

# **FINANCIAL AND REVENUE ADMINISTRATION**

**Comptroller of Maryland**

**State Treasurer**

**State Department of Assessments and Taxation**

**State Lottery Agency**

**Property Tax Assessment Appeals Boards**



# COMPTROLLER OF MARYLAND

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## MISSION

The Comptroller of Maryland provides executive leadership for Maryland's financial management services. The Comptroller is accountable for the fair and efficient collection of taxes, regulation of businesses, accurate forecasting and accounting of revenues and expenses, and the provision of technological services to State agencies.

## VISION

The Comptroller of Maryland will achieve a favorable national reputation for fiscal management of the State by providing superior tax, regulatory, and technological services that promote the prosperity of the people and businesses of Maryland.

## KEY GOALS AND OBJECTIVES

- Goal 1.** Provide public services in ways that achieve the highest level of individual and business customer satisfaction.
- Objective 1.1** Implement alternative methods for customers to file tax returns and make tax payments.
  - Objective 1.2** Provide customers with enhanced and convenient access to services.
- Goal 2.** Take advantage of existing and emerging information technology applications to enhance business processes that currently use little or no technology, and improve the infrastructure for efficient implementation of these new technologies.
- Objective 2.1** Expand and/or implement e-government services through enhanced Internet, Intranet, and Extranet applications.
  - Objective 2.2** Increase use of electronic file transfers, document imaging, and alternative tax payment and return processing methods.
  - Objective 2.3** Enhance infrastructure including mainframe and related disaster recovery capabilities. Continue to use the latest security protection technology and local area network services.
- Goal 3.** Vigorously enforce tax laws essential to the fair treatment of all taxpayers.
- Objective 3.1** Implement data warehousing to increase effectiveness of matching and audit selection programs.
  - Objective 3.2** Continue aggressive compliance efforts for tax enforcement, cigarette smuggling interdiction, and fuel tax evasion interdiction.

COMPTROLLER OF MARYLAND

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**SUMMARY OF COMPTROLLER OF MARYLAND**

	2008 Actual	2009 Appropriation	2010 Allowance
Total Number of Authorized Positions.....	1,105.50	1,117.50	1,112.50
Total Number of Contractual Positions.....	26.91	29.64	29.65
Salaries, Wages and Fringe Benefits.....	69,404,959	73,682,398	75,232,218
Technical and Special Fees.....	1,022,585	1,145,978	1,214,385
Operating Expenses.....	38,509,431	45,071,265	53,759,289
Original General Fund Appropriation.....	72,005,121	77,859,826	
Transfer/Reduction.....	1,278,833	-3,098,785	
Total General Fund Appropriation.....	73,283,954	74,761,041	
Less: General Fund Reversion/Reduction.....	357,318		
Net General Fund Expenditure.....	72,926,636	74,761,041	77,886,462
Special Fund Expenditure.....	17,021,594	17,242,385	32,372,011
Reimbursable Fund Expenditure.....	18,988,745	27,896,215	19,947,419
Total Expenditure.....	108,936,975	119,899,641	130,205,892

COMPTROLLER OF MARYLAND

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SUMMARY OF OFFICE OF THE COMPTROLLER

	2008 Actual	2009 Appropriation	2010 Allowance
Total Number of Authorized Positions.....	71.00	70.00	69.00
Total Number of Contractual Positions.....	.80	.60	1.60
Salaries, Wages and Fringe Benefits.....	5,174,514	5,410,349	5,643,275
Technical and Special Fees.....	148,853	187,804	182,665
Operating Expenses.....	3,554,945	3,122,047	3,281,162
Original General Fund Appropriation.....	4,032,678	4,734,185	
Transfer/Reduction.....	568,404	-226,259	
Total General Fund Appropriation.....	4,601,082	4,507,926	
Less: General Fund Reversion/Reduction.....	7,998		
Net General Fund Expenditure.....	4,593,084	4,507,926	4,895,816
Special Fund Expenditure.....	667,827	794,128	795,823
Reimbursable Fund Expenditure.....	3,617,401	3,418,146	3,415,463
Total Expenditure.....	<u>8,878,312</u>	<u>8,720,200</u>	<u>9,107,102</u>

# COMPTROLLER OF MARYLAND

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## **E00A01.01 EXECUTIVE DIRECTION – OFFICE OF THE COMPTROLLER**

### **PROGRAM DESCRIPTION**

The Comptroller has general supervision over the fiscal affairs of the State. The program coordinates the functions of the various divisions and formulates policies to promote prompt collection of various revenues.

COMPTROLLER OF MARYLAND

OFFICE OF THE COMPTROLLER

E00A01.01 EXECUTIVE DIRECTION

Appropriation Statement:

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	32.00	33.00	32.00
Number of Contractual Positions.....	80	60	1.60
01 Salaries, Wages and Fringe Benefits .....	2,913,102	2,984,647	3,191,087
02 Technical and Special Fees .....	80,859	67,804	107,165
03 Communication.....	31,386	25,620	30,060
04 Travel .....	46,566	39,350	40,850
07 Motor Vehicle Operation and Maintenance .....	10,997	11,271	10,000
08 Contractual Services.....	59,508	55,450	51,220
09 Supplies and Materials .....	55,295	54,150	64,630
10 Equipment—Replacement.....	11,740	16,433	22,700
13 Fixed Charges.....	34,720	45,133	35,000
14 Land and Structures.....	89,658		
Total Operating Expenses.....	339,870	247,407	254,460
Total Expenditure .....	3,333,831	3,299,858	3,552,712
Original General Fund Appropriation.....	2,290,607	2,873,039	
Transfer of General Fund Appropriation.....	665,188	-60,030	
Total General Fund Appropriation.....	2,955,795	2,813,009	
Less: General Fund Reversion/Reduction.....	1,552		
Net General Fund Expenditure.....	2,954,243	2,813,009	3,055,495
Special Fund Expenditure.....	379,588	486,849	497,217
Total Expenditure .....	3,333,831	3,299,858	3,552,712
<b>Special Fund Income:</b>			
E00352 Used Tire Fee .....	2,720	3,755	3,901
E00353 Admissions and Amusement Tax.....	88,159	113,378	123,738
E00362 Corporate Income Tax .....	21,370	28,993	32,700
E00381 Motor Fuel Tax.....	264,723	337,939	334,327
swf309 Chesapeake Bay Restoration Fund .....	2,616	2,784	2,551
Total .....	379,588	486,849	497,217

# COMPTROLLER OF MARYLAND

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## **E00A01.02 FINANCIAL AND SUPPORT SERVICES – OFFICE OF THE COMPTROLLER**

### **PROGRAM DESCRIPTION**

The Financial and Support Services program administers the finance, procurement, personnel, and other administrative functions for the Comptroller of Maryland. It is also responsible for the accounting records of the Capital Grants and Loans program and records concerning debt service for the State's General Obligation Bonds.

### **MISSION**

The mission of the Financial and Support Services Program is to provide high quality, efficient and timely financial, personnel, and administrative services to support the achievement of the goals and objectives of the Comptroller of Maryland.

### **VISION**

The Financial and Support Services program supports the attainment of the goals and objectives for the Comptroller of Maryland. Performance measures for this program are therefore not presented.



COMPTROLLER OF MARYLAND

E00A01.02 FINANCIAL AND SUPPORT SERVICES — OFFICE OF THE COMPTROLLER

Appropriation Statement:

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	39.00	37.00	37.00
01 Salaries, Wages and Fringe Benefits .....	2,261,412	2,425,702	2,452,188
02 Technical and Special Fees .....	67,994	120,000	75,500
03 Communication .....	2,588,450	2,257,500	2,360,250
04 Travel .....	4,055	4,000	2,350
07 Motor Vehicle Operation and Maintenance .....	1,587		
08 Contractual Services .....	224,204	341,653	260,520
09 Supplies and Materials .....	268,846	243,600	274,765
10 Equipment—Replacement .....	35,222	9,879	46,450
11 Equipment—Additional .....	3,895		
12 Grants, Subsidies and Contributions .....	70,000	10,000	35,000
13 Fixed Charges .....	5,826	5,508	47,367
14 Land and Structures .....	12,990	2,500	
Total Operating Expenses .....	3,215,075	2,874,640	3,026,702
Total Expenditure .....	5,544,481	5,420,342	5,554,390
Original General Fund Appropriation .....	1,742,071	1,861,146	
Transfer of General Fund Appropriation .....	-96,784	-166,229	
Total General Fund Appropriation .....	1,645,287	1,694,917	
Less: General Fund Reversion/Reduction .....	6,446		
Net General Fund Expenditure .....	1,638,841	1,694,917	1,840,321
Special Fund Expenditure .....	288,239	307,279	298,606
Reimbursable Fund Expenditure .....	3,617,401	3,418,146	3,415,463
Total Expenditure .....	5,544,481	5,420,342	5,554,390
<b>Special Fund Income:</b>			
E00352 Used Tire Fee .....	2,095	2,382	2,382
E00353 Admissions and Amusement Tax .....	67,870	71,912	77,564
E00362 Corporate Income Tax .....	16,452	18,389	19,972
E00381 Motor Fuel Tax .....	199,812	212,830	197,130
swf309 Chesapeake Bay Restoration Fund .....	2,010	1,766	1,558
Total .....	288,239	307,279	298,606
<b>Reimbursable Fund Income:</b>			
E00901 Receipts from Users of Mailroom, Printshops and Other Supplemental Services .....	3,617,401	3,418,146	3,415,463

# COMPTROLLER OF MARYLAND

## E00A02.01 ACCOUNTING CONTROL AND REPORTING – GENERAL ACCOUNTING DIVISION

### PROGRAM DESCRIPTION

The objectives of this program are to exercise financial control, to account for all State funds received and disbursed, and to prepare monthly and annual financial reports and such other statistical information as required by law or fiscal policy.

### MISSION

The General Accounting Division is the State’s central accounting office, providing an extensive menu of financial services to assist the State Comptroller in fulfilling his Constitutional responsibilities to provide “general superintendence of the fiscal affairs of the state.” Legal and customer requirements and technological innovations dictate the services provided. Services are provided to state agencies, vendors, and those individuals and investors interested in the financial position and results of operations of the State.

### VISION

The Comptroller’s General Accounting Division is dedicated to providing cost effective services promptly, efficiently, and courteously. The division will continually strive to provide accounting expertise and a wide range of financial services to customers using leading edge technologies and best business practices.

### KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

**Goal 1.** To maintain and improve the State’s reputation for excellence and integrity in accounting and financial reporting.

**Objective 1.1** To produce the State of Maryland Comprehensive Annual Financial Report in compliance with generally accepted accounting principles, as promulgated by the Governmental Accounting Standards Board.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Quality:</b> Unqualified opinion by an independent accounting firm	Received	Expect to Receive	Expect to Receive	Expect to Receive

**Objective 1.2** To receive the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association of the United States and Canada.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Quality:</b> Certificate of Excellence in Financial Reporting	Received	Expect to Receive	Expect to Receive	Expect to Receive

**Goal 2.** To review agency expenditure requests for compliance with State laws and regulations and authorize disbursements from the State Treasury on a timely basis. To respond promptly and courteously to requests from vendors and State agencies.

**Objective 2.1** Approve or reject 99% of agency payment requests and submit approved requests to the State Treasurer for disbursement within five working days.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Quality:</b> Percent of payment requests processed within 5 days	99.9%	99.9%	99.9%	99.9%
<b>Output:</b> Total dollars of disbursements (billions)	\$34.8	\$37.6	\$39.1	\$40.7

**Objective 2.2** Expand use of Corporate Charge Card to at least 50% of total eligible payments.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Output:</b> Corporate charge card transactions	717,905	729,494	733,141	734,608
Corporate charge card purchases (millions)	\$219.3	\$229.4	\$229.8	\$230.3
Total vendor payment transactions eligible for card use	1,415,462	1,570,471	1,573,612	1,576,759
<b>Quality:</b> Corporate charge card transactions as a percent of eligible vendor payment transactions	*50.7%	46.5%	46.6%	46.6%
Rebates received (millions)	\$2.186	\$3.496	\$3.503	\$3.510

**Note:** \* This number has been corrected since the Budget Book last year.

COMPTROLLER OF MARYLAND

GENERAL ACCOUNTING DIVISION

E00A02.01 ACCOUNTING CONTROL AND REPORTING

Appropriation Statement:

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	46.00	46.00	45.00
01 Salaries, Wages and Fringe Benefits .....	2,974,082	3,063,428	3,080,448
02 Technical and Special Fees .....	5,038	800	795
03 Communication .....	563,628	564,549	579,852
04 Travel .....	11,724	13,701	13,353
07 Motor Vehicle Operation and Maintenance .....	710		
08 Contractual Services .....	1,483,151	1,477,001	1,504,989
09 Supplies and Materials .....	64,539	64,874	95,577
10 Equipment—Replacement .....	6,122	51	18,000
11 Equipment—Additional .....	764	375	
12 Grants, Subsidies and Contributions .....	23,474	3	25,758
13 Fixed Charges .....	5,285	5,270	2,221
14 Land and Structures .....	13,314		
Total Operating Expenses .....	2,172,711	2,125,824	2,239,750
Total Expenditure .....	5,151,831	5,190,052	5,320,993
Original General Fund Appropriation .....	5,154,902	5,281,984	
Transfer of General Fund Appropriation .....	-53,101	-141,932	
Total General Fund Appropriation .....	5,101,801	5,140,052	
Less: General Fund Reversion/Reduction .....	41,133		
Net General Fund Expenditure .....	5,060,668	5,140,052	5,254,801
Special Fund Expenditure .....	91,163	50,000	66,192
Total Expenditure .....	5,151,831	5,190,052	5,320,993
<b>Special Fund Income:</b>			
E00321 Revenues from Recovery Audits .....	91,163	50,000	66,192

# COMPTROLLER OF MARYLAND

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## **E00A03.01 ESTIMATING OF REVENUES - BUREAU OF REVENUE ESTIMATES**

### **PROGRAM DESCRIPTION**

The Bureau of Revenue Estimates operates in accordance with Section 6-101 of the State Finance and Procurement Article. The Bureau is staff to the Board of Revenue Estimates which is composed of the Treasurer, Comptroller, and Secretary of Budget and Management. The Board of Revenue Estimates reviews the information and recommendations supplied by the Bureau, and submits to the Governor for submission to the General Assembly, an itemized statement of estimated revenues for the current and succeeding fiscal years.

### **MISSION**

The Bureau of Revenue Estimates forecasts Maryland's revenues and determines the fiscal impact of proposals to change Maryland's tax laws. The Bureau is accountable to the Board of Revenue Estimates for accurate forecasting of state revenues and the economy.

### **VISION**

The Bureau of Revenue Estimates will be recognized inside and outside Maryland as the primary source of information and analysis regarding all aspects of Maryland taxes and revenues upon which sound public policy decisions can be based.

The Bureau of Revenue Estimates supports the attainment of the goals and objectives for the Comptroller of Maryland and the Board of Revenue Estimates.

COMPTROLLER OF MARYLAND

BUREAU OF REVENUE ESTIMATES

E00A03.01 ESTIMATING OF REVENUES

Appropriation Statement:

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	4.00	5.00	5.00
01 Salaries, Wages and Fringe Benefits .....	399,229	400,347	474,328
03 Communication .....	18,750	1,500	1,950
04 Travel .....	1,191	250	1,250
08 Contractual Services .....	169,308	202,448	226,366
09 Supplies and Materials .....	13,993	2,975	5,800
10 Equipment—Replacement .....	851	519	1,200
13 Fixed Charges .....	2,432	1,480	500
14 Land and Structures .....	15,085		
Total Operating Expenses .....	221,610	209,172	237,066
Total Expenditure .....	620,839	609,519	711,394
Original General Fund Appropriation .....	575,960	639,350	
Transfer of General Fund Appropriation .....	56,637	-29,831	
Total General Fund Appropriation .....	632,597	609,519	
Less: General Fund Reversion/Reduction .....	11,758		
Net General Fund Expenditure .....	620,839	609,519	711,394

COMPTROLLER OF MARYLAND

REVENUE ADMINISTRATION DIVISION

SUMMARY OF REVENUE ADMINISTRATION DIVISION

	2008 Actual	2009 Appropriation	2010 Allowance
Total Number of Authorized Positions.....	370.80	367.80	366.80
Total Number of Contractual Positions.....	3.40	4.00	3.50
Salaries, Wages and Fringe Benefits.....	21,190,984	22,040,849	22,867,557
Technical and Special Fees.....	82,760	151,389	128,894
Operating Expenses.....	7,868,908	16,369,336	22,545,486
Original General Fund Appropriation.....	25,823,749	28,270,711	
Transfer/Reduction.....	711,755	-923,998	
Total General Fund Appropriation.....	26,535,504	27,346,713	
Less: General Fund Reversion/Reduction.....	224		
Net General Fund Expenditure.....	26,535,280	27,346,713	28,057,852
Special Fund Expenditure.....	2,607,372	2,822,746	17,484,085
Reimbursable Fund Expenditure.....		8,392,115	
Total Expenditure.....	29,142,652	38,561,574	45,541,937

# COMPTROLLER OF MARYLAND

## E00A04.01 REVENUE ADMINISTRATION - REVENUE ADMINISTRATION DIVISION

### PROGRAM DESCRIPTION

The Revenue Administration Division processes personal, corporation, fiduciary, employer withholding, Maryland estate tax, tire fee, admissions and amusement tax, sales and use tax, alcohol and tobacco tax, and motor fuel tax returns. All remittances received with these returns are deposited through a Centralized Remittance Processing center and a lockbox facility. The division is responsible for taxpayer service, taxpayer accounting for return adjustments, tax processing systems application control, revenue accounting, and reporting tax distributions to the subdivisions of Maryland.

### MISSION

The Revenue Administration Division is committed to administering the provisions of the Maryland income tax laws effectively and efficiently while maintaining the integrity of the tax system and treating all taxpayers with respect and understanding.

### VISION

The Revenue Administration Division will be a national leader in providing taxpayer service by quickly and efficiently processing tax returns and issuing refunds, processing payments promptly and efficiently, and using technological innovations to meet the needs of the people and businesses of Maryland.

### KEY GOALS, OBJECTIVES AND PERFORMANCE MEASURES

**Goal 1.** Ensure that current year personal resident tax returns received between mid January and the first week in April, requesting a refund, both paper and electronic, are processed promptly.

**Objective 1.1** 90% of current year, paper-filed personal resident returns received during the income tax filing season are processed and refunds are issued within 22 business days of the date the returns were received. \*

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Number of paper returns received	1,306,645	1,186,150	1,064,481	727,227
<b>Output:</b> Number of refunds issued on paper returns	763,026	670,355	567,807	354,887
<b>Outcome:</b> Percentage of paper returns processed within 22 business days	*99.0%	99.2%	90.0%	90.0%

**Objective 1.2** 95% of current year electronically filed returns are processed and refunds are issued within 4 business days of the date the returns were received. \*\*

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Number of electronically filed returns	1,353,976	1,483,677	1,632,045	1,996,263
<b>Output:</b> Number of refunds from electronic returns	1,119,812	1,213,910	1,335,301	1,632,943
<b>Outcome:</b> Percentage of electronically filed returns processed within 4 business days	**99.2%	96.00%	95.0%	95.0%

**Goal 2.** Ensure that all correspondence received during the fiscal year, both paper and e-mail, is answered promptly.

**Objective 2.1** 95% of paper correspondence is logged and responded to within an average of eight (8) business days or less from the time the correspondence is received.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Number of letters received	5,047	5,087	5,138	5,189
<b>Outcome:</b> Percentage of paper correspondence responded to within 8 business days	69.3%	86.7%	95.0%	95.0%

**Note: \*** Fiscal year 2007 and 2008 measurements reflect returns processed and refunds issued within ten days. Subsequent years reflect a twenty-two day time period.

**\*\*** Fiscal year 2007 measurements reflect electronic returns processed and refunds issued within two days. Subsequent years reflect a time period of four days.

**COMPTROLLER OF MARYLAND**

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**E00A04.01 REVENUE ADMINISTRATION - REVENUE ADMINISTRATION DIVISION (Continued)**

**Objective 2.2** 97% of e-mail transmissions are responded to within an average of two business days or less from the time the e-mail transmissions were received.

	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Number of e-mails received	28,253	34,829	41,795	50,156
<b>Outcome:</b> Percentage of e-mail transmissions responded to within 4 business days	99.7%	99.4%	97.0%	97.0%

**Goal 3.** Ensure telephone inquires received during the fiscal year are answered timely.

**Objective 3.1** Telephone inquiries are answered within an average of ninety (90) seconds or less of the individual being placed in the hold queue.

	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Number of telephone calls received	372,204	387,158	416,195	447,410
<b>Outcome:</b> Average number of seconds taxpayers are in hold queue before call taken	90	75	90	90



COMPTROLLER OF MARYLAND

REVENUE ADMINISTRATION DIVISION

E00A04.01 REVENUE ADMINISTRATION

Appropriation Statement:

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	370.80	367.80	366.80
Number of Contractual Positions.....	3.40	4.00	3.50
01 Salaries, Wages and Fringe Benefits.....	21,190,984	22,040,849	22,867,557
02 Technical and Special Fees.....	82,760	151,389	128,894
03 Communication.....	2,437,697	1,989,508	2,550,060
04 Travel.....	48,422	28,401	43,297
06 Fuel and Utilities.....	6,933	8,081	4,925
07 Motor Vehicle Operation and Maintenance .....	4,618		
08 Contractual Services.....	2,495,854	3,542,981	2,987,829
09 Supplies and Materials.....	1,337,330	1,119,351	1,236,178
10 Equipment—Replacement.....	292,900	85,608	179,228
11 Equipment—Additional.....	59,239		
13 Fixed Charges.....	340,374	337,286	328,440
14 Land and Structures.....	32,725		
Total Operating Expenses.....	7,056,092	7,111,216	7,329,957
Total Expenditure.....	28,329,836	29,303,454	30,326,408
Original General Fund Appropriation.....	25,823,749	28,270,711	
Transfer of General Fund Appropriation.....	711,755	-923,998	
Total General Fund Appropriation.....	26,535,504	27,346,713	
Less: General Fund Reversion/Reduction.....	224		
Net General Fund Expenditure.....	26,535,280	27,346,713	28,057,852
Special Fund Expenditure.....	1,794,556	1,956,741	2,268,556
Total Expenditure.....	28,329,836	29,303,454	30,326,408
<b>Special Fund Income:</b>			
E00353 Admissions and Amusement Tax.....	484,162	635,362	790,449
E00362 Corporate Income Tax.....	274,514	399,335	489,795
E00381 Motor Fuel Tax.....	1,006,186	853,160	935,911
swf309 Chesapeake Bay Restoration Fund.....	29,694	68,884	52,401
Total.....	1,794,556	1,956,741	2,268,556

# COMPTROLLER OF MARYLAND

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## **E00A04.02 MAJOR INFORMATION TECHNOLOGY DEVELOPMENT PROJECTS - REVENUE ADMINISTRATION DIVISION**

### **PROGRAM DESCRIPTION**

This program identifies defined, current Major Information Technology Development Projects in the Comptroller of Maryland.

