

FOR BHF USE					

LL2

Supportive Living Facility

**2013
STATE OF ILLINOIS
DEPARTMENT OF HEALTHCARE & FAMILY SERVICES
COST REPORT FOR
SUPPORTIVE LIVING FACILITIES
(FISCAL YEAR 2013)**

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.

<p>I. Facility ID Number: <u>1000004</u></p> <p>Facility Name: <u>Heritage Woods of Centralia</u></p> <p>Address: <u>2049 East McCord St</u> <u>Centralia</u> <u>62801</u> <small>Number City Zip Code</small></p> <p>County: <u>Marion</u></p> <p>Telephone Number: (<u>618</u>) <u>532-4590</u> Fax # (<u>532</u>) <u>532-4596</u></p> <p>Federal Employer ID Number: _____</p> <p>Date Current Owners were Certified: <u>01/20/2009</u></p> <p>Type of Ownership:</p> <table style="width:100%"> <tr> <td><input type="checkbox"/> VOLUNTARY, NON-PROFIT</td> <td><input type="checkbox"/> PROPRIETARY</td> <td><input type="checkbox"/> GOVERNMENTAL</td> </tr> <tr> <td><input type="checkbox"/> Charitable Corp.</td> <td><input type="checkbox"/> Individual</td> <td><input type="checkbox"/> State</td> </tr> <tr> <td><input type="checkbox"/> Trust</td> <td><input type="checkbox"/> Partnership</td> <td><input type="checkbox"/> County</td> </tr> <tr> <td>IRS Exemption Code _____</td> <td><input type="checkbox"/> Corporation</td> <td><input type="checkbox"/> Other _____</td> </tr> <tr> <td></td> <td><input type="checkbox"/> "Sub-S" Corp.</td> <td></td> </tr> <tr> <td></td> <td><input checked="" type="checkbox"/> Limited Liability Co.</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Trust</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Other _____</td> <td></td> </tr> </table> <p>In the event there are further questions about this report, please contact: Name: <u>Selena Edgington</u> Telephone Number: <u>815-935-1992 EXT 232</u> Email Address: _____</p>	<input type="checkbox"/> VOLUNTARY, NON-PROFIT	<input type="checkbox"/> PROPRIETARY	<input type="checkbox"/> GOVERNMENTAL	<input type="checkbox"/> Charitable Corp.	<input type="checkbox"/> Individual	<input type="checkbox"/> State	<input type="checkbox"/> Trust	<input type="checkbox"/> Partnership	<input type="checkbox"/> County	IRS Exemption Code _____	<input type="checkbox"/> Corporation	<input type="checkbox"/> Other _____		<input type="checkbox"/> "Sub-S" Corp.			<input checked="" type="checkbox"/> Limited Liability Co.			<input type="checkbox"/> Trust			<input type="checkbox"/> Other _____		<p>II. CERTIFICATION BY AUTHORIZED FACILITY OFFICER</p> <p>I have examined the contents of the accompanying report to the State of Illinois, for the period from <u>01/01/13</u> to <u>12/31/13</u> 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.</p> <p>Intentional misrepresentation or falsification of any information in this cost report may be punishable by fine and/or imprisonment.</p> <table style="width:100%"> <tr> <td style="width:20%; vertical-align: top;"> Officer or Administrator of Provider </td> <td> (Signed) _____ (Type or Print Name) <u>David J. Mitchell</u> (Title) <u>CFO, BMA Management, LTD</u> </td> </tr> <tr> <td style="vertical-align: top;"> Paid Preparer </td> <td> (Signed) _____ (Date) _____ (Print Name and Title) _____ (Firm Name & Address) _____ (Telephone) () _____ Fax # () _____ </td> </tr> </table> <p align="right"> 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 </p>	Officer or Administrator of Provider	(Signed) _____ (Type or Print Name) <u>David J. Mitchell</u> (Title) <u>CFO, BMA Management, LTD</u>	Paid Preparer	(Signed) _____ (Date) _____ (Print Name and Title) _____ (Firm Name & Address) _____ (Telephone) () _____ Fax # () _____
<input type="checkbox"/> VOLUNTARY, NON-PROFIT	<input type="checkbox"/> PROPRIETARY	<input type="checkbox"/> GOVERNMENTAL																											
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Facility Name Heritage Woods of Centralia

