

#### Collection Contents

##### **RG 32: Documents from the County Manager's Library, 1889-1994** (52 records)

RG 32, Documents from the County Manager's Library contains materials gathered by various Arlington County managers and housed in their quasi-professional library existing from 1932, the year when the county manager form of government was adopted, until 1981. The collection largely consists of county-generated reports and other documents which the managers may have referred to over the years as they administered county business.

- Hospital From Street, Garage
- Hospital From Street, Two Light Poles
- Coaster Car Race
- Coaster Car Race
- Open Drain
- Culverts
- Open Drain
- Culvert Opening
- Open Drain
- Culvert and Open Drain
- Culvert and Open Drain
- Open Drain in Snow
- Old Ballston Public School Building
- Barcroft School Building
- Old Cherrydale School Building
- New Cherrydale School Building
- Glencarlyn School Building
- Henry Clay School Building
- Hume School Building
- James Monroe School Building
- Jefferson Colored School, Main Building
- John Marshall School Building
- Kemper School Building
- Maury School Building
- Nellie Custis School Building
- Patrick Henry School Building
- Robert E. Lee School Building
- Saegmuller School Building
- Stonewall Jackson School Building
- Thomas Nelson Page School Building
- Washington-Lee School Building
- Woodmont School Building
- Woodrow Wilson School Building
- County Bungalow
- Clarendon Health Center
- Cherrydale Health Center
- Clerk's Office
- Farm Kennels
- Farm Main Barn
- Farm Main Garage
- Farm Office
- Old Blacksmith Shop
- Farm Repair Shop
- Court House
- Jail
- New Blacksmith Shop
- Virginia Highlands Health Center
- Children Boarding Bus
- Children Waiting at Pool Entrance
- Four Girls on Diving Board

## **Subgroup 1: Planning**

### **Series 1: Apartments**

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**File 2: Apartment Developments by Census Tracts (4 pubs), 1956, 1961, 1963, 1965**

**File 3: Apartment Seekers Guides, 1975, 1976, 1979, 1981**

**File 4: Your Rights and Responsibilities, 1976**

### **Series 2: Aurora Hills Center**

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### **Series 3: Buildings, Public**

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**File 2: Public Buildings, 1960**

**File 3: Proposed Cultural-Ed Center, Interim Report, 1965**

**File 4: Proposed Cultural-Ed Center, Study, 1967**

**File 5: Arlington Arts Center, Part 1, Prospectus, 1974**

**File 6: Arlington Arts Center, Part 2, Feasibility, 1974**

**File 7: Arlington Arts Center, Part 3, Econ Analysis, 1974**

**File 8: Arlington Arts Center, Part 4, The Arts in Arlington, 1974**

### **Series 4: Buildings, Office**

**File 1: Report on Office Buildings, 1953**

**File 2: Commercial and Professional Office Buildings, 1961**

**File 3: Arlington's Office Space Industry, 1965**

**File 4: Office Buildings, 1968**

**File 5: Office Building Directory (2 docs), 1979-80**

**File 6: Trends in Office & Commercial Development, 1985**

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**File 3: Report of Long-Range Capital Improvement Committee, 1957-58**

**File 4: Departmental Requests on Capital Improvements, 1958-59**

**File 5: Arlington County's Next Decade - Fiscal Projection, 1959 (draft, final & 1960 reprint)**

**File 6: Arlington County's Next Decade - Capital Improvement Projection, 1960**

**File 7: Toward, 1980 (1974)**

**File 8: Public Finance 2, 1975**

**File 9: Five-Year Capital Improvement Program, 1973-77**

**File 10: Capital Improvement Program, 1978-82**

**File 11: Capital Improvement Program, 1980-85**

**File 12: Capital Improvement Program, 1983-88**

**File 13: Capital Improvement Program, 1987-92**

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**File 2: Supplement: Commercial District, Revised, 1961**

**Series 7: Clarendon**

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**Series 8: Clarendon-Ballston**

**File 1: Commercial Districts, Part 1, 1958**

**File 2: Commercial Districts, Part 2, 1958**

**File 3: Commercial Districts, Part 3, 1958**

**File 4: Real Estate Investment Feasibility, 1961**

**Series 9: Colonial Village**

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**File 1: Commercial District, 1958**

**File 2: West Commercial District, 1959**

**Series 11: Commercial Districts**

**File 1: Three Districts: Arlington Forest Shopping Center; S Abington St; S Carlin Springs Rd, 1959**

**Series 12: Commercial Studies**

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**Series 13: Court House**

**File 1: Space Requirements, 1956**

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**File 3: Master Plan, 1987**

**Series 14: Development Controls**

**File 1: Legal Potentials & Constraints, 1975**

**Series 15: East Falls Church**

**File 1: Commercial and Industrial District, 1958**

**Series 16: Economics**

**File 1: Economic Data (VA Department of Conservation & Development) 1953**

File 2: People, Land and Livelihood, 1959

File 3: Arlington's Economic Status, 1961

File 4: Economic Fact Book, 1978

**Series 17: Glebe Road**

File 1: Ballston to Columbia Pike Commercial Areas, 1959

**Series 18: Government Center**

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File 2: Judicial Center Program Study: Master Planning Implications, 1970

**Series 19: Growth**

File 1: Potentials for Growth in Arlington County, 1971

File 2: Implications of Alternative Growth Patterns, 1972

File 3: Growth Patterns: Profile, 1974

File 4: Transit Station Impact Analysis, 1974

File 5: Growth Patterns, Addenda Reports, 1975

**Series 20: Housing**

File 1: Character & Quality of Large-Scale Housing Projects, 1940

File 2: Population & Housing by Census Tract, 1965

File 3: Housing Opportunity for the Black and the Poor, 1971

File 4: Guidelines for Mortgage Lenders, 1975

File 5: Fair Housing Board Annual Report, 1979

**Series 21: Hotels**

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**Series 22: Impact Estimation**

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**Series 23: Improvement**

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File 2: Planning for Arlington's Future, 1975

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**Series 24: Incinerator**

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**Series 25: Income**

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**Series 26: Industry**

File 1: Industry, Present and Future, 1961

**Series 27: Jefferson Davis Corridor**

**File 1: A Plan for Continuing Development, 1971**

**File 2: Alternative Development Patterns, 1973**

**File 3: A Five-Year Plan, 1973**

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**File 5: Traffic Analysis Report, 1982**

**Series 28: Labor**

**File 1: Labor Force Characteristics: 1980 Census, 1983**

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**File 1: Economic Survey, 1951**

**File 2: Economic Survey Summary, 1951**

**File 3: Industrial Site Survey, VEPCO, 1953**

**File 4: Report on Land Use and Zoning, 1954**

**File 5: Study of the Potomac River Front, 1954**

**File 6: Report #1: Master Plan Study, 1956**

**File 7: Supplement: Master Plan Study, 1959**

**File 8: Fiscal Aspects of Land Use (draft), 1957**

**File 9: Fiscal Aspects of Land Use (final), 1957**

**File 10: Industrial Land Study, Part 3, Report #3, 1957**

**File 11: Maps (6) 1959**

**File 12: Industrial Site Survey, VEPCO, 1959**

**File 13: Proposed General Land Use Plan (draft) 1960**

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**File 1: Lee-Glebe Commercial District, 1958**

**Series 31: Lee Highway**

**File 1: West Commercial District, 1958**

**File 2: East Commercial District, 1960**

**Series 32: Limited English Speaking Residents**

**File 1: Analysis of Arlington County Services, 1984**

**File 2: Summary Report, 1984**

**File 3: Catalog of Arlington County Services, 1984**

## Series 33: Master Plan

- File 1: Plan for Arlington County, Virginia, 1930
- File 2: Prospectus and Work Program, 1956
- File 3: Employment, Report #3, Master Plan Study (draft), 1957
- File 4: Pilot Plan (draft), 1958
- File 5: Pilot Plan (final), 1958
- File 6: Master Plan Studies: Open Space (draft), 1959
- File 7: Master Plan Studies: Development Districts (draft), 1959
- File 8: Open Space Report (draft), 1960
- File 9: Master Plan, Preliminary, 1960
- File 10: Summary of Master Plan, 1961