COMPTROLLER OF MARYLAND

REVENUE ADMINISTRATION DIVISION

E00A04.02 MAJOR INFORMATION TECHNOLOGY DEVELOPMENT PROJECTS

Appropriation Statement:

	2008 Actual	2009 Appropriation	2010 Allowance
08 Contractual Services.....	812,816	9,045,274	15,015,529
11 Equipment—Additional.....		212,846	200,000
Total Operating Expenses.....	<u>812,816</u>	<u>9,258,120</u>	<u>15,215,529</u>
Total Expenditure.....	<u>812,816</u>	<u>9,258,120</u>	<u>15,215,529</u>
Special Fund Expenditure.....	812,816	866,005	15,215,529
Reimbursable Fund Expenditure.....		8,392,115	
Total Expenditure.....	<u>812,816</u>	<u>9,258,120</u>	<u>15,215,529</u>

Special Fund Income:

E00352 Used Tire Fee.....			16,421
E00353 Admissions and Amusement Tax.....		225,000	478,801
E00354 Unclaimed Property.....		75,000	656,428
E00355 Revenue Collections of Outside Agencies.....		250,000	332,994
E00362 Corporate Income Tax.....		135,000	137,656
E00381 Motor Fuel Tax.....	139,931	181,005	1,416,390
E00390 Local Share of Integrated Tax System.....			12,166,099
swf302 Major Information Technology Development Project Fund.....	672,885		
swf309 Chesapeake Bay Restoration Fund.....			10,740
Total.....	<u>812,816</u>	<u>866,005</u>	<u>15,215,529</u>

Reimbursable Fund Income:

F50A01 Major Information Technology Development Projects..	<u>8,392,115</u>
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# COMPTROLLER OF MARYLAND

## E00A05.01 COMPLIANCE ADMINISTRATION - COMPLIANCE DIVISION

### PROGRAM DESCRIPTION

The Compliance Division is responsible for the enforcement of all tax laws administered by the Comptroller and for administering the Uniform Disposition of Unclaimed Property. Primary functions include auditing, collections, and various discovery activities. In conjunction with these activities, the division handles the levying of assessments, tax appeals, and legal enforcement.

### MISSION

To encourage compliance with tax laws through aggressive, equitable and compassionate enforcement activities. All taxpayers will be treated fairly and will receive prompt courteous service.

### VISION

All individuals and businesses will pay their fair share of taxes, allowing Maryland to provide excellent services to its citizens and promoting economic development through uniformly applied tax laws.

### KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

**Goal 1.** Maximize collection of past due taxes.

**Objective 1.1** Notify all taxpayers of past due amounts within 60 days of case first entering collection system for active collection.

**Objective 1.2** Establish appropriate payment plans, file liens, garnish salaries, and attach assets when necessary.

<b>Performance Measures</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Estimated</b>	<b>2010 Estimated</b>
<b>Input:</b> Number of active delinquent individual income tax cases as of 6/30	107,356	143,791	155,000	130,000
Number of active delinquent business tax cases as of 6/30	31,400	31,884	30,000	31,000
<b>Output:</b> Number of payment agreements entered	41,954	46,559	55,000	50,000
Number of cases certified to IRS for offset	75,674	92,130	100,000	85,000
Number of tax liens filed	42,814	43,406	50,000	45,000
Number of salary garnishments filed	11,031	8,048	20,000	15,000
Number of bank attachments filed	23,561	22,180	30,000	25,000
<b>Outcome:</b> Dollars collected on delinquent income tax cases	\$172,305,174	\$184,267,850	\$200,000,000	\$208,000,000
Dollars collected on delinquent business tax cases	\$233,243,469	\$239,028,613	\$240,000,000	\$248,000,000

# COMPTROLLER OF MARYLAND

## E00A05.01 COMPLIANCE ADMINISTRATION - COMPLIANCE DIVISION (Continued)

**Goal 2.** Encourage voluntary compliance and identify non-compliant taxpayers through various discovery activities and an efficient and effective business tax audit program.

**Objective 2.1** Use federal tax data as well as data from various other sources to identify individuals and businesses not in compliance with Maryland tax laws, beginning each program within 120 days of the last extension period or 120 days of notification by IRS.

**Objective 2.2** Maintain a balanced audit program to provide coverage of all tax types and business activities throughout the various regions of the state.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Estimated number of business tax accounts as of 6/30	250,000	250,000	250,000	250,000
Number of 1 <sup>st</sup> notices sent for individual Income Tax	70,018	101,055	140,000	140,000
Number of Business Tax discovery notices sent	3,122	2,195	3,500	3,500
<b>Output:</b> Number of business tax audits and investigations	1,428	1,594	1,650	1,650
Dollars assessed for business tax audits (millions)	\$127.5	\$108.9	\$120.0	\$120.0
Percent of auditors (employed for at least 18 months) cross trained	84%	55%	75%	75%
Dollars assessed on business tax discovery activities	\$3,103,414	\$2,766,578	\$3,500,000	\$3,500,000
Dollars assessed for individual income tax (millions)	\$103.7	\$86.25	\$120.0	\$125.0
<b>Quality:</b> Percent of business tax accounts audited or investigated	0.6%	0.6%	0.6%	0.6%

**Goal 3.** Identify unclaimed property and present it to the rightful owners.

**Objective 3.1** Identify the holders of unclaimed property and obtain reports listing the properties and their owners.

**Objective 3.2** Participate in programs to locate owners.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Number of unclaimed property holder reports received	15,457	13,478	16,000	16,000
<b>Output:</b> Number of notices sent to owners	96,915	42,382	45,000	45,000
Number of unclaimed property claims paid	39,741	47,521	75,000	45,000
Dollars of unclaimed property reported (millions)	\$115.6	122.4	\$125.0	\$125.0
<b>Outcome:</b> Dollars of unclaimed property paid to owners (millions)	\$46.4	\$52.1	\$82.0	\$50.0
<b>Quality:</b> Percent of names added to system within 90 days	97%	98%	100%	100%

COMPTROLLER OF MARYLAND

COMPLIANCE DIVISION

E00A05.01 COMPLIANCE ADMINISTRATION

Appropriation Statement:

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	347.10	365.10	364.10
Number of Contractual Positions .....	21.40	24.00	23.00
01 Salaries, Wages and Fringe Benefits .....	20,678,835	22,312,840	22,820,934
02 Technical and Special Fees .....	634,600	703,193	750,533
03 Communication .....	1,044,159	917,523	976,650
04 Travel .....	372,332	330,075	362,025
07 Motor Vehicle Operation and Maintenance .....	86,468	80,905	106,286
08 Contractual Services .....	3,135,823	2,633,550	3,207,843
09 Supplies and Materials .....	177,879	218,025	249,125
10 Equipment—Replacement .....	78,129	104,725	81,555
11 Equipment—Additional .....	53,442	126,120	135,500
13 Fixed Charges .....	110,057	118,819	99,348
14 Land and Structures .....	46,885	4,125	25,625
Total Operating Expenses .....	5,105,174	4,533,867	5,243,957
Total Expenditure .....	26,418,609	27,549,900	28,815,424
Original General Fund Appropriation .....	18,268,410	20,285,669	
Transfer of General Fund Appropriation .....	205,745	-232,560	
Total General Fund Appropriation .....	18,474,155	20,053,109	
Less: General Fund Reversion/Reduction .....	10,102		
Net General Fund Expenditure .....	18,464,053	20,053,109	20,881,514
Special Fund Expenditure .....	7,954,556	7,496,791	7,933,910
Total Expenditure .....	26,418,609	27,549,900	28,815,424

Special Fund Income:

E00352 Used Tire Fee .....	64,559	72,324	80,118
E00353 Admissions and Amusement Tax .....	1,368,154	1,536,928	1,545,642
E00354 Unclaimed Property .....	3,664,334	3,587,946	3,202,743
E00355 Revenue Collections of Outside Agencies .....	1,225,660	697,832	1,624,693
E00362 Corporate Income Tax .....	175,700	169,204	181,835
E00372 Cigarette Licensing Fees .....	70,457	53,892	55,998
E00381 Motor Fuel Tax .....	1,385,692	1,378,665	1,242,881
Total .....	7,954,556	7,496,791	7,933,910

# COMPTROLLER OF MARYLAND

## E00A06.01 FIELD ENFORCEMENT ADMINISTRATION – FIELD ENFORCEMENT DIVISION

### PROGRAM DESCRIPTION

The Field Enforcement Division is the enforcement arm of the Comptroller of Maryland. It is comprised of four sections – the Enforcement Agents, the Inspectors, the State License Bureau and the Motor Fuel Testing Lab. The Enforcement Agents and Inspectors are responsible for the detection and enforcement of the revenue laws relating to alcoholic beverages, cigarette taxes, motor fuel and sales and use taxes. The tasks performed to complete this function include conducting investigations, arresting violators, and performing compliance inspections for proper licenses. The State License Bureau is responsible for the issuance of over 95,000 business licenses and coordinating license issues with the clerk of the courts in all counties. The Motor Fuel Lab is responsible for testing motor fuel to ensure proper quality fuel is sold to consumers across the state. They are also responsible for testing alcohol.

### MISSION

Pursue all legal and reasonable means to identify and collect all revenue due to the Comptroller of Maryland as provided by the Maryland Constitution and statutes as enacted by the General Assembly.

### VISION

To secure voluntary compliance to the revenue laws of the State through a program of enforcement and education, maximizing state revenue while fostering fair tax treatment for Maryland businesses and individuals.

### KEY GOALS, OBJECTIVES AND PERFORMANCE MEASURES

**Goal 1.** Strict enforcement of laws pertaining to untaxed and contraband cigarettes to deter illegal cigarettes from coming into the State and to decrease lost revenues.

**Objective 1.1** Deter the importation of illegal cigarettes through interdiction initiatives and by inspecting the equivalent of at least 50% of the total number of licensed cigarette retailers.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Output:</b> Number of arrests	72	54	84	84
Number of untaxed or contraband cigarette packs confiscated	50,392	55,937	51,900	51,900
Number of inspections	5,120	5,107	5,000	4,000
Percentage of inspections to licensed cigarette retailers	54%	54%	53%	50%

**Goal 2.** Strict enforcement of Alcoholic Beverage Laws of the State of Maryland.

**Objective 2.1** Inspect the equivalent of 25% of the total number of retail alcohol licensees to deter violations of Maryland's Alcoholic Beverage Laws.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Output:</b> Number of inspections	2,312	2,222	1,825	1,825
Percentage of inspections to licensed alcohol retailers	32%	30%	30%	25%
Number of alcohol arrests	73	86	80	80

**Goal 3.** Ensure that Maryland's motor fuels meet the highest quality standards.

**Objective 3.1** Conduct inspections and lab analyses of motor fuels from at least 75% of retail service stations and 90% of motor fuel terminals supplying Maryland.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Output:</b> Number of motor fuel samples collected	14,521	14,403	15,100	15,100
Number of sample violations	241	229	290	290
Number of retail service stations sampled *	*	*	1,575	1,575
Percentage of retail service stations sampled *	*	*	75%	75%
Number of terminals sampled	19	19	19	19
Percentage of terminals sampled	90%	90%	90%*	90%

**Note:** \* New measurement beginning in fiscal year 2009.

# COMPTROLLER OF MARYLAND

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## E00A06.01 FIELD ENFORCEMENT ADMINISTRATION – FIELD ENFORCEMENT DIVISION (Continued)

**Goal 4.** To encourage businesses to obtain and renew the proper licenses required by the State of Maryland.

**Objective 4.1** Conduct inspections to maintain the number of delinquent business licenses to no more than 10% of the total number of licenses administered.

Performance Measures	2007	2008	2009	2010
	Actual	Actual	Estimated	Estimated
<b>Output:</b> Number of licenses administered	96,627	97,424	95,650	95,650
Number of delinquent licenses	8,367	9,664	8,745	8,745
Percentage of delinquent licenses compared to licenses administered	9%	10%	9%	9%
Number of citations issued for license violations	2,247	1,885	2,285	2,285
Number of business license inspections	18,033	14,536	14,000	14,000



COMPTROLLER OF MARYLAND

FIELD ENFORCEMENT DIVISION

E00A06.01 FIELD ENFORCEMENT ADMINISTRATION

Appropriation Statement:

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	54.00	51.00	51.00
Number of Contractual Positions.....	20		
01 Salaries, Wages and Fringe Benefits .....	3,852,578	4,034,858	3,887,811
02 Technical and Special Fees.....	14,352	6,850	11,300
03 Communication.....	45,428	52,500	51,500
04 Travel.....	7,871	8,050	8,250
06 Fuel and Utilities.....	73,909	71,595	97,096
07 Motor Vehicle Operation and Maintenance .....	287,385	294,774	201,440
08 Contractual Services.....	50,438	46,950	64,850
09 Supplies and Materials.....	104,637	80,750	118,526
10 Equipment—Replacement.....	28,146	151,388	136,800
11 Equipment—Additional.....	1,694	27,000	61,900
13 Fixed Charges.....	97,372	114,072	108,844
14 Land and Structures.....	354	1,400	
Total Operating Expenses.....	697,234	848,479	849,206
Total Expenditure.....	4,564,164	4,890,187	4,748,317
Original General Fund Appropriation.....		2,503,977	
Transfer of General Fund Appropriation.....	2,239,343	-75,490	
Total General Fund Appropriation.....	2,239,343	2,428,487	
Less: General Fund Reversion/Reduction.....	17,307		
Net General Fund Expenditure.....	2,222,036	2,428,487	2,181,562
Special Fund Expenditure.....	2,342,128	2,461,700	2,566,755
Total Expenditure.....	4,564,164	4,890,187	4,748,317
<b>Special Fund Income:</b>			
E00372 Cigarette Licensing Fees .....	136,085		
E00381 Motor Fuel Tax.....	2,206,043	2,461,700	2,566,755
Total.....	2,342,128	2,461,700	2,566,755

# COMPTROLLER OF MARYLAND

## E00A07.01 MOTOR FUEL, ALCOHOL AND TOBACCO TAX ADMINISTRATION – MOTOR FUEL, ALCOHOL AND TOBACCO TAX DIVISION

### PROGRAM DESCRIPTION

The Motor-fuel, Alcohol and Tobacco Tax Regulatory Division (MATT) is comprised of two combined bureaus: the Alcohol and Tobacco Tax Bureau and the Motor Fuel Tax Bureau. The Alcohol and Tobacco Tax Bureau administers laws and regulations pertaining to the manufacture, storage, transportation, sale and distribution of alcoholic beverages and tobacco, and collects the excise taxes. The tasks performed to complete this function include issuing licenses and permits, maintaining credit control lists, monitoring activities conducted under the licenses including tax compliance. The Motor Fuel Tax Bureau functions under the provisions of Titles 1, 2, 9 and 13 of the Tax General Article and Titles 1 and 10 of the Business Regulation Article. In accord with these Articles, the Motor Fuel Tax Bureau administers the motor carrier (IFTA) and motor fuel taxes, and the motor fuel and lubricants laws.

### MISSION

MATT serves the citizens of Maryland by administering the laws governing the manufacture, sale, storage, transportation, distribution, and promotion of motor-fuel, alcohol and tobacco products and to collect the respective revenue due the Comptroller of Maryland under the Maryland Constitution and the statutes enacted by the General Assembly.

### VISION

MATT will foster a harmonious relationship with the Maryland businesses and taxpayers engaged in the industries it licenses and regulates, and will secure voluntary compliance with the revenue laws of the State through education combined with equitable application of the laws and regulations affecting these industries.

### KEY GOALS, OBJECTIVES AND PERFORMANCE MEASURES

**Goal 1.** Efficiently and effectively collect motor-fuel, alcohol and tobacco taxes through electronic payments.

**Objective 1.1** To receive greater than 75% of revenue through electronic means.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Motor-fuel revenue received (millions of dollars)	\$755.7	\$755.2	\$740.6	\$749.1
Alcohol revenue received	\$28.7	\$29.0	\$29.0	\$29.6
Tobacco revenue received	\$278.2	\$376.1	\$419.2	\$414.3
<b>Efficiency:</b> Total percent motor-fuel revenue received by EFT	93.9%	99.2%	99.0%	99.0%
Total percent alcohol revenue received by EFT	73.5%	97.0%	98.0%	98.0%
Total percent tobacco revenue received by EFT	86.9%	88.9%	89.0%	90.0%

**Goal 2.** To provide timely processing of alcohol, tobacco, and motor-fuel tax returns.

**Objective 2.1** To process 90% of all alcohol and tobacco returns through posting within 25 days of receipt.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Output:</b> Number of alcohol returns posted	4,336	4,847	4,850	4,850
Number of tobacco returns posted	3,382	3,380	3,375	3,375
<b>Efficiency:</b> Percent alcohol returns posted within 25 days	*	100%	95%	95%
Percent tobacco returns posted within 25 days	*	100%	95%	95%

**Objective 2.2** To review 90% of motor-fuel tax returns processed for cross-checking gallons within 30 days of processing.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Number of motor fuel tax returns to review monthly	867	875	890	890
<b>Efficiency:</b> Percent of motor fuel tax returns reviewed monthly	88%	91%	90%	90%

**Note:** \* New measurement for which data is not available.

COMPTROLLER OF MARYLAND

MOTOR FUEL, ALCOHOL AND TOBACCO TAX DIVISION

E00A07.01 MOTOR FUEL, ALCOHOL AND TOBACCO TAX ADMINISTRATION

Appropriation Statement:

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	34.00	34.00	33.00
01 Salaries, Wages and Fringe Benefits .....	2,113,286	2,439,835	2,304,862
02 Technical and Special Fees .....	37,483	750	800
03 Communication .....	68,022	52,500	60,500
04 Travel .....	16,262	11,400	12,000
07 Motor Vehicle Operation and Maintenance .....	1,078		23,515
08 Contractual Services .....	211,589	190,700	183,400
09 Supplies and Materials .....	262,002	297,675	295,588
10 Equipment—Replacement .....	19,205	15,038	18,100
11 Equipment—Additional .....	1,854	2,000	5,000
13 Fixed Charges .....	120,317	119,321	121,645
14 Land and Structures .....	5,648	1,400	
Total Operating Expenses .....	705,977	690,034	719,748
Total Expenditure .....	2,856,746	3,130,619	3,025,410
Original General Fund Appropriation .....	3,460,514	1,297,418	
Transfer of General Fund Appropriation .....	-2,217,456	-96,693	
Total General Fund Appropriation .....	1,243,058	1,200,725	
Less: General Fund Reversion/Reduction .....	54,913		
Net General Fund Expenditure .....	1,188,145	1,200,725	1,298,336
Special Fund Expenditure .....	1,668,601	1,929,894	1,727,074
Total Expenditure .....	2,856,746	3,130,619	3,025,410
<b>Special Fund Income:</b>			
E00372 Cigarette Licensing Fees .....	86,794	251,108	244,002
E00381 Motor Fuel Tax .....	1,581,807	1,678,786	1,483,072
Total .....	1,668,601	1,929,894	1,727,074

# COMPTROLLER OF MARYLAND

## E00A09.01 PAYROLL MANAGEMENT – CENTRAL PAYROLL BUREAU

### PROGRAM DESCRIPTION

Section 6-401 of the State Personnel and Pensions Article provides for a Central Payroll Bureau. The Bureau issues approximately 108,000 payroll checks and direct deposits, on a bi-weekly basis, for three separate payroll cycles (Regular, University, and Contractual). Annual responsibility for processing more than 2.7 million requests for employee wage payments and production of more than 140,000 W-2 statements.

### MISSION

To provide quality payroll services in the issuance of paychecks/deposit advices and W-2 wage statements for all permanent and contractual employees of all branches of State government. Provide competent and friendly support services related to the administration of voluntary and mandatory payroll deductions, subsidies and taxes.

### VISION

Paperless payroll systems whereby employees, state agencies, and deduction sponsors submit and receive pay records and/or deduction data electronically; historical records are desktop accessible to the Bureau staff, and where appropriate, to state agencies and individual state employees. Direct deposit payments are maximized.

### KEY GOALS, OBJECTIVES AND PERFORMANCE MEASUREMENT

**Goal 1.** Process payroll, issue paychecks/deposit advices and wage statements on time for all employees.

**Objective 1.1** Process according to pre-established schedules, 100% of authorized and valid pay transactions received.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Number of checks and deposit advices issued	2,721,354	2,743,551	2,770,986	2,798,696
<b>Outcome:</b> Percent of pay transactions processed according to schedule	100%	100%	100%	100%

**Objective 1.2** Make available, at the earliest possible date, all annual wage statements (form W-2) for state employees.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Annual income tax statements issued (W-2's)	140,643	142,365	143,860	145,371
<b>Outcome:</b> Percent of W-2's available to employees before the legal deadline	100%	100%	100%	100%

**Goal 2.** Maximize use of electronic and automated transactions for the submission of personnel actions, employee deduction authorizations, and agency payroll certifications.

