



Regional Housing Authority of Sutter and Nevada Counties

1455 Butte House Road, Yuba City, CA 95993
Phone: (530) 671-0220, Toll Free: (888) 671-0220
TTY: (866) 735-2929 Fax: (530) 673-0775

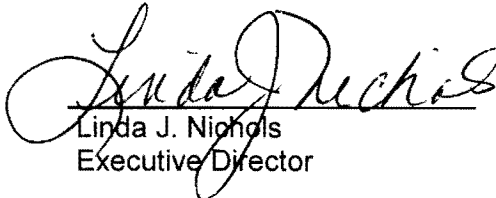
January 29, 2014

TO: Chairperson Diane Hodges
Commissioner Martha Griese
Commissioner Stan Cleveland Jr.
Commissioner Charles Epp
Commissioner Terry Lamphier
Commissioner Tej Maan
Commissioner Suzanne Gallaty

Sutter County Board of Supervisors
Nevada County Board of Supervisors
Colusa County Board of Supervisors
City Council, Live Oak
City Council, Yuba City
Appeal-Democrat
Duane Oliveira, Legal Counsel
SCEA
Terrel Locke, City of Yuba City
Aaron Busch, City of Yuba City
The Union
Colusa County Sun-Herald

**NOTICE OF REGULAR MEETING
February 5, 2014**

You are hereby notified that the Commissioners of the Regional Housing Authority of Sutter and Nevada Counties are called to meet in Regular Session at **12:15 PM on Wednesday, February 5, 2014 at River City Manor, 655 Joann Way, Yuba City, CA 95993.**


Linda J. Nichols
Executive Director

AGENDA
REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF
REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES
River City Manor
655 Joann Way, Yuba City, CA 95993
Wednesday, February 5, 2014, 12:15 PM

- A. CALL TO ORDER: ROLL CALL

- B. PUBLIC PARTICIPATION: Members of the public shall be provided with an opportunity to address the Board on items of interest that are within the subject matter jurisdiction of the Board. Any member of the audience who may wish to bring something before the Board that is not on the agenda may do so at this time; however, State law provides that no action may be taken on any item not appearing on the posted Agenda.

- C. AWARDS AND PRESENTATIONS: None

- D. EXECUTIVE SESSION: May be held under California Government Code regarding pending and/or anticipated litigation, property acquisition, and/or personnel issues.
 - 1. CLOSED SESSION: Pursuant to Section 54957 of the California Government Code
Public Employee Performance Evaluation: Supervising Maintenance Mechanic, Maintenance Mechanic II, Maintenance Mechanic I, Maintenance Worker, Lead Groundskeeper, Laborer, Accounting Assistant, Account Clerk, Housing Services Programs Specialist, Eligibility Specialist, Eligibility Clerk, Housing Inspector, Program Assistant, Family Self Sufficiency Coordinator, Apartment Manager, Receptionist/Cashier, Senior Development & Rehab Specialist, Development & Rehab Specialist, Housing Analyst,

- E. CONSENT CALENDAR: All matters listed under Consent Calendar are considered to be routine and can be enacted in one motion. There will be no separate discussion of these items prior to the time that the Board votes on the motion, unless members of the Board request specific items to be discussed or removed from the Consent Calendar for individual action.

None

- F. OLD BUSINESS: Discussion/Possible Action: None

- G. NEW BUSINESS: Discussion/Possible Action:

2. Resolution 14-1315, Line of Credit	pg. 1
3. Resolution 14-1316 – Authorizing the Borrowing of Moneys for the Purpose of Financing the Acquisition of a Multifamily Housing Development	pg. 7
4. Resolution 14-1317 – Appreciation of Service for Judy Richards	pg. 11
5. Resolution 14-1318 – Appreciation of Service for Jeffrey Brown	pg. 12
6. Election of Vice-Chairperson	
7. Resolution 14-1319 – Public Housing Collection Loss Write Off	pg. 13
8. Resolution 14-1320 – Rural Development Collection Loss Write Off	pg. 15
9. Resolution 14-1321 – Percy Avenue Collection Loss Write Off	pg. 17
10. Resolution 14-1322 – NSP Properties Collection Loss Write Off	pg. 19
11. Resolution 14-1323 Kingwood Commons Collection Loss Write Off	pg. 21
12. Approval of Travel for Executive Director	pg. 24

H. ADMINISTRATIVE REPORT:

13. Administrative Update

I. HOUSING COMMISSIONERS' COMMENTS:

J. NEXT MEETING:

K. ADJOURNMENT:



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Resolution 14-1315

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES HEREBY AUTHORIZES A REQUEST FOR A \$250,000 UNSECURED, REVOLVING LINE OF CREDIT WITH THE TRI COUNTIES BANK FINANCIAL INSTITUTION

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties (hereinafter "Authority") is a Public Housing Authority organized and existing under the laws of the State of California; and

WHEREAS, the Authority has several housing development projects with varying funding time frames anticipated in 2014/2015 fiscal year; and

WHEREAS, the Authority may experience unexpected cash requirements during the year to fund development projects;

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Authority deems it in the best interest of the Authority to request a \$250,000 Line of Credit for the purpose of providing stop gap funding; and

BE IT FURTHER RESOLVED THAT the Board of Commissioners of the Authority approve the request for a Line of Credit that will be paid in full each year and must remain dormant for one month, with funding sources already in place; and

BE IT FURTHER RESOLVED THAT the Board of Commissioners of the Authority authorize Linda J. Nichols, Executive Director, and Gail L. Allen, Chief Financial Officer, to sign any and all documents necessary to consummate the \$250,000 unsecured, revolving Line of Credit.

