STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION

COMPLIANCE EXAMINATION

For the Two Years Ended June 30, 2019

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
COMPLIANCE EXAMINATION
For the Two Years Ended June 30, 2019

TABLE OF CONTENTS

COMMISSION OFFICIALS

Chairman (04/15/19 - Present)	Ms. Carrie Zalewski
Chairman (07/01/17 - 04/14/19)	Mr. Brien Sheahan
Executive Director (11/16/19 - Present)	Ms. Christy George
Executive Director (Interim) (05/01/19 - 11/15/19)	Mr. Jim Zolnierek
Executive Director (07/01/17 - 04/30/19)	Mr. Cholly Smith
Deputy Executive Director - Administration (09/14/19 - Present)	Vacant
Deputy Executive Director - Administration (07/01/17 - 09/13/19)	Mr. Steven Matrisch
Deputy Executive Director - Policy (03/02/20 - Present)	Ms. Katie Papadimitriu
Deputy Executive Director - Policy (06/15/19 - 03/01/20)	Vacant
Deputy Executive Director - Policy (08/16/18 - 06/14/19)	Ms. Jean Gibson
Deputy Executive Director - Strategic Planning (12/10/19 - Present)	Vacant
Deputy Executive Director - Strategic Planning* (09/16/18 - 12/09/19)	Mr. Jayesh Hines-Shah
Bureau Chief - Administrative Law Judge (01/22/18 - Present)	Ms. Sonya Kingsley
Bureau Chief - Administrative Law Judge (01/19/18 - 01/21/18)	Vacant
Bureau Chief - Administrative Law Judge (07/01/17 - 01/18/18)	Mr. D. Ethan Kimbrel
Bureau Chief - Public Utilities	Mr. Jim Zolnierek
Bureau Chief - External Affairs	(Position became the Deputy Executive Director - Policy as of 08/16/18)
Bureau Chief - External Affairs (Interim) (05/14/18 - 08/15/18)	Ms. Vicki Crawford
Bureau Chief - External Affairs (05/11/18 - 5/13/18)	Vacant
Bureau Chief - External Affairs (07/01/17 - 5/10/18)	Ms. Danisha Hall
Bureau Chief - Transportation (Interim) (08/16/19 - Present)	Ms. Latrice Kirkland-Montaque

Bureau Chief - Transportation (07/25/19 - 08/15/19)	Vacant
Bureau Chief - Transportation (Interim) (01/02/19 - 07/24/19)	Ms. Katarzyna Kowalska
Bureau Chief - Transportation (07/01/17 - 01/01/19)	Vacant
Director of Administrative Services (11/16/18 - Present)	Ms. Kiersten Neswick
Director of Administrative Services (07/01/17 - 11/15/18)	Ms. Jane Fields
Fiscal Manager (12/16/19 - Present)	Ms. Deborah Stoneburner
Fiscal Manager (07/01/17 - 12/31/19)	Ms. Sue McCormick
General Counsel (09/16/18 - Present)	Mr. Phillip Kosanovich
General Counsel (07/01/17 - 09/15/18)	Mr. Jayesh Hines-Shah
Chief Internal Auditor	Mr. Aaron Rife

COMMISSION MEMBERS

Commissioner (04/15/19 - Present)	Ms. Carrie Zalewski
Commissioner (07/01/17 - 04/14/19)	Mr. Brien Sheahan
Commissioner (01/19/18 - Present)	Mr. D. Ethan Kimbrel
Commissioner (07/01/17 - 01/18/18)	Mr. Miguel del Valle
Commissioner	Ms. Sadzi Martha Oliva
Commissioner (04/08/19 - Present)	Ms. Maria Bocanegra
Commissioner (02/05/19 - 04/07/19)	Vacant
Commissioner (Acting) (01/19/18 - 02/04/19)	Ms. Anastasia Palivos
Commissioner (12/07/17 - 01/18/18)	Vacant
Commissioner (07/01/17 - 12/06/17)	Ms. Sherina Maye Edwards
Commissioner (Acting) (01/31/20 - Present)	Mr. Michael Carrigan
Commissioner (04/15/19 - 01/30/20)	Mr. Brien Sheahan
Commissioner (03/29/19 - 04/14/19)	Ms. Carrie Zalewski
Commissioner (03/23/19 - 03/28/19)	Vacant
Commissioner (07/01/17 - 03/22/19)	Mr. John Rosales

*Position newly created as of September 16, 2018.

COMMISSION OFFICES

The Commission's administrative offices are located at:

Leland Building
527 East Capitol Avenue
Springfield, Illinois 62701

Michael A. Bilandic Building
160 North LaSalle Street
Suite C-800
Chicago, Illinois 60601

The Commission's police station is located at:

Compliance Office
9511 West Harrison Street
Des Plaines, Illinois 60016

STATE OF ILLINOIS

ILLINOIS COMMERCE COMMISSION

MANAGEMENT ASSERTION LETTER

November 10, 2020

Honorable Frank J. Mautino
Auditor General
State of Illinois
740 East Ash Street
Springfield, Illinois 62703-3154

Auditor General Mautino:

We are responsible for the identification of, and compliance with, all aspects of laws, regulations, contracts, or grant agreements that could have a material effect on the operations of the Illinois Commerce Commission (Commission). We are responsible for and we have established and maintained an effective system of internal controls over compliance requirements. We have performed an evaluation of the Commission's compliance with the following specified requirements during the two-year period ended June 30, 2019. Based on this evaluation, we assert that during the years ended June 30, 2018, and June 30, 2019, the Commission has materially complied with the specified requirements listed below.

A. The Commission has obligated, expended, received, and used public funds of the State in accordance with the purpose for which such funds have been appropriated or otherwise authorized by law.

B. The Commission has obligated, expended, received, and used public funds of the State in accordance with any limitations, restrictions, conditions, or mandatory directions imposed by law upon such obligation, expenditure, receipt, or use.

C. The Commission has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.

D. State revenues and receipts collected by the Commission are in accordance with applicable laws and regulations and the accounting and recordkeeping of such revenues and receipts is fair, accurate, and in accordance with law.

E. Money or negotiable securities or similar assets handled by the Commission on behalf of the State or held in trust by the Commission have been properly and legally administered, and the accounting and recordkeeping relating thereto is proper, accurate, and in accordance with law.

Yours truly,

Illinois Commerce Commission

SIGNED ORIGINAL ON FILE

Christy George, Executive Director

SIGNED ORIGINAL ON FILE

Kiersten Neswick, Director of Administrative Services

SIGNED ORIGINAL ON FILE

Phillip Kosanovich, General Counsel

COMPLIANCE REPORT

SUMMARY

The compliance testing performed during this examination was conducted in accordance with *Government Auditing Standards* and the Illinois State Auditing Act.

ACCOUNTANT'S REPORT

The Independent Accountant's Report on State Compliance, on Internal Control Over Compliance, and on Supplementary Information for State Compliance Purposes does not contain scope limitations or disclaimers, but does contain a modified opinion on compliance and identifies material weaknesses in internal control over compliance.

SUMMARY OF FINDINGS

Number of	Current Report	Prior Report
Findings	9	6
Repeated Findings	3	3
Prior Recommendations Implemented or Not Repeated	3	2

SCHEDULE OF FINDINGS

Item No.	Page	Last Reported	Description	Finding Type
			FINDINGS (STATE COMPLIANCE)	
2019-001	13	2017	Inadequate Control over Accounts Receivable	Material Weakness and Material Noncompliance
2019-002	15	New	Inadequate Control over Meeting Transcripts	Material Weakness and Material Noncompliance
2019-003	17	New	Inadequate Control over Monthly Reconciliations	Material Weakness and Material Noncompliance

Item No.	Page	Last Reported	Description	Finding Type
			FINDINGS (STATE COMPLIANCE) - Continued	
2019-004	19	New	Noncompliance with the Public Utilities Act	Significant Deficiency and Noncompliance
2019-005	21	New	Inadequate Control over Revenues	Significant Deficiency and Noncompliance
2019-006	23	New	Noncompliance with the Collateral Recovery Act	Significant Deficiency and Noncompliance
2019-007	24	2017	Inadequate Control over State Vehicles	Significant Deficiency and Noncompliance
2019-008	29	New	Inadequate Control over Personal Services	Significant Deficiency and Noncompliance
2019-009	31	2017	Inadequate Control over Timekeeping	Significant Deficiency and Noncompliance
			PRIOR FINDINGS NOT REPEATED	
A	36		Regulations Not Updated to Agree with the Public Utilities Act	
B	36		Inadequate Control over Grade Crossing Mitigation Grants	
C	36		Failure to Provide Proper Notification of the Impending Expiration of Licences and Recovery Permits	

EXIT CONFERENCE

The Commission waived an exit conference in a correspondence from Aaron Rife, Chief Internal Auditor, on October 27, 2020. The responses to the recommendations were provided by Aaron Rife, Chief Internal Auditor, in a correspondence dated November 5, 2020.

SPRINGFIELD OFFICE:
ILES PARK PLAZA
740 EAST ASH • 62703-3154
PHONE: 217/782-6046
FAX: 217/785-8222 • TTY: 888/261-2887
FRAUD HOTLINE: 1-855-217-1895

CHICAGO OFFICE:
MICHAEL A. BILANDIC BLDG. · SUITE S-900
160 NORTH LASALLE · 60601-3103
PHONE: 312/814-4000
FAX: 312/814-4006
FRAUD HOTLINE: 1-855-217-1895

OFFICE OF THE AUDITOR GENERAL
FRANK J. MAUTINO

INDEPENDENT ACCOUNTANT'S REPORT ON STATE COMPLIANCE, ON INTERNAL CONTROL OVER COMPLIANCE, AND ON SUPPLEMENTARY INFORMATION FOR STATE COMPLIANCE PURPOSES

Honorable Frank J. Mautino
Auditor General
State of Illinois

and

Governing Board
State of Illinois, Illinois Commerce Commission

Compliance

We have examined compliance by the State of Illinois, Illinois Commerce Commission (Commission) with the specified requirements listed below, as more fully described in the *Audit Guide for Financial Audits and Compliance Attestation Engagements of Illinois State Agencies* (*Audit Guide*) as adopted by the Auditor General, during the two years ended June 30, 2019. Management of the Commission is responsible for compliance with the specified requirements. Our responsibility is to express an opinion on the Commission's compliance with the specified requirements based on our examination.

The specified requirements are:

A. The Commission has obligated, expended, received, and used public funds of the State in accordance with the purpose for which such funds have been appropriated or otherwise authorized by law.

B. The Commission has obligated, expended, received, and used public funds of the State in accordance with any limitations, restrictions, conditions, or mandatory directions imposed by law upon such obligation, expenditure, receipt, or use.

C. The Commission has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.

D. State revenues and receipts collected by the Commission are in accordance with applicable laws and regulations and the accounting and recordkeeping of such revenues and receipts is fair, accurate, and in accordance with law.

E. Money or negotiable securities or similar assets handled by the Commission on behalf of the State or held in trust by the Commission have been properly and legally administered and the accounting and recordkeeping relating thereto is proper, accurate, and in accordance with law.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants, the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the Illinois State Auditing Act (Act), and the *Audit Guide*. Those standards, the Act, and the *Audit Guide* require that we plan and perform the examination to obtain reasonable assurance about whether the Commission complied with the specified requirements in all material respects. An examination involves performing procedures to obtain evidence about whether the Commission complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgement, including an assessment of the risks of material noncompliance with the specified requirements, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our modified opinion.

Our examination does not provide a legal determination on the Commission's compliance with the specified requirements.

Our examination disclosed material noncompliance with the following specified requirements applicable to the Commission during the two years ended June 30, 2019. As described in the accompanying Schedule of Findings as items 2019-001 through 2019-003, the Commission had not complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.

In our opinion, except for the material deviation from the specified requirements described in the preceding paragraph, the Commission complied with the specified requirements during the two years ended June 30, 2019, in all material respects. However, the results of our procedures disclosed instances of noncompliance with the specified requirements, which are required to be reported in accordance with criteria established by the *Audit Guide* and are described in the accompanying Schedule of Findings as items 2019-004 through 2019-009.

The Commission's responses to the compliance findings identified in our examination are described in the accompanying Schedule of Findings. The Commission's responses were not subjected to the procedures applied in the examination and, accordingly, we express no opinion on the responses.

The purpose of this report is solely to describe the scope of our testing and the results of that testing in accordance with the requirements of the *Audit Guide*. Accordingly, this report is not suitable for any other purpose.

Internal Control Over Compliance

Management of the Commission is responsible for establishing and maintaining effective internal control over compliance with the specified requirements (internal control).

In planning and performing our examination, we considered the Commission's internal control to determine the examination procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the Commission's compliance with the specified requirements and to test and report on the Commission's internal control in accordance with the *Audit Guide*, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Commission's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that have not been identified. However, as described in the accompanying Schedule of Findings, we did identify certain deficiencies in internal control that we consider to be a material weakness and significant deficiencies.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with the specified requirements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material noncompliance with the specified requirements will not be prevented, or detected and corrected, on a timely basis. We consider the deficiencies described in the accompanying Schedule of Findings as items 2019-001 through 2019-003 to be a material weakness.

A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiencies described in the accompanying Schedule of Findings as items 2019-004 through 2019-009 to be significant deficiencies.

As required by the *Audit Guide*, immaterial findings excluded from this report have been reported in a separate letter.

