

FOR BHF USE							

LL2

Supportive Living Facility

2010

STATE OF ILLINOIS

DEPARTMENT OF HEALTHCARE & FAMILY SERVICES

COST REPORT FOR

SUPPORTIVE LIVING FACILITIES

(FISCAL YEAR 2010)

IMPORTANT NOTICE

THIS AGENCY IS REQUESTING DISCLOSURE OF INFORMATION THAT IS NECESSARY TO ACCOMPLISH THE STATUTORY PURPOSE AS OUTLINED IN SECTION 146.265 OF THE 89 IL ADMIN CODE. DISCLOSURE OF THIS INFORMATION IS MANDATORY. FAILURE TO PROVIDE ANY INFORMATION ON OR BEFORE THE DUE DATE WILL RESULT IN CESSATION OF PROGRAM PAYMENTS.

I. Facility ID Number: 1000045

Facility Name: Heritage Woods of Manteno

Address: 355 Diversatch Drive Manteno 60950

Number City Zip Code

County: Kankakee

Telephone Number: 815-468-3553 Fax # 815-468-3888

Federal Employer ID Number:

Date Current Owners were Certified: 10-25-07

Type of Ownership:

☐	VOLUNTARY, NON-PROFIT	☐	PROPRIETARY	☐	GOVERNMENTAL
☐	Charitable Corp.	☐	Individual	☐	State
☐	Trust	☐	Partnership	☐	County
IRS Exemption Code		☐	Corporation	☐	Other
		☒	"Sub-S" Corp.		
		☒	Limited Liability Co.		
		☐	Trust		
		☐	Other		

In the event there are further questions about this report, please contact:

Name: Selena Edgington Telephone Number: 815-935-1992

Email Address:

II. CERTIFICATION BY AUTHORIZED FACILITY OFFICER

I have examined the contents of the accompanying report to the State of Illinois, for the period from 01/01/2010 to 12/31/2010 and certify to the best of my knowledge and belief that the said contents are true, accurate and complete statements in accordance with applicable instructions. Declaration of preparer (other than provider) is based on all information of which preparer has any knowledge.

Intentional misrepresentation or falsification of any information in this cost report may be punishable by fine and/or imprisonment.

Officer or Administrator of Provider	(Signed)		(Date)	
	(Type or Print Name)	David J. Mitchell		
	(Title)	CFO, BMA Management, LTD.		
Paid Preparer	(Signed)		(Date)	
	(Print Name and Title)			
	(Firm Name & Address)			
	(Telephone)	()	Fax # ()	
	MAIL TO: BUREAU OF HEALTH FINANCE IL DEPT OF HEALTHCARE AND FAMILY SERVICES 201 S. Grand Avenue East Springfield, IL 62763-0001 Phone # (217) 782-1630			

Facility Name **Heritage Woods of Manteno**

Report Period Beginning: 01/01/2010 Ending: 12/31/2010

III. STATISTICAL DATA

A. Certified units; enter number of units and unit days

Date of change in certified units / /

	1	2	3	4	
	Units at Beginning of Report Period	Type of Apartment	Units at End of Report Period	Unit Days During Report Period	
1	81	Single Unit Apartment	81	29,565	1
2	6	Double Unit Apartment	6	2,190	2
3		Other			3
4	87	TOTALS	87	31,755	4

B. Census-For the entire report period.

	1 Type of Unit	2 3 4 5 Resident Days by Unit and Primary Source of Payment				
		Medicaid Recipient	Private Pay	Other	Total	
5	Single Unit	19,754	11,601		31,355	5
6	Double Unit					6
7	Other					7
8	TOTALS	19,754	11,601		31,355	8

C. Percent Occupancy. (Column 5, line 8 divided by total certified bed days on line 4, column 4.) 98.74%

D. Indicate the number of paid bed-hold days the SLF had during this year
263 Also, indicate the number of unpaid bed-hold days the SLF
 had during this year. zero **(Do not include bed-hold days in Section B.)**

