

## Sec. 503. Offices.

There shall be the following offices in the administrative services:

- (1) Office of Law
- (2) Office of Personnel
- (3) Office of Finance
- (4) Office of the Budget
- (5) Office of Central Services
- (6) Office of Planning and Zoning
- (7) *Office of Data Processing and Management Information.*

## Sec. 515. General powers and duties of the director of finance.

Except as otherwise provided in article XI of this Charter, the director of finance shall have and exercise all the powers and all the fiscal duties now or hereafter vested in or imposed upon the county comptroller and the county treasurer, and he is hereby designated as the collector of state taxes in the county. [His office shall also be responsible for all functions heretofore discharged by the existing transfer and machine billing department.] He shall have charge of the administration of the financial affairs of the county, including the collection of state and county taxes, special assessments, the Metropolitan District charges, fees and other revenues and funds of every kind due to the county; the enforcement of the collection of taxes in the manner provided by law; the custody and safekeeping of all funds; the keeping and supervision of all accounts; and such other functions as may be prescribed by the county administrative office or by legislative act of the county council not inconsistent herewith.

*Section 2.* AND BE IT FURTHER ENACTED (five members thereof voting in the affirmative) that Secs. 524.2 and 524.3 be and they are hereby proposed to be added to the Baltimore County Charter, to read as follows, if adopted by the voters of Baltimore County:

## Subdivision 7.

The Office of Data Processing and Management Information

## Sec. 524.2. Director.

The office of data processing and management information shall be administered by a Director who shall be appointed solely on the basis of his qualifications for the duties of his office. He shall be responsible directly to the county administrative officer.

## Sec. 524.3. Duties and functions of the office.

The office of data processing and management information shall be responsible for supervising a systems and programming operation, the output of a data processing installation, planning and developing inter-departmental integral systems of records retention and retrieval, the machine-billing functions heretofore discharged by the office of finance, and shall have and perform such other duties and functions as may be assigned thereto by directive of the county administrative officer or by legislative act of the county council. The personnel needs of said office shall be established by the director thereof, subject to the approval of the administrative officer.

*Section 3.* BE IT FURTHER ENACTED, That this act shall take effect as of July 1, 1969, if adopted by the voters of Baltimore County, Maryland.

*Section 4.* BE IT FURTHER ENACTED, That pursuant to the requirements of Section 1202 of the Baltimore County Charter, the question of