

other funds appropriated for capital improvements except those appropriated for State roads, bridges, and highways. The Board approves every new lease or renewal for land, buildings, or office space before such contracts are executed by any department, board, commission, State officer, or institution of the State. It may also designate the location of any State agency, after review by the Secretary of the Department of Budget and Fiscal Planning.

The Board may borrow upon the credit of the State, at any time between the sessions of the General Assembly, sums not to exceed \$50,000 to meet temporary deficits in the Treasury. In addition, the Board may borrow upon the credit of the State total amounts not exceeding \$1,000,000 in anticipation of the collection of taxes or other revenues, including the proceeds from the sale of bonds. All such loans bear interest at a rate determined by the Board, and must mature and be repaid at or before the end of the fiscal year in which the money is borrowed. Upon recommendation of the Comptroller, the Board may adopt regulations covering matters of business administration in the various departments, institutions, and agencies of the State, including the fixing of uniform rates of mileage allowance and the terms and renewals of all bonds furnished by State officials and employees. The sale, lease, or transfer of any real property belonging to any State agency or institution must be approved, and the conveyance signed, by the Board and the highest official of the agency or institution. Where no agency or institution claims the property, the Board executes the conveyance. The Board of Public Works has custody of the General Emergency Fund, which is used to supplement the budgets of the agencies and institutions of the State. The Board must also issue a license to anyone who seeks to dredge or fill in State wetlands.

The Board of Public Works is required to adopt and promulgate rules, regulations, and procedures for the administration of the State Public School Construction Program and to approve the allocations which are to be paid to each of the counties and Baltimore City.

The Board is also required to appoint a coordinator whose duties are to provide for the consolidation of administrative procedures relating to the issuance of permits for certain development and construction projects (Const. 1867, Art. III, sec. 34; Art. XII, secs. 1-3; Art. XVII, sec. 2; Code 1957, Art. 15A, secs. 11, 12; Art. 23, sec. 206; Art. 27, sec. 705; Art. 31, sec. 2B; Art. 41, secs. 59-1, 190, 196, 215, 216, 218, 221, 244-256, 266Z, 419; Art. 43, sec. 387B; Art. 73B, sec. 12; Art. 78A, secs. 1-16B, 21-22, 26-31, 43, 49, 55-67; Art. 89B, sec. 6; Art. 94A, sec. 5; Natural Resources Article, sec. 9-202; Estates and Trust Article, sec. 2-205).

ADMINISTRATION—OFFICE OF THE SECRETARY

Sandra K. Reynold, *Secretary*

Goldstein Treasury Building, Room 405
Annapolis 21401 Telephone: 269-3443

This office is charged with a number of administrative functions in connection with matters brought before the Board of Public Works. It is responsible for preparing one of the several agenda considered by the Board at its meetings and for scheduling the appearance of those wishing to testify at meetings. It must notify all affected parties of actions taken by the Board. It prepares, distributes, and maintains the minutes of each of the meetings. A library of tape recordings and transcripts of each meeting is also maintained. The office provides informational services to other State agencies, news media, and the public at large, and undertakes research when requested. The operating budget of the Board of Public Works, which contains a number of grant programs to private agencies, institutions, colleges, and universities, is prepared and administered by this office.

WETLANDS ADMINISTRATION

Lawrence B. Goldstein, *Wetlands Administrator*

Old Armory Building
11 Bladen Street
Annapolis 21401 Telephone: 269-2664

Chapter 241 of the Acts of 1970 requires that anyone wishing to dredge or fill in State wetlands must first secure a license from the Board of Public Works. In order to fulfill the responsibilities assigned to it by the statute the Board has appointed a Wetlands Administrator. The duties of this office include the receipt of applications, as well as scheduling and conducting the required public hearing. After holding the hearing and considering all other information relevant to the application, the administrator then prepares a written report to the Board of Public Works, including a recommendation as to whether or not a license should be issued and if so under what terms and conditions. The approved license is also issued by this office.

The Wetlands Administrator coordinates all aspects of the program with other State, local, and federal agencies, as well as environmental groups