Delaware Manufactured Home Relocation Authority Financial Summary – Cash Basis February 2020

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 February 2020 totaled \$43,162.50. Additionally, \$24,775.41 of interest was posted to the Trust Fund in February 2020 for cash held during January 2020.

For the fiscal year, assessments collected totaled \$886,745.45, arbitration fees collected totaled \$1,750.00 and interest received totaled \$198,168.96 (page 4).

Since inception on April 1, 2004, the Authority has collected assessments totaling \$14,255,284.11, total interest received is \$899,574.24, arbitration fees collected is \$27,401.15, and total special collections are \$8,050.00 (page 5).

Expenditures

The Authority paid \$0.00 of relocation assistance during February 2020. The Authority paid personnel costs and bills for professional services, office expenses, and utilities during February 2020 totaling \$12,109.67 (page 3).

For the fiscal year, the Authority has paid \$0.00 of relocation assistance; \$61,983.45 in personnel costs; \$7,226.89 in occupancy costs; and \$50,176.88 in general and administrative costs (page 4).

Since inception on April 1, 2004, the Authority has paid \$2,445,216.62 of relocation costs; \$556,908.34 in personnel costs; \$97,410.94 in occupancy costs; and \$1,308,057.96 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 February 29, 2020:

Trust Fund - \$10,752,416.96

Operating Fund – \$29,806.93

Petty Cash - \$491.75

Delaware Manufactured Housing Relocation Authority Statement of Assets, Liabilities and Net Assets - Cash Basis As of February 29, 2020

ASSETS

Current Assets Checking/Savings Petty Cash Trust Fund WSFS Checking	\$ 491.75 10,752,416.96 29,806.93
TOTAL ASSETS	\$ 10,782,715.64
LIABILITIES & EQUITY	
Total Liabilities	
Net Assets Net Assets - Prior Years Net Increase - Current Year	\$ 9,815,438.45 967,277.19
Total Equity	10,782,715.64
TOTAL LIABILITIES & NET ASSETS	\$ 10,782,715.64

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

	February 2020								
		Division of Revenue Trust Fund		Relocation Authority Operating Fund		Petty Cash		Total	
REVENUES:			•			· · · · · ·			
Assessments	\$	43,162.50	\$	-	\$	-	\$	43,162.50	
Arbitration fees Interest income		- 24,775.41		-		-		- 24,775.41	
TOTAL REVENUES		67,937.91						67,937.91	
		07,957.91		-				07,937.91	
DRAWS		-		-		-		-	
EXPENDITURES:									
Program Services Relocation Assistance									
Reimbursements for moving costs		-		-		-		-	
Payments for non-relocatable homes		-		-		-		-	
Payments for abandoned homes				-		-		-	
Total program services		-		-		-		-	
Support Services									
Personnel				6,403.48				6,403.48	
Wages - Administrative Wages - Compliance		-		193.75		-		193.75	
Payroll Taxes		-		514.73		-		514.73	
Total personnel		-		7,111.96		-		7,111.96	
Occupancy									
Rent		-		1,209.00		-		1,209.00	
Utilities		-	. <u></u>	359.07		-		359.07	
Total occupancy		-		1,568.07		-		1,568.07	
General and administrative									
Accounting and auditing fees Advertising		-		-		-		-	
Bank services charges		-		-		-		-	
Bookkeeping & payroll processing		-		740.00		-		740.00	
Consulting fees Copying		-		- 891.00		-		- 891.00	
Legal fees		-		-		-		-	
Arbitration costs		-		1,126.95		-		1,126.95	
Office expenses		-		290.00				290.00	
Travel - Administrative Travel - Compliance		-		- 98.32		-		98.32	
Postage		-				155.27		155.27	
Supplies				128.10		-		128.10	
Total general and administrative		-		3,274.37		155.27		3,429.64	
Total support services		-		1,954.40		155.27		12,109.67	
TOTAL EXPENDITURES		-	,	1,954.40		155.27		12,109.67	
CHANGE IN NET ASSETS		67,937.91	(*	11,954.40)		(155.27)		55,828.24	
BEGINNING NET ASSETS		10,684,479.05	2	1,761.33		647.02		10,726,887.40	
ENDING NET ASSETS	\$	10,752,416.96	<u>\$</u> 2	29,806.93	\$	491.75	\$	10,782,715.64	

