

		FOR BHF USE			

LL2

Supportive Living Facility

2021

STATE OF ILLINOIS

DEPARTMENT OF HEALTHCARE & FAMILY SERVICES

COST REPORT FOR

SUPPORTIVE LIVING FACILITIES

(FISCAL YEAR 2021)

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: 1000157

Facility Name: Cottages at Carlinville

Address: 18804 Route 4 Carlinville 62626

County: Macoupin

Telephone Number: (217) 854-2001 Fax # (217) 854-2008

Federal Employer ID Number:

Date Current Owners were Certified: 11/21/2019

Type of Ownership:

VOLUNTARY, NON-PROFIT
Charitable Corp.
Trust
IRS Exemption Code

X PROPRIETARY
Individual
Partnership
Corporation
X "Sub-S" Corp.
Limited Liability Co.
Trust
Other

GOVERNMENTAL
State
County
Other

In the event there are further questions about this report, please contact:
Name: Deborah J. Edwards Telephone Number: (618) 233-1001
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 01/01/21 to 12/31/21 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) J. Michael Greer
(Title) President

Paid Preparer

(Signed)
(Date)
(Print Name and Title) Deborah J. Edwards CPA
(Firm Name & Address) Creason-Edwards & Cimarolli, PC 2810 Frank Scott Pkwy Ste 704, Belleville, IL 62223
(Telephone) (618) 233-1001 Fax (618) 233-6009

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

Report Period Beginning: 01/01/21 Ending: 12/31/21**Date of change in certified units**

11 / 11

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 principal? _____
If no, explain.

120 Also, indicate the number of unpaid bed-hold days the SLF
had during this year. **32 (Do not include bed-hold days in Section B.)**

STATE OF ILLINOIS

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Facility Name: Cottages at Carlinville

Report Period Beginning:

01/01/21

Ending:

12/31/21

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	31,643	30,859	2,058	64,560		64,560	1
2	Housekeeping, Laundry and Maintenance		4,082	8,884	12,966		12,966	2
3	Heat and Other Utilities			22,350	22,350	(2,569)	19,781	3
4	Other (specify):							4
5	TOTAL General Services	31,643	34,941	33,292	99,876	(2,569)	97,307	5
	B. Health Care and Programs							
6	Health Care/ Personal Care	363,354	1,925	925	366,204		366,204	6
7	Activities and Social Services		2,202	160	2,362	(160)	2,202	7
8	Other (specify):							8
9	TOTAL Health Care and Programs	363,354	4,127	1,085	368,566	(160)	368,406	9
	C. General Administration							
10	Administrative and Clerical	54,153	4,642	20,938	79,733		79,733	10
11	Marketing Materials, Promotions and Advertising		1,024	3,749	4,773		4,773	11
12	Employee Benefits and Payroll Taxes			57,022	57,022		57,022	12
13	Insurance-Property, Liability and Malpractice			9,593	9,593		9,593	13
14	Other (specify):							14
15	TOTAL General Administration	54,153	5,666	91,302	151,121		151,121	15
16	TOTAL Operating Expense (Sum of lines 5, 9 and 15)	449,150	44,734	125,679	619,563	(2,729)	616,834	16
	Capital Expenses							
	D. Ownership							
17	Depreciation			78,487	78,487	(5,966)	72,521	17
18	Interest			67,753	67,753		67,753	18
19	Real Estate Taxes			2,715	2,715		2,715	19
20	Rent -- Facility and Grounds							20
21	Rent -- Equipment			5,367	5,367		5,367	21
22	Other (specify): See Attachment 1			59,169	59,169	(59,169)		22
23	TOTAL Ownership			213,491	213,491	(65,135)	148,356	23
24	GRAND TOTAL (Sum of lines 16 and 23)	449,150	44,734	339,170	833,054	(67,864)	765,190	24

Facility Name: Cottages at Carlinville

Report Period Beginning 01/01/21 Ending: 12/31/21

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

	Personnel	Number of FTE	Average Hourly Wage	
1	Registered Nurses		\$	1
2	Licensed Practical Nurses	1	22.98	2
3	Certified Nurse Assistants	9	15.61	3
4	Activity Director & Assistants			4
5	Social Service Workers			5
6	Head Cook	1	15.18	6
7	Cook Helpers/Assistants			7
8	Dishwashers			8
9	Maintenance Workers			9
10	Housekeepers			10
11	Laundry			11
12	Managers	1	28.91	12
13	Other Administrative			13
14	Clerical			14
15	Marketing			15
16	Other			16
17	Total (lines 1 thru 16)	12	\$	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
Clinton Manor Nursing Home	New Baden
Manor at Craig Farms	Chester
Manor at Salem Woods	Salem
See Attachment 2	

OTHER RELATED BUSINESS ENTITIES

Name 3	City 4	Type of Business 5
Greer Management Services	Carlyle	Management Co.

