

Delaware Manufactured Home Relocation Authority
Financial Summary – Cash Basis
May 2017

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 2017 totaled \$35,207.40 and \$0.00 arbitration fees collected. Additionally, \$6,929.18 in interest was posted to the Trust Fund in May 2017 for cash held during April 2017.

For the fiscal year, total assessments collected totaled \$1,191,800.25 arbitration fees collected totaled \$6,224.00 and interest received totaled \$68.192.27 (page 4).

Since inception on April 1, 2004, the Authority has collected assessments totaling \$10,944,407.05, total interest received is \$514,432.13, arbitration fees collected is \$16,974.00, and total special collections are \$8,050.00 (page 5).

Expenditures

The Authority paid \$8,000.00 of relocation assistance during May 2017. The Authority paid personnel costs and bills for professional services, office expenses, and utilities during May 2017 totaling \$23,335.59 (page 3).

For the fiscal year, the Authority has paid \$307,000.00 of relocation assistance; \$41,423.74 in personnel costs; \$9,323.36 in occupancy costs; and \$103,592.82 in general and administrative costs (page 4).

Since inception on April 1, 2004, the Authority has paid \$2,177,766.62 of relocation costs; \$344,253.44 in personnel costs; \$68,615.88 in occupancy costs; and \$1,026,539.19 in general and administrative costs, of which \$500.00 was used to set up a petty cash account for daily incidentals (page 5).

Net Position – Cash Basis - at May 31, 2017:

Trust Fund - \$7,823,847.79

Operating Fund – \$42,431.66

Petty Cash - \$408.60

Delaware Manufactured Housing Relocation Authority
Statement of Assets, Liabilities and Net Position - Cash Basis
As of May 31, 2017

ASSETS

Current Assets	
Checking/Savings	
Petty Cash	\$ 408.60
Trust Fund	7,823,847.79
WSFS Checking	<u>42,431.66</u>
TOTAL ASSETS	<u><u>\$ 7,866,688.05</u></u>

LIABILITIES & NET POSITION

Total Liabilities	<u>-</u>
Net Position	
Net Position - Prior Years	\$ 7,061,811.45
Net Increase - Current Year	<u>804,876.60</u>
Total Net Position	<u>7,866,688.05</u>
TOTAL LIABILITIES & NET POSITION	<u><u>\$ 7,866,688.05</u></u>

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

	May 2017			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
REVENUES:				
Assessments	\$ 35,207.40	\$ -	\$ -	\$ 35,207.40
Arbitration fees	-	-	-	-
Interest income	6,929.18	-	-	6,929.18
TOTAL REVENUES	42,136.58	-	-	42,136.58
DRAWS	(40,000.00)	39,544.27	455.73	(0.00)
EXPENDITURES:				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	8,000.00	-	-	8,000.00
Payments for non-relocatable homes	-	-	-	-
Payments for abandoned homes	-	-	-	-
Total program services	8,000.00	-	-	8,000.00
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	3,480.00	-	3,480.00
Wages - Compliance	-	296.00	-	296.00
Payroll Taxes	-	279.56	-	279.56
Total personnel	-	4,055.56	-	4,055.56
Occupancy				
Rent	-	706.00	-	706.00
Utilities	-	60.75	-	60.75
Total occupancy	-	766.75	-	766.75
General and administrative				
Accounting and auditing fees	-	-	-	-
Advertising	-	-	-	-
Bank services charges	-	-	-	-
Bookkeeping & payroll processing	-	625.00	-	625.00
Consulting fees	-	-	-	-
Copying	-	-	-	-
Legal fees	-	4,129.25	-	4,129.25
Arbitration costs	-	5,433.20	-	5,433.20
Office expenses	-	-	9.99	9.99
Travel - Administrative	-	257.62	-	257.62
Travel - Compliance	-	-	-	-
Postage	-	-	38.22	38.22
Supplies	-	-	20.00	20.00
Total general and administrative	-	10,445.07	68.21	10,513.28
Total support services	-	15,267.38	68.21	15,335.59
TOTAL EXPENDITURES	8,000.00	15,267.38	68.21	23,335.59
CHANGE IN NET POSITION	(5,863.42)	24,276.89	387.52	18,800.99
BEGINNING NET POSITION	7,829,711.21	18,154.77	21.08	7,847,887.06
ENDING NET POSITION	\$ 7,823,847.79	\$ 42,431.66	\$ 408.60	\$ 7,866,688.05