BE IT FURTHER RESOLVED THAT the Board of Commissioners of the Authority authorize the Executive Director and Chief Financial Officer to draw from this unsecured, revolving Line of Credit.

BE IT FURTHER RESOLVED THAT the undersigned Chairperson of the Board of Commissioners of the Authority therefore named does hereby attest and certify that the foregoing is a true and full copy of a Resolution of the Governing Board adopted and effective February 5, 2014, at a meeting duly noticed and at which a quorum of the Board of Commissioners was present and which has not been altered, amended or repealed.

AYES:

NAYES:

ABSTAINED:

ABSENT:

BY: _____
Diane Hodges, Chairperson

ATTEST: _____
Linda J. Nichols, Secretary, Board of Commissioners

Certification

I hereby certify that this resolution is a full, true and correct copy of the original document on file at the Regional Housing Authority of Sutter and Nevada Counties office, and that this certification was executed on February 6, 2013 in the County of Sutter, California.

BY: _____
Jennifer Ruiz, Administrative Assistant

GOVERNMENTAL CERTIFICATE

Principal	Loan Date	Maturity	Loan No	Call / Coll	Account	Officer	Initials
\$250,000.00	01-14-2014	12-31-2014	1020413960	B/S		314	

References in the boxes above are for Lender's use only and do not limit the applicability of this document to any particular loan or item. Any item above containing "*****" has been omitted due to text length limitations.

Entity: Regional Housing Authority of Sutter and Nevada Counties 1455 Butte House Road Yuba City, CA 95993	Lender: Tri Counties Bank Yuba City Branch 1441 Colusa Avenue Yuba City , CA 95993
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I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT:

THE ENTITY'S EXISTENCE. The complete and correct name of the governmental entity is Regional Housing Authority of Sutter and Nevada Counties ("Entity"). The Entity is a governmental entity which is, and at all times shall be, duly organized, validly existing, and in good standing under and by virtue of the laws and regulations of the State of California. The Entity has the full power and authority to own its properties and to transact the business and activities in which it is presently engaged or presently proposes to engage. The Entity maintains an office at 1455 Butte House Road, Yuba City, CA 95993. The Entity shall do all things necessary to preserve and to keep in full force and effect its existence, rights and privileges, and shall comply with all regulations, rules, ordinances, statutes, orders and decrees of the Entity and any other governmental or quasi-governmental authority or court applicable to the Entity and the Entity's business activities.

CERTIFICATES ADOPTED. At a meeting of the appropriate governing body of the Entity, duly called and held on January 14, 2014, at which a quorum was present and voting, or by other duly authorized action in lieu of a meeting, the resolutions set forth in this Certificate were adopted.

OFFICIAL. The following named person is an Official of Regional Housing Authority of Sutter and Nevada Counties:

NAMES	TITLES	AUTHORIZED	Y	X	ACTUAL SIGNATURES
Linda J. Nichols	Executive Director	Y	X		_____

ACTIONS AUTHORIZED. The authorized person listed above may enter into any agreements of any nature with Lender, and those agreements will bind the Entity. Specifically, but without limitation, the authorized person is authorized, empowered, and directed to do the following for and on behalf of the Entity:

Borrow Money. To borrow, as a cosigner or otherwise, from time to time from Lender, on such terms as may be agreed upon between the Entity and Lender, such sum or sums of money as in his or her judgment should be borrowed, without limitation.

Execute Notes. To execute and deliver to Lender the promissory note or notes, or other evidence of the Entity's credit accommodations, on Lender's forms, at such rates of interest and on such terms as may be agreed upon, evidencing the sums of money so borrowed or any of the Entity's indebtedness to Lender, and also to execute and deliver to Lender one or more renewals, extensions, modifications, refinancings, consolidations, or substitutions for one or more of the notes, any portion of the notes, or any other evidence of credit accommodations.

Grant Security. To mortgage, pledge, transfer, endorse, hypothecate, or otherwise encumber and deliver to Lender any property now or hereafter belonging to the Entity or in which the Entity now or hereafter may have an interest, including without limitation all of the Entity's real property and all of the Entity's personal property (tangible or intangible), as security for the payment of any loans or credit accommodations so obtained, any promissory notes so executed (including any amendments to or modifications, renewals, and extensions of such promissory notes), or any other or further indebtedness of the Entity to Lender at any time owing, however the same may be evidenced. Such property may be mortgaged, pledged, transferred, endorsed, hypothecated or encumbered at the time such loans are obtained or such indebtedness is incurred, or at any other time or times, and may be either in addition to or in lieu of any property theretofore mortgaged, pledged, transferred, endorsed, hypothecated or encumbered.

Execute Security Documents. To execute and deliver to Lender the forms of mortgage, deed of trust, pledge agreement, hypothecation agreement, and other security agreements and financing statements which Lender may require and which shall evidence the terms and conditions under and pursuant to which such liens and encumbrances, or any of them, are given; and also to execute and deliver to Lender any other written instruments, any chattel paper, or any other collateral, of any kind or nature, which Lender may deem necessary or proper in connection with or pertaining to the giving of the liens and encumbrances.

Negotiate Items. To draw, endorse, and discount with Lender all drafts, trade acceptances, promissory notes, or other evidences of indebtedness payable to or belonging to the Entity or in which the Entity may have an interest, and either to receive cash for the same or to cause such proceeds to be credited to the Entity's account with Lender, or to cause such other disposition of the proceeds derived therefrom as he or she may deem advisable.

Further Acts. In the case of lines of credit, to designate additional or alternate individuals as being authorized to request advances under such lines, and in all cases, to do and perform such other acts and things, to pay any and all fees and costs, and to execute and deliver such other documents and agreements as the Official may in his or her discretion deem reasonably necessary or proper in order to carry into effect the provisions of this Certificate. The following person or persons are authorized to request advances and authorize payments under the line of credit until Lender receives from the Entity, at Lender's address shown above, written notice of revocation of such authority: Linda J. Nichols, Executive Director of Regional Housing Authority of Sutter and Nevada Counties.

