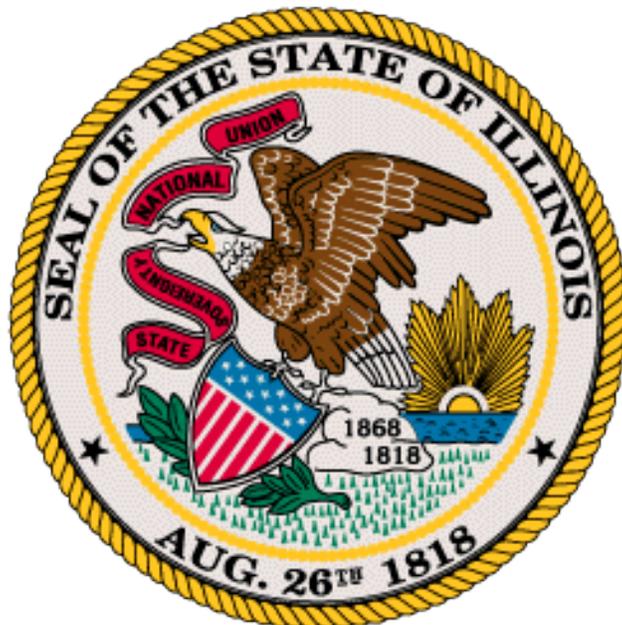


# **Illinois Commerce Commission**



## **Annual Report**

### **Transportation Regulatory Fund Fiscal Year 2011**

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STATE OF ILLINOIS



ILLINOIS COMMERCE COMMISSION

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September 21, 2011

The Honorable Pat Quinn  
Governor  
207 State House  
Springfield, Illinois

Dear Governor Quinn:

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 that reads "Douglas P. Scott".

Douglas P. Scott  
Chairman

cc: State Library

Illinois Commerce Commission  
Transportation Regulatory Fund

Annual Report of Expenditures

For Fiscal Year 2011

Section 18c-1604 of the Illinois Commercial Transportation Law, 625 ILCS 5/18c-1604, requires the Illinois Commerce Commission 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 the receipt of 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 2011 Income

<u>INCOME ACCOUNT CODE</u>	<u>TOTAL</u>	<u>MOTOR CARRIER</u>	<u>RAILROAD</u>
Intrastate Authority Franchise Fees	147,263	147,263	
Intrastate Authority Applications	128,900	128,900	
Interstate Stamps/Receipts	3,516,993	3,516,993	
Safety Relocator Application/Registrations	716,700	716,700	
Petition to Reinstate License	4,500	4,500	
Transfers	4,950	4,950	
Lease Agreement	79,110	79,110	
Exemption Certificates	6,600	6,600	
Copying	532	532	
Gross Revenue Tax-Railroads	354,679		354,679
Miscellaneous Fees	7,262	7,262	
Relocator's License Fees	26,100	26,100	
Relocator Tow Record/Invoice	761,475	761,475	
Operator's License Fees	29,280	29,280	
Dispatcher License Fees	6,240	6,240	
Administrative Citations	523,600	523,600	
Civil Penalties	164,314	164,314	
Broker's License	1,350	1,350	
Railroad Route Miles	317,363		317,363
Railroad Crossing	275,044		275,044
Grade Crossing Protection Fund	3,000,000		3,000,000
IL Dept of Transportation Reimbursement	32,109		32,109
Warehouse License	52,050	52,050	
Warehouse Facility License	18,600	18,600	
TOTAL	10,175,014	6,195,819	3,979,195

NOTE:

The above table includes funds received by the Commission during FY2011 which may not match the deposit amounts shown by the Comptroller's Office for FY2011. 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 2011 Expenditures

<u>LINE ITEM</u>	<u>TOTAL EXPENDITURES</u>	<u>MOTOR CARRIER</u>	<u>RAILROAD</u>
Personal Services	5,476,670	2,515,826	2,960,844
Retirement	1,534,974	705,001	829,973
Social Security	348,542	130,887	217,655
Group Insurance	1,164,128	608,870	555,258
Contractual Services	507,405	275,965	231,440
Travel	69,789	17,695	52,094
Commodities	8,092	4,580	3,512
Printing	18,238	14,048	4,190
Equipment	44,636	-	44,636
Electronic Data Processing	82,408	37,783	44,625
Telecommunications	129,868	89,815	40,053
Operation of Auto	131,931	70,890	61,041
Lump Sum	203,045	32,150	170,895
Refunds	7,138	7,138	-
TOTAL	9,726,864	4,510,648	5,216,216

The FY 2011 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 amount remitted to the Federal Government from the Unified Carrier Registration Program.

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 2011. 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**

Director- Office of Public Affairs Directs the activities of the Office of Public Affairs

Legislative Liaison II 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

Director- Information Technology Services Directs the activities of the Information Technology Services Division

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

Information Services Analyst III  
(2 positions) Performs general and routine professional support for computer equipment and associated software

Information Systems Analyst II  
(3 positions)

Provides analysis of complex business operations and develops requirements and specifications for the creation of client/server and/or internet based computer systems.

**Transportation Division**

Bureau Chief

Manages the Transportation Division

Administrative Assistant I

Provides Administrative support to the Transportation Bureau Chief's Office

Technical Advisor II  
(2 positions)

Staff attorney, represents Division in court and before the Commission

Chief of Police

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

Public Services Administrator

Serves as Police Commander for Commission Police District

Compliance Specialist

Provides compliance education to the industry and shippers

Transportation Investigator II  
(2 positions)

Conducts investigations of relocation towing companies, non-sworn

Transportation Investigator I

Conducts investigations of relocation towing companies, non-sworn

Police Officer II  
(9 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  
Administrative Assistant I

Directs transportation hearings program  
Provides administrative support to the hearings program

Administrative Law Judge IV

Adjudicates cases for household goods carrier authority, relocation towing licenses and railroad crossing improvement petitions

Manager - Processing and Information	Provides management of the motor carrier registration program
Transportation Industry Customer Service Representative II (2 positions)	Provides services to the public, transportation and insurance industries consistent with clerical and technical tasks related to various laws, rules and regulations involved in the regulation of motor carriers
Transportation Industry Customer Service Representative I (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
Manager - Railroad Executive Secretary II	Directs the Railroad Safety Program Provides secretarial and administrative support to the Railroad Safety Program
Office Specialist	Provides secretarial and administrative support to 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 (8 positions)	Provide staff work on cases involving the improvement of railroad grade crossings and crossing separations, conduct crossing signal and surface inspections and conduct Operation Lifesaver Public Education Program
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

625 ILCS 5/18c  
Section 1604  
Requirement (4)

Allocation of Expenditures  
Between the Transportation Regulatory Fund  
and Other Funds

Section 18c-1603(2) of the Illinois Commercial Transportation Law, 625 ILCS 5/18c-1603(2), 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 2011 the percentage allocated to the Transportation Regulatory Fund was 30%.)  
...
  - (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.