

RESOLUTION NO. _____

**APPROVAL OF CONTRACTING OFFICER DESIGNATION AND CHECK SIGNING
AUTHORIZATION FOR LOUISVILLE METRO HOUSING AUTHORITY**

Item No. 5F

WHEREAS, the Executive Director of the Louisville Metro Housing Authority is granted the authority to function as the contracting officer and authorized bank signatory for the agency; and

WHEREAS, Elizabeth Strojan has been appointed by the Mayor as the Executive Director effective January 22, 2024.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that Elizabeth Strojan, Executive Director, is granted the authority to act as the Contracting Officer for the Louisville Metro Housing Authority and all related entities in all matters of procured contracts, real estate transactions, Housing and Urban Development Grant Agreements, Interagency Agreements with Louisville Metro Government and other State and Local Agencies, and all other approved documents; and, in the event that the Executive Director is required to be out of the office, Wavid C. Wray, Deputy Executive Director of Finance, shall be authorized to sign said documents; and

BE IT ALSO RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that Elizabeth Strojan, Executive Director, and Wavid C. Wray, Deputy Executive Director of Finance, are authorized signatories for disbursements from all Louisville Metro Housing Authority and related entity bank accounts.

RESOLUTION BACKGROUND STATEMENT

APPROVAL OF CONTRACTING OFFICER DESIGNATION AND CHECK SIGNING AUTHORIZATION FOR LOUISVILLE METRO HOUSING AUTHORITY

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I. STATEMENT OF FACTS:

LMHA's Executive Director has traditionally been the Contracting Officer for the agency with the Deputy Executive Director of Finance authorized as the alternate. Article 11 Section 7 of the Louisville Metro Housing Authority's Bylaws states "The Authority shall, from time to time, by resolution, designate the officers and employees who are authorized to sign checks."

Lisa Osanka and Wavid C. Wray were last authorized to sign the Louisville Metro Housing Authority's checks. Due to the retirement of Lisa Osanka and her succession by Executive Director, Elizabeth Strojan, Louisville Metro Housing Authority must assign a new Contracting Officer and change signatory cards and certificates of incumbency on all bank accounts held by the Authority.

II. ALTERNATIVES:

- A. Authorize Elizabeth Strojan, Executive Director as the Contracting Officer and authorized bank signatory, and Wavid C. Wray, Deputy Executive Director of Finance, as alternative Contracting Officer and authorized bank signatory.
- B. No other alternatives considered.

III. RECOMMENDATION:

N/A

IV. JUSTIFICATION:

N/A

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