ASSUMED BUSINESS NAMES. The Entity has filed or recorded all documents or filings required by law relating to all assumed business names used by the Entity. Excluding the name of the Entity, the following is a complete list of all assumed business names under which the Entity does business: None.

NOTICES TO LENDER. The Entity will promptly notify Lender in writing at Lender's address shown above (or such other addresses as Lender may designate from time to time) prior to any (A) change in the Entity's name; (B) change in the Entity's assumed business name(s); (C) change in the structure of the Entity; (D) change in the authorized signer(s); (E) change in the Entity's principal office address; (F) change in the Entity's principal residence; or (G) change in any other aspect of the Entity that directly or indirectly relates to any agreements between the Entity and Lender.

CERTIFICATION CONCERNING OFFICIALS AND CERTIFICATES. The Official named above is duly elected, appointed, or employed by or for the Entity, as the case may be, and occupies the position set opposite his or her respective name. This Certificate now stands of record on the books of the Entity, is in full force and effect, and has not been modified or revoked in any manner whatsoever.

CONTINUING VALIDITY. Any and all acts authorized pursuant to this Certificate and performed prior to the passage of this Certificate are hereby ratified and approved. This Certificate shall be continuing, shall remain in full force and effect and Lender may rely on it until written

**GOVERNMENTAL CERTIFICATE
(Continued)**

Loan No: 1020413960

Page 2

notice of its revocation shall have been delivered to and received by Lender at Lender's address shown above (or such addresses as Lender may designate from time to time). Any such notice shall not affect any of the Entity's agreements or commitments in effect at the time notice is given.

IN TESTIMONY WHEREOF, I have hereunto set my hand and attest that the signature set opposite the name listed above is his or her genuine signature.

I have read all the provisions of this Certificate, and I personally and on behalf of the Entity certify that all statements and representations made in this Certificate are true and correct. This Governmental Certificate is dated January 14, 2014.

CERTIFIED TO AND ATTESTED BY:

X

Linda J. Nichols, Executive Director of Regional
Housing Authority of Sutter and Nevada Counties

NOTE: If the Official signing this Certificate is designated by the foregoing document as one of the officials authorized to act on the Entity's behalf, it is advisable to have this Certificate signed by at least one non-authorized official of the Entity.

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TRI COUNTIES BANK

CHANGE IN TERMS AGREEMENT

Principal	Loan Date	Maturity	Loan No	Call / Coll	Account	Officer	Initials
\$250,000.00	01-14-2014	12-31-2014	1020413960	B/3		314	

References in the boxes above are for Lender's use only and do not limit the applicability of this document to any particular loan or item. Any item above containing "*****" has been omitted due to text length limitations.

Borrower: Regional Housing Authority of Sutter and Nevada Counties
1455 Butte House Road
Yuba City, CA 95993

Lender: Tri Counties Bank
Yuba City Branch
1441 Colusa Avenue
Yuba City, CA 95993

Principal Amount: \$250,000.00

Date of Agreement: January 14, 2014

DESCRIPTION OF EXISTING INDEBTEDNESS. Promissory Note dated February 13, 2013 in the amount of \$250,000.00.

DESCRIPTION OF COLLATERAL. Unsecured.

DESCRIPTION OF CHANGE IN TERMS. Upon receipt of the fees and charges described on the Disbursement Request and Authorization of even date and upon receipt of a current Resolution from Borrower duly authorizing the renewal of this Line of Credit, the Note and Related Documents are modified as follows:

CHANGE IN MATURITY DATE: From December 28, 2013 to December 31, 2014.

CONTINUING VALIDITY. Except as expressly changed by this Agreement, the terms of the original obligation or obligations, including all agreements evidenced or securing the obligation(s), remain unchanged and in full force and effect. Consent by Lender to this Agreement does not waive Lender's right to strict performance of the obligation(s) as changed, nor obligate Lender to make any future change in terms. Nothing in this Agreement will constitute a satisfaction of the obligation(s). It is the intention of Lender to retain as liable parties all makers and endorsers of the original obligation(s), including accommodation parties, unless a party is expressly released by Lender in writing. Any maker or endorser, including accommodation makers, will not be released by virtue of this Agreement. If any person who signed the original obligation does not sign this Agreement below, then all persons signing below acknowledge that this Agreement is given conditionally, based on the representation to Lender that the non-signing party consents to the changes and provisions of this Agreement or otherwise will not be released by it. This waiver applies not only to any initial extension, modification or release, but also to all such subsequent actions.

PRIOR TO SIGNING THIS AGREEMENT, BORROWER READ AND UNDERSTOOD ALL THE PROVISIONS OF THIS AGREEMENT. BORROWER AGREES TO THE TERMS OF THE AGREEMENT.

BORROWER:

REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES

By: Linda J. Nichols, Executive Director of Regional Housing Authority of Sutter and Nevada Counties

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TRI COUNTIES BANK

DISBURSEMENT REQUEST AND AUTHORIZATION

Principal	Loan Date	Maturity	Loan No	Call / Coll	Account	Officer	Initials
\$250,000.00	01-14-2014	12-31-2014	1020413960	B/3		314	
References in the boxes above are for Lender's use only and do not limit the applicability of this document to any particular loan or item. Any item above containing "*****" has been omitted due to text length limitations.							