**Objective 2.1** Introduce and strive for 100% participation of on-line entry of exception pay data and for the replacement of hard copy transactions to electronic and file generated transactions wherever an appropriate infrastructure for exchange exists and document maintenance requirements permit.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Annual payroll deductions meeting objective 2.1 criteria	15,188,498	15,389,556	15,712,737	16,042,704
Total number of active (paid) employees at the end of the year	107,946	109,528	111,357	113,217
Number of active (paid) regular employees at end of the year	64,144	64,338	64,500	64,500
<b>Output:</b> Percent of regular and contractual system employees paid via on-line entry	100%	100%	100%	100%
<b>Outcome:</b> Percent of deductions established via electronic interface	88.4%	89.1%	89.3%	89.5%
Percent of personnel actions received via electronic interface	77%	77%	79%	79%
Number of active (paid) contractual employees end of year	8,659	8,689	8,700	8,700

COMPTROLLER OF MARYLAND

CENTRAL PAYROLL BUREAU

E00A09.01 PAYROLL MANAGEMENT

Appropriation Statement:

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	34.10	33.10	33.10
01 Salaries, Wages and Fringe Benefits .....	<u>2,174,973</u>	<u>2,215,465</u>	<u>2,292,401</u>
03 Communication .....	15,215	19,500	18,875
04 Travel .....	17,799	11,000	12,500
07 Motor Vehicle Operation and Maintenance .....	355		
08 Contractual Services .....	48,583	98,400	86,780
09 Supplies and Materials .....	63,819	62,150	64,125
10 Equipment—Replacement .....	10,601	3,041	17,400
11 Equipment—Additional .....			1,900
13 Fixed Charges .....	3,983	4,230	1,900
14 Land and Structures .....	<u>12,632</u>	<u>2,000</u>	
Total Operating Expenses .....	<u>172,987</u>	<u>200,321</u>	<u>203,480</u>
Total Expenditure .....	<u>2,347,960</u>	<u>2,415,786</u>	<u>2,495,881</u>
Original General Fund Appropriation .....	2,359,822	2,538,877	
Transfer of General Fund Appropriation .....	35,455	-123,091	
Total General Fund Appropriation .....	<u>2,395,277</u>	<u>2,415,786</u>	
Less: General Fund Reversion/Reduction .....	47,317		
Net General Fund Expenditure .....	<u>2,347,960</u>	<u>2,415,786</u>	<u>2,495,881</u>

COMPTROLLER OF MARYLAND

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**SUMMARY OF INFORMATION TECHNOLOGY DIVISION**

	2008 Actual	2009 Appropriation	2010 Allowance
Total Number of Authorized Positions .....	144.50	145.50	145.50
Total Number of Contractual Positions .....	1.11	1.04	1.55
Salaries, Wages and Fringe Benefits .....	10,846,478	11,764,427	11,860,602
Technical and Special Fees .....	99,499	95,192	139,398
Operating Expenses .....	18,009,885	16,972,185	18,439,434
Original General Fund Appropriation .....	12,329,086	12,307,655	
Transfer/Reduction .....	-267,949	-1,248,931	
Total General Fund Appropriation .....	12,061,137	11,058,724	
Less: General Fund Reversion/Reduction .....	166,566		
Net General Fund Expenditure .....	11,894,571	11,058,724	12,109,306
Special Fund Expenditure .....	1,689,947	1,687,126	1,798,172
Reimbursable Fund Expenditure .....	15,371,344	16,085,954	16,531,956
Total Expenditure .....	28,955,862	28,831,804	30,439,434

# COMPTROLLER OF MARYLAND

## E00A10.01 ANNAPOLIS DATA CENTER OPERATIONS - INFORMATION TECHNOLOGY DIVISION

### PROGRAM DESCRIPTION

The Annapolis Data Center Operations (ADC) - Information Technology Division (ITD) provides mainframe computer services for its parent agency, the Comptroller of Maryland, as well as many other State agencies. The ADC's operational costs are fully reimbursed from its customers via charges for computer usage and services rendered. ADC is the largest of the five mainframe data centers in the Maryland State government. Some of the applications supported by the ADC include the Maryland State Integrated Tax (SMART) System, the State Payroll System, the Maryland State Financial Management and Information System (FMIS), and Medicaid.

### MISSION

The mission of the ADC is to provide mainframe computer processing services and online connectivity for the ADC's customer agencies.

### VISION

The ADC mainframe will be available virtually 100% of the time. Information stored on the ADC mainframe will be seamlessly available for Web and LAN applications.

### KEY GOALS, OBJECTIVES AND PERFORMANCE MEASURES

**Goal 1.** Continue to provide efficient reliable service to Annapolis Data Center customer agencies while meeting established goals.

**Objective 1.1** ADC mainframe computer available for customer processing at least 98% of the time (24 hrs. a day, 7 days a week).

	2007	2008	2009	2010
Performance Measures	Actual	Actual	Estimated	Estimated
<b>Outcome:</b> Percent of hours the mainframe system was available	99.63	99.77	98.00	98.00

**Objective 1.2** Maintain a three second or less internal response time for 98% of all Customer Information Control System online transactions.

	2007	2008	2009	2010
Performance Measures	Actual	Actual	Estimated	Estimated
<b>Outcome:</b> Percent of transactions three seconds or less	100.00	100.00	98.00	98.00

COMPTROLLER OF MARYLAND

INFORMATION TECHNOLOGY DIVISION

E00A10.01 ANNAPOLIS DATA CENTER OPERATIONS

Appropriation Statement:

	2008 Actual	2009 Estimated	2010 Estimated
Number of Authorized Positions .....	77.50	72.50	72.50
Number of Contractual Positions .....	.65	.54	.54
01 Salaries, Wages and Fringe Benefits .....	5,423,408	6,187,836	5,615,994
02 Technical and Special Fees .....	65,823	42,738	47,841
03 Communication .....	100,310	93,467	93,467
04 Travel .....	25,214	38,640	28,827
07 Motor Vehicle Operation and Maintenance .....	11,570	23,708	10,020
08 Contractual Services .....	7,240,893	7,493,404	8,073,192
09 Supplies and Materials .....	250,446	298,050	329,250
10 Equipment—Replacement .....	1,701,011	783,356	1,106,778
11 Equipment—Additional .....	240,221	311,200	379,124
13 Fixed Charges .....	264,092	297,965	317,354
14 Land and Structures .....	33,356		
Total Operating Expenses .....	9,867,113	9,339,790	10,338,012
Total Expenditure .....	15,356,344	15,570,364	16,001,847
Reimbursable Fund Expenditure .....	15,356,344	15,570,364	16,001,847

Reimbursable Fund Income:

B75A01 Department of Legislative Services .....	12,774	42,800	20,000
C00A00 Judiciary .....	2,230	10,000	10,000
C80B00 Office of the Public Defender .....	6,122	5,500	6,000
C81C00 Office of the Attorney General .....	2,412	2,500	2,500
C82D00 Office of the State Prosecutor .....	57	200	100
C85E00 Maryland Tax Court .....	6	50	50
C90G00 Public Service Commission .....	1,166	600	1,000
C91H00 Office of People's Counsel .....	674	1,800	1,000
C94I00 Subsequent Injury Fund .....	566	1,000	1,000
C98F00 Workers' Compensation Commission .....	1,434	1,250	1,500
D05E01 Board of Public Works .....	99	250	200
D10A01 Executive Department—Governor .....	9,352	9,000	9,500
D25E03 Interagency Committee for Public School Construction .....	1,413	400	1,500
D26A07 Department of Aging .....	1,105	750	1,000
D27L00 Commission on Human Relations .....	903	1,400	1,000
D28A03 Maryland Stadium Authority .....	4,085	3,500	4,000
D30N00 Maryland Food Center Authority .....	315	600	500
D38I01 State Board of Elections .....	1,230	1,000	1,500
D40W01 Department of Planning .....	1,371	1,600	1,500
D50H01 Military Department Operations and Maintenance .....	4,458	3,000	4,500
D53T00 Maryland Institute for Emergency Medical Services Systems .....	1,286	1,800	1,500
D55P00 Department of Veterans Affairs .....	954	1,000	1,000
D60A10 State Archives .....	1,156	1,600	1,500
D80Z01 Maryland Insurance Administration .....	4,287	3,500	4,500
D90U00 Canal Place Preservation and Development Authority ..	92	125	125
D99A11 Office of Administrative Hearings .....	1,944	1,500	2,000



COMPTROLLER OF MARYLAND

**E00A10.01 ANNAPOLIS DATA CENTER OPERATIONS—INFORMATION TECHNOLOGY DIVISION**

**Reimbursable Fund Income:**

E00A01 Office of the Comptroller .....	5,833,152	5,903,987	6,201,722
E00902 Misc. Agencies and Adjustments .....	10,143		
E20B01 Office of the State Treasurer .....	5,130	1,000	5,000
E50C00 State Department of Assessments and Taxation .....	1,543,992	1,600,000	800,000
E75D00 State Lottery Agency .....	2,242	2,000	2,500
F10A02 DBM-Office of Personnel Services and Benefits .....	104,536	100,000	110,000
F50B04 DoIT-Department of Information Technology .....	2,507,990	2,781,002	3,250,000
G20J01 Maryland State Retirement and Pension Systems .....	560,457	410,000	575,000
G50L00 Teachers and State Employees Supplemental Retirement Plans .....	456	100	500
H00A01 Department of General Services .....	38,531	30,000	40,000
J00A01 Department of Transportation .....	18,094	25,000	25,000
K00A01 Department of Natural Resources .....	108,207	150,000	125,000
L00A11 Department of Agriculture .....	5,551	8,000	6,000
M00A01 Department of Health and Mental Hygiene .....	591,746	625,000	650,000
M00Q01 DHMH-Medical Care Programs Administration .....	2,314,537	2,250,000	2,400,000
N00A01 Department of Human Resources .....	298,415	225,000	310,000
P00A01 Department of Labor, Licensing, and Regulation .....	952,468	990,000	1,000,000
Q00A01 Department of Public Safety and Correctional Services .....	97,789	100,000	100,000
R00A01 State Department of Education-Headquarters .....	53,606	60,000	60,000
R13M00 Morgan State University .....	1,264	1,400	1,400
R14D00 St. Mary's College of Maryland .....	571	500	500
R15P00 Maryland Public Broadcasting Commission .....	11,820	6,000	12,000
R30B22 USM-College Park .....	11,149	8,500	12,000
R30B23 USM-Bowie State University .....	609	1,000	1,000
R30B24 USM-Towson University .....	400	400	400
R30B26 USM-Frostburg State University .....	142	200	200
R30B27 USM-Coppin State University .....	305	400	400
R30B28 USM-University of Baltimore .....	1,050	450	1,000
R30B29 USM-Salisbury University .....	224	300	300
R60H00 College Savings Plans of Maryland .....	431	400	400
R62I00 Maryland Higher Education Commission .....	1,866	2,400	2,000
R95C00 Baltimore City Community College .....	19,569	18,000	20,000
R99E01 Maryland School for the Deaf—Frederick Campus .....	11,928	12,500	12,500
S00A20 Department of Housing and Community Development .....	44,149	42,000	45,000
T00A00 Department of Business and Economic Development .....	19,022	17,000	20,000
U00A01 Maryland Department of the Environment .....	32,169	32,000	33,000
U10B00 Maryland Environmental Service .....	8	100	50
V00D01 Department of Juvenile Services .....	46,467	34,000	50,000
W00A01 Maryland State Police .....	44,668	35,000	50,000
Total .....	<u>15,356,344</u>	<u>15,570,364</u>	<u>16,001,847</u>

# COMPTROLLER OF MARYLAND

## E00A10.02 COMPTROLLER IT SERVICES - INFORMATION TECHNOLOGY DIVISION

### PROGRAM DESCRIPTION

The Comptroller IT Services - Information Technology Division (ITD) is responsible for the overall management and direction of the Information Technology efforts of the Comptroller of Maryland. This program supports the automated mainframe computer applications and Web development initiatives of the Comptroller's Office. This program also provides Information Technology Services to the Registers of Wills offices throughout the State. This program provides the technical expertise to analyze, design, develop, implement and maintain the information technology solutions that support the business needs of the Comptroller of Maryland and provides enhanced services to Maryland taxpayers. The skills used to provide these services cover a broad range including systems analysis, project planning, programming, project management and ongoing production support.

### MISSION

This program's mission is to provide technology management and support to all divisions and units of the Comptroller's Office and Registers of Wills offices throughout the State.

### VISION

Our customers will have instantaneous, around-the-clock access to all tax information and services online. All financial transactions with our customers will be performed online. Our business processes will incorporate technology seamlessly, so that all processes are performed swiftly, efficiently, and with substantial cost savings. Instead of performing manual, repetitive tasks, our employees will spend their time and effort providing services to our customers and looking for new ways to improve the services we provide to our customers.

### KEY GOALS, OBJECTIVES AND PERFORMANCE MEASURES

**Goal 1.** Utilize new technologies, techniques, and products to improve efficiency, productivity, and customer service.

**Objective 1.1** Develop and maintain a Comptroller Web site for Maryland's citizens, businesses, and tax professionals that provides useful information and services related to the Comptroller's tax and regulatory duties.

	2007	2008	2009	2010
Performance Measures	Actual	Actual	Estimated	Estimated
<b>Outcome:</b> Tax forms and publications downloaded (millions)	7.33	7.69	7.75	8.00
Unclaimed property searches (millions)	0.69	0.83	0.90	1.00
Internet tax filings	606,444	739,550	800,000	810,000

**Objective 1.2** Achieve and maintain 90% customer satisfaction with the Comptroller's web-based services.

	2007	2008	2009	2010
Performance Measures	Actual	Actual	Estimated	Estimated
<b>Outcome:</b> Percent of surveyed customers who were "satisfied" or "very satisfied" with the Comptroller's web-based services	*	57	80	90

**Note:** \* New measurement for which data is not available.

COMPTROLLER OF MARYLAND

INFORMATION TECHNOLOGY DIVISION

E00A10.02 COMPTROLLER IT SERVICES

Appropriation Statement:

	2008 Actual	2009 Estimated	2010 Estimated
Number of Authorized Positions .....	67.00	73.00	73.00
Number of Contractual Positions.....	46	50	1.01
01 Salaries, Wages and Fringe Benefits.....	5,423,070	5,576,591	6,244,608
02 Technical and Special Fees.....	33,676	52,454	91,557
03 Communication.....	1,117,232	868,356	949,923
04 Travel.....	28,944	28,388	41,225
08 Contractual Services.....	6,080,625	6,226,127	6,732,248
09 Supplies and Materials.....	174,971	217,050	190,625
10 Equipment—Replacement.....	87,317	64,488	56,556
11 Equipment—Additional.....	482,363	207,702	129,845
13 Fixed Charges.....	171,320	20,284	1,000
Total Operating Expenses.....	8,142,772	7,632,395	8,101,422
Total Expenditure.....	13,599,518	13,261,440	14,437,587
Original General Fund Appropriation.....	12,329,086	12,307,655	
Transfer of General Fund Appropriation.....	-267,949	-1,248,931	
Total General Fund Appropriation.....	12,061,137	11,058,724	
Less: General Fund Reversion/Reduction.....	166,566		
Net General Fund Expenditure.....	11,894,571	11,058,724	12,109,306
Special Fund Expenditure.....	1,689,947	1,687,126	1,798,172
Reimbursable Fund Expenditure.....	15,000	515,590	530,109
Total Expenditure.....	13,599,518	13,261,440	14,437,587

Special Fund Income:

E00352 Used Tire Fee .....	7,791	10,017	9,393
E00353 Admissions and Amusement Tax.....	252,450	294,003	265,385
E00354 Unclaimed Property.....	387,079	223,567	375,491
E00355 Revenue Collections of Outside Agencies.....	120,373	145,223	190,480
E00358 Boxing and Wrestling Tax.....	8,500	8,500	8,500
E00362 Corporate Income Tax.....	61,194	77,357	78,742
E00381 Motor Fuel Tax.....	845,070	921,030	864,037
swf309 Chesapeake Bay Restoration Fund.....	7,490	7,429	6,144
Total.....	1,689,947	1,687,126	1,798,172

Reimbursable Fund Income:

E90G00 Registers of Wills.....			14,519
F10A01 Department of Budget and Management.....		500,000	500,000
N00A01 Department of Human Resources.....	15,000	15,590	15,590
Total.....	15,000	515,590	530,109

# STATE TREASURER'S OFFICE

## MISSION

The State Treasurer is responsible for the management and protection of State funds and property. In this capacity, the Treasurer selects and manages the depository facilities for State funds, issues or authorizes agents to issue payments of State funds, invests excess funds, safekeeps all State securities and investments, and provides insurance protection against sudden and unanticipated damage to State property or liability of State employees. The State Treasurer plans, prepares, and advertises State of Maryland General Obligation bond issues, and through the Capital Debt Affordability Committee reviews the size and condition of State tax-supported debt and other debt of State units on a continuing basis. The State Treasurer annually reviews the total amount of State debt that prudently may be authorized for the next fiscal year.

## VISION

To make Maryland a state that maximizes its personnel and technology as complementary resources to efficiently and effectively manage cash and investments, minimize potential risks and unexpected losses and manage debt in order to confidently plan for the future and maintain the State's AAA bond rating.

## KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

**Goal 1.** Accurately reconcile all Treasury State bank accounts.

**Objective 1.1** Reconcile the State's Main Depository, Main Disbursement and Income Tax Refund Accounts within ten days of receipt of the bank statement.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Receipts and disbursements (000,000's)	\$209,964	\$217,633	\$223,000	\$225,000
Total receipt and disbursement transactions	14,750,000	15,620,000	17,500,000	18,300,000
Number of accounts to reconcile	21	22	24	25
<b>Output:</b> Average days to reconcile accounts	<5	<4	<4	<4

**Goal 2.** Maximize investment earnings for the State's surplus funds in accordance with State law that stipulates investments are limited to secured bank accounts, full faith and credit obligations of the federal government, obligations of certain federal agencies or instrumentalities and repurchase agreements collateralized by those securities mentioned.

**Objective 2.1** Earn a rate of return on the investment portfolio that exceeds the average 90-Day US Treasury Bill rate by 50 basis points on an annual basis.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Average 90-day Treasury Bill rate	4.74%	1.89%	2.42%	2.86%
Average days to maturity of portfolio	614	1,397	1,032	876
<b>Output:</b> Average return on investment portfolio	5.16%*	4.89%	2.92%	3.36%
<b>Outcome:</b> Portfolio basis point (bp) spread over 90-day T-Bill rate	50*	300	50	50

**Objective 2.2** Increase the 2006 Local Government Investment Pool (LGIP) portfolio balance and target a rate of return for the portfolio that is at least 10 basis points better than the benchmark, Standard and Poors (S & P) LGIP index.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Fund investment balance (in millions as of 6/30)	\$2,100	\$2,420	\$2,541	\$2,668
<b>Output:</b> Percent increase in LGIP balance	10.6%	15.2%	5.0%	5.0%
Return on investment portfolio	5.30%*	4.04%	2.50%	3.00%
<b>Outcome:</b> S & P LGIP Index	5.10%*	2.26%	2.30%	2.80%
Basis point spread over S & P index	20*	178	20	20

**Note:** \* The 2007 actual figures were misreported. In all cases the June month end figures were inadvertently used instead of the 2007 year end figures.

## STATE TREASURER'S OFFICE

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**Goal 3.** Maintain and enhance the information technology capability and infrastructure to meet the diverse needs of the State Treasurer's Office and the agencies it serves.

**Objective 3.1** Support and implement general Statewide mandates and objectives regarding eGov and Web-enablement initiatives.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Output:</b> Number of vendors paid electronically	5,617	7,046	8,947	9,682
<b>Quality:</b> Percent of Web-enablement achieved	92%	92%	93%	93%
Estimated percent of State employees on Direct Deposit	87%	85%	86%	87%
Percent of transactions paid electronically	64%	68%	70%	72%

**Goal 4.** Process all agency and third party claims submitted to the Insurance Division.

**Objective 4.1** Promptly and accurately investigate, analyze, and adjust all claims presented under the State Insurance Trust Fund and the Maryland Tort Claims Act. Claims should be adjudicated on a 1:1 ratio.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> New claims processed	3,693	4,050	4,334	4,464
<b>Output:</b> Claims closed	3,703	4,034	4,334	4,464
Pending open claims	497	541	541	541

STATE TREASURER'S OFFICE

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SUMMARY OF STATE TREASURER'S OFFICE

	2008 Actual	2009 Appropriation	2010 Allowance
Total Number of Authorized Positions.....	64.00	64.00	63.00
Total Number of Contractual Positions.....	.50		
Salaries, Wages and Fringe Benefits.....	4,858,040	5,413,868	5,464,038
Technical and Special Fees.....	26,545	5,250	4,500
Operating Expenses.....	30,684,207	39,937,896	36,520,771
Original General Fund Appropriation.....	5,044,907	5,131,425	
Transfer/Reduction.....	-11,815	-205,033	
Total General Fund Appropriation.....	5,033,092	4,926,392	
Less: General Fund Reversion/Reduction.....	19,139		
Net General Fund Expenditure.....	5,013,953	4,926,392	5,030,313
Special Fund Expenditure.....	904,947	1,597,168	2,139,224
Reimbursable Fund Expenditure.....	29,649,892	38,833,454	34,819,772
Total Expenditure.....	35,568,792	45,357,014	41,989,309

# STATE TREASURER'S OFFICE

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## **E20B01.01 TREASURY MANAGEMENT**

### **PROGRAM DESCRIPTION**

The Treasury Management Program includes the administrative and operating functions for several principle operating divisions: Banking Services Division, Investments and Information Technology. Banking Services reconciles the State's principle depository and disbursement accounts, including Income Tax and Payroll disbursement accounts. The Division resolves errors and claims associated with these accounts. Proper reconciliation assures that all receipt and disbursement transactions are authorized and processed appropriately. The Division also ensures adequate collateralization of State funds on deposit and monitors agencies' working fund accounts to ensure that interest remitted to the State is credited to the General Fund. Banking Services is the banking and financial transaction resource for all banking requirements of State agencies. The Investment Division focuses on the short-term investment of State funds, and oversees securities lending operations. The Division determines the disbursement requirements to be funded on a daily basis, and monitors balance levels at the State's main depository and disbursement banks. The Division ensures that portfolio tracking software and cash flow management techniques are utilized to maintain adequate control of all funds. The Information Technology Division provides the data processing and technology infrastructure needed to operate the State Treasurer's Office. This includes the operation of all internal network and mainframe applications, as well as links to external systems. The Division also provides check printing and electronic payment services for all vendor payments, State Retirement Agency payments to retirees, printing child support checks, and the processing of all payroll direct deposits.

