

**MONTGOMERY COUNTY ARCHIVES**

**Guide to the Records of the**

**DEPARTMENT OF RECREATION  
1954-2000**

**Record Group 12: Culture and Recreation**

**October 3, 2000**

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**Updated 2018**

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### **ADMINISTRATIVE HISTORY**

Montgomery County's recreational program began in 1943 under the management of the Maryland-National Capital Park and Planning Commission (MNCPPC). The Commission established twenty-six playgrounds in park areas and schoolyards, and a special recreation tax, levied only in the more heavily populated down-County areas, was authorized by the State General Assembly to finance a program in those areas.

In 1951, the General Assembly of Maryland authorized the establishment of the County's Department of Recreation. It became an operating Department on June 1, 1953, with the transfer of responsibility for recreation from the MNCPPC. The Department administered a year-round program of activities, coordinated by a full-time staff of six, designed to promote simulating and healthy recreation for communities throughout the County. The recreation tax was maintained, and the Department continued to operate playgrounds and provided advice and assistance to groups providing community services. The Department also managed the Sligo and Glenbrook public golf courses and worked with parents and volunteers to sponsor sports leagues and tournaments.

The Department is charged with providing recreation services to all Montgomery County citizens regardless of age, race, sex, or creed. In 1980, the Therapeutics Section was established in an attempt to reach residents with disabilities. This approach of integrating disabled individuals, rather than segregating them, led to the development of a general philosophy of "mainstreaming" for all recreation and leisure services, signaled by the hiring of a Mainstreaming Supervisor and the issuance of a policy statement on mainstreaming in 1984.

Local governments, including the County and the Cities of Rockville and Gaithersburg, began providing public aquatic facilities in the late 1960s. By the early 1990s the Recreation Department operated five large outdoor pools, two major indoor pools, and one school pool. In order to avoid duplication of services and the undermining of existing community or private pools, public pools were intended to serve those who could not afford to join private pools, as well as citizens seeking additional programs and activities available through local recreation departments. To the present day the Department of Recreation continues to sponsor community centers and local sports leagues, and provides swimming facilities and aquatics programs for all County residents.

### **EXTENT**

1 cubic foot: 1 records box.

### **SCOPE AND CONTENT**

This collection comprises material generated by the Department of Recreation from 1954 to the present. The collection generally consists of printed reports, studies, and planning documents for recreational facilities throughout the County.

The collection is arranged as two series:

Series I: Subject Files

Series II: Printed Material

### **SERIES DESCRIPTIONS**

#### **Series I: Subject Files, 1978-1998**

**(0.15 cubic feet)**

This series documents the provision of several aquatic facilities in the 1980s and 1990s. It also contains posters, invitations, photographs and brochures related to community center and aquatic facility openings.

The series is arranged alphabetically by subject.

Files in this series located both within Audiovisual Record Group 19 and Flat File 18 are:

- Special Events & Brochures, 1978-1988, n.d. (Flat File 18)
  - Poster advertising Department of Recreation's birthday celebration, 1988
- Special Events and Brochures, 1978-1988, n.d. (RG 19)

#### **Series II: Printed Material, 1954-2000**

**(0.85 cubic feet)**

This series contains reports and studies done by, and about, recreation programs in the County. Included here is the Department's first annual report, a report relating to the policy of mainstreaming which was implemented in 1984, reports regarding a possible merger of the Department with the MNCPPC, and general Departmental planning studies.

The series is arranged alphabetically by subject.

### **CONDITIONS GOVERNING ACCESS**

This collection is open for research.

### **LANGUAGE**

English.

### **PROVENANCE**

The collection is a combination of material given to the Archives by Daryl Lofgren in 1998, Accession #98-39, originally 1 cubic foot. Printed material was culled from various accessions, particularly Accession #99-29, originally 2 folders.

### **USING THESE RECORDS**

To request records listed in this finding aid, the following information should be given to the archivist:

Record Group 12, **Records of the Department of Recreation**, Series Number and Name, Box Number and Folder Title(s).

The preferred citation for materials from these records is:

Montgomery County Archives; Gaithersburg, Maryland. Record Group 12: Culture and Recreation. Records Title: Records of the Department of Recreation. Series number and series name. Subseries number and subseries name, if applicable. Box number and folder title, if appropriate.