Borrower: Regional Housing Authority of Sutter and Nevada Counties
1455 Butte House Road
Yuba City, CA 95993

Lender: Tri Counties Bank
Yuba City Branch
1441 Colusa Avenue
Yuba City, CA 95993

LOAN TYPE. This is a Variable Rate Nondisclosable Revolving Line of Credit Loan to a Government Entity for \$250,000.00 due on December 31, 2014. This is an unsecured renewal loan.

PRIMARY PURPOSE OF LOAN. The primary purpose of this loan is for:

- Personal, Family, or Household Purposes or Personal Investment.
- Business (Including Real Estate Investment).

SPECIFIC PURPOSE. The specific purpose of this loan is: Renewal of LN#1020413960.

DISBURSEMENT INSTRUCTIONS. Borrower understands that no loan proceeds will be disbursed until all of Lender's conditions for making the loan have been satisfied. Please disburse the loan proceeds of \$250,000.00 as follows:

Undisbursed Funds:	\$249,500.00
Total Financed Prepaid Finance Charges:	\$500.00
\$500.00 Modification Fee	
Note Principal:	\$250,000.00

FINANCIAL CONDITION. BY SIGNING THIS AUTHORIZATION, BORROWER REPRESENTS AND WARRANTS TO LENDER THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND CORRECT AND THAT THERE HAS BEEN NO MATERIAL ADVERSE CHANGE IN BORROWER'S FINANCIAL CONDITION AS DISCLOSED IN BORROWER'S MOST RECENT FINANCIAL STATEMENT TO LENDER. THIS AUTHORIZATION IS DATED JANUARY 14, 2014.

BORROWER:

REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES

By: _____
Linda J. Nichols, Executive Director of Regional Housing Authority of Sutter and Nevada Counties

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RESOLUTION NO. 14-1316

A RESOLUTION OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES AUTHORIZING THE BORROWING OF MONEYS FOR THE PURPOSE OF FINANCING THE ACQUISITION OF A MULTIFAMILY HOUSING DEVELOPMENT, AUTHORIZING THE EXECUTION AND DELIVERY OF A LOAN AGREEMENT, A NOTE, A DEED OF TRUST, AN OFFICIAL STATEMENT AND A BOND PURCHASE AGREEMENT, AND AUTHORIZING THE EXECUTION AND DELIVERY OF AND APPROVING OTHER RELATED DOCUMENTS AND APPROVING OTHER RELATED ACTIONS IN CONNECTION THEREWITH

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties (the "Authority") is authorized pursuant to Articles 1 through 5 of Chapter 1 of Part 2 of Division 24 of the Health and Safety Code of the State of California (the "Act"), to borrow moneys to finance and refinance the acquisition, rehabilitation and development of housing developments; and

WHEREAS, the California Affordable Housing Agency (the "Agency") is issuing its Multifamily Housing Revenue Bonds (Devonshire Apartments) Series 2014A (the "Bonds") and has determined to lend the proceeds thereof to the Authority in order to provide financing for the acquisition of a 30-unit housing project located at 1431 Westcott Road in the City of Colusa, California (the "Development");

WHEREAS, the Authority hereby finds and declares that it is necessary, essential and a public purpose for the Authority to finance the acquisition of the Development for subsequent resale of individual condominium units; and

WHEREAS, in connection with the borrowing of the moneys with respect to the Bonds for the financing of the acquisition of the Development, the Borrower will enter into and execute a Loan Agreement, a Promissory Note, a First Deed of Trust, Absolute Assignment of Rents, Security Agreement and Fixture Filing with respect to the Development and a Bond Purchase Agreement;

WHEREAS, the Authority hereby finds and declares that this resolution is being adopted pursuant to the powers granted by the Act; and

WHEREAS, all conditions, things and acts required to exist, to have happened and to have been performed precedent to and in connection with the Authority's borrowing of the moneys contemplated by this resolution and the documents referred to herein exist, have happened and have been performed in due time, form and manner as required by the laws of the State of California, including the Act.

NOW, THEREFORE, BE IT RESOLVED by the Regional Housing Authority of Sutter and Nevada Counties, as follows:

Section 1. The Authority hereby finds and declares that the above recitals are true and correct.

Section 2. The Authority hereby approves the borrowing of not-to-exceed \$1,650,000 from the Agency from the proceeds of the Bonds in order to finance the acquisition of the Development.

Section 3. The form of Loan Agreement with respect to the Development, including the promissory note related thereto (the "Loan Agreement"), in the form on file with the Secretary of the Authority, are hereby approved. The Chair, the Vice Chair, the Executive Director and the Secretary of the Authority (the "Designated Officers") of the Authority are, and each of them acting alone is, hereby authorized, for and in the name of and on behalf of the Authority, to execute and deliver the Loan Agreement in substantially said form, with such additions thereto or changes therein as are recommended or approved by such Designated Officers upon consultation with counsel to the Authority, the approval of such additions or changes to be conclusively evidenced by the execution and delivery by the Authority of the Loan Agreement.

Section 4. The form of First Deed of Trust, Assignment of Rents, Security Agreement and Fixture Filing with respect to the Development (the "First Deed of Trust") to be made by the Authority, in the form on file with the Secretary of the Authority, is hereby ratified and approved. The Designated Officers of the Authority are, and each of them acting alone is, hereby authorized, for and in the name of and on behalf of the Authority, to execute and deliver the First Deed of Trust in substantially said form, with such additions thereto or changes therein as are recommended or approved by such Designated Officers upon consultation with counsel to the Authority, the approval of such additions or changes to be conclusively evidenced by the execution and delivery by the Authority of the First Deed of Trust.