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

Ovision Relocation of Revenue Authority Trust Fund Operating Fund Petry Cash Total Assessments \$ 886,745.45 \$ \$ \$ \$ 886,745.15 \$		July 2019 - June 2020							
Assessments \$ 885,745,45 \$ - \$ - \$ 886,745,45 Arbitration fees 1,750,00 - 1,750,00 - 1,750,00 Interest Income 198,168,96 - - 198,168,96 - 198,168,96 TOTAL REVENUES 1,084,914,41 1,750,00 - 1,086,664 DRAWS (120,000,00) 119,579,26 420,74 EXPENDITURES: Payments for moving costs - - - Payments for non-relocatable homes - - - - Payments for non-relocatable homes - - - - - Total program services -			of Revenue	Relocation Authority	- 00			Total	
Arbitration fees - 1,750.00 - 1,750.00 Interest Income 198,168.96 - - 198,169.169.169.169.169.169.169.169.169.169.	REVENUES:				_				
Arbitration fees - 1,750.00 - 1,750.00 Interest Income 198,168.96 - - 198,169.169.169.169.169.169.169.169.169.169.	Assessments	¢	886 745 45	\$	¢		¢	886 745 45	
Interest Income 198,168.96 - - 198,168 TOTAL REVENUES 1,084,914.41 1,750.00 - 1,086,664 DRAWS (120,000.00) 119,579.26 420.74 EXPENDITURES: Program Services Relocation Assistance - - - Relocation Assistance - - - - Payments for non-relocatable homes - - - - Total program services - - - - - Personnel - - - - - - - Wages - Administrative - 53,834.48 - 53,834.48 - 53,834.48 - <td></td> <td>φ</td> <td> 000,745.45</td> <td></td> <td>φ</td> <td>-</td> <td>φ</td> <td>1,750.00</td>		φ	000,745.45		φ	-	φ	1,750.00	
DRAWS (120,000.0) 119,579.26 420.74 EXPENDITURES: Pogram Services - - - Payments for non-relocatable homes - - - - Payments for non-relocatable homes - - - - - Payments for non-relocatable homes -			198,168.96		_			198,168.96	
EXPENDITURES: Program Services Relication Assistance Reimbursements for non-relocatable homes Payments for non-relocatable homes Payments for non-relocatable homes Payments for abandoned homes Total program services Personnel Wages - Administrative Payment Services Paymont Serv	TOTAL REVENUES		1,084,914.41	1,750.00		-		1,086,664.41	
Program Services Relocation Assistance .	DRAWS		(120,000.00)	119,579.26		420.74		-	
Relocation Assistance -	EXPENDITURES:								
Reimbursements for moving costs - - - Payments for non-relocatable homes - - - Payments for abandoned homes - - - Total program services - - - Personnel - - - Wages - Administrative - 3,906.25 - 3,906 Paymol Taxes - - 4,242.72 - 4,242 Total personnel - 61,983.45 - 61,983.45 - 61,983.45 Occupancy - - 4,242.72 - 4,242 - 4,916.00 - 4,916.03 - 4,916.03 - 4,916.03 - 4,916.03 - 2,310.83 - 2,310.83 - 2,310.83 - 2,310.83 - 2,310.83 - 2,310.83 - 2,310.83 - 2,310.83 - 2,310.83 - 2,310.83 - 2,310.83 - 2,310.83 - 2,310.83 - 2,310.83 - 2,310.83 - 2,310.83 - -	Program Services								
Payments for non-relocatable homes - - - Payments for abandoned homes - - - - Total program services - - - - Personnel Wages - Administrative - 3,906,25 - 3,906 Payments - - - - - - Wages - Compliance - 3,906,25 - 3,906 - 4,242,72 - 4,242,72 - 4,242,72 - 4,242,72 - 4,242,72 - 4,242,72 - 4,242,72 - 4,242,72 - 4,242,72 - 4,242,72 - 4,242,72 - 4,242,72 - 4,242,72 - 4,242,72 - 3,206 - <t< td=""><td>Relocation Assistance</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></t<>	Relocation Assistance								
Payments for abandoned homes - - - Total program services - - - - Support Services Personnel - - - - Wages - Administrative - 53,834.48 - 53,834.48 - 53,834.48 Wages - Compliance - 3,906.25 - 3,906 Payroll Taxes - 4,242.72 - 4,242 Total personnel - 61,983.45 - 61,983 Occupancy - 2,310.89 - 2,310.99 Total occupancy - 7,226.89 - 7,226 General and administrative - 8,026.87 - 6,050.20 Advertising - 130.00 - - - Bank services charges - 6,050.20 - 6,050.20 - 6,050.20 - 6,050.20 - - - - - - - - - - -	5		-	-		-		-	
