

Delaware Manufactured Home Relocation Authority
Financial Summary – Cash Basis
November 2016

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 November 2016 totaled \$30,695.37. Additionally, \$6,080.57 in interest was posted to the Trust Fund in November 2016 for cash held during October 2016.

For the fiscal year, total assessments collected are \$593,400.72, arbitration cost paid is \$617.50, and total interest received is \$28,783.83 (page 4).

Since inception on April 1, 2004, the Authority has collected assessments totaling \$10,346,007.52, total interest received is \$475,023.69, arbitration fees collected is \$11,367.50, and total special collections are \$8,050.00 (page 5).

Expenditures

The Authority paid \$0.00 of relocation assistance during November 2016. The Authority paid personnel costs and bills for professional services, office expenses, and utilities during November 2016 totaling \$7,912.17 (page 3).

For the fiscal year, the Authority has paid \$84,000.00 of relocation assistance; \$16,386.23 in personnel costs; \$4,065.34 in occupancy costs; and \$17,754.15 in general and administrative costs (page 4).

Since inception on April 1, 2004, the Authority has paid \$1,954,766.62 of relocation costs: \$319,215.93 in personnel costs; \$63,357.86 in occupancy costs; and \$940,700.52 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 November 30, 2016:

Trust Fund - \$7,525,039.82

Operating Fund - \$36,976.80

Petty Cash - \$391.16

Delaware Manufactured Housing Relocation Authority
Statement of Assets, Liabilities and Net Position - Cash Basis
As of November 30 2016

ASSETS

Current Assets	
Checking/Savings	
Petty Cash	\$ 391.16
Trust Fund	7,519,039.82
WSFS Checking	<u>36,666.92</u>
TOTAL ASSETS	<u>\$ 7,556,097.90</u>

LIABILITIES & NET POSITION

Total Liabilities	<u>-</u>
Net Position	
Net Position - Prior Years	\$ 7,061,811.45
Net Increase - Current Year	<u>494,286.45</u>
Total Net Position	<u>7,556,097.90</u>
TOTAL LIABILITIES & NET POSITION	<u>\$ 7,556,097.90</u>

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

	July 2016 - June 2017			
	Division of Revenue	Relocation Authority	Petty Cash	Total
	Trust Fund	Operating Fund		
REVENUES:				
Assessments	\$ 593,400.72	\$ -	\$ -	\$ 593,400.72
Arbitration fees	-	617.50	-	617.50
Interest Income	28,783.83	-	-	28,783.83
TOTAL REVENUES	622,184.55	617.50	-	622,802.05
DRAWS	(40,000.00)	39,500.00	500.00	-
EXPENDITURES:				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	75,500.00	-	-	75,500.00
Payments for non-relocatable homes	8,500.00	-	-	8,500.00
Payments for abandoned homes	-	-	-	-
Total program services	84,000.00	-	-	84,000.00
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	15,118.21	-	15,118.21
Wages - Compliance	-	-	-	-
Payroll Taxes	-	1,268.02	-	1,268.02
Total personnel	-	16,386.23	-	16,386.23
Occupancy				
Rent	-	2,850.00	-	2,850.00
Utilities	-	1,215.34	-	1,215.34
Total occupancy	-	4,065.34	-	4,065.34
General and administrative				
Accounting and auditing fees	-	3,459.60	-	3,459.60
Advertising	-	446.00	-	446.00
Bank services charges	-	-	-	-
Bookkeeping & payroll processing	-	2,378.71	-	2,378.71
Consulting fees	-	-	-	-
Copying	-	-	-	-
Legal fees	-	5,743.25	-	5,743.25
Arbitration costs	-	3,733.50	-	3,733.50
Office expenses	-	569.00	-	569.00
Travel - Administrative	-	505.41	-	505.41
Travel - Compliance	-	-	-	-
Postage	-	-	378.48	378.48
Supplies	-	502.81	37.39	540.20
Total general and administrative	-	17,338.28	415.87	17,754.15
Total support services	-	37,789.85	415.87	38,205.72
TOTAL EXPENDITURES	84,000.00	37,789.85	415.87	122,205.72
CHANGE IN NET POSITION	498,184.55	2,327.65	84.13	500,596.33
BEGINNING NET POSITION	7,026,855.27	34,649.15	307.03	7,061,811.45
ENDING NET POSITION	\$ 7,525,039.82	\$ 36,976.80	\$ 391.16	\$ 7,562,407.78