Report Period Beginning: 01/01/13 Ending: 12/31/13

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	97	Single Unit Apartment	97	35,405	1
2	3	Double Unit Apartment	3	1,095	2
3		Other			3
4	100	TOTALS	100	36,500	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	17,746	17,746		35,492	5
6	Double Unit					6
7	Other					7
8	TOTALS	17,746	17,746		35,492	8

C. Percent Occupancy. (Column 5, line 8 divided by total certified bed days on line 4, column 4.) 97.24%

D. Indicate the number of paid bed-hold days the SLF had during this year 211 Also, indicate the number of unpaid bed-hold days the SLF had during this year. None (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)

H. ACCOUNTING BASIS

ACCRUAL MODIFIED CASH* CASH*

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

Tax Year: 2013 Fiscal Year: 2013

* 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 the 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 the facility make all of the required payments of interest and principle? _____
If no, explain. _____

Facility Name: Heritage Woods of Centralia

Report Period Beginning:

01/01/13

Ending:

12/31/13

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

Operating Expenses		Costs Per General Ledger				Reclassifications and Adjustments	Adjusted Total	
		Salary/Wage 1	Supplies 2	Other 3	Total 4			
A. General Services								
1	Dietary and Food Purchase	197,057	172,502	1,966	371,525		371,525	1
2	Housekeeping, Laundry and Maintenance	96,127	21,533	54,172	171,832		171,832	2
3	Heat and Other Utilities			133,298	133,298	(23,393)	109,905	3
4	Other (specify):			16,461	16,461		16,461	4
5	TOTAL General Services	293,184	194,035	205,897	693,116	(23,393)	669,723	5
B. Health Care and Programs								
6	Health Care/ Personal Care	328,159	2,360		330,519		330,519	6
7	Activities and Social Services	25,563	3,391		28,954		28,954	7
8	Other (specify):							8
9	TOTAL Health Care and Programs	353,722	5,751		359,473		359,473	9
C. General Administration								
10	Administrative and Clerical	86,927	9,150	241,793	337,870	(20,064)	317,806	10
11	Marketing Materials, Promotions and Advertising	39,024	3,336	23,898	66,258		66,258	11
12	Employee Benefits and Payroll Taxes			214,590	214,590		214,590	12
13	Insurance-Property, Liability and Malpractice			23,297	23,297		23,297	13
14	Other (specify):			16,633	16,633		16,633	14
15	TOTAL General Administration	125,951	12,486	520,211	658,648	(20,064)	638,584	15
16	TOTAL Operating Expense (Sum of lines 5, 9 and 15)	772,857	212,272	726,108	1,711,237	(43,457)	1,667,780	16
Capital Expenses								
D. Ownership								
17	Depreciation			30,197	30,197		30,197	17
18	Interest			49,798	49,798		49,798	18
19	Real Estate Taxes			5,108	5,108		5,108	19
20	Rent -- Facility and Grounds			534,293	534,293		534,293	20
21	Rent -- Equipment							21
22	Other (specify):			79,404	79,404		79,404	22
23	TOTAL Ownership			698,800	698,800		698,800	23
24	GRAND TOTAL (Sum of lines 16 and 23)	772,857	212,272	1,424,908	2,410,037	(43,457)	2,366,580	24