### **MISSION**

To provide and maintain the most effective and cost-efficient cash management, investment and banking services for the State.

### **KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES**

The Treasury Management Program supports the attainment of the goals and objectives for the State Treasurer's Office.

## STATE TREASURER'S OFFICE

## TREASURY MANAGEMENT

## E20B01.01 TREASURY MANAGEMENT

## Appropriation Statement:

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	40.00	40.00	39.00
Number of Contractual Positions .....	.50		
01 Salaries, Wages and Fringe Benefits .....	3,205,022	3,406,215	3,517,633
02 Technical and Special Fees .....	25,413	2,500	2,500
03 Communication .....	50,629	52,190	66,662
04 Travel .....	29,770	14,237	14,237
06 Fuel and Utilities .....	821		
07 Motor Vehicle Operation and Maintenance .....	5,810	16,285	4,667
08 Contractual Services .....	2,430,194	2,504,664	2,683,030
09 Supplies and Materials .....	198,464	153,873	215,826
10 Equipment—Replacement .....	146,931	130,125	93,868
11 Equipment—Additional .....	42,127		
13 Fixed Charges .....	30,540	21,005	20,620
Total Operating Expenses .....	2,935,286	2,892,379	3,098,910
Total Expenditure .....	6,165,721	6,301,094	6,619,043
Original General Fund Appropriation .....	4,974,907	5,061,425	
Transfer of General Fund Appropriation .....	-11,815	-205,033	
Total General Fund Appropriation .....	4,963,092	4,856,392	
Less: General Fund Reversion/Reduction .....	7,830		
Net General Fund Expenditure .....	4,955,262	4,856,392	4,980,313
Special Fund Expenditure .....	513,599	622,168	698,224
Reimbursable Fund Expenditure .....	696,860	822,534	940,506
Total Expenditure .....	6,165,721	6,301,094	6,619,043
<b>Special Fund Income:</b>			
E20303 Investment Fees .....	428,572	539,102	604,443
E20305 Cash Management Improvement Act .....	85,027	83,066	93,781
Total .....	513,599	622,168	698,224
<b>Reimbursable Fund Income:</b>			
E20B02 Insurance Protection .....	507,315	568,048	669,912
E20902 Capital Lease .....	41,778	45,053	75,508
G20J01 Maryland State Retirement and Pension Systems .....	21,034	31,567	36,559
N00H00 DHR-Child Support Enforcement Administration .....	126,733	177,866	158,527
Total .....	696,860	822,534	940,506



STATE TREASURER'S OFFICE

SUMMARY OF INSURANCE PROTECTION

	2008 Actual	2009 Appropriation	2010 Allowance
Total Number of Authorized Positions.....	24.00	24.00	24.00
Salaries, Wages and Fringe Benefits.....	1,653,018	2,007,653	1,946,405
Technical and Special Fees.....	1,132	2,750	2,000
Operating Expenses.....	27,298,882	36,000,517	31,930,861
Reimbursable Fund Expenditure .....	<u>28,953,032</u>	<u>38,010,920</u>	<u>33,879,266</u>

# STATE TREASURER'S OFFICE

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## **E20B02.01 INSURANCE MANAGEMENT - INSURANCE PROTECTION**

### **PROGRAM DESCRIPTION**

The Insurance Division determines the insurance requirements to protect State property and personnel, procures commercial insurance and sets State agency premiums for self-insurance. It adjusts claims involving damage to State property and the Maryland Tort Claims Act. The Division also supervises the State's insurance programs.

### **MISSION**

To administer the State Insurance program in a manner that provides the State and its agencies with efficient and cost-effective risk management services, making it possible to plan and manage for the future.

### **KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES**

The Insurance Management Program supports the attainment of the goals and objectives for the State Treasurer's Office.

STATE TREASURER'S OFFICE

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**E20B02.01 INSURANCE MANAGEMENT — INSURANCE PROTECTION**

**Appropriation Statement:**

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	24.00	24.00	24.00
01 Salaries, Wages and Fringe Benefits .....	<u>1,653,018</u>	<u>2,007,653</u>	<u>1,946,405</u>
02 Technical and Special Fees .....	<u>1,132</u>	<u>2,750</u>	<u>2,000</u>
03 Communication .....	46,387	44,274	48,593
04 Travel .....	5,429	21,000	18,500
06 Fuel and Utilities .....	352		
07 Motor Vehicle Operation and Maintenance .....	1,964	18,081	8,410
08 Contractual Services .....	605,281	696,056	878,439
09 Supplies and Materials .....	32,821	33,000	35,000
10 Equipment—Replacement .....	8,277		5,559
11 Equipment—Additional .....	18,437	6,613	
13 Fixed Charges .....	<u>-304</u>	<u>6,350</u>	<u>6,127</u>
Total Operating Expenses .....	<u>718,644</u>	<u>825,374</u>	<u>1,000,628</u>
Total Expenditure .....	<u>2,372,794</u>	<u>2,835,777</u>	<u>2,949,033</u>
Reimbursable Fund Expenditure .....	<u>2,372,794</u>	<u>2,835,777</u>	<u>2,949,033</u>
 <b>Reimbursable Fund Income:</b>			
E20901 Insurance Protection-Various State Agencies .....	<u>2,372,794</u>	<u>2,835,777</u>	<u>2,949,033</u>

# STATE TREASURER'S OFFICE

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## E20B02.02 INSURANCE COVERAGE – INSURANCE PROTECTION

### PROGRAM DESCRIPTION

The Insurance Coverage program provides insurance protection against damage to State property or liability of State employees. The Insurance Coverage program shares the goals and objectives of the State Treasurer's Office.

STATE TREASURER'S OFFICE

**E20B02.02 INSURANCE COVERAGE — INSURANCE PROTECTION**

	2007 Actual	2008 Actual	2009 Estimated	2010 Estimated
<b>Performance Measures/Performance Indicators</b>				
State Insurance Trust Fund:				
Combined Beginning Balance.....	18,501,043	27,246,616	35,908,655	33,887,085
Blanket Real and Personal Property:				
Beginning Balance.....	167,946	5,900,447	12,561,518	12,812,569
Transfers and Recoveries.....	61,662	121,371	100,000	100,000
Agency Premiums.....	11,479,207	11,402,987	8,966,339	7,930,000
Excess Policy Coverages.....	-4,925,747	-4,386,049	-6,315,288	-5,426,105
Real Property Losses.....	-882,621	-477,238	-2,500,000	-1,500,000
Insurance Administration.....				-2,997,185
Ending Balance.....	5,900,447	12,561,518	12,812,569	10,919,279
Officers and Employees Liability:				
Beginning Balance.....	5,255,892	7,787,311	7,948,590	6,698,590
Agency Premiums.....	3,000,000	2,484,003	1,250,000	
Liability Losses.....	-468,581	-2,322,724	-2,500,000	-2,500,000
Ending Balance.....	7,787,311	7,948,590	6,698,590	4,198,590
Tort Claims Act:				
Beginning Balance.....	8,568,091	8,699,174	9,698,826	9,698,826
Agency Premiums.....	4,500,000	4,000,000	4,500,000	3,000,000
Tort Losses.....	-4,368,917	-3,000,348	-4,500,000	-4,000,000
Ending Balance.....	8,699,174	9,698,826	9,698,826	8,698,826
Motor Vehicle Comprehensive and Liability:				
Beginning Balance.....	4,509,114	4,859,684	5,699,720	4,677,099
Transfers and Recoveries.....	544,523	690,846	550,000	600,000
Agency Premiums.....	3,380,983	4,000,000	3,500,000	1,400,000
Motor Vehicle Losses.....	-1,666,799	-1,478,016	-2,200,000	-1,900,000
Insurance Administration.....	-1,908,137	-2,372,794	-2,872,621	
Ending Balance.....	4,859,684	5,699,720	4,677,099	4,777,099
Combined Ending Balance.....	27,246,616	35,908,655	33,887,085	28,593,795

\* Totals may not add due to rounding.

**Appropriation Statement:**

	2008 Actual	2009 Appropriation	2010 Allowance
13 Fixed Charges.....	26,580,238	35,175,143	30,930,233
Total Operating Expenses.....	26,580,238	35,175,143	30,930,233
Total Expenditure.....	26,580,238	35,175,143	30,930,233
Reimbursable Fund Expenditure.....	26,580,238	35,175,143	30,930,233

**Reimbursable Fund Income:**

E20901 Insurance Protection-Various State Agencies.....	26,580,238	35,175,143	30,930,233
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# STATE TREASURER'S OFFICE

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## **E20B03.01 BOND SALE EXPENSES**

### **PROGRAM DESCRIPTION**

The Debt Management Division arranges the sale of general obligation debt and coordinates debt issuance statewide.

### **MISSION**

To provide the State and its agencies with efficient and cost-effective debt issuance services.

### **KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES**

The Bond Sale Expenses program shares the goals and objectives of the State Treasurer's Office.

STATE TREASURER'S OFFICE

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**BOND SALE EXPENSES**

**E20B03.01 BOND SALE EXPENSES**

**Appropriation Statement:**

	2008 Actual	2009 Appropriation	2010 Allowance
08 Contractual Services.....	450,039	1,045,000	1,491,000
Total Operating Expenses.....	450,039	1,045,000	1,491,000
Total Expenditure.....	450,039	1,045,000	1,491,000
 Total General Fund Appropriation.....	 70,000	 70,000	
Less: General Fund Reversion/Reduction.....	11,309		
Net General Fund Expenditure.....	58,691	70,000	50,000
Special Fund Expenditure.....	391,348	975,000	1,441,000
Total Expenditure.....	450,039	1,045,000	1,491,000
 <b>Special Fund Income:</b>			
E20304 Bond Sale Expenses.....	391,348	975,000	1,441,000

# STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

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## MISSION

To promote fairness in taxation for Maryland property owners by uniformly appraising all taxable property at market value, certifying property values to local governments, and offering programs of property tax relief and business services in a manner that is courteous and convenient.

## VISION

A State in which the public has confidence that assessments uniformly reflect current market values and that provides convenient access to services through modern technology.

## KEY GOALS

- Goal 1.** To design and administer property valuation systems which are consistently accurate in describing property ownership, attributes, and values.
- Goal 2.** To ensure that the Department's programs of property tax relief and business services are run in an efficient and effective manner and that the services are courteous and convenient.
- Goal 3.** To operate facilities which are convenient for the public, comfortable for employees, and efficient for production.



STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

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**SUMMARY OF STATE DEPARTMENT OF ASSESSMENTS AND TAXATION**

	2008 Actual	2009 Appropriation	2010 Allowance
Total Number of Authorized Positions.....	675.00	628.00	628.00
Total Number of Contractual Positions.....	2.00	1.00	1.00
Salaries, Wages and Fringe Benefits.....	41,317,157	41,341,256	42,800,804
Technical and Special Fees.....	97,508	55,132	38,113
Operating Expenses.....	64,943,127	69,869,779	67,807,994
Original General Fund Appropriation.....	107,341,219	110,423,427	
Transfer/Reduction.....	-1,054,064	-7,960,411	
Total General Fund Appropriation.....	106,287,155	102,463,016	
Less: General Fund Reversion/Reduction.....	4,909,100		
Net General Fund Expenditure.....	101,378,055	102,463,016	104,939,002
Special Fund Expenditure.....	4,979,737	5,266,412	5,707,909
Reimbursable Fund Expenditure.....		3,536,739	
Total Expenditure.....	<u>106,357,792</u>	<u>111,266,167</u>	<u>110,646,911</u>

# STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

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## E50C00.01 OFFICE OF THE DIRECTOR

### PROGRAM DESCRIPTION

This program is responsible for providing administrative and related support services to all other programs. It includes Personnel, Assistant Attorney General, Accounting, Procurement, and the Director's staff.

### MISSION

To promote fairness in taxation for Maryland property owners by uniformly appraising all taxable property at market value, certifying property values to local governments, and offering programs of property tax relief and business services in a manner that is courteous and convenient.

### VISION

A State in which the public has confidence that assessments uniformly reflect current market values and that provides convenient access to services through modern technology.

### KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

- Goal 1.** To provide oversight and management of the Department so as to achieve its goal of promoting fairness in taxation for Maryland property owners.
- Goal 2.** To ensure that the Department's program of property tax relief and business services are run in an efficient and effective manner and that the services are courteous and convenient.
- Goal 3.** To ensure public access and convenience to services.
- Goal 4.** To provide timely financial information and procurement services.
  - Objective 4.1** Maintain or exceed Minority Business Enterprise (MBE) goal of 25 percent.

	2007	2008	2009	2010
Performance Measures	Actual	Actual	Estimated	Estimated
<b>Input:</b> Total number of procurement transactions	1,095	1,053	1,100	1,150
<b>Output:</b> Total procurement dollars	\$1,398,412	\$1,466,477	\$1,500,000	\$1,500,000
<b>Outcome:</b> Percent of MBE transactions	4.11%	6.08%	4.55%	4.78%
Percent of MBE dollars	12.37%	29.78%	26.67%	26.67%

STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

**E50C00.01 OFFICE OF THE DIRECTOR**

**Appropriation Statement:**

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	30.00	28.00	28.00
Number of Contractual Positions.....	1.00		1.00
01 Salaries, Wages and Fringe Benefits .....	2,219,963	1,813,721	2,361,182
02 Technical and Special Fees.....	37,530		38,013
03 Communication.....	189,099	200,826	164,178
04 Travel.....	8,817	12,833	9,371
07 Motor Vehicle Operation and Maintenance .....	-1,931	1,127	
08 Contractual Services.....	52,193	36,171	22,936
09 Supplies and Materials .....	28,192	21,748	22,692
10 Equipment—Replacement.....	9,898	600	850
13 Fixed Charges.....	11,071	10,133	9,865
Total Operating Expenses.....	297,339	283,438	229,892
Total Expenditure .....	2,554,832	2,097,159	2,629,087
Original General Fund Appropriation.....	2,507,339	2,226,099	
Transfer of General Fund Appropriation.....	47,493	-128,940	
Net General Fund Expenditure.....	2,554,832	2,097,159	2,629,087

# STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

## E50C00.02 REAL PROPERTY VALUATION

### PROGRAM DESCRIPTION

The Real Property Valuation program administers the tax laws covering the assessment of real property. The Department performs assessments on one-third of all Real Property in the State every year and certifies to local taxing authorities the assessment of each property.

### MISSION

To promote fairness in taxation for Maryland property owners by uniformly appraising all taxable property at market value, and to provide local governments with a timely and accurate assessable base.

### VISION

A State in which the public and local subdivisions have confidence that assessments uniformly reflect current market values.

### KEY GOALS, OBJECTIVES, AND PERFORMANCES MEASURES

**Goal 1.** To administer a property valuation system that annually attains recognized standards of uniformity and assessment levels statewide.

**Objective 1.1** Annually maintain an average level of assessments for taxable properties between 90 to 110 percent of market value.

	2007	2008	2009	2010
Performance Measures	Actual	Actual	Estimated	Estimated
Input: Taxable parcels <sup>1</sup>	2,104,107	2,129,005	2,151,794	2,171,000
Output: Assessable base (billions) <sup>1</sup>	\$523,486	\$619,044	\$712,984	\$748,635
Outcome: Residential assessment/sales ratio (median) <sup>2</sup>	89.5	96.2	90.0	90.0

**Objective 1.2** Maintain an average coefficient of dispersion for residential properties of 15.0 or less.

	2007	2008	2009	2010
Performance Measures	Actual	Actual	Estimated	Estimated
Outcome: Coefficient of dispersion <sup>2</sup>	11	11	11	11

**Objective 1.3** Maintain assessment level of higher and lower valued properties within a range of .98 to 1.03.

	2007	2008	2009	2010
Performance Measures	Actual	Actual	Estimated	Estimated
Outcome: Price related differential <sup>2</sup>	1.00	1.01	1.00	1.00

<sup>1</sup> As of July 1<sup>st</sup>.

<sup>2</sup> Assessment/Sales ratio, Coefficient of Dispersion and Price Related Differential is calculated at the end of calendar year.

# STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

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## E50C00.02 REAL PROPERTY VALUATION (Continued)

**Goal 2.** To maintain public and local government confidence in the administration and accuracy of the assessment process.

**Objective 2.1** Display updated property ownership records within 7 days of receipt of deed recordation.

Performance Measures	2007	2008	2009	2010
	Actual	Actual	Estimated	Estimated
<b>Output:</b> Number of real property transfers	198,631	182,425	150,000	160,000
<b>Outcome:</b> Average number of days	7.0	7.0	7.0	7.0

### Meanings of Measurement terms used above:

Assessment/Sales Ratio (ASR) – ratio of assessed valuation to sale prices. The closer the ratio is to 1, the more accurate the assessment.

Coefficient of Dispersion (COD) – measures how closely individual assessment/sales ratios are arrayed around the median ratio. This measure is used to evaluate the level of uniformity in the assessment of real property within and among jurisdictions throughout the State. The more uniform the assessments, the lower the COD.

Price Related Differential (PRD) – Measures any bias in the assessment/sales ratio of high-dollar compared to low-dollar properties. The closer the PRD is to 1.00, the less bias exists in the assessments.

STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

**E50C00.02 REAL PROPERTY VALUATION**

**Appropriation Statement:**

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	469.00	432.00	432.00
01 Salaries, Wages and Fringe Benefits .....	29,535,244	29,383,367	29,877,482
02 Technical and Special Fees .....	1,198		
03 Communication .....	571,737	572,021	645,363
04 Travel .....	434,692	328,544	357,184
06 Fuel and Utilities .....	12,704	14,278	15,445
07 Motor Vehicle Operation and Maintenance .....	101,414	68,343	78,317
08 Contractual Services .....	236,152	195,226	205,868
09 Supplies and Materials .....	195,440	154,144	176,859
10 Equipment—Replacement .....	324,491		
12 Grants, Subsidies and Contributions .....	10,000		
13 Fixed Charges .....	2,078,186	1,686,700	1,896,690
Total Operating Expenses .....	3,964,816	3,019,256	3,375,726
Total Expenditure .....	33,501,258	32,402,623	33,253,208
Original General Fund Appropriation .....	33,289,075	34,510,864	
Transfer of General Fund Appropriation .....	362,183	-2,108,241	
Total General Fund Appropriation .....	33,651,258	32,402,623	
Less: General Fund Reversion/Reduction .....	150,000		
Net General Fund Expenditure .....	33,501,258	32,402,623	33,253,208

# STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

## E50C00.04 OFFICE OF INFORMATION TECHNOLOGY

### PROGRAM DESCRIPTION

The Office of Information Technology is responsible for the overall management and direction of the Department's information technology efforts. The program provides technology support for the Department's programs at 25 locations throughout the State. The program also works with and advises local tax collectors in providing assessment certifications and related data.

### MISSION

To provide information services that support the Department's programs, and meet the needs of local governments, business, and the public for assessment data and other public data.

### VISION

A State that uses modern technology accurately and efficiently to provide data to program managers, local governments, businesses and the public.

### KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

- Goal 1.** To provide timely and accurate assessment and business information to the Department managers, its customers and stakeholders.  
**Objective 1.1** To maintain an inquiry response time of less than .35 seconds.

	2007	2008	2009	2010
Performance Measures	Actual	Actual	Estimated	Estimated
<b>Input:</b> Total Customer Information Control System transactions (millions)	1,090.8	1,042.4	1,105.0	1,050.0
<b>Outcome:</b> Percent of transactions < .35 seconds	100%	100%	100%	100%
Percent improvement in average response time over previous year	0.1%	0.0%	0.0%	0.0%

- Goal 2.** To move services from "standing in-line" to being "on-line."  
**Objective 2.1** To web enable remaining qualified web capable services.

	2007	2008	2009	2010
Performance Measures	Actual	Actual	Estimated	Estimated
<b>Output:</b> Number of services qualified for Internet access	29	30	30	30
<b>Outcome:</b> Percent of qualified services on the web	89.7%	93.3%	93.3%	93.3%

STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

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**E50C00.04 OFFICE OF INFORMATION TECHNOLOGY**

**Appropriation Statement:**

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	20.00	17.00	17.00
Number of Contractual Positions .....	1.00		
01 Salaries, Wages and Fringe Benefits .....	1,533,080	1,510,371	1,469,032
02 Technical and Special Fees .....	54,776		
03 Communication .....	21,305	19,036	18,800
04 Travel .....	13,529	16,485	16,395
07 Motor Vehicle Operation and Maintenance .....	19,931	17,506	6,826
08 Contractual Services .....	1,838,139	1,808,609	1,124,343
09 Supplies and Materials .....	22,957	19,723	19,725
10 Equipment—Replacement .....	188,658		74,000
13 Fixed Charges .....	2,444	2,091	1,776
Total Operating Expenses .....	2,106,963	1,883,450	1,261,865
Total Expenditure .....	3,694,819	3,393,821	2,730,897
Original General Fund Appropriation .....	3,909,768	3,806,913	
Transfer of General Fund Appropriation .....	-158,941	-413,092	
Total General Fund Appropriation .....	3,750,827	3,393,821	
Less: General Fund Reversion/Reduction .....	56,008		
Net General Fund Expenditure .....	3,694,819	3,393,821	2,730,897



# STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

## E50C00.05 BUSINESS PROPERTY VALUATION

### PROGRAM DESCRIPTION

The Business Property Valuation Program administers the tax laws covering the assessment of personal property, utility companies subject to property tax, utility companies subject to the franchise tax, and property tax incentives for qualifying businesses.