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

	Fund-to-Date			
	Division of Revenue	Relocation Authority	Pety Cash*	Total
	Trust Fund	Operating Fund		
REVENUES:				
Assessments	\$ 10,341,507.52	\$ 4,500.00	\$ -	\$ 10,346,007.52
Arbitration fees	-	11,367.50	-	11,367.50
Special collection	-	8,050.00	-	8,050.00
Interest Income	475,023.69	-	-	475,023.69
TOTAL REVENUES	10,816,531.21	23,917.50	-	10,840,448.71
DRAWS	(1,352,750.00)	1,346,933.84	5,816.16	
EXPENDITURES:				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	1,507,114.59	931.91	-	1,508,046.50
Payments for non-relocatable homes	305,533.50	18,620.30	-	324,153.80
Payments for abandoned homes	121,893.30	673.02	-	122,566.32
Total program services	1,934,541.39	20,225.23	-	1,954,766.62
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	252,243.05	-	252,243.05
Wages - Compliance	-	41,811.25	-	41,811.25
Payroll Taxes	-	25,161.63	-	25,161.63
Total personnel	-	319,215.93	-	319,215.93
Occupancy				
Rent	-	41,000.58	-	41,000.58
Utilities	-	22,357.28	-	22,357.28
Total occupancy	-	63,357.86	-	63,357.86
General and administrative				
Accounting fees	-	301,519.68	-	301,519.68
Advertising	-	1,184.00	-	1,184.00
Bank services charges	-	144.50	-	144.50
Bookkeeping & payroll processing	-	154,437.15	-	154,437.15
Consulting fees	4,200.00	11,145.00	-	15,345.00
Copying	-	631.63	61.52	693.15
Legal fees	-	333,061.86	-	333,061.86
Arbitration costs	-	59,113.89	-	59,113.89
Office expenses	-	20,556.94	287.32	20,844.26
Travel - Administrative	-	14,062.41	13.75	14,076.16
Travel - Compliance	-	21,064.23	-	21,064.23
Postage	-	5,114.82	3,751.90	8,866.72
Supplies	-	9,039.41	1,310.51	10,349.92
Total general and administrative	4,200.00	931,075.52	5,425.00	940,700.52
Total support services	4,200.00	1,313,649.31	5,425.00	1,323,274.31
TOTAL EXPENDITURES	1,938,741.39	1,333,874.54	5,425.00	3,278,040.93
CHANGE IN NET POSITION	7,525,039.82	36,976.80	391.16	7,562,407.78
BEGINNING NET POSITION	-	-	-	-
ENDING NET POSITION	\$ 7,525,039.82	\$ 36,976.80	\$ 391.16	\$ 7,562,407.78

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

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

Balance: \$7,519,039.82

Date	Explanation	Revenue/Interest	Expenses	Balance
		Debit	Credit	
1/1/2016	Deposit - December Interest	\$2,934.27		\$6,585,079.47
1/6/2016	Marshall & Bailey (Relocation & Setup)		\$24,000.00	\$6,561,079.47
1/13/2016	Jorge Diaz, Veronica Contreras and Marshall & Bailey (Relocation & Setup)		\$8,000.00	\$6,553,079.47
1/13/2016	Jose Flores, Armando Perez and Marshall & Bailey (Relocation & Setup)		\$8,000.00	\$6,545,079.47
1/19/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$16,000.00	\$6,529,079.47
1/19/2016	Marshall & Bailey (Relocation & Setup)		\$16,000.00	\$6,513,079.47
1/25/2016	McGinnis Auto and Mobile Home Salvage (Relocation & Setup)		\$24,000.00	\$6,489,079.47
1/26/2016	Marshall & Bailey (Relocation & Setup)		\$8,000.00	\$6,481,079.47
1/31/2016	Deposit	\$251,766.86		\$6,732,846.33
2/1/2016	Deposit - January Interest	\$2,949.34		\$6,735,795.67
2/1/2016	Olin Boyer (Non-Relocatable)		\$4,000.00	\$6,731,795.67
2/29/2016	Deposit	\$33,328.00		\$6,765,123.67
3/1/2016	Deposit - February Interest	\$4,138.12		\$6,769,261.79
3/9/2016	Lakeland Park Inc. (Removal and Disposal)		\$3,000.00	\$6,766,261.79
3/9/2016	Marshall & Bailey (Relocation & Setup)		\$7,800.00	\$6,758,461.79
3/9/2016	McGinnis Auto and Mobile Home Salvage (Relocation & Setup)		\$8,000.00	\$6,750,461.79
3/9/2016	Rosetta Mosley (Abandonment)		\$1,500.00	\$6,748,961.79
3/30/2016	Withdrawal to Operating Account		\$40,000.00	\$6,708,961.79
3/31/2016	Deposit	\$20,307.50		\$6,729,269.29
4/1/2016	Deposit - March Interest	\$4,134.49		\$6,733,403.78
4/28/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$7,900.00	\$6,725,503.78
4/29/2016	Deposit	\$241,541.72		\$6,967,045.50
5/1/2016	Deposit - April Interest	\$4,659.47		\$6,971,704.97
5/31/2016	Deposit	\$43,202.50		\$7,014,907.47
6/1/2016	Deposit - May Interest	\$4,853.30		\$7,019,760.77
6/30/2016	Deposit	\$7,094.50		\$7,026,855.27
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