

MONTGOMERY COUNTY ARCHIVES

**Guide to the Records of the
Montgomery County Charter Review Commission
1962-1968, 1974-1998, 2002**

Record Group 15: Boards, Committees and Commissions

**November 4, 2014
Revised February 27, 2017
Updated 2018**

Montgomery County Archives
Montgomery County Records Center
8540 Anniversary Circle, Gaithersburg, Maryland 20877
(301) 926-5002
archive@montgomeryhistory.org
www.montgomeryhistory.org

ADMINISTRATIVE HISTORY

The County Charter is the constitutional framework for County government. The county Council appoints an eleven-member, bi-partisan, Charter Review Commission to study the County Charter. The Commission must report to the County Council in May of every even-numbered year with recommendations for possible Charter revisions. These recommendations may lead to proposed Charter amendments that are voted on by the electorate.

The Commission is composed of eleven members who are residents of the county, five of whom shall be appointed from a list of names submitted by the County Executive. Not more than six members are permitted to be of the same political party.

EXTENT

0.66 cubic feet: 2 letter-size Hollinger boxes.

SCOPE AND CONTENT

The Charter Review Commission papers include annual reports, legislative histories, brochures, League of Women Voters papers, and amended copies of the Charter.

Material is arranged in four series:

Series I: Legislative History, 1979-1982

Series II: Reports and Statements, 1966-2002 (non-inclusive)

Series III: Charters, 1978, 1998

Series IV: General Files, 1962-1968; 1979-1988

SERIES DESCRIPTIONS

Series I: Legislative History, 1979-1982

(0.3 cubic feet)

This series documents the legislative history of the Charter Review Commission from the years 1979 to 1982.

Series II: Reports and Statements, 1966-2002 (non-inclusive)

(0.2 cubic feet)

This series documents the ongoing quasi-annual official reports of the Charter Review Commission from 1966 to 2002.

Series III: Charter of Montgomery County, Maryland

(1 folder)

This series contains copies of the Montgomery County charter dating from different revisions.

Series IV: General Files, 1962-1968; 1979-1988

(0.1 cubic feet)

This series contains the various other documents of the Charter Review Board, including brochures, correspondence, minutes, and newspaper clippings. Also included are relevant papers from the League of Women Voters.

CONDITIONS GOVERNING ACCESS

This collection is open for research.

LANGUAGE

English.

PROVENANCE

Material was received in accessions 2000-13 and 2003-02.

USING THESE RECORDS

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

Record Group 15, **Records of the Charter Review Commission**, 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 15: Boards and Commissions. Records Title: The Records of the Charter Review Commission. Series number and series name. Box number and folder title, if appropriate.

PROCESSING PROCEDURES

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

PROCESSING STAFF/FINDING AID AUTHOR

MCA staff.

BOX INVENTORY

Series 1: Legislative History, 1979-1982

Box 1

Legislative History, Volume 1, 1979-1982 (3 folders)

Legislative History, Volume 2, 1979-1982 (2 folders)

Series II: Reports and Statements, 1966-2002 (non-inclusive)

Box 2

Report of M.C. Charter Review Commission, 1966

Comparative Analysis of Ten Charters with County Executives Preliminary Draft, 2 c. 1967

Interim Report of the Charter Revision Committee, 1967

Statement of the M.C. Charter Review Committee on a Proposed Amendment to Article 3...
“powers and duties of the Council,” 1974

Report of M.C. Charter Review Commission, 1980

Report of M.C. Charter Review Commission, 1982

Supplemental Report of M.C. Charter Review Commission on the Authority of Municipal
Governments, 1982

Preliminary Report of the Charter Review Commission, 1984

Public Hearing on Charter Review Commission’s 1984 Report to the Council, 1984

Report of the Charter Review Commission, 1984

Report of the Charter Review Commission, 1986

Report of the Charter Review Commission, 1990

Report of the Charter Review Commission, 1992

Report of the Charter Review Commission, 2002

Series III: Charter of Montgomery County, Maryland

(Box 2, Cont.)

Charter of Montgomery County, Maryland, as amended 1964, 1966, 1998

Series IV: General Files, 1962-1968; 1979-1988

(Box 2, Cont.)

Brochures, 1968

Correspondence, 1966-1968

League of Women Voters papers on 1968 Charter revisions, 1962, 1966-1968

League of Women Voters paper on zoning, planning issues, 1967

Minutes, County Executive appointments, press releases, 1979-1988

Newspaper clippings, 1967-1968, n.d.
