

Committee of the Whole Meeting



March 9, 2022

7PM

Financial Challenges

- **FY2019:** Budgets \$15,997,400 in Patient Service Revenue; Actual Revenue is \$13,905,290.
\$2,092,110 short of budget projection
- **August 2020:** The County sold \$13,000,000 in bonds for an expansion project at the DCRNC to be paid from operating revenues over the next 30 years. The debt service averages \$661,500 per year for a total of \$19,846,449.
- **FY2020:** Budgets \$16,654,000 in Patient Service Revenues; Actual Revenue is \$13,839,223.
\$2,814,777 short of budget projection
- **March 15, 2021:** The Treasurer's Office noted cash flow issues with this fund.
- **April 21, 2021:** The County Board approves a Loan of **\$2,000,000** for cash flow purposes.
- **October 14, 2021:** Operating Board authorizes notice to MPA that a Request for Proposals will be issued for management services. Sixty-day notice is required contractually in the event a new management company is selected.
- **October 27, 2021:** An additional **\$1,500,000** in borrowing is needed to pay accumulated invoices.



Continued Challenges

- **October 29, 2021:** MPA provides the County notice that it intends to terminate their agreements with the County on December 31, 2021.
- **November 5, 2021:** Receivables are reviewed with approximately **\$1,800,000** to be written off as bad debt. The majority of the uncollectible receivables are from 2018 through 2020 and are related to Medicaid billing and a failure to file eligibility and claims within prescribed time limits.
- **November 2021:** An additional **\$1,000,000** in borrowing is needed to pay for accumulated invoices and payroll obligations.
- **December 2021:** An additional **\$800,000** in borrowing is needed to pay accumulated invoices and payroll obligations.
- **December 31, 2021:** Management Performance Associate's agreement to serve as the Management Company of the DCRNC ends.
- **January 1, 2022:** The County Board assumes oversight of governance of the DCRNC operations. The Health and Human Services Committee will be the direct report with financial updates provided to the Committee of the Whole.



Continued Challenges

- **January 1, 2022:** The DCRNC enters into agreement with Jordan Healthcare to assist with assessment and collection of receivables and to assist with current billing.
- **January 4, 2022:** Met with Architect to work toward receiving occupancy for Activity Center and warming kitchens. Occupancy was permitted in late February by City of DeKalb and IDPH.
- **January 2022:** The County Board approves an agreement with Marcus and Millichap to provide an understanding of the processes for each of the options including a new management company, leasing the property or sale of the facility. As part of the agreement Marcus and Millichap would serve as the County's broker in the event the County leased or sold the operation.
- **February 4, 2022:** An additional **\$100,000** in borrowing is needed to meet payroll obligations.
- **February 18, 2022:** Another **\$1,000,000** in borrowing is needed to meet accumulated invoices and payroll obligations.
- **March 16, 2022:** An estimated **\$500,000** will be needed to meet accumulated invoices and payroll obligations.



Current Cash-Flow Position

Bank Balance as of 3/9:	\$902,000
Written Checks for March 16th:	(\$711,700)
Estimated Payroll March 18th:	(\$320,000)
Settlements previously approved:	<u>(\$375,000)</u>
*Estimated Transfer Needed:	(\$504,700)

*Use an estimated transfer for March 16, 2022 of \$500,000 for cash flow purposes as some level of revenues are expected between March 9th and March 16th.



Current Financial Position

*Liability on County Borrowing:	(\$6,900,000)
**Receivables	<u>+\$5,317,717</u>
Potential Balance:	(\$1,582,283)

*Borrowing from Asset Replacement Fund, Opportunity Fund and Special Projects Fund which have the largest unrestricted funds, other than the General Fund. Includes estimated borrowing needed for March claims and March 18th payroll.

**February 28, 2022 Aging Report of \$7,120,083 less \$1,802,366 bad debt to be written off. Total of \$3,738,255 of A/R is 210+ days old (roughly \$1,936,000 after \$1,802,366 is written off).



