

# Illinois Commerce Commission Annual Report



## Transportation Regulatory Fund Fiscal Year 2022



STATE OF ILLINOIS

## ILLINOIS COMMERCE COMMISSION

527 East Capitol Avenue  
Springfield, Illinois 62701

160 North LaSalle  
Chicago, Illinois 60601

October 27, 2022

The Honorable JB Pritzker  
Governor

The Honorable Members of the General Assembly

Dear Governor Pritzker and Members of the General Assembly,

In compliance with Section 18c-1604 of the Illinois Commercial Transportation Law (625 ILCS 5/18c-1604), the Illinois Commerce Commission is submitting an annual report of expenditures from the Transportation Regulatory Fund.

This report contains information pertaining to all monies deposited in the Transportation Regulatory Fund, all expenditures from the Transportation Regulatory Fund, a listing of and description by function of all staff positions and the methods used to allocate expenses between the Transportation Regulatory Fund and other funds.

Sincerely,

A handwritten signature in blue ink, appearing to read "Carrie Zalewski".

Carrie Zalewski  
Chairman

Illinois Commerce Commission  
Transportation Regulatory Fund

Annual Report for Expenditures

For Fiscal Year 2022

Section 18c-1604 of the Illinois Commercial Transportation Law, 625 ILCS 5/18c-1604, requires the Illinois Commerce Commission to submit to the Governor and the General Assembly an annual report of expenditures from the Transportation Regulatory Fund. Section 18c-1604 states as follows:

“Annual Report of Expenditures. The Commission shall, within 60 calendar days after the end of the lapse period for each fiscal year, submit to the Governor and the General Assembly a report of the following for such fiscal year:

- (1) All monies deposited in the Transportation Regulatory Fund, showing the total and subtotals by class as defined in subsection (2) of Section 18c-1601 of this Chapter;
- (2) All expenditures from the Transportation Regulatory Fund, showing the total and the subtotals by class as defined in subsection (2) of Section 18c-1601 of this Chapter;
- (3) A listing and description by function of all staff positions actually funded, in whole or in part, at any time during the fiscal year, from the Transportation Regulatory Fund; and
- (4) The methods used to allocate expenses between the Transportation Regulatory Fund and other funds, and between classes within the Transportation Regulatory Fund.”

Subsection (2) of Section 18c-1601 of the Illinois Commercial Transportation Law, 625 ILCS 5/18c-1601, requires that the Commission “account separately for monies from the following classes:

- (a) motor carriers of property (other than carriers engaged in non-relocation towing);
- (b) rail carriers; and
- (c) other monies.”

This report is provided in accordance with the above stated requirement.

625 ILCS  
Paragraph 5/18c  
Section 1604  
Requirement (1)

ILLINOIS COMMERCE COMMISSION  
Transportation Regulatory Fund  
FY2022 Income

INCOME ACCOUNT CODE	<u>TOTAL</u>	<u>MOTOR CARRIER</u>	<u>RAILROAD</u>
Intrastate Authority Franchise Fees	144,438	144,438	
Intrastate Authority Applications	174,050	174,050	
Interstate Stamps/Receipts	3,516,993	3,516,993	
Safety Relocator Application/Registrations	653,850	653,850	
Petition to Reinstate License	18,000	18,000	
Transfers	4,050	4,050	
Lease Agreement	60,375	60,375	
Exemption Certificates	5,050	5,050	
Gross Revenue Tax-Railroads	586,647		586,647
Miscellaneous Fees	32,101	32,101	
Relocator's License Fees	18,900	18,900	
Relocator Tow Record/Invoice	898,750	898,750	
Operator's License Fees	24,030	24,030	
Dispatcher License Fees	6,600	6,600	
Administrative Citations	701,535	701,535	
Civil Penalties	89,337	89,337	
Broker's License	700	700	
Railroad Route Miles	250,393		250,393
Railroad Crossing	218,932		218,932
Grade Crossing Protection Fund	3,000,000		3,000,000
Warehouse License	41,300	41,300	
Warehouse Facility License	20,500	20,500	
Collateral Recovery Agency Fees	17,900	17,900	
Collateral Recovery Manager Fees	12,200	12,200	
Collateral Recovery Employee Fees	28,175	28,175	
Collateral Recovery Intern Fees	300	300	
Collateral Recovery Tickets	928,125	928,125	
Collateral Recovery - Miscellaneous Fees	9,050	9,050	
TOTAL	11,462,281	7,406,309	4,055,972

NOTE: The above table includes funds received by the Commission during FY2022 which may not match the deposit amounts shown by the Comptrollers Office for FY2022. Any differences are due to deposits in-transit between the Commission and the Comptroller's Office.

