

MONTGOMERY COUNTY ARCHIVES

Guide to the Records of the

**COUNTY ATTORNEY
1949-2001**

Record Group 1: Executive Branch

**March 1, 2000
Revised September 29, 2015
Updated 2018**

Montgomery County Archives
Montgomery County Records Center
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ADMINISTRATIVE HISTORY

The County Attorney is the chief legal officer of the County and as such is responsible for providing support to County officials and departments by conducting all County legal proceedings, providing legal advice, reviewing County contracts and land purchase negotiations, and representing the County in litigation. The Montgomery County Charter of 1948 also designated the County Attorney to serve without additional compensation as the Secretary of the County Council while it was in legislative session and as its legislative draftsman, legal advisor, and keeper of its journal. He was appointed and removed by the Council, and was responsible for the administration of his office. The first County Attorney appointed by the new Council was David MacDonald.

The revised County Charter of 1968 transferred the power to appoint the County Attorney to the County Executive, subject to confirmation by the Council. The County Attorney continued to serve as the chief legal officer of the County; to conduct all the legal business of the County; to provide legal advice to the Council, the County Executive and all departments or other bodies of the County government; and to represent the County in all actions to which it is party.

EXTENT

5.4 cubic feet: 5 records boxes, 2 letter-size Hollinger boxes

SCOPE AND CONTENT NOTE

The records of the County Attorney comprise material ranging from 1949 to 2001. The records include contracts, correspondence, hearing transcripts, memoranda, and legal briefs and opinions. These materials are arranged into four series:

Series I: Richard McKernon

Subseries 1: Public Hearing Files

Subseries 2: Subject Files

Series II: Appeals

Series III: Opinions.

Series IV: Printed Material

SERIES DESCRIPTIONS

Series I: Richard McKernon, 1965-1979

(2.3 cubic feet)

Records in this series range from 1965 to 1979, with bulk dates of 1971 to 1978. They consist of the subject files of County Attorney Richard McKernon, who was appointed by County Executive James P. Gleason in 1971 under the revised County charter.

These records were kept by the County Attorney to support the reference needs of Assistant Chief Administrative Officers Robert Passmore and Lewis T. Roberts. The records deal mainly with the acquisition or sale of land by the County and also provide a reading file of the activities and concerns of various government departments as they sought legal advice or rulings from the

County Attorney's office. Often concerning minor legal questions, the materials consist of contracts, correspondence, hearing transcripts, and memoranda.

The files are arranged into two subseries, public hearing and subject files.

Subseries 1: Public Hearing Files, 1965-1979
(1.67 cubic feet)

Records in this subseries include correspondence, memoranda, reports, transcripts, legal material and executive orders generated during or for public hearings conducted on such subjects as land acquisitions, school closings, and urban renewal.

Arrangement is alphabetical.

Subseries 2: Subject Files, 1971-1979
(0.67 cubic feet)

This series consists of subject files maintained on a wide range of topics or County departments and dealing with matters requiring legal advice or representation. The records are arranged in alphabetical order.

Series II: Appeals, 1983
(2 folders)

This series contains the appellants' brief and record extract in the case of Montgomery County vs. Atlantic Guns, Inc.

Series III: Opinions, 1949-1980
(3 cubic feet)

Most of these records consist of bound volumes containing the opinions delivered by the Montgomery County Attorney's office for the years 1949 to 1980. The records also include cumulative indices for the years 1955 to 1971 and 1972 to 1975. There are separate indices for the years 1972 to 1980.

This series is arranged in chronological order.

Series IV: Printed Material, 1997-2001
(.3 cubic feet)

This series consists of annual reports, monthly reports, and newsletters generated by the office of the County Attorney from 1997 to 2001.

This series is arranged chronologically.

CONDITIONS GOVERNING ACCESS

This collection is open for research.

LANGUAGE

English.

PROVENANCE

Undetermined; likely transferred from the Records Center.

USING THESE RECORDS

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

Record Group 1, **Records of the County Attorney**, 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 1: Executive Branch. Records Title: Records of the County Attorney. 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. 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.

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: Richard McKernon

Subseries 1: Public Hearing Files

Box 1

Acquisition of Building at 2350 Research Boulevard, 1977
Acquisition of Land for COB/Courthouse Complex, 1965-1975
Acquisition of Land for County Medical Center, 1973-1974
Acquisition of Land for Public Park and Recreation Facility, 1974-1975
Acquisition of Longwood School Property, 1974
Acquisition of Property for Drug Rehabilitation Center, 1973-1974
Acquisition of Property for Great Seneca Extension SVP, 1974
Acquisition of Site for Emergency Juvenile Shelter, 1974-1975
Acquisition of Site for Wheaton Community Center, 1973
Alta Vista Elementary School, 1975-1976
Aspen Hill Fire Station Proposed Acquisition, 1974-1975
Avery Road, 1978
Bethesda Land Swap, 1975-1977
Burnt Mills Elementary School, 1976-1977
Bushey Drive Elementary School, 1976
Corby Mansion, 1974-1978
County Service Park, 1973
Disposition of Colesville Junior High School Site, 1977
East Silver Spring Library, 1973 (2 folders)
Edgmoor, Hampden, and Moorhead Lanes, 1975-1977
Fernwood Elementary School, 1976-1977
Garfield Avenue Improvements, 1976
Goshen Branch Stream Valley Park, 1977
Grove Street, 1977
Hearing Jacket-Stewart Avenue, Perkins Place and Talbot Avenue, 1975-1977
Kensington Park Library-Parking Lot Extension, 1974
Liquor Warehouse, 1972-1973
MacDonald Knolls Elementary, 1976
Metro Grove Road, 1972
Mobile Homes on Scattered Sites, 1977-1978 (2 folders)
Montgomery Hills Junior High, 1975-1976
Mr. Passmore (primarily Lincoln Avenue), 1973
Muncaster Outdoor Pool, 1976