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

July 2016 - May 2017

	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
REVENUES:				
Assessments	\$ 1,191,800.25	\$ -	\$ -	\$ 1,191,800.25
Arbitration fees	-	6,224.00	-	6,224.00
Interest Income	68,192.27	-	-	68,192.27
TOTAL REVENUES	1,259,992.52	6,224.00	-	1,266,216.52
DRAWS	(156,000.00)	155,044.27	955.73	(0.00)
EXPENDITURES:				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	83,500.00	-	-	83,500.00
Payments for non-relocatable homes	16,500.00	-	-	16,500.00
Payments for abandoned homes	207,000.00	-	-	207,000.00
Total program services	307,000.00	-	-	307,000.00
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	37,986.21	-	37,986.21
Wages - Compliance	-	296.00	-	296.00
Payroll Taxes	-	3,141.53	-	3,141.53
Total personnel	-	41,423.74	-	41,423.74
Occupancy				
Rent	-	6,406.00	-	6,406.00
Utilities	-	2,917.36	-	2,917.36
Total occupancy	-	9,323.36	-	9,323.36
General and administrative				
Accounting and auditing fees	-	18,734.60	-	18,734.60
Advertising	-	705.00	-	705.00
Bank services charges	-	15.00	-	15.00
Bookkeeping & payroll processing	-	6,627.61	-	6,627.61
Consulting fees	-	-	-	-
Copying	-	-	-	-
Legal fees	-	22,739.20	-	22,739.20
Arbitration costs	-	46,132.34	-	46,132.34
Office expenses	-	4,589.80	9.99	4,599.79
Travel - Administrative	-	1,218.39	-	1,218.39
Travel - Compliance	-	-	-	-
Postage	-	416.08	725.72	1,141.80
Supplies	-	1,560.64	118.45	1,679.09
Total general and administrative	-	102,738.66	854.16	103,592.82
Total support services	-	153,485.76	854.16	154,339.92
TOTAL EXPENDITURES	307,000.00	153,485.76	854.16	461,339.92
CHANGE IN NET POSITION	796,992.52	7,782.51	101.57	804,876.60
BEGINNING NET POSITION	7,026,855.27	34,649.15	307.03	7,061,811.45
ENDING NET POSITION	\$ 7,823,847.79	\$ 42,431.66	\$ 408.60	\$ 7,866,688.05

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

	Fund-to-Date			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash*	Total
REVENUES:				
Assessments	\$ 10,939,907.05	\$ 4,500.00	\$ -	\$ 10,944,407.05
Arbitration fees	-	16,974.00	-	16,974.00
Special collection	-	8,050.00	-	8,050.00
Interest Income	514,432.13	-	-	514,432.13
TOTAL REVENUES	11,454,339.18	29,524.00	-	11,483,863.18
DRAWS	(1,468,750.00)	1,462,478.11	6,271.89	-
EXPENDITURES:				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	1,515,114.59	931.91	-	1,516,046.50
Payments for non-relocatable homes	313,533.50	18,620.30	-	332,153.80
Payments for abandoned homes	328,893.30	673.02	-	329,566.32
Total program services	2,157,541.39	20,225.23	-	2,177,766.62
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	275,111.05	-	275,111.05
Wages - Compliance	-	42,107.25	-	42,107.25
Payroll Taxes	-	27,035.14	-	27,035.14
Total personnel	-	344,253.44	-	344,253.44
Occupancy				
Rent	-	44,556.58	-	44,556.58
Utilities	-	24,059.30	-	24,059.30
Total occupancy	-	68,615.88	-	68,615.88
General and administrative				
Accounting fees	-	316,794.68	-	316,794.68
Advertising	-	1,443.00	-	1,443.00
Bank services charges	-	159.50	-	159.50
Bookkeeping & payroll processing	-	158,686.05	-	158,686.05
Consulting fees	4,200.00	11,145.00	-	15,345.00
Copying	-	631.63	61.52	693.15
Legal fees	-	350,057.81	-	350,057.81
Arbitration costs	-	101,512.73	-	101,512.73
Office expenses	-	24,577.74	287.32	24,865.06
Travel - Administrative	-	14,775.39	23.74	14,799.13
Travel - Compliance	-	21,064.23	-	21,064.23
Postage	-	5,530.90	4,099.14	9,630.04
Supplies	-	10,097.24	1,391.57	11,488.81
Total general and administrative	4,200.00	1,016,475.90	5,863.29	1,026,539.19
Total support services	4,200.00	1,429,345.22	5,863.29	1,439,408.51
TOTAL EXPENDITURES	2,161,741.39	1,449,570.45	5,863.29	3,617,175.13
CHANGE IN NET POSITION	7,823,847.79	42,431.66	408.60	7,866,688.05
BEGINNING NET POSITION	-	-	-	-
ENDING NET POSITION	\$ 7,823,847.79	\$ 42,431.66	\$ 408.60	\$ 7,866,688.05

