

**Delaware Manufactured Home Relocation Authority**  
**Financial Summary – Cash Basis**  
**August 2018**

**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 August 2018 totaled \$30,652.50. Additionally, \$3,236.41 of interest was posted to the Trust Fund in August 2018 for cash held during July 2018.

For the fiscal year, assessments collected totaled \$290,545.32, arbitration fees collected totaled \$1,530.50 and interest received totaled \$5,015.03 (page 4).

Since inception on April 1, 2004, the Authority has collected assessments totaling \$12,441,675.83, total interest received is \$565,680.78, arbitration fees collected is \$23,200.90, and total special collections are \$8,050.00 (page 5).

**Expenditures**

The Authority paid \$76,000.00 of relocation assistance during August 2018. The Authority paid personnel costs and bills for professional services, office expenses, and utilities during August 2018 totaling \$10,030.04 (page 3).

For the fiscal year, the Authority has paid \$93,500.00 of relocation assistance; \$11,885.70 in personnel costs; \$1,733.49 in occupancy costs; and \$13,568.04 in general and administrative costs (page 4).

Since inception on April 1, 2004, the Authority has paid \$2,392,016.62 of relocation costs; \$427,719.54 in personnel costs; \$81,609.48 in occupancy costs; and \$1,177,708.67 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 August 31, 2018:**

Trust Fund - \$8,898,115.22

Operating Fund – \$61,052.30

Petty Cash - \$385.68

Delaware Manufactured Housing Relocation Authority  
Statement of Assets, Liabilities and Net Assets - Cash Basis  
As of July 31, 2018

ASSETS

Current Assets

Checking/Savings

Petty Cash

\$ 385.68

Trust Fund

8,898,115.22

WSFS Checking

61,052.30

TOTAL ASSETS

\$ 8,959,553.20

LIABILITIES & EQUITY

Total Liabilities

-

Net Assets

Net Assets - Prior Years

\$ 7,061,811.45

Net Increase - Current Year

1,897,741.75

Total Equity

8,959,553.20

TOTAL LIABILITIES & NET ASSETS

\$ 8,959,553.20

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

	August 2018			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
<b>REVENUES:</b>				
Assessments	\$ 30,652.50	\$ -	\$ -	\$ 30,652.50
Arbitration fees		-	-	-
Interest income	3,236.41	-	-	3,236.41
<b>TOTAL REVENUES</b>	33,888.91	-	-	33,888.91
<b>DRAWS</b>	(60,000.00)	59,628.33	371.67	0.00
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	76,000.00	-	-	76,000.00
Payments for non-relocatable homes	-	-	-	-
Payments for abandoned homes	-	-	-	-
<b>Total program services</b>	76,000.00	-	-	76,000.00
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	5,675.00	-	5,675.00
Wages - Compliance	-	75.00	-	75.00
Payroll Taxes	-	440.23	-	440.23
<b>Total personnel</b>	-	6,190.23	-	6,190.23
Occupancy				
Rent	-	593.00	-	593.00
Utilities	-	306.99	-	306.99
<b>Total occupancy</b>	-	899.99	-	899.99
General and administrative				
Accounting and auditing fees	-	-	-	-
Advertising	-	-	-	-
Bank services charges	-	-	-	-
Bookkeeping & payroll processing	-	925.00	-	925.00
Consulting fees	-	-	-	-
Copying	-	-	-	-
Legal fees	-	-	-	-
Arbitration costs	-	1,500.00	-	1,500.00
Office expenses	-	56.64	-	56.64
Travel - Administrative	-	233.81	-	233.81
Travel - Compliance	-	49.05	-	49.05
Postage	-	-	114.32	114.32
Supplies	-	61.00	-	61.00
<b>Total general and administrative</b>	-	2,825.50	114.32	2,939.82
<b>Total support services</b>	-	9,915.72	114.32	10,030.04
<b>TOTAL EXPENDITURES</b>	76,000.00	9,915.72	114.32	86,030.04
<b>CHANGE IN NET ASSETS</b>	(102,111.09)	49,712.61	257.35	(52,141.13)
<b>BEGINNING NET ASSETS</b>	9,000,226.31	11,339.69	128.33	9,011,694.33
<b>ENDING NET ASSETS</b>	\$ 8,898,115.22	\$ 61,052.30	\$ 385.68	\$ 8,959,553.20