#### MISSION

To promote fairness in taxation for Maryland's business property owners by uniformly appraising all taxable property at market value and offering property tax incentives for economic development.

#### VISION

A State in which the public has confidence that assessments uniformly reflect current market values, that local governments have received accurate assessable base information, and the business community has ready access to information about the available government funded property tax incentives.

### KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

**Goal 1.** To uniformly appraise all taxable property on an annual basis and timely certify that information to local taxing authorities.

**Objective 1.1** Process personal property tax returns accurately and timely.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual*</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Total number of personal property returns received	259,756	257,782	276,000	282,000
<b>Output:</b> Total number of returns assessed	110,414	108,032	116,000	119,000
Local assessable base (millions)	\$11,816	\$13,385	\$13,471	\$13,617
<b>Outcome:</b> Estimated local revenue (millions)	\$315	\$356	\$359	\$363
<b>Quality:</b> Percent of returns assessed by December 1	98.3%	97.8%	90.0%	90.0%

**Objective 1.2** To assess all railroad and utility operating property in an accurate and timely manner.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Total number of entities	340	360	350	350
<b>Output:</b> Assessable base (millions)	\$10,856	\$9,530	9,605	9,658
<b>Outcome:</b> Estimated local revenue (millions)	\$271	\$230	\$231	\$232

**Objective 1.3** To accurately administer the Franchise Tax laws.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Total number of returns received	380	363	350	350
<b>Outcome:</b> Revenue from gross tax receipts (millions)	\$132.8	\$133.5	130.0	130.0
Total interest/penalties levied	\$57,547	\$34,985	50,000	50,000

**Goal 2.** To increase capital investment and the number of new businesses locating in designated areas of the State through the use of property tax incentives.

**Objective 2.1** To accurately reimburse local governments for one- half of the Enterprise Zone Tax Credits granted in previous year.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Input:</b> Enterprise zone participants	691	729	793	752
<b>Output:</b> Amount of reimbursement to local governments	\$8,142,910	\$8,616,816	\$10,078,259	\$13,140,950
<b>Outcome:</b> Total capital investment (millions)	\$1,656.1	\$1,777.8	\$1,725.1	1,945.8

**Note:** \* Actual data changed due to late 2007 returns received in 2008.

STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

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**E50C00.05 BUSINESS PROPERTY VALUATION**

**Appropriation Statement:**

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	46.00	44.00	44.00
01 Salaries, Wages and Fringe Benefits .....	<u>2,926,132</u>	<u>2,963,187</u>	<u>3,035,720</u>
02 Technical and Special Fees .....	<u>7</u>		
03 Communication .....	179,910	149,386	177,525
04 Travel .....	2,213	3,120	5,300
08 Contractual Services .....	147,946	159,304	158,154
09 Supplies and Materials .....	21,952	17,300	28,270
10 Equipment—Replacement .....	2,235	5,714	5,950
13 Fixed Charges .....	<u>2,331</u>	<u>3,025</u>	<u>2,760</u>
Total Operating Expenses .....	<u>356,587</u>	<u>337,849</u>	<u>377,959</u>
Total Expenditure .....	<u>3,282,726</u>	<u>3,301,036</u>	<u>3,413,679</u>
Original General Fund Appropriation .....	3,298,185	3,457,389	
Transfer of General Fund Appropriation .....	<u>-15,459</u>	<u>-156,353</u>	
Net General Fund Expenditure .....	<u>3,282,726</u>	<u>3,301,036</u>	<u>3,413,679</u>

# STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

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## **E50C00.06 TAX CREDIT PAYMENTS**

### **PROGRAM DESCRIPTION**

This program contains payments of property tax credits for three programs: the reimbursement of Homeowners' Tax Credits to local governments, the renters' property tax relief, and the reimbursement of property tax credits for urban enterprise zones. Performance measures related to these programs are contained in the programs that administer the credits: the Property Tax Credit (E50C00.08) for the homeowners' and renters' credits and Business Property Valuation (E50C00.05) for the Enterprise Zone credit.

**STATE DEPARTMENT OF ASSESSMENTS AND TAXATION**

**E50C00.06 TAX CREDIT PAYMENTS**

	2007 Actual	2008 Actual	2009 Estimated	2010 Estimated
<b>Performance Measures/Performance Indicators</b>				
(\$ thousands)				
Homeowners Tax Credits.....	45,618	45,248	47,200	45,600
Renter's Credit.....	2,468	2,452	2,600	2,300
Urban Enterprise Zone Credits.....	8,143	8,617	9,478	13,141
	<u>56,229</u>	<u>56,317</u>	<u>59,278</u>	<u>61,041</u>
State Appropriation.....				

Note: The legislature reduced \$600,000 from the FY 2009 Urban Enterprise Zone Tax Credit Program appropriation in the 2008 Session, however, program costs are still estimated to total 10.078 million.

**URBAN ENTERPRISE ZONE CREDITS**

Subdivision	FY 2009 Businesses Participating In FY 09	State Tax Credit In FY 09	FY 2010 Businesses Participating In FY 10	State Tax Credit In FY 10
Allegany.....	24	168,290	27	324,069
Baltimore City.....	241	3,656,336	234	7,129,720
Baltimore.....	42	505,881	36	474,096
Calvert.....	17	46,219	16	44,791
Cecil.....	19	1,142,790	22	860,784
Dorchester.....	17	94,150	15	81,514
Garrett.....	25	107,939	24	90,116
Harford.....	165	1,748,970	143	1,622,078
Montgomery.....	98	1,367,840	66	1,165,802
Prince George's.....	23	664,456	36	631,807
St. Mary's.....	23	41,547	23	49,206
Somerset.....	4	2,799	2	8,132
Washington.....	45	445,178	44	529,924
Wicomico.....	44	73,015	57	117,185
Worcester.....	6	12,849	7	11,726
Total.....	<u>793</u>	<u>10,078,259</u>	<u>752</u>	<u>13,140,950</u>

**Appropriation Statement:**

	2008 Actual	2009 Appropriation	2010 Allowance
12 Grants, Subsidies and Contributions.....	56,316,871	59,278,259	61,040,950
Total Operating Expenses.....	<u>56,316,871</u>	<u>59,278,259</u>	<u>61,040,950</u>
Total Expenditure.....	<u>56,316,871</u>	<u>59,278,259</u>	<u>61,040,950</u>
Original General Fund Appropriation.....	62,355,963	64,278,259	
Transfer of General Fund Appropriation.....	-1,336,000	-5,000,000	
Total General Fund Appropriation.....	<u>61,019,963</u>	<u>59,278,259</u>	
Less: General Fund Reversion/Reduction.....	4,703,092		
Net General Fund Expenditure.....	<u>56,316,871</u>	<u>59,278,259</u>	<u>61,040,950</u>

# STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

## E50C00.08 PROPERTY TAX CREDIT PROGRAMS

### PROGRAM DESCRIPTION

Under Sections 9-102 and 9-104 Tax-Property Article, the Department reimburses local governments for tax credits against State and local property taxes due on the homeowners' principal residence and reimburses renters directly for tax credits against the property taxes in the yearly rent. The amounts of the two credits are based upon formulas comparing gross household income to the property taxes paid.

### MISSION

To promote fairness in taxation for Maryland property owners by uniformly appraising all taxable property at market value but having programs of property tax relief for those homeowners and renters who qualify on the basis of income.

### VISION

A State in which homeowners and renters who need assistance in paying their property tax liabilities will readily receive it.

### KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

**Goal 1.** To provide property tax relief for low and fixed income renters and homeowners.

**Objective 1.1** Maintain level participation in both the Homeowners' and Renters' Tax Credit programs.

Performance Measures	2007 Actual	2008 Actual	2009 Estimated	2010 Estimated
<b>Output:</b> Homeowners' applications eligible	48,290	46,618	46,000	46,000
Total Homeowners' credits (millions)	\$45.6	\$45.2	\$47.2	\$45.6
<b>Outcome:</b> Average Homeowners' Credit	\$944	\$971	\$1,026	\$991
<b>Output:</b> Renters' applications eligible	10,491	9,333	9,000	9,000
Total Renters' credits (millions)	\$2.468	\$2.452	\$2.600	\$2.300
<b>Outcome:</b> Average Renters' Credit	\$235	\$263	\$289	\$256

STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

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**E50C00.08 PROPERTY TAX CREDIT PROGRAMS**

**Appropriation Statement:**

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	42.00	37.00	37.00
Number of Contractual Positions .....		1.00	
01 Salaries, Wages and Fringe Benefits .....	1,852,116	2,046,180	2,188,519
02 Technical and Special Fees .....	54	55,132	100
03 Communication .....	277,474	240,641	313,715
04 Travel .....	2,617	2,950	2,950
08 Contractual Services .....	140,918	260,913	266,031
09 Supplies and Materials .....	32,620	16,548	31,045
10 Equipment—Replacement .....	36,118	5,250	14,100
13 Fixed Charges .....	1,850	2,100	1,386
Total Operating Expenses .....	491,597	528,402	629,227
Total Expenditure .....	2,343,767	2,629,714	2,817,846
Original General Fund Appropriation .....	1,980,889	2,094,973	
Transfer of General Fund Appropriation .....	-46,340	-152,657	
Net General Fund Expenditure .....	1,934,549	1,942,316	1,828,082
Special Fund Expenditure .....	409,218	687,398	989,764
Total Expenditure .....	2,343,767	2,629,714	2,817,846
 <b>Special Fund Income:</b>			
C00303 Administration of Local Tax Credits .....	53,056	52,000	69,650
E50301 Local Subdivision Participation .....	356,162	635,398	920,114
Total .....	409,218	687,398	989,764

# STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

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## E50C00.09 MAJOR INFORMATION TECHNOLOGY DEVELOPMENT PROJECTS

### PROGRAM DESCRIPTION

This program identifies defined, current Major Information Technology Development Projects in the Department of Assessments and Taxation.

STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

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**E50C00.09 MAJOR INFORMATION TECHNOLOGY DEVELOPMENT PROJECTS**

**Appropriation Statement:**

	2008 Actual	2009 Appropriation	2010 Allowance
08 Contractual Services .....	516,077	3,256,739	
10 Equipment—Replacement .....		280,000	
Total Operating Expenses .....	<u>516,077</u>	<u>3,536,739</u>	
Total Expenditure .....	<u>516,077</u>	<u>3,536,739</u>	
Special Fund Expenditure .....	516,077		
Reimbursable Fund Expenditure .....		<u>3,536,739</u>	
Total Expenditure .....	<u>516,077</u>	<u>3,536,739</u>	

**Special Fund Income:**

swf302 Major Information Technology Development Project Fund .....	<u>516,077</u>
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**Reimbursable Fund Income:**

F50A01 Major Information Technology Development Projects ..	<u>3,536,739</u>
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# STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

## E50C00.10 CHARTER UNIT

### PROGRAM DESCRIPTION

This Program is the central repository of all records of business entity formation and filings (charters, limited liability companies, limited partnerships and business trusts). The program provides resident agent information for service of process on these entities and accepts service in certain instances on their behalf. It also records trade names. It is the place of filing for most financing statements under the Uniform Commercial Code.

### MISSION

To provide courteous and convenient services for business formation and operation in the State.

### VISION

A State in which the business community and the general public have access to services performed by the Department in the most efficient and convenient means possible through the use of modern technology.

### KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

**Goal 1.** To facilitate and foster business expansion in the State by providing corporate entity formation, commercial transaction, and document filing systems.

**Objective 1.1** To provide “regular” service document return within 7 days.

	2007	2008	2009	2010
Performance Measures	Actual	Actual	Estimated	Estimated
<b>Input:</b> Total number of documents	111,840	109,916	111,000	112,000
<b>Quality:</b> Percent of documents processed within 7 days	89.5%	84.4%	85.0%	85.2%
Average number of days to process a document	37.5	39.2	39.5	39.8

**Objective 1.2** To provide “expedited” service within 24 hours.

	2007	2008	2009	2010
Performance Measures	Actual	Actual	Estimated	Estimated
<b>Input:</b> Total number of “expedited” requests	77,436	77,124	77,900	78,100
<b>Quality:</b> Percent of documents processed within 24 hours	99.7%	96.7%	96.7%	96.7%
Average response time (hours)	20.3	22.2	22.5	22.5

STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

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**E50C00.10 CHARTER UNIT**

**Appropriation Statement:**

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	68.00	70.00	70.00
01 Salaries, Wages and Fringe Benefits .....	<u>3,250,622</u>	<u>3,624,430</u>	<u>3,868,869</u>
02 Technical and Special Fees .....	<u>3,943</u>		
03 Communication .....	202,095	286,514	284,589
04 Travel .....	2,578	4,100	8,500
08 Contractual Services .....	533,079	599,997	451,776
09 Supplies and Materials .....	86,504	78,175	83,650
10 Equipment—Replacement .....	65,271	29,900	61,250
13 Fixed Charges .....	<u>3,350</u>	<u>3,700</u>	<u>2,610</u>
Total Operating Expenses .....	<u>892,877</u>	<u>1,002,386</u>	<u>892,375</u>
Total Expenditure .....	<u>4,147,442</u>	<u>4,626,816</u>	<u>4,761,244</u>
Original General Fund Appropriation .....		48,930	
Transfer of General Fund Appropriation .....	93,000	-1,128	
Net General Fund Expenditure .....	93,000	47,802	43,099
Special Fund Expenditure .....	<u>4,054,442</u>	<u>4,579,014</u>	<u>4,718,145</u>
Total Expenditure .....	<u>4,147,442</u>	<u>4,626,816</u>	<u>4,761,244</u>
<b>Special Fund Income:</b>			
C00304 Expedited Service .....	4,042,811	4,489,107	4,698,327
E50302 Ground Rent Registration Fees .....	<u>11,631</u>	<u>89,907</u>	<u>19,818</u>
Total .....	<u>4,054,442</u>	<u>4,579,014</u>	<u>4,718,145</u>

# STATE LOTTERY AGENCY

## E75D00.01 ADMINISTRATION AND OPERATIONS

### PROGRAM DESCRIPTION

The Administration and Operations program of the Lottery budget encompasses all of the expenses incurred in the operation of Lottery gaming in Maryland. This program does not include the actual expenses of the Lottery games, which are prize expenses and selling expenses (commissions, cashing fees, and agent incentive expenses).

### MISSION

The mission of the State Lottery Agency is to provide revenue through the sale of entertaining lottery products to support state programs and services benefiting the citizens of Maryland. We administer and promote the sale of Lottery products in a secure and responsible manner designed to enhance public confidence in the integrity and fairness of the Lottery. This is achieved in partnership with a network of licensed lottery retailers.

### VISION

We envision ourselves as an innovative, adaptive and responsible business that will continue to provide a reliable source of revenue for state government well into the future. We will utilize the latest technological tools and resources to provide a range of entertaining products and access opportunities that appeal to a broad player base.

### KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

**Goal 1. Sales and Revenue** To increase sales and revenue for the operation of State Government.

**Objective 1.1** The Lottery will achieve revenues of \$516.1 million (projected) in fiscal year 2010 to support the State's programs and services.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Outcome:</b> Total revenue generated by the Lottery to support State programs and services (millions)	\$494.1	\$529.4	\$475.8	\$516.1

**Objective 1.2** The Agency will achieve lottery sales of \$1,713.7 billion (projected) in fiscal year 2010.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Outcome:</b> Ticket sales generated by the Lottery (millions)	\$1,577.3	\$1,673.0	\$1,664.0	\$1,713.7

**Goal 2. Customer Satisfaction** To maintain the level of customer satisfaction among Lottery players and retailers.

**Objective 2.1** The Lottery will maintain player satisfaction at or near 78 percent in fiscal year 2010.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Quality:</b> Player Satisfaction Index (weighted composite of player satisfaction ratings on games provided, on the Lottery retail experience, and on the accessibility of Lottery products)	80.90%	78.08%	78.00%	78.00%

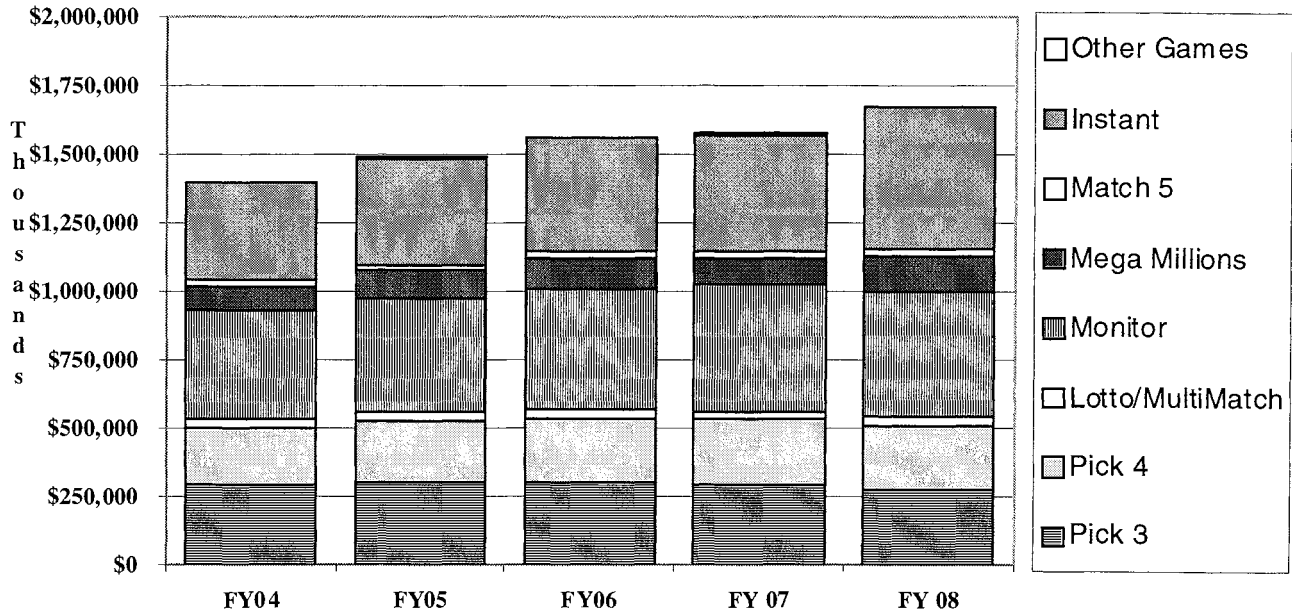
**Objective 2.2** The Agency will maintain retailer satisfaction at or above 81 percent in fiscal year 2010.

	2007	2008	2009	2010
<b>Performance Measures</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>
<b>Quality:</b> Retailer Satisfaction Index (weighted composite of retailer satisfaction rating on the quality of customer service, on the service relationship with the Lottery, and on service provided by the Lottery District Manager)	76.40%	81.60%	81.00%	81.00%

# STATE LOTTERY AGENCY

## E75D00.01 ADMINISTRATION AND OPERATIONS (Continued)

MARYLAND LOTTERY FIVE YEAR SALES HISTORY FY2004 - FY 2008



**Goal 3. Player Base** To broaden the Lottery's player base.

**Objective 3.1** The Lottery will maintain its player base at 48 percent in fiscal year 2010.

Performance Measures	2007 Actual	2008 Actual	2009 Estimated	2010 Estimated
<b>Outcome:</b> Percent of adult Marylanders (18+) who indicate that they have purchased any Lottery game in the past 12 months	43.0%	48.0%	48.0%	48.0%

**Goal 4. Efficiency** To improve the efficiency of the Lottery operations.

**Objective 4.1** The Lottery will achieve a ratio of administrative costs to sales of four percent or less in fiscal year 2010.

Performance Measures	2007 Actual	2008 Actual	2009 Estimated	2010 Estimated
<b>Efficiency:</b> Ratio of administrative costs to sales	3.28%	3.50%	3.40%	3.30%

**STATE LOTTERY AGENCY**

**E75D00.01 ADMINISTRATION AND OPERATIONS**

**SUMMARY OF REVENUES (PER BOARD OF REVENUE ESTIMATES-\$ MILLIONS)**

	2007 Actual	2008 Actual	2009 Estimated	2010 Estimated
<b>Performance Measures/Performance Indicators</b>				
Lottery Sales:				
Pick 3 .....	291.9	274.3	274.3	271.5
Pick 4 .....	240.1	234.9	244.3	250.4
Lotto/Multimatch .....	30.1	31.2	34.3	36.0
Instant Game .....	431.6	519.0	508.7	534.2
Keno/Race Trax .....	462.5	460.8	462.0	471.9
Match 5 .....	22.9	23.4	23.9	24.5
Mega Millions .....	98.2	129.4	116.5	125.2
Total Lottery Sales .....	<u>1,577.3</u>	<u>1,673.0</u>	<u>1,664.0</u>	<u>1,713.7</u>
Less:				
Agent Earnings .....	112.2	117.8	118.6	122.1
Operating Budget .....	51.8	58.4	59.2	59.1
Prizes .....	919.2	967.3	1,010.4	1,016.4
Net Lottery Revenue .....	<u>494.1</u>	<u>529.4</u>	<u>475.8</u>	<u>516.1</u>
Less:				
Stadium Authority Revenue .....	21.0	21.5	20.0	19.6
Less distribution to special fund per Chapter 589, Act of 2008 .....		10.8		
Total General Fund Revenue .....	<u>473.1</u>	<u>497.1</u>	<u>455.8</u>	<u>496.5</u>

**Appropriation Statement:**

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	171.00	171.00	171.00
Number of Contractual Positions .....	<u>10.25</u>	<u>9.50</u>	<u>9.50</u>
01 Salaries, Wages and Fringe Benefits .....	<u>12,047,771</u>	<u>12,489,101</u>	<u>13,106,095</u>
02 Technical and Special Fees .....	<u>275,023</u>	<u>333,548</u>	<u>332,994</u>
03 Communication .....	350,269	400,547	366,190
04 Travel .....	58,874	68,000	68,000
06 Fuel and Utilities .....	174,966	180,089	209,959
07 Motor Vehicle Operation and Maintenance .....	481,608	303,692	339,221
08 Contractual Services .....	43,281,996	43,629,170	42,413,629
09 Supplies and Materials .....	164,958	192,500	174,000
10 Equipment—Replacement .....	73,106	65,525	89,082
11 Equipment—Additional .....	565,770	571,636	1,009,996
13 Fixed Charges .....	<u>970,365</u>	<u>987,566</u>	<u>974,575</u>
Total Operating Expenses .....	<u>46,121,912</u>	<u>46,398,725</u>	<u>45,644,652</u>
Total Expenditure .....	<u>58,444,706</u>	<u>59,221,374</u>	<u>59,083,741</u>
Special Fund Expenditure .....	<u>58,444,706</u>	<u>59,221,374</u>	<u>59,083,741</u>
<b>Special Fund Income:</b>			
E75301 Lottery Ticket Sales .....	<u>58,444,706</u>	<u>59,221,374</u>	<u>59,083,741</u>

# PROPERTY TAX ASSESSMENT APPEALS BOARDS

## E80E00.01 PROPERTY TAX ASSESSMENT APPEALS BOARDS

### PROGRAM DESCRIPTION

The Property Tax Assessment Appeals Boards, located in each county and Baltimore City, hear appeals on actions of the State Department of Assessments and Taxation on matters relating to the assessment of property or on any other tax matters which may be assigned by the General Assembly. Property assessments made by the State Assessors may be appealed to the local Property Tax Assessment Appeals Boards in the counties and Baltimore City, prior to the Maryland Tax Court and subsequent State court reviews.