Total program services - - - Support Services Personnel - - - - Wages - Administrative - 53,834.48 - 53,834.48 Wages - Compliance - 3,906.25 - 3,906 Payroll Taxes - 4,242.72 - 4,242 Total personnel - 61,983.45 - 61,983 Occupancy - 2,310.89 - 2,310 Total occupancy - 7,226.89 - 7,226 General and administrative - 8,026.87 - 8,026 Accounting and auditing fees - 8,026.87 - 8,026 Advertising - 130.00 - - - Bank services charges - 6,050.20 - 6,050 - - - Copying - 891.00 24.00 915 - 4,736.35 - 4,736 Legal fees - -			-	-		-		-	
Support Services Personnel Wages - Administrative - 53,834.48 - 53,834 Wages - Compliance - 4,242 - 4,242 - 4,242 - 4,242 - 4,242 - 4,242 - 61,983 - 61,983 - 61,983 - 61,983 - 61,983 - 61,983 - 61,983 - 61,983 - 61,983 - 61,983 - 61,983 - 61,930 - 7,226	Payments for abandoned nomes		-			-		-	
Personnel Wages - Administrative - 53,834.48 - 53,834 Wages - Compliance - 3,906.25 - 3,906 Payroll Taxes - 4,242.72 - 4,242 Total personnel - 61,983.45 - 61,983 Occupancy - 4,916.00 - 4,916 Utilities - 2,310.89 - 2,310 Total occupancy - 7,226.89 - 7,226 General and administrative - 8,026.87 - 8,026 Advertising - 130.00 - 6,050 Bank services charges - 60.00 - 6,050 Consulting fees - - - - Copying - 891.00 24.00 915 Legal fees - 1,717.62 - 1,717 Office expenses - 1,037.60 - 1,037 General and administrative - </td <td>Total program services</td> <td></td> <td>-</td> <td>-</td> <td></td> <td>-</td> <td></td> <td>-</td>	Total program services		-	-		-		-	
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Wages - Compliance - 3,906.25 - 3,906 Payroll Taxes - 4,242.72 - 4,242 Total personnel - 61,983.45 - 61,983 Occupancy - 2,310.89 - 2,310 Total occupancy - 7,226.89 - 7,226 General and administrative - 8,026.87 - 8,026 Accounting and auditing fees - 6,050.20 - 6,050 Bank services charges - 6,050.20 - 6,050 Consulting fees - - - - - Copying - 891.00 24.00 915 24.407.24 - 24.407.24 - 24.407.24 - 24.407.24 - 24.407.24 - 24.407.24 - 24.407.24 - 24.407.24 - 24.407.24 - 24.407.24 - 24.407.24 - 24.407.24 - 24.407.24 - 24.407.24 - 24.407.24 - 24.407.24 - 24.407.24 - 24.40				F2 024 40				F2 024 40	
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Rent Utilities - 4,916.00 - 4,916 Total occupancy - 2,310.89 - 2,310 Total occupancy - 7,226.89 - 7,226 General and administrative - 8,026.87 - 8,026 Accounting and auditing fees - 130.00 - 60 Bank services charges - 60.00 - 60 Bookkeeping & payroll processing - 6,050.20 - 6,050 Consulting fees - - - - - Copying - 891.00 24.00 915 1,426 24,407 Legal fees - 4,736.35 - 4,736 - 4,736 Arbitration costs - 24,407.24 - 24,407 0 915 Legal fees - 1,717.62 - 1,717 1,742.66 - 1,422.66 - 1,424.66 - 1,424.66 - 1,424.66 28.27 823 Total general and administrative - 49,805.95 370.9			-		_	-		61,983.45	
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Utilities - 2,310.89 - 2,310 Total occupancy - 7,226.89 - 7,226 General and administrative - 8,026.87 - 8,026 Accounting and auditing fees - 130.00 - - Bank services charges - 60.00 - 60 Bookkeeping & payroll processing - 6,050.20 - 6,050 Consulting fees - - - - - Copying - 891.00 24.00 915 Legal fees - 4,736.35 - 4,736 Arbitration costs - 24,407.24 - 24,407 Office expenses - 1,037.60 - 1,037 Travel - Administrative - 1,037.60 - 1,442 Postage - 1,442 6 829 50,076 Supplies - 605.64 218.27 823 370.93 50,176	Rent		-	4.916.00		-		4,916.00	
General and administrative8,026.878,026.878,026Advertising-130.00-Bank services charges-60.00-Bookkeeping & payroll processing-6,050.20-Consulting feesCopying-891.0024.00Legal feesArbitration costs-24,407.24-Office expenses-1,717.62-Travel - Administrative-1,037.60-Travel - Compliance-1,442.66-Postage-700.77128.66Supplies-605.64218.27Total general and administrative-49,805.95370.93Consulting feesCopyingLegal feesArbitration costs-24,407.24-Office expenses-1,717.62-Travel - Compliance-1,442.66<			-			-		2,310.89	
