

Illinois Commerce Commission



Annual Report

Transportation Regulatory Fund Fiscal Year 2021

STATE OF ILLINOIS



ILLINOIS COMMERCE COMMISSION

November 4, 2021

The Honorable JB Pritzker
Governor

The Honorable Members of the General Assembly

Dear Governor Pritzker and Members of the General Assembly,

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

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

Sincerely,

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

Carrie Zalewski
Chairman

Illinois Commerce Commission
Transportation Regulatory Fund

Annual Report for Expenditures

For Fiscal Year 2021

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

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

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

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

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

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

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

ILLINOIS COMMERCE
COMMISSION Transportation
Regulatory Fund FY2021 Income

INCOME ACCOUNT CODE	<u>TOTAL</u>	MOTOR	<u>CARRIER</u> <u>RAILROAD</u>
Intrastate Authority Franchise Fees	147,812	147,812	
Intrastate Authority Applications	145,950	145,950	
Interstate Stamps/Receipts	3,516,993	3,516,993	
Safety Relocator Application/Registrations	628,050	628,050	
Petition to Reinstate License	15,300	15,300	
Transfers	900	900	
Lease Agreement	66,810	66,810	
Exemption Certificates	5,600	5,600	
Gross Revenue Tax-Railroads	533,212		533,212
Miscellaneous Fees	17,190	17,190	
IEMA COVID 19 Grant Reimbursement	1,690	1,690	
Relocator's License Fees	23,400	23,400	
Relocator Tow Record/Invoice	810,850	810,850	
Operator's License Fees	22,290	22,290	
Dispatcher License Fees	5,610	5,610	
Administrative Citations	483,392	483,392	
Civil Penalties	100,404	100,404	
Broker's License	900	900	
Railroad Route Miles	311,583		311,583
Railroad Crossing	267,699		267,699
Grade Crossing Protection Fund	3,000,000		3,000,000
Warehouse License	30,000	30,000	
Warehouse Facility License	18,400	18,400	
Collateral Recovery Agency Fees	34,900	34,900	
Collateral Recovery Manager Fees	19,825	19,825	
Collateral Recovery Employee Fees	31,150	31,150	
Collateral Recovery Intern Fees	875	875	
Collateral Recovery Tickets	964,125	964,125	
Collateral Recovery - Miscellaneous Fees	10,704	10,704	
TOTAL	11,215,614	7,103,120	4,112,494

NOTE:

The above table includes funds received by the Commission during FY2021 which may not match the deposit amounts shown by the Comptroller's Office for FY2021. Any differences are due to deposits in-transit between the Commission and the Comptroller's Office. The above figures do not include revenues collected on behalf of other states in the Unified Carrier Registration Program.

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

ILLINOIS COMMERCE COMMISSION
Transportation Regulatory Fund FY2021
Expenditures

LINE ITEM	<u>TOTAL EXPENDITURES</u>	<u>MOTOR CARRIER</u>	<u>RAILROAD</u>
Personal Services	5,380,381	2,461,605	2,918,776
Retirement	2,962,215	1,358,414	1,603,801
Social Security	362,418	149,534	212,884
Group Insurance	1,337,211	715,209	622,002
Contractual Services	453,290	252,425	200,865
Travel	3,621	749	2,872
Commodities	19,538	16,594	2,944
Printing	16,070	16,070	0
Equipment	198,468	138,788	59,680
Electronic Data Processing	397,812	189,988	207,824
Telecommunications	134,562	87,161	47,401
Operation of Auto	38,686	20,822	17,864
Lump Sum			-
Refunds	4,209	4,209	-
TOTAL	11,308,481	5,411,568	5,896,913

NOTE:
The FY2021 expenditures from the Transportation Regulatory Fund by the Illinois Commerce Commission were allocated by transportation mode as shown above. These expenditures do not include Unified Carrier Registration.

ILLINOIS COMMERCE COMMISSION
Transportation Regulatory Fund

The listing below represents all Commerce Commission employees by job titles that were funded from the Transportation Regulatory Fund in FY 2021. This listing also provides a brief description of the major responsibilities of each job title and is sorted in Bureau order.

Office of Chairman and Commissioners

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

Office of the Executive Director

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

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

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

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

Bureau of External Affairs

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

Communications Director Subject to management approval, plans, develops, organizes, controls and manages the agency's internal communications, media relations and public relations strategies and tactics, providing editorial and composition support for ICC publications and maintaining ongoing

Senior Public Info Officer

communication with senior management and external media organizations.

Subject to administrative approval, plans, develops and administers a public education and information program for the Illinois Commerce Commission's (ICC) Springfield Office. Coordinates all phases of the information program with the Director – Public Affairs. Reviews and evaluates ICC programs to determine various techniques and media to be utilized for effective presentation. Maintains liaison with agency management and representatives of media and community officials.

Bureau of Planning and Operations

Director - Administrative Services

Directs the activities of the Administrative Services Division.

Assistant Director

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

Executive II

Organizes, plans, executes and evaluates all areas of the budgetary operations for the Illinois Commerce Commission (ICC); designs, develops and manages the budgetary resource planning for the Public Utilities Fund and Railroad Grade Crossing Protection Fund; maintains account obligations, procurement, expenditure processing, budgeting for future operations and compiling and analyzing of current financial receipt and expenditure data. Provides projections to supervisor to forecast the budgetary implications of current and proposed financial decisions.

Executive I

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

Director – Information Technology	Directs the activities of the Information Technology department.
Information Systems Analyst II (3 Positions)	Performs general and routine professional support for computer equipment and associated software.
Information Services Specialist II	Performs general and routine professional support for computer equipment and associated software.
Administrative Assistant I	Provides administrative support for Information Technology Services.
<u>Transportation Division</u>	
Bureau Chief	Manages the Transportation Division.
General Services Administrator I	Serves as coordinator of day-to-day administrative options of the Transportation Bureau.
Technical Advisor(2 positions)	Staff attorney, represents Division in court and before the Commission.
Chief Transportation Counsel	Provides broad range of legal services to the Transportation Division, directs program and staff.
Compliance Specialist	Oversees the development, implementation, and management of the Motor Carrier Compliance Service, a statewide administrative enforcement program pertaining to motor carrier safety and financial responsibility compliance required under the laws of Illinois.
Police Chief	Oversees the Commission's police activities including on-the-road enforcement and administrative staff functions.
Assistant Police Chief	Assists with the management of Commission police activities including on-the-road enforcement and administrative staff functions.

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

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

Allocation of Expenditures
Between the Transportation Regulatory Fund
and Other Funds

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

(2) Allocation of Expenses to the Fund.

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

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

(c) Allocation Methodology for Expenses Other Than Commissioners' Assistants. The portion of the total expenses (other than commissioners' assistants' expenses) allocated to the Transportation Regulatory Fund under paragraph (b) of this subsection shall be the portion of staff time spent exclusively on administration and enforcement of this Chapter and Chapter 18a, as shown by a time study updated at least once each 6 months. For FY 2021 the percentage allocated to the Transportation Regulatory Fund was 29%.

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

Allocation of Expenditures Between Classes
Within the Transportation Regulatory Fund

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

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