### MISSION

To provide a process for every property owner in the State to appeal the valuation established for tax purposes by the State Department of Assessments and Taxation.

### VISION

Every appeal filed would be heard in a timely manner and every decision rendered would be accurate and fair based on the evidence presented at the hearings. Within 30 days, a written decision that states the Boards findings as well as the basis for the findings shall be sent to the petitioner in writing. All of these actions would be accomplished on-line through e-government.

### KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

**Goal 1.** To conduct appeals in a timely and efficient fashion.

**Objective 1.1** To hear every appeal and render a decision for every appeal filed during the appeal cycle year.

<b>Performance Measures</b>	<b>CY2007 Actual</b>	<b>CY2008 Estimated</b>	<b>CY2009 Estimated</b>	<b>CY2010 Estimated</b>
<b>Outcome:</b> Appeals clearance rate	81%	82%	82%	83%
<b>Efficiency:</b> Average length of time from appeal filing and appeal hearing (months):				
Metro counties/Baltimore City	4.0	4.0	3.5	3.5
All others	3	3	3	3
Average length of time from hearing to decision (days)	15	15	15	15
Number of appeals pending at end of appeal cycle year	4,082	4,150	3,200	2,800

**Goal 2.** To render accurate and fair decisions.

**Objective 2.1** In each year, less than 10% of decisions shall be appealed to the Maryland Tax Court.

<b>Performance Measures</b>	<b>CY2007 Actual</b>	<b>CY2008 Estimated</b>	<b>CY2009 Estimated</b>	<b>CY2010 Estimated</b>
<b>Input:</b> Number of appeals filed with Maryland Tax Court	675	742	810	820
<b>Quality:</b> Percentage of reversals by Maryland Tax Court	13%	13%	13%	12%

**Objective 2.2** In each year the Board will ensure and attempt to measure the fairness of decisions rendered.

<b>Performance Measures</b>	<b>CY2007 Actual</b>	<b>CY2008 Estimated</b>	<b>CY2009 Estimated</b>	<b>CY2010 Estimated</b>
<b>Input:</b> Customer surveys distributed	7,284	7,300	7,350	7,400
<b>Efficiency:</b> Percentage of surveys distributed that were returned	4%	4%	4%	4%
<b>Quality:</b> Satisfactory vs. unsatisfactory ratio	9:1	10:1	11:1	12:1

**PROPERTY TAX ASSESSMENT APPEALS BOARDS**

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**E80E00.01 PROPERTY TAX ASSESSMENT APPEALS BOARDS**

**Appropriation Statement:**

	2008 Actual	2009 Appropriation	2010 Allowance
Number of Authorized Positions .....	9.00	9.00	9.00
01 Salaries, Wages and Fringe Benefits .....	<u>715,825</u>	<u>842,405</u>	<u>835,881</u>
02 Technical and Special Fees .....	<u>110</u>	<u>634</u>	
03 Communication .....	12,886	13,746	11,904
04 Travel .....	11,988	11,500	11,000
07 Motor Vehicle Operation and Maintenance .....	12,369	12,205	12,823
08 Contractual Services .....	23,413	17,475	25,650
09 Supplies and Materials .....	13,430	6,300	7,300
10 Equipment—Replacement .....	11,002	2,650	650
13 Fixed Charges .....	<u>71,050</u>	<u>75,061</u>	<u>74,041</u>
Total Operating Expenses .....	<u>156,138</u>	<u>138,937</u>	<u>143,368</u>
Total Expenditure .....	<u>872,073</u>	<u>981,976</u>	<u>979,249</u>
Original General Fund Appropriation .....	931,030	989,509	
Transfer of General Fund Appropriation .....	<u>14,259</u>	<u>-7,533</u>	
Total General Fund Appropriation .....	945,289	981,976	
Less: General Fund Reversion/Reduction .....	<u>73,216</u>		
Net General Fund Expenditure .....	<u>872,073</u>	<u>981,976</u>	<u>979,249</u>

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 2010 Allowance	Symbol
e00a01 Office of the Comptroller							
e00a0101 Executive Direction							
comptroller state of md	1.00	125,003	1.00	125,000	1.00	125,000	
chf deputy comptroller	.00	140,234	1.00	154,235	1.00	154,235	
exec aide x	3.00	322,923	2.00	308,470	2.00	308,470	
asst state compt v	1.00	94,423	1.00	99,091	1.00	99,091	
div dir ofc atty general	1.00	123,277	1.00	78,233	1.00	78,233	
asst state compt iv	1.00	92,298	1.00	94,656	1.00	94,656	
asst attorney general viii	1.00	101,137	1.00	105,155	1.00	106,170	
admin prog mgr iv	1.00	86,870	1.00	96,808	1.00	96,808	
administrator vii	2.00	186,457	2.00	189,124	2.00	190,011	
asst state compt iii	1.00	68,615	.00	0	.00	0	
administrator v	.00	0	1.00	78,832	1.00	78,832	
administrator v	1.00	73,038	1.00	75,914	1.00	75,914	
asst state compt ii	1.00	75,130	1.00	78,096	1.00	78,840	
admin prog mgr i	1.00	73,148	1.00	76,035	1.00	76,757	
administrator iv	1.00	16,096	1.00	49,638	1.00	49,638	
administrator ii	1.00	60,587	1.00	57,840	1.00	57,840	
revenue administrator iv	1.00	57,887	1.00	60,183	1.00	60,763	
admin officer iii	.00	0	1.00	50,811	1.00	50,811	
admin officer iii	1.00	31,289	1.00	55,859	1.00	55,859	
pub affairs officer ii	.00	0	2.00	102,592	2.00	102,592	
revenue administrator iii	1.00	32,289	.00	0	.00	0	
admin officer ii	.00	29,770	1.00	49,006	1.00	49,474	
admin officer i	1.00	44,484	1.00	48,162	1.00	48,162	
pub affairs officer i	2.00	81,493	1.00	43,118	.00	0	Abolish
admin spec iii	1.00	2,511	.00	0	.00	0	
public affairs specialist	.00	37,322	1.00	38,705	1.00	39,060	
exec assoc ii	2.00	162,611	4.00	227,185	4.00	227,726	
exec assoc i	2.00	68,310	1.00	48,543	1.00	48,543	
management assoc	2.00	53,554	1.00	37,977	1.00	37,977	
office secy iii	1.00	37,375	1.00	38,824	1.00	39,180	
office processing assistant	1.00	26,043	.00	0	.00	0	
TOTAL e00a0101*	32.00	2,304,174	33.00	2,468,092	32.00	2,430,642	
e00a0102 Financial and Support Services							
asst state compt v	1.00	103,417	1.00	106,940	1.00	106,940	
prgm mgr senior i	1.00	78,781	1.00	97,578	1.00	97,578	
asst state compt iii	1.00	77,895	1.00	80,969	1.00	80,969	
administrator iv	1.00	0	.00	0	.00	0	
accountant supervisor ii	1.00	44,253	1.00	64,129	1.00	64,129	
fiscal services admin i	1.00	36,826	.00	0	.00	0	
administrator ii	.00	21,949	1.00	60,083	1.00	60,083	
personnel administrator i	1.00	137,019	3.00	170,187	3.00	172,297	
accountant advanced	1.00	44,889	1.00	65,568	1.00	65,568	



PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 2010 Allowance	Symbol
e00a0102 Financial and Support Services							
administrator i	.00	33,295	1.00	59,609	1.00	59,609	
admin officer iii	1.00	36,328	1.00	49,859	1.00	49,859	
computer info services spec ii	.00	32,296	1.00	42,251	1.00	43,032	
personnel officer ii	3.00	43,362	.00	0	.00	0	
admin officer ii	1.00	33,083	.00	0	.00	0	
personnel officer i	1.00	36,595	1.00	38,292	1.00	38,994	
admin officer i	1.00	48,179	1.00	50,492	1.00	50,974	
agency procurement spec i	1.00	34,657	1.00	36,639	1.00	36,639	
computer info services spec i	.00	2,651	.00	0	.00	0	
personnel specialist	.00	7,582	1.00	41,191	1.00	41,571	
services supervisor iii	1.00	43,920	1.00	45,634	1.00	46,059	
agency buyer i	1.00	7,661	.00	0	.00	0	
services supervisor i	1.00	38,758	1.00	40,263	1.00	40,634	
fiscal accounts technician ii	.00	34,985	1.00	39,837	1.00	40,204	
personnel associate ii	1.00	55,078	1.00	42,858	1.00	43,255	
fiscal accounts technician i	1.00	3,026	1.00	38,824	1.00	39,180	
personnel associate i	3.00	62,960	2.00	67,241	2.00	67,241	
personnel clerk	.00	3,954	.00	0	.00	0	
obs-executive associate i	1.00	49,894	1.00	51,866	1.00	52,362	
management associate	1.00	4,261	.00	0	.00	0	
admin aide	1.00	348	.00	0	.00	0	
fiscal accounts clerk ii	1.00	34,819	1.00	36,162	1.00	36,162	
services specialist	2.00	68,722	2.00	71,372	2.00	71,706	
office secy i	1.00	1,130	.00	0	.00	0	
office services clerk	.00	32,992	1.00	25,239	1.00	25,239	
office clerk ii	.00	1,430	1.00	28,513	1.00	28,766	
office processing clerk ii	.00	25,387	1.00	31,426	1.00	31,426	
offset machine operator ii	1.00	28,198	.00	0	.00	0	
office appliance clerk ii	1.00	74,318	4.00	114,277	4.00	115,095	
office clerk i	.00	24,491	.00	0	.00	0	
supply officer i	1.00	28,489	1.00	29,577	1.00	29,577	
office clerk assistant	1.00	156	.00	0	.00	0	
print shop supv iii	1.00	44,736	1.00	46,483	1.00	46,916	
print shop supv ii	1.00	41,631	1.00	43,251	1.00	43,251	
building services worker ii	1.00	13,788	.00	0	.00	0	
stock clerk i	1.00	8,910	.00	0	.00	0	
stock clerk ii	.00	4,877	.00	0	.00	0	
TOTAL e00a0102*	39.00	1,591,976	37.00	1,716,610	37.00	1,725,315	
TOTAL e00a01 **	71.00	3,896,150	70.00	4,184,702	69.00	4,155,957	
e00a02 General Accounting Division							
e00a0201 Accounting Control and Reporting							
asst state compt vii	1.00	121,282	1.00	123,708	1.00	123,708	
prgm mgr senior i	2.00	191,328	2.00	198,914	2.00	198,914	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 2010 Allowance	Symbol
e00a02 General Accounting Division							
e00a0201 Accounting Control and Reporting							
admin prog mgr ii	1.00	19,999	.00	0	.00	0	
administrator iv	1.00	69,734	1.00	72,505	1.00	72,505	
accountant manager iii	1.00	72,917	1.00	75,799	1.00	76,520	
systems control acct supervisor	2.00	123,314	2.00	128,204	2.00	128,204	
accountant supervisor ii	.00	23,872	1.00	64,129	1.00	64,129	
dp functional analyst superviso	.00	23,760	1.00	54,056	1.00	54,056	
accountant supervisor i	1.00	37,520	.00	0	.00	0	
systems control acct ii comptro	3.00	187,859	5.00	277,084	5.00	279,071	
dp functional analyst ii	2.00	76,563	1.00	54,207	1.00	54,207	
systems control acct i comptrol	2.00	108,136	1.00	49,784	1.00	50,260	
accountant ii	3.00	80,799	2.00	92,374	2.00	92,374	
computer info services spec ii	1.00	49,814	1.00	51,781	1.00	51,781	
revenue administrator iii	1.00	54,246	1.00	56,395	1.00	56,936	
accountant i	1.00	27,269	1.00	36,942	1.00	37,617	
management specialist iii	.00	32,029	1.00	48,543	1.00	48,543	
accountant trainee	.00	0	.00	0	1.00	34,113	New
management specialist ii	1.00	13,779	.00	0	.00	0	
fiscal accounts technician ii	4.00	191,560	5.00	208,277	5.00	209,079	
fiscal accounts technician i	2.00	41,006	1.00	28,939	1.00	29,454	
fiscal accounts clerk manager	2.00	92,134	2.00	95,747	2.00	96,191	
obs-executive associate i	1.00	51,329	1.00	53,359	1.00	53,359	
management associate	2.00	93,615	2.00	97,287	2.00	97,287	
fiscal accounts clerk superviso	3.00	130,607	3.00	135,698	3.00	136,556	
fiscal accounts clerk, lead	.00	22,724	1.00	40,263	1.00	40,634	
fiscal accounts clerk ii	6.00	178,225	5.00	164,739	4.00	132,271	Abolish
fiscal accounts clerk i	.00	20,372	2.00	49,259	2.00	50,117	
fiscal accounts clerk trainee	3.00	44,906	2.00	45,668	1.00	23,620	Abolish
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TOTAL e00a0201*	46.00	2,180,698	46.00	2,303,661	45.00	2,291,506	
TOTAL e00a02 **	46.00	2,180,698	46.00	2,303,661	45.00	2,291,506	
e00a03 Bureau of Revenue Estimates							
e00a0301 Estimating of Revenues							
asst state compt vii	1.00	111,388	1.00	116,396	1.00	116,396	
administrator vii	1.00	87,957	1.00	91,438	1.00	91,438	
asst state compt ii	1.00	70,293	1.00	73,087	1.00	73,087	
exec assoc i	.00	20,921	1.00	47,639	1.00	47,639	
management associate	1.00	16,078	.00	0	.00	0	
office secy ii	.00	0	1.00	26,783	1.00	26,783	
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TOTAL e00a0301*	4.00	306,637	5.00	355,343	5.00	355,343	
TOTAL e00a03 **	4.00	306,637	5.00	355,343	5.00	355,343	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 2010 Allowance	Symbol
e00a04 Revenue Administration Division							
e00a0401 Revenue Administration							
asst state compt vii	1.00	115,947	1.00	120,026	1.00	120,026	
prgm mgr iv	3.00	262,276	3.00	272,662	3.00	274,436	
asst state compt iii	.00	57,518	1.00	86,516	1.00	87,343	
asst state compt ii	6.00	401,528	5.00	393,453	5.00	395,685	
asst state compt i	.00	44,837	1.00	76,035	1.00	76,757	
administrator iii	1.00	65,320	1.00	67,912	1.00	67,912	
tax consultant ii	3.00	117,613	2.00	127,523	2.00	127,523	
computer network spec mgr	.00	27,524	1.00	78,096	1.00	78,840	
computer network spec supr	1.00	46,128	.00	0	.00	0	
dp functional analyst superviso	2.00	130,664	2.00	135,851	2.00	135,851	
revenue administrator vi	6.00	414,348	6.00	415,134	6.00	415,783	
accountant supervisor i	3.00	95,533	1.00	43,725	1.00	43,725	
computer info services spec sup	1.00	100,303	2.00	115,515	2.00	115,515	
computer network spec ii	3.00	160,653	2.00	119,082	2.00	119,714	
dp functional analyst lead	2.00	61,193	1.00	63,618	1.00	63,618	
revenue administrator v	.00	58,914	1.00	64,847	1.00	64,847	
administrator i	.00	42,064	1.00	60,183	1.00	60,763	
computer network spec i	1.00	0	.00	0	.00	0	
dp functional analyst ii	5.00	256,779	5.00	267,922	5.00	268,608	
obs-data proc prog analyst spec	1.00	57,310	1.00	41,074	1.00	41,074	
revenue administrator iv	18.00	882,745	15.00	874,695	15.00	879,770	
tax consultant i	.00	44,783	2.00	105,880	2.00	106,384	
accountant ii	3.00	167,294	4.00	210,587	4.00	211,589	
admin officer iii	2.00	125,656	2.00	117,822	2.00	118,363	
computer info services spec ii	1.00	45,360	1.00	47,129	1.00	47,129	
dp functional analyst i	.00	79,068	2.00	113,325	2.00	113,866	
revenue administrator iii	2.00	73,592	2.00	113,325	2.00	113,866	
revenue field auditor ii	.00	90,921	2.00	100,670	2.00	101,632	
accountant i	3.00	65,376	.00	0	.00	0	
dp functional analyst trainee	2.00	28,064	.00	0	.00	0	
obs-fiscal specialist i	2.00	103,402	2.00	106,718	2.00	106,718	
revenue administrator ii	7.00	357,530	7.00	364,876	7.00	366,303	
revenue specialist iii	13.00	610,183	12.00	617,623	12.00	620,630	
accountant trainee	2.00	138,969	6.00	230,411	6.00	231,893	
admin officer i	1.00	2,456	.00	0	.00	0	
computer info services spec i	.00	116,692	4.00	182,528	4.00	183,776	
revenue specialist ii	40.00	1,800,130	39.00	1,837,372	39.00	1,845,382	
revenue specialist i	75.80	3,171,920	75.80	3,373,142	75.80	3,388,063	
revenue field auditor trainee	2.00	651	.00	0	.00	0	
revenue examiner iii	18.00	432,449	11.00	398,631	11.00	400,304	
revenue examiner ii	6.00	467,330	21.00	717,069	21.00	718,898	
revenue examiner i	31.00	651,413	25.00	755,041	25.00	760,032	
dp production control spec supr	2.00	57,082	1.00	49,080	1.00	49,080	
dp production control spec lead	1.00	40,074	1.00	41,632	1.00	42,017	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 2010 Allowance	Symbol
e00a04 Revenue Administration Division							
e00a0401 Revenue Administration							
dp production control spec ii	5.00	120,704	2.00	75,148	2.00	75,148	
building security officer ii	2.00	56,902	2.00	59,525	2.00	59,525	
fiscal accounts technician supv	1.00	45,080	1.00	46,840	1.00	47,279	
fiscal accounts technician ii	5.00	188,184	5.00	197,882	5.00	198,989	
fiscal accounts clerk manager	2.00	100,754	2.00	104,734	2.00	104,734	
obs-executive associate i	1.00	46,704	1.00	48,543	1.00	48,543	
management associate	3.00	121,472	3.00	135,477	3.00	137,095	
fiscal accounts clerk superviso	6.00	234,568	6.00	244,989	6.00	244,989	
admin aide	4.00	155,791	5.00	199,125	5.00	200,332	
office supervisor	3.00	103,489	3.00	108,643	3.00	109,629	
fiscal accounts clerk, lead	.00	15,312	1.00	41,004	1.00	41,382	
office secy iii	1.00	63,650	1.00	42,919	1.00	42,919	
fiscal accounts clerk ii	17.00	583,394	14.00	502,442	14.00	506,397	
office secy ii	4.00	111,481	4.00	123,244	4.00	123,786	
office services clerk lead	1.00	37,093	1.00	38,530	1.00	38,883	
office secy i	5.00	106,040	4.00	111,297	3.00	85,175	Abolish
office services clerk	10.00	299,138	10.00	319,170	10.00	320,609	
fiscal accounts clerk i	1.00	1,121	.00	0	.00	0	
office clerk ii	18.00	524,289	18.00	560,517	18.00	562,396	
office processing clerk ii	3.00	80,837	5.00	139,110	5.00	139,984	
fiscal accounts clerk trainee	2.00	33,034	4.00	91,721	4.00	92,900	
office clerk i	.00	12,145	1.00	23,219	1.00	23,219	
office processing clerk i	.00	44,011	2.00	50,708	2.00	51,117	
office clerk assistant	1.00	31,896	1.00	21,548	1.00	21,916	
office processing assistant	5.00	42,315	.00	0	.00	0	
TOTAL e00a0401*	370.80	15,228,996	367.80	16,193,065	366.80	16,240,661	
TOTAL e00a04 **	370.80	15,228,996	367.80	16,193,065	366.80	16,240,661	
e00a05 Compliance Division							
e00a0501 Compliance Administration							
asst state compt vii	1.00	116,941	1.00	122,066	1.00	122,066	
asst attorney general viii	1.00	100,176	1.00	104,151	1.00	104,151	
prgm mgr senior ii	1.00	102,108	1.00	106,159	1.00	106,159	
asst attorney general vi	2.00	172,640	2.00	179,468	2.00	179,468	
prgm mgr iv	2.00	170,986	2.00	177,747	2.00	177,747	
fiscal services admin iv	1.00	82,440	1.00	85,697	1.00	85,697	
asst state compt ii	7.00	505,265	7.00	527,514	7.00	528,988	
administrator iv	1.00	66,475	1.00	69,119	1.00	69,787	
asst state compt i	3.00	229,137	3.00	217,039	3.00	217,694	
fiscal services admin ii	2.00	142,194	2.00	147,825	2.00	147,825	
tax consultant ii	4.00	213,470	3.00	180,626	3.00	181,770	
computer network spec supr	1.00	62,772	.00	0	.00	0	
computer network spec lead	.00	39,134	.00	0	.00	0	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 2010 Allowance	Symbol
e00a05 Compliance Division							
e00a0501 Compliance Administration							
financial compliance auditor pr	1.00	67,220	1.00	69,893	1.00	70,569	
revenue administrator vi	14.00	788,575	13.00	841,616	13.00	844,255	
computer info services spec sup	.00	40,678	1.00	64,847	1.00	64,847	
computer network spec ii	1.00	13,708	.00	0	.00	0	
financial compliance auditor su	3.00	181,665	3.00	188,877	3.00	190,072	
revenue administrator v	1.00	62,370	1.00	64,847	1.00	64,847	
revenue field auditor supr	10.00	574,008	10.00	616,112	10.00	620,382	
financial compliance auditor le	1.00	76,867	3.00	169,171	3.00	169,171	
revenue administrator iv	6.00	408,257	8.00	467,145	8.00	470,466	
revenue field auditor sr	22.00	1,054,937	22.00	1,264,555	22.00	1,270,078	
tax consultant i	.00	20,697	1.00	49,784	1.00	50,260	
computer info services spec ii	4.00	120,216	1.00	55,859	1.00	55,859	
computer network spec trainee	.00	37,973	.00	0	.00	0	
financial compliance auditor ii	6.00	241,189	4.00	192,034	4.00	192,996	
pub affairs officer ii	1.00	13,856	.00	0	.00	0	
revenue administrator iii	5.00	262,464	5.00	271,564	5.00	272,555	
revenue field auditor ii	16.00	834,309	19.00	964,570	19.00	968,418	
admin officer ii	.00	9,374	1.00	52,858	1.00	53,364	
financial compliance auditor i	2.00	64,412	1.00	47,204	1.00	47,648	
obs-fiscal specialist i	1.00	50,845	1.00	52,858	1.00	53,364	
revenue administrator ii	2.00	80,069	1.00	52,858	1.00	53,364	
revenue specialist iii	1.00	50,653	1.00	52,858	1.00	53,364	
computer info services spec i	.00	24,991	1.00	40,814	1.00	40,814	
financial compliance auditor tr	6.00	240,830	12.00	458,791	12.00	460,016	
revenue administrator i	5.00	217,204	5.00	231,386	5.00	232,330	
revenue specialist ii	21.60	938,085	22.60	1,044,417	22.60	1,049,609	
obs-accountant-auditor iii	1.00	45,151	1.00	46,911	1.00	46,911	
revenue specialist i	56.50	2,347,674	55.50	2,428,209	55.50	2,440,592	
revenue field auditor trainee	13.00	407,333	10.00	406,036	10.00	408,264	
revenue examiner iii	36.00	1,304,206	38.00	1,412,391	38.00	1,420,948	
revenue examiner ij	18.00	379,451	12.00	419,375	12.00	421,941	
revenue examiner i	23.00	727,171	45.00	1,287,547	45.00	1,292,015	
fiscal accounts technician supv	1.00	41,885	1.00	43,518	1.00	43,921	
fiscal accounts technician ii	2.00	84,033	2.00	87,303	2.00	87,303	
obs-executive associate i	1.00	51,329	1.00	53,359	1.00	53,359	
management assoc	1.00	40,434	.00	0	.00	0	
management associate	3.00	133,295	3.00	138,892	3.00	139,736	
fiscal accounts clerk superviso	1.00	26,591	1.00	39,773	1.00	39,773	
admin aide	4.00	162,943	4.00	169,279	4.00	170,036	
office supervisor	2.00	84,634	2.00	87,926	2.00	88,143	
fiscal accounts clerk, lead	1.00	37,641	1.00	39,177	1.00	39,177	
office secy iii	5.00	184,221	5.00	193,014	4.00	159,498	Abolish
office secy iii	1.00	28,290	1.00	29,969	1.00	30,505	
fiscal accounts clerk ii	11.00	322,863	11.00	381,879	11.00	383,378	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 2010 Allowance	Symbol
-----							
e00a05 Compliance Division							
e00a0501 Compliance Administration							
office secy ii	3.00	95,540	2.00	77,409	2.00	77,762	
office services clerk lead	1.00	41,712	1.00	41,816	1.00	41,816	
office secy i	.00	8,746	1.00	26,580	1.00	27,048	
fiscal accounts clerk i	1.00	3,979	.00	0	.00	0	
office clerk ii	4.00	99,559	3.00	87,194	3.00	87,997	
office processing clerk ii	1.00	32,970	3.00	75,252	3.00	76,568	
office processing clerk i	1.00	11,864	.00	0	.00	0	
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TOTAL e00a0501*	347.10	15,182,705	365.10	16,805,138	364.10	16,846,691	
TOTAL e00a05 **	347.10	15,182,705	365.10	16,805,138	364.10	16,846,691	
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e00a06 Field Enforcement Division							
e00a0601 Field Enforcement Administration							
prgm mgr senior iii	1.00	60,914	1.00	73,341	1.00	73,341	
prgm mgr senior ii	.00	7,901	.00	0	.00	0	
prgm mgr iv	1.00	59,684	.00	0	.00	0	
asst state compt iii	1.00	75,746	1.00	76,513	1.00	76,513	
asst state compt ii	1.00	72,331	1.00	73,087	1.00	73,087	
administrator iv	.00	33,304	1.00	67,809	1.00	68,464	
administrator iii	1.00	33,004	1.00	46,563	1.00	46,563	
chemist supervisor	1.00	58,922	1.00	63,523	1.00	64,136	
revenue administrator vi	1.00	65,332	1.00	65,997	1.00	66,634	
administrator i	1.00	57,891	1.00	58,487	1.00	58,487	
chemist iii	3.00	153,693	3.00	165,640	3.00	166,144	
revenue administrator iv	1.00	77,070	1.00	55,776	1.00	56,311	
revenue administrator iii	2.00	112,184	1.00	56,930	1.00	56,930	
admin spec iii	1.00	1,309	.00	0	.00	0	
revenue specialist i	2.00	97,185	3.00	126,929	3.00	127,723	
revenue examiner iii	2.00	60,813	1.00	34,788	1.00	34,788	
revenue examiner ii	1.00	1,126	.00	0	.00	0	
compliance inspector ii comptro	8.00	354,267	8.00	369,592	8.00	372,533	
octane specialist	1.00	42,384	1.00	42,789	1.00	42,789	
comp field enforcement supr	4.00	185,071	3.00	190,860	3.00	191,523	
comp field enforcement agent	18.00	931,468	18.00	1,000,763	18.00	1,007,107	
obs-executive associate i	2.00	92,698	2.00	93,585	2.00	94,467	
management associate	1.00	49,060	1.00	49,548	1.00	50,020	
admin aide	.00	32,119	1.00	43,652	1.00	44,057	
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TOTAL e00a0601*	54.00	2,715,476	51.00	2,756,172	51.00	2,771,617	
TOTAL e00a06 **	54.00	2,715,476	51.00	2,756,172	51.00	2,771,617	
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e00a07 Motor Fuel, Alcohol and Tobacco Tax Division							
e00a0701 Motor Fuel, Alcohol and Tobacco Tax Administration							
prgm mgr senior iii	1.00	102,279	.00	0	.00	0	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 2010 Allowance	Symbol
e00a07 Motor Fuel, Alcohol and Tobacco Tax Division							
e00a0701 Motor Fuel, Alcohol and Tobacco Tax Administration							
prgm mgr senior ii	.00	1,577	.00	0	.00	0	
asst state compt iii	2.00	150,438	2.00	164,484	2.00	165,311	
administrator v	1.00	76,560	1.00	79,583	1.00	80,341	
asst state compt ii	.00	-2,037	.00	0	.00	0	
administrator iii	.00	-1,822	.00	0	.00	0	
chemist supervisor	.00	-1,675	.00	0	.00	0	
revenue administrator vi	3.00	138,228	2.00	139,786	2.00	139,786	
revenue administrator v	3.00	159,401	3.00	172,191	3.00	173,431	
administrator i	.00	-1,631	.00	0	.00	0	
chemist iii	.00	-4,343	.00	0	.00	0	
revenue administrator iv	1.00	48,547	1.00	52,192	1.00	52,192	
tax consultant i	.00	38,401	1.00	53,189	1.00	53,189	
admin officer iii	2.00	47,517	1.00	49,394	1.00	49,865	
revenue administrator iii	.00	-3,175	1.00	56,395	1.00	56,936	
revenue administrator ii	1.00	51,329	1.00	53,359	1.00	53,359	
accountant trainee	1.00	52,058	2.00	74,927	2.00	74,927	
admin officer i	2.00	73,829	2.00	78,067	2.00	78,618	
revenue administrator i	1.00	47,665	1.00	49,548	1.00	50,020	
revenue specialist ii	2.00	91,475	2.00	95,064	2.00	95,492	
admin spec iii	.00	-1,286	.00	0	.00	0	
revenue specialist i	10.00	413,135	10.00	432,881	10.00	434,423	
revenue examiner iii	.00	-2,021	.00	0	.00	0	
revenue examiner ii	.00	8,178	1.00	29,969	1.00	30,505	
revenue examiner i	1.00	16,428	.00	0	.00	0	
compliance inspector ii comptro	.00	-10,639	.00	0	.00	0	
octane specialist	.00	-1,195	.00	0	.00	0	
comp field enforcement supr	.00	-7,404	.00	0	.00	0	
comp field enforcement agent	.00	-28,897	.00	0	.00	0	
exec assoc i	1.00	48,042	1.00	49,941	1.00	50,418	
obs-executive associate i	.00	-2,637	.00	0	.00	0	
management associate	1.00	37,904	1.00	41,191	.00	380	Abolish
office secy ii	1.00	36,098	1.00	37,495	1.00	37,495	
TOTAL e00a0701*	34.00	1,570,327	34.00	1,709,656	33.00	1,676,688	
TOTAL e00a07 **	34.00	1,570,327	34.00	1,709,656	33.00	1,676,688	