E. Does page 3 include expenses for services or investments not directly related to SLF services?

YES ☐ NO ☒

F. Does the BALANCE SHEET reflect any non-SLF assets?

YES ☐ NO ☒

G. List all services provided by your facility for non-residents.

(E.g., day care, "meals on wheels", outpatient therapy)

NONE

H. ACCOUNTING BASIS

ACCUAL		MODIFIED		CASH*	
	X				

I. Is your fiscal year identical to your tax year? ☒ YES ☐ NO

Tax Year: 12/31/2010 **Fiscal Year:** 12/31/2010

*** All facilities other than governmental must report on the accrual basis.**

J. Does the facility have any Illinois Housing Development Authority Loans outstanding? NO If yes, did the facility make all of the

required payments of interest and principle?

If no, explain.

K. Does the facility have any loans from the Federal Home Loan Bank outstanding? NO If yes, did the facility make all of t

required payments of interest and principle?

If no, explain.

L. Does the facility have any loans from the IL Dept of Commerce and Economic Opportunity outstanding? NO If yes, did t

make all of the required payments of interest and principle?

If no, explain.

Facility Name: Heritage Woods of Manteno

Report Period Beginning: 01/01/2010 Ending: 12/31/2010

IV. COST CENTER EXPENSES (please round to the nearest dollar)

Operating Expenses		Costs Per General Ledger				Reclassifications and Adjustments	Adjusted Total	
		Salary/Wage	Supplies	Other	Total			
	A. General Services	1	2	3	4	5	6	
1	Dietary and Food Purchase	207,810	162,444	1,771	372,025		372,025	1
2	Housekeeping, Laundry and Maintenance	89,809	22,057	60,915	172,781		172,781	2
3	Heat and Other Utilities			149,034	149,034	(18,073)	130,961	3
4	Other (specify):			10,850	10,850		10,850	4
5	TOTAL General Services	297,619	184,501	222,570	704,690	(18,073)	686,617	5
	B. Health Care and Programs							
6	Health Care/ Personal Care	367,930	2,590		370,520		370,520	6
7	Activities and Social Services	25,704	4,746		30,450		30,450	7
8	Other (specify):							8
9	TOTAL Health Care and Programs	393,634	7,336		400,970		400,970	9
	C. General Administration							
10	Administrative and Clerical	114,270	13,524	1,065,158	1,192,952	(18,468)	1,174,484	10
11	Marketing Materials, Promotions and Advertising	29,027	10,472	28,289	67,788		67,788	11
12	Employee Benefits and Payroll Taxes			193,873	193,873		193,873	12
13	Insurance-Property, Liability and Malpractice			11,675	11,675		11,675	13
14	Other (specify):			8,638	8,638		8,638	14
15	TOTAL General Administration	143,297	23,996	1,307,633	1,474,926	(18,468)	1,456,458	15
16	TOTAL Operating Expense (Sum of lines 5, 9 and 15)	834,550	215,833	1,530,203	2,580,586	(36,541)	2,544,045	16
	Capital Expenses							
	D. Ownership							
17	Depreciation							17
18	Interest			4,162	4,162		4,162	18
19	Real Estate Taxes							19
20	Rent -- Facility and Grounds							20
21	Rent -- Equipment							21
22	Other (specify):			3,175	3,175		3,175	22
23	TOTAL Ownership			7,337	7,337		7,337	23
24	GRAND TOTAL (Sum of lines 16 and 23)	834,550	215,833	1,537,540	2,587,923	(36,541)	2,551,382	24

Facility Name: Heritage Woods of Manteno

Report Period Beginning: 01/01/2010 Ending: 12/31/2010

V. STAFFING AND SALARY COSTS (Please report each line separately.)

	Personnel	Number of FTE	Average Hourly Wage	
1	Registered Nurses	0	\$ 28.98	1
2	Licensed Practical Nurses	1	18.58	2
3	Certified Nurse Assistants	14	10.20	3
4	Activity Director & Assistants	1	12.31	4
5	Social Service Workers			5
6	Head Cook	1	14.40	6
7	Cook Helpers/Assistants	10	8.67	7
8	Dishwashers			8
9	Maintenance Workers	2	13.25	9
10	Housekeepers	3	8.26	10
11	Laundry			11
12	Managers	1	32.94	12
13	Other Administrative	2	11.49	13
14	Clerical			14
15	Marketing	1	25.97	15
16	Other			16
17	Total (lines 1 thru 16)	35	\$	17