Next Steps

- The Executive Committee Agenda includes Resolution 2022.30 for consideration to forward to the full County Board on March 16th.
- Board approval of Resolution 2022.30 would place a referendum question on the June 28th ballot.

<i>Shall DeKalb County be authorized to levy and collect a tax at a rate not to exceed .1% for the purpose of maintaining a county nursing home?</i>	YES	
	NO	

- A levy of .1% would generate approximately \$2.44 million per year based on the estimated final county-wide EAV for tax year 2021 of \$2,438,802,469.



Referendum Resolution

- The DeKalb County Rehabilitation and Nursing facility evolved from its humble beginnings through multiple buildings and objectives, none of which were the result of a referendum to establish or erect a county nursing home as described within 55 ILCS 5/5-21001(9). Rather, any prior referenda on the nursing home were in regard to additions and maintenance of prior facilities, not including the current facility erected beginning in 1998 utilizing local funds.
- The DCRNC is a proprietary or enterprise operation that has utilized revenue generated from the business to offset expenses.
- In 1991 the County was authorized after referendum to levy and collect a tax for the purpose of maintaining a prior nursing home facility, but never levied such tax over the thirty years since its passage because of an expectancy that the facility would fund itself without the necessity of tax levies.



Referendum Resolution

- In consideration of the financial distress of the DCRNC enterprise and/or other related concerns, the DeKalb County Board may deem that it is in the best interest of the County to sell or dispose of the County nursing home subject to the approval of a 2/3 majority of all of the members of the board.
- Given the financial distress of the DCRNC additional public resources are required to continue the operation of the DeKalb County Rehab and Nursing Center as a County facility.
- Section 5-21001(8) of the Illinois Counties Code (55 ILCS 5/5-21001) allows Counties to cause an amount sufficient for those purposes to be levied upon the taxable property of the counties and collected as other taxes and further providing that in counties with a population of not more than 1,000,000 to levy and collect annually a tax of not to exceed .1% of the value, as equalized or assessed by the Department of Revenue, of all the taxable property in the county for these purposes.



Referendum Resolution

- The tax shall be in addition to all other taxes which the county is authorized to levy on the aggregate valuation of the property within the county and shall not be included in any limitation of the tax rate upon which taxes are required to be extended, but shall be excluded therefrom and in addition thereto.
- The tax shall be levied and collected in like manner as the general taxes of the county, and when collected, shall be paid into a special fund in the county treasury and used only as herein authorized.
- Section 28-2(c) of the Illinois Code, 10 ILCS 5/28-2(c), provides that a resolution of a unit of local government which initiates the submission of public questions pursuant to the law must be adopted no less than 79 days before a regularly scheduled election to be eligible for submission on a ballot at such election.



Referendum Resolution

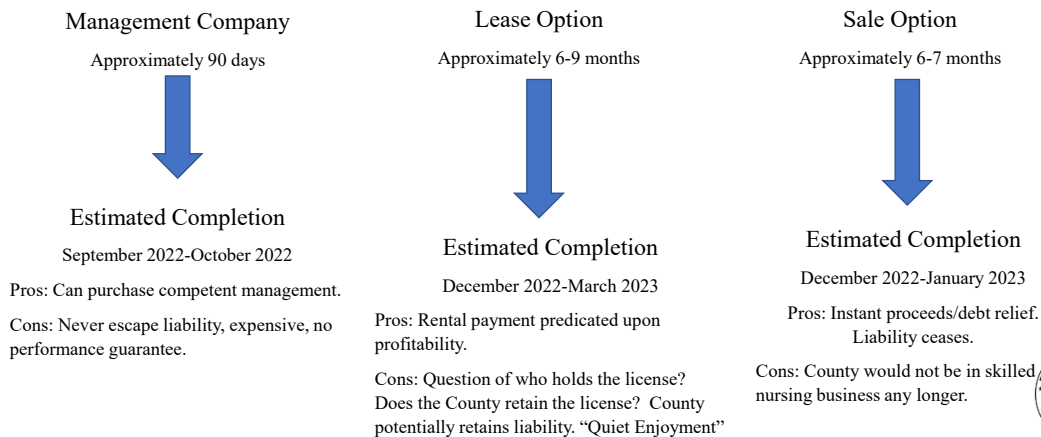
- The next regularly scheduled election in DeKalb County is the General Primary Election to be held on June 28, 2022.
- The County Board of DeKalb County, Illinois directs the County Clerk of DeKalb County, in his capacity as the appropriate election authority, to place the following question on the General Primary Election ballot on June 28, 2022:

<i>Shall DeKalb County be authorized to levy and collect a tax at a rate not to exceed .1% for the purpose of maintaining a county nursing home?</i>	YES	
	NO	



Timeline of Each Option

The flow charts below outline the estimated timeline for each of the three options outlined by Marcus and Millichap from date of referendum (June 28, 2022).



**RESOLUTION
R2022-30**

**A RESOLUTION PLACING A REFERENDUM QUESTION REGARDING A
PROPERTY TAX LEVY AT A TAX RATE OF .1% FOR THE PURPOSE OF
MAINTAINING A COUNTY NURSING HOME ON THE JUNE 28, 2022 BALLOT**

WHEREAS, the DeKalb County Rehabilitation and Nursing facility evolved from its humble beginnings through multiple buildings and objectives, none of which were the result of a referendum to establish or erect a county nursing home as described within 55 ILCS 5/5-21001(9). Rather, any prior referenda on the nursing home were in regard to additions and maintenance of prior facilities, not including the current facility erected beginning in 1998 utilizing local funds; and

WHEREAS, the DCRNC is a proprietary or enterprise operation that has utilized revenue generated from the business to offset expenses; and

WHEREAS, in 1991 the County was authorized after referendum to levy and collect a tax for the purpose of maintaining a prior nursing home facility, but never levied such tax over the thirty years since its passage because of an expectancy that the facility would fund itself without the necessity of tax levies; and

WHEREAS, in consideration of the financial distress of the DCRNC enterprise and/or other related concerns, the DeKalb County Board may deem that it is in the best interest of the County to sell or dispose of the County nursing home subject to the approval of a 2/3 majority of all of the members of the board; and

WHEREAS, given the financial distress of the DCRNC additional public resources are required to continue the operation of the DeKalb County Rehab and Nursing Center as a County facility; and

WHEREAS, Section 5-21001(8) of the Illinois Counties Code (55 ILCS 5/5-21001) allows Counties to cause an amount sufficient for those purposes to be levied upon the taxable property of the counties and collected as other taxes and further providing that in counties with a population of not more than 1,000,000 to levy and collect annually a tax of not to exceed .1% of the value, as equalized or assessed by the Department of Revenue, of all the taxable property in the county for these purposes; and

WHEREAS, the tax shall be in addition to all other taxes which the county is authorized to levy on the aggregate valuation of the property within the county and shall not be included in any limitation of the tax rate upon which taxes are required to be extended, but shall be excluded therefrom and in addition thereto; and

WHEREAS, the tax shall be levied and collected in like manner as the general taxes of the county, and when collected, shall be paid into a special fund in the county treasury and used only as herein authorized; and

WHEREAS, Section 28-2(c) of the Illinois Code, 10 ILCS 5/28-2(c), provides that a resolution of a unit of local government which initiates the submission of public questions pursuant to the law must be adopted no less than 79 days before a regularly scheduled election to be eligible for submission on a ballot at such election; and

WHEREAS, the next regularly scheduled election in DeKalb County is the General Primary Election to be held on June 28, 2022.