Facility Name: Heritage Woods of Centralia

Report Period Beginning 01/01/13 Ending: 12/31/13

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

	Personnel	Number of FTE	Average Hourly Wage	
1	Registered Nurses	0	\$ 24.85	1
2	Licensed Practical Nurses	14	10.26	2
3	Certified Nurse Assistants			3
4	Activity Director & Assistants			4
5	Social Service Workers	1	12.35	5
6	Head Cook	1	18.81	6
7	Cook Helpers/Assistants	9	8.78	7
8	Dishwashers			8
9	Maintenance Workers	2	13.56	9
10	Housekeepers	3	8.76	10
11	Laundry			11
12	Managers	1	29.96	12
13	Other Administrative	1	14.88	13
14	Clerical			14
15	Marketing	1	13.09	15
16	Other			16
17	Total (lines 1 thru 16)	33	\$	17

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	\$ 147,576 1
2		
Total		\$ 147,576 3

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
_____		_____	
_____		_____	
_____		_____	

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).

Facility Name: Heritage Woods of Centralia

Report Period Beginning:

01/01/13

Ending:

12/31/13

VIII. OWNERSHIP COSTS

A. Purchase price of land 102,538 Year land was acquired 2006

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	74			2008	\$ 8,412,347	\$ 2,617,967	28	\$ 305,904	\$ (2,312,063)	\$ 2,617,967	1	
2											2	
3											3	
4											4	
5											5	
Improvement Type												
6	LAND IMPROVEMENTS											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)				\$ 8,412,347	\$ 2,617,967		\$ 305,904	\$ (2,312,063)	\$ 2,617,967	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	\$ 112,551	\$ 104,633	\$ 7503.4	(97,130)	15	\$ 104,633	18
19	Vehicles							19
20	TOTAL (lines 18 and 19)	\$ 112,551	\$ 104,633	\$ 7,503	(97,130)		\$ 104,633	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 Centralia

Report Period Beginning: 01/01/13

Ending: 12/31/13

IX. RENTAL COSTS

A. Building and Fixed Equipment

1. Name of Party Holding Lease: _____

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			/ /	\$			3
4	Additions			/ /				4
5				/ /				5
6				/ /				6
7	TOTAL				\$			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	Name of Lender	2		3	4	6		7	8	9
			Related**				Purpose of Loan	Date of Note			
			YES	NO			Original	Balance			
		A. Directly Facility Related									
		Long-Term									
1		MIDLAND STATES BANK		X	FIRST MORTGAGE	11/18/11	\$ 8,099,129	\$	11/16/16	0.0400	\$ 48,970
		Working Capital									
5						/ /			/ /		5
6						/ /			/ /		6
7		TOTAL Facility Related					\$ 8,099,129	\$			\$ 48,970
		B. Non-Facility Related									
8						/ /			/ /		8
9						/ /			/ /		9
10		TOTALS (lines 7, 8 and 9)					\$ 8,099,129	\$			\$ 48,970

* 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 Centralia

Report Period Beginning: 01/01/13

Ending:

12/31/13

XI. BALANCE SHEET - Unrestricted Operating Fund.

As of 12/31/13

(last day of reporting year)

		1	2	
		Operating	After	
			Consolidation*	
	A. Current Assets			
1	Cash on Hand and in Banks	\$ 124,487	\$	1
2	Cash-Patient Deposits			2
3	Accounts & Short-Term Notes Receivable- Patients (less allowance)	376,359 (22,378)		3
4	Supply Inventory (priced at)			4
5	Short-Term Investments			5
6	Prepaid Insurance	5,518		6
7	Other Prepaid Expenses	15,587		7
8	Accounts Receivable (owners or related parties)			8
9	Other(specify):			9
10	TOTAL Current Assets (sum of lines 1 thru 9)	\$ 499,573	\$	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	882,675		19
20	Accumulated Amortization - Organization & Pre-Operating Costs	(444,498)		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)	\$ 438,177	\$	24
25	TOTAL ASSETS (sum of lines 10 and 24)	\$ 937,750	\$	25

		1	2	
		Operating	After	
			Consolidation*	
	C. Current Liabilities			
26	Accounts Payable	\$ 16,171	\$	26
27	Officer's Accounts Payable			27
28	Accounts Payable-Patient Deposits	600		28
29	Short-Term Notes Payable			29
30	Accrued Salaries Payable	41,514		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	48,518		35
36				36
37	TOTAL Current Liabilities (sum of lines 26 thru 36)	\$ 106,803	\$	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)	\$ 106,803	\$	45
46	TOTAL EQUITY	\$ 830,947	\$	46
47	TOTAL LIABILITIES AND EQUITY (sum of lines 45 and 46)	\$ 937,750	\$	47

*(See instructions.)

