally, \$2,065.88 in interest was posted to the Trust Fund in May 2014 for cash held during April 2014.

For the fiscal year, total assessments collected are \$734,299.20, other income received is \$4,500.00, and total interest received is \$20,030.03 (page 3).

Since inception on April 1, 2004, the Authority has collected assessments totaling \$7,644,231.89, total interest received is \$373,529.41, other income received is \$4,500.00, and total special collections are \$8,050.00 (page 4).

**Expenditures**

The Authority paid \$0.00 of relocation assistance during May 2014. The Authority paid personnel costs and bills for professional services, office expenses, and utilities during May 2014 totaling \$8,335.44 (page 3).

For the fiscal year, the Authority has paid \$0.00 of relocation assistance; \$31,448.40 in personnel costs; \$4,393.11 in occupancy costs; and \$69,828.15 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; \$220,178.95 in personnel costs; \$39,037.13 in occupancy costs; and \$760,458.03 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 May 31, 2014:**

Trust Fund - \$6,399,696.71

Operating Fund - \$38,060.64

Petty Cash - \$165.25

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

ASSETS

Current Assets	
Checking/Savings	
Petty Cash	\$ 165.25
Trust Fund	6,399,696.71
First National Bank of Wyoming	<u>38,060.64</u>
TOTAL ASSETS	<u>\$ 6,437,922.60</u>

LIABILITIES & EQUITY

Total Liabilities	<u>-</u>
Net Assets	
Net Assets - Prior Years	5,784,763.03
Net Increase - Current Year	<u>653,159.57</u>
Total Equity	<u>6,437,922.60</u>
TOTAL LIABILITIES & NET ASSETS	<u>6,437,922.60</u>

