

**Delaware Manufactured Home Relocation Authority**  
**Financial Summary – Cash Basis**  
**January 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 January 2020 totaled \$240,580.22. Additionally, \$25,720.78 of interest was posted to the Trust Fund in January 2020 for cash held during December 2019.

For the fiscal year, assessments collected totaled \$843,582.95, arbitration fees collected totaled \$1,750.00 and interest received totaled \$173,393.55 (page 4).

Since inception on April 1, 2004, the Authority has collected assessments totaling \$14,212,121.61, total interest received is \$874,798.83, 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 January 2020. The Authority paid personnel costs and bills for professional services, office expenses, and utilities during January 2020 totaling \$32,285.23 (page 3).

For the fiscal year, the Authority has paid \$0.00 of relocation assistance; \$54,871.49 in personnel costs; \$5,658.82 in occupancy costs; and \$46,747.24 in general and administrative costs (page 4).

Since inception on April 1, 2004, the Authority has paid \$2,445,216.62 of relocation costs; \$549,796.38 in personnel costs; \$95,842.87 in occupancy costs; and \$1,304,628.32 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 January 31, 2020:**

Trust Fund - \$10,684,479.05

Operating Fund – \$42,297.10

Petty Cash - \$111.25

Delaware Manufactured Housing Relocation Authority  
Statement of Assets, Liabilities and Net Assets - Cash Basis  
As of January 31, 2020

ASSETS

Current Assets	
Checking/Savings	
Petty Cash	\$ 111.25
Trust Fund	10,684,479.05
WSFS Checking	<u>42,297.10</u>
TOTAL ASSETS	<u><u>\$ 10,726,887.40</u></u>

LIABILITIES & EQUITY

Total Liabilities	<u>-</u>
Net Assets	
Net Assets - Prior Years	\$ 9,815,438.45
Net Increase - Current Year	<u>911,448.95</u>
Total Equity	<u>10,726,887.40</u>
TOTAL LIABILITIES & NET ASSETS	<u><u>\$ 10,726,887.40</u></u>

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

	<b>January 2020</b>			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
<b>REVENUES:</b>				
Assessments	\$ 240,580.22	\$ -	\$ -	\$ 240,580.22
Arbitration fees	-	-	-	-
Interest income	25,720.78	-	-	25,720.78
<b>TOTAL REVENUES</b>	<b>266,301.00</b>	<b>-</b>	<b>-</b>	<b>266,301.00</b>
<b>DRAWS</b>				
	-	-	-	-
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	-	-	-	-
Payments for non-relocatable homes	-	-	-	-
Payments for abandoned homes	-	-	-	-
<b>Total program services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	7,963.10	-	7,963.10
Wages - Compliance	-	725.00	-	725.00
Payroll Taxes	-	680.87	-	680.87
<b>Total personnel</b>	<b>-</b>	<b>9,368.97</b>	<b>-</b>	<b>9,368.97</b>
Occupancy				
Rent	-	616.00	-	616.00
Utilities	-	335.01	-	335.01
<b>Total occupancy</b>	<b>-</b>	<b>951.01</b>	<b>-</b>	<b>951.01</b>
General and administrative				
Accounting and auditing fees	-	3,661.88	-	3,661.88
Advertising	-	-	-	-
Bank services charges	-	-	-	-
Bookkeeping & payroll processing	-	780.82	-	780.82
Consulting fees	-	-	-	-
Copying	-	-	-	-
Legal fees	-	754.00	-	754.00
Arbitration costs	-	15,596.59	-	15,596.59
Office expenses	-	140.00	-	140.00
Travel - Administrative	-	310.83	-	310.83
Travel - Compliance	-	256.26	-	256.26
Postage	-	-	224.95	224.95
Supplies	-	225.18	14.74	239.92
<b>Total general and administrative</b>	<b>-</b>	<b>21,725.56</b>	<b>239.69</b>	<b>21,965.25</b>
<b>Total support services</b>	<b>-</b>	<b>32,045.54</b>	<b>239.69</b>	<b>32,285.23</b>
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>32,045.54</b>	<b>239.69</b>	<b>32,285.23</b>
<b>CHANGE IN NET ASSETS</b>	<b>266,301.00</b>	<b>(32,045.54)</b>	<b>(239.69)</b>	<b>234,015.77</b>
<b>BEGINNING NET ASSETS</b>	<b>10,418,178.05</b>	<b>74,342.64</b>	<b>350.94</b>	<b>10,492,871.63</b>
<b>ENDING NET ASSETS</b>	<b>\$ 10,684,479.05</b>	<b>\$ 42,297.10</b>	<b>\$ 111.25</b>	<b>\$ 10,726,887.40</b>