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		\$	1
2			2
Total		\$	3

Facility Name: Cottages at Carlinville

Report Period Beginning:

01/01/21

Ending:

12/31/21

VIII. OWNERSHIP COSTS

A. Purchase price of land 76,037 Year land was acquired 2019

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	15		2019	2019	\$ 1,663,097	\$ 61,942	28	\$ 60,476	\$ (1,466)	\$ 125,992	1
2											2
3											3
4											4
5											5
	Improvement Type										
6	Landscaping		2019	2019	16,233	1,443	15	1,082	(361)	2,255	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)				\$ 1,679,330	\$ 63,385		\$ 61,558	\$ (1,827)	\$ 128,247	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	\$ 76,738	\$ 15,102	\$ 10,963	(4,139)	7	\$ 22,839	18
19	Vehicles							19
20	TOTAL (lines 18 and 19)		\$ 76,738	\$ 15,102	\$ 10,963	(4,139)	\$ 22,839	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: Cottages at Carlinville

Report Period Beginning: 01/01/21

Ending: 12/31/21

IX. RENTAL COSTS

A. Building and Fixed Equipment

1. Name of Party Holding Lease: Greer Management Services, Inc. (Vehicle)

2. Does the facility also pay real estate taxes in addition to rental amount shown below on line 7, column 4?

YES

NO

		1 Year Constructed	2 Number of Units	3 Date of Lease	4 Rental Amount	5 Total Yrs. of Lease	6 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	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	CNB Bank		X	Mortgage	1/22/20	\$ 1,552,534	\$ 1,457,298	1/22/40	0.0450	\$ 67,753	1
2					/ /			/ /			2
3					/ /			/ /			3
	Working Capital										
4	GMS II	X		Working Capital	1/1/20	98,655	98,685	12/31/24			4
5	J. Michael Greer	X		Working Capital	1/1/20	494,710	494,710	12/31/24			5
6											6
7	TOTAL Facility Related					\$ 2,145,899	\$ 2,050,693			\$ 67,753	7
	B. Non-Facility Related										
8					/ /			/ /			8
9					/ /			/ /			9
10	TOTALS (lines 7, 8 and 9)					\$ 2,145,899	\$ 2,050,693			\$ 67,753	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.

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Facility Name: Cottages at Carlinville

Report Period Beginning: 01/01/21

Ending:

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XI. BALANCE SHEET - Unrestricted Operating Fund.

As of 12/31/21

(last day of reporting year)

		1 Operating	2 After Consolidation*	
	A. Current Assets			
1	Cash on Hand and in Banks	\$ 69,765	\$	1
2	Cash-Patient Deposits			2
3	Accounts & Short-Term Notes Receivable-Patients (less allowance)	181,468		3
4	Supply Inventory (priced at)			4
5	Short-Term Investments			5
6	Prepaid Insurance	9,238		6
7	Other Prepaid Expenses			7
8	Accounts Receivable (owners or related parties)	5,307		8
9	Other(specify):			9
10	TOTAL Current Assets (sum of lines 1 thru 9)	\$ 265,778	\$	10
	B. Long-Term Assets			
11	Long-Term Notes Receivable			11
12	Long-Term Investments			12
13	Land	76,037		13
14	Buildings, at Historical Cost	1,679,330		14
15	Leasehold Improvements, at Historical Cost			15
16	Equipment, at Historical Cost	76,738		16
17	Accumulated Depreciation (book methods)	(169,221)		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)	\$ 1,662,884	\$	24
25	TOTAL ASSETS (sum of lines 10 and 24)	\$ 1,928,662	\$	25

		1 Operating	2 After Consolidation*	
	C. Current Liabilities			
26	Accounts Payable	\$ 5,955	\$	26
27	Officer's Accounts Payable			27
28	Accounts Payable-Patient Deposits			28
29	Short-Term Notes Payable			29
30	Accrued Salaries Payable	19,264		30
31	Accrued Taxes Payable	631		31
32	Accrued Interest Payable			32
33	Deferred Compensation			33
34	Federal and State Income Taxes			34
	Other Current Liabilities(specify):			
35	Other Accrued Liabilities	7,409		35
36				36
37	TOTAL Current Liabilities (sum of lines 26 thru 36)	\$ 33,259	\$	37
	D. Long-Term Liabilities			
38	Long-Term Notes Payable	593,395		38
39	Mortgage Payable	1,457,298		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)	\$ 2,050,693	\$	44
45	TOTAL LIABILITIES (sum of lines 37 and 44)	\$ 2,083,952	\$	45
46	TOTAL EQUITY	\$ (155,290)	\$	46
47	TOTAL LIABILITIES AND EQUITY (sum of lines 45 and 46)	\$ 1,928,662	\$	47

*(See instructions.)