The Commission's responses to the internal control findings identified in our examination are described in the accompanying Schedule of Findings. The Commission's responses were not subjected to the procedures applied in the examination and, accordingly, we express no opinion on the responses.

The purpose of this report is solely to describe the scope of our testing of internal control and the results of that testing based on the requirements of the *Audit Guide*. Accordingly, this report is not suitable for any other purpose.

Supplementary Information for State Compliance Purposes

Our examination was conducted for the purpose of forming an opinion on the Commission's compliance with the specified requirements. The accompanying supplementary information for the years ended June 30, 2018, and June 30, 2019, in Schedules 1 through 5 and the Analysis of Operations section are presented for purposes of additional analysis. Such information is the responsibility of Commission management. We have applied certain limited procedures as prescribed by the *Audit Guide* to the accompanying supplementary information for the years ended June 30, 2018, and June 30, 2019, in Schedules 1 through 5. We have not applied procedures to the accompanying supplementary information for the year ended June 30, 2017, in Schedules 3 through 5 and in the Analysis of Operations Section. We do not express an opinion, a conclusion, nor provide any assurance on the accompanying supplementary information in Schedules 1 through 5 or the Analysis of Operations Section.

SIGNED ORIGINAL ON FILE

JANE CLARK, CPA
Director of Financial and Compliance Audits

Springfield, Illinois
November 10, 2020

2019-001. **FINDING** (Inadequate Control over Accounts Receivable)

The Illinois Commerce Commission (Commission) lacked adequate control over its accounts receivable. As of June 30, 2019, the Commission reported accounts receivable of $36.451 million (reported net of estimated uncollectible accounts, totaling $11.830 million) to the Office of the State Comptroller.

Inadequate Collection Attempts

During testing, we noted the Commission did not make adequate collection attempts on 55 of 57 (96%) accounts receivable tested. We noted the following:

- 55 (96%) of the tested accounts, totaling $43,917, were not referred to the Department of Revenue's Debt Collection Bureau.

  The Illinois State Collection Act of 1986 (Act) (30 ILCS 210/5(g)) requires the Commission to refer all debt due to the State satisfying the requirements for referral to the Department of Revenue's Debt Collection Bureau. In addition, the Illinois Administrative Code (74 Ill. Admin. Code 1200.50) defines delinquent debt as any amount owed of $10 or more than is more than 90 days past due, not subject to further legal action or a payment plan.

- 55 (96%) of the tested accounts, totaling $43,917, were not referred to the State Comptroller's Offset System.

  The Act (30 ILCS 210/5(c-1)) and the Statewide Accounting Management System (SAMS) (Procedure 26.40.20) require the Commission place all debts over $250 and more than 90 days past due into the State Comptroller's Offset System.

Uncollectible Accounts Not Referred for Write-Off

During testing of 57 accounts receivable, we noted 54 (95%) tested accounts, totaling $704,510, appeared to be uncollectible; however, the Commission had not referred these accounts to the Office of the Attorney General for certification the debt was uncollectible.

The Uncollected State Claims Act (30 ILCS 205/2(a)) requires the Commission, when it is unable to collect any claim or account receivable of $1,000 or more and it has pursued the debt in accordance with State law, request the Attorney General certify the amount as uncollectible.

Internal Procedures Conflict with State Law

During testing, we noted § 5(B)(2) of the Commission's internal procedures conflicts with the Act (30 ILCS 210/5(c-1)) and SAMS (Procedure 26.40.20). While the procedures of the Commission call for all debts greater than $1,000 and more than 90 days old to be placed into the State Comptroller's Offset System, the Act and SAMS require all debts over $250 and more than 90 days past due to be placed in the State Comptroller's Offset System.

During the prior examination, Commission personnel indicated the conditions noted were due to understaffing in the Commission's Processing and Information Section for several years, and the discrepancy between the procedures and State law was due to oversight. During the current examination, Commission personnel indicated the conditions noted were due to employee turnover and employee oversight.

Failure to refer receivables to the Department of Revenue's Debt Collection Bureau and to the State Comptroller's Offset System increases the likelihood that past due amounts owed to the Commission will not be collected or the collection will be further delayed and represents noncompliance with State laws and regulations. In addition, failure to report uncollectible accounts to the Attorney General results in inaccurate financial reporting and represents noncompliance with the Uncollected State Claims Act. Finally, failure to ensure the Commission's internal policies comport with State law could hinder the ability of the Commission to meet its statutory obligations. (Finding Code No. 2019-001, 2017-001, 2015-001, 2013-001)

RECOMMENDATION

We recommend the Commission pursue all reasonable and appropriate measures to collect on outstanding debts as required by State laws and regulations. Further, the Commission should report uncollectible amounts to the Attorney General. Finally, the Commission should ensure its internal procedures comport with State law.

COMMISSION RESPONSE

The Commission agrees with the finding. The Fiscal section will assign staff to pursue the referral and reporting issues related to accounts receivable and update internal polices to comport with State Law.

2019-002. **FINDING** (Inadequate Control over Meeting Transcripts)

The Illinois Commerce Commission (Commission) lacked adequate internal control over its transcripts of meetings.

During testing, we noted the Commission did not maintain a complete record of its meeting minutes. Several transcripts of meetings were not included on the Commission's website.

Due to these conditions, we were unable to conclude whether the Commission's population records were sufficiently precise and detailed under the Attestation Standards promulgated by the American Institute of Certified Public Accountants (AT-C § 205.35) to test the Commission's meeting transcripts.

Even given the population limitations noted above which hindered the ability of the accountants to conclude whether selected samples were representative of the population as a whole, we performed testing which noted the following exceptions:

- Two of 22 (9%) meeting minutes tested were not approved prior to being posted to the Commission's website.
- Five of 22 (23%) meeting minutes tested were not approved within 30 days of the meeting. These meeting minutes were approved between 3 and 10 days late.
- Two of 22 (9%) meeting minutes tested were not posted to the Commission website the same day they were approved. These meeting minutes were posted 7 and 35 days late.

The Public Utilities Act (Act) (220 ILCS 5/10-102) requires the Commission review verbatim transcripts of its meetings and approve them within 30 days after the date of hearing and electronically post its transcripts in the relevant docket on the same day the transcript is approved by the Commission.

Commission officials indicated these problems were the result of human error and staff turnover.

Failure to properly approve and post transcripts represents noncompliance with the Act and reduces public access to the Commission's activities. (Finding Code No. 2019-002)

RECOMMENDATION

We recommend the Commission ensure all meeting transcripts are timely approved and posted to the Commission's website on the day of approval.

COMMISSION RESPONSE

The Commission agrees with the finding and will, going forward, strive to have all meeting transcripts timely approved and posted.

2019-003. **<u>FINDING</u>** (Inadequate Control over Monthly Reconciliations)

The Illinois Commerce Commission (Commission) did not exercise adequate control over monthly reconciliations.

During our review of the Commission's monthly reconciliations, we noted the following:

- Thirty-two of 32 (100%) monthly reconciliations of the Commission's internal records to the Comptroller's *Object Expense/Expenditures by Quarter Report* (SA02) were not performed.

- Thirty of 30 (100%) monthly reconciliations of the Commission's internal records to the Comptroller's *Agency Contract Report* (SC14) were not performed.

- Twenty-four of 24 (100%) monthly reconciliations of the Commission's internal records to the Comptroller's *Cash Report* (SB05) were not performed.

- Two of two (100%) monthly reconciliations of the Commission's internal records to the Comptroller's *Appropriation Transfer Report* (SB03) were not performed.

- Seven of 30 (23%) monthly reconciliations of the Commission's internal records to the Comptroller's *Obligation Activity Report* (SC15) were not performed.

.

- For the SC15 monthly reconciliations that were performed, 23 of 23 (100%) were not dated. As a result, we were unable to determine whether these reconciliations were performed timely.

- Six of 32 (19%) monthly reconciliations of the Commission's expenditure records to the Comptroller's *Monthly Appropriation Status Report* (SB01) were performed between 19 and 79 days late.

- One of 32 (3%) SB01 monthly reconciliations was not dated. As a result, we were unable to determine whether the reconciliation was timely performed.

The Statewide Accounting Management System (SAMS) (Procedure 07.30.20) requires the Commission to perform reconciliations of its internal records to the Comptroller's SA02, SC14, SB05, SB03, SC15, and SB01 reports on a monthly basis, within 60 days of the month end.

Commission personnel indicated certain reconciliations were not completed, dated, or performed timely due to oversight and competing priorities involving the conversion to the State's Enterprise Resource Planning System.

Failure to timely and properly document reconciliations of the Commission's records to the Comptroller's reports hinders the ability of staff to identify and correct errors and represents noncompliance with SAMS. (Finding Code No. 2019-003)

RECOMMENDATION

We recommend all required monthly reconciliations contain all necessary information and are performed, documented, and reviewed timely.

COMMISSION RESPONSE

The Commission agrees with the finding. Monthly reconciliations were not completed, dated, or performed timely due to oversight and competing priorities involving the conversion to the new ERP system. Fiscal staff have been assigned to complete these reconciliations moving forward.

2019-004. **FINDING** (Noncompliance with the Public Utilities Act)

The Illinois Commerce Commission (Commission) failed to determine the projected surplus (deficit) on a budgetary cash basis of the Public Utility Fund (Fund) during the specified timeframe.

During testing, we noted the Commission failed to determine the Fund's projected surplus (deficit) during the months of October 2017 and 2018. The Commission instead determined required amounts in July 2017 and June 2018.

The Public Utilities Act (Act) (220 ILCS 5/2-202(i-5)) states during the month of October of each year, the Commission shall:

1) determine the amount of all moneys expected to be deposited in the Fund during the current fiscal year, plus the balance, if any, in the Fund at the beginning of that year;
2) determine the total of all moneys expected to be expended or obligated against the Fund during the current fiscal year; and,
3) determine the amount, if any, by which the amount determined in (2) exceeds the amount determined in (1).

Commission officials disagreed with the finding.

The Commission's failure to determine the required amounts during the specified timeframes represents noncompliance with the Act. (Finding Code No. 2019-004)

RECOMMENDATION

We recommend the Commission comply with State law as written or seek a legislative remedy to change the month during which these amounts are to be determined.

COMMISSION RESPONSE

The Commission disagrees with the finding. In Docket No. 18-0375, conducted pursuant to the Public Utilities Act (220 ILCS 5/2-202(i-5)), the Commission concluded the provision requiring that the Commission make the determinations in question in October of each year was: (a) consistent with Illinois case law, directory rather than mandatory, such that the Commission could lawfully fix a different date for apportionment by its Order; (b) only applied by its terms to any assessments conducted prior to the conclusion of the docketed proceeding; and (c) would, if followed, frustrate legislative intent. The Commission ordered that apportionment would in the future be made on June 30 of each year. Nevertheless, the Commission will pursue a legislative change seeking a change to the referenced date.

ACCOUNTANT'S COMMENT

As legislative post-auditors, our responsibility is to test the Commission's compliance with State law as written. The plain language of the Act requires the Commission to make this determination in October. Additionally, as the Fund's beginning budgetary basis balance is not known until after all of the closing fiscal year's Lapse Period transactions have been recorded, attempts to ascertain this balance must rely upon estimates and not actual results typically known by October. These estimates hinder the precise calculation of the beginning balance, as such precision would not have been possible in June or July because of the inherent limitations in the accounting measurement process. We continue to recommend the Commission comply with State law as written, or seek a legislative remedy.

2019-005. **FINDING** (Inadequate Control over Revenues)

The Illinois Commerce Commission (Commission) did not exercise adequate control over revenues.

During our testing of 60 receipts, we noted 2 (3%) receipts, totaling $3,602,250, were deposited 3 and 5 days late. We also noted the following:

- The support for 13 (22%) receipts, totaling $888,960, was not date stamped to indicate when the checks were received.
- The support for 2 (3%) receipts, totaling $6,487, did not include documentation of the deposit date.
- The support for 1 (2%) receipt, totaling $397,756, did not include support to ensure the accuracy of the amount recorded.
- No supporting documentation could be located for 1 (2%) receipt, totaling $17,465.
- A Receipts Deposit Transmittal form could not be located for 1 (2%) receipt, totaling $7,000.

These documentation omissions or absences limited our ability to determine if the receipts were recorded accurately and deposited timely.

The Fiscal Control and Internal Auditing Act (30 ILCS 10/3001) requires the Commission to establish and maintain a system of internal fiscal and administrative controls which shall provide assurance that funds, property, and other assets and resources are safeguarded against waste, loss, unauthorized use, and misappropriation. Further, the State Officers and Employees Money Disposition Act (30 ILCS 230/2) requires the Commission to deposit into the State Treasury cumulative receipts greater than $500 but less than $10,000 within 48 hours of receipt, and receipts greater than $10,000 within 24 hours of receipt. Finally, the Statewide Accounting Management System (SAMS) (Procedure 25.10.30) requires Treasurer's Drafts to be remitted to the Office of the State Comptroller via the Receipts Deposit Transmittal form. Good internal controls require deposits to be processed timely to increase the balance of funds available for expenditure.

