

under charter government, by the County Council or the County Executive with Council approval.

BUSINESS SERVICES & FINANCE DIVISION
Dean W. Kitchen, *Administrator*
(410) 767-1194

The Business Services and Finance Division was formed in 1992 from the merger of the Corporate Charter Division and the Corporate Assessments Division. The Division oversees the annual reassessment of personal property, including operating property of railroads and public utilities.

The Division is custodian of domestic charters for Maryland corporations and of qualifications and registrations for limited partnerships and foreign corporations. Specified fees are collected, and the personal property of such corporations is assessed by the Division. Thereafter, the values are certified to the subdivisions for application of local tax rates. The Division also administers franchise taxes applicable to the net income of banks and savings and loan associations, and to the gross receipts of public service corporations.

Under the Division are four units: Administrative Operations; Charter; Gross Receipts and Financial Franchise Tax; and Personal Property Assessments.

REAL PROPERTY VALUATION DIVISION
Joseph L. Szabo, *State Supervisor*
of Real Property Assessments
(410) 767-1199

Real property is reassessed on a three-year cycle by reviewing one-third of all property in Maryland every year. The review includes an exterior physical inspection of the property. The Real Property Valuation Division participates in all court proceedings where assessment questions are involved. The Division also provides clerical assistance to several local Property Tax Assessment Appeal Boards.

Brochures explaining the assessment process and related matters, such as appeals and tax credits, are available at each local assessment office and from the State office in Baltimore.

TAXPAYER SERVICES DIVISION
Robert E. Young, *Associate Director*
(410) 767-4205

The Taxpayer Services Division began as Special Programs and was reorganized under its present name in 1992. The Division administers the Home Owners' and Renters' Property Tax Credit Programs, Management Information Systems, and the Mapping Support Program.

The *Home Owners' Property Tax Credit Program* and the *Renters' Property Tax Credit Program* provide more than \$51 million in State-funded property tax credits to home owners and renters who qualify based on an income test. The Home Own-

ers' Program is available to all home owners in Maryland, regardless of age. The Renters' Program applies to the permanently disabled; renters aged 60 or over; or renters who are under age 60, with dependent children, and who meet certain income requirements.

The *Management Information Systems and Mapping Support Program* was formed in 1993 by merging two units. The Program administers and maintains the automated data systems of the Department, and designs and maintains real property, corporate charter, local personal property and tax credit systems for all jurisdictions throughout the State. The Program also prepares property location maps, which delineate property boundaries and comprise a complete inventory of all land in the State. They are drawn to scale and are integrated into the State Grid System. Because they show ownership, sizes, references, and natural and manmade features, the maps are very useful to the general public and invaluable for property assessments.

**MARYLAND
AUTOMOBILE INSURANCE FUND**

David C. Trageser, *Executive Director*

1750 Forest Drive (410) 269-8609
Annapolis, MD 21401 fax: (410) 269-4344

BUDGET (CODE DJ00, formerly 23.10.00)

Funds	CY1995
Total Expenditure	\$34,409,586
Nonbudgeted Funds (no State obligations; funds derived from insurance premiums, earnings from investments, etc.)	
Staff	
Authorized	548
Contractual/ Temporary	61
Total Staff	609

HISTORICAL EVOLUTION

Unsatisfied Claim & Judgement Fund Board, 1957-72
Maryland Automobile Insurance Fund, 1972—

MANDATED REPORTS

Annual Certification to Board of Directors, Industry Automobile Insurance Association, of actual operating loss, if any, due March 15.
Annual Audit may be conducted by Legislative Auditor. Report to Governor & General Assembly on study group of Fund insurees due Jan. 1, 1997 (Chapter 352, Acts of 1995).

ORGANIZATIONAL STRUCTURE

**MARYLAND AUTOMOBILE INSURANCE
FUND BOARD OF TRUSTEES**

Ronald J. Zaleski, *Chair*

Appointed by Governor: Rita A. Baikauskas; Gerald H. Cooper; Frederick J. Hill; August A. Krometis; William H. Ross III; two vacancies.

Appointed by Board of Directors, Industry Automobile Insurance Association: Randy C. Garrett; David L.