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

	May 2014				July 2013 - June 2014			
	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	\$ 84,384.81	\$ -	\$ -	\$ 84,384.81	\$ 734,299.20	\$ -	\$ -	\$ 734,299.20
Other income	-	500.00	-	500.00	-	4,500.00	-	4,500.00
Interest Income	2,065.88	-	-	2,065.88	20,030.03	-	-	20,030.03
<b>TOTAL REVENUES</b>	<b>86,450.69</b>	<b>500.00</b>	<b>-</b>	<b>86,950.69</b>	<b>754,329.23</b>	<b>4,500.00</b>	<b>-</b>	<b>758,829.23</b>
<b>DRAWS</b>	<b>(30,000.00)</b>	<b>30,000.00</b>	<b>-</b>	<b>-</b>	<b>(135,000.00)</b>	<b>134,554.16</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	-	3,375.00	-	3,375.00	-	28,550.75	-	28,550.75
Wages - Compliance	-	75.00	-	75.00	-	537.50	-	537.50
Payroll Taxes	-	274.77	-	274.77	-	2,360.15	-	2,360.15
Total personnel	-	3,724.77	-	3,724.77	-	31,448.40	-	31,448.40
Occupancy								
Rent	-	300.00	-	300.00	-	3,090.00	-	3,090.00
Utilities (net of FSMHA reimbursement)	-	(134.85)	-	(134.85)	-	1,303.11	-	1,303.11
Total occupancy	-	165.15	-	165.15	-	4,393.11	-	4,393.11
General and administrative								
Accounting and auditing fees	-	2,691.00	-	2,691.00	-	18,704.25	-	18,704.25
Bank services charges	-	-	-	-	-	-	-	-
Bookkeeping & payroll processing	-	550.00	-	550.00	-	5,856.54	-	5,856.54
Copying	-	-	-	-	-	-	-	-
Legal fees	-	558.00	-	558.00	-	21,413.79	-	21,413.79
Arbitration costs	-	-	-	-	-	17,373.50	-	17,373.50
Office expenses	-	317.00	-	317.00	-	1,455.97	-	1,455.97
Travel - Administrative	-	237.94	-	237.94	-	1,955.81	13.50	1,969.31
Travel - Compliance	-	72.80	-	72.80	-	616.98	-	616.98
Postage	-	17.24	-	17.24	-	752.24	613.06	1,365.30
Supplies	-	-	1.54	1.54	-	918.48	154.03	1,072.51
Total general and administrative	-	4,443.98	1.54	4,445.52	-	69,047.56	780.59	69,828.15
Total support services	-	8,333.90	1.54	8,335.44	-	104,889.07	780.59	105,669.66
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>8,333.90</b>	<b>1.54</b>	<b>8,335.44</b>	<b>-</b>	<b>104,889.07</b>	<b>780.59</b>	<b>105,669.66</b>
<b>CHANGE IN NET ASSETS</b>	<b>56,450.69</b>	<b>22,166.10</b>	<b>(1.54)</b>	<b>78,615.25</b>	<b>619,329.23</b>	<b>34,165.09</b>	<b>(334.75)</b>	<b>653,159.57</b>
<b>BEGINNING NET ASSETS</b>	<b>6,343,246.02</b>	<b>15,894.54</b>	<b>166.79</b>	<b>6,359,307.35</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>\$ 6,399,696.71</b>	<b>\$ 38,060.64</b>	<b>\$ 165.25</b>	<b>\$ 6,437,922.60</b>	<b>\$ 6,399,696.71</b>	<b>\$ 38,060.64</b>	<b>\$ 165.25</b>	<b>\$ 6,437,922.60</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	\$ 7,639,731.89	\$ 4,500.00	\$ -	\$ 7,644,231.89
Other income	-	4,500.00	-	4,500.00
Special collection		8,050.00		8,050.00
Interest Income	<u>373,529.41</u>	<u>-</u>	<u>-</u>	<u>373,529.41</u>
<b>TOTAL REVENUES</b>	<b>8,013,261.30</b>	<b>17,050.00</b>	<b>-</b>	<b>8,030,311.30</b>
<b>DRAWS</b>	<b>(1,052,750.00)</b>	<b>1,049,247.83</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	-	162,520.86	-	162,520.86
Wages - Compliance	-	39,856.25	-	39,856.25
Payroll Taxes	<u>-</u>	<u>17,801.84</u>	<u>-</u>	<u>17,801.84</u>
Total personnel	-	220,178.95	-	220,178.95
Occupancy				
Rent	-	23,795.58	-	23,795.58
Utilities	<u>-</u>	<u>15,241.55</u>	<u>-</u>	<u>15,241.55</u>
Total occupancy	-	39,037.13	-	39,037.13
General and administrative				
Accounting fees	-	261,441.46	-	261,441.46
Bank services charges	-	130.00	-	130.00
Bookkeeping & payroll processing	-	137,369.45	-	137,369.45
Consulting fees	4,200.00	11,145.00	-	15,345.00
Copying	-	487.63	61.52	549.15
Legal fees	-	275,115.22	-	275,115.22
Arbitration costs	-	17,373.50	-	17,373.50
Office expenses	-	14,005.98	287.32	14,293.30
Travel - Administrative	-	7,369.64	13.50	7,383.14
Travel - Compliance	-	19,563.98	-	19,563.98
Postage	-	3,207.85	2,191.03	5,398.88
Supplies	<u>-</u>	<u>5,711.40</u>	<u>783.55</u>	<u>6,494.95</u>
Total general and administrative	4,200.00	752,921.11	3,336.92	760,458.03
Total support services	4,200.00	1,012,137.19	3,336.92	1,019,674.11
<b>TOTAL EXPENDITURES</b>	<b>560,814.59</b>	<b>1,028,237.19</b>	<b>3,336.92</b>	<b>1,592,388.70</b>
<b>CHANGE IN NET ASSETS</b>	<b>6,399,696.71</b>	<b>38,060.64</b>	<b>165.25</b>	<b>6,437,922.60</b>
<b>BEGINNING NET ASSETS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ENDING NET ASSETS</b>	<b>\$ 6,399,696.71</b>	<b>\$ 38,060.64</b>	<b>\$ 165.25</b>	<b>\$ 6,437,922.60</b>

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

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

Balance: \$6,399,696.71

Date	Explanation	Revenue/Interest Debit	Expenses Credit	Balance
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
4/1/2014	Deposit - March Interest	\$1,763.95		\$6,237,875.72
4/30/2014	Deposit	\$105,370.30		\$6,343,246.02
5/1/2014	Deposit - April Interest	\$2,065.88		\$6,345,311.90
5/28/2014	Withdrawal to Operating Account		\$30,000.00	\$6,315,311.90
5/30/2014	Deposit	\$84,384.81		\$6,399,696.71