

**Delaware Manufactured Home Relocation Authority**  
**Financial Summary – Cash Basis**  
**JULY 2021**

**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 July 2021 totaled \$168,566.07; arbitration fees collected were zero and interest posted to the Trust Fund totaled zero.

For the fiscal year, assessments collected totaled \$168,566.07; arbitration fees collected were zero; and interest received totaled zero (page 4).

Since inception on April 1, 2004, the Authority has collected assessments totaling \$15,802,536.52; total interest received is \$1,148,356.77; arbitration fees collected of \$10,666.07; and total special collections are \$8,050.00 (page 5).

**Expenditures**

During the month of July 2021 the Authority paid \$1,500.00 in relocation assistance; \$10,207.50 in personnel costs; \$1,967.78 in occupancy costs and \$3,678.51 in general and administrative costs (page 3).

For the fiscal year, the Authority paid \$1,500.00 in relocation assistance; \$10,207.50 in personnel costs; \$1,967.78 in occupancy costs; and \$3,678.51 in general and administrative costs (page 4). The Authority has paid \$5,929.14 in capital expenditures and \$1,750 in security deposits (\$1,500 to Keller Williams Realty and \$250 to City of Dover for electric usage which will be returned after 4 years).

Since inception on April 1, 2004, the Authority has paid \$2,445,181.12 in relocation costs; \$703,855.61 in personnel costs; \$125,175.77 in occupancy costs; and \$1,593,327.84 in general and administrative costs (page 5).

2021 Compliance Investigation Costs are \$5,130.40 (page 6).

2021 Arbitrator expenses are \$12,006.80 (page 7).

**Net Position – Cash Basis – as of July 31, 2021:**

Trust Fund - \$12,029,395.52  
Operating Fund - \$66,080.38  
Petty Cash - \$413.98

**Delaware Manufactured Home Relocation Authority**  
**Balance Sheet**  
**As of July 31, 2021**

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	Jul 31, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Operating Account	66,080.38
Petty Cash	413.98
Trust Fund	12,029,395.52
Total Checking/Savings	12,095,889.88
Other Current Assets	
Leasehold Improvements	5,929.14
Security Deposit	250.00
Total Other Current Assets	6,179.14
Total Current Assets	12,102,069.02
<b>TOTAL ASSETS</b>	<b>12,102,069.02</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Retained Earnings	11,950,856.74
Net Income	151,212.28
Total Equity	12,102,069.02
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>12,102,069.02</b>

**Delaware Manufactured Home Relocation Authority**  
**Profit & Loss - Monthly Report**  
**July 2021**

	.Trust	Operating	Petty Cash	TOTAL
<b>Income</b>				
Assessments	168,566.07	0.00	0.00	168,566.07
Interest Income	0.00	0.00	0.00	0.00
<b>Total Income</b>	168,566.07	0.00	0.00	168,566.07
<b>Gross Profit</b>	168,566.07	0.00	0.00	168,566.07
<b>Expense</b>				
<b>General &amp; Administrative</b>				
Bookkeeping/Payroll Processing	0.00	1,200.00	0.00	1,200.00
DOJ Legal Fund	1,967.50	0.00	0.00	1,967.50
Postage	0.00	0.00	40.50	40.50
Supplies	0.00	19.88	8.47	28.35
Travel-Administrative	0.00	198.56	0.00	198.56
Travel-Compliance	0.00	243.60	0.00	243.60
<b>Total General &amp; Administrative</b>	1,967.50	1,662.04	48.97	3,678.51
<b>Occupancy</b>				
Rent	0.00	1,545.00	0.00	1,545.00
Utilities	0.00	422.78	0.00	422.78
<b>Total Occupancy</b>	0.00	1,967.78	0.00	1,967.78
<b>Personnel</b>				
Payroll Taxes	0.00	715.65	0.00	715.65
Wages-Administrative	0.00	9,098.10	0.00	9,098.10
Wages-Compliance	0.00	393.75	0.00	393.75
<b>Total Personnel</b>	0.00	10,207.50	0.00	10,207.50
<b>Relocation Assistance</b>				
Payments for abandoned homes	1,500.00	0.00	0.00	1,500.00
<b>Total Relocation Assistance</b>	1,500.00	0.00	0.00	1,500.00
<b>Total Expense</b>	3,467.50	13,837.32	48.97	17,353.79
<b>Net Income</b>	<b>165,098.57</b>	<b>-13,837.32</b>	<b>-48.97</b>	<b>151,212.28</b>