## Series 34: Parkington-Ballston

- File 1: Parkington Shopping Center Design, Traffic Quarterly, 1951
- File 2: Parkington: Ballston Area Retail Development (includes Templeman letter), 1979

## Series 35: Pentagon City

- File 1: Pentagon City, 1972 (OVERSIZE)
- File 2: Pentagon City: Report to Arlington County Board, 1973 (1)
- File 3: Pentagon City: Report to Arlington County Board, 1973 (2)
- File 4: Physical Development 1, 1975
- File 5: Transportation Analysis, 1975
- File 6: Performing Arts Center Feasibility Study, 1984

## Series 36: Pershing Drive-Lyon Park

- File 1: Pershing Drive East - Lyon Park, 1959
- File 2: Pershing Drive East - Lyon Park (revised), 1960

## Series 37: Planning Commission

- File 1: Initial Correspondence, resolution, 1950s
- File 2: Annual Report, 1971

## Series 38: Planning Council, Nat'l Capitol Region

- File 1: Report, 1953

## Series 39: Planning Handbooks, Pamphlets

- File 1: Arlington Catches Up! 1951
- File 2: Assessment & Appeal Procedure - Real Property, 1975
- File 3: Assessment & Appeal Procedure - Real Property, 1977
- File 4: Development Process - General, 1978
- File 5: Certificate of Occupancy, 1978

**File 6: Rezoning, 1978**

**File 7: Subdivision Approval, 1978**

**File 8: Site Plan Review, 1978**

**File 9: Use Permit, 1978**

**File 10: Variance, 1978**

**File 11: Construction Permits & Inspection, 1978**

**File 12: Guide to Arlington County Planning, 1983**

**File 13: Handbook of Planning Terminology (no date)**

**Series 40: Photo File Index (no prints, no negs)**

**File 1: Photo File Index**

**Series 41: Planning Office**

**File 1: Organization (draft) 1960**

**Series 42: Population**

**File 1: Population Study, 1943**

**File 2: Population Report #2, 1956**

**File 3: Population by Census Tract and Dwelling Units, 1958**

**File 4: Population and Development Policy Staff Report, 1960**

**File 5: Population by Census Tract and Dwelling Units, 1960**

**File 6: Preliminary Population & Housing Unit Count, 1960**

**File 7: Final Population & Housing Unit Count, 1960**

**File 8: Population and Housing - Census '70 (1971)**

**File 9: Household and Population - Report #1, 1975**

**File 10: Household and Population - Report #2, 1975**

**File 11: Black Population, 1980**

**File 12: Asian-Pacific Islander Population, 1980**

**File 13: 1980 U.S. Census Highlights, 1982**

**Series 43: Playgrounds**

**File 1: Playground System Plan and Report, 1944**

**File 2: Supplemental Report #2, 1944**

**File 3: Improvement Program, 1947**

**File 4: Gulf Branch Neighborhood Proposals, 1958**

**Series 44: Property Yard**

**File 1: Report on Property Yard, 1953**

**Series 45: Public Works**

**File 1: Storm Sewer Priorities, County Planning Engr, 1950**

**File 2: Sanitary Sewer Sys Master Plan, Arlington County Planning Commission, 1961**

**File 3: Sanitary Sewers & Waste Water Disposal, Washington Metro Region, Wolman & Geyer, 1962**

**File 4: Sanitary Sewers & Waste Water Disposal, Washington Metro Region, Summary Report, Wolman & Geyer, 1962**

**File 5: Solid Waste Disposal Study, Washington Metro Region, Black & Veatch, 1966**

**File 6: Metro Washington Area Water Supply Study, Corps of Engineers, 1978**

**File 7: Arlington County Water Sys Study, Montgomery Engineers, 1980 (1)**

**File 8: Arlington County Water Sys Study, Montgomery Engineers, 1980 (1)**

## **Series 46: Real Estate Assessment**

**File 1: 1950 Property Assessment in Arlington County - A Board of Equalization?**

**File 2: Report on Proposed Department of Real Estate Assessment, 1952**

**File 3: Analysis of Assessment Ratio Data, 1961**

**File 4: Assessment of Real Estate in Arlington County VA, Prelim Report, 1961**

**File 5: Report on Procedures and Valuations, 1978**

**File 6: Department of Real Estate Assessments, Annual Reports, 1954-1960**

**File 7: Department of Real Estate Assessments, Annual Reports, 1961-1965**

## **Series 47: Real Estate Survey**

**File 1: Arlington-Alexandria Survey, 1940**

**File 2: Large Scale Housing Projects: notes, correspondence, 1938-1940**

**File 3: Arlington Forest, 1940**

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**File 6: Colonial Village, 1940**

**File 7: GlebeWood Village, 1940**

**File 8: Highlands, 1940**

**File 9: Kenmore, 1940**

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**File 13: Real Estate Agent Returns1940**

**File 14: Real Estate Agent Lists1940**

## **Series 48: Recreation and Open Space**

**File 1: Report to Recreational Advisory Committee, 1944**

**File 2: Recreation and Open Space Study (draft), 1957**

**File 3: Open Space in Arlington (draft), 1958**

**File 4: Park and Open Space Inventory, 1973**



## **Series 49: Residential Development**

**File 1: Trends in Residential Development, 1982**

**File 2: Trends in Residential Development, 1984**

## **Series 50: Retail Stores**

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## **Series 51: Rosslyn**

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## **Series 52: Rosslyn-Ballston Corridor**

**File 1: Housing and Neighborhood Profile, 1973**

**File 2: Community Facilities, 1974**

**File 3: Goal and Policy Framework for Future Development (draft), 1975**

## **Series 53: Shirlington**

**File 1: Shirlington Commercial District, 1959**

**File 2: Shirlington Commercial District-Supplemental, 1959**

**File 3: Shirlington Shopping Center Redevel Plan, 1976**

**File 4: Village at Shirlington - Site Access & Area Roadnet Analyses, 1982**

**File 5: Village at Shirlington - Urban Design, 1982**

## **Series 54: Shopping Centers**

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**File 2: Westover Shopping Center, 1958**

**File 3: Williamsburg Shopping Center, 1958**

**File 4: Washington and Lee Shopping Area, 1959**

## **Series 55: Six-Year Plan**

**File 1: Preliminary Department Proposals, 1950**

**File 2: A Six-Year Plan for Arlington (draft), 1950**

**File 3: A Practical Approach to Local Long-Range Planning, Address by Bertram M. Gross, 1950**

**File 4: Six-Year Plan, Preliminary Report, 1950**

**File 5: Six-Year Improvement Program (draft), 1951**

**File 6: Arlington Looks Ahead, 1951 (with 2 supplements)**

## **Series 56: Statistics**

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## **Series 57: Streets**

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**File 2: Major Thoroughfare plan, 1959**

## **File 3: Street Index, 1960**

### **Series 58: Travel and Tourism**

**File 1: Travel Development Feasibility Study (Phases 1 & 2), 1974**

**File 2: Arlington Visitors Program, Report, 1979**

### **Series 59: Urban Renewal**

**File 1: Urban Renewal, miscellaneous papers, 1957-1958**

**File 2: Urban Renewal, Arlington County Planning Commission, 1958**

**File 3: Urban Renewal, Reports, 1961**

**File 4: Urban Renewal, 1962**

### **Series 60: Wilson Boulevard**

**File 1: West Commercial Area, 1958**

**File 2: East Commercial District, 1959**

### **Series 61: Zoning**

**File 1: Zoning District Map, 1938**

**File 2: Master Zoning Plan (ordinance) 1948**

**File 3: Study on Planning and Zoning, 1948**

**File 4: Zoning Proposals at Arlington Towers, 1957 (10 photos)**

**File 5: Commercial Development & Zoning (prelim) 1957**

**File 6: Revised Sign Ordinance - Proposed Amendments, 1959**

**File 7: "M-1" and "M-2" Dist & Proposed Ord Amendments, 1974**

**File 8: Satellite Dish & Antenna Issues Related to Zoning, Technology and Information Services, 1986**

## **Subgroup 2: Fire Department**

### **Series 1: Rules and Regulations**

**File 1: Fire Department Regulations, 1946**

**File 2: Training Manual, 1953**

**File 3: Manual of Rules and Regulations, 1958**

### **Series 2: Manpower and Personnel**

**File 1: Fire Division Duty Schedule Study, 1962**

**File 2: Critical Manpower Shortage, 1965**

**File 3: Critical Response Manning Problems, 1965**

**File 4: Management/Personnel Study, 1973**

### **Series 3: Planning**

**File 1: Charges for Private Fire Protection, League of VA Municipalities, 1937**

**File 2: Fire Improvement Program Report, 1954**

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## Series 4: Services

File 1: Use and Abuse of the Ambulance, 1953

File 2: Report on Arlington County, Virginia, National Board of Fire Underwriters, 1960