625 ILCS  
Paragraph 5/18c  
Section 1604  
Requirement (2)

ILLINOIS COMMERCE COMMISSION  
Transportation Regulatory Fund  
FY2022 Expenditures

LINE ITEM	<u>TOTAL EXPENDITURES</u>	<u>MOTOR CARRIER</u>	<u>RAILROAD</u>
Personal Services	6,013,328	2,759,184	3,254,144
Retirement	3,384,307	1,552,353	1,831,954
Social Security	396,942	160,952	235,990
Group Insurance	1,481,176	760,790	720,386
Contractual Services	477,948	258,207	219,741
Travel	17,322	3,732	13,590
Commodities	13,427	9,487	3,940
Printing	15,737	14,480	1,257
Equipment	70,307	2,407	67,900
Electronic Data Processing	327,886	152,277	175,609
Telecommunications	111,788	86,991	24,797
Operation of Auto	79,027	44,301	34,726
Refunds	4,817	4,817	-
TOTAL	12,394,012	5,809,978	6,584,034

The FY2022 expenditures from the Transportation Regulatory Fund by the Illinois Commerce Commission were allocated by transportation mode as shown above. These expenditures do not include the Unified Carrier Registration.

ILLINOIS COMMERCE COMMISSION  
Transportation Regulatory Fund

The listing below represents all Commerce Commission employees by job titles that were funded from the Transportation Regulatory Fund in FY 2022. This listing also provides a brief description of the major responsibilities of each job title and is sorted in Bureau order.

**Office of the Executive Director**

Executive Director

Manages the agency's affairs by planning, coordinating and implementing the policies of the agency in an effective and efficient manner.

Deputy Executive Director

Subject to management approval, assists the Executive Director and Administrator of the Illinois Commerce Commission's staff in a manner that encourages loyalty to the organization's principles, innovation, and achievement of the agency's goals and objectives by: developing policy proposals that address current and future issues; planning, defending, and administering the agency's budget; ensuring that personnel guidelines are adhered to in a fair and equitable manner; and ensuring the agency fulfills its statutory obligations.

Receptionist

Performs professional clerical duties in support of both human resources and payroll activities including, but not limited to reviewing and tracking incoming/outgoing documents provided by current and new employees; assists in maintaining all personnel, payroll and Rutan files; assists with timekeeping functions; conducts new employee orientations.

Director of Cyber Security and Risk Management

Supports the ongoing efforts of regulated Illinois utilities to improve resiliency and cybersecurity of critical infrastructure. Engage with ICC staff and external stakeholders on emerging transportation technology risks.

**Bureau of External Affairs**

Director of Governmental Affairs

Assists with the administration of the governmental and legislative program; maintains cooperative working relationships with representatives of governmental agency management, officials, community and civic organizations and representatives of various branches of legislation.

## **Bureau of Planning and Operations**

Assistant Director

Performs highly responsible and complex managerial and supervisory functions in directing the activities of the Administrative Services Division; formulates, interprets, develops and implements new and revised policies of the Division. Directs and coordinates the administration of the Administrative Services Division budget; assures budget compliance in monitoring and tracking the Administrative Services Division expenditures in consultation with Division Director – Administrative Services Division; effectively recommends renewal or termination of contracts of consultants assigned to assist staff in Commission business; provides administrative guidance and direction.

Executive I

Serves as the agency vehicle coordinator for the ICC; organizes, plans, executes, controls and evaluates the operation of the ICCs vehicle program. Performs audits and verifies purchase and voucher information; compiles, examines and maintains budgeting, forecasting and spending information for Agency expenditures.

Director – Information Technology

Directs the activities of the Information Technology department.

Information Systems Analyst II (4 Positions)

Performs general and routine professional support for computer equipment and associated software.

Information Services Specialist II

Performs general and routine professional support for computer equipment and associated software.

## **Transportation Division**

Bureau Chief	Manages the Transportation Division.
General Services Administrator I	Serves as coordinator of day-to-day administrative options of the Transportation Bureau.
Technical Advisor(2 positions)	Staff attorney, represents Division in court and before the Commission.
Chief Transportation Counsel	Provides broad range of legal services to the Transportation Division, directs program and staff.
Compliance Specialist	Oversees the development, implementation, and management of the Motor Carrier Compliance Service, a statewide administrative enforcement program pertaining to motor carrier safety and financial responsibility compliance required under the laws of Illinois.
Police Chief	Oversees the Commission's police activities including on-the-road enforcement and administrative staff functions.
Assistant Police Chief	Assists with the management of Commission police activities including on-the-road enforcement and administrative staff functions.
General Services Administrator I	Provides administrative support for statewide Commission enforcement program.
Receptionist	Provides secretarial and clerical support for Commission enforcement program.