e00a09 Central Payroll Bureau

e00a0901 Payroll Management

asst state compt v	1.00	103,842	1.00	106,940	1.00	106,940	
asst state compt iii	2.00	161,799	2.00	168,195	2.00	169,803	
it systems technical spec super	1.00	63,879	1.00	66,414	1.00	66,414	
it systems technical spec	1.00	73,148	1.00	76,035	1.00	76,757	
accountant supervisor i	1.00	55,637	1.00	57,840	1.00	57,840	
administrator ii	1.00	57,793	1.00	60,083	1.00	60,083	

## PERSONNEL DETAIL

## Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 2010 Allowance	Symbol
e00a09 Central Payroll Bureau							
e00a0901 Payroll Management							
dp functional analyst ii	1.00	77,378	2.00	98,176	2.00	99,012	
accountant ii	1.00	47,521	.60	33,837	.60	34,162	
admin officer iii	2.00	88,392	2.00	99,253	2.00	99,724	
dp functional analyst i	1.00	15,327	.00	0	.00	0	
accountant i	.00	9,770	1.00	41,155	1.00	41,915	
admin officer ii	1.00	41,355	1.00	43,851	1.00	44,258	
obs-accountant-auditor iv	.60	8,813	.00	0	.00	0	
central payroll supervisor	4.00	189,693	4.00	197,149	4.00	198,576	
obs-executive associate i	1.00	49,425	1.00	51,375	1.00	51,375	
central payroll clerk lead/adv	2.00	74,788	2.00	80,923	2.00	81,320	
central payroll clerk iii	10.50	368,462	9.50	360,922	9.50	361,629	
central payroll clerk ii	.00	4,536	1.00	31,343	1.00	31,763	
office secy ii	.00	30,196	.00	0	.00	0	
central payroll clerk i	1.00	30,930	1.00	28,488	1.00	28,994	
office secy i	1.00	233	.00	0	.00	0	
office clerk ii	1.00	27,708	1.00	28,762	1.00	28,762	
TOTAL e00a0901*	34.10	1,580,625	33.10	1,630,741	33.10	1,639,327	
TOTAL e00a09 **	34.10	1,580,625	33.10	1,630,741	33.10	1,639,327	
e00a10 Information Technology Division							
e00a1001 Annapolis Data Center Operations							
asst state compt vii	.00	-3,390	.00	0	.00	0	
prgm mgr senior ii	1.00	98,283	1.00	102,180	1.00	102,180	
dp asst director iii	1.00	74,802	1.00	60,290	1.00	60,290	
asst state compt iii	.00	-2,530	.00	0	.00	0	
dp asst director ii	3.00	224,910	2.00	174,668	2.00	174,668	
data base spec manager	1.00	74,277	1.00	79,583	1.00	80,341	
dp technical support spec manag	2.00	155,907	2.00	161,432	2.00	162,205	
fiscal services admin ii	.00	-1,909	.00	0	.00	0	
computer network spec mgr	.00	-2,283	.00	0	.00	0	
it systems technical spec super	1.00	70,122	1.00	79,583	1.00	80,341	
computer network spec supr	.00	-1,909	.00	0	.00	0	
data base spec supervisor	1.00	89,799	2.00	136,304	2.00	136,947	
dp programmer analyst superviso	.75	-12,496	.00	0	.00	0	
dp programmer analyst superviso	.25	12,118	.00	0	.00	0	
dp technical support spec super	4.00	257,979	4.00	295,028	4.00	297,123	
it systems technical spec	6.00	409,355	6.00	431,873	6.00	433,906	
webmaster supr	.00	-1,527	.00	0	.00	0	
data base spec ii	3.00	154,969	2.00	122,292	2.00	123,470	
dp functional analyst superviso	1.00	53,883	1.00	46,563	1.00	46,563	
dp programmer analyst lead/adva	3.00	92,291	3.00	156,043	3.00	156,043	
dp technical support spec ii	6.00	328,855	6.00	367,343	6.00	369,807	
computer info services spec sup	1.00	50,620	1.00	63,618	1.00	63,618	



PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 2010 Allowance	Symbol
e00a10 Information Technology Division							
e00a1001 Annapolis Data Center Operations							
computer network spec ii	.00	-10,150	.00	0	.00	0	
dp functional analyst lead	1.00	60,612	1.00	63,018	1.00	63,626	
dp programmer analyst ii	.00	-8,681	.00	0	.00	0	
dp staff spec	1.00	57,246	1.00	59,516	1.00	60,089	
webmaster ii	.00	-1,644	.00	0	.00	0	
accountant advanced	1.00	51,168	1.00	53,189	1.00	53,189	
dp functional analyst ii	.00	65,448	2.00	95,022	2.00	95,022	
accountant ii	.00	5,089	1.00	45,439	1.00	46,069	
agency procurement spec ii	.00	-1,558	.00	0	.00	0	
computer info services spec ii	1.00	42,016	.00	0	.00	0	
computer network spec trainee	.00	45,401	1.00	43,016	1.00	43,016	
dp functional analyst i	2.00	23,275	.00	0	.00	0	
dp programmer analyst trainee	.00	34,019	1.00	48,470	1.00	48,932	
accountant trainee	1.00	33,586	.00	0	.00	0	
admin officer i	.00	-977	.00	0	.00	0	
admin spec iii	.00	-1,072	.00	0	.00	0	
computer operator mgr ii	1.00	75,130	1.00	78,096	1.00	78,840	
computer operator mgr i	3.00	161,766	3.00	166,547	3.00	166,547	
computer operator supr	2.00	75,076	1.00	49,468	1.00	49,468	
computer operator lead	9.00	415,113	8.00	390,362	8.00	392,682	
computer operator ii	13.00	469,472	10.00	454,667	10.00	455,525	
computer operator i	1.00	3,313	.00	0	.00	0	
dp production control spec ii	.00	18,721	.50	20,880	.50	21,073	
computer operator trainee	.00	28,882	4.00	102,282	4.00	103,632	
dp production control spec i	.50	1,490	.00	0	.00	0	
building security officer ii	2.00	60,178	2.00	62,483	2.00	62,483	
obs-executive associate i	1.00	51,329	1.00	53,359	1.00	53,359	
management associate	.00	-1,344	.00	0	.00	0	
admin aide	1.00	35,990	1.00	37,381	1.00	37,381	
data entry operator supr	.00	-1,094	.00	0	.00	0	
data entry operator lead	.00	-2,042	.00	0	.00	0	
office secy i	.00	-901	.00	0	.00	0	
data entry operator ii	.00	-978	.00	0	.00	0	
building services worker ii	2.00	29,297	.00	0	.00	0	
<b>TOTAL e00a1001*</b>	<b>77.50</b>	<b>3,935,302</b>	<b>72.50</b>	<b>4,099,995</b>	<b>72.50</b>	<b>4,118,435</b>	
e00a1002 Comptroller IT Services							
asst state compt vii	1.00	120,827	1.00	122,586	1.00	122,586	
dp asst director iii	.00	89,425	1.00	92,316	1.00	93,203	
asst state compt iii	1.00	88,965	1.00	89,855	1.00	90,281	
dp asst director ii	2.00	111,830	2.00	174,668	2.00	174,668	
data base spec manager	1.00	81,041	1.00	81,864	1.00	81,864	
dp programmer analyst manager	1.00	61,871	1.00	80,333	1.00	80,333	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 2010 Allowance	Symbol
-----							
e00a1002 Comptroller IT Services							
fiscal services admin ii	1.00	67,124	1.00	67,809	1.00	68,464	
computer network spec mgr	1.00	81,041	1.00	81,864	1.00	81,864	
it systems technical spec super	3.00	227,088	3.00	229,378	3.00	230,880	
computer network spec supr	1.00	67,752	1.00	68,457	1.00	68,457	
data base spec supervisor	1.00	0	.00	0	.00	0	
dp programmer analyst superviso	6.00	358,167	6.00	420,948	6.00	422,380	
dp programmer analyst superviso	.00	6,370	1.00	79,693	1.00	79,693	
it systems technical spec	3.00	213,479	3.00	215,685	3.00	216,395	
webmaster supr	1.00	53,700	1.00	67,809	1.00	68,464	
computer network spec lead	.00	0	1.00	56,126	1.00	56,126	
data base spec ii	1.00	68,510	1.00	69,224	1.00	69,224	
dp programmer analyst lead/adva	19.00	1,218,378	19.00	1,207,177	19.00	1,209,842	
dp technical support spec ii	3.00	212,192	4.00	260,499	4.00	261,775	
computer network spec ii	6.00	358,859	6.00	363,504	6.00	365,593	
dp programmer analyst ii	4.00	247,490	4.00	250,000	4.00	252,409	
webmaster ii	1.00	56,322	1.00	58,395	1.00	58,956	
data base spec i	.00	0	1.00	41,074	1.00	41,074	
dp technical support spec i	.00	18,732	1.00	43,379	1.00	44,183	
agency procurement spec ii	1.00	14,947	.00	0	.00	0	
computer info services spec ii	1.00	82,864	3.00	151,133	3.00	152,136	
computer network spec trainee	.00	12,022	2.00	90,512	2.00	91,761	
admin spec iii	1.00	38,007	1.00	38,705	1.00	39,060	
admin spec i	.00	44,562	2.00	77,114	2.00	77,822	
computer operator supr	1.00	19,893	.00	0	.00	0	
management associate	1.00	47,689	.00	0	.00	0	
data entry operator supr	1.00	38,470	1.00	38,824	1.00	39,180	
data entry operator lead	2.00	52,052	1.00	36,544	1.00	36,544	
office secy i	1.00	12,813	.00	0	.00	0	
data entry operator ii	1.00	34,366	1.00	34,676	1.00	34,991	
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TOTAL e00a1002*	67.00	4,206,848	73.00	4,690,151	73.00	4,710,208	
TOTAL e00a10 **	144.50	8,142,150	145.50	8,790,146	145.50	8,828,643	