File 3: Ad Hoc Committee on Arlington Fire Services, 1983

## Series 5: Facilities

File 1: Fire Station Relocation, 1977

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File 1: Arlington County Civil Defense Corps Instructor's Guide, 1953

File 2: Arlington County Civil Defense Corps - Civil Defense for Buildings, 1954

File 3: Manual of Civil Defense for Buildings, 1955

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File 2: Natural Disaster Plan for Arlington County, 1956

File 3: Arlington County Civil Defense Plan, 1957

File 4: Civil Defense Operational Survival Plan, 1959

File 5: Northern Virginia Community Shelter Plan, 1968

### Series 3: Newsclippings

File 1: Office of Civil Defense - Press Book #1, 1953-60

File 2: Office of Civil Defense - Press Book #2, 1953-60

### Series 4: Newsletter

File 1: Civil Defense News (scattered), 1963-65

### Series 5: Directory

File 1: Directory of War Agencies in Arlington County VA, 1942

### Series 6: Annual Reports

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## Subgroup 4: Human Services

### Series 1: History

File 1: Organization & Administration, Arlington County Health Department, Lecture, 1953

File 2: A History of Arlington County Health Department, Glenn C. Hillery, GWU School of Medicine, 1957

File 3: Arlington County Area Profile, Volunteer Services Study, Health & Welfare Council, 1963

### Series 2: Administrative Documents

File 1: Manual of the Arlington County Health Department Lab, William A. Dorsey, 1944

**File 2: Policies Governing Collection of Fees, Arlington Health Department, 1949**

**File 3: Policies & Procedures, Arlington County Health Department, 1953**

**File 4: Management Survey of Department of Health, C. Corbett Long & Associates, 1953**

**File 5: Outline of Residency Training in Public Health, Department of Public Health, 1958**

**File 6: Organization, Program & Administration of Arlington County Department of Public Health, County Manager, 1960**

**File 7: Ordinance Aspects of Public Health: Health Sanitation Program, address by Norbert Melnick, 1960**

**File 8: A Five-year Projection for Arlington County Department of Health, County Manager, 1961**

**File 9: Operation of Department of Public Welfare, Advisory Committee on Public Welfare, 1961**

**File 10: Department of Human Resources, "One Door" to Serve Citizen Needs (draft), Advisory Committee on Health & Welfare, 1968**

**File 11: Master Plan for Department of Human Resources, Vosbeck, Vosbeck, Kendrick, Redinger, 1972**

## **Series 3: Annual Reports, Departmental**

**File 1: Fourth Annual Report, Arlington County Health Department, 1928**

**File 2: Report of Arlington County Health Department, 1930**

**File 3: Annual Reports, Arlington County Department of Health, 1932, 1937, 1938, 1939**

**File 4: Annual Report of Arlington County Lab, William A. Dorsey, 1943**

**File 5: Annual Report, Department of Public Welfare, 1945**

## **Series 4: Health Care Delivery**

**File 1: Annual Report, Arlington Hospital, 1944**

**File 2: Analysis of Public Welfare in Arlington County, French M. Clevinger, Jr, 1946**

**File 3: The Social Survey of Arlington Co, VA, Community Council of Arlington, 1946**

**File 4: Review of Health & Hospital Survey, Karl H. York, Arlington Hospital, 1947**

**File 5: Survey of Local Unofficial Health Agencies in Arlington County, Department of Public Health, 1958**

**File 6: Health Projection Supplement (nursing personnel), Arlington County Department of Health, 1961**

**File 7: Health Projection Supplement Summary, 1962**

**File 8: Arlington Hospital Cost/Reimbursement Study, Peat, Marwick, Mitchell & Co, 1969**

**File 9: Arlington's Health Services & Facilities, Committee Report, 1970**

**File 10: A Study of Ambulatory Care & Extended Care in Arlington County, MDC Health & Hospital Services, 1972**

## **Series 5: Child Care & Education**

**File 1: Forum on Children & Youth, Child Care Counselor, 1950**

**File 2: White House Conference on Children & Youth (with correspondence, articles, schedules), 1950**

**File 3: Crippled Children's Clinic (operations & equipment) Department of Public Health, 1950**

**File 4: Minimum Standards for Kindergarten & Grade One, Arlington Preschool Association, 1951**

**File 5: New Crippled Children's Building, Department of Public Health, 1951**

**File 6: Bibliography, Arlington Preschool Minimum Standards, 1952**

**File 7: Administrative Action Team-Youth Health, Welfare, 1967**

**File 8: Youth, Health & Welfare, Task Force Report, 1968**

**File 9: Day Care for Children, Commission on Human Resources, 1970**

**File 10: Child Care Advisory Committee Report (with correspondence), 1972**

**File 11: County Child Care Policy, Ad Hoc Committee Report (draft), 1974**

**File 12: County Child Care Policy (final), 1974**

**File 13: 1978 Summer Program for Youth, Evaluation, Department of Personnel**

**File 14: Children & Youth Mental Health Services Planning Report, 1979**

## **Series 6: Services for the Handicapped**

**File 1: Opening Doors for Handicapped Persons, Department of Human Resources, 1980**

**File 2: Opening Doors - Appendices, 1980**

**File 3: Opening Doors - Executive Summary, 1980**

**File 4: Directory of Services for Disabled Persons, Department of Human Resources, 1980**

**File 5: Happiness is a Barrier-Free Community, Study, Department of Human Resources, 1980**

## **Series 7: Community Organization Files (correspondence, bulletins, etc.)**

**File 1: Community Council, 1944-1956**

**File 2: Child Care Counselor, 1945-1956**

**File 3: Arlington Guidance Clinic, 1947-1953**

**File 4: Arlington Health & Welfare Council, 1950-1953**

**File 5: Mental Hygiene Society, 1949-1954**

**File 6: Interservice Club Council, 1954**

**File 7: Family Service of Northern Virginia, 1953-1956**

## **Series 8: Mental Health Grant**

**File 1: Funding for Community Mental Health & Mental Retardation Programs, FY71-72, Interim Application, Commission on Human Resources, 1969**

**File 2: Community Mental Health & Mental Retardation Services Board, Initial Budget, 1970**

**File 3: FY 1980 Grant Application, Community Mental Health, (1st file)**

**File 4: FY 1980 Grant Application (2nd file)**

## **Series 9: Dissertations**

**File 1: History & Organization of Services in Arlington County Department of Public Welfare, Robert J. Walsh, 1949**

**File 2: The Experience of a Selected Number of Agencies in Arlington, Alexandria & Fairfax with Temporary Shelter for Children, Patricia J. Wood, 1951**