Section 5. A Bond Purchase Agreement with respect to the Bonds (the "Bond Purchase Agreement") among the Agency, Brandis Tallman LLC (the "Underwriter") and the Authority, substantially in the form on file with the Secretary of the Authority, is hereby approved. The Designated Officers of the Authority are, and each of them acting alone is, hereby authorized, for and in the name and on behalf of the Authority, to accept the offer of the Underwriter to purchase the Bonds as contained in the Bond Purchase Agreement (provided that no additions or changes shall authorize an aggregate principal amount of Bonds in excess \$1,650,000) and to deliver the Bond Purchase Agreement in said form, with such additions thereto or changes therein as are recommended or approved by such Designated Officers, the approval of such additions or changes to be conclusively evidenced by the execution and deliver by the Authority of the Bond Purchase Agreement.

Section 6. A preliminary official statement relating to the Bonds (the "Preliminary Official Statement"), substantially in the form on file with the Secretary of the Authority (with such changes as are necessary to make the Preliminary Official Statement accurate and complete in all material respects), is hereby approved. The Designated Officers are, and each of them acting alone is, hereby authorized, for and in the name and on behalf of the Authority, to bring to final form the Preliminary Official Statement upon sale of the Bonds (the "Official Statement") and to execute the Official Statement in said form, with such additions thereto or changes therein as are recommended or approved by such Designated Officers upon consultation with counsel to the Authority, the approval of such additions or changes to be conclusively evidenced by the execution and delivery by the Authority of the Official Statement. The Underwriter is hereby authorized to distribute copies of the Preliminary Official Statement to persons who may be interested in the purchase of the Bonds and is directed to deliver copies of the Official Statement to all actual purchasers of the Bonds.

Section 7. The Designated Officers are hereby designated as the Authorized Borrower Representatives under the Loan Agreement.

Section 8. All actions heretofore taken by the officers and agents of the Authority with respect to the financing contemplated by this Resolution, the Development, the borrowing of moneys for the Development and the subsequent marketing and sale of individual units in the Development, are hereby approved, confirmed and ratified, and the proper officers of the Authority, including the Designated Officers, are hereby authorized, for and in the name and on behalf of the Authority, to do any and all things and take any and all actions and execute, and the Secretary is authorized to attest such signature, and deliver any and all certificates, agreements, assignments, notes and other documents (including, but not limited to, a continuing disclosure certificate or agreement) which they, or any of them, may deem necessary or advisable in order to carry out the purposes of the proposed financing, including but not limited to those certificates, agreements, assignments, notes and other documents described in the Loan Agreement, the First Deed of Trust, the Bond Purchase Agreement, the Official Statement, and the other documents herein approved and any certificates, agreements, assignments, notes or documents as may be necessary to further the purposes hereof.

Section 9. This resolution shall take effect from and after its adoption.

DULY AND REGULARLY ADOPTED by the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties this 5th day of February 2014.

AYES:

NOES:

ABSENT:

ABSTAIN:

Chair

Secretary



Regional Housing Authority of Sutter and Nevada Counties

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RESOLUTION 14-1317

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES EXPRESSING RECOGNITION AND APPRECIATION FOR THE DILIGENT SERVICE OF JUDY RICHARDS

WHEREAS, Judy Richards, was first appointed to the office of Commissioner in the month of June 2009, and has served faithfully thereafter through January 2014; and

WHEREAS, she brought with her knowledge of community affairs which contributed substantially to the resolution of housing problems in Sutter, Nevada, Yuba and Colusa Counties; and

WHEREAS, she has been diligent and faithful to the public trust reposed on her, to the discharge of her responsibilities and in the fulfillment of her duties with the Housing Authority; Now

THEREFORE BE IT RESOLVED that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties hereby honor Judy Richards upon her departure from the office of Commissioner and that her dedicated actions during the many terms she served as Commissioner be recognized and commended.

This Resolution was moved and approved at the Regular Meeting of the Board of Commissioners on February 5, 2014 as the Board conveys their best wishes in all her future endeavors.

Chairperson Diane Hodges

Commissioner Stan Cleveland

Commissioner Charles Epp

Commissioner Martha Griese

Commissioner Tej Maan

Commissioner Terry Lamphier

Commissioner Suzanne Gallaty

The Housing Authority is an equal opportunity employer and housing provider.

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RESOLUTION 14-1318

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES EXPRESSING RECOGNITION AND APPRECIATION FOR THE DILIGENT SERVICE OF JEFFREY BROWN

WHEREAS, Jeffrey Brown, was first appointed to the office of Commissioner in the month of June 2011, and has served faithfully thereafter through December 2013; and

WHEREAS, he brought with him knowledge of community affairs which contributed substantially to the resolution of housing problems in Sutter, Nevada, Yuba and Colusa Counties; and

WHEREAS, he has been diligent and faithful to the public trust reposed on him, to the discharge of his responsibilities and in the fulfillment of his duties with the Housing Authority; Now

THEREFORE BE IT RESOLVED that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties hereby honor Jeffrey Brown upon his departure from the office of Commissioner and that his dedicated actions during the term he served as Commissioner be recognized and commended.

This Resolution was moved and approved at the Regular Meeting of the Board of Commissioners on February 5, 2014 as the Board conveys their best wishes in all his future endeavors.

Chairperson Diane Hodges

Commissioner Stan Cleveland

Commissioner Charles Epp

Commissioner Martha Griese

Commissioner Tej Maan

Commissioner Terry Lamphier

Commissioner Suzanne Gallaty

The Housing Authority is an equal opportunity employer and housing provider.