We also noted the following:

- Two of 25 (8%) gross revenue tax returns tested, totaling $5,486, were not initialed or dated. As a result, we were unable to determine when the returns were reviewed and posted into the Commission's Financial Information System, and by whom.
- The total receipts reported on the Commission's Agency Fee Imposition Report (Report) for Fiscal Year 2018 and Fiscal Year 2019 did not agree to the

Commission's receipt ledgers. Amounts included on the Report were understated $70 in Fiscal Year 2018 and a net $988 in Fiscal Year 2019.

The Fiscal Control and Internal Auditing Act (30 ILCS 10/3001) requires the Commission to establish and maintain a system of internal fiscal and administrative controls which shall provide assurance that revenues, expenditures, and transfers of assets, resources, or funds applicable to operations are properly recorded and accounted for to permit the preparation of accounts and reliable financial and statistical reports and to maintain accountability over the State's resources. Further, SAMS (Procedure 33.16.20) requires the Commission to report all fee revenues by fiscal year.

Commission personnel indicated the deficiencies noted above are the result of employee oversight.

Failure to establish and maintain internal controls over receipts and related reporting increases the risk that errors or other irregularities could occur and not be found within the normal course of operations, delays the recognition of available cash within the State Treasury, and represents noncompliance with State laws, rules, and regulations. In addition, inaccurate reporting of fees by the Commission reduces the reliability of the Statewide Report submitted to the General Assembly and represents noncompliance with SAMS. (Finding Code No. 2019-005)

RECOMMENDATION

We recommend the Commission ensure receipts are deposited timely and adequate support is retained to support all key dates in the receipts process. We also recommend the Commission ensure Fee Imposition Reports accurately report all pertinent activity. Lastly, we recommend the Commission improve its efforts to document the review and processing of gross revenue tax returns.

COMMISSION RESPONSE

The Commission agrees with the finding. The deficiencies noted above are the result of employee oversight. The Commission has reminded employees of the importance of these fiscal controls.

2019-006. **FINDING** (Noncompliance with the Collateral Recovery Act)

The Illinois Commerce Commission (Commission) did not timely notify recovery permit applicants of the Commission's intent to issue or deny a permit as required by the Collateral Recovery Act (Act) (225 ILCS 422/45).

For 16 of 40 (40%) applicants tested, we noted the Commission did not timely notify the applicant of the Commission's intent to issue or deny a permit within 10 days of receipt of a complete application. In these instances, the Commission communicated its intentions 3 to 90 days late.

The Act (225 ILCS 422/45) requires the Commission to notify the applicant of its intent to issue or deny the recovery permit within 10 days after receipt of the application.

Commission personnel indicated it is not possible to complete the required fingerprinting and background checks to provide reliable information to applicants within 10 days of receipt of a complete application.

Failure to respond to an applicant within 10 days of the receipt of their application for a recovery permit with an issuance or denial represents noncompliance with the Act. (Finding Code No. 2019-006)

RECOMMENDATION

We recommend the Commission seek legislative remedy to modify the timeframe during which the Commission is required to communicate to an applicant its intent to issue or deny a recovery permit.

COMMISSION RESPONSE

The Commission agrees with the finding and will seek to amend language in the Collateral Recovery Act to modify the time frame during which the Commission must communicate with Applicants.

2019-007. **FINDING** (Inadequate Control over State Vehicles)

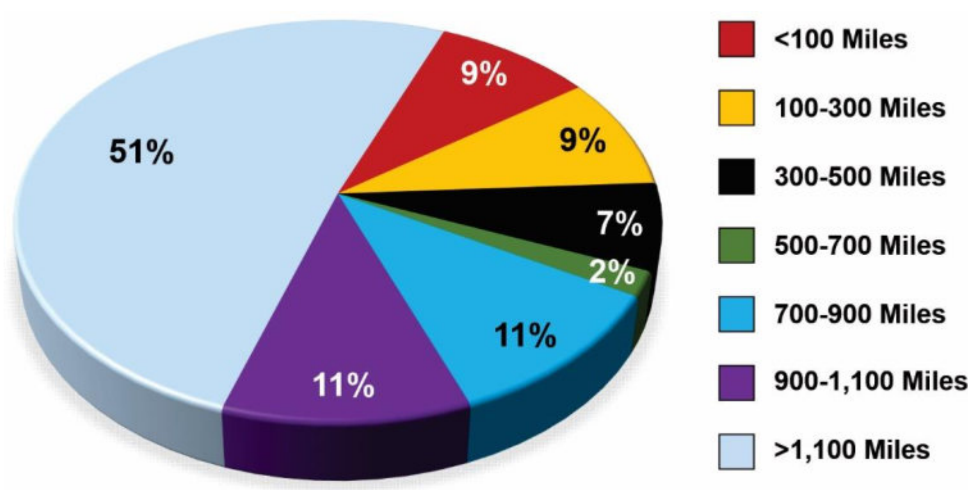
The Illinois Commerce Commission (Commission) did not exercise adequate internal controls over its automobiles. The Commission's vehicle balances, disposals, and acquisitions for the examination period are summarized below:

Description	Individually Assigned Vehicles	Pool and Backup Vehicles	Total Vehicles
Vehicles at July 1, 2017	39	6	45
Fiscal Year 2018 – Disposals	1	1	2
Vehicles at June 30, 2018	38	5	43
Fiscal Year 2019 – Acquisitions	8	1	9
Fiscal Year 2019 – Disposals	8	5	13
Vehicles at June 30, 2019	38	1	39

The Commission maintained vehicles which were underutilized during the examination period. We analyzed the total activity of the Commission's 45 vehicles in use during the year ended June 30, 2018, and 52 vehicles in use during the year ended June 30, 2019. We noted the following:

- During Fiscal Year 2018, the Commission's vehicles traveled between 0 and 34,844 miles, with the following chart showing the average monthly utilization for each vehicle during the year:

Percentage of Commission Vehicles by Average Mileage per Month in Fiscal Year 2018

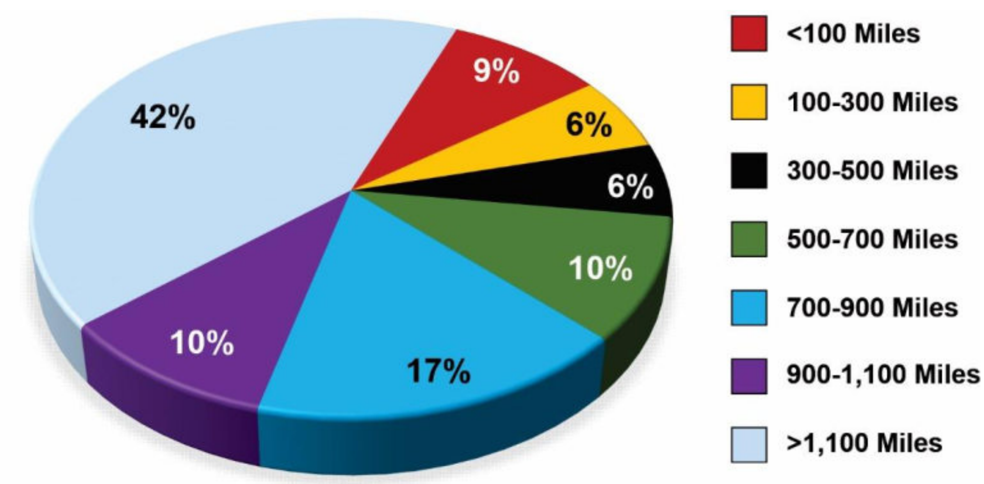


- We noted the following apparently underutilized vehicles during Fiscal Year 2018:

- Fourteen of 39 (36%) Commission individually assigned vehicles were driven between 71 and 1,448 average miles per month.
- Two additional vehicles in the Police Division appeared to be underutilized with zero and 2,746 total miles driven during the entire year.

- During Fiscal Year 2019, the Commission's vehicles traveled between 4 and 31,450 miles, with the following chart showing the average monthly utilization for each vehicle during the year:

Percentage of Commission Vehicles by Average Mileage per Month in Fiscal Year 2019



- We noted the following apparently underutilized vehicles during Fiscal Year 2019:

  - Twenty-three of 46 (50%) Commission individually assigned vehicles were driven between 381 and 1,490 average miles per month.
  - One additional vehicle in the Police Division appeared to be underutilized with only four total miles driven during the entire year.

The Commission's Vehicle Policy requires individually assigned vehicles to be driven a minimum of 1,500 miles per month for public purposes and in the best interest of the State. In addition, the Fiscal Control and Internal Auditing Act (30 ILCS 10/3001) requires the Commission to establish and maintain a system, or systems, of internal fiscal and administrative controls to provide assurance that resources are utilized efficiently, effectively, and in compliance with applicable law.

Further, the Illinois Administrative Code (Code) (44 Ill. Admin. Code 5010.620) requires the Commission to regularly survey its inventory to identify transferable equipment that is no longer needed and/or useful to the Agency and report it to the Property Control Division of the Department of Central Management Services (CMS).

Commission officials indicated the personally assigned vehicles were not driven the minimum 1,500 miles as required by the Commission's Vehicle Policy because some vehicles were specially equipped police pursuit vehicles or were set up to carry specialized equipment for railroad and gas pipeline inspection staff, and the monthly miles driven varied depending on employee work locations and Commission needs. In addition, Commission officials indicated two of the vehicles noted are spare police vehicles used when an officer is having repairs or maintenance completed on their assigned vehicle.

- The Commission did not ensure employees with individually-assigned vehicles timely completed the annual licensure and insurance certifications. During Fiscal Year 2018, 21 of 38 (55%) employees tested filed their certifications 42 to 70 days late. During Fiscal Year 2019, 6 of 45 (13%) employees tested filed their certifications between 31 and 43 days late.

  The Illinois Vehicle Code (625 ILCS 5/7-601(c)) requires all of the Commission's employees assigned a vehicle owned or leased by the State affirm the employee is (1) duly licensed and (2) either has liability insurance coverage extending to the employee when the vehicle is used for other than official State business or has filed a bond with the Secretary of State as proof of financial responsibility annually in July or within 30 days of any new assignment of a vehicle on an ongoing basis, whichever is later.

  Commission officials stated the insurance certifications were not completed timely due to competing priorities for staff and position vacancies.

- The Commission did not ensure its vehicles were properly maintained during the examination period. We reviewed the maintenance records for nine vehicles, noting the following:

  - Seven (78%) vehicles tested did not have routine oil changes performed on a timely basis;
  - Five (56%) vehicles tested did not receive tire rotations at the required interval;
  - Four (44%) vehicles tested did not undergo an annual inspection by CMS or an authorized vendor; and,
  - For one (11%) vehicle tested, the Commission was unable to provide documentation of the vehicle's maintenance during the examination period.

The Code (44 Ill. Admin. Code 5040.400) requires the Commission to ensure its owned or leased vehicles undergo regular service and/or repair to maintain the vehicle in a road worthy, safe operating condition and in an appropriate cosmetic condition. In addition, the Commission's Vehicle Use Policy and CMS Vehicle Usage Program require oil changes on vehicles 10 years or older every 3,000 miles or 12 months, whichever comes first. Vehicles nine years and newer must receive an oil change every 5,000 miles or 12 months, whichever comes first, as well as a tire rotation every other oil change. Further, the Code (44 Ill. Admin. Code 5040.410(a)) requires the Commission to ensure its vehicles undergo an annual inspection performed by CMS or an authorized vendor that the vehicles are maintained in accordance with standards acceptable to CMS.

Commission officials stated these vehicles did not receive proper maintenance due to employee error.

- The Commission did not ensure proper controls over the submission and documentation of *Illinois Motorist Reports* (Form SR-1) for each vehicle accident. We reviewed records for six vehicle accidents noting the following:

  - One (17%) vehicle accident tested was not reported timely to the Auto Liability Unit at CMS. This incident's Form SR-1 was submitted one day late.

  - For one (17%) vehicle accident tested, the Commission did not submit a Form SR-1 to CMS.

    The Code (44 Ill. Admin. Code 5040.520(i)) requires the Commission to submit the Form SR-1 to the Auto Liability Unit at CMS within seven calendar days following the incident, or risk forfeiture of coverage under the State's liability plan.

  Commission officials stated the Form SR-1 was not timely submitted for these accidents due to employee error.

Failure to perform an analysis of the Commission's vehicles to determine whether maintaining each vehicle can be justified as the most cost effective solution for the specific operational needs of the Commission could result in an unnecessary use of State funds to acquire and maintain vehicles not necessary for operations. In addition, the Commission's failure to both timely submit the Form SR-1 to CMS and retain on file each driver's annual insurance and licensure certification as required by State law for personally assigned vehicles could expose the Agency to unnecessary litigation risks. Further, failure to properly monitor vehicle maintenance could result in the State incurring added costs through additional repairs to, and shortened useful lives of, vehicles. (Finding Code No. 2019-007, 2017-003, 2015-004)

RECOMMENDATION

We recommend the Commission continue to monitor vehicle usage to determine whether each vehicle can be justified as the most cost effective solution for the Commission's specific operational needs. Further, the Commission should ensure all proper maintenance is performed for each vehicle and all accident reports are timely filed with CMS as required by State law.

COMMISSION RESPONSE

The Commission disagrees with part of the finding regarding vehicle utilization. The personally assigned vehicles were not driven the minimum 1,500 miles as required by the Commission's Vehicle Policy because some vehicles were specially-equipped police pursuit vehicles or were set up to carry specialized equipment for railroad and gas pipeline inspection staff, and the monthly miles driven varied depending on employee work locations and Commission needs. The Commission's Vehicle Policy states that exceptions may be granted by the Director or his designee if the purpose of the assignment is with merit and is necessary to carry out the ICC's mission for the vehicle not driven 1,500 miles per month. Spare police vehicles are available to officers if needed due to breakdowns. In some cases, a vehicle can sit idle due to a vacant position.