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

	July 2018 - June 2019			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
<b>REVENUES:</b>				
Assessments	\$ 290,545.32	\$ -	\$ -	\$ 290,545.32
Arbitration fees	-	1,535.50	(5.00)	1,530.50
Interest Income	5,015.03	-	-	5,015.03
<b>TOTAL REVENUES</b>	295,560.35	1,535.50	(5.00)	297,090.85
<b>DRAWS</b>	(60,000.00)	59,628.33	371.67	-
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	92,000.00	-	-	92,000.00
Payments for non-relocatable homes	-	-	-	-
Payments for abandoned homes	1,500.00	-	-	1,500.00
<b>Total program services</b>	93,500.00	-	-	93,500.00
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	10,575.00	-	10,575.00
Wages - Compliance	-	487.50	-	487.50
Payroll Taxes	-	823.20	-	823.20
<b>Total personnel</b>	-	11,885.70	-	11,885.70
Occupancy				
Rent	-	1,186.00	-	1,186.00
Utilities	-	547.49	-	547.49
<b>Total occupancy</b>	-	1,733.49	-	1,733.49
General and administrative				
Accounting and auditing fees	-	2,910.00	-	2,910.00
Advertising	-	-	-	-
Bank services charges	-	-	-	-
Bookkeeping & payroll processing	-	1,515.00	-	1,515.00
Consulting fees	-	-	-	-
Copying	-	-	-	-
Legal fees	-	572.00	-	572.00
Arbitration costs	-	7,853.09	-	7,853.09
Office expenses	-	56.64	-	56.64
Travel - Administrative	-	233.81	-	233.81
Travel - Compliance	-	208.20	-	208.20
Postage	-	-	149.06	149.06
Supplies	-	61.00	9.24	70.24
<b>Total general and administrative</b>	-	13,409.74	158.30	13,568.04
<b>Total support services</b>	-	27,028.93	158.30	27,187.23
<b>TOTAL EXPENDITURES</b>	93,500.00	27,028.93	158.30	120,687.23
<b>CHANGE IN NET ASSETS</b>	142,060.35	34,134.90	208.37	176,403.62
<b>BEGINNING NET ASSETS</b>	8,756,054.87	26,917.40	177.31	8,783,149.58
<b>ENDING NET ASSETS</b>	\$ 8,898,115.22	\$ 61,052.30	\$ 385.68	\$ 8,959,553.20

**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	\$ 12,437,175.83	\$ 4,500.00	\$ -	\$ 12,441,675.83
Arbitration fees	-	23,205.90	(5.00)	23,200.90
Special collection	-	8,050.00	-	8,050.00
Interest Income	565,680.78	-	-	565,680.78
<b>TOTAL REVENUES</b>	13,002,856.61	35,755.90	(5.00)	13,038,607.51
<b>DRAWS</b>	(1,728,750.00)	1,720,928.32	7,821.68	-
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	1,713,364.59	931.91	-	1,714,296.50
Payments for non-relocatable homes	323,533.50	18,620.30	-	342,153.80
Payments for abandoned homes	334,893.30	673.02	-	335,566.32
Total program services	2,371,791.39	20,225.23	-	2,392,016.62
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	348,905.55	-	348,905.55
Wages - Compliance	-	45,951.10	-	45,951.10
Payroll Taxes	-	32,862.89	-	32,862.89
Total personnel	-	427,719.54	-	427,719.54
Occupancy				
Rent	-	53,308.58	-	53,308.58
Utilities	-	28,300.90	-	28,300.90
Total occupancy	-	81,609.48	-	81,609.48
General and administrative				
Accounting fees	-	338,740.43	-	338,740.43
Advertising	-	2,015.80	-	2,015.80
Bank services charges	-	229.50	-	229.50
Bookkeeping & payroll processing	-	167,900.49	-	167,900.49
Consulting fees	4,200.00	11,145.00	-	15,345.00
Copying	-	631.63	61.52	693.15
Legal fees	-	377,903.07	-	377,903.07
Arbitration costs	-	178,418.03	-	178,418.03
Office expenses	-	32,982.29	335.67	33,317.96
Travel - Administrative	-	16,345.52	36.65	16,382.17
Travel - Compliance	-	22,845.72	-	22,845.72
Postage	-	5,579.90	5,406.38	10,986.28
Supplies	-	11,340.29	1,590.78	12,931.07
Total general and administrative	4,200.00	1,166,077.67	7,431.00	1,177,708.67
Total support services	4,200.00	1,675,406.69	7,431.00	1,687,037.69
<b>TOTAL EXPENDITURES</b>	2,375,991.39	1,695,631.92	7,431.00	4,079,054.31
<b>CHANGE IN NET ASSETS</b>	8,898,115.22	61,052.30	385.68	8,959,553.20
<b>BEGINNING NET ASSETS</b>	-	-	-	-
<b>ENDING NET ASSETS</b>	\$ 8,898,115.22	\$ 61,052.30	\$ 385.68	\$ 8,959,553.20

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



**Balance:** \$8,898,115.22

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