**Delaware Manufactured Home Relocation Authority**  
**Profit & Loss - Fiscal Year Report**  
**July 1 - 30, 2021**

	.Trust	Operating	Petty Cash	TOTAL
<b>Income</b>				
Assessments	168,566.07	0.00	0.00	168,566.07
Interest Income	0.00	0.00	0.00	0.00
<b>Total Income</b>	<u>168,566.07</u>	<u>0.00</u>	<u>0.00</u>	<u>168,566.07</u>
<b>Gross Profit</b>	168,566.07	0.00	0.00	168,566.07
<b>Expense</b>				
<b>General &amp; Administrative</b>				
Bookkeeping/Payroll Processing	0.00	1,200.00	0.00	1,200.00
DOJ Legal Fund	1,967.50	0.00	0.00	1,967.50
Postage	0.00	0.00	40.50	40.50
Supplies	0.00	19.88	8.47	28.35
Travel-Administrative	0.00	198.56	0.00	198.56
Travel-Compliance	0.00	243.60	0.00	243.60
<b>Total General &amp; Administrative</b>	<u>1,967.50</u>	<u>1,662.04</u>	<u>48.97</u>	<u>3,678.51</u>
<b>Occupancy</b>				
Rent	0.00	1,545.00	0.00	1,545.00
Utilities	0.00	422.78	0.00	422.78
<b>Total Occupancy</b>	<u>0.00</u>	<u>1,967.78</u>	<u>0.00</u>	<u>1,967.78</u>
<b>Personnel</b>				
Payroll Taxes	0.00	715.65	0.00	715.65
Wages-Administrative	0.00	9,098.10	0.00	9,098.10
Wages-Compliance	0.00	393.75	0.00	393.75
<b>Total Personnel</b>	<u>0.00</u>	<u>10,207.50</u>	<u>0.00</u>	<u>10,207.50</u>
<b>Relocation Assistance</b>				
Payments for abandoned homes	1,500.00	0.00	0.00	1,500.00
<b>Total Relocation Assistance</b>	<u>1,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>
<b>Total Expense</b>	<u>3,467.50</u>	<u>13,837.32</u>	<u>48.97</u>	<u>17,353.79</u>
<b>Net Income</b>	<u><u>165,098.57</u></u>	<u><u>-13,837.32</u></u>	<u><u>-48.97</u></u>	<u><u>151,212.28</u></u>



**Delaware Manufactured Home Relocation Authority**  
**Profit & Loss - Since Inception**  
**April 2004 through July 2021**