## **Series 10: Department of Public Health Publications, 1950**

**File 1: Cancer Program**

**File 2: Child Health Services**

**File 3: Crippled Children's Program**

**File 4: Bureau of Inspection - Sanitation**

**File 5: Bureau of Laboratories**

**File 6: Mental Hygiene Program, Arlington Guidance Center**

**File 7: Bureau of Public Health Nursing**

**File 8: The Tuberculosis Control Program**

**File 9: Venereal Disease Control Program**

**File 10: Vital Statistics**

**Series 11: Other Pamphlets, Reprints**

**File 1: Annual Reports, Community Council, 1946, 1947**

**File 2: "The Welfare Worker" April 1951, Department of Welfare & Institutions, Richmond**

**File 3: Arlington County's Program for Crippled Children, H. P. Ramsay, Medical Annals of District of Columbia, 1954**

**File 4: A Survey of Dog Bites in Arlington, S. P. Mayers, Jr & R. G. Beachley, VA Medical Monthly, July 1955**

**File 5: Visiting Nurse Association Fact Sheet (with leaflet), 1960**

**File 6: Arlington Hospital brochures (2), 1960**

**File 7: Department of Health booklet, 1966**

**File 8: Department of Human Resources booklet, 1969**

**File 9: Community Resources in Arlington for the Aging, Commission on Aging, 1970**

**File 10: Serving Human Needs, Department of Human Resources, 1972**

**File 11: First 12 Years, Senior Citizens' Day Center, 1976**

**File 12: Arlington Hospital information kit, 1979 (2 photos)(2 records)**  
Hospital From Street, Two Light Poles  
Hospital From Street, Garage

**File 13: Youth Services Handbook, Bureau of Labor & Training Services, 1983**

**File 14: Buckingham Nursery and Kindergarten, Inc. Manual, n.d.**

**File 15: Arlington Preschool Association (booklet, leaflet, no dates)**

**Subgroup 5: Police Department**

**Series 1: Citizen Information**

**File 1: Citizen's Handbook, 1976**

**File 2: Courtroom Procedure (no date)**

**File 3: Crime Resistance Unit Information Packet (no date)**

**File 4: Police Week Pamphlet, 1967**

**Series 2: Rules and Regulations**

**File 1: Accident Investigation Outline (no date)**

**File 2: Manual of Rules and Regulations, 1956**

**File 3: Police Beneficiary Association By-Laws (no date)**

**File 4: Rules and Regulations, 1972**

**File 5: Sheriff's Manual for the Jail, 1964**

## **Series 3: Police Services and Equipment**

**File 1: A Survey of Police Automotive Equipment, 1957**

**File 2: A Study of Police Services for Children, 1968**

**File 3: A Study of the Investigations Division, 1974**

**File 4: Evaluation Report of Foot Patrol Program, 1975**

**File 5: Traffic Safety Report, Book 1, 1948 [includes photographs]**

**File 6: Traffic Safety Report, Book 2, 1948 (1)**

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**File 8: Traffic Safety Report, Book 1, 1950 (1)**

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**File 2: The Police Department (Analysis of Operations), 1950**

**File 3: Report of Police Advisory Committee to County Board, 1968**

## **Series 5: Planning**

**File 1: Arlington County Criminal Justice Workplan, 1976**

## **Series 6: Community Relations**

**File 1: Survey of Residents' Perceptions of Criminal Justice System, 1972**

**File 2: Survey of Victims and Witnesses of Felony Crimes, 1978**

## **Subgroup 6: Parks, Recreation, and Community Resources**

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**File 1: Recreational Survey, 1940-1941**

**File 2: Arlington Recreation Council Report, 1947**

**File 3: Proposed Recreation Program, 1948**

**File 4: Department of Recreation Annual Report, 1948-1949**

**File 5: Parks for Northern Virginia, 1950**

**File 6: Recreation Development Program, 1954**

**File 7: Potomac Nature Trails, 1965**

**File 8: Management/Personnel Study, 1969**

**File 9: History of the Park System, 1971**

**File 10: Report on Arlington Visitors Program, 1979**

**File 11: Report to the Recreation Advisory Committee (no date)**

**File 12: Hiking Opportunities in Arlington VA, Thomas W. Richards, n.d.**

## **Series 2: Regulations**

**File 1: Rules for Festivals, Fairs, etc. in Parks, and Bicycle Rules, 1955**

## **Series 3: Consumer Publications**

**File 1: Guides to recreation and parks, 1958-59**

**File 2: Public Information, rec classes, 1948-60**

**File 3: Guide to Gulf Branch Nature Trail, n.d.**

## **Series 4: Press Release**

**File 1: Petrified Log at Lubber Run, 1944**

## **Subgroup 7: County Manager's Personal Files**

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**File 2: Projections, 1963**

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**File 10: Miscellaneous data, 1947-50 (scattered)**

### **Series 2: Community Projects and Clubs**

**File 1: Clean-up, Paint-up, Fix-up Campaign, 1939**

**File 2: Centennial Celebration, Chamber of Commerce, 1946**

**File 3: Coaster Car Race, Program & 4 Photos (See APPENDIX), 1949 (2 records)**

Coaster Car Race

Coaster Car Race

**File 4: County Extension Work, VA Agricultural Extension, 1959**

**File 5: County Extension Work, VA Agricultural Extension, 1960**

**File 6: County Extension Work, VA Agricultural Extension, 1961**



**File 7: Home Demonstration Clubs: Year Books, 1960, 1961, 1962**

**File 8: Arlington County 4-H Year Book, 1965 (?)**

**File 9: Swimming program, 4 photos (No documentation) (4 records)**

- Children Boarding Bus
- Children Waiting at Pool Entrance
- Four Girls on Diving Board
- General View of Swimmers

