

**Delaware Manufactured Home Relocation Authority**  
**Financial Summary – Cash Basis**  
**April 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 April 2020 totaled \$30,244.00. Additionally, \$22,917.75 of interest was posted to the Trust Fund in April 2020 for cash held during March 2020.

For the fiscal year, assessments collected totaled \$932,461.45, arbitration fees collected totaled \$1,750.00 and interest received totaled \$245,504.65 (page 4).

Since inception on April 1, 2004, the Authority has collected assessments totaling \$14,270,745.11, total interest received is \$923,992.18, 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 April 2020. The Authority paid personnel costs and bills for professional services, office expenses, and utilities during April 2020 totaling \$19,422.23 (page 3).

For the fiscal year, the Authority has paid \$0.00 of relocation assistance; \$78,592.04 in personnel costs; \$14,638.56 in occupancy costs; and \$66,246.82 in general and administrative costs (page 4).

Since inception on April 1, 2004, the Authority has paid \$2,445,216.62 of relocation costs; \$573,516.93 in personnel costs; \$104,822.61 in occupancy costs; and \$1,327,510.25 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 April 31, 2020:**

Trust Fund - \$10,782,468.65

Operating Fund – \$49,345.80

Petty Cash - \$480.33

Delaware Manufactured Housing Relocation Authority  
Statement of Assets, Liabilities and Net Assets - Cash Basis  
As of April 30, 2020

ASSETS

Current Assets

Checking/Savings

Petty Cash

\$ 480.33

Trust Fund

10,782,468.65

WSFS Checking

49,345.80

TOTAL ASSETS

\$ 10,832,294.78

LIABILITIES & EQUITY

Total Liabilities

-

Net Assets

Net Assets - Prior Years

\$ 9,815,438.45

Net Increase - Current Year

1,016,856.33

Total Equity

10,832,294.78

TOTAL LIABILITIES & NET ASSETS

\$ 10,832,294.78

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

**April 2020**

	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
<b>REVENUES:</b>				
Assessments	\$ 30,244.00	\$ -	\$ -	\$ 30,244.00
Arbitration fees	-	-	-	-
Interest income	22,917.75	-	-	22,917.75
<b>TOTAL REVENUES</b>	<b>53,161.75</b>	<b>-</b>		<b>53,161.75</b>
<b>DRAWS</b>	<b>-</b>	<b>60,000.00</b>	<b>-</b>	<b>60,000.00</b>
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	-	-	-	-
Payments for non-relocatable homes	-	-	-	-
Payments for abandoned homes	-	-	-	-
Total program services	-	-	-	-
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	7,923.10	-	7,923.10
Wages - Compliance	-	87.50	-	87.50
Payroll Taxes	-	615.15	-	615.15
Total personnel	-	8,625.75	-	8,625.75
Occupancy				
Rent	-	2,116.00	-	2,116.00
Tenant improvements	-	3,099.64	-	3,099.64
Security deposit	-	1,500.00	-	1,500.00
Utilities	-	326.04	-	326.04
Total occupancy	-	7,041.68	-	7,041.68
General and administrative				
Accounting and auditing fees	-	-	-	-
Advertising	-	-	-	-
Bank services charges	-	-	-	-
Bookkeeping & payroll processing	-	775.00	-	775.00
Consulting fees	-	-	-	-
Copying	-	-	-	-
Legal fees	-	-	-	-
Arbitration costs	-	2,675.35	-	2,675.35
Office expenses	-	140.00	-	140.00
Travel - Administrative	-	-	-	-
Travel - Compliance	-	164.45	-	164.45
Postage	-	-	-	-
Supplies	-	-	-	-
Total general and administrative	-	3,754.80	-	3,754.80
Total support services	-	19,422.23	-	19,422.23
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>19,422.23</b>	<b>-</b>	<b>19,422.23</b>
<b>CHANGE IN NET ASSETS</b>	<b>53,161.75</b>	<b>40,577.77</b>	<b>-</b>	<b>93,739.52</b>
<b>BEGINNING NET ASSETS</b>	<b>10,729,306.90</b>	<b>8,768.03</b>	<b>480.33</b>	<b>10,738,555.26</b>
<b>ENDING NET ASSETS</b>	<b>\$ 10,782,468.65</b>	<b>\$ 49,345.80</b>	<b>\$ 480.33</b>	<b>\$ 10,832,294.78</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
<b>REVENUES:</b>				
Assessments	\$ 932,461.45	\$ -	\$ -	\$ 932,461.45
Arbitration fees	-	1,750.00	-	1,750.00
Interest Income	245,504.65	-	-	245,504.65
	1,177,966.10	1,750.00	-	1,179,716.10
<b>TOTAL REVENUES</b>				
<b>DRAWS</b>	(180,000.00)	179,579.26	420.74	-
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	-	-	-	-
Payments for non-relocatable homes	-	-	-	-
Payments for abandoned homes	-	-	-	-
	-	-	-	-
Total program services	-	-	-	-
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	68,156.06	-	68,156.06
Wages - Compliance	-	5,068.75	-	5,068.75
Payroll Taxes	-	5,367.23	-	5,367.23
	-	78,592.04	-	78,592.04
Total personnel				
Occupancy				
Rent	-	7,055.00	-	7,055.00
Tenant improvements	-	3,099.64	-	3,099.64
Security deposit	-	1,500.00	-	1,500.00
Utilities	-	2,983.92	-	2,983.92
	-	14,638.56	-	14,638.56
Total occupancy				
General and administrative				
Accounting and auditing fees	-	8,026.87	-	8,026.87
Advertising	-	130.00	-	130.00
Bank services charges	-	60.00	-	60.00
Bookkeeping & payroll processing	-	7,565.20	-	7,565.20
Consulting fees	-	-	-	-
Copying	-	891.00	24.00	915.00
Legal fees	-	4,736.35	-	4,736.35
Arbitration costs	3,000.00	38,103.54	-	41,103.54
Office expenses	-	1,997.62	-	1,997.62
Travel - Administrative	-	1,037.60	-	1,037.60
Travel - Compliance	-	2,278.96	-	2,278.96
Postage	-	700.77	128.66	829.43
Supplies	-	718.91	229.69	948.60
	3,000.00	66,246.82	382.35	69,629.17
Total general and administrative				
Total support services	3,000.00	159,477.42	382.35	162,859.77
	3,000.00	159,477.42	382.35	162,859.77
<b>TOTAL EXPENDITURES</b>				
<b>CHANGE IN NET ASSETS</b>	994,966.10	21,851.84	38.39	1,016,856.33
<b>BEGINNING NET ASSETS</b>	9,787,502.55	27,493.96	441.94	9,815,438.45
<b>ENDING NET ASSETS</b>	\$ 10,782,468.65	\$ 49,345.80	\$ 480.33	\$ 10,832,294.78