	.Trust	Operating	Petty Cash	TOTAL
<b>Income</b>				
Arbitration	0.00	10,666.07	0.00	10,666.07
Assessments	15,798,036.52	4,500.00	0.00	15,802,536.52
Interest Income	1,148,356.77	0.00	0.00	1,148,356.77
Special Collection	0.00	8,050.00	0.00	8,050.00
<b>Total Income</b>	<b>16,946,393.29</b>	<b>23,216.07</b>	<b>0.00</b>	<b>16,969,609.36</b>
<b>Cost of Goods Sold</b>				
DRAWS	2,320,700.00	-2,311,086.54	-9,613.46	0.00
<b>Total COGS</b>	<b>2,320,700.00</b>	<b>-2,311,086.54</b>	<b>-9,613.46</b>	<b>0.00</b>
<b>Gross Profit</b>	<b>14,625,693.29</b>	<b>2,334,302.61</b>	<b>9,613.46</b>	<b>16,969,609.36</b>
<b>Expense</b>				
<b>General &amp; Administrative</b>				
Accounting/Auditing fees	0.00	363,125.24	0.00	363,125.24
Advertising	0.00	2,635.35	0.00	2,635.35
Arbitration Costs	3,000.00	259,984.12	5.00	262,989.12
Auditing	0.00	9,000.00	0.00	9,000.00
Bank Service Charges	0.00	304.00	0.00	304.00
Bookkeeping/Payroll Processing	0.00	199,631.41	0.00	199,631.41
Collection Fees	0.00	705.00	0.00	705.00
Computer, Printer, Copier	0.00	14,293.07	0.00	14,293.07
Consulting Fees	4,200.00	11,145.00	0.00	15,345.00
Copying	0.00	75.53	24.00	99.53
DOJ Legal Fund	151,556.38	0.00	0.00	151,556.38
Legal Fees	0.00	444,006.97	0.00	444,006.97
Office Expense	0.00	46,224.24	498.69	46,722.93
Postage	0.00	7,579.67	6,029.17	13,608.84
Supplies	0.00	16,777.93	1,534.76	18,312.69
Travel-Administrative	0.00	26,296.85	0.00	26,296.85
Travel-Compliance	0.00	24,681.71	13.75	24,695.46
<b>Total General &amp; Administrative</b>	<b>158,756.38</b>	<b>1,426,466.09</b>	<b>8,105.37</b>	<b>1,593,327.84</b>
<b>Occupancy</b>				
Rent	0.00	82,879.58	0.00	82,879.58
Security Deposit	0.00	1,500.00	0.00	1,500.00
Utilities	0.00	40,796.19	0.00	40,796.19
<b>Total Occupancy</b>	<b>0.00</b>	<b>125,175.77</b>	<b>0.00</b>	<b>125,175.77</b>
<b>Personnel</b>				
Payroll Taxes	0.00	52,058.77	0.00	52,058.77
Wages-Administrative	0.00	633,899.34	0.00	633,899.34
Wages-Compliance	0.00	17,897.50	0.00	17,897.50
<b>Total Personnel</b>	<b>0.00</b>	<b>703,855.61</b>	<b>0.00</b>	<b>703,855.61</b>
<b>Relocation Assistance</b>				
Payments for abandoned homes	349,593.30	673.02	0.00	350,266.32
Payments for non-relocatable ho	323,664.37	17,084.80	0.00	340,749.17
Reimbursements for moving costs	1,753,233.72	931.91	0.00	1,754,165.63
<b>Total Relocation Assistance</b>	<b>2,426,491.39</b>	<b>18,689.73</b>	<b>0.00</b>	<b>2,445,181.12</b>
<b>Total Expense</b>	<b>2,585,247.77</b>	<b>2,274,187.20</b>	<b>8,105.37</b>	<b>4,867,540.34</b>
<b>Net Income</b>	<b>12,040,445.52</b>	<b>60,115.41</b>	<b>1,508.09</b>	<b>12,102,069.02</b>