The Commission agrees with the finding that insurance certifications were not completed timely due to competing priorities for staff and position vacancies.

The Commission will remind employees the importance of timely oil changes, tire rotations and inspections. The Commission will continue to remind employees with individually assigned vehicles of the reporting requirements when their state vehicle is involved in an accident.

ACCOUNTANT'S COMMENT

While we acknowledge the Commission's *Vehicle Policy* indicates exceptions to the 1,500 miles per month minimum may be granted by the Director or designee, documentation of any such exceptions granted was not provided to the accountants to address any of the instances noted above.

2019-008. **FINDING** (Inadequate Control over Personal Services)

The Illinois Commerce Commission (Commission) did not exercise adequate control over personal services.

During testing, we noted the following:

- The Commission did not ensure Employment Eligibility Verification Forms (Form I-9) were timely and properly completed for its employees. Specifically, we noted the following:

  - Eleven of 14 (79%) employees tested did not complete and sign Section 1 of the Form I-9 by the end of the first day of employment.
  - For 14 of 14 (100%) employees tested, the authorized representative did not complete and sign Section 2 of the Form I-9.

  The Code of Federal Regulations (Code) (8 C.F.R. § 274a.2(b)(1)(i)(A)) requires each employer to ensure a new employee completes Section 1 on the Form I-9 at the time of hire. The Code (8 C.F.R. § 274a.2(b)(1)(ii)(B)) requires each employer to complete Section 2 on the Form I-9 within three business days after an employee is hired and sign the attestation in the appropriate place.

- Two of 40 (5%) employees tested did not complete all required trainings, as follows:

  - One (3%) employee did not complete annual ethics training.
  - One (3%) employee did not complete annual cybersecurity training.
  - One (3%) new employee tested did not complete ethics and sexual harassment training within 30 days of hire.

  The State Officials and Employees Ethics Act (Act) (5 ILCS 430/5-10(a)) requires each officer, member, and employee to complete their ethics training within 30 days of commencing employment, and at least annually thereafter. In addition, the Act requires each officer, member, and employee to complete their initial sexual harassment training within 30 days of commencing employment (5 ILCS 430/5-10.5(a)). Finally, the Data Security on State Computers Act (20 ILCS 450/25(b)) requires every employee to annually undergo training by the Department of Innovation and Technology concerning cybersecurity.

- The Commission did not follow its policy regarding employee evaluations. Specifically, we noted the following:

  - For 16 of 40 (40%) employees tested, an annual performance evaluation was not conducted by the Commission.

- For 14 of 40 (35%) employees tested, a performance evaluation was completed from 1 to 303 days late.

The Commission's *Employee Manual* states all Commission employees are to be evaluated annually, at minimum. In the absence of other criteria regarding timeliness for the evaluation process, the auditors determined 30 days following the end of the evaluation period to be a reasonable timeframe during which an evaluation should be administered.

Commission officials indicated these errors were primarily due to clerical error.

Failure to complete the Form I-9 properly could subject the State to unnecessary legal costs and penalties and represents noncompliance with federal regulations. Further, failure to complete all required employee training sessions timely could result in employees not being fully informed about their rights and responsibilities, and represents noncompliance with State law. Finally, performance evaluations are a systemic and uniform approach used for the development of employees and communication of performance expectations. These evaluations should serve as the foundation for salary adjustments, promotion, demotion, discharge, layoff, recall, and reinstatement decisions. (Finding Code No. 2019-008)

RECOMMENDATION

We recommend the Commission ensure the Form I-9 is properly completed for all newly hired employees. We also recommend the Commission ensure all employees complete all required trainings and receive performance evaluations in accordance with the Commission's policy.

COMMISSION RESPONSE

The Commission agrees with the finding. The Commission will ensure that the I-9 Form, Section 1, is completed by the employee on their first date of employment; and HR will complete Section 2 of the I-9 Form within three business days.

The Commission will ensure all required training is completed timely by all employees on an annual basis as well as within 30 days of commencing employment for new hires.

The Commission will continue to strive to conduct annual performance evaluations in a timely manner. The ICC HR office conducted an evaluation project (primarily over the months of May and June, 2020) and worked with supervisors to get caught up on performance evaluations. This was very successful, and our records reflect that all overdue evaluations have been completed.

2019-009. **FINDING** (Inadequate Control over Timekeeping)

The Illinois Commerce Commission (Commission) did not ensure its employee timekeeping records were accurate.

During testing of 40 employees' attendance records for four months, we noted discrepancies within 17 (43%) tested employees. We noted differences between the number of benefit time hours recorded on the employees' time records when compared to the number of benefit time hours used as recorded within the Commission's Human Relations Timekeeping System (HRTS), with variances between ¼ hour and 7½ hours. These discrepancies included the following:

- Five employees' use of benefit time was not recorded within HRTS.
- Two employees' benefit time used was misclassified between the vacation, personal, and earned equivalent time leave categories.
- Three employees' benefit time usage reported on their *Request for Time Off Form* and recorded within HRTS did not agree with the amount of benefit time used reported on the employees' respective timesheets.
- One employee's benefit time usage reported on their timesheet and within HRTS did not agree with the amount of benefit time used reported on their *Request for Time Off Form*.
- Four employees' benefit time usage reported on their timesheet and their *Request for Time Off Form* did not agree with the amount of benefit time used reported within HRTS.
- One employee's benefit time usage was not reported on their timesheet.
- The Commission was unable to provide *Request for Time Off Forms* for four employees.
- The Commission was unable to provide timesheets for two employees.

The Illinois Administrative Code (80 Ill. Admin. Code 303.340) requires the Commission to maintain accurate daily attendance records. In addition, the State Officials and Employees Ethics Act (5 ILCS 430/5-5(c)) requires employees to periodically submit timesheets which document the time spent each day on official State business to the nearest quarter hour. Further, the State Records Act (5 ILCS 160/8) requires the Commission to make and preserve adequate and proper documentation of its functions, decisions and essential transactions to protect the legal and financial rights of the State and of persons directly impacted by the Commission's activities.

During the current and prior examination, Commission officials stated these errors were primarily due to clerical error.

During testing of Equivalent Earned Time, we noted the following:

- For 2 of 12 (17%) employees tested, the date Equivalent Earned Time was earned was incorrectly entered into the Human Resources Timekeeping System (HRTS).

- For 1 of 12 (8%) employees tested, Equivalent Earned Time was recorded in HRTS but was not actually earned.

- For 1 of 12 (8%) employees tested, Equivalent Earned Time used was incorrectly entered into HRTS as vacation leave.

- For 1 of 12 (8%) employees tested, Equivalent Earned Time reporting/usage forms were not signed by the employee's supervisor.

- For 3 of 12 (25%) employees tested, Equivalent Earned Time reporting/usage forms were not submitted and/or approved timely. In 22 instances tested, 30 to 43 days elapsed between when Equivalent Earned Time was used or earned and when the person responsible for approving the form actually approved. In 8 instances tested, the reporting/usage forms did not include an approval date at all.

The Commission's *Employee Manual* states "a supervisor's signature on the Illinois Commerce Commission's EET reporting/usage form, verifies EET was requested in advance." In addition, the State Records Act (5 ILCS 160/8) requires the Commission to make and preserve adequate and proper documentation of the organization, functions, policies, decisions, procedures and essential transactions of the agency.

Commission personnel indicated the incorrect entries for Equivalent Earned Time into HRTS and missing supervisor signatures on the reporting/usage forms were due to oversight.

During testing of Compensatory Time, we noted the following:

- For 5 of 11 (45%) employees tested, the use of Compensatory Time was not pre-approved.

  The Commission's *Employee Manual* states absences, other than emergency situations or scheduled time-off, also require notification to the immediate supervisor. Absences other than for emergency situations must be scheduled in advance with the immediate supervisor's approval.

- For 2 of 11 (18%) employees tested, Payroll Change Notice forms were not approved timely. In these instances, supervisor approval to earn Compensatory Time was not documented until 31 and 32 days after the Compensatory Time was earned.

  The Fiscal Control and Internal Auditing Act (30 ILCS 10/3001) requires the Commission to establish and maintain a system, or systems, of internal administrative controls to provide assurance that resources are utilized efficiently and effectively.

Commission personnel indicated employees only obtain verbal pre-approval for the use of Compensatory Time. Commission personnel also indicated employees obtain verbal pre-approval to earn Compensatory Time; a supervisor's signature on the subsequently submitted Payroll Change Notice Form formalizes that approval.

Failure to maintain accurate daily attendance records represents noncompliance with State laws and regulations, increases the risk that errors or other irregularities could occur and not be detected in a timely manner by employees in the normal course of performing their assigned duties, and may result in improper payments and inaccurate reporting of liabilities relating to compensated absences included within the State's Comprehensive Annual Financial Report. Incorrect entries into HRTS can result in the reporting of inaccurate leave balances for employees. Failure to timely document overtime approvals increases the risk the Commission will pay for services not rendered by employees. (Finding Code No. 2019-009, 2017-006, 2015-003)

RECOMMENDATION

We recommend the Commission take action to ensure accurate daily attendance records are maintained, timekeeping documentation is internally consistent and agrees with benefit time usage of the Commission's staff, and all overtime approvals are documented.

COMMISSION RESPONSE

The Commission agrees with the part of the finding regarding attendance record keeping and disagrees with the part of the finding regarding the approval of overtime.

In regard to the daily attendance records, Human Resources will meet with all the Agency's Timekeepers and review the results of the audit, as well as, address the importance of accuracy and attention-to-detail when processing employee's monthly payroll reporting. The noted discrepancies have been addressed and corrected.

Regarding overtime approvals, the Commission acknowledges that its policy requires overtime be "worked only when it is authorized by the [employee's] immediate supervisor and the Division Director" (see ICC Employee Manual, Chapter Two, Section 7(l) – Overtime). However, this portion of the finding misinterprets the Commission's policy. By its own terms, the policy does not require written authorization for an employee to work overtime prior to it being worked. The policy simply requires authorization – written or verbal authorizations are equally permissible under the policy.

While the Commission recognizes that written authorizations create a documentation trail that is perhaps easier to track for auditing purposes, the policy does not require the authorization be in writing. Audit staff can contact employees, supervisors, and/or Division Directors to confirm that proper authorization was obtained for a particular overtime assignment. Additionally, to require overtime authorizations in writing is not practical and, in some instances, would impinge upon Commission staff from performing their duties and responsibilities in a timely manner. For example, if a Commerce Commission Police Officer arrived at the scene of an accident towards the end of his/her shift and needed to assist, which would extend beyond the end of the shift and, thus, make the employee entitled to overtime; it does not make sense for the employee to first obtain written authorization for the overtime, when a simple phone call can accomplish the approval. The officer's responsibility is to quickly render any assistance, not wait for written authorization to work overtime.

As noted in the earlier response to this portion of the finding, the Payroll Change Notice Form (which appears to be the only reasoning relied upon for this portion of the finding) is not an authorization to work overtime; rather, it is a form used to properly pay the employee for the overtime or credit with compensatory time. Relying on the significant dates on this form as the authorization date is incorrect and reflects a misunderstanding on the purpose of the form. In fact, a supervisor's signature on the Payroll Change Notice Form verifies the overtime was requested in advance. If an employee attempted to claim overtime without prior authorization, the employee would be subject to disciplinary procedures, and the supervisor would have submitted documentation accordingly.

Please be aware that the ICC is currently participating in a pilot program for E-time, an electronic timekeeping system. We have a working group of approximately 52 employees and if the pilot is successful by accommodating our adaptable schedules, our plan is to convert from HRTS to E-time for all employees. It is our belief that this new timekeeping system will alleviate the issues identified in the audit.

ACCOUNTANT'S COMMENT

The Commission's response suggests the Payroll Change Notice Form was the only support relied upon for the portion of the finding in question. While other supporting documentation was reviewed when available (i.e. e-mails documenting overtime approvals), the Payroll Change Notice Form was the main document used for the items noted in the finding due to the fact that no other supporting documentation was able to be provided by the Commission, which is precisely the reason this issue was noted in the finding.

We find the Commission's suggestion to interview individual personnel regarding overtime instances, some of which may have occurred more than one year prior to the date of testing, impractical. The passage of time and risk of employee turnover make any such inquiries less than reliable, if not impossible. Contemporaneous documentation of the request to earn overtime and related authorization is a sensible solution to this problem, and at no point have the accountants suggested or implied such documentation would need to be created instead of rendering emergency assistance.

SCHEDULE OF FINDINGS – PRIOR FINDINGS NOT REPEATED

For the Two Years Ended June 30, 2019

A. **FINDING** (Regulations Not Updated to Agree with the Public Utilities Act)

During the prior examination, the Illinois Commerce Commission (Commission) failed to update, and therefore followed, an administrative rule which conflicted with the Public Utilities Act (Act).

During the current examination, the Commission initiated a docketed proceeding to update the administrative rule. The administrative rule change became effective on February 18, 2020, subsequent to our examination period. (Finding Code No. 2017-002)

B. **FINDING** (Inadequate Control over Grade Crossing Mitigation Grants)

During the prior examination, the Commission did not exercise adequate internal control over Railroad-Highway Grade Crossing Mitigation grants. Specifically, the Commission did not follow close out procedures as stated within the grant agreements.