Accounting and auditing fees - 8,026.87 - 8,026 Advertising - 130.00 - 60 Bank services charges - 60.00 - 60 Bookkeeping & payroll processing - 6,050.20 - 6,050 Consulting fees - - - - Copying - 891.00 24.00 915 Legal fees - 4,736.35 - 4,736 Arbitration costs - 24,407.24 - 24,407 Office expenses - 1,037.60 - 1,037 Travel - Administrative - 1,442.66 - 1,442 Postage - 605.64 218.27 823 Supplies - 49,805.95 370.93 50,176	Total occupancy		-	7,226.89		-		7,226.89	
Accounting and auditing fees - 8,026.87 - 8,026 Advertising - 130.00 - 60 Bank services charges - 60.00 - 60 Bookkeeping & payroll processing - 6,050.20 - 6,050 Consulting fees - - - - Copying - 891.00 24.00 915 Legal fees - 4,736.35 - 4,736 Arbitration costs - 24,407.24 - 24,407 Office expenses - 1,037.60 - 1,037 Travel - Administrative - 1,442.66 - 1,442 Postage - 605.64 218.27 823 Supplies - 49,805.95 370.93 50,176	General and administrative								
Advertising - 130.00 - Bank services charges - 60.00 - 60 Bookkeeping & payroll processing - 6,050.20 - 6,050 Consulting fees - - - - - Copying - 891.00 24.00 915 - - - Legal fees -			-	8,026.87		-		8,026.87	
Bookkeeping & payoll processing - 6,050.20 - 6,050 Consulting fees - - - - Copying - 891.00 24.00 915 Legal fees - 4,736.35 - 4,736 Arbitration costs - 24,407.24 - 24,407 Office expenses - 1,717.62 - 1,717 Travel - Administrative - 1,037.60 - 1,037 Travel - Compliance - 1,442.66 - 1,442 Postage - 605.64 218.27 823 Supplies - 49,805.95 370.93 50,176	Advertising		-	130.00		-		-	
Consulting fees - - - - Copying - 891.00 24.00 915 Legal fees - 4,736.35 - 4,736 Arbitration costs - 24,407.24 - 24,407 Office expenses - 1,717.62 - 1,717 Travel - Administrative - 1,037.60 - 1,037 Travel - Compliance - 1,442.66 - 1,442 Postage - 700.77 128.66 829 Supplies - 605.64 218.27 823 Total general and administrative - 49,805.95 370.93 50,176	Bank services charges		-	60.00		-		60.00	
Copying - 891.00 24.00 915 Legal fees - 4,736.35 - 4,736 Arbitration costs - 24,407.24 - 24,407 Office expenses - 1,717.62 - 1,717 Travel - Administrative - 1,037.60 - 1,037 Travel - Compliance - 1,442.66 - 1,442 Postage - 700.77 128.66 829 Supplies - 605.64 218.27 823 Total general and administrative - 49,805.95 370.93 50,176			-	6,050.20		-		6,050.20	
Legal fees - 4,736.35 - 4,736 Arbitration costs - 24,407.24 - 24,407 Office expenses - 1,717.62 - 1,717 Travel - Administrative - 1,037.60 - 1,037 Travel - Compliance - 1,442.66 - 1,442 Postage - 700.77 128.66 829 Supplies - 605.64 218.27 823 Total general and administrative - 49,805.95 370.93 50,176	-		-					-	
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Supplies - 605.64 218.27 823 Total general and administrative - 49,805.95 370.93 50,176			-			128.66		829.43	
Total general and administrative - 49,805.95 370.93 50,176	Supplies		-					823.91	
Total support services - 119,016.29 370.93 119,387	Total general and administrative		-	49,805.95		370.93		50,176.88	
	Total support services		-	119,016.29	_	370.93		119,387.22	
TOTAL EXPENDITURES - 119,016.29 370.93 119,387	TOTAL EXPENDITURES			119,016.29		370.93		119,387.22	
CHANGE IN NET ASSETS 964,914.41 2,312.97 49.81 967,277	CHANGE IN NET ASSETS		964,914.41	2,312.97		49.81		967,277.19	
BEGINNING NET ASSETS 9,787,502.55 27,493.96 441.94 9,815,438	BEGINNING NET ASSETS		9,787,502.55	27,493.96		441.94		9,815,438.45	
ENDING NET ASSETS \$ 10,752,416.96 \$ 29,806.93 \$ 491.75 \$ 10,782,715	ENDING NET ASSETS	\$	10,752,416.96	\$ 29,806.93	\$	491.75	\$	10,782,715.64	