NOW, THEREFORE, BE IT RESOLVED by the County Board of DeKalb County, Illinois that the County Board directs the County Clerk of DeKalb County, in his capacity as the appropriate election authority, to place the following question on the General Primary Election ballot on June 28, 2022:

<i>Shall DeKalb County be authorized to levy and collect a tax at a rate not to exceed .1% for the purpose of maintaining a county nursing home?</i>	YES	
	NO	

PASSED THIS 16TH DAY OF MARCH 2022 AT SYCAMORE, ILLINOIS

ATTEST:

SIGNED:

Douglas J. Johnson
DeKalb County Clerk

John Frieders, Chairman
DeKalb County Board

**DEKALB COUNTY GOVERNMENT
COUNTY BOARD MEETING**

March 16, 2022

7:00 p.m.

**DeKalb County Legislative Center
Gathertorium**

200 N. Main Street
Sycamore, IL 60178

AGENDA

1. Roll Call
2. Pledge to the Flag
3. Approval of Agenda
4. Approval of Minutes:
 - a. February 16, 2022
5. Communications & Proclamations:
 - a. Declaration of Vacancy – County Board District 2
 - b. Employee Service Awards
6. Public Comments
7. Appointments for this Month:
 - a. **Cortland Community Fire Protection District:** Robert Coyle reappointed for a three-year term beginning May 1, 2022 and expiring April 30, 2025.
 - b. **DeKalb Community Fire Protection District:** David Lambert reappointed for a three-year term beginning May 1, 2022 and expiring April 30, 2025.
 - c. **Fairdale Light District:** Stefanie Jacobson reappointed for a three-year term beginning May 1, 2022 and expiring April 30, 2025.
 - d. **Genoa-Kingston Fire Protection District:** David Huffman reappointed for a three-year term beginning May 1, 2022 and expiring April 30, 2025.
 - e. **Hinckley Community Fire Protection District:** Perry Jungels reappointed for a three-year term beginning May 1, 2022 and expiring April 30, 2025.
 - f. **Kirkland Community Fire District:** Michael Stott reappointed for a three-year term beginning May 1, 2022 and expiring April 30, 2025.
 - g. **Kishwaukee Water Reclamation District:** Dennis Collins reappointed for a three-year term beginning May 1, 2022 and expiring April 30, 2025.
 - h. **Regional Planning Commission:** Dan Olson (*DeKalb*), Suzanne Fahnestock (*Maple Park*), Brenda Jurgens (*Malta*), and John Ecker (*Waterman*) all reappointed for three-year terms beginning April 1, 2022 and expiring March 31, 2025.
 - i. **Regional Planning Commission-Alternates:** Bill Nicklas (*DeKalb*) and Dawn Wucki-Rissbach (*Maple Park*), and Darryl Beach (*Waterman*) all reappointed for three-year terms beginning April 1, 2022 and expiring March 31, 2025.
 - j. **Shabbona Community Fire Protection District:** Robert Frazier reappointed for a three-year term beginning May 1, 2022 and expiring April 30, 2025.
 - k. **Somonauk Community Fire Protection District:** Mark Tuttle reappointed for a three-year term beginning May 1, 2022 and expiring April 30, 2025.
 - l. **Sycamore Community Fire Protection District:** John Weberpal reappointed for a three-year term beginning May 1, 2022 and expiring April 30, 2025.
 - m. **Waterman Fire Protection District:** Dustin Miller reappointed for a three-year term beginning May 1, 2022 and expiring April 30, 2025.
8. Reports of Standing Committees with Ordinances & Resolutions