During the current examination, there was no new grant agreement activity to test; therefore, this finding is not repeated. (Finding Code No. 2017-004)

C. **FINDING** (Failure to Provide Proper Notification of the Impending Expiration of Licenses and Recovery Permits)

During the prior examination, the Commission did not provide proper notification of the impending expiration of licenses and recovery permits.

During the current examination, the results of our sample testing indicated significant improvements. The minor items noted will be reported in the Commission's *Letter of Immaterial Findings*. (Finding Code No. 2017-005)

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
COMPLIANCE EXAMINATION
SCHEDULE OF APPROPRIATIONS, EXPENDITURES, AND LAPSED BALANCES
Appropriations for Fiscal Year 2019

For the Sixteen Months Ended October 31, 2019

Public Act 100-0586 FISCAL YEAR 2019	Appropriations (Net of Transfers)	Expenditures Through June 30	Lapse Period Expenditures July 1 to October 31	Total Expenditures 16 Months Ended October 31	Balances Lapsed October 31
APPROPRIATED FUNDS					
GENERAL REVENUE FUND - 0001					
Unpaid Wage Increases	$ 634,800	$ -	$ 620,753	$ 620,753	$ 14,047
Total, Fund 0001	$ 634,800	$ -	$ 620,753	$ 620,753	$ 14,047
TRANSPORTATION REGULATORY FUND - 0018					
Chairman and Commissioners (Division 20)					
Personal Services	$ 72,200	$ 72,192	$ -	$ 72,192	$ 8
State Contribution to State Employees' Retirement System	37,300	37,274	-	37,274	26
State Contributions to Social Security	5,500	5,252	-	5,252	248
Group Insurance	28,000	27,273	-	27,273	727
Contractual Services	1,000	-	-	-	1,000
Travel	1,500	-	-	-	1,500
Equipment	500	-	-	-	500
Telecommunications	3,500	2,348	-	2,348	1,152
Total, Division 20	$ 149,500	$ 144,339	$ -	$ 144,339	$ 5,161
Transportation (Division 40)					
Personal Services	$ 5,625,500	$ 5,389,076	$ 213,862	$ 5,602,938	$ 22,562
State Contribution to State Employees' Retirement System	2,903,500	2,786,281	110,383	2,896,664	6,836
State Contributions to Social Security	426,500	357,687	12,702	370,389	56,111
Group Insurance	1,628,200	1,343,387	-	1,343,387	284,813
Contractual Services	1,035,300	632,494	-	632,494	402,806
Travel	80,000	26,363	3,672	30,035	49,965
Commodities	35,000	13,888	260	14,148	20,852
Printing	60,000	29,353	442	29,795	30,205
Equipment	156,700	78,776	65,332	144,108	12,592
Electronic Data Processing	558,000	188,062	74,233	262,295	295,705
Telecommunications	208,800	102,957	3,391	106,348	102,452

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
COMPLIANCE EXAMINATION
SCHEDULE OF APPROPRIATIONS, EXPENDITURES, AND LAPSED BALANCES
Appropriations for Fiscal Year 2019

For the Sixteen Months Ended October 31, 2019

Public Act 100-0586 FISCAL YEAR 2019	Appropriations (Net of Transfers)	Expenditures Through June 30	Lapse Period Expenditures July 1 to October 31	Total Expenditures 16 Months Ended October 31	Balances Lapsed October 31
Operation of Auto Equipment	90,000	43,370	5,214	48,584	41,416
Refunds	24,700	650	800	1,450	23,250
Single State Insurance Registration Program and/or Unified Carrier Registration System	4,040,000	342,034	10,248	352,282	3,687,718
Total, Division 40	$ 16,872,200	$ 11,334,378	$ 500,539	$ 11,834,917	$ 5,037,283
Total, Fund 0018	$ 17,021,700	$ 11,478,717	$ 500,539	$ 11,979,256	$ 5,042,444
PUBLIC UTILITY FUND - 0059					
Chairman and Commissioners (Division 20)					
Personal Services	$ 903,200	$ 699,023	$ -	$ 699,023	$ 204,177
State Contribution to State Employees' Retirement System	466,200	360,930	-	360,930	105,270
State Contributions to Social Security	69,100	45,191	-	45,191	23,909
Group Insurance	268,900	175,444	-	175,444	93,456
Contractual Services	27,400	15,655	-	15,655	11,745
Travel	55,000	30,982	476	31,458	23,542
Commodities	1,000	131	-	131	869
Equipment	500	-	-	-	500
Telecommunications	12,000	6,240	695	6,935	5,065
Operation of Automotive Equipment	500	-	-	-	500
Total, Division 20	$ 1,803,800	$ 1,333,596	$ 1,171	$ 1,334,767	$ 469,033
Public Utilities (Division 30)					
Personal Services	$ 13,986,600	$ 11,787,322	$ 333,667	$ 12,120,989	$ 1,865,611
State Contribution to State Employees' Retirement System	7,219,100	6,095,318	172,219	6,267,537	951,563
State Contributions to Social Security	1,067,500	858,910	25,526	884,436	183,064
Group Insurance	3,738,100	2,850,229	15,809	2,866,038	872,062
Contractual Services	1,942,400	1,501,883	98,227	1,600,110	342,290
Travel	110,000	56,494	234	56,728	53,272
Commodities	24,000	6,135	-	6,135	17,865

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
COMPLIANCE EXAMINATION
SCHEDULE OF APPROPRIATIONS, EXPENDITURES, AND LAPSED BALANCES
Appropriations for Fiscal Year 2019

For the Sixteen Months Ended October 31, 2019

Public Act 100-0586 FISCAL YEAR 2019	Appropriations (Net of Transfers)	Expenditures Through June 30	Lapse Period Expenditures July 1 to October 31	Total Expenditures 16 Months Ended October 31	Balances Lapsed October 31
Printing	22,000	2,626	2,292	4,918	17,082
Equipment	112,900	11,867	98,226	110,093	2,807
Electronic Data Processing	1,012,300	455,211	128,763	583,974	428,326
Telecommunications	239,900	168,223	14,217	182,440	57,460
Operation of Auto Equipment	45,000	11,256	1,548	12,804	32,196
Refunds	26,500	1,998	-	1,998	24,502
Total, Division 30	$ 29,546,300	$ 23,807,472	$ 890,728	$ 24,698,200	$ 4,848,100
Total, Fund 0059	$ 31,350,100	$ 25,141,068	$ 891,899	$ 26,032,967	$ 5,317,133
UNDERGROUND UTILITY FACILITIES DAMAGE PREVENTION FUND - 0127					
Statewide One-Call Notice System	$ 117,000	$ 116,518	$ -	$ 116,518	$ 482
Refunds	1,000	-	-	-	1,000
Total, Fund 0127	$ 118,000	$ 116,518	$ -	$ 116,518	$ 1,482
TELECOMMUNICATIONS ACCESS CORPORATION FUND - 0364					
Administrative Costs and Distributions	$ 3,000,000	$ 508,341	$ 107,851	$ 616,192	$ 2,383,808
Total, Fund 0364	$ 3,000,000	$ 508,341	$ 107,851	$ 616,192	$ 2,383,808
WIRELESS CARRIER REIMBURSEMENT FUND - 0613					
Reimbursement of Wireless Carriers and Administrative Costs	$ 3,500,000	$ 767,129	$ 832,634	$ 1,599,763	$ 1,900,237
Total, Fund 0613	$ 3,500,000	$ 767,129	$ 832,634	$ 1,599,763	$ 1,900,237
TOTAL - APPROPRIATED FUNDS	$ 55,624,600	$ 38,011,773	$ 2,953,676	$ 40,965,449	$ 14,659,151

Note 1: Appropriations, expenditures, and lapsed balances in this schedule were prepared by the Commission and have been reconciled to the State Comptroller's records as of October 31, 2019.
Note 2: Expenditure amounts are vouchers approved for payment by the Commission and submitted to the State Comptroller for payment.

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
COMPLIANCE EXAMINATION
SCHEDULE OF APPROPRIATIONS, EXPENDITURES, AND LAPSED BALANCES
Appropriations for Fiscal Year 2018

For the Sixteen Months Ended October 31, 2018

Public Act 100-0021 FISCAL YEAR 2018	Appropriations (Net of Transfers)	Expenditures Through June 30	Lapse Period Expenditures July 1 to October 31	Total Expenditures 16 Months Ended October 31	Balances Lapsed October 31
APPROPRIATED FUNDS					
TRANSPORTATION REGULATORY FUND - 0018					
Chairman and Commissioners (Division 20)					
Personal Services	$ 68,800	$ 63,168	$ 3,008	$ 66,176	$ 2,624
State Contribution to State Employees' Retirement System	37,200	29,906	1,425	31,331	5,869
State Contributions to Social Security	5,300	4,593	219	4,812	488
Group Insurance	29,000	17,794	1,112	18,906	10,094
Contractual Services	1,000	-	-	-	1,000
Travel	1,500	-	-	-	1,500
Equipment	500	-	-	-	500
Telecommunications	4,000	2,719	-	2,719	1,281
Total, Division 20	$ 147,300	$ 118,180	$ 5,764	$ 123,944	$ 23,356
Transportation (Division 40)					
Personal Services	$ 6,014,100	$ 5,107,162	$ 213,587	$ 5,320,749	$ 693,351
State Contribution to State Employees' Retirement System	3,248,400	2,422,536	101,306	2,523,842	724,558
State Contributions to Social Security	455,800	336,034	13,953	349,987	105,813
Group Insurance	1,652,100	1,236,759	52,601	1,289,360	362,740
Contractual Services	950,300	572,156	18,786	590,942	359,358
Travel	80,000	31,748	1,487	33,235	46,765
Commodities	35,000	3,842	1,537	5,379	29,621
Printing	54,000	30,796	-	30,796	23,204
Equipment	114,800	2,810	75,134	77,944	36,856
Electronic Data Processing	526,900	196,367	91,300	287,667	239,233
Telecommunications	318,000	97,969	5,995	103,964	214,036
Operation of Auto Equipment	160,000	53,790	5,601	59,391	100,609
Refunds	24,700	2,558	3,417	5,975	18,725
Single State Insurance Registration Program and/or Unified Carrier Registration System	4,240,000	2,083,878	20,369	2,104,247	2,135,753

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
COMPLIANCE EXAMINATION
SCHEDULE OF APPROPRIATIONS, EXPENDITURES, AND LAPSED BALANCES
Appropriations for Fiscal Year 2018

For the Sixteen Months Ended October 31, 2018

Public Act 100-0021 FISCAL YEAR 2018	Appropriations (Net of Transfers)	Expenditures Through June 30	Lapse Period Expenditures July 1 to October 31	Total Expenditures 16 Months Ended October 31	Balances Lapsed October 31
Total, Division 40	$ 17,874,100	$ 12,178,405	$ 605,073	$ 12,783,478	$ 5,090,622
Total, Fund 0018	$ 18,021,400	$ 12,296,585	$ 610,837	$ 12,907,422	$ 5,113,978
PUBLIC UTILITY FUND - 0059					
Chairman and Commissioners (Division 20)					
Personal Services	$ 795,000	$ 731,826	$ 43,004	$ 774,830	$ 20,170
State Contribution to State Employees' Retirement System	429,400	346,565	20,365	366,930	62,470
State Contributions to Social Security	60,800	48,994	2,925	51,919	8,881
Group Insurance	264,000	182,363	9,689	192,052	71,948
Contractual Services	27,400	16,269	2,283	18,552	8,848
Travel	55,000	24,475	4,939	29,414	25,586
Commodities	1,000	-	-	-	1,000
Equipment	500	-	-	-	500
Telecommunications	14,000	5,824	1,830	7,654	6,346
Operation of Automotive Equipment	500	-	-	-	500
Total, Division 20	$ 1,647,600	$ 1,356,316	$ 85,035	$ 1,441,351	$ 206,249
Public Utilities (Division 30)					
Personal Services	$ 12,797,900	$ 10,976,100	$ 503,555	$ 11,479,655	$ 1,318,245
State Contribution to State Employees' Retirement System	6,912,500	5,206,197	238,791	5,444,988	1,467,512
State Contributions to Social Security	976,900	799,812	36,807	836,619	140,281
Group Insurance	3,382,200	2,529,639	130,950	2,660,589	721,611
Contractual Services	1,752,400	1,502,233	95,482	1,597,715	154,685
Travel	95,000	66,613	4,685	71,298	23,702
Commodities	16,000	3,560	213	3,773	12,227
Printing	22,000	2,258	-	2,258	19,742
Equipment	99,300	1,939	93,945	95,884	3,416
Electronic Data Processing	758,200	385,631	166,437	552,068	206,132
Telecommunications	450,000	92,155	19,933	112,088	337,912

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
COMPLIANCE EXAMINATION
SCHEDULE OF APPROPRIATIONS, EXPENDITURES, AND LAPSED BALANCES
Appropriations for Fiscal Year 2018