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

	Fund-to-Date						
	Division of Revenue	Relocation Authority		T-4-1			
REVENUES:	Trust Fund	Operating Fund	Petty Cash*	Total			
Assessments	\$ 14,250,784.11	\$ 4,500.00	s -	\$ 14,255,284.11			
Arbitration fees	-	27,406.15	¢ (5.00)	27,401.15			
Special collection	-	8,050.00	-	8,050.00			
Interest Income	899,574.24			899,574.24			
TOTAL REVENUES	15,150,358.35	39,956.15	(5.00)	15,190,309.50			
DRAWS	(1,968,750.00)	1,960,153.24	8,596.76	-			
EXPENDITURES:							
Program Services							
Relocation Assistance							
Reimbursements for moving costs	1,753,364.59	931.91	-	1,754,296.50			
Payments for non-relocatable homes	323,533.50	18,620.30	-	342,153.80			
Payments for abandoned homes	348,093.30	673.02	-	348,766.32			
Total program services	2,424,991.39	20,225.23	-	2,445,216.62			
Support Services							
Personnel Wages - Administrative		462,683.53		462,683.53			
Wages - Compliance	-	402,083.55 52,418.60	-	52,418.60			
Payroll Taxes	-	41,806.21	-	41,806.21			
Total personnel	-	556,908.34	-	556,908.34			
Occupancy							
Rent	-	63,561.58	-	63,561.58			
Utilities	-	33,849.36	-	33,849.36			
Total occupancy	-	97,410.94	-	97,410.94			
General and administrative							
Accounting fees	-	362,598.55	-	362,598.55			
Advertising	-	2,145.80	-	2,145.80			
Bank services charges	-	314.50	-	314.50			
Bookkeeping & payroll processing Consulting fees	4,200.00	181,463.57 11,145.00	-	181,463.57 15,345.00			
Copying	4,200.00	2,375.60	61.52	2,437.12			
Legal fees	_	400,043.12	24.00	400,067.12			
Arbitration costs	-	234,015.95	-	234,015.95			
Office expenses	-	38,663.62	335.67	38,999.29			
Travel - Administrative	-	19,113.71	36.65	19,150.36			
Travel - Compliance	-	24,990.48	-	24,990.48			
Postage	-	6,335.67	5,717.77	12,053.44			
Supplies	-	12,552.38	1,924.40	14,476.78			
Total general and administrative	4,200.00	1,295,757.95	8,100.01	1,308,057.96			
Total support services	4,200.00	1,950,077.23	8,100.01	1,962,377.24			
TOTAL EXPENDITURES	2,429,191.39	1,970,302.46	8,100.01	4,407,593.86			
CHANGE IN NET ASSETS	10,752,416.96	29,806.93	491.75	10,782,715.64			
BEGINNING NET ASSETS	<u>-</u>						
ENDING NET ASSETS	\$ 10,752,416.96	\$ 29,806.93	\$ 491.75	<u>\$ 10,782,715.64</u>			

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