PLANNING & ZONING COMMITTEE

- a. **Ordinance O2022-03:** An Ordinance Approving a Special Use Permit for a Home Occupation for Property Located at 31775 Lanan Road in Kingston Township. *The DeKalb County hereby approves to grant a Special Use Permit, with conditions as outlined in the Ordinance, to Thomas and Ruth O'Donnell for a home occupation, in the form of a home bakery with a commercial kitchen, on property located at 31775 Lanan Road in Kingston Township.* **Committee Action: Mr. Plote moved to recommend approval of the Special Use Permit, with conditions, seconded by Mr. Roman. The motion was carried unanimously.**
- b. **Ordinance O2022-04:** An Ordinance Approving a Special Use Permit for a Solar Garden for Property Located on Preserve Road in Shabbona Township. *The DeKalb County Board hereby approves a Special Use Permit (SH-21-28), with conditions as outlined in the Ordinance, requested by FFP Community Solar, LLC for the construction and operation of a 2-megawatt, 15.58-acre solar garden, referred to as Fitzgerald-Shabbona 1 on property located on the north side of Preserve Road, in Shabbona Township (P.I.N.: 13-13-300-002).* **Committee Action: Mr. Bagby moved to recommend approval of the Special Use Permits, with conditions, seconded by Mr. Frieders. The motion was carried unanimously.**
- c. **Ordinance O2022-05:** An Ordinance Approving a Special Use Permit for a Solar Garden for Property Located on Preserve Road in Shabbona Township. *The DeKalb County Board hereby approves a Special Use Permit (SH-21-29), with conditions as outlined in the Ordinance, requested by FFP Community Solar, LLC for the construction and operation of a 2-megawatt, 18.2-acre solar garden, referred to as Fitzgerald-Shabbona 2 on property located on the north side of Preserve Road, in Shabbona Township (P.I.N.: 13-13-300-002).* **Committee Action: Mr. Bagby moved to recommend approval of the Special Use Permits, with conditions, seconded by Mr. Frieders. The motion was carried unanimously.**

COUNTY HIGHWAY COMMITTEE

- a. **Resolution R2022-19:** Award Resolution for 2022 General County Letting. *The DeKalb County Board hereby awards the 2022 General County Letting for aggregate, patching materials, and hot-mix to the following companies who submitted the lowest bids meeting specifications: Curran Contracting Company, Peter Baker and Son Company, William Charles Construction, Beverly Materials, LLC, Macklin Inc., Vulcan Materials, and Wagner Aggregate, Inc.; the Board further approves the lowest bid meeting specifications to Sicalco, LTD for liquid calcium chloride.* **Committee Action: Moved by Ms. Willis, seconded by Mrs. Emmer and approved unanimously.**
- b. **Resolution R2022-20:** Award Resolution for 2022 Road District Aggregate Projects. *The DeKalb County Board hereby approves the lowest bid meeting specifications to Macklin Inc. for 5,000 ton of aggregate SOR to be placed on Bend Road, Harper Road and Baker Roads in Paw Paw Road District in the amount of \$67,250.00 and for 8,500 tons of aggregate SOR to be placed on Howison and Pine Road and North Street in Somonauk Road District in the amount of \$130,050.00; the Board further approves the lowest bid meeting specifications to Wagner Aggregate, Inc. for 5,000 tons of aggregate surface course SOR to be placed on Twombly Road in Malta Road District in the amount of \$53,200.00 and for 6,000 tons of aggregate surface course SOR to be placed on Gillis and Goelitz Road in South Grove Road District in the amount of \$58,500.00.* **Committee Action: Moved by Mr. Osland, seconded by Vice-Chair Luebke and approved unanimously.**