Facility Name: Cottages at Carlinville

Report Period Beginning: 01/01/21

Ending:

12/31/21

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

1			
	I. Revenue	Amount	
	A. SLF Resident Care		
1	Gross SLF Resident Revenue	\$ 765,745	1
2	Discounts and Allowances		2
3	SUBTOTAL Resident Care (line 1 minus line 2)	\$ 765,745	3
	B. Other Operating Revenue		
4	Special Services		4
5	Other Health Care Services		5
6	Special Grants		6
7	Gift and Coffee Shop		7
8	Barber and Beauty Care		8
9	Non-Resident Meals		9
10	Laundry		10
11	SUBTOTAL OTHER OPERATING REVENUE (sum of lines 4 thru 10)	\$	11
	C. Non-Operating Revenue		
12	Contributions		12
13	Interest and Other Investment Income		13
14	SUBTOTAL Non-Operating Revenue (sum of lines 12 and 13)	\$	14
	D. Other Revenue (specify):		
15	Cable TV Income	350	15
16	See Attachment 1	53,139	16
17	SUBTOTAL Other Revenue (sum of lines 15 and 16)	\$ 53,489	17
18	TOTAL REVENUE (sum of lines 3, 11, 14 and 17)	\$ 819,234	18

2			
	II. Expenses	Amount	
	A. Operating Expenses		
19	General Services	99,876	19
20	Health Care/ Personal Care	368,566	20
21	General Administration	151,121	21
	B. Capital Expense		
22	Ownership	213,491	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)	\$ 833,054	28
29	Income Before Income Taxes (line 18 minus line 28)	\$ (13,820)	29
30	Income Taxes	\$	30
31	NET INCOME OR LOSS FOR THE YEAR (line 29 minus line 30)	\$ (13,820)	31
	III. Net Resident Care Revenue detailed by Payer Source		
32	Medicaid - Net Inpatient Revenue	\$ 213,203	32
33	Private Pay - Net Inpatient Revenue	552,542	33
34	Medicare - Net Inpatient Revenue		34
35	Other-(specify)		35
36	Other-(specify)		36
37	TOTAL (This total must agree to Line 3)	\$ 765,745	37

Cottages at Carlinville, Inc.
2021

Page 3, Schedule IV, Section D - Other Ownership Expenses

Line	Amount	Description
	-	Loan Costs Amortization
	59,169	Bad Debt
	-	Replacement Tax
22	<u>59,169</u>	

Page 8, Schedule XII, Section I - Other Income

Line	Amount	Description
	3,059	Sundry Income
	<u>50,080</u>	PPP Loan Forgiveness
16	<u><u>53,139</u></u>	

Page 3, Schedule IV - Adjustments

Line	Amount	Description
3	(2,569)	Non-allowable Cable TV expense.
7	(160)	Entertainment
17	(5,966)	Depreciation
22	<u>(59,169)</u>	Bad Debts & Replacement Tax
	<u><u>(67,864)</u></u>	

Cottages at Carlinville, Inc.
2021

VII: RELATED ORGANIZATIONS

A.	RELATED SLF's & HEALTH CARE BUSINESSES			
	<u>Name</u> <u>1</u>	<u>City</u> <u>2</u>		
	Jerseyville Estates	Jerseyville		
	Cottages at Salem	Salem		
	Manor at Mason Woods	Pinckneyville		

C.	Related Organization	Nature of Expenditure	Facility Book Value	Actual Cost
	Greer Management Services, Inc.	Mgmt Srv/Payroll Srv/Vehicle Lse	\$ 6,213	\$ 5,609

Cottages at Carlinville, Inc.
2021

Page 6, Schedule IX - Item 10

Vehicle 1

Model	Grand Caravan
Year	2015
Make	Dodge
Vehicle Use	Resident Transportation

Total Rental Expense \$5,367