For the Sixteen Months Ended October 31, 2018

Public Act 100-0021 FISCAL YEAR 2018	Appropriations (Net of Transfers)	Expenditures Through June 30	Lapse Period Expenditures July 1 to October 31	Total Expenditures 16 Months Ended October 31	Balances Lapsed October 31
Operation of Auto Equipment	50,000	14,116	1,570	15,686	34,314
Refunds	26,500	-	-	-	26,500
Total, Division 30	$ 27,338,900	$ 21,580,253	$ 1,292,368	$ 22,872,621	$ 4,466,279
Total, Fund 0059	$ 28,986,500	$ 22,936,569	$ 1,377,403	$ 24,313,972	$ 4,672,528
UNDERGROUND UTILITY FACILITIES DAMAGE PREVENTION FUND - 0127					
Statewide One-Call Notice System	$ 150,000	$ 77,265	$ -	$ 77,265	$ 72,735
Refunds	1,000	-	-	-	1,000
Total, Fund 0127	$ 151,000	$ 77,265	$ -	$ 77,265	$ 73,735
TELECOMMUNICATIONS ACCESS CORPORATION FUND - 0364					
Administrative Costs and Distributions	$ 4,400,000	$ 537,603	$ 102,148	$ 639,751	$ 3,760,249
Total, Fund 0364	$ 4,400,000	$ 537,603	$ 102,148	$ 639,751	$ 3,760,249
WIRELESS CARRIER REIMBURSEMENT FUND - 0613					
Reimbursement of Wireless Carriers and Administrative Costs	$ 5,000,000	$ 1,571,455	$ 101,695	$ 1,673,150	$ 3,326,850
Total, Fund 0613	$ 5,000,000	$ 1,571,455	$ 101,695	$ 1,673,150	$ 3,326,850
TOTAL - APPROPRIATED FUNDS	$ 56,558,900	$ 37,419,477	$ 2,192,083	$ 39,611,560	$ 16,947,340
NON-APPROPRIATED FUNDS					
FEDERAL GRANTS TRUST FUND - 0379					
Public Utilities (Division 30)					
Federal Energy Regulatory Commission Settlement		$ 1,991	$ -	$ 1,991	
Total, Division 30		$ 1,991	$ -	$ 1,991	
Transportation (Division 40)					
Federal Railroad Association Grant		$ -	$ -	$ -	

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
COMPLIANCE EXAMINATION

SCHEDULE OF APPROPRIATIONS, EXPENDITURES, AND LAPSED BALANCES

Appropriations for Fiscal Year 2018

For the Sixteen Months Ended October 31, 2018

Public Act 100-0021 FISCAL YEAR 2018	Appropriations (Net of Transfers)	Expenditures Through June 30	Lapse Period Expenditures July 1 to October 31	Total Expenditures 16 Months Ended October 31	Balances Lapsed October 31
Total, Division 40		$ -	$ -	$ -	
Total, Fund 0379		$ 1,991	$ -	$ 1,991	
TOTAL - NON-APPROPRIATED FUNDS		$ 1,991	$ -	$ 1,991	
GRAND TOTAL - ALL FUNDS		$ 37,421,468	$ 2,192,083	$ 39,613,551	

Note 1: Appropriations, expenditures, and lapsed balances in this schedule were prepared by the Commission and have been reconciled to the State Comptroller's records as of October 31, 2018.

Note 2: Expenditure amounts are vouchers approved for payment by the Commission and submitted to the State Comptroller for payment.

Note 3: Notwithstanding anything in Public Act 100-0021 to the contrary, Public Act 100-0021 authorized the Commission to pay for all costs incurred prior to July 1, 2018, using either its Fiscal Year 2017 or Fiscal Year 2018 appropriations for non-payroll expenditures. The Analysis of Operations Section of this report includes information from Commission management about the number of invoices and the total dollar amount of invoices from Fiscal Year 2016 and Fiscal Year 2017 held by the Commission submitted against its Fiscal Year 2018 appropriation.

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
COMPARATIVE SCHEDULE OF NET APPROPRIATIONS, EXPENDITURES, AND LAPSED BALANCES
For the Fiscal Years Ended June 30,

	Fiscal Year		
	2019	2018	2017
	P.A. 100-0586	P.A. 100-0021	P.A. 99-0524
APPROPRIATED FUNDS			
General Revenue Fund - 0001			
Appropriations (Net of Transfers)	$ 634,800	$ -	$ -
Expenditures			
Unpaid Wage Increases	$ 620,753	$ -	$ -
Total, Fund 0001	$ 620,753	$ -	$ -
Lapsed Balances	$ 14,047	$ -	$ -
Transportation Regulatory Fund - 0018			
Chairman and Commissioners (Division 20)			
Appropriations (Net of Transfers)	$ 149,500	$ 147,300	$ 135,800
Expenditures			
Personal Services	$ 72,192	$ 66,176	$ 65,032
State Contribution to State Employees' Retirement System	37,274	31,331	28,983
State Contributions to Social Security	5,252	4,812	4,725
Group Insurance	27,273	18,906	23,458
Telecommunications	2,348	2,719	2,441
Total, Division 20	$ 144,339	$ 123,944	$ 124,639
Lapsed, Division 20	$ 5,161	$ 23,356	$ 11,161
Transportation (Division 40)			
Appropriations (Net of Transfers)	$ 16,872,200	$ 17,874,100	$ 18,446,100
Expenditures			
Personal Services	$ 5,602,938	$ 5,320,749	$ 4,869,344
State Contribution to State Employees' Retirement System	2,896,664	2,523,842	2,174,579
State Contributions to Social Security	370,389	349,987	318,797
Group Insurance	1,343,387	1,289,360	1,279,271
Contractual Services	632,494	590,942	671,975
Travel	30,035	33,235	26,488
Commodities	14,148	5,379	22,352
Printing	29,795	30,796	65,738
Equipment	144,108	77,944	61,996
Electronic Data Processing	262,295	287,667	243,079
Telecommunications	106,348	103,964	220,208

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
COMPARATIVE SCHEDULE OF NET APPROPRIATIONS, EXPENDITURES, AND LAPSED BALANCES
For the Fiscal Years Ended June 30,

	Fiscal Year		
	2019	2018	2017
	P.A. 100-0586	P.A. 100-0021	P.A. 99-0524
Operation of Auto Equipment	48,584	59,391	72,717
Refunds	1,450	5,975	24,700
Single State Insurance Registration Program and/or Unified Carrier Registration System	352,282	2,104,247	3,496,446
Total, Division 40	$ 11,834,917	$ 12,783,478	$ 13,547,690
Lapsed, Division 40	$ 5,037,283	$ 5,090,622	$ 4,898,410
Total Expenditures	$ 11,979,256	$ 12,907,422	$ 13,672,329
Lapsed Balances	$ 5,042,444	$ 5,113,978	$ 4,909,571
Public Utility Fund - 0059			
Chairman and Commissioners (Division 20)			
Appropriations (Net of Transfers)	$ 1,803,800	$ 1,647,600	$ 1,521,600
Expenditures			
Personal Services	$ 699,023	$ 774,830	$ 778,276
State Contribution to State Employees' Retirement System	360,930	366,930	346,964
State Contributions to Social Security	45,191	51,919	57,146
Group Insurance	175,444	192,052	195,902
Contractual Services	15,655	18,552	11,654
Travel	31,458	29,414	22,747
Commodities	131	-	-
Telecommunications	6,935	7,654	7,528
Total, Division 20	$ 1,334,767	$ 1,441,351	$ 1,420,217
Lapsed, Division 20	$ 469,033	$ 206,249	$ 101,383
Public Utilities (Division 30)			
Appropriations (Net of Transfers)	$ 29,546,300	$ 27,338,900	$ 30,477,700
Expenditures			
Personal Services	$ 12,120,989	$ 11,479,655	$ 11,413,895
State Contribution to State Employees' Retirement System	6,267,537	5,444,988	5,095,693
State Contributions to Social Security	884,436	836,619	833,109
Group Insurance	2,866,038	2,660,589	2,814,179
Contractual Services	1,600,110	1,597,715	1,296,737
Travel	56,728	71,298	84,259
Commodities	6,135	3,773	7,923

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
COMPARATIVE SCHEDULE OF NET APPROPRIATIONS,
EXPENDITURES, AND LAPSED BALANCES
For the Fiscal Years Ended June 30,

	Fiscal Year 2019	2018	2017
	P.A. 100-0586	P.A. 100-0021	P.A. 99-0524
Printing	4,918	2,258	10,122
Equipment	110,093	95,884	83,714
Electronic Data Processing	583,974	552,068	375,488
Telecommunications	182,440	112,088	113,969
Operation of Auto Equipment	12,804	15,686	23,215
Refunds	1,998	-	1,169
Total, Division 30	$ 24,698,200	$ 22,872,621	$ 22,153,472
Lapsed, Division 30	$ 4,848,100	$ 4,466,279	$ 8,324,228
Total Expenditures	$ 26,032,967	$ 24,313,972	$ 23,573,689
Lapsed Balances	$ 5,317,133	$ 4,672,528	$ 8,425,611
Underground Utility Facilities Damage Prevention Fund - 0127			
Appropriations (Net of Transfers)	$ 118,000	$ 151,000	$ 151,000
Expenditures			
Statewide One-Call Notice System	$ 116,518	$ 77,265	$ 47,810
Total Expenditures	$ 116,518	$ 77,265	$ 47,810
Lapsed Balances	$ 1,482	$ 73,735	$ 103,190
Telecommunications Access Corporation Fund - 0364			
Appropriations (Net of Transfers)	$ 3,000,000	$ 4,400,000	$ 4,320,000
Expenditures			
Administrative Costs and Distributions	$ 616,192	$ 639,751	$ 327,582
Total Expenditures	$ 616,192	$ 639,751	$ 327,582
Lapsed Balances	$ 2,383,808	$ 3,760,249	$ 3,992,418
Wireless Carrier Reimbursement Fund - 0613			
Appropriations (Net of Transfers)	$ 3,500,000	$ 5,000,000	$ 5,500,000
Expenditures			
Reimbursement of Wireless Carriers and Administrative Costs	$ 1,599,763	$ 1,673,150	$ 2,615,523

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
COMPARATIVE SCHEDULE OF NET APPROPRIATIONS, EXPENDITURES, AND LAPSED BALANCES
For the Fiscal Years Ended June 30,

	Fiscal Year		
	2019	2018	2017
	P.A. 100-0586	P.A. 100-0021	P.A. 99-0524
Total Expenditures	$ 1,599,763	$ 1,673,150	$ 2,615,523
Lapsed Balances	$ 1,900,237	$ 3,326,850	$ 2,884,477
Power Agency Renewable Energy Resources Fund - 0836			
Appropriations (Net of Transfers)	$ -	$ -	$ 12,000,000
Expenditures			
Deposit into Public Utility Fund	$ -	$ -	$ 12,000,000
Total Expenditures	$ -	$ -	$ 12,000,000
Lapsed Balances	$ -	$ -	$ -
TOTAL - APPROPRIATED FUNDS			
Appropriations (Net of Transfers)	$ 55,624,600	$ 56,558,900	$ 72,552,200
Total Expenditures	$ 40,965,449	$ 39,611,560	$ 52,236,933
Lapsed Balances	$ 14,659,151	$ 16,947,340	$ 20,315,267
NON-APPROPRIATED FUNDS			
Federal Grants Trust Fund - 0379			
Expenditures			
Federal Energy Regulatory Commission Settlement	$ -	$ 1,991	$ 6,199
Federal Railroad Association Grant	-	-	171,320
Total Expenditures	$ -	$ 1,991	$ 177,519
TOTAL - NON-APPROPRIATED FUNDS	$ -	$ 1,991	$ 177,519
GRAND TOTAL - ALL FUNDS			
Total Expenditures	$ 40,965,449	$ 39,613,551	$ 52,414,452

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
COMPARATIVE SCHEDULE OF NET APPROPRIATIONS,
EXPENDITURES, AND LAPSED BALANCES
For the Fiscal Years Ended June 30,

	Fiscal Year 2019	Fiscal Year 2018	Fiscal Year 2017
	P.A. 100-0586	P.A. 100-0021	P.A. 99-0524
STATE OFFICERS' SALARIES			
Expenditures			
Commission Chairman	$ 133,218	$ 134,022	$ 134,022
Four Commission Members	$ 445,387	$ 468,546	$ 468,359
Total Expenditures	$ 578,605	$ 602,568	$ 602,381

Note 1: Appropriations, expenditures, reappropriated balances, and lapsed balances in this schedule were prepared by the Commission and have been reconciled to the State Comptroller's records as of October 31, 2019, and October 31, 2018.

Note 2: Expenditure amounts are vouchers approved for payment by the Commission and submitted to the State Comptroller for payment.

Note 3: Notwithstanding anything within Public Act 100-0021 to the contrary, Public Act 100-0021 authorized the Commission to pay for all costs incurred prior to July 1, 2018, using either its Fiscal Year 2017 or Fiscal Year 2018 appropriations for non-payroll expenditures. The Analysis of Operations Section of this report includes information from Commission management about the number of invoices and the total dollar amount of invoices from Fiscal Year 2016 and Fiscal Year 2017 held by the Commission submitted against its Fiscal Year 2018 appropriations.