## **Series 3: Finances**

**File 1: County Auditor, Financial Statements, 1932-1934**

**File 2: Comparative Cost of Local Government, State Auditor, 1933**

**File 3: Comparative Cost of Local Government, State Auditor, 1934**

**File 4: Comparative Cost of Local Government, State Auditor, 1937**

**File 5: Comparative Cost of Local Government, State Auditor, 1938**

**File 6: Comparative Cost of Local Government, State Auditor, 1939**

**File 7: Comparative Cost of Local Government, State Auditor, 1941**

**File 8: Comparative Cost of Local Government, State Auditor, 1945**

**File 9: Comparative Cost of Local Government, State Auditor, 1946**

**File 10: Comparative Cost of Local Government, State Auditor, 1948**

**File 11: Comparative Cost of Local Government, State Auditor, 1950**

**File 12: Debt Structure, County of Arlington, Report, 1948**

**File 13: Debt Structure, 1949**

**File 14: Debt Structure, 1950**

**File 15: Debt Structure, 1951**

**File 16: Bonded Indebtedness of Virginia Towns, 1934**

**File 17: Bonded Indebtedness of Virginia Cities, 1939**

**File 18: Bonded Indebtedness of Virginia Cities, 1941**

**File 19: Bonded Indebtedness of Virginia Cities, 1942**

**File 20: Commissioner of Revenue's Reports, 1928, 29, 30, 31**

**File 21: Credit Survey, Dunn & Bradstreet, 1948**

**File 22: Sewer System Loan Agreement and Amendment, 1934-36**

**File 23: Water & Sewer Systems, Costs, Charges, report, 1949**

**File 24: Debt Survey of Arlington County, University of Virginia, 1950**

**File 25: Supplement to Debt Survey, Jul 1951: Bond Issue, Storm Sewer, Street, Highway, November 1951**

**File 26: Supplement to Debt Survey, Nov 1951: School Bonds, July 1952**

**File 27: Supplement to Debt Survey, July 1952: Park Bonds, December 1952**

**File 28: Supplement to Debt Survey, Dec 1952: School Bonds, June 1953**

**File 29: Bond Issue, Background Info, 1951**

**File 30: Fee schedules, departmental, 1953-61 (scattered)**

**File 31: Revenue from Sources other than Taxation, Arlington County, 1953**

**File 32: Occupancy Tax, Report to County Board, 1953**

**File 33: Tax Comparison, Metro Area, 1954**

**File 34: County Revenues, Report (by Revenue Item #), 1954**

**File 35: Arlington County Finances, County Manager, 1955**

**File 36: Tax Comparison, Metro Area, 1957**

**File 37: Arlington County Finances, Transcript, L.L. Ecker-Racz to Committee of 100, 1955**

**File 38: Tax info solicited from localities in Prince Georges County, 1957**

**File 39: State Poll Taxes, Colored, List, 1957**

**File 40: State Poll Taxes, Colored, List, 1959**

**File 41: State Poll Taxes, Colored, List, 1961**

**File 42: County Revenues, Catalog (by Revenue Item #), 1958**

**File 43: Committee on County Expenditures, Report, 1959**

**File 44: Financial Support Received by Arlington from the Commonwealth of Virginia - Report, 1962**

**File 45: Financing Arlington's Local Government Report, 1970**

**File 46: Budget memoranda, 1948-1974 (scattered)**

**File 47: Financial statistics, miscellaneous, 1936-1974 (scattered)**

**File 48: Plain Facts: An Arlington County Fiscal Profile, 1960-74, 1975**

**File 49: Reports to Taxpayers, 1937, 1960, 1961, 1962, 1964**

**File 50: Business & Professional License Tax Survey, University of Virginia (UVA) Memo #1, 1948**

**File 51: Business & Professional License Tax Survey, UVA, Memo #2, 1948**

**File 52: Business & Professional License Tax Survey, UVA, Memo #3, 1948**

**File 53: Business & Professional License Tax Survey, UVA, Memo #4, 1948**

**File 54: Business & Professional License Tax Survey, UVA, Memo #5, 1948**

**File 55: Business & Professional License Tax Survey, UVA, Memo #6, 1948**

**File 56: Business & Occupational License Taxes, Report, UVA, 1951**

**Series 4: Census Advisory Committee on State and Local Government Statistics (U.S. Department of Commerce)**

**File 1: Minutes & Background Materials, 1965**

**File 2: Minutes & Background Materials, 1966**

**File 3: Minutes & Background Materials, 1967**

**File 4: Minutes & Background Materials, 1968**

**File 5: Minutes & Background Materials, 1969**

**File 6: Census, Correspondence, 1939, 1940, 1948**

## **Series 5: "Hear and Discuss" Meetings - Minutes, Notes, 1979**

- File 1: Schedules and notes**
- File 2: Clerical group**
- File 3: Coalition of Public Employees**
- File 4: Firefighters**
- File 5: Pay and benefits**
- File 6: Life and medical insurance - background, no minutes**
- File 7: Managers**
- File 8: Police**
- File 9: Trades**

## **Series 6: Incorporation of Arlington**

- File 1: Possible Revenue Changes, League of VA Municipalities, 1937**
- File 2: If Arlington Incorporates, Arlington Chamber of Commerce, 1945**
- File 3: Charter of City of Arlington, House Bill #319, 1946**
- File 4: City of Alexandria VA, Charter, 1950**
- File 5: Commission on Incorporation, minutes, background, 1945-1959 (scattered)**
- File 6: Commission on Incorporation, compilation of data, 1950-1974 (scattered)**
- File 7: Personal Property Tax, collected data, 1951-1961**
- File 8: Effects of Incorporation of Arlington County, Bureau of Public Administration, UVA, 1952**
- File 9: The Effect of Incorporation on Arlington's Finances, County Manager, 1952**
- File 10: Incorporation of Arlington, Report #3, Citizen's Study Commission, 1952**
- File 11: Incorporation of Arlington, report summary, Citizen's Study Commission, 1952**
- File 12: Tax Comparison Study, correspondence, background, 1954-1962 (scattered)**
- File 13: Tax Comparison Surveys (published) County Manager, 1954, 1957**
- File 14: Tax Sales of Real Estate, studies, statistics, background, 1955-1956**
- File 15: Fiscal Aspects of Land Use, study outline, reports, correspondence, 1955-1958**
- File 16: Commission on Incorporation, general correspondence, clippings, 1958**
- File 17: Commission on Incorporation, minutes & related correspondence, testimony, reports, 1958**
- File 18: Commission on Incorporation, correspondence, Study Committee and UVA, 1958-1959**
- File 19: Incorporation: Memo Series, U of Virginia to Arlington Commission on Incorporation, 1958-1959: #01: Role of Bur of Public Administration**
- File 20: #02: Annexation in Virginia**
- File 21: #03: Role and Content of a City Charter in Virginia**
- File 22: #04: Proposed Study Outline**
- File 23: #05: Effects of Incorporation on Government Structures**
- File 24: #06: The Place of the City in Virginia Government**

**File 25: #07: Special Law Charters in Conflict with General Law**

**File 26: #08: Cost of Constructing & Maintaining Highways**

**File 27: #09: Virginia Practice: Certain Municipal Officers**

**File 28: #10: Constitutional Basis of and Limitations on Charter**

**File 29: #11: Proposed Charter: City of Arlington (draft)**

**File 30: #12: Addendum to Staff Memo #11**

**File 31: #14: Effects on State Financial Aid**

**File 32: #15: Easing the Impact of Highway Financing**

**File 33: #17: Effect on Borrowing & Long-Term Debt**

**File 34: #18: Box Score on Incorporation**

**File 35: #19: Arlington County Basic Law, Amendments to**

**File 36: #20: Arlington County Basic Law, Addendum**

**File 37: #21: Proposed Charter and Explanation Thereof**

**File 38: #22: Office of Mayor in Council-Manager Cities**

**File 39: #23: Referendum on Bond Issues**

**File 40: #24: Notaries Public During Period of Transition**

**File 41: #25: Selection of Judges of Courts Not of Record**

**File 42: #26: Final Report: Bureau of Public Administration to Commission (draft)**

**File 43: Charter, correspondence on hearings, clippings, 1959**

**File 44: Draft Charter for City of Arlington, Commission on Incorporation, 1959**

**File 45: Final Report & Proposed Charter for City of Arlington Commission on Incorporation, 1959**

**File 46: City/County analysis, miscellaneous background, 1934-1977 (scattered)**

**File 47: City/County Analysis, Working Paper, Phase 1, and Summary, 1976**

**File 48: City/County Analysis, Fiscal studies, correspondence, 1976, 1978, 1979**

**File 49: Study of Local Government, House Doc #17, VA Advisory Legislative Council, 1977**

**File 50: House Bill #63, models for local government correspondence, 1978**

**File 51: City Charter Briefing Book, Arlington County Civic Federation, 1978**

**File 52: Study Commission on City/County Form of Government, correspondence, membership, agendas, 1978-1979**

**File 53: Study Committee, Governmental Structure, background, 1960-1979 (scattered)**

**File 54: House Bill 63, local government structure, 1978**

**File 55: Senate Bill 46: Charter for County of Fairfax, '78**

## **Series 7: Planning**

**File 1: License, Fort Myer Road, 1889**

**File 2: Water and Sewerage, miscellaneous papers, 1926-1951 (scattered)**

**File 3: Petition, Abbey Mausoleum, Inc., 1930**

**File 4: Streets and Highways, miscellaneous papers, 1930-1950 (scattered)**

**File 5: Braddock Light & Power Co., correspondence, petition, contract (street lights) 1932-1933**

**File 6: Statistical reports, departmental, 1932-1944 (scattered)**

**File 7: Easement, Rosslyn storm sewer, 1934**

**File 8: Reorganization of County Departments, miscellaneous correspondence, 1937-1955**

**File 9: Arlington County VA Electric System, Preliminary Investigation, Wiley & Wilson, 1936**

**File 10: Electric Light & Power Utilities, Public Ownership & Operations, Wiley & Wilson, 1938**

**File 11: History of Arlington Writers' Project, 1939**

**File 12: Functions, departmental, correspondence, reports, 1940-1950 (scattered)**

**File 13: Health Department, history, budget, correspondence, 1944-1951 (scattered)**

**File 14: Budget, Planning Division, recommendations, 1947-1948**

**File 15: Police Department, miscellaneous correspondence, 1947-1950 (scattered)**

**File 16: Rosslyn Gas Co, Natural Gas Rates, J. Paul Blundon, 1949**

**File 17: Storm Drain, Proposed, and Landscape Plan, George Mason Drive, Drawing & 8 Photos (See APPENDIX), 1949 (8 records)**