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RESOLUTION 14-1319

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES AUTHORIZING LOW INCOME HOUSING COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$1,606.09

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties operates low-income housing projects CA 48-1, CA 48-2, CAL 48-4 and CAL 48-5 pursuant to U.S. Department of Housing and Urban Development annual contributions contract SF-211; and

WHEREAS, operations of low-income housing includes the collection of monthly rental amounts; and

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties makes every attempt to collect outstanding balances; and

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending January 31, 2014 and is made a part of this resolution;

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$1,606.09.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 5th day of February, 2014 by the following vote:

AYES:
NAYS:
ABSTAINED:
ABSENT:

ATTEST: _____
Linda J. Nichols
Executive Director

(SEAL)

**Public Housing
Collection Loss Write Off
Period: January 2014**

<u>Name</u>	<u>Address</u>	<u>Date</u>		<u>Monthly Rent</u>	<u>Rent Owed</u>	<u>Late Fee's</u>	<u>Damages</u>	<u>Utilities</u>	<u>Legal Fee's</u>	<u>Total Owed</u>	<u>Payback Agreement</u>
		<u>Move In</u>	<u>Move Out</u>								
Kaur, Gian	476-F Garden Hwy., Yuba City	05/09/13	08/02/13	\$ 43.00	\$ -	\$ -	\$ 8.00	\$ -	\$ -	\$ 8.00	No
Zuniga, Jose	476-I Garden Hwy., Yuba City	02/05/07	06/30/10	\$ 226.00	\$ 601.50	\$ -	\$ 202.44	\$ -	\$ -	\$ 803.94	No
McGuire, Zeke *	415 Atwood Drive, Yuba City	12/28/10	04/04/11	\$ 134.00	\$ -	\$ -	\$ 148.91	\$ -	\$ -	\$ 148.91	No
Guzman, Marino	393 Miles Avenue, Yuba City	01/06/05	01/31/08	\$ 407.00	\$ -	\$ -	\$ 136.19	\$ -	\$ -	\$ 136.19	No
Harris, Larry	370 Atwood Drive, Yuba City	04/02/90	06/30/11	\$ 50.00	\$ -	\$ -	\$ 79.93	\$ -	\$ -	\$ 79.93	No
Rodriguez, Maria	367 Atwood Drive, Yuba City	08/17/07	08/31/09	\$ 196.00	\$ -	\$ -	\$ 25.99	\$ -	\$ -	\$ 25.99	No
Sihota, Pawiter	655 Joann Way, #5, Yuba City	06/24/04	07/15/08	\$ 218.00	\$ 105.00	\$ -	\$ -	\$ -	\$ -	\$ 105.00	No
Lokuta, Michael	2750 Date St, #4, Live Oak	06/02/00	08/20/09	\$ 226.00	\$ 46.00	\$ -	\$ -	\$ -	\$ -	\$ 46.00	No
Garcia, Violeta	387 Miles Avenue, Yuba City	09/01/05	11/04/13	\$ 160.00	\$ -	\$ -	\$ 252.13	\$ -	\$ -	\$ 252.13	No
				\$ 752.50	\$ -	\$ -	\$ 853.59	\$ -	\$ -	\$ 1,606.09 Total Write Off	

Deceased *

Tenants listed with Payback Agreement's failed to honor the Agreement.

Utility costs incurred by PHA from tenant move-in date until transferred to tenant's name. Those charges are then billed to the tenant.

Exhibit A

14



Regional Housing Authority of Sutter and Nevada Counties

1455 Butte House Road, Yuba City, CA 95993
Phone (530) 671-0220, Toll Free: (888) 671-0220
TTY: (866) 735-2929 Fax (530) 673-0775

RESOLUTION 14-1320

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES AUTHORIZING RURAL DEVELOPMENT COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$5,820.81

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties operates farm work housing project Phases I, II and III pursuant to Rural Development regulations; and

WHEREAS, operations of farm work housing includes the collection of monthly rental amounts; and

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties makes every attempt to collect outstanding balances; and

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending January 31, 2014 and is made a part of this resolution;

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$5,820.81.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 5th day of February, 2014 by the following vote:

AYES:
NAYS:
ABSTAINED:
ABSENT:

ATTEST:

Linda J. Nichols,
Executive Director

(SEAL)

H:Reso\14-1320

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**Rural Development Properties
Collection Loss Write Off
Period: January 2014**

<u>Name</u>	<u>Address</u>	<u>Date</u>		<u>Monthly Rent</u>	<u>Rent Owed</u>	<u>Late Fee's</u>	<u>Damages</u>	<u>Utilities</u>	<u>Legal Fee's</u>	<u>Total Owed</u>	<u>Payback Agreement</u>
		<u>Move In</u>	<u>Move Out</u>								
Rodriguez, Maria	288 Samuel, Unit G, YC	07/02/12	08/15/13	\$ 1,154.00	\$ 458.39	\$ -	\$ 915.86	\$ -	\$ -	\$ 1,374.25	No
Rodriguez, Veronica	294 Samuel, Unit J, YC	07/01/10	04/22/11	\$ 200.00	\$ 446.67	\$ 20.00	\$ -	\$ -	\$ -	\$ 466.67	No
Ramirez, Dario	420 Miles Ave., #6, Y.C.	06/11/07	12/01/10	\$ 315.00	\$ 220.00	\$ -	\$ 549.47	\$ -	\$ -	\$ 769.47	No
Rodriguez, Guadalupe	288 Samuel, Unit O, YC	05/01/98	09/24/08	\$ 755.00	\$ -	\$ -	\$ 25.00	\$ -	\$ 201.49	\$ 226.49	No
Ochoa, Consuelo	380 McKeehan, Unit I, Y.C.	12/19/11	11/27/13	\$ 536.00	\$ -	\$ -	\$ 55.49	\$ -	\$ -	\$ 55.49	No
Qadir, Irfan	420 Miles Ave., #28, Y.C.	01/31/12	10/21/13	\$ 634.00	\$ -	\$ -	\$ 292.18	\$ -	\$ -	\$ 292.18	No
Lopez, Margaret	9400 Larkin Rd, #7D, L.O.	09/14/09	10/14/13	\$ 730.00	\$ -	\$ -	\$ 44.93	\$ -	\$ -	\$ 44.93	No
Bratcher, Cory	9829 N St., #6, L.O.	11/01/08	11/05/13	\$ 700.00	\$ 766.67	\$ 10.00	\$ 1,814.66	\$ -	\$ -	\$ 2,591.33	No
					\$1,891.73	\$ 30.00	\$ 3,697.59	\$ -	\$ 201.49	\$ 5,820.81	Total Write Off

Tenants listed with Payback Agreement's failed to honor the Agreement.