VII. RELATED ORGANIZATIONS

A. Enter below the names of all related organizations. Attach an additional schedule if necessary.

RELATED SLF's & HEALTH CARE BUSINESSES

Name 1	City 2
DSI Flora Operator LLC	Flora
DSI Ottawa Operator LLC	Ottawa
DSI Watseka Operator LLC	Witseka

OTHER RELATED BUSINESS ENTITIES

Name 3	City 4	Type of Business 5

B. Does your facility receive services from a parent organization or home office; the costs for which were not included on page 3? YES ☐ NO ☒
Name of related entity: _____ If yes, what is the value of those services? \$ _____
(Please attach a separate schedule itemizing those services.)

C. Does page 3 include any costs derived from transactions (including rent) with related parties? YES ☐ NO ☒
If so, please attach a separate schedule detailing the nature of those services, their costs as they appear on your books and the underlying cost to the related party (i.e., not including markup).

VI. (A) STATEMENT OF COMPENSATION AND OTHER PAYMENTS TO OWNERS, RELATIVES AND MEMBERS OF THE BOARD OF DIRECTORS.

	NAME and FUNCTION	Ownership Interest	Average Hours Per Work Week Devoted to this Business	Amount of Compensation for this Reporting Period	
1				\$	1
2					2
3					3
4					4
5					5
Total				\$	6

VI. (B) Management fees paid to unrelated parties

Amount of Fee

1	BMA MANAGEMENT, LTD.	\$ 145,624	1
2			2
Total		\$ 145,624	3

VIII. OWNERSHIP COSTS

N/A - LEASED

A. Purchase price of land _____ Year land was acquired _____

B. Building Depreciation -- Including Fixed Equipment. Round all numbers to the nearest dollar. *Total units on this schedule must agree with page 2.

	1 Units*	FOR BHF USE ONLY	2 Year Acquired	3 Year Constructed	4 Cost	5 Current Book Depreciation	6 Life in Years	7 Straight Line Depreciation	8 Adjustments	9 Accumulated Depreciation	
1					\$	\$		\$	\$	\$	1
2											2
3											3
4											4
5											5
6	Improvement Type										6
7											7
8											8
9											9
10											10
11											11
12											12
13											13
14											14
15											15
16											16
17	TOTAL (lines 1 thru 16)				\$	\$		\$	\$	\$	17

C. Equipment Depreciation -- Including Transportation.

	Type	1 Cost	2 Current Book Depreciation	3 Straight Line Depreciation	4 Adjustments	5 Life in Years	6 Accumulated Depreciation	
18	Movable Equipment	\$	\$	\$	\$		\$	18
19	Vehicles							19
20	TOTAL (lines 18 and 19)	\$	\$	\$	\$		\$	20

D. Depreciable Non-Care Assets Included in General Ledger.

	1 Description and Year Acquired	2 Cost	3 Current Book Depreciation	4 Accumulated Depreciation	
21		\$	\$	\$	21
22					22
23					23
24	TOTALS (lines 21, 22 and 23)	\$	\$	\$	24

Facility Name: Heritage Woods of Manteno

Report Period Beginning: 01/01/2010 Ending: 2/31/2010

IX. RENTAL COSTS

A. Building and Fixed Equipment

1. Name of Party Holding Lease: DSI Manteno Owner, LLC

2. Does the facility also pay real estate taxes in addition to rental amount shown below on line 7, column 4? ☐ YES ☒ NO

		1	2	3	4	5	6	
		Year Constructed	Number of Units	Date of Lease	Rental Amount	Total Yrs. of Lease	Total Years Renewal Option*	
3	Original Building	2005	87	10/24/07	\$ 843,616	30		3
4	Additions			/ /				4
5				/ /				5
6				/ /				6
7	TOTAL		87		\$ 843,616			7

8. Is movable equipment rental included in building rental?
☒ YES ☐ NO

9. Rental amount for movable equipment \$

10. If the facility rents any vehicles which are used for care-related purposes, please attach a schedule detailing the model year and make, the rental expense for this period and the use of the vehicle.