Open Drain

Culverts

Open Drain

Culvert Opening

Open Drain

Culvert and Open Drain

Culvert and Open Drain

Open Drain in Snow

**File 18: Civil Defense, County Managers' Meeting, 1950 (with photo of participants)**

**File 19: Major Thoroughfare Plan, Minority Report, John Coyle, 1960**

**File 20: Potomac I-266 River Crossings, Analysis, 1964**

**File 21: Improved Communications, Proposal, C&P Telephone, 1964**

**File 22: Undergrounding Overhead Distribution Facilities, Study, Stone & Webster, 1974**

**File 23: Proposed Cultural-Education Center, Interim Report 1965**

**File 24: Data Processing in Arlington County VA, Department of Finance, 1965**

**File 25: Rosslyn Area, Summary of Projects, 1966**

**File 26: Map: Relief Sanitary Sewers Needed as a Result of Hurricane Agnes, 1973**

**File 27: Initial planning report on Comprehensive Employment and Training Act (CETA), 1974**

**File 28: Transportation Sys for Senior Citizens, Grant Award, 1972**

**File 29: Recommendations, 208 Draft Plan, Water Resources, Citizen Advisory Committee, 1978**

**File 30: Washington Metro Water Quality Management Plan (208 Draft) Hearing Summary, 1978**

**File 31: Washington Metro Water Quality Management Plan (208 Draft) Staff Response, 1978**

**File 32: Washington Metro Water Quality Management Plan (208 Draft) Revisions, 1978**

**Series 8: Insurance**

**File 1: Fire Insurance Survey, Schools, C.W. Clever, Agent (24 photos), 1932(22 records)**

- Old Ballston Public School Building
- Barcroft School Building
- Old Cherrydale School Building
- New Cherrydale School Building
- Glencarlyn School Building
- Henry Clay School Building
- Hume School Building
- James Monroe School Building
- Jefferson Colored School, Main Building
- John Marshall School Building
- Kemper School Building
- Maury School Building
- Nellie Custis School Building
- Patrick Henry School Building
- Robert E. Lee School Building
- Saegmuller School Building
- Stonewall Jackson School Building
- Thomas Nelson Page School Building
- Washington-Lee School Building
- Washington-Lee Manual Training Building
- Woodmont School Building
- Woodrow Wilson School Building

**File 2: Fire Insurance Survey, various properties, C.W. Clever, Agent (15 photos), 1932(14 records)**

- County Bungalow
- Clarendon Health Center
- Cherrydale Health Center
- Clerk's Office
- Farm Kennels
- Farm Main Barn
- Farm Main Garage
- Farm Office
- Old Blacksmith Shop
- Farm Repair Shop
- Court House
- Jail
- New Blacksmith Shop
- Virginia Highlands Health Center

**File 3: Administration of County Insurance Program, Report, FY 58**

**File 4: Fire & Extended Coverage Inquiry, 1959**

**File 5: Insurance Analysis Report, Insurance Buyers' Council, 1959**

**File 6: Insurance Analysis Report, 1960**

**File 7: Insurance Analysis Report, 1961**

**File 8: Insurance Analysis Report, 1962**

**File 9: Insurance Analysis Report, 1963**

**File 10: Insurance Analysis Report, 1964**

**File 11: Insurance Analysis Report, 1965**

**File 12: Insurance Analysis Report, 1966**

**File 13: Insurance Analysis Report, 1967**

**File 14: Insurance Analysis Report, 1971**

**File 15: Self-Insurance, Proposal, Insurance Buyers' Council, 1964**

**File 16: Risk Management & Commercial Insurance, Analysis Report, Insurance Buyers' Council, 1972**

## **Series 9: County Manager's Personal Notes (various subjects) with Background Material**

**File 1: 1967**

**File 2: 1968**

**File 3: 1969**

**File 4: 1970**

**File 5: 1971**

**File 6: 1972**

**File 7: 1973**

## **Series 10: Random Notes to the County Board (various subjects) with Background Material**

**File 1: 1971**

**File 2: January - August 1972**

**File 3: September – December 1972**

**File 4: 1973**

**File 5: 1974**

**File 6: 1975**

## **Series 11: Historical Materials**

**File 1: Report of the Virginia and District of Columbia Boundary Commission, 1935**

**File 2: District of Columbia and Virginia Boundary Line Report, 1936**

**File 3: Arlington County Water System, A. T. Lundberg, 1938 (reprint)**

**File 4: Inventory of Some Old Records of Arlington County, Meredith B. Colket, Jr., 1952**

**File 5: Historic Arlington, 1608-1932, Ludwell Lee Montague, 1968**

**File 6: History of Three Guns and the Ship's Bell (without date or author)**

**File 7: The Growth of a City Government: An Enumeration of Detroit's Municipal Activities, Lent D. Upson, 1931**

## **Series 12: Laws affecting county government**

**File 1: Brief on Behalf of Arlington County (Alexandria vs Arlington), annexation, 1928**

**File 2: The Lanham Act, as amended, National Housing Agency, 1943**

**File 3: County Manager Charters and Laws, National Municipal League, 1949**

**File 4: County Manager Charters and Laws, 1954**

**File 5: County Manager Government in Virginia, 1964 Code of Virginia, Chapter 13**

## **Series 13: County regulations**

**File 1: Building Code Ordinance, hearings, 1935**

**File 2: County Manager's Hornbook, 1962**

**File 3: Dog Warden Position (draft), 1959**

**File 4: Supplying Ice to County Field Crews, Survey, 1959**

**File 5: Dog Tag Applications, 1960, 1962**

**File 6: County Agencies, various, 1964-1966**

**File 7: Personnel, 1964-1975**

**File 8: Public Property, 1963, 1965**

**File 9: Public Works, 1962, 1966**

**File 10: Reorganization, 1963**

**File 11: Welfare and Health, 1962-1964**

**File 12: Real Property - Assessment & Appeal, 1975**

**File 13: Regulations, miscellaneous correspondence, notes, 1938-1950**

**Series 14: Speeches, Bert W. Johnson, County Manager**

**File 1: 1962-1964**

**File 2: 1965-1967**

**File 3: 1968-1971**

**Series 15: References on County Government**

**File 1: County Management, Wylie Kilpatrick, ca 1930**

**File 2: Change in Form of County Government, Civic Federation Committee (with news clips), 1930**

**File 3: Report of Commission on County Government, Senate Doc #3, 1931**

**File 4: Six Years of Managership in Arlington County, VA, National Municipal Review, 1937**

**File 5: County Government in Virginia, UVA, 1942**

**File 6: Ten Years of County Manager Government in Virginia, George W. Spicer, UVA Extension, 1945**

**File 7: Fifteen Years of County Manager Government in Virginia, George W. Spicer, UVA Extension, 1951**

**File 8: Table of Organization of Government of Arlington County, 1953, (with directory of county officials, 1973)**

**File 9: County Government in Virginia, Frank K. Gibson & Edward S. Overman, UVA, 1961**

**File 10: Contemporary County Government Organization in Arlington County VA, Seminar, Kenneth H. Neubauer, University of Maryland (UMD), 1964**