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
COMPARATIVE SCHEDULE OF CASH RECEIPTS AND RECONCILIATION OF CASH RECEIPTS TO DEPOSITS REMITTED TO THE STATE COMPTROLLER
For the Fiscal Years Ended June 30,

	Fiscal Year 2019	Fiscal Year 2018	Fiscal Year 2017
General Revenue Fund - 001			
Qualified Solid Waste Energy Facility Tax Credit Repayment	$ 1,916,674	$ 1,634,381	$ 2,265,449
Fines, Penalties, or Violations	7,350	-	4,900
Total Cash Receipts per Commission	1,924,024	1,634,381	2,270,349
Less - In Transit at End of Year	(253,960)	(55,011)	(390,386)
Plus - In Transit at Beginning of Year	55,011	390,386	255,656
Total Cash Receipts per State Comptroller's Records	$ 1,725,075	$ 1,969,756	$ 2,135,619
Transportation Regulatory Fund - 018			
Franchise Fees	$ 2,545,977	$ 2,524,942	$ 2,583,106
Transportation Carrier Tax	381,412	518,983	414,788
Unified Carrier Registration	3,869,616	5,621,316	12,050,314
Civil Penalties	645,234	744,726	821,193
Collateral Recovery Act Fees	1,428,208	1,355,741	1,396,367
Miscellaneous	51,098	138,423	16,798
Total Cash Receipts per Commission	8,921,545	10,904,131	17,282,566
Less - In Transit at End of Year	(319,424)	(245,194)	(88,476)
Plus - In Transit at Beginning of Year	245,194	88,476	62,220
Total Cash Receipts per State Comptroller's Records	$ 8,847,315	$ 10,747,413	$ 17,256,310
Public Utility Fund - 059			
Gross Revenue Tax	$ 6,413,408	$ 6,283,731	$ 6,152,866
U.S. Department of Transportation	1,918,918	1,363,157	1,316,402
Securities Issuance Fees	5,982,672	2,403,174	2,924,424
Copy Fees	469	859	1,824
Future Energy Jobs Act (FEJA) Assessments	8,337,146	3,080,906	-
Energy Efficiency Installer Certification	71,200	155,100	-
Miscellaneous	193,924	117,522	254,326
Telephone Utilities	7,358	-	-
Expedited Transmission Filing	-	100,000	100,000
Transfer from the Illinois Power Agency Renewable Energy Resources Fund	-	-	12,000,000
Distributed Generation Installer Certification Fee	7,250	3,950	1,250
Electric Vehicle Charging Station Certification Fee	550	650	250
Total Cash Receipts per Commission	22,932,895	13,509,049	22,751,342
Less - In Transit at End of Year	(26,273)	(94,009)	(24,964)
Plus - In Transit at Beginning of Year	94,009	24,964	35,663
Total Cash Receipts per State Comptroller's Records	$ 23,000,631	$ 13,440,004	$ 22,762,041

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
COMPARATIVE SCHEDULE OF CASH RECEIPTS AND RECONCILIATION OF CASH RECEIPTS TO DEPOSITS REMITTED TO THE STATE COMPTROLLER
For the Fiscal Years Ended June 30,

	Fiscal Year 2019	2018	2017
Illinois Underground Facility Damage Prevention Fund - 127			
Fines, Penalties, or Violations	$ 233,176	$ 82,025	$ 52,110
Total Cash Receipts per Commission	233,176	82,025	52,110
Less - In Transit at End of Year	-	(5,750)	(2,002)
Plus - In Transit at Beginning of Year	5,750	2,002	-
Total Cash Receipts per State Comptroller's Records	$ 238,926	$ 78,277	$ 50,108
ICC Federal Grants Fund - 379			
Federal Railroad Association	$ -	$ 116,960	$ 54,360
Total Cash Receipts per Commission	-	116,960	54,360
Less - In Transit at End of Year	-	-	-
Plus - In Transit at Beginning of Year	-	-	-
Total Cash Receipts per State Comptroller's Records	$ -	$ 116,960	$ 54,360
Illinois Power Agency Renewable Energy Resources Fund - 836			
Alternative Retail Electronic Suppliers	$ -	$ -	$ 71,649,806
Total Cash Receipts per Commission	-	-	71,649,806
Less - In Transit at End of Year	-	-	-
Plus - In Transit at Beginning of Year	-	-	-
Total Cash Receipts per State Comptroller's Records	$ -	$ -	$ 71,649,806
GRAND TOTAL - ALL FUNDS			
Total Cash Receipts per Commission	$ 34,011,640	$ 26,246,546	$ 114,060,533
Less - In Transit at End of Year	(599,657)	(399,964)	(505,828)
Plus - In Transit at Beginning of Year	399,964	505,828	353,539
Total Cash Receipts per State Comptroller's Records	$ 33,811,947	$ 26,352,410	$ 113,908,244

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
SCHEDULE OF CHANGES IN STATE PROPERTY
For the Two Years Ended June 30, 2019

	Equipment
Balance at July 1, 2017	$ 3,493,637
Additions	198,419
Deletions	(627,897)
Net Transfers	(179,892)
Balance at June 30, 2018	$ 2,884,267
Balance at July 1, 2018	$ 2,884,267
Additions	267,525
Deletions	(16,802)
Net Transfers	(200,083)
Balance at June 30, 2019	$ 2,934,907

Note: Amounts in this schedule were prepared by the Commission and have been reconciled to property reports submitted to the State Comptroller.

COMMISSION FUNCTIONS

The Commission oversees the provision of adequate, reliable, efficient, and safe utility services at the least cost to Illinois consumers. Such oversight includes:

- Regulation of investor-owned utility companies including electric and natural gas distribution companies, and water and sewer utilities;
- Certification, licensing and, in some instances, exercise of oversight over the following: telecommunications providers, Alternative Retail Electric Suppliers, Alternative Gas Suppliers, Agents, Brokers, and Consultants involved in retail electric service, installers of distributed generation, installers of energy efficiency measures, installers of utility scale photovoltaic projects, and installers of electric vehicle charging stations;
- Issuance of operating authority to cable and video service providers;
- Enforcement of pipeline and underground utility safety laws; and,
- Approval, in some cases, of the siting of or the exercise of eminent domain with respect to electric transmission lines, natural gas, and petroleum pipelines.

Additionally, the Commission oversees transportation public safety and consumer protection programs. These include:

- Railroad safety and movement of hazardous materials;
- Insurance and licensing of intrastate commercial motor carriers of general freight;
- Household goods movers licensing and operations;
- Towing companies operating in Cook, DuPage, Kane, Will, and Winnebago Counties;
- Personal property warehouses; and,
- Collateral recovery companies.

The structure and many of the major functions of the Commission are derived from the Public Utilities Act (Act) (220 ILCS 5), which requires the Commission to maintain general supervision over all public utilities and to ensure compliance by public utility companies with the Act. The Act also requires the Commission to establish the governing rules and regulations of all proceedings before the Commission that are either instituted by the Commission on its own motion or brought before the Commission by utilities and consumers. In fulfilling its mandate, the Commission holds regular hearings and conducts technical investigations for the purpose of adjudicating legal and factual issues.

PLANNING PROGRAM

The Commission, as a regulatory agency, is obligated to fulfill its responsibilities under various State laws. The Commission's agendas and, therefore, its allocation of resources, are affected by the timing, frequency, and nature of many of the substantive filings before the Commission by various regulated entities.

The Commission's planning and subsequent program development is primarily carried out by promulgating rules and regulations impacting entities under the Commission's jurisdiction. The Commission directs its efforts and activities to implementing rules and administering laws in the public interest. Additional related efforts include participation in proceedings before the Federal Energy Regulatory Commission (FERC) and the Federal Communications Commission (FCC). These proceedings directly or indirectly affect the State's utilities and telecommunications carriers, and their customers. The Commission also frequently offers comments to members of the State's congressional delegation and submits testimony, written or oral, to Congress.

	Fiscal Year		
	2019	**2018**	**2017**
Public Utilities Program			
Cases filed	1,339	2,124	540
Cases resolved	1,346	1,982	636
Hearings	1,381	1,198	1,250
Number of outage inquiries and complaints	167	120	156
Percent of consumer inquiries and complaints resolved in a single call	42%	46%	51%
Number of violations written by pipeline safety inspectors	122	223	117
Transportation Regulatory Program			
Administrative citations	1,887	1,999	1,503
Investigations	1,614	1,574	1,247
Track inspections (miles)	8,465	8,967	3,066
Number of collisions at public crossings	84	90	90
Grade crossing projects ordered	357	146	130

The Commission compiles and monitors the metrics which comprise the service efforts and accomplishments within each applicable division. Notable in the above metrics worth mentioning, the increase in cases filed and resolved in Fiscal Year 2018 was due to the implementation of 220 ILCS 5/16-128B, the certification of energy efficiency installers. Also of note, the increase of grade crossing projects ordered in Fiscal Year 2019 was due to an increase in low-cost remote monitoring projects.

ANALYSIS OF SIGNIFICANT VARIATIONS IN EXPENDITURES BETWEEN FISCAL YEARS 2019 AND 2018

Transportation Regulatory Fund – 0018 – Division 40

Equipment

The increase was due to the Commission purchasing more new vehicles in Fiscal Year 2018 as the agency continues to replace its aging fleet of vehicles.

Single State Insurance Registration Program and/or Unified Carrier Registration System

Licensees for Unified Carrier Registration (UCR) have two methods of paying their annual fee. Some licensees remit directly to the Commission and other licensees pay through a national clearinghouse. A portion of the fees collected by the Commission is remitted to the federal government. Beginning in Fiscal Year 2018, more carriers began paying through the national clearinghouse. In Fiscal Year 2020, the Commission began sending all carriers to the national clearinghouse. The Commission's expenditures fell in Fiscal Year 2019 as a result of more carriers paying through the national clearinghouse and the Commission remitting fewer fees to the federal government.

Public Utility Fund – 0059 – Division 30

Telecommunications

The increase was due to the installation of Voice over Internet Protocol (VoIP) phones in Chicago. This required the installation of new wiring for the new phones.

Underground Utility Facilities Damage Prevention Fund – 0127

Statewide One-Call Notice System

The increase was due to an increase in fines collected in Fiscal Year 2018 that was paid in Fiscal Year 2019. At the end of each calendar year, the Commission totals the fines collected and grants the monies to the Joint Utility Locating Information for Excavators (JULIE) program in accordance with the Illinois Underground Utility Facilities Damage Prevention Act (220 ILCS 50/11(k)).

ANALYSIS OF SIGNIFICANT VARIATIONS IN EXPENDITURES BETWEEN FISCAL YEARS 2018 AND 2017

Transportation Regulatory Fund – 0018 – Division 40

Printing

The decrease in Fiscal Year 2018 was due to the budget impasse in Fiscal Year 2016. The Commission was unable to print forms needed by the Transportation Division due to the budget impasse, so paper was purchased and forms were printed when appropriations were made available in Fiscal Year 2017. Spending in Fiscal Year 2018 returned to a normal level.

Telecommunications
The decrease was due to the availability of a new grant in Fiscal Year 2017. The grant allowed the Commission to purchase and be reimbursed for new radios for the Police Department.

Single State Insurance Registration Program and/or Unified Carrier Registration System
Licensees for Unified Carrier Registration (UCR) have two methods of paying their annual fee. Some licensees remit directly to the Commission and other licensees pay through a national clearinghouse. A portion of the fees collected by the Commission is remitted to the federal government. Beginning in Fiscal Year 2018, more carriers began paying through the national clearinghouse. In Fiscal Year 2020, the Commission began sending all carriers to the national clearinghouse. The Commission's expenditures fell in Fiscal Year 2018 as a result of more carriers paying through the national clearinghouse and the Commission remitting fewer fees to the federal government.

Public Utility Fund – 0059 – Division 30

Contractual Services
The increase was mainly due to an increase in spending on court reporting, increase in building leases, employee contracts, and vehicle maintenance.

Electronic Data Processing
The increase was due to increased fees related to implementation of the Enterprise Resource Planning (ERP) system and an increase in purchases of computer related equipment as the average age of computers was over eight years.

Underground Utility Facilities Damage Prevention Fund – 0127

Statewide One-Call Notice System
The increase was due to an increase in fines collected in Fiscal Year 2017 that were paid in Fiscal Year 2018. At the end of each calendar year, the Commission totals the fines collected and grants the monies to the Joint Utility Locating Information for Excavators (JULIE) program in accordance with the Illinois Underground Utility Facilities Damage Prevention Act (220 ILCS 50/11(k)).

Telecommunications Access Corporation Fund – 0364

Administrative Costs and Distributions
The increase was due to the grant program being established in Fiscal Year 2017, with Fiscal Year 2017 being a partial year and Fiscal Year 2018 being a full year. Under the Public Utilities Act (220 ILCS 5/13-703(f)), the Commission distributes assessments on wireless telecommunications

and interconnected VoIP transactions, less an administrative fee, to the Illinois Telecommunications Access Corporation.

Wireless Carrier Reimbursement Fund – 613

Reimbursement of Wireless Carriers and Administrative Costs
The decrease was due to fewer carriers requesting reimbursements in Fiscal Year 2018.

Power Agency Renewable Energy Resources Fund – 0836

Deposit into Public Utility Fund
The decrease was due to an appropriation made in Fiscal Year 2017 that was not made in Fiscal Year 2018.

Federal Grants Trust Fund – 0379

Federal Energy Regulatory Commission Settlement
The decrease was due to an appropriation made in Fiscal Year 2017 that was not made in Fiscal Year 2018.