Utility costs incurred by PHA from tenant move-in date until transferred to tenant's name. Those charges are then billed to the tenant.

Deceased *

Exhibit A

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Regional Housing Authority of Sutter and Nevada Counties
1455 Butte House Road, Yuba City, CA 95993
Phone (530) 671-0220, Toll Free: (888) 671-0220
TTY: (866) 735-2929 Fax (530) 673-0775

RESOLUTION 14-1321

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES AUTHORIZING PERCY AVENUE COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$2,100.45

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties operates affordable housing projects such as Percy Avenue; and

WHEREAS, operations affordable housing includes the collection of monthly rental amounts; and

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties makes every attempt to collect outstanding balances; and

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending January 31, 2014 and is made a part of this resolution;

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$2,100.45.

This Resolution is to take effect immediately

This Resolution is presented at the Special Meeting of the Board of Commissioners, passed and adopted this 5th day of February, 2014 by the following vote:

AYES:
NAYS:
ABSTAINED:
ABSENT:

ATTEST:

Linda J. Nichols,
Executive Director

(SEAL)

H:Reso\14-1321

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**Percy - Yuba City
Collection Loss Write Off
Period: January 2014**

<u>Name</u>	<u>Address</u>	<u>Date</u>		<u>Monthly Rent</u>	<u>Rent Owed</u>	<u>Late Fee's</u>	<u>Damages</u>	<u>Utilities</u>	<u>Legal Fee's</u>	<u>Total Owed</u>	<u>Payback Agreement</u>
		<u>Move In</u>	<u>Move Out</u>								
Kessler, Charles	430 Percy Ave, #8	12/01/09	06/05/12	\$ 604.00	\$ 1,779.67	\$ -	\$ 320.78	\$ -	\$ -	\$ 2,100.45	No
					\$ 1,779.67	\$ -	\$ 320.78	\$ -	\$ -	\$ 2,100.45	Total Write Off

Tenants listed with Payback Agreement's failed to honor the Agreement.

Utility costs incurred by PHA from tenant move-in date until transferred to tenant's name. Those charges are then billed to the tenant.

Deceased *

Exhibit A

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Regional Housing Authority of Sutter and Nevada Counties
1455 Butte House Road, Yuba City, CA 95993
Phone (530) 671-0220, Toll Free: (888) 671-0220
TTY: (866) 735-2929 Fax (530) 673-0775

RESOLUTION 14-1322

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES AUTHORIZING NEIGHBORHOOD STABILIZATION PROGRAM (NSP) COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$2,228.00

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties operates affordable housing; and

WHEREAS, operations of affordable housing includes the collection of monthly rental amounts; and

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties makes every attempt to collect outstanding balances; and

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending January 31, 2014 and is made a part of this resolution;

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$2,228.00.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 5th day of February, 2014 by the following vote:

AYES:
NAYS:
ABSTAINED:
ABSENT:

ATTEST:

Linda J. Nichols,
Executive Director

(SEAL)

H:Reso\14-1322

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**NSP Properties - Yuba City
Collection Loss Write Off
Period: January 2014**

<u>Name</u>	<u>Address</u>	<u>Date</u>		<u>Monthly Rent</u>	<u>Rent Owed</u>	<u>Late Fee's</u>	<u>Damages</u>	<u>Utilities</u>	<u>Legal Fee's</u>	<u>Total Owed</u>	<u>Payback Agreement</u>
		<u>Move In</u>	<u>Move Out</u>								
Canton, Karen	200 Jessica Dr., YC	08/05/13	11/18/13	\$ 878.00	\$ 963.00	\$ 20.00	\$ 1,245.00	\$ -		\$ 2,228.00	No
					\$ 963.00	\$ 20.00	\$ 1,245.00	\$ -	\$ -	\$ 2,228.00	Total Write Off

Tenants listed with Payback Agreement's failed to honor the Agreement.

Utility costs incurred by PHA from tenant move-in date until transferred to tenant's name. Those charges are then billed to the tenant.

Exhibit A

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Regional Housing Authority of Sutter and Nevada Counties
1455 Butte House Road, Yuba City, CA 95993
Phone (530) 671-0220, Toll Free: (888) 671-0220
TTY: (866) 735-2929 Fax (530) 673-0775

RESOLUTION 14-1323

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES AUTHORIZING KINGWOOD COMMONS APARTMENTS COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$7,630.03

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties operates Kingwood Commons pursuant to Section 8 regulations; and

WHEREAS, operations of Kingwood Commons includes the collection of monthly rental amounts; and

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties makes every attempt to collect outstanding balances; and

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending January 31, 2014 and is made a part of this resolution;

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$7,630.03.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 5th day of February, 2014 by the following vote:

AYES:
NAYS:
ABSTAINED:
ABSENT:

ATTEST: _____
Linda J. Nichols,
Executive Director

(SEAL)

Kingwood Commons
1340 Gray Avenue, Yuba City
Collection Loss Write Off
Period: January 2014