Box 2

New County Office Building, New Courthouse, Site Improvements and Parking, 1975
Non-Local Parkland Acquisition, 1976
Norwood High School Site, 1975-1977

(Subseries 1: Public Hearing Files, Cont.)

(Box 2, cont.)

Olney Library Site Selection, 1977
Parkside Elementary Lower Building, 1977
Performing Arts/Civic Center Feasibility Study, 1976
Pre-Release Center, Site Selection Hearing, 1975 (2 folders)
Proposed Rent Control Regulations, 1976
Reuse of Old Bethesda Library, 1976
Rosemary-Summit/Broadmoor Greenspace, 1977
Site Acquisition, Baur Drive and Route 28, 1973
Site Selection for Colesville Maintenance Depot, 1978-1979
Site Selection, Colesville/White Oak Recreation Swim Center, 1975-1976
Site Selection for New Gaithersburg Fire Station, 1973-1974
Site Selection for New Police and Fire Facility, GTN, 1975-1976
Site Selection for North Gaithersburg Library, 1973-1976
Site Selection - New Animal Shelter, 1973
Site 30, 1975-1976
Summit Hill - Outdoor Basketball Facilities, 1975-1976
Watts Branch Group Shelter Home, 1974-1975
Western Suburban Library - Land Acquisition, 1974
White Flint School Site, 1976-1977
1978-79 Budget - Citizen Briefing, 1978

Subseries 2: Subject Files

(Box 2, cont.)

Alcoholic Beverage Advisory Board, 1977-1978
Animal Matters Hearing Board, 1974-1975
Cabin John F.D., 1978
CAO Correspondence, 1971-1979
Communications Division, 1976-1977
Corrections (77-79), 1977-1979
County Attorney (75-78), 1975-1978
Department of Environmental Protection, 1976-1979
Department of Facilities and Services, 1977-1979
Department of Family Resources, 1976-1978
Department of Fire and Rescue, 1977-1979
Department of Liquor Control, 1976
Department of Social Services, 1977-1979
Department of Transportation, 1975-1977 (2 folders)
Finance, 1976-1978

Box 3

Health Department, 1976-1979

(Subseries 2: Subject Files, Cont.)

(Box 3, Cont.)

Leasing of Office and Parking Space, 1977
Management and Public Policy, 1976-1979
Martin Marietta, 1974
Office of Legislative Oversight, 1977-1978
Office of Programs and Capital Planning, 1976-1979
Parking Issues, 1976-1978
Passmore (71-78), 1971-1975
Personnel, 1976-1977
Police, 1971-1978
Purchasing, 1976-1979
Recreation, 1976-1979
Relocation of Police HQ, Department of Facilities and Services, 1976-1977
Reorganization Plans I and II, 1971-1973
Seven Locks, 1978-1979
Sheriffs Office, 1973-1975
Spay/Neuter Clinic (76-78), 1975-1978

Series II: Appeals

(Box 3, cont.)

Montgomery County, MD vs. Atlantic Guns; Brief of Appellants, 1983
Montgomery County, MD vs. Atlantic Guns; Record Extract, 1983

Series III: Opinions

Box 4

County Attorney Opinions, 1949-1965 (9 volumes)

Box 5

County Attorney Opinions, 1966-1972 (8 volumes)
County Attorney Opinions, Index, 1955-1971

Box 6

County Attorney Opinions, 1973-1975 (6 volumes)
County Attorney Opinions, Cumulative Index, 1972-1975
County Attorney Opinions, 1976 (2 folders)
County Attorney Opinions, Index, 1976
County Attorney Opinions, 1977
County Attorney Opinions, Index, 1977
County Attorney Opinions, 1978
County Attorney Opinions, Index, 1978
County Attorney Opinions, 1979-1980 (2 volumes)

Series IV: Printed Material

Box 7

Monthly Reports, February, November 1997, March 1998

Monthly Reports, June-August 1998

Monthly Reports, September-October 1998

Monthly, Reports, August-December 1999

Annual Report 1982 & 1984

Legal Views, January 2000

Monthly Reports, February, April-May 2000

Monthly Report, January 2000

Monthly Reports, June-August 2000

Monthly Reports, February, March, May, August 2001