- c. **Resolution R2022-21:** Award Resolution for 2022 County/Road Districts Drainage Pipe Projects. *The DeKalb County Board hereby approves the lowest bid meeting specifications to Metal Culverts, Inc. of Jefferson City, Missouri for 2,112 feet of various size culvert pipe and 29 connecting bands of various sizes for use in DeKalb County and DeKalb, Kingston, Malta, and Milan Road District in the amount of \$93,052.60. Committee Action: Moved by Mrs. Emmer, seconded by Mr. Deutsch and approved unanimously.*
- d. **Resolution R2022-22:** Award Resolution for 2022 Road District/Municipalities Route and Crackfill Project. *The DeKalb County Board hereby approves the lowest bid meeting specifications to Patriot Pavement Maintenance from Des Plaines, Illinois for 278,050 feet of crack routing and filling on various roads and streets in DeKalb and South Grove Road District and in the City of Genoa and Village of Malta in the amount of \$117,615.15. Committee Action: Moved by Mr. Osland, seconded by Vice-Chair Luebke and approved unanimously.*
- e. **Resolution R2022-23:** Award Resolution for County Equipment. *The DeKalb County Board hereby approves the lowest bid meeting specifications to Monroe Truck Equipment, Inc. of Monroe, Wisconsin for furnishing and installing a new snow plow, frame, hydraulic system, dump body, patrol wing, spreader, and pre-wet tank system on a 2023 Mack Granite 64BR series Cab and Chassis in the amount of \$149,846.00; the Board further approves the lowest bid meeting specifications to West Side Tractor for a new 2022 John Deere 772G FT4 Motor Grader with one Spare Tire with 3 Piece Rim in the total amount of \$384,817.32. Committee Action: Moved by Mr. Osland, seconded by Ms. Willis and approved unanimously.*
- f. **Resolution R2022-24:** Engineering Agreement for Phase I and II Engineering Services for the Replacement of Perry Road Bridge, in Pierce Road District. *The DeKalb County Board hereby approves to enter into an agreement with Wendler Engineering Services, Inc. from Dixon, Illinois for Phase I and II Engineering Services associated with the removal and replacement of the bridge over the Battle Creek carrying Perry Road, in Pierce Road District in an amount not to exceed \$90,660.00, and further authorizes the Chairman of the Board to execute the appropriate Preliminary Engineering Services Agreement with Wendler Engineering Services, Inc. Committee Action: Moved by Mrs. Emmer, seconded by Mr. Osland and approved unanimously.*
- g. **Resolution R2022-25:** Engineering Agreement for Phase I and II Engineering Services for the Replacement of One Box Culvert and the Extension of One Box Culvert on Rollo Road in Paw Paw Township. *The DeKalb County Board hereby approves to enter into an agreement with Hampton, Lenzini and Renwick, Inc. from Elgin, Illinois for Phase I and II Engineering Services associated with the extension of the single-barrel box culvert south of Chicago Road carrying Rollo Road over the Indian Creek Tributary and the replacement of the County's Rollo Road double-barrel box culvert over the Indian Creek Tributary north of Suydam Road in Paw Paw Township in an amount not to exceed \$114,950.00, and further authorizes the Chairman of the Board to execute the appropriate Preliminary Engineering Agreement with Hampton, Lenzini and Renwick, Inc. Committee Action: Moved by Vice-Chair Luebke, seconded by Ms. Willis and approved unanimously.*

- h. **Resolution R2022-26:** Local Agency Agreement for Federal Participation for North 1st Street Resurfacing. *The DeKalb County Board hereby approves to enter into an agreement with the State of Illinois for certain improvements to 2.41 miles of North 1st Street, from Bethany Road north to Old State Road in the estimated amount of \$935,000.00, with the local share estimated to be \$187,000.00, and further authorizes the Chairman of the Board to execute the appropriate Local Agency Agreement for Federal Participation with the State of Illinois.* **Committee Action: Moved by Mr. Deutsch, seconded by Vice-Chair Luebke and approved unanimously.**