**File 11: Study Commission of the City/County Form of Government, Preliminary report, 1979**

**File 12: Two county government organization charts, 1936 & undated**

**File 13: Organization charts, County Government, 1963 (OVERSIZE)**

**Series 16: Consumer information**

**File 1: Press releases, reports, various subjects, 1940-1950**

**File 2: School Board selection, newsletter, Citizens' Committee for School Improvement, 1946**

**File 3: Handbook, County Government Organization, 1952**

**File 4: You, Arlington, VA & the Nation's Capital, County Board, 1955**

**File 5: Handbook on County Government Organization, 1956**

**File 6: Handbook on County Government Organization, 1964**

**File 7: At Your Service, Annual Reports, 1950, 1965**



**File 8: Reports to the Citizens of Arlington County, VA 1967-1972**

**File 9: Reports to the Citizens of Arlington County, VA 1974-1976, 1979, 1981, 1982**

## **Series 17: Law Enforcement publications**

**File 1: Take-Home Vehicles for High Visibility Patrol, Q & A, The Police Chief, 1973**

**File 2: Criminal Justice in 2000 AD, U of Chicago, 1974 (excerpt)**

**File 3: Criminal Activity in Arlington County, Office of Management Systems and Budget, 1975**

**File 4: Criminal Activity in Green Valley, Office of Management Systems and Budget, 1975**

**File 5: Evaluation of the Arlington County Foot-Patrol Program, Office of Management Systems & Budget, 1976**

## **Series 18: Zoning**

**File 1: Correspondence, 1939-1946 (scattered)**

**File 2: Mace Properties Zoning Request, Rosslyn, 1945**

**File 3: Rosslyn-Ballston Corridor Studies, Numbers 2 - 7 with correspondence, 1970**

**File 4: Summary of the Arlington County Zoning Ordinance, County Manager (no date)**

**File 5: Site Plan Approval Procedure, County Manager, 1970**

**File 6: "C - O" Committee materials, 1970-1971 (scattered)**

**File 7: Site Plan Applications, Rezoning Request, 1980**

## **Series 19: Personnel**

**File 1: Regulations for employees, 1930 (?)**

**File 2: Position Classification Plan, Public Administration Service, 1947**

**File 3: Salary Plan, Public Administration Service, 1947**

**File 4: Salary Plan, Report & Recommendations, County Manager, 1948**

**File 5: Institutional Inspector, classification, 1950**

**File 6: Personnel Employment Schedule, March 1952**

**File 8: Revised Classification & Pay Plans, Report, J. L. Jacobs & Co, 1961**

**File 9: Revised Classification & Pay Plans, Annex E, Class Specifications, J. L. Jacobs & Company, 1961**

**File 10: Position Classification & Pay Survey Report, James O. Yarger & Associates, 1962**

**File 11: Telephone directories, General Government & Public Schools, 1974-1985 (scattered)**

**File 12: Telephone Directories, General Government & Public Schools, 1993, 1994**

**File 13: Organizational charts, 1946-50 (scattered)**

## **Series 20: Commonwealth's Attorney, opinions, related material various subjects (scattered)**

**File 1: 1932**

**File 2: 1933**

**File 3: 1934**

**File 4: 1935**

**File 5: 1940**

**File 6: 1944**

**File 7: 1946**

**File 8: 1947**

**File 9: 1948**

**File 10: 1949**

**File 11: 1950-1951**

**File 12: 1952**

**File 13: 1964**

**File 14: 1968**

**File 15: 1975**

**Series 21: Departmental Annual Reports (15 Volumes on shelf)**

**File 1: 1949 (FY)**

**File 2: 1950**

**File 3: 1952**

**File 4: 1953**

**File 5: 1954**

**File 6: 1955**

**File 7: 1956**

**File 8: 1957**

**File 9: 1958**

**File 10: 1959**

**File 11: 1960**

**File 12: 1963**

**File 13: 1965**

**File 14: 1966**

**File 15: 1967**

**Subgroup 8: Transportation**

**Series 1: Airports**

**File 1: Municipally Owned Airports in Virginia Cities, 1944**

**File 2: Airport Accounts, Municipal Finance Officers Association, 1945**

**File 3: Northern VA Regional Airport Authority Study Committee, 1958**

**File 4: "Air Travel Demand in Washington-Baltimore Region, 1977-1990," 1968**

**File 5: Air Facilities Planning in Metro Washington, 1968**

**File 6: "Washington National & Dulles International Airport Forecasts FY 1970-1981," 1969**

**Series 2: Growth Patterns**

File 1: Profile, 1974

File 2: Transit Station Impact Analysis, Summary, 1974

## Series 3: Streets and Highways

File 1: Proposed Street Lighting System Report, Line Material Co. 1936

File 2: Highway Lighting Recommendations, Westinghouse (contains non-Arlington photos), 1936

File 3: Street & Sidewalk Construction, League of VA Municipalities, 1938

File 4: Street Lighting Survey, General Electric, (contains non-Arlington photos), 1943

File 5: Highway Improvement Program for Washington Metro Area, Vol 4, Regional Hwy Planning Committee, 1952 (OVERSIZE)

File 6: Highway Transportation in Washington Metro Area of Virginia, Wilbur Smith & Associates, 1953

File 7: Cost of Financing VA Municipal Highways, UVA, 1953

File 8: Survey of Alleys, 169 Field Inspection Sheets, 1956, 1957

File 9: Dedicated & Public Alleys, Survey Report, 1956

File 10: Street Lighting Survey, General Electric, 1959

File 11: Cost of Financing VA Municipal Highways for 1959, UVA, 1960

File 12: Highway Influence, Northern Virginia Region, Regional Planning & Economic Development Commission, 1962

File 13: 1985 Traffic Forecast for Central Potomac River Crossings (I-266), VA and Washington, DC Highway Departments, 1964

File 14: "Traffic Needs in Dulles Airport Highway Corridor, 1970-1980," 1964

File 15: Street & Storm Sewer Construction Specifications, 1964

File 16: A Program of Highway Improvement 1966-1975, Highway Commission of Virginia, 1965

File 17: Freeways in National Capital Region, Federal City Council 1966

File 18: Virginia's Highways: A Plan for Growth, 1966-1975, VA Highway Commission, 1965

File 19: Urban Streets & Highways Beyond 1975, VA Department of Highways, 1967

File 20: Highway & Storm Sewer Construction Standards, 1967

File 21: The Freeway in the City, Fed Highway Administrator, 1968

File 22: Street & Storm Sewer Construction Specs, 1968

File 23: Location & Design Study Report, Interstate 595 (Jeff Davis Corridor), n.d.

File 24: Interstate 595, Environmental Statement, Federal Highway Administration, 1973

File 25: Interstate 595, Aurora Highlands Comments, 1973

File 26: Virginia's Action Plan for Federally Funded Highway Improvement Projects, VA Department of Highways, 1973

File 27: Marcey Road Informational Report, 1974

File 28: Public Input to Draft Master Thoroughfare Plan, Summary, 1975

File 29: Shirley Highway Operations Study, JHK & Assoc., 1976

File 30: Erosion & Sediment Control Handbook, 1977

**File 31: Jefferson Davis Hwy - Crystal City Traffic Analysis, 1982**

**File 32: Extending Shirley Highway HOV Lanes (final), JHK & Associates, 1982 (OV)**

**File 33: Reconstruction of Jefferson Davis Highway Through Crystal City, Design Manual, 1984**

## **Series 4: Parking**

**File 1: Legality of Parking Meters, League of Virginia Municipalities, 1936**

**File 2: Experience of Municipalities Throughout Country with Parking Meters, League of VA Municipalities, 1938**

**File 3: Off-Street Parking, U.S. Chamber of Commerce, 1949**

**File 4: Automobile Parking Facilities in County, 1950**

**File 5: Parking Program for Clarendon Business Area, 1951**

**File 6: Parking Needs of Office Buildings, (Part 2) 1954**

**File 7: Revised Parking Ordinance (draft), 1959**

**File 8: Clarendon Parking Survey, 1960**

**File 9: Parking Facility Design Study, Court House, 1979**

**File 10: Proposed Ballston Galleria Garage, Feasibility Analysis, Final Report, Wilbur Smith & Assoc., 1982**

## **Series 5: Traffic Court Inventory Reports**

**File 1: 1958**

**File 2: 1959**

**File 3: 1964**

**File 4: 1965**

## **Series 6: Traffic Safety**

**File 1: Traffic Accidents & Statistics, County Safety Committee, 1941**

**File 2: Analysis of National Traffic Safety Contest Report, National Safety Council, 1946**

**File 3: National Pedestrian Protection Contest Report, AAA 1947**

**File 4: Annual Inventory of Traffic Safety Activities, National Safety Council, 1948**

**File 5: Annual Inventory, 1949**

**File 6: Annual Inventory, 1950**

**File 7: Annual Inventory, 1952**

**File 8: Annual Inventory, 1953**

**File 9: Annual Inventory, 1957**

**File 10: AAA Pedestrian Program Appraisal, 1957**

**File 11: AAA Pedestrian Program Appraisal, 1958**

**File 12: Annual Inventory of Traffic Safety Activities, National Safety Council, 1958**

**File 13: Annual Inventory, 1960**

**File 14: Annual Inventory, 1963**

File 15: Annual Inventory, 1964

File 16: Annual Inventory, 1965

## Series 7: Taxicabs and Buses

File 1: Taxicab Rates for Arlington, Public Utilities Commission, 1961

File 2: Taxicab Regulations Study, County Manager, 1962

File 3: Arlington Taxicab Industry, Public Utilities Commission, 1965

File 4: Shared-Ride Taxi Study (draft), Henry J. Kaufman, 1977 (1)

