

**TITLE 2: GOVERNMENTAL ORGANIZATION
SUBTITLE E: MISCELLANEOUS STATE AGENCIES
CHAPTER XX: ILLINOIS HOUSING DEVELOPMENT AUTHORITY**

**PART 1975
PUBLIC INFORMATION, RULEMAKING AND ORGANIZATION**

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SUBPART A: PUBLIC INFORMATION

Section 1975.10 Public Information and Submissions

The public may direct submissions and inquiries to the Authority and may obtain information concerning the Authority and its programs and activities from the Office of the Secretary of the Authority, 401 North Michigan Avenue, Suite 900, Chicago, Illinois 60611. The telephone number of the Authority is (312) 836-5200. Copies of the Authority's Rules and By-Laws may be obtained from the Office of the Secretary of the Authority upon request, in person or in writing, and upon payment of a reasonable fee for reproduction.

SUBPART B: RULEMAKING

Section 1975.110 Applicability

The Rules in this Subpart apply to all rulemaking proceedings of the Authority.

Section 1975.120 Adoption, Amendment and Repeal of Rules

No Rule may be adopted, amended, or repealed except by the Members.

Section 1975.130 Compliance with the Illinois Administrative Procedure Act

All rulemaking proceedings of the Authority must be conducted in compliance with applicable provisions of the Illinois Administrative Procedure Act.

SUBPART C: ORGANIZATION

Section 1975.210 Applicability

The Rules in this Subpart shall govern practices and procedures of the Illinois Housing Development Authority.

Section 1975.220 Definitions

As used in the Rules of the Authority, the following terms shall mean:

"Act": The Illinois Housing Development Act, as amended from time to time.

"Authority": The Illinois Housing Development Authority.

"By-Laws": The By-Laws of the Authority.

"Chairman": The Chairman of the Authority.

"Director": The Director of the Authority.

"Members": The Members of the Authority.

"Rules": The Rules of the Authority as supplemented and amended from time to time.

"Staff": The Director and Deputy Director and the employees of the Authority.

"State": The State of Illinois.

Section 1975.230 Organization of the Authority

Duties of the Members, Officers, and Staff of the Authority are governed by the Authority's By-Laws and the Act.

- a) Members. The Authority is a body politic and corporate governed by nine Members, appointed by the Governor by and with the advice and consent of the Senate.
- b) Chairman. The Chairman, who is a Member and who is designated from time to time by the Governor, is the chief executive officer of the Authority.
- c) Officers. The Members annually elect from their membership a Vice Chairman, a Treasurer, and a Secretary. The Members may elect one or more Assistant Treasurers and Assistant Secretaries, who need not be Members.
- d) Director. The Director, who is appointed by the Members, is the chief administrative officer of the Authority. The Members may also appoint a Deputy Director.
- e) Staff. The Authority may from time to time employ persons as necessary for the effective transaction of Authority business. Under the By-Laws the Director may be empowered to employ the Staff.
- f) Staff Organization. The Director may, in his discretion, organize the Staff into such departments, divisions, or other administrative units as are necessary for the effective transaction of Authority business. Such units may, without limitation, include the following:
 - 1) Legal Department
 - 2) Production Department
 - 3) Marketing and Management Department
 - 4) Credit and Audit Services Department
 - 5) Finance and Investments Department
 - 6) Accounting Department
 - 7) Department of Human Services

Section 1975.240 Meetings of the Members

Five Members constitute a quorum for the transaction of business at any meeting of the Members. The Members may act by unanimous written consent without a meeting, as provided in the Act and the By-Laws.

Section 1975.250 By-Laws

Business of the Authority is transacted in accordance with the By-Laws, which are available to the public.