ECONOMIC DEVELOPMENT COMMITTEE

No Actionable Items

HEALTH & HUMAN SERVICES COMMITTEE

- a. **Resolution R2022-27:** Resolution Authorizing the Execution of a Federal 5311 Grant Agreement for Fiscal Year 2023. *The DeKalb County Board hereby authorizes and directs the County Administrator of DeKalb County to execute and file on half of DeKalb County a Section 5311 Grant Agreement with the Illinois Department of Transportation, and amend such Agreement, if necessary, in order to obtain grant assistance under the provisions of Section 5311 for fiscal year 2023. When funds are approved, they are passed through the County to the Voluntary Action Center along with all responsibilities and liability.* **Committee Action: Moved by Mr. Campbell, seconded by Mr. Cummings and approved unanimously.**
- b. **Resolution R2022-28:** Resolution Authorizing and Executing Rebuild Capital Grant Agreement. *The DeKalb County Board hereby authorizes and directs the County Administrator to execute on behalf of the County of DeKalb, Illinois Grant Applications and Agreements to the Illinois Department of Transportation for the purpose of off-setting eligible public transportation capital costs of County's rural public transportation system.* **Committee Action: Moved by Mr. Campbell, seconded by Mr. Cummings and approved unanimously.**
- c. **Resolution R2022-29:** A Resolution Approving an Updated Statement of Policy on Providing Non-Discriminatory Services per Title VI of the Civil Rights Act of 1964. *The DeKalb County Board hereby approves the updated Title VI Non-Discrimination Policy for DeKalb County Government as attached to this Resolution.* **Committee Action: Moved by Mr. Campbell, seconded by Mr. Webb and approved unanimously.**

LAW & JUSTICE COMMITTEE

No Actionable Items

FINANCE COMMITTEE

- a. **Claims to be Paid in March 2022:** Move to approve the payment of claims for this month, and the off-cycle claims paid during the previous month, including all claims for travel, meals, and lodging, in the amount of \$ _____.

- i. **Reports of County Officials:** Move to accept and place on file the following Reports of County Officials:
 1. Cash & Investments in County Banks – February 2022
 2. Public Defender’s Report – February 2022
 3. Adult & Juvenile Monthly Reports – February 2022
 4. Pretrial Report – February 2022
 5. Sheriff’s Jail Report – February 2022
 6. Building Permits & Construction Reports – February 2022

EXECUTIVE COMMITTEE

- a. **Resolution R2022-xx:** A Resolution Placing a Referendum Question Regarding a Property Tax Levy at a Tax Rate of .1% for the Purpose of Maintaining a County Nursing Home on the June 28, 2022 Ballot. **Committee Action: TBD**
9. Reports of Special Committees with Ordinances & Resolutions – None
10. Old Business
11. New Business & Referral of Matters to Committee
 - a. **Appointments scheduled to be made in the month of April 2022:**
 1. Farmland Assessments Board – 1 position
 2. Board of Review – 1 position
 3. Board of Review-Alternates – 3 positions
12. Adjournment

**DEKALB COUNTY FOREST PRESERVE DISTRICT
COMMISSIONERS MEETING
March 16, 2022
Immediately following the 7:00 p.m. County Board Meeting**

**DeKalb County's Legislative Center
Gathertorium
200 N. Main Street
Sycamore, IL 60178**

AGENDA

1. Roll Call
2. Approval of Agenda
3. Approval of Minutes
 - a. February 16, 2022
4. Communications & Proclamations
5. Public Comments
6. Reports of Standing Committees with Ordinances & Resolutions:
 - a. **Resolution FP-R2022-01:** A Resolution Approving the Acquisition of Property in Kingston Township for the Genoa to Kingston Trail (G2K Trail). *The DeKalb County Forest Preserve District Commissioners hereby approve the acquisition of approximately 1.12 acres (approximately 2,700 ft. long x 18 ft. wide), and part of parcels 02-23-377-001, 02-23-377-002, 02-23-376-006, and 02-26-100-004, described on Exhibit A attached hereto, of trail corridor at a price of \$15,000.00 per acre totaling \$16,800.00, in Kingston Township. Committee Action: Motion approved unanimously.*
 - b. **Claims to be Paid in March 2022:** Move to approve the payment of claims for this month, and the off-cycle claims paid during the previous month, including all claims for travel, meals, and lodging, in the amount of \$_____.
7. Reports of Special Committees with Ordinances & Resolutions
8. Old Business
9. New Business & Referral of Matters to Committee
10. Adjournment