

The Commission meets a minimum of twice a month, and at such other times as the Director of Highways or the Governor deem this necessary.

The Attorney General of the State is the legal advisor to the Commission. A separate legal division within the State Roads Commission is under the supervision of a Special Assistant Attorney General. This office and staff is provided to furnish legal advice and counsel to the Commission, services required for right-of-way acquisitions, approval of all contracts and agreements and representation in court actions.

The Comptroller of the Commission, appointed by the Governor, is in charge of its finances and accounting, and controls in finances and accounting. The Office of Finance, under his direction is charged with the keeping of all financial records for the Commission and with the preparation of financial and statistical reports and statements pertaining to revenues, bond proceeds, and all expenditures of the Commission.

The Chief Engineer is responsible for the coordination and control of all internal activities. These include: Planning and Safety which includes both short and long-range planning, urban transportation planning, traffic planning, programming and scheduling and traffic safety; Development, including locations, surveys, highway and bridge design and right-of-way acquisition; and Operations, which includes the field-oriented operations such as construction, maintenance, materials testing, research, traffic operations, and central supplies.

The Commission's activities are primarily centralized in its Baltimore offices. For operational purposes, however, the State is divided into seven engineering districts, which are:

District No. 1, Salisbury: William K. Lee III, District Engineer, Telephone: 742-2102 (Dorchester, Somerset, Wicomico, Worcester counties)

District No. 2, Chestertown: James M. Wright, District Engineer, Telephone: 778-3061 (Caroline, Cecil, Kent, Queen Anne's, Talbot counties)

District No. 3, Greenbelt: M. Slade Caltrider, District Engineer, Telephone: 345-7100 (Montgomery and Prince George's counties)

District No. 4, Brooklandville: Harry J. Pistel, Jr., District Engineer, Telephone: 828-8900 (Baltimore and Harford counties)

District No. 5, Prince Frederick: A. W. Tate, District Engineer, Telephone: 535-1740 (Anne Arundel, Calvert, Charles, and St. Mary's counties)

District No. 6, Cumberland: John D. Bushby, District Engineer, Telephone: 729-1600 (Allegany, Garrett and Washington counties)

District No. 7, Frederick: Thomas G. Mohler, District Engineer, Telephone: 662-1171 (Carroll, Frederick and Howard counties)

Right-of-Way and legal offices are maintained in each of the engineering districts.

The Office of Administration is responsible for the development and application of management plans and administrative procedures; personnel administration; communications facilities; office, reproduction and data processing services; public information services; the preparation of engineering agreements; and the enforcement of outdoor advertising regulations.

Financing the State Roads System

The State Roads Commission operates on Special and Capital Funds. The Special Funds include a portion of the Gasoline Tax, a portion