ANALYSIS OF SIGNIFICANT VARIATIONS IN RECEIPTS BETWEEN FISCAL YEARS 2019 AND 2018

General Revenue Fund – 001

Fines, Penalties, or Violations
The increase was due to more penalties issued in Fiscal Year 2019. The account varies from year to year depending on the penalties issued.

Transportation Regulatory Fund – 018

Transportation Carrier Tax
Estimated tax returns are submitted on a quarterly basis. Credits are issued when these taxes are overestimated and, consequently, overpaid. Due to the budget impasse, several credits were delayed in being sent out to transportation carriers. Once the credits were released, they were able to be utilized by the transportation carriers during Fiscal Year 2019, resulting in a decrease in receipts during Fiscal Year 2019.

Unified Carrier Registration
The decrease was due to the collection of Unified Carrier Registration fees being transferred to the federal government.

Miscellaneous
The decrease was due to fewer miscellaneous fees received in Fiscal Year 2019. The account varies from year to year depending on the fees collected. Specifically, the Commission received a large reimbursement from the Illinois Emergency Management Agency in Fiscal Year 2018.

Public Utility Fund – 059

U.S. Department of Transportation
The increase was due to the Commission receiving a higher percentage reimbursement for Gas Pipeline Safety in Fiscal Year 2019 than in previous years. This is expected to return to normal levels in Fiscal Year 2020.

Securities Issuance Fees
The fees in this account relate to utility bond issuance. The increase in utility bond issuances was due to low interest rates in Fiscal Year 2019.

Copy Fees
The decrease was due to fewer people making copies of records in the clerk’s office in Fiscal Year 2019.

Future Energy Jobs Act (FEJA) Assessment
The increase was due to the Commission's need to increase its cash balance to fund its operations in Fiscal Year 2019. The FEJA program was implemented during Fiscal Year 2018.

Energy Efficiency Installer Certification
The decrease was due to fewer one-time application fees received in Fiscal Year 2019 as this was a new program in Fiscal Year 2018.

Miscellaneous
The increase was due to more miscellaneous fees received in Fiscal Year 2019. The account varies from year to year depending on the fees collected. Primarily, the Commission received a reimbursement from the United States Postal Service in Fiscal Year 2019.

Telephone Utilities
The increase was due to two payments for employee services received in Fiscal Year 2019 and no payments received in Fiscal Year 2018.

Expedited Transmission Filing Fees
The decrease was due to no filings in Fiscal Year 2019 and one filing in Fiscal Year 2018. The fee for each filing is $100,000.

Distributed Generation Installer Certification Fees
The increase was due to more applications filed in Fiscal Year 2019 due to increasing popularity in solar power.

Illinois Underground Facility Damage Prevention Fund – 127

Fines, Penalties, or Violations
The increase was due to more fines issued in Fiscal Year 2019 due to changes in the ease of reporting cases.

ICC Federal Grants Fund – 379

Federal Railroad Association
The decrease was due to the Commission no longer utilizing the ICC Federal Grants Fund.

ANALYSIS OF SIGNIFICANT VARIATIONS IN RECEIPTS BETWEEN FISCAL YEARS 2018 AND 2017

General Revenue Fund – 001

Qualified Solid Waste Energy Facility Tax Credit Repayment
The decrease was due to one company making its final payment in the beginning of Fiscal Year 2018.

Fines, Penalties, or Violations
The decrease was due to no penalties issued in Fiscal Year 2018. The account varies from year to year depending on the penalties issued.

Transportation Regulatory Fund – 018

Transportation Carrier Tax
Estimated tax returns are submitted on a quarterly basis. Credits are issued when these taxes are overestimated and, consequently, overpaid. Due to the budget impasse, the issuance of credits was delayed and unable to be used by transportation carriers to offset taxes during Fiscal Year 2018, resulting in an increase in receipts during Fiscal Year 2018.

Unified Carrier Registration
The decrease was due to the collection of Unified Carrier Registration fees being transferred to the federal government.

Miscellaneous
The increase was due to more miscellaneous fees received in Fiscal Year 2018. The account varies from year to year depending on the fees collected. Primarily, the Commission received a large reimbursement from the Illinois Emergency Management Agency in Fiscal Year 2018.

Public Utility Fund – 059

Copy Fees
The decrease was due to fewer people making copies of records in the clerk's office in Fiscal Year 2018.

FEJA Assessment
The increase was due to the Future Energy Jobs Act program becoming a new program in Fiscal Year 2018.

Energy Efficiency Installer Certification
The increase was due to the Energy Efficiency Measures Installer program becoming a new program in Fiscal Year 2018.

ANALYSIS OF SIGNIFICANT VARIATIONS IN RECEIPTS

For the Two Years Ended June 30, 2019
(NOT EXAMINED)

Miscellaneous
The decrease was due to fewer miscellaneous fees received in Fiscal Year 2018. The account varies from year to year depending on the fees collected. Primarily, the Commission received a large reimbursement from the Illinois Power Agency in Fiscal Year 2017.

Transfer from the Illinois Power Agency Renewable Energy Resources Fund
The decrease was due to a one-time transfer from the Governor's Office to increase the Commission's cash balance which was needed to fund operations. FEJA was created to replace this need in Fiscal Year 2018.

Distributed Generation Installer Certification Fees
The increase was due to more applications filed in Fiscal Year 2018 due to an increase in popularity in solar power.

Electric Vehicle Charging Station Certification Fees
The increase was due to more applications filed in Fiscal Year 2018 due to an increase in popularity in electric vehicles.

Illinois Underground Facility Damage Prevention Fund – 127

Fines, Penalties, or Violations
The increase was due to more fines issued in Fiscal Year 2018 due to changes in the ease of reporting cases.

ICC Federal Grants Fund – 379

Federal Railroad Association
The increase was due to more money received to fund additional projects during Fiscal Year 2018. The projects associated with this fund vary from year to year.

Illinois Power Agency Renewable Energy Resources Fund – 836

Alternative Retail Electronic Suppliers
The decrease was due to the Commission no longer utilizing the Illinois Power Agency Renewable Energy Resources Fund.

ANALYSIS OF SIGNIFICANT LAPSE PERIOD SPENDING

For the Two Years Ended June 30, 2019
(NOT EXAMINED)

FISCAL YEAR 2019

General Revenue Fund – 0001

Unpaid Wage Increases
The Commission made payments for back wages due to unpaid union step pay increases.

Transportation Regulatory Fund – 0018 – Division 40

Equipment
The Commission purchased vehicles near the end of Fiscal Year 2019 that were not delivered until the Lapse Period.

Electronic Data Processing
The Commission purchased software and laptops near the end of Fiscal Year 2019 that were not delivered until the Lapse Period.

Public Utility Fund – 0059 – Division 30

Equipment
The Commission purchased vehicles near the end of Fiscal Year 2019 that were not delivered until the Lapse Period.

Electronic Data Processing
The Commission purchased software and laptops near the end of Fiscal Year 2019 that were not delivered until the Lapse Period.

Wireless Carrier Reimbursement Fund – 0613

Reimbursement of Wireless Carriers and Administrative Costs
Due to the timing of payment processing, the Commission made reimbursements to wireless carriers during the Lapse Period.

FISCAL YEAR 2018

Transportation Regulatory Fund – 0018 – Division 40

Equipment
The Commission purchased vehicles near the end of Fiscal Year 2018 that were not delivered until the Lapse Period.

Electronic Data Processing
The Commission purchased software and laptops near the end of Fiscal Year 2018 that were not delivered until the Lapse Period.

Public Utility Fund – 0059 – Division 30

Equipment
The Commission purchased vehicles near the end of Fiscal Year 2018 that were not delivered until the Lapse Period.

Electronic Data Processing
The Commission purchased software and laptops near the end of Fiscal Year 2018 that were not delivered until the Lapse Period.

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
ANALYSIS OF ACCOUNTS RECEIVABLE
For the Fiscal Years Ended June 30,
(NOT EXAMINED)

(Amounts Expressed in Thousands)

General Revenue Fund - 001	2019	2018	2017
Current	$ 33,655	$ 39,432	$ 12,661
1-30 days	326	482	141
31-90 days	739	932	121
91-180 days	804	1,286	181
181 days to 1 year	1,992	193	711
Over 1 year	7,750	4,857	3,795
Accounts Receivable Gross Balance	$ 45,266	$ 47,182	$ 17,610
Less: Estimated Uncollectibles	(9,742)	(5,050)	(4,506)
Accounts Receivable Net Balance	$ 35,524	$ 42,132	$ 13,104

These amounts represent receivables related to public utility taxes, miscellaneous receipts, and penalties.

Transportation Regulatory Fund - 018	2019	2018	2017
Current	$ 189	$ 101	$ 124
1-30 days	57	44	52
31-90 days	59	59	51
91-180 days	37	58	58
181 days to 1 year	99	113	169
Over 1 year	1,801	1,777	1,575
Accounts Receivable Gross Balance	$ 2,242	$ 2,152	$ 2,029
Less: Estimated Uncollectibles	(1,900)	(1,890)	(1,742)
Accounts Receivable Net Balance	$ 342	$ 262	$ 287

These amounts represent receivables related to transportation taxes, including fees, civil penalties, and administrative citations.

Public Utility Fund - 059	2019	2018	2017
Current	$ 480	$ 8,344	$ 10
1-30 days	12	23	11
31-90 days	4	5	1
91-180 days	-	-	1
181 days to 1 year	8	12	-
Over 1 year	27	27	24
Accounts Receivable Gross Balance	$ 531	$ 8,411	$ 47
Less: Estimated Uncollectibles	(35)	(39)	(24)
Accounts Receivable Net Balance	$ 496	$ 8,372	$ 23

These amounts represent receivables related to gross revenue taxes on public utilities, federal grants, civil penalties, securities issuance fees, and copy fees.

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
ANALYSIS OF ACCOUNTS RECEIVABLE
For the Fiscal Years Ended June 30,
(NOT EXAMINED)

(Amounts Expressed in Thousands)

Illinois Underground Utility Facilities Damage Prevention Fund - 127	2019	2018	2017
Current	$ 45	$ 16	$ 21
1-30 days	16	1	4
31-90 days	20	4	-
91-180 days	8	13	-
181 days to 1 year	20	14	7
Over 1 year	133	116	120
Accounts Receivable Gross Balance	$ 242	$ 164	$ 152
Less: Estimated Uncollectibles	(153)	(130)	(127)
Accounts Receivable Net Balance	$ 89	$ 34	$ 25

These amounts represent receivables related to penalties authorized by the Illinois Underground Facilities Damage Protection Act.

Payment of Prior Year Costs in Future Fiscal Years

Article 74 of Public Act 99-0524 authorized the Commission to pay Fiscal Year 2016 costs using the Commission's Fiscal Year 2017 appropriations for non-payroll expenditures. In addition, Article 998 of Public Act 100-0021 authorized the Commission to pay its unpaid Fiscal Year 2016 and Fiscal Year 2017 costs using either the Commission's Fiscal Year 2017 or Fiscal Year 2018 appropriations for non-payroll expenditures. The following chart shows the Commission's plan to pay its prior costs using future appropriations:

FISCAL YEAR 2016 INVOICES

		Paid From Fiscal Year 2017 Appropriations		Paid From Fiscal Year 2018 Appropriations	
Fund #	Fund Name	Number	Dollar Value	Number	Dollar Value
0059	Public Utilities Fund	2	$ 1,660	0	$ 0
		2	$ 1,660	0	$ 0

The Commission did not have any outstanding unpaid invoices from either Fiscal Year 2016 or Fiscal Year 2017 after the closure of the Fiscal Year 2017 Lapse Period on September 30, 2017.

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
AVERAGE NUMBER OF EMPLOYEES
For the Years Ended June 30,
(NOT EXAMINED)

The following table, prepared by the Commission, presents the average number of employees, by division, for the Fiscal Years Ended June 30,

Division	2019	2018	2017
Chairman & Commissioners	10	11	11
Executive Director's Office	13	16	11
Deputy Executive Director – Administration	19*	0*	0*
Deputy Executive Director – Policy	19*	0*	0*
Bureau of External Affairs	6*	25	24
Bureau of Transportation	52	51	43
Office of the General Counsel	18	18	18
Bureau of Public Utilities	48	50	52
Administrative Law Judges	16	11	11
Bureau of Planning & Operations	6*	25	27
Total Average Full-Time Employees	207	206	197

* In the second quarter of Fiscal Year 2019, several employees were reclassified in the organization chart under Deputy Executive Directors. Human Resources and Planning & Operations were reclassified under Deputy Executive Director – Administration. External Affairs and Office of Retail Market Development were reclassified under Deputy Executive Directors – Policy.

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
MEMORANDA OF UNDERSTANDING
For the Two Years Ended June 30, 2019
(NOT EXAMINED)

The Commission reported the following Memoranda of Understanding with other State agencies to the Office of the Auditor General during Fiscal Year 2018 and Fiscal Year 2019:

Description of Requirements	Effective Dates	Amount
A Memorandum of Understanding was entered into between the Commission and the State Comptroller. The purpose of this agreement was to allow the Commission to directly input obligations, purchase orders, and masters into the Statewide Accounting Management System (SAMS).	8/16/18 – Open Ended	N/A
A Memorandum of Understanding was entered into between the Commission and the State Comptroller. The purpose of this agreement was to define the roles and responsibilities of both parties with regard to direct access to the Information Warehouse by the Commission.	5/14/03 – Open Ended	N/A