**PROCESSING PROCEDURES**

General processing procedures consisted of discarding duplicates, unnecessary binders, and routine transmittals. Oversized documents and photographs were removed from the original location in their assigned series and placed in separate containers. Separation sheets were inserted in the original location within the folder to indicate the new location of any records placed elsewhere.

Preservation copying of newspaper clippings was performed whenever feasible. Records in folders were arranged, unless otherwise indicated, in forward chronological order, with undated records appearing at the end of the folder.

**PROCESSING STAFF/FINDING AID AUTHOR**

MCA staff.

**BOX INVENTORY**

**Series I: Subject Files**

**Box 1**

Aquatic Facilities Study, 1986  
Montgomery Aquatic Center at North Bethesda, 1989, 1991-1992, n.d.  
Olney Indoor Swim Center, [1993], 1995  
Special Events and Brochures, 1978-1998, n.d.  
Wall Local Park Swim Center, n.d.

**Series II: Printed Material**

*(Box 1, cont.)*

Annual Report 1953-1954, 1954  
Swimming Pool Report and Recommendation, 1954  
Round of Activities, c. 1972  
Master Plan for Aquatic Facilities and Recreation Complexes, 1974  
Montgomery County Performing Arts and Civic Center Feasibility Study, 1975  
Report on the Feasibility of the Corby Mansion Site, 1975  
Report of the Study of Spotlighting for Tennis and Basketball Courts and Recommendations for  
Montgomery County Use with Cost Estimates, 1976  
Olympic Sports Study, 1977  
Tennis Lighting of Four-Court Complex, Second Report, 1979  
Community Recreation for Disabled Individuals 1981-1982, [1981]  
Corby Mansion Renovation: Abridged Study Phase Report, 1981  
Parks-R-Us: A Report on the Parks and Recreational Facilities of Montgomery County, 1983  
Feasibility of Contracting Out Outdoor Aquatics Program, 1984  
Outdoor Recreation Facility and Park Use in Montgomery County, 1984  
Modification of Montgomery County Parks for the Use of Elderly and Physically Disabled  
Individuals, 1985  
Outdoor Recreation Facility Needs of Senior Citizens, 1985  
Guide to Recreation and Leisure Services, 1986  
Mainstreaming: A Total Perspective. A Guide to Mainstreaming in the Montgomery County  
Government Recreation Department, 1986  
Montgomery County Senior Center Evaluation, 1987  
Features, 1988  
Leisure Education Curriculum, 1988  
Update on the Status of Park Schools in Montgomery County, Maryland, 1988  
Facilities Maintenance Plan for Community Centers and Aquatic Facilities in Montgomery  
County, Maryland, 1990  
Facilities Maintenance Plan for Community Centers and Aquatic Facilities in Montgomery  
County, Maryland, 1991  
Guidelines for Recreational Amenities in Residential Developments, 1991  
FY 92 Annual Report Building Services and Five Year Plan, [1992]

*(Series II: Printed Material, Cont.)*

*(Box 1, cont.)*

Maryland National-Capital Park and Planning Commission and Montgomery County  
Department of Recreation Draft Merger Report, 1992  
Parks and Recreation Merger Report, 1993  
Park, Recreation and Open Space Master Plan Update, 1993  
Summer Camp Directory, 1993  
Community Recreation Centers Long Range Plan FY 1977-FY 2010 (Draft), 1994  
Guide to Recreation, 1994  
Holiday Park Hi-Lites, 1994  
Senior Citizen Resource Guide, 1994  
Senior Management Service Task Force Report, 1994  
Aquatic Facility Plan FY 1997-2010, 1996  
Park, Recreation and Open Space Survey for Montgomery County, Summary Report, 1997  
Recreational Facility Development Plan FY 1997-2010, 1997  
Summary of the Public Hearing Draft: Park, Recreation and Open Space Master Plan Update,  
1998  
Guide to Recreation and Leisure, 1999  
Guide to Recreation and Leisure, 2000  
Black Rock Mill: Restoration Feasibility Study, n.d.