**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	\$ 14,296,500.11	\$ 4,500.00	\$ -	\$ 14,301,000.11
Arbitration fees	-	27,406.15	(5.00)	27,401.15
Special collection	-	8,050.00	-	8,050.00
Interest Income	<u>946,909.93</u>	<u>-</u>	<u>-</u>	<u>946,909.93</u>
<b>TOTAL REVENUES</b>	<b>15,243,410.04</b>	<b>39,956.15</b>	<b>(5.00)</b>	<b>15,283,361.19</b>
<b>DRAWS</b>	<b>(2,028,750.00)</b>	<b>2,020,153.24</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	348,093.30	673.02	-	<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	-	477,005.11	-	477,005.11
Wages - Compliance	-	53,581.10	-	53,581.10
Payroll Taxes	-	42,930.72	-	<u>42,930.72</u>
Total personnel	-	573,516.93	-	573,516.93
Occupancy				
Rent	-	65,700.58	-	65,700.58
Tenant improvements	-	3,099.64	-	3,099.64
Security deposits	-	1,500.00	-	1,500.00
Utilities	<u>-</u>	<u>34,522.39</u>	<u>-</u>	<u>34,522.39</u>
Total occupancy	-	104,822.61	-	104,822.61
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	-	182,978.57	-	182,978.57
Consulting fees	4,200.00	11,145.00	-	15,345.00
Copying	-	2,375.60	61.52	2,437.12
Legal fees	-	400,043.12	24.00	400,067.12
Arbitration costs	3,000.00	247,712.25	-	250,712.25
Office expenses	-	38,943.62	335.67	39,279.29
Travel - Administrative	-	19,113.71	36.65	19,150.36
Travel - Compliance	-	25,826.78	-	25,826.78
Postage	-	7,407.21	4,646.23	12,053.44
Supplies	-	12,665.65	1,935.82	<u>14,601.47</u>
Total general and administrative	7,200.00	1,313,270.36	7,039.89	1,327,510.25
Total support services	<u>7,200.00</u>	<u>1,991,609.90</u>	<u>7,039.89</u>	<u>2,005,849.79</u>
<b>TOTAL EXPENDITURES</b>	<b>2,432,191.39</b>	<b>2,011,835.13</b>	<b>7,039.89</b>	<b>4,451,066.41</b>
<b>CHANGE IN NET ASSETS</b>	<b>10,782,468.65</b>	<b>48,274.26</b>	<b>1,551.87</b>	<b>10,832,294.78</b>
<b>BEGINNING NET ASSETS</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>ENDING NET ASSETS</b>	<b><u>\$ 10,782,468.65</u></b>	<b><u>\$ 48,274.26</u></b>	<b><u>\$ 1,551.87</u></b>	<b><u>\$ 10,832,294.78</u></b>

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