X. INTEREST EXPENSE

1		2		3	4	6		7	8	9				
	Name of Lender	Related**		Purpose of Loan	Date of Note	Amount of Note		Maturity Date	Interest Rate (4 Digits)	Reporting Period Int. Expense				
		YES	NO			Original	Balance							
	A. Directly Facility Related													
	Long-Term													
1					/ /	\$			/ /		\$	1		
2					/ /				/ /			2		
3					/ /				/ /			3		
	Working Capital													
4	COUNTRY BANK		X	LINE OF CREDIT	11/1/10	635,000	156,174	10/31/11	VARIABLE	4,162		4		
5					/ /				/ /			5		
6					/ /				/ /			6		
7	TOTAL Facility Related					\$	635,000	\$	156,174			\$	4,162	7
	B. Non-Facility Related													
8					/ /				/ /			8		
9					/ /				/ /			9		
10	TOTALS (lines 7, 8 and 9)					\$	635,000	\$	156,174			\$	4,162	10

* If there is an option to buy the building, please provide complete details on an attached schedule.
** If there is any overlap in ownership between the facility and the lender, this must be indicated in column 2.

Facility Name: Heritage Woods of Manteno

Report Period Beginning: 01/01/2010

Ending: 12/31/2010

XI. BALANCE SHEET - Unrestricted Operating Fund.

As of 12/31/2010

(last day of reporting year)

		1 Operating	2 After Consolidation*	
	A. Current Assets			
1	Cash on Hand and in Banks	\$ 48,924	\$	1
2	Cash-Patient Deposits			2
3	Accounts & Short-Term Notes Receivable-Patients (less allowance)	295,494		3
4	Supply Inventory (priced at)			4
5	Short-Term Investments			5
6	Prepaid Insurance	14,761		6
7	Other Prepaid Expenses	4,444		7
8	Accounts Receivable (owners or related parties)			8
9	Other(specify):			9
10	TOTAL Current Assets (sum of lines 1 thru 9)	\$ 363,623	\$	10
	B. Long-Term Assets			
11	Long-Term Notes Receivable			11
12	Long-Term Investments			12
13	Land			13
14	Buildings, at Historical Cost			14
15	Leasehold Improvements, at Historical Cost			15
16	Equipment, at Historical Cost			16
17	Accumulated Depreciation (book methods)			17
18	Deferred Charges			18
19	Organization & Pre-Operating Costs			19
20	Accumulated Amortization - Organization & Pre-Operating Costs			20
21	Restricted Funds			21
22	Other Long-Term Assets (specify):			22
23	Other(specify):			23
24	TOTAL Long-Term Assets (sum of lines 11 thru 23)	\$	\$	24
25	TOTAL ASSETS (sum of lines 10 and 24)	\$ 363,623	\$	25

*(See instructions.)

		1 Operating	2 After Consolidation*	
	C. Current Liabilities			
26	Accounts Payable	\$ 51,088	\$	26
27	Officer's Accounts Payable			27
28	Accounts Payable-Patient Deposits			28
29	Short-Term Notes Payable	156,174		29
30	Accrued Salaries Payable	39,987		30
31	Accrued Taxes Payable			31
32	Accrued Interest Payable			32
33	Deferred Compensation			33
34	Federal and State Income Taxes			34
	Other Current Liabilities(specify):			
35	See Page 7 Attachment	64,902		35
36				36
37	TOTAL Current Liabilities (sum of lines 26 thru 36)	\$ 312,151	\$	37
	D. Long-Term Liabilities			
38	Long-Term Notes Payable			38
39	Mortgage Payable			39
40	Bonds Payable			40
41	Deferred Compensation			41
	Other Long-Term Liabilities(specify):			
42				42
43				43
44	TOTAL Long-Term Liabilities (sum of lines 38 thru 43)	\$	\$	44
45	TOTAL LIABILITIES (sum of lines 37 and 44)	\$ 312,151	\$	45
46	TOTAL EQUITY	\$ 51,472	\$	46
47	TOTAL LIABILITIES AND EQUITY (sum of lines 45 and 46)	\$ 363,623	\$	47

