

# Illinois Commerce Commission



## Annual Report

### Transportation Regulatory Fund Fiscal Year 2016

STATE OF ILLINOIS



ILLINOIS COMMERCE COMMISSION

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September 28, 2016

The Honorable Bruce Rauner  
Governor  
207 State House  
Springfield, Illinois

Dear Governor Rauner:

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

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

Sincerely,

A handwritten signature in black ink, appearing to read "Brien J. Sheahan".

Brien J. Sheahan  
Chairman

cc: State Library



Illinois Commerce Commission  
Transportation Regulatory Fund

Annual Report for Expenditures

For Fiscal Year 2016

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

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

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

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

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

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

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

ILLINOIS COMMERCE COMMISSION  
Transportation Regulatory Fund  
FY 2016 Income

INCOME ACCOUNT CODE	<u>TOTAL</u>	<u>MOTOR CARRIER</u>	<u>RAILROAD</u>
Intrastate Authority Franchise Fees	144,285	144,285	
Intrastate Authority Applications	149,550	149,550	
Interstate Stamps/Receipts	1,146,057	1,146,057	
Safety Relocator Application/Registrations	686,100	686,100	
Petition to Reinstate License	6,300	6,300	
Transfers	2,250	2,250	
Lease Agreement	101,685	101,685	
Exemption Certificates	5,400	5,400	
Copying	356	356	
Gross Revenue Tax-Railroads	574,969		574,969
Miscellaneous Fees	33,754	33,754	
Relocator's License Fees	9,900	9,900	
Relocator Tow Record/Invoice	747,500	747,500	
Operator's License Fees	23,790	23,790	
Dispatcher License Fees	5,460	5,460	
Administrative Citations	608,098	608,098	
Civil Penalties	62,815	62,815	
Broker's License	850	850	
Railroad Route Miles	316,768		316,768
Railroad Crossing	277,648		277,648
Grade Crossing Protection Fund	3,000,000		3,000,000
Warehouse License	36,950	36,950	
Warehouse Facility License	17,100	17,100	
Collateral Recovery Agency Fees	5,575	5,575	
Collateral Recovery Manager Fees	5,325	5,325	
Collateral Recovery Employee Fees	35,050	35,050	
Collateral Recovery Intern Fees	1,875	1,875	
Collateral Recovery Tickets	1,187,955	1,187,955	
Collateral Recovery - Miscellaneous Fees	13,033	13,033	
TOTAL	9,206,398	5,037,013	4,169,385

**NOTE:**

The above table includes funds received by the Commission during FY2016 which may not match the deposit amounts shown by the Comptroller's Office for FY2016. Any differences are due to deposits in-transit between the Commission and the Comptroller's Office. The above figures do not include revenues collected on behalf of other states in the Unified Carrier Registration Program.

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

ILLINOIS COMMERCE COMMISSION  
Transportation Regulatory Fund  
FY 2016 Expenditures

LINE ITEM	<u>TOTAL</u> <u>EXPENDITURES</u>	<u>MOTOR</u> <u>CARRIER</u>	<u>RAILROAD</u>
Personal Services	4,970,027	2,162,810	2,807,217
Retirement	2,270,972	988,084	1,282,888
Social Security	321,829	118,017	203,812
Group Insurance	1,279,774	661,213	618,561
Contractual Services	505,120	270,499	234,621
Travel	6,853	1,135	5,718
Commodities	409	234	175
Printing	477	210	267
Equipment	7,664	3,372	4,292
Electronic Data Processing	114,309	52,370	61,939
Telecommunications	103,379	82,829	20,550
Operation of Auto	49,230	28,859	20,371
Lump Sum	-	-	-
Refunds	8,547	8,547	-
TOTAL	9,638,590	4,378,179	5,260,411

**NOTE:**

The FY2016 expenditures from the Transportation Regulatory Fund by the Illinois Commerce Commission were allocated by transportation mode as shown above. These expenditures do not include the Unified Carrier Registration.

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

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 2016. 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

**Bureau of External Affairs**

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

**Bureau of Planning and Operations**

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

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

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

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

Information Services Analyst III Performs general and routine professional support for computer equipment and associated software

Information Systems Analyst II  
(2 positions) Provides analysis of complex business operations and develops requirements and specifications for the creation of client/server and/or internet based computer systems

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

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

**Transportation Division**

Deputy Executive Director/Bureau Chief Assists the Executive Director in managing the agency's affairs by planning, coordinating and implementing the policies of the agency in an effective and efficient manner. Manages the Transportation Division

Assistant to Deputy Executive Director Provides executive support to the Deputy Executive Director/Transportation Division Bureau Chief.

Technical Advisor II (3 positions) Staff attorney, represents Division in court and before the Commission

Police Chief Oversees the Commission's police activities including on-the-road enforcement and administrative staff functions

General Services Administrator I Provides administrative support for statewide Commission enforcement program

Administrative Assistant I (2 positions) Provides administrative support for Commission enforcement program

Transportation Investigator II (2 positions) Conducts investigations of relocation towing companies, non-sworn

Police Officer II (6 positions) Conducts on-the-road enforcement and investigations of intrastate motor carriers

Police Officer I (3 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

Manager - Review and Examination Directs transportation hearings program

Administrative Assistant I Provides administrative support to the hearings program

Administrative Law Judge IV Hears cases for household goods carrier authority, relocation towing licenses and railroad crossing improvement petitions

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

Manager - Processing and Information	Provides management of the motor carrier registration program
Transportation Industry Customer Service Representative II	Provides services to the public, transportation and insurance industries consistent with the clerical and technical tasks related to various laws, rules and regulations involved in the regulation of motor carriers
Office Associate (4 positions)	Provides customer service to the motor carrier industry regarding the issuance of licenses, registrations and credentials, filing of leases and the maintenance of liability insurance
Rail Safety Program Administrator	Directs the Railroad Safety Program
Railroad Safety Specialist IV (3 positions)	Provide staff work related to the design, installation and maintenance of railroad warning and traffic warning signal systems, investigation of crossing collisions and incidents
Railroad Safety Specialist III (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 (2 positions)	Conduct inspections of mainline track operated by registered rail carriers

Allocation of Expenditures  
Between the Transportation Regulatory Fund  
and Other Funds

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

(2) Allocation of Expenses to the Fund.

(b) Expenses Partially Allocated Entirely to the Transportation Regulatory Fund.

A portion of expenses for the following persons and activities may be allocated to the Transportation Regulatory Fund:

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

(c) Allocation Methodology for Expenses Other Than Commissioners' Assistants. The portion of the total expenses (other than commissioners' assistants' expenses) allocated to the Transportation Regulatory Fund under paragraph (b) of this subsection shall be the portion of staff time spent exclusively on administration and enforcement of this Chapter and Chapter 18a, as shown by a time study updated at least once each 6 months. (For FY 2016 the percentage allocated to the Transportation Regulatory Fund was 39%.)

(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.