Administrative Assistant I	Provides administrative support to the hearings program.
Office Associate	Provides clerical support for the Commission's police and enforcement program.
Transportation Investigator II	Conducts investigations of relocation towing companies, non-sworn.
Police Officer II(5 positions)	Conducts on-the-road enforcement and investigations of intrastate motor carriers.
Police Officer I(4 positions)	Conducts on-the-road enforcement and investigations of intrastate motor carriers.
Transportation Industry Analyst III	Performs staff functions related to the household goods carrier enforcement program including tariffs, audit and dispute resolution.
ICC Police Sergeant (2 positions)	Performs day-to-day supervision of the Commission's sworn and non-sworn police section employees.
Manager - Review and Examination Receptionist	Directs transportation hearings program. Provides secretarial and clerical support to the hearings program.
Administrative Law Judge IV (2 positions)	Hears cases for household goods carrier authority, relocation towing licenses and railroad crossing improvement petitions.
Customer Service Supervisor	Supervises the day-to-day activities of the Processing and Information Section of the Transportation Bureau. Assigns work to staff members and monitors workflow in order to ensure the Section is providing timely and responsive customer service to regulated entities.
Transportation Industry Customer Service Representative II (6 positions)	Provides services to the public, transportation and insurance industries consistent with the clerical and technical tasks related to various laws, rules and regulations.

Office Associate	Provides customer service to the motor carrier industry regarding the issuance of licenses, registrations and credentials, filing of leases and the maintenance of liability insurance.
Rail Safety Program Administrator	Directs the Railroad Safety Program.
Railroad Safety Specialist IV (6 positions)	Provide staff work related to the design, installation and maintenance of railroad warning and traffic warning signal systems, investigation of crossing collisions and incidents.
Railroad Safety Specialist III (7 positions)	Provide staff work on cases involving the improvement of railroad grade crossings and crossing separations, conduct crossing signal and surface inspections and conduct Operation Lifesaver Public Education Program.
Railroad Safety Specialist III	Conduct inspections to determine railroad company compliance with operating practice standards.
Railroad Safety Specialist III (2 positions)	Conduct inspections of railroad equipment and facilities carrying or handling hazardous materials.
Railroad Safety Specialist III (3 positions)	Conduct inspections of mainline track operated by registered rail carriers.
Railroad Safety Specialist II	Provide staff work on cases involving the improvement of railroad grade crossings and crossing separations, conduct crossing signal and surface inspections and conduct Operation Lifesaver Public Education Program.
Receptionist	Performs secretarial and clerical support for the Railroad Safety Program.

Allocation of Expenditures  
Between the Transportation Regulatory Fund  
and Other Funds

Section 18c-1603(2)(b) of the Illinois Commercial Transportation Law, 625 ILCS 5/18c-1603(2)(b), details the requirements for expenses allocated partially or entirely to the Transportation Regulatory Fund.

(2) Allocation of Expenses to the Fund.

(b) Expenses Partially Allocated Entirely to the Transportation Regulatory Fund. A portion of expenses for the following persons and activities may be allocated to the Transportation Regulatory Fund:

- (i) The Executive Director, his deputies and personal assistants, and their clerical support;
- (ii) The legislative liaison activities of the Office of Legislative Affairs, its constituent elements and successors;
- (iii) The activities of the Bureau of Planning and Operations on the effective date of this amendatory Act of the 94<sup>th</sup> General Assembly, exclusive of the Chief Clerk's office;
- (iv) The payroll expenses of Commissioners' assistants;
- (v) The internal auditor;
- (vi) The in-state travel expenses of the Commissioners to and from the offices of the Commission; and
- (vii) The Public Affairs Group, its constituent elements, and its successors.

(c) Allocation Methodology for Expenses Other Than Commissioners' Assistants. The portion of the total expenses (other than commissioners' assistants' expenses) allocated to the Transportation Regulatory Fund under paragraph (b) of this subsection shall be the portion of staff time spent exclusively on administration and enforcement of this Chapter and Chapter 18a, as shown by a time study updated at least once each 6 months. For FY 2022 the percentage allocated to the Transportation Regulatory Fund was 33%.

(d) Allocation methodology for Commissioners' Assistants Expenses. Five percent of the payroll expenses of commissioners' assistants may be allocated to the Transportation Regulatory Fund.

Allocation of Expenditures Between Classes  
Within the Transportation Regulatory Fund

The Motor Carriers of Property, Rail Carriers, and Other Modes

Actual expenditures were charged to the various modes within the transportation fund when identifiable. Where expenditures were not attributable to a specific mode, allocations were determined and applied to these expenditures.