Facility Name: Heritage Woods of Manteno

Report Period Beginning: 01/01/2010

Ending:

12/31/2010

XII. INCOME STATEMENT (attach any explanatory footnotes necessary to reconcile this Schedule to Schedule IV.)

		1	
	Revenue	Amount	
	A. SLF Resident Care		
1	Gross SLF Resident Revenue	\$ 3,111,602	1
2	Discounts and Allowances	(5,553)	2
	SUBTOTAL Resident Care		
3	(line 1 minus line 2)	\$ 3,106,049	3
	B. Other Operating Revenue		
4	Special Services	111,457	4
5	Other Health Care Services		5
6	Special Grants		6
7	Gift and Coffee Shop		7
8	Barber and Beauty Care	20,156	8
9	Non-Resident Meals	4,846	9
10	Laundry		10
	SUBTOTAL OTHER OPERATING REVENUE		
11	(sum of lines 4 thru 10)	\$ 136,459	11
	C. Non-Operating Revenue		
12	Contributions		12
13	Interest and Other Investment Income	424	13
	SUBTOTAL Non-Operating Revenue		
14	(sum of lines 12 and 13)	\$ 424	14
	D. Other Revenue (specify):		
15	Insurance Adjustment	4,218	15
16			16
	SUBTOTAL Other Revenue		
17	(sum of lines 15 and 16)	\$ 4,218	17
	TOTAL REVENUE		
18	(sum of lines 3, 11, 14 and 17)	\$ 3,247,150	18

		2	
	Expenses	Amount	
	A. Operating Expenses		
19	General Services	704,690	19
20	Health Care/ Personal Care	400,970	20
21	General Administration	1,474,926	21
	B. Capital Expense		
22	Ownership	7,337	22
	C. Other Expenses		
23	Special Cost Centers		23
24	Non-Operating Expenses		24
25	Other (specify):		25
26			26
27			27
	TOTAL EXPENSES		
28	(sum of lines 19 thru 27)	\$ 2,587,923	28
	Income Before Income Taxes		
29	(line 18 minus line 28)	\$ 659,227	29
	Income Taxes		
30		\$	30
	NET INCOME OR LOSS FOR THE YEAR		
31	(line 29 minus line 30)	\$ 659,227	31

COST CENTER EXPENSES

A. General Services - Other

Exterminating	1,789
Rubbish Removal	4,792
Vehicle Expense	4,094
Transportation Service	-
Water Softener	175
Misc Operating	-
Total	10,850

C. General Administration - Other

Consulting	2,436
Legal	-
Accounting	-
Audit	3,349
Contract labor	1,000
Bad Debt	1,853
Total	8,638

D. Ownership

Assessment Income	-
Letter of Credit	3,175
Mortgage Insurance Premium	-
Partnership Management Fee	-
Asset Management Fee	-
Incentive Manangement Fee	-
Tax Credit Fee & Incentive Fee	-
Amortization Expense	-
Remarketing and Trustee Fee	-
Property Damage Loss	-
Interest Income	-
Total	3,175

Reclassifications and Adjustments

Heat & Other Utilities (18,073) Cable

Administrative and Clerical (18,468) Telephone Revenue

BALANCE SHEET

C. Current Liabilities

Accrued Liabilities	13,377
Accrued Asset Mgmt Fee	
Accrued Partnership Fee	
Accrued Incentive Mgmt Fee	
Security Deposits	38,825
Unearned Revenue	
Accrued MIP	
Reservation Deposit	12,700
Total Other Current Liabilities	64,902