**2021 CONTRACTOR WORK ORDER COST TRACKING LOG**

WORK ORDER	DATE	NAME	PARK VISITED	HOURS	RATE @ \$25.00	MILES	MILES @ \$.056 1/1/21	COMBINED AMOUNTS	MONTHLY TOTAL
01-2021	1/12/21	Jones	Blanton's MHC	0.50	\$12.50	4.0	\$2.24	\$14.74	1311.87
02-2021	1/12/21	Jones	Delaware City	2.00	\$50.00	36.0	\$20.16	\$70.16	
03-2021	1/11/21	Jones	Flying Dutchman	3.00	\$75.00	61.0	\$34.16	\$109.16	
04-2021	1/12/21	Jones	Country Living	2.75	\$68.75	57.0	\$31.92	\$100.67	
05-2021	1/11/21	Jones	Forest Park	1.00	\$25.00	10.0	\$5.60	\$30.60	
06-2021	1/12/21	Jones	Cloverleaf MHP	2.50	\$62.50	52.0	\$29.12	\$91.62	
07-2021	1/15/21	Harris	Bethany Crest	4.50	\$112.50	123.0	\$68.88	\$181.38	
08-2021	1/19/21	Harris	Caseys Estates	3.00	\$75.00	51.0	\$28.56	\$103.56	
09-2021	1/19/21	Harris	Country Living	2.00	\$50.00	51.0	\$28.56	\$78.56	
10-2021	1/14/21	Harris	Country Acres	3.50	\$87.50	47.0	\$26.32	\$113.82	
11-2021	1/29/21	Harris	West Bay Park	5.00	\$125.00	99.0	\$55.44	\$180.44	
12-2021	1/29/21	Harris	White House Beach Inc.	7.00	\$175.00	111.0	\$62.16	\$237.16	
13-2021	2/2/21	Jones	Hunters Run	4.50	\$112.50	74.0	\$41.44	\$153.94	592.73
14-2021	2/3/21	Jones	Tall Pines Campground	4.75	\$118.75	115.0	\$64.40	\$183.15	
15-2021	2/5/21	Harris	New Market Village	3.00	\$75.00	68.0	\$38.08	\$113.08	
16-2021	2/5/21	Harris	Hunters Run	4.00	\$100.00	76.0	\$42.56	\$142.56	
17-2021	3/2/21	Harris	Willow Tree MHP	2.00	\$50.00	22.0	\$12.32	\$62.32	
18-2021	3/2/21	Harris	High Point Park	6.00	\$150.00	61.0	\$34.16	\$184.16	
19-2021	3/2/21	Harris	Paradise Cove	2.50	\$62.50	61.0	\$34.16	\$96.66	
20-2021	3/2/21	Harris	Lynch's MHP	2.00	\$50.00	38.0	\$21.28	\$71.28	
21-2021	3/2/21	Jones	Pine Point Park	2.75	\$68.75	65.0	\$36.40	\$105.15	
22-2021	3/2/21	Jones	Walkers Mill, LLC	4.25	\$106.25	80.0	\$44.80	\$151.05	
23-2021	3/2/21	Jones	Southwood Acres	4.25	\$106.25	25.0	\$14.00	\$120.25	934.24
24-2021	3/2/21	Jones	Mobil Home Village	3.45	\$86.25	102.0	\$57.12	\$143.37	
25-2021	4/6/21	Harris	Kings Cliff MHP	2.50	\$62.50	16.0	\$8.96	\$71.46	
26-2021	4/7/21	Harris	Angola Beach	8.50	\$212.50	107.0	\$59.92	\$272.42	
27-2021	4/6/21	Jones	Bon Ayre	4.50	\$112.50	20.0	\$11.20	\$123.70	
28-2021	4/8/21	Jones	Murray Manor	9.50	\$237.50	90.0	\$50.40	\$287.90	
29-2021	5/6/21	Jones	Glasgow Court	5.50	\$137.50	80.0	\$44.80	\$182.30	
30-2021	5/6/21	Martinez	Paradise Cove	3.00	\$75.00	116.0	\$64.96	\$139.96	
31-2021	5/7/21	Jones	Waterford Estates	8.50	\$212.50	82.0	\$45.92	\$258.42	
32-2021	6/14/21	Jones	Carey Estates	4.50	\$112.50	125.0	\$70.00	\$182.50	368.45
33-2021	6/15/21	Jones	Briarwood MHP	4.75	\$118.75	120.0	\$67.20	\$185.95	
34-2021	7/5/21	Jones	Paradise Cove	5.00	\$125.00	126.0	\$70.56	\$195.56	
35-2021	7/5/21	Jones	Up Country MHP	5.25	\$131.25	110.0	\$61.60	\$192.85	
36-2021	7/20/21	Jones	Donovan Smith MHP	5.50	\$137.50	109.0	\$61.04	\$198.54	
									198.54
					\$0.00		\$0.00	\$0.00	
					\$0.00		\$0.00	\$0.00	
					\$0.00		\$0.00	\$0.00	
					\$0.00		\$0.00	\$0.00	
					\$0.00		\$0.00	\$0.00	
					\$0.00		\$0.00	\$0.00	
					\$0.00		\$0.00	\$0.00	
					\$0.00		\$0.00	\$0.00	
					\$0.00		\$0.00	\$0.00	
					\$0.00		\$0.00	\$0.00	
					\$0.00		\$0.00	\$0.00	
					\$0.00		\$0.00	\$0.00	5130.40



**ARBITRATION INVOICES**  
**JANUARY 1, 2021 THROUGH JULY 31, 2021**

<b>DOCKET</b>	<b>INVOICE DATE</b>	<b>INVOICE AMOUNT</b>
07-2018 WILD MEADOWS	1/4/21	\$334.30
WRIT OF PROHIBITION	4/7/21	\$230.00
03-2020 MURRAY MANOR	1/7/21	\$1,050.00
	5/13/21	420.00
04-2020 WILD MEADOWS	4/15/2021	\$8,797.50
01-2021 SHADY PARK	3/29/21	\$1,175.00

**TOTAL**                      \$12,006.80