Facility Name: Heritage Woods of Centralia

Report Period Beginning: 01/01/13

Ending:

12/31/13

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

	1	Amount	
	Revenue		
	A. SLF Resident Care		
1	Gross SLF Resident Revenue	\$ 2,826,386	1
2	Discounts and Allowances	(15,310)	2
3	SUBTOTAL Resident Care (line 1 minus line 2)	\$ 2,811,076	3
	B. Other Operating Revenue		
4	Special Services	111,466	4
5	Other Health Care Services		5
6	Special Grants		6
7	Gift and Coffee Shop		7
8	Barber and Beauty Care	23,078	8
9	Non-Resident Meals	9,498	9
10	Laundry		10
11	SUBTOTAL OTHER OPERATING REVENUE (sum of lines 4 thru 10)	\$ 144,041	11
	C. Non-Operating Revenue		
12	Contributions		12
13	Interest and Other Investment Income	10,343	13
14	SUBTOTAL Non-Operating Revenue (sum of lines 12 and 13)	\$ 10,343	14
	D. Other Revenue (specify):		
15	Pie Sale	337	15
16			16
17	SUBTOTAL Other Revenue (sum of lines 15 and 16)	\$ 337	17
18	TOTAL REVENUE (sum of lines 3, 11, 14 and 17)	\$ 2,965,796	18

	2	Amount	
	Expenses		
	A. Operating Expenses		
19	General Services	693,116	19
20	Health Care/ Personal Care	359,473	20
21	General Administration	658,648	21
	B. Capital Expense		
22	Ownership	698,800	22
	C. Other Expenses		
23	Special Cost Centers		23
24	Non-Operating Expenses		24
25	Other (specify):		25
26			26
27			27
28	TOTAL EXPENSES (sum of lines 19 thru 27)	\$ 2,410,037	28
29	Income Before Income Taxes (line 18 minus line 28)	\$ 555,759	29
30	Income Taxes	\$	30
31	NET INCOME OR LOSS FOR THE YEAR (line 29 minus line 30)	\$ 555,759	31

COST CENTER EXPENSES

A. General Services - Other

Exterminating	1,743
Rubbish Removal	12,888
Vehicle Expense	1,830
Transportation Service	
Water Softener	
Misc Operating	
Total	16,461

C. General Administration - Other

Consulting	82
Legal	1,213
Accounting	105
Audit	3,500
Contract labor-Serv Prov	1,298
Bad Debt	10,435
Contract labor	
Total	16,633

D. Ownership

Financing Fees	51
Letter of Credit	514
Mortgage Service Fee	
Partnership Management Fee	
Asset Management Fee	
Incentive Manangement Fee	
Tax Credit Fee & Incentive Fee	

Amortization Expense	73,839
Remarketing and Trustee Fee	
Property Damage Loss	5,000
Gain on Sale	
Total	79,404

Reclassifications and Adjustments

Heat & Other Utilities (23,393) Cable

Administrative and Clerical (20,064) Telephone Revenue

BALANCE SHEET

C. Current Liabilities

Accrued Liabilities	24,642
Accrued Asset Mgmt Fee	
Accrued Partnership Fee	
Accrued Incentive Mgmt Fee	
Unclaimed Property	
Unearned Revenue	18,376
Accrued MIP	
Reservation Deposit	5,500
Total Other Current Liabilities	48,518