

# Illinois Commerce Commission



## Annual Report

### Transportation Regulatory Fund Fiscal Year 2018

STATE OF ILLINOIS



ILLINOIS COMMERCE COMMISSION

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December 4, 2018

The Honorable Bruce Rauner  
Governor  
207 State House  
Springfield, Illinois

Dear Governor Rauner:

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, reading "Brien J. Sheahan".

Brien J. Sheahan  
Chairman

cc: State Library

Illinois Commerce Commission  
Transportation Regulatory Fund

Annual Report for Expenditures

For Fiscal Year 2018

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 5/18c  
Section 1604  
Requirement (1)

ILLINOIS COMMERCE COMMISSION  
Transportation Regulatory Fund  
FY2018 Income

INCOME ACCOUNT CODE	<u>TOTAL</u>	<u>MOTOR CARRIER</u>	<u>RAILROAD</u>
Intrastate Authority Franchise Fees	150,145	150,145	
Intrastate Authority Applications	150,050	150,050	
Interstate Stamps/Receipts	3,516,993	3,516,993	
Safety Relocator Application/Registrations	584,100	584,100	
Petition to Reinstate License	10,800	10,800	
Transfers	4,950	4,950	
Lease Agreement	76,215	76,215	
Exemption Certificates	6,650	6,650	
Copying	-	-	
Gross Revenue Tax-Railroads	518,983		518,983
Miscellaneous Fees	24,048	24,048	
IEMA Radio Grant Reimbursement	115,503	115,503	
Relocator's License Fees	8,100	8,100	
Relocator Tow Record/Invoice	861,980	861,980	
Operator's License Fees	29,160	29,160	
Dispatcher License Fees	4,920	4,920	
Administrative Citations	448,537	448,537	
Civil Penalties	296,188	296,188	
Broker's License	900	900	
Railroad Route Miles	316,039		316,039
Railroad Crossing	271,656		271,656
Grade Crossing Protection Fund	3,000,000		3,000,000
Warehouse License	31,400	31,400	
Warehouse Facility License	16,700	16,700	
Collateral Recovery Agency Fees	15,350	15,350	
Collateral Recovery Manager Fees	11,500	11,500	
Collateral Recovery Employee Fees	35,975	35,975	
Collateral Recovery Intern Fees	1,425	1,425	
Collateral Recovery Tickets	1,278,000	1,278,000	
Collateral Recovery - Miscellaneous Fees	13,491	13,491	
TOTAL	11,799,758	7,693,080	4,106,678

**NOTE:**

The above table includes funds received by the Commission during FY2018 which may not match the deposit amounts shown by the Comptroller's Office for FY2018. Any differences are due to deposits in-transit between the Commission and the Comptroller's Office. The above figures do not include revenues collected on behalf of other states in the Unified Carrier Registration Program.

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

ILLINOIS COMMERCE COMMISSION  
Transportation Regulatory Fund  
FY2018 Expenditures

LINE ITEM	<u>TOTAL</u> <u>EXPENDITURES</u>	<u>MOTOR</u> <u>CARRIER</u>	<u>RAILROAD</u>
Personal Services	5,386,925	2,429,719	2,957,206
Retirement	2,555,172	1,152,483	1,402,689
Social Security	354,800	137,770	217,030
Group Insurance	1,308,267	726,325	581,942
Contractual Services	590,942	320,473	270,469
Travel	33,235	4,650	28,585
Commodities	5,379	4,358	1,021
Printing	30,797	30,740	57
Equipment	77,944	71,740	6,204
Electronic Data Processing	287,667	133,161	154,506
Telecommunications	106,682	84,994	21,688
Operation of Auto	59,391	31,095	28,296
Lump Sum	-	-	-
Refunds	5,975	5,975	-
TOTAL	10,803,176	5,133,483	5,669,693

NOTE:

The FY2018 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 2018. This listing also provides a brief description of the major responsibilities of each job title and is sorted in Bureau order.

**Office of Chairman and Commissioners**

Chief Internal Auditor Directs the agency's internal audit program.

**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.

Manager - Human Resources Plans, directs and coordinates the Human Resources function of the Commission.

Director of Cyber Security and Risk Management Responsible for prioritizing and supporting the ongoing efforts of regulated Illinois utilities to protect critical infrastructure from cybersecurity risk and unauthorized access to system and electronic data.

**Bureau of External Affairs**

Legislative Liaison I 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**

Director - Administrative Services Directs the activities of the Administrative Services Division.

Manager - Fiscal Assists with budget preparation, performs financial analysis and supervises procurement and contract function in Financial Information Section.

Reproduction Service Supervisor I Serves as lead worker to print shop/mailroom staff and oversees the acquisition and distribution of supplies.

Account Technician II (3 positions) Performs purchasing, voucher processing, and tax compliance functions for the Commission.

625 ILCS 5/18c  
Section 1604  
Requirement (3)

Information Services Analyst II (3 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**

Deputy Executive Director	Assists the Executive Director in managing the agency's affairs by planning, coordinating and implementing the policies of the agency in an effective and efficient manner. Manages the Transportation Division.
Assistant to Deputy Executive Director	Provides executive support to the Deputy Executive Director/Transportation Division Bureau Chief.
Technical Advisor (3 positions)	Staff attorney, represents Division in court and before the Commission.
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.
Administrative Assistant I (2 positions)	Provides administrative support for Commission enforcement program.
Office Associate	Provides clerical support for the Commission's police and enforcement program.
Transportation Investigator II (2 positions)	Conducts investigations of relocation towing companies, non-sworn.
Police Officer II (6 positions)	Conducts on-the-road enforcement and investigations of intrastate motor carriers.
Police Officer I (1 position)	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.

625 ILCS 5/18c  
Section 1604  
Requirement (3)

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	Directs transportation hearings program.
Administrative Assistant I	Provides administrative support to the hearings program.
Administrative Law Judge IV	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 involved in the regulation of motor carriers
Office Associate (1 position)	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 (3 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 (8 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



625 ILCS 5/18c  
Section 1604  
Requirement (3)

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

Receptionist  
(3 positions)

Performs highly responsible, complex, technical and confidential secretarial and clerical functions of an administrative nature relating to the operation of the Bureau of Transportation.

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 2018 the percentage allocated to the Transportation Regulatory Fund was 35%.

(e) 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.