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

	<b>July 2019 - June 2020</b>			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
	Trust Fund	Operating Fund	Petty Cash	Total
<b>REVENUES:</b>				
Assessments	\$ 843,582.95	\$ -	\$ -	\$ 843,582.95
Arbitration fees	-	1,750.00	-	1,750.00
Interest Income	173,393.55	-	-	173,393.55
<b>TOTAL REVENUES</b>	<b>1,016,976.50</b>	<b>1,750.00</b>	<b>-</b>	<b>1,018,726.50</b>
<b>DRAWS</b>	<b>(120,000.00)</b>	<b>119,579.26</b>	<b>420.74</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	-	-	-	-
<b>Total program services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	47,431.00	-	47,431.00
Wages - Compliance	-	3,712.50	-	3,712.50
Payroll Taxes	-	3,727.99	-	3,727.99
<b>Total personnel</b>	<b>-</b>	<b>54,871.49</b>	<b>-</b>	<b>54,871.49</b>
Occupancy				
Rent	-	3,707.00	-	3,707.00
Utilities	-	1,951.82	-	1,951.82
<b>Total occupancy</b>	<b>-</b>	<b>5,658.82</b>	<b>-</b>	<b>5,658.82</b>
General and administrative				
Accounting and auditing fees	-	8,026.87	-	8,026.87
Advertising	-	130.00	-	-
Bank services charges	-	60.00	-	60.00
Bookkeeping & payroll processing	-	5,310.20	-	5,310.20
Consulting fees	-	-	-	-
Copying	-	-	24.00	24.00
Legal fees	-	4,736.35	-	4,736.35
Arbitration costs	-	23,280.29	-	23,280.29
Office expenses	-	1,427.62	-	1,427.62
Travel - Administrative	-	1,037.60	-	1,037.60
Travel - Compliance	-	1,344.34	-	1,344.34
Postage	-	165.00	509.16	674.16
Supplies	-	477.54	218.27	695.81
<b>Total general and administrative</b>	<b>-</b>	<b>45,995.81</b>	<b>751.43</b>	<b>46,747.24</b>
<b>Total support services</b>	<b>-</b>	<b>106,526.12</b>	<b>751.43</b>	<b>107,277.55</b>
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>106,526.12</b>	<b>751.43</b>	<b>107,277.55</b>
<b>CHANGE IN NET ASSETS</b>	<b>896,976.50</b>	<b>14,803.14</b>	<b>(330.69)</b>	<b>911,448.95</b>
<b>BEGINNING NET ASSETS</b>	<b>9,787,502.55</b>	<b>27,493.96</b>	<b>441.94</b>	<b>9,815,438.45</b>
<b>ENDING NET ASSETS</b>	<b>\$ 10,684,479.05</b>	<b>\$ 42,297.10</b>	<b>\$ 111.25</b>	<b>\$ 10,726,887.40</b>

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

	<b>Fund-to-Date</b>			<b>Total</b>
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash*	
<b>REVENUES:</b>				
Assessments	\$ 14,207,621.61	\$ 4,500.00	\$ -	\$ 14,212,121.61
Arbitration fees	-	27,406.15	(5.00)	27,401.15
Special collection	-	8,050.00	-	8,050.00
Interest Income	<u>874,798.83</u>	<u>-</u>	<u>-</u>	<u>874,798.83</u>
<b>TOTAL REVENUES</b>	<b>15,082,420.44</b>	<b>39,956.15</b>	<b>(5.00)</b>	<b>15,122,371.59</b>
<b>DRAWS</b>	<b>(1,968,750.00)</b>	<b>1,960,153.24</b>	<b>8,596.76</b>	<b>-</b>
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
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	<u>348,093.30</u>	<u>673.02</u>	<u>-</u>	<u>348,766.32</u>
Total program services	2,424,991.39	20,225.23	-	2,445,216.62
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	456,280.05	-	456,280.05
Wages - Compliance	-	52,224.85	-	52,224.85
Payroll Taxes	<u>-</u>	<u>41,291.48</u>	<u>-</u>	<u>41,291.48</u>
Total personnel	-	549,796.38	-	549,796.38
Occupancy				
Rent	-	62,352.58	-	62,352.58
Utilities	<u>-</u>	<u>33,490.29</u>	<u>-</u>	<u>33,490.29</u>
Total occupancy	-	95,842.87	-	95,842.87
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	-	180,723.57	-	180,723.57
Consulting fees	4,200.00	11,145.00	-	15,345.00
Copying	-	1,484.60	61.52	1,546.12
Legal fees	-	400,043.12	24.00	400,067.12
Arbitration costs	-	232,889.00	-	232,889.00
Office expenses	-	38,373.62	335.67	38,709.29
Travel - Administrative	-	19,113.71	36.65	19,150.36
Travel - Compliance	-	24,892.16	-	24,892.16
Postage	-	5,799.90	6,098.27	11,898.17
Supplies	<u>-</u>	<u>12,424.28</u>	<u>1,924.40</u>	<u>14,348.68</u>
Total general and administrative	4,200.00	1,291,947.81	8,480.51	1,304,628.32
Total support services	<u>4,200.00</u>	<u>1,937,587.06</u>	<u>8,480.51</u>	<u>1,950,267.57</u>
<b>TOTAL EXPENDITURES</b>	<b>2,429,191.39</b>	<b>1,957,812.29</b>	<b>8,480.51</b>	<b>4,395,484.19</b>
<b>CHANGE IN NET ASSETS</b>	<b>10,684,479.05</b>	<b>42,297.10</b>	<b>111.25</b>	<b>10,726,887.40</b>
<b>BEGINNING NET ASSETS</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>ENDING NET ASSETS</b>	<b>\$ 10,684,479.05</b>	<b>\$ 42,297.10</b>	<b>\$ 111.25</b>	<b>\$ 10,726,887.40</b>

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