## PERSONNEL DETAIL

## Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 2010 Allowance	Symbol
-----							
e20b01 Treasury Management							
e20b0101 Treasury Management							
treasurer state of maryland	1.00	125,003	1.00	125,000	1.00	125,000	
chf deputy treasurer	1.00	119,606	1.00	127,762	1.00	127,762	
exec vi	1.00	97,308	1.00	102,232	1.00	102,232	
exec v	3.00	301,087	3.00	316,928	3.00	316,928	
div dir ofc atty general	1.00	116,376	1.00	121,005	1.00	121,005	
prgm mgr senior iii	1.00	115,442	1.00	117,751	1.00	117,751	
administrator vii	1.00	94,010	1.00	96,808	1.00	96,808	
treasury spec vii	2.00	162,539	2.00	167,219	2.00	167,219	
treasury spec vi	3.00	169,239	3.00	205,322	3.00	205,916	
computer network spec mgr	1.00	76,560	1.00	79,583	1.00	80,341	
computer network spec supr	1.00	61,000	1.00	63,420	1.00	63,420	
dp programmer analyst lead/adva	1.00	60,518	1.00	62,917	1.00	62,917	
dp programmer analyst lead/adva	1.00	61,097	1.00	46,563	1.00	46,563	
obs-data proc mgr ii	1.00	55,201	1.00	57,386	1.00	57,386	
obs-fiscal specialist iii	1.00	57,887	1.00	60,183	1.00	60,763	
treasury spec v	9.00	463,198	9.00	481,823	9.00	484,479	
agency procurement spec ii	1.00	51,735	1.00	53,780	1.00	53,780	
treasury spec iv	6.00	217,733	6.00	292,903	5.00	254,850	Abolish
treasury spec iii	1.00	48,498	1.00	50,414	1.00	50,414	
computer operator ii	1.00	41,189	1.00	42,789	1.00	42,789	
admin aide	1.00	41,631	1.00	43,251	1.00	43,251	
office secy i	1.00	31,760	1.00	33,104	1.00	33,403	
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TOTAL e20b0101*	40.00	2,568,617	40.00	2,748,143	39.00	2,714,977	
TOTAL e20b01 **	40.00	2,568,617	40.00	2,748,143	39.00	2,714,977	
e20b02 Insurance Protection							
e20b0201 Insurance Management							
exec v	1.00	63,648	1.00	106,940	1.00	106,940	
principal counsel	1.00	54,056	1.00	73,341	1.00	73,341	
asst attorney general viii	1.00	99,224	1.00	103,166	1.00	104,161	
asst attorney general vii	1.00	65,247	1.00	94,835	1.00	95,747	
asst attorney general vi	2.00	40,039	2.00	120,580	2.00	120,580	
treasury spec vii	3.00	100,879	3.00	223,100	3.00	224,692	
treasury spec vi	2.00	123,300	2.00	137,941	2.00	138,558	
administrator i	1.00	56,797	1.00	59,048	1.00	59,616	
casualty claims adjuster super	2.00	113,726	2.00	118,233	2.00	118,233	
treasury spec iv	2.00	24,173	2.00	88,929	2.00	89,410	
casualty claims adjuster ii	2.00	103,496	2.00	107,035	2.00	107,035	
treasury spec iii	2.00	53,822	2.00	81,354	2.00	81,354	
casualty claims adjuster i	2.00	85,724	2.00	89,063	2.00	89,482	
treasury spec ii	1.00	45,498	1.00	47,272	1.00	47,272	
office services clerk	1.00	30,219	1.00	31,378	1.00	31,660	
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TOTAL e20b0201*	24.00	1,059,848	24.00	1,482,215	24.00	1,488,081	
TOTAL e20b02 **	24.00	1,059,848	24.00	1,482,215	24.00	1,488,081	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 2010 Allowance	Symbol
e50c00 State Department of Assessments and Taxation							
e50c0001 Office of the Director							
dir dept assessmnts taxation	1.00	118,457	1.00	120,827	1.00	120,827	
dep dir assmts and tax	1.00	100,015	1.00	113,512	1.00	113,512	
exec iv	1.00	85,559	1.00	91,009	1.00	91,009	
principal counsel	1.00	115,442	1.00	117,751	1.00	117,751	
asst attorney general vii	2.00	191,328	2.00	198,914	2.00	198,914	
prgm mgr iv	1.00	81,918	1.00	88,030	1.00	88,030	
personnel administrator iv	1.00	60,166	1.00	78,832	1.00	78,832	
fiscal services admin ii	1.00	70,405	1.00	73,208	1.00	73,912	
administrator iii	1.00	67,220	1.00	69,893	1.00	70,569	
personnel administrator ii	1.00	36,201	.00	0	.00	0	
accountant supervisor i	1.00	0	.00	0	.00	0	
administrator ii	1.00	63,575	2.00	133,469	2.00	133,469	
accountant lead	.00	41,287	1.00	56,306	1.00	56,306	
admin officer iii	1.00	54,246	1.00	56,395	1.00	56,936	
agency procurement spec ii	1.00	50,765	1.00	52,770	1.00	52,770	
accountant i	1.00	0	.00	0	.00	0	
agency procurement spec i	.00	7,473	1.00	48,621	1.00	49,085	
personnel specialist	1.00	47,251	1.00	49,080	1.00	49,080	
agency procurement spec trainee	1.00	38,955	.00	0	.00	0	
admin spec i	1.00	16,150	.00	0	.00	0	
personnel associate ii	2.00	82,883	2.00	86,109	2.00	86,506	
personnel associate i	.00	16,437	1.00	34,211	1.00	34,521	
exec assoc iii	1.00	36,441	1.00	45,347	1.00	45,347	
exec assoc i	2.00	92,980	2.00	96,634	2.00	97,092	
management assoc	1.00	46,779	1.00	48,621	1.00	49,085	
admin aide	1.00	0	.00	0	.00	0	
fiscal accounts clerk, lead	1.00	39,833	1.00	41,378	1.00	41,378	
office secy iii	1.00	34,766	1.00	36,110	1.00	36,440	
fiscal accounts clerk ii	2.00	37,093	1.00	38,530	1.00	38,883	
fiscal accounts clerk trainee	.00	17,365	1.00	23,219	1.00	23,219	
TOTAL e50c0001*	30.00	1,650,990	28.00	1,798,776	28.00	1,803,473	
e50c0002 Real Property Valuation							
prgm mgr senior iii	1.00	99,228	1.00	113,327	1.00	113,327	
prgm mgr senior ii	2.00	191,189	3.00	259,340	3.00	259,340	
supv of assessments class a	2.00	190,421	2.00	197,975	2.00	198,924	
assmnts area supv ii	2.00	141,530	1.00	93,194	1.00	93,194	
supv of assessments class b	7.00	555,819	7.00	548,192	7.00	549,983	
supv of assessments cnty scale	3.00	321,488	3.00	417,382	3.00	431,993	
assmnts area supv i	4.00	283,143	3.00	209,142	3.00	210,630	
supv of assessments class c	12.00	860,296	12.00	885,790	12.00	888,468	
assmnts asst supv class a	2.00	207,188	4.00	312,926	4.00	312,926	
assmnts asst supv class b	7.00	488,490	6.00	433,219	6.00	433,219	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 2010 Allowance	Symbol
e50c0002 Real Property Valuation							
assessor mgr real property	10.00	600,640	7.00	488,053	7.00	489,731	
assmnts asst supv class c	11.00	714,010	9.00	607,191	9.00	609,709	
administrator ii	.00	37,802	1.00	55,682	1.00	55,682	
assessor adv comm indust	18.00	932,828	15.00	932,070	15.00	936,344	
assmnts office manager a	5.00	277,270	5.00	290,373	5.00	292,015	
administrator i	1.00	15,776	.00	0	.00	0	
assessor ii comm indust	25.00	1,362,420	25.00	1,479,764	25.00	1,486,705	
assessor supv real property	32.00	1,677,007	28.00	1,636,221	28.00	1,641,218	
assmnts asst supv cnty scale	3.00	231,608	.00	0	.00	0	
assessor adv real property	28.00	1,500,528	29.00	1,574,742	29.00	1,579,868	
assessor i comm indust	3.00	169,116	4.00	207,577	4.00	207,577	
assmnts office manager asst a	5.00	214,762	5.00	243,508	5.00	244,842	
computer info services spec ii	1.00	47,179	1.00	49,394	1.00	49,865	
assessor iii real property	57.00	2,573,172	61.00	2,824,183	61.00	2,836,987	
assmnts office manager b	7.00	335,409	7.00	348,596	7.00	349,951	
assessor supv i cnty scale	1.00	70,457	.00	0	.00	0	
assessor ii real property	21.00	886,188	33.00	1,272,722	33.00	1,290,602	
assmnts office manager c	12.00	545,194	12.00	567,318	12.00	569,208	
assessor i real property	34.00	904,339	13.00	464,608	13.00	466,515	
assmnts office manager asst b	7.00	281,878	6.00	256,946	6.00	257,877	
assessor supv ii cnty scale	4.00	457,124	5.00	562,511	5.00	582,199	
assessor assoc real property	3.00	85,129	2.00	67,831	2.00	68,119	
assmnts records supv iii	12.00	413,421	10.00	420,997	10.00	422,509	
office supervisor	1.00	70,540	2.00	86,510	2.00	87,312	
assmnts records supv ii	2.00	63,813	1.00	41,004	1.00	41,382	
office secy iii	6.00	236,238	5.00	205,768	5.00	206,146	
assmnts records supv i	9.00	306,789	8.00	306,878	8.00	308,290	
office secy ii	8.00	284,501	8.00	293,301	8.00	295,328	
office services clerk lead	1.00	35,452	1.00	36,820	1.00	36,820	
office secy i	2.00	70,056	1.00	36,544	1.00	36,544	
office services clerk	93.00	2,597,557	82.00	2,694,615	82.00	2,706,824	
office clerk ii	.00	18	.00	0	.00	0	
assmnts supv cnty scale	1.00	83,820	1.00	88,965	1.00	92,079	
office processing clerk i	3.00	51,590	2.00	53,708	2.00	54,182	
assmnts clerk cnty scale	1.00	62,563	1.00	66,388	1.00	68,712	
TOTAL e50c0002*	469.00	21,534,986	432.00	21,731,275	432.00	21,863,146	
e50c0004 Office of Information Technology							
prgm mgr senior iii	1.00	23,472	1.00	91,874	1.00	91,874	
dp director ii	1.00	3,476	1.00	93,194	1.00	93,194	
dp asst director ii	1.00	85,769	.00	0	.00	0	
dp programmer analyst manager	1.00	73,397	1.00	78,832	1.00	78,832	
computer network spec mgr	1.00	64,190	1.00	52,950	1.00	52,950	
computer network spec supr	1.00	69,734	1.00	72,505	1.00	72,505	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 2010 Allowance	Symbol
-----							
e50c0004 Office of Information Technology							
dp programmer analyst superviso	1.00	47,852	1.00	49,638	1.00	49,638	
computer network spec lead	1.00	67,866	1.00	70,562	1.00	70,562	
data base spec ii	2.00	139,098	1.00	74,725	1.00	74,725	
dp programmer analyst lead/adva	3.00	171,911	2.00	120,584	2.00	120,936	
computer network spec ii	4.00	244,782	4.00	254,502	4.00	256,958	
dp programmer analyst ii	1.00	58,346	1.00	60,661	1.00	61,245	
webmaster ii	1.00	49,674	1.00	52,605	1.00	52,605	
management associate	1.00	37,299	1.00	48,621	1.00	49,085	
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TOTAL e50c0004*	20.00	1,136,866	17.00	1,121,253	17.00	1,125,109	
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e50c0005 Business Property Valuation							
exec v	1.00	104,354	1.00	106,442	1.00	106,442	
prgm mgr iv	1.00	94,010	1.00	96,808	1.00	96,808	
prgm mgr iii	1.00	83,224	1.00	86,516	1.00	87,343	
prgm mgr ii	1.00	67,006	1.00	69,671	1.00	70,345	
prgm mgr i	2.00	144,920	2.00	150,640	2.00	150,640	
administrator ii	2.00	124,148	2.00	129,080	2.00	129,700	
administrator i	2.00	116,880	2.00	121,514	2.00	121,514	
admin officer iii	1.00	50,765	1.00	52,770	1.00	52,770	
assessor advanced pers propert	5.00	208,369	4.00	216,604	4.00	217,607	
admin officer ii	1.00	49,894	1.00	51,866	1.00	52,362	
assessor iii pers property	17.00	703,256	13.00	633,104	13.00	635,453	
assessor ii pers property	1.00	17,174	.00	0	.00	0	
assessor i pers property	1.00	106,360	5.00	179,067	5.00	180,270	
admin aide	1.00	39,772	1.00	41,317	1.00	41,698	
office secy ii	2.00	43,347	2.00	61,354	2.00	61,668	
office services clerk lead	1.00	37,093	1.00	38,530	1.00	38,883	
office secy i	2.00	46,935	3.00	77,516	3.00	77,516	
office services clerk	2.00	66,372	2.00	69,894	2.00	69,894	
office clerk ii	1.00	33,090	1.00	34,363	1.00	34,363	
office processing clerk ii	1.00	26,876	.00	0	.00	0	
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TOTAL e50c0005*	46.00	2,163,845	44.00	2,217,056	44.00	2,225,276	
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e50c0008 Property Tax Credit Programs							
prgm mgr ii	1.00	70,969	1.00	73,793	1.00	74,500	
administrator i	1.00	13,791	1.00	53,189	1.00	53,189	
admin officer iii	1.00	57,975	1.00	60,270	1.00	60,270	
admin spec iii	3.00	128,004	3.00	133,374	3.00	133,374	
assessor i real property	.00	0	1.00	32,091	1.00	32,091	
admin spec ii	1.00	32,567	.00	0	.00	0	
admin spec i	2.00	10,326	2.00	77,814	2.00	77,814	
assmnts records supv iii	2.00	82,883	2.00	86,109	2.00	86,506	
assmnts records supv i	3.00	107,581	3.00	114,898	3.00	115,950	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 2010 Allowance	Symbol
-----							
e50c0008 Property Tax Credit Programs							
office secy ii	1.00	27,357	1.00	30,259	1.00	30,801	
office secy i	2.00	1,275	2.00	59,858	2.00	59,858	
office services clerk	21.00	538,136	17.00	537,072	17.00	538,271	
office clerk ii	3.00	65,959	2.00	60,390	2.00	60,659	
office processing clerk i	.00	3,858	.00	0	.00	0	
assmnts clerk cnty scale	1.00	58,223	1.00	60,887	1.00	63,018	
TOTAL e50c0008*	42.00	1,198,904	37.00	1,380,004	37.00	1,386,301	
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e50c0010 Charter Unit							
prgm mgr ii	2.00	126,590	2.00	159,195	2.00	160,712	
charter specialist iii	5.00	276,828	5.00	302,534	5.00	304,406	
admin officer iii	1.00	54,246	1.00	56,395	1.00	56,936	
admin officer ii	1.00	49,499	1.00	57,567	1.00	57,567	
charter specialist i	.00	13,580	1.00	52,356	1.00	52,356	
admin spec iii	1.00	44,326	1.00	46,055	1.00	46,055	
admin spec ii	5.00	192,416	4.00	170,700	4.00	171,502	
paralegal ii	2.00	129,013	5.00	183,159	5.00	183,576	
fiscal accounts technician ii	1.00	38,699	1.00	40,200	1.00	40,200	
paralegal i	3.00	0	2.00	56,868	2.00	56,868	
admin aide	1.00	38,002	1.00	39,473	1.00	39,473	
office supervisor	3.00	120,755	3.00	125,515	3.00	125,889	
data entry operator supr	1.00	35,987	1.00	39,177	1.00	39,177	
office secy iii	4.00	124,945	4.00	140,348	4.00	141,372	
office secy ii	1.00	44,184	2.00	70,712	2.00	71,355	
office services clerk lead	4.00	137,828	4.00	143,398	4.00	144,046	
services specialist	1.00	36,957	1.00	38,530	1.00	38,883	
office services clerk	11.00	338,394	13.00	409,660	13.00	411,918	
data entry operator ii	1.00	6,586	.00	0	.00	0	
office clerk ii	12.00	292,110	12.00	346,526	12.00	348,285	
office processing clerk ii	3.00	66,599	4.00	102,427	4.00	102,848	
office processing clerk i	5.00	50,850	2.00	46,466	2.00	46,466	
TOTAL e50c0010*	68.00	2,218,394	70.00	2,627,261	70.00	2,639,890	
TOTAL e50c00 **	675.00	29,903,985	628.00	30,875,625	628.00	31,043,195	
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e75d00 State Lottery Agency							
e75d0001 Administration and Operations							
dir state lottery	1.00	140,460	1.00	143,270	1.00	143,270	
exec vii	1.00	108,857	1.00	116,060	1.00	116,060	
div dir ofc atty general	1.00	21,622	1.00	121,005	1.00	121,005	
prgm mgr senior iii	1.00	110,045	1.00	114,423	1.00	115,529	
principal counsel	.00	56,812	.00	0	.00	0	
prgm mgr senior ii	1.00	150,921	2.00	195,785	2.00	196,722	
dep dir state lottery	2.00	118,071	2.00	190,682	2.00	191,631	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 20100 Allowance	Symbol
e75d00 State Lottery Agency							
e75d0001 Administration and Operations							
prgm mgr senior i	.00	29,262	1.00	91,298	1.00	92,173	
asst attorney general vi	2.50	221,461	2.50	223,905	2.50	224,348	
prgm mgr iv	2.00	119,658	2.00	165,146	2.00	165,146	
prgm mgr iii	1.00	100,105	1.00	87,334	1.00	87,334	
administrator v	1.00	78,018	1.00	81,099	1.00	81,872	
administrator v	1.00	78,757	1.00	81,864	1.00	81,864	
dp programmer analyst manager	1.00	78,757	1.00	81,864	1.00	81,864	
dp quality assurance spec manag	1.00	71,653	1.00	74,499	1.00	74,499	
obs-lottery sales manager	1.00	76,560	1.00	79,583	1.00	80,341	
prgm mgr ii	5.00	331,662	3.00	235,802	3.00	236,532	
administrator iv	1.00	41,254	1.00	55,548	1.00	55,548	
prgm mgr i	3.00	140,007	3.00	194,609	3.00	196,488	
administrator iii	2.00	125,568	2.00	130,554	2.00	131,131	
accountant manager iii	1.00	84,814	1.00	88,169	1.00	89,012	
accountant manager ii	1.00	60,347	1.00	63,924	1.00	63,924	
computer network spec supr	1.00	71,768	1.00	74,615	1.00	75,325	
dp programmer analyst superviso	1.00	71,768	1.00	74,615	1.00	75,325	
internal auditor prog super	1.00	76,674	1.00	79,693	1.00	79,693	
accountant supervisor ii	1.00	56,615	1.00	58,860	1.00	59,426	
data base spec ii	1.00	58,255	1.00	60,563	1.00	60,563	
management specialist v	1.00	66,580	1.00	69,224	1.00	69,224	
accountant lead specialized	1.00	46,120	1.00	59,516	1.00	60,089	
accountant supervisor i	.00	0	.00	0	.00	0	
administrator ii	2.00	124,148	3.00	185,830	3.00	186,450	
administrator ii	2.00	111,041	2.00	115,438	2.00	116,033	
agency budget spec supv	1.00	61,778	1.00	64,233	1.00	64,853	
computer network spec ii	1.00	68,626	1.00	69,999	1.00	69,999	
dp programmer analyst ii	4.00	159,453	4.00	205,838	4.00	207,232	
dp staff spec	1.00	60,612	1.00	63,018	1.00	63,626	
dp staff spec	1.00	44,457	1.00	47,033	1.00	47,033	
personnel administrator i	.00	0	1.00	66,096	1.00	66,096	
accountant lead	1.00	25,530	1.00	49,313	1.00	49,313	
administrator i	5.00	202,925	4.00	203,748	4.00	204,787	
dp programmer analyst i	.00	34,733	.00	0	.00	0	
personnel officer iii	1.00	39,562	.00	0	.00	0	
webmaster i	1.00	52,525	1.00	54,726	1.00	55,251	
accountant ii	1.00	28,521	1.00	38,594	1.00	38,594	
admin officer iii	1.00	64,699	1.00	56,930	1.00	56,930	
computer info services spec ii	2.00	96,957	2.00	101,155	2.00	101,645	
equal opportunity officer ii	1.00	52,227	1.00	54,295	1.00	54,815	
personnel officer ii	2.00	104,232	2.00	108,772	2.00	109,814	
pub affairs officer ii	4.00	200,945	3.00	158,953	3.00	159,930	
admin officer ii	2.00	89,557	2.00	93,511	2.00	94,271	
agency buyer v	1.00	44,190	1.00	45,914	1.00	45,914	



PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2008 Positions	FY 2008 Expenditure	FY 2009 Positions	FY 2009 Appropriation	FY 2010 Positions	FY 2010 Allowance	Symbol
e75d00 State Lottery Agency							
e75d0001 Administration and Operations							
admin officer i	1.00	47,217	1.00	49,080	1.00	49,080	
agency budget spec i	1.00	32,821	1.00	44,731	1.00	44,731	
computer info services spec i	.00	353	.00	0	.00	0	
obs-research analyst v	1.00	43,853	1.00	45,560	1.00	45,560	
personnel specialist	.00	394	.00	0	.00	0	
pub affairs officer i	3.00	122,267	3.00	127,018	3.00	127,018	
admin spec iii	4.50	213,042	4.50	200,369	4.50	201,792	
lottery spec ii	1.00	41,568	1.00	43,185	1.00	43,585	
obs-admin spec i	3.00	104,592	3.00	109,209	3.00	109,658	
lottery regional manager	5.00	296,187	5.00	317,584	5.00	319,573	
lottery representative iii	3.00	161,089	5.00	271,239	5.00	271,807	
lottery security supervisor	1.00	51,654	1.00	53,698	1.00	54,212	
lottery spec iii	1.00	46,204	1.00	48,012	1.00	48,012	
computer operator supr	1.00	49,425	1.00	51,375	1.00	51,375	
lottery representative ii	37.00	1,770,553	37.00	1,767,422	37.00	1,775,491	
computer operator lead	1.00	46,779	1.00	48,621	1.00	49,085	
lottery representative i	4.00	74,334	3.00	110,817	3.00	112,657	
computer operator ii	3.00	119,635	3.00	124,885	3.00	125,727	
agency buyer ii	1.00	40,136	1.00	41,694	1.00	41,694	
lottery security specialist	3.00	103,964	3.00	116,198	3.00	116,567	
fiscal accounts technician supv	2.00	93,197	2.00	96,855	2.00	97,294	
fiscal accounts technician ii	7.00	191,517	7.00	280,163	7.00	281,247	
fiscal accounts technician i	.00	45,978	.00	0	.00	0	
obs-executive associate iii	1.00	54,590	1.00	56,750	1.00	56,750	
fiscal accounts clerk manager	2.00	101,223	2.00	105,225	2.00	105,721	
admin aide	3.00	169,086	4.00	161,407	4.00	162,086	
admin aide	1.00	3,526	.00	0	.00	0	
warehouse supervisor	1.00	40,876	1.00	42,464	1.00	42,464	
office secretary iii	.00	0	.00	0	.00	0	
fiscal accounts clerk ii	5.00	196,705	5.00	158,911	5.00	159,225	
services specialist	1.00	26,302	1.00	34,260	1.00	34,260	
supply officer iii	2.00	63,589	2.00	66,033	2.00	66,351	
TOTAL e75d0001*	171.00	8,811,825	171.00	9,449,670	171.00	9,491,546	
TOTAL e75d00 **	171.00	8,811,825	171.00	9,449,670	171.00	9,491,546	
e80e00 Property Tax Assessment Appeals Boards							
e80e0001 Property Tax Assessment Appeals Boards							
admin prop tax assess appeal bd	1.00	76,319	1.00	79,333	1.00	80,089	
mbr assess appeal board	.00	196,489	.00	254,210	.00	254,210	
exec assoc i	1.00	43,786	1.00	45,494	1.00	45,918	
office secy iii	5.00	194,866	5.00	202,430	5.00	203,914	
office services clerk	2.00	28,149	2.00	57,958	2.00	58,708	
TOTAL e80e0001*	9.00	539,609	9.00	639,425	9.00	642,839	
TOTAL e80e00 **	9.00	539,609	9.00	639,425	9.00	642,839	