<u>Name</u>	<u>Apartment</u>	<u>Date</u>		<u>Monthly Rent</u>	<u>Rent Owed</u>	<u>Late Fee's</u>	<u>Damages</u>	<u>Utilities</u>	<u>Legal Fee's</u>	<u>Total Owed</u>	<u>Payback Agreement</u>
		<u>Move In</u>	<u>Move Out</u>								
Velazco, Maria	60	10/21/08	08/14/09	\$ 945.00	\$ -	\$ -	\$ 688.90	\$ -	\$ -	\$ 688.90	No
Bailey, Ronald	31	08/24/07	01/30/09	\$ 700.00	\$ -	\$ 40.00	\$ 140.49	\$ -	\$ -	\$ 180.49	No
Miller, Nicole	14	10/01/08	12/17/10	\$ 1,077.00	\$ -	\$ -	\$ 18.05	\$ -	\$ -	\$ 18.05	No
Garcia Alicia	14	07/14/11	10/24/13	\$ 446.00	\$ 852.00	\$ 40.00	\$ 2,433.10	\$ -	\$ -	\$ 3,325.10	No
Potts, Donna	62	07/08/13	11/12/13	\$ 795.00	\$ 1,433.00	\$ 20.00	\$ 338.00	\$ -	\$ -	\$ 1,791.00	No
Kurtz, Tiffani	3	11/14/12	12/02/13	\$ 595.00	\$ 283.00	\$ -	\$ 1,037.62	\$ -	\$ -	\$ 1,320.62	No
Uribe-Smith, Maria	60	05/18/11	11/18/13	\$ 825.00	\$ -	\$ -	\$ 305.87	\$ -	\$ -	\$ 305.87	No
					\$2,568.00	\$100.00	\$4,962.03	\$0.00	\$0.00	\$7,630.03	Total Write Off

Deceased *

Tenants listed with Payback Agreement's failed to honor the Agreement.

Utility costs incurred by PHA from tenant move-in date until transferred to tenant's name. Those charges are then billed to the tenant.

Exhibit A

**Write-Off
FYE 2014**

	Butte View Estates	Centennial Arms	Homes 2 Families	Kingwood Commons	Neighborhood Stabilization	Percy	Public Housing	Rural Development	Transitional Trailer	Mental Health Teesdale	HCV Fraud Recovery	Monthly Total	YTD Total
April	39.00			5,440.88		1,689.60						7,169.48	7,169.48
May		318.13		2,242.85			735.05	131.03				3,427.06	10,596.54
June												-	10,596.54
July												-	10,596.54
August		522.21		775.59			490.30	1,382.92	2,129.78			5,300.80	15,897.34
September												-	15,897.34
October												-	15,897.34
November												-	15,897.34
December												-	15,897.34
January	44.93	2,591.33		7,630.03	2,228.00	2,100.45	1,606.09	3,184.55				19,385.38	35,282.72
February												-	35,282.72
March												-	35,282.72
Total Write-Off	\$ 83.93	\$ 3,431.67	\$ -	\$ 16,089.35	\$ 2,228.00	\$ 3,790.05	\$ 2,831.44	\$ 4,698.50	\$ 2,129.78	\$ -	\$ -	\$ 35,282.72	\$ 35,282.72

Intercept Funds

	Butte View Estates	Centennial Arms	Homes 2 Families	Kingwood Commons	Neighborhood Stabilization	Percy	Public Housing	Rural Development	Transitional Trailer	Mental Health Teesdale	HCV Fraud Recovery	Monthly Total	YTD Total
April				90.00			10.00	113.46				213.46	213.46
May				90.00						90.00		180.00	393.46
June				49.00			46.00					95.00	488.46
July		11.48		119.00			291.36	40.00				461.84	950.30
August				60.00				50.00				110.00	1,060.30
September				100.00								100.00	1,160.30
October				64.00				41.03				105.03	1,265.33
November				90.00				50.00				140.00	1,405.33
December												-	1,405.33
January				90.00								90.00	1,495.33
February												-	1,495.33
March												-	1,495.33
Total Collected	\$ -	\$ 11.48	\$ -	\$ 752.00	\$ -	\$ -	\$ 347.36	\$ 294.49	\$ -	\$ 90.00	\$ -	\$ 1,495.33	\$ 1,495.33

Variance

Total's Submitted for Write-Off \$ 35,282.72
 Total Collected \$ 1,495.33
 Percentage Collected 4.24%

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REGIONAL HOUSING AUTHORITY OF
SUTTER AND NEVADA COUNTIES

STAFF REPORT

Date: February 5, 2014
To: Board of Commissioners
From: Linda J. Nichols, Executive Director

SUBJECT: NAHRO Conferences for Calendar Year 2014
RECOMMENDATION: Approve Three NAHRO Trips for the Executive Director

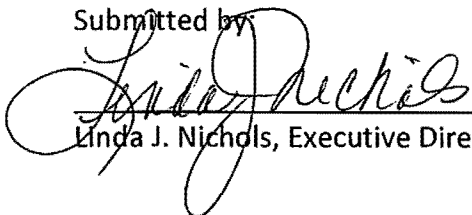
Background

As a member of the National Executive Committee of NAHRO it is required that committee members attend a minimum of three conferences. This year's conferences are scheduled for the following dates and locations: 1. Legislative Conference, March 8-12, 2014, Washington, D.C., 2. Summer Conference, July 15-19, 2014, Tampa, FL and 3. National Conference, October 14-18, 2014, Baltimore, MD. These trips are included in the current and 2014 budget.

Recommendation

It is recommended that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties approve the attendance of these conferences by the Executive Director.

Submitted by



Linda J. Nichols, Executive Director

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