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

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

Balance: \$7,823,847.79

Date	Explanation	Revenue/Interest Debit	Expenses Credit	Balance
7/1/2016	Deposit - June Interest	\$5,165.46		\$7,032,020.73
7/29/2016	Deposit	\$263,866.43		\$7,295,887.16
8/1/2016	Deposit - July Interest	\$5,625.16		\$7,301,512.32
8/1/2016	Marshall & Bailey (Relocation & Setup)		\$24,000.00	\$7,277,512.32
8/1/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$8,000.00	\$7,269,512.32
8/31/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$8,000.00	\$7,261,512.32
8/31/2016	Deposit	\$22,061.25		\$7,283,573.57
9/1/2016	Deposit - August Interest	\$6,153.82		\$7,289,727.39
9/13/2016	Bradie & Joann Worthy (Non-Relocatable)		\$4,500.00	\$7,285,227.39
9/20/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$27,500.00	\$7,257,727.39
9/29/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup) VOID	\$27,500.00		\$7,285,227.39
9/30/2016	Deposit	\$10,887.50		\$7,296,114.89
10/1/2016	Deposit - September Interest	\$5,758.82		\$7,301,873.71
10/3/2016	Marshall & Bailey (Relocation & Setup)		\$16,000.00	\$7,285,873.71
10/3/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$11,500.00	\$7,274,373.71
10/19/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup) VOID	\$11,500.00		\$7,285,873.71
10/19/2016	Marshall & Bailey (Relocation & Setup)		\$11,500.00	\$7,274,373.71
10/19/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$8,000.00	\$7,266,373.71
10/19/2016	Ruthie May Scott (Non-Relocatable)		\$4,000.00	\$7,262,373.71
10/31/2016	Deposit	\$265,890.17		\$7,528,263.88
11/1/2016	Deposit - October Interest	\$6,080.57		\$7,534,344.45
11/15/2016	Withdrawal to Operating Account		\$40,000.00	\$7,494,344.45
11/16/2016	St. Jones Landing, LLC (Removal and Disposal)		\$6,000.00	\$7,488,344.45
11/30/2016	Deposit	\$30,695.37		\$7,519,039.82
12/1/2016	Deposit - December Interest	\$5,827.31		\$7,524,867.13
12/29/2016	Glasgow Court Enterprises (Removal and Disposal)		\$147,000.00	\$7,377,867.13
12/29/2016	Levi Fisher (Non-Relocatable)		\$4,000.00	\$7,373,867.13
12/29/2016	St. Jones Landing, LLC (Removal and Disposal)		\$6,000.00	\$7,367,867.13
12/31/2016	Deposit	\$13,715.00		\$7,381,582.13
1/1/2017	Deposit - December Interest	\$6,370.33		\$7,387,952.46
1/11/2017	Judith McNamire (Non-Relocatable)		\$4,000.00	\$7,383,952.46
1/11/2017	Glasgow Court Enterprises (Removal and Disposal)		\$48,000.00	\$7,335,952.46
1/31/2017	Deposit	\$261,500.23		\$7,597,452.69
2/1/2017	Deposit - January Interest	\$6,890.94		\$7,604,343.63
2/27/2017	Withdrawal to Operating Account		\$36,000.00	\$7,568,343.63
2/28/2017	Deposit	\$20,154.50		\$7,588,498.13
3/1/2017	Deposit - February Interest	\$6,652.09		\$7,595,150.22
3/23/2017	Withdrawal to Operating Account		\$40,000.00	\$7,555,150.22
3/31/2017	Deposit	\$21,967.50		\$7,577,117.72
4/1/2017	Deposit - March Interest	\$6,738.59		\$7,583,856.31
4/30/2017	Deposit	\$245,854.90		\$7,829,711.21
5/1/2017	Deposit - April Interest	\$6,929.18		\$7,836,640.39
5/8/2017	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$8,000.00	\$7,828,640.39
5/31/2017	Withdrawal to Operating Account		\$40,000.00	\$7,788,640.39
5/31/2017	Deposit	\$35,207.40		\$7,823,847.79