File 5: Shared-Ride Taxi Study (draft), Henry J. Kaufman, 1977 (2)

File 6: Shared-Ride Taxi Study (final) 1977

File 7: Paratransit Service for Intra-County Trips, Arlington County Department of Transportation, 1977

## Series 8: Other Studies and Plans

File 1: 1925 Transportation Survey (District of Columbia), Vols 1 & 2, McClellan & Junkersfeld, Inc.

File 2: Arlington Shopping & Travel Study, U.S. Bureau of Public Roads, 1952

File 3: Memorandum of Agreement, Coordinated Transportation Planning, National Capital Region, 1952

File 4: Traffic Counts & Allocation of Secondary Highway Funds, VA Department of Highways, 1953

File 5: Preliminary Public Buildings Report, Office of Planning, Arlington County, 1959

File 6: Arlington County Traffic Operations Study, VA Department of Highways, 1962

File 7: Rosslyn Traffic Study, Alan M. Voorhees, 1963

File 8: Work Program, Transportation Planning, Washington Metro Area, Alan M. Voorhees, 1964

File 9: Review of Rosslyn Traffic Study, Alan M. Voorhees, 1966

File 10: Annual Report, N VA Transportation Commission, 1967

File 11: Northern VA Topics Study (Traffic) JHK & Assoc., 1972 (OVERSIZE)

File 12: N VA Transportation Commission, Biennial Report 1972 & 1973

File 13: Transportation Study of Aurora Highland-Arlington Ridge Neighborhoods, Arlington Department of Transportation, 1973

File 14: Transportation Incentives & Deterrents for County Employees, Arlington Department of Transportation, 1975

File 15: Pentagon City Transportation Analysis, R.H. Pratt 1975

File 16: Peak Period Transit Passenger Volume, 1975 Compared to 1978, Department of Public Works, 1979

File 17: 1985 Master Transportation Plan (draft), Public Works, Planning (1)

File 18: 1985 Master Transportation Plan (draft), Public Works, Planning (2)

File 19: Columbia Pike Land Use & Zoning Study (revised draft), 1986

## Subgroup 9: Environmental Affairs

### Series 1: Reports

File 1: Little Pimmit Run Drainage Study - Hayes, Seay, Mattern & Mattern, 1967

File 2: Swimming Pool Report, 1969

File 3: Census '70: Report No. 3, Population & Housing, 1971

File 4: An Analysis of the Open Channel of Doctor's Run, (Preliminary), 1972

File 5: "Annual Report - Environmental Quality 1972," 1973

File 6: Inventory & Analysis of "M-1" & "M-2" Districts & Proposed Zoning Ordinance Amendments, 1974

File 7: Long Range Improvement Program: correspondence, & outline for a report, 1973-1975

File 8: Physical Development 1: Pentagon City Tract, 1975

File 9: Physical Development 2: The Growth Debate, 1975

File 10: Physical Development 3: Clarendon Redevelopment, 1975

## Subgroup 10: Economic Development

### Series 1: Reports

File 1: Economic Survey of the Land Uses, 1951

File 2: Commercial Development & Zoning, Prelim, 1957

File 3: General County Data, 1974-1975

File 4: Capital Improvements for Economic Development, 1978

File 5: Economic Fact Book, 1978

File 6: Preliminary List of Businesses, 1982

File 7: Selected Major Businesses, 1982

File 8: Court House Plaza Prospectus, 1982

File 9: Summary of Development Trends, 1982

File 10: Analysis of Demand for Continuing Higher Education, 1983

File 11: Profile of New Commercial Development, 1988

## Subgroup 11: County Board

### Series 1: Minutes, Agendas

File 1: January 1932

File 2: February 1932

File 3: March 1932

File 4: April 1932

File 5: May 1932

File 6: June 1932

File 7: July 1932

File 8: August 1932

File 9: September 1932

File 10: October 1932

File 11: November 1932

**File 12: December 1932**

**File 13: January 1933**

**File 14: February 1933**

**File 15: March 1933**

**File 16: April 1933**

**File 17: May 1933**

**File 18: June 1933**

**File 19: July 1933**

**File 20: August 1933**

**File 21: September 1933**

**File 22: October 1933**

**File 23: November 1933**

**File 24: December 1933**

**File 25: January 1934**

**File 26: February 1934**

**File 27: March 1934**

**File 28: May 1934**

**File 29: June 1934**

**File 30: July 1934**

**File 31: August 1934**

**File 32: October 1934**

**File 33: November 1934**

**File 34: January 1935**

**File 35: February 1935**

**File 36: March 1935**

**File 37: April 1935**

**File 38: May 1935**

**File 39: June 1935**

**File 40: July 1935**

**File 41: August 1935**

**File 42: September 1935**

**File 43: October 1935**

**File 44: November 1935**

**File 45: December 1935**

**File 46: January 1936**

File 47: February 1936

File 48: March 1936

File 49: April 1936

File 50: May 1936

File 51: June 1936

File 52: July 1936

File 53: August 1936

File 54: September 1936

File 55: October 1936

File 56: November 1936

File 57: December 1936

File 58: January 1937

File 59: February 1937

File 60: March 1937

File 61: April 1937

File 62: May 1937

File 63: June 1937

File 64: July 1937

File 65: August 1937

File 66: September 1937

File 67: October 1937

File 68: November 1937

File 69: December 1937

File 70: January 1938

File 71: February 1938

File 72: March 1938

File 73: April 1938

File 74: May 1938

File 75: June 1938

File 76: July 1938

File 77: August 1938

File 78: September 1938

File 79: October 1938

File 80: November 1938

File 81: December 1938



File 82: January 1939

File 83: February 1939

File 84: March 1939

File 85: April 1939

File 86: May 1939

File 87: June 1939

File 88: July 1939

File 89: August 1939

File 90: September 1939

File 91: October 1939

File 92: November 1939

File 93: December 1939

File 94: January 1940

File 95: February 1940

File 96: March 1940

File 97: April 1940

File 98: May 1940

File 99: June 1940

File 100: July 1940

File 101: August 1940

File 102: September 1940

File 103: October 1940

File 104: November 1940

File 105: December 1940

File 106: January 1941

File 107: February 1941

File 108: March 1941

File 109: April 1941

File 110: May 1941

File 111: June 1941

File 112: July 1941

File 113: August 1941

File 114: September 1941

File 115: October 1941

File 116: November 1941

File 117: December 1941

File 118: January 1942

File 119: February 1942

File 120: March 1942

File 121: April 1942

File 122: May 1942

File 123: June 1942

File 124: July 1942

File 125: August 1942

File 126: September 1942

File 127: October 1942

File 128: November 1942

File 129: December 1942

File 130: January 1943

File 131: February 1943

File 132: March 1943

File 133: April 1943

File 134: May 1943

File 135: June 1943

File 136: July 1943

File 137: August 1943

File 138: September 1943

File 139: October 1943

File 140: November 1943

File 141: December 1943

File 142: January 1944

File 143: February 1944

File 144: March 1944

File 145: April 1944

File 146: May 1944

File 147: June 1944

File 148: July 1944

File 149: August 1944

File 150: September 1944

File 151: October 1944

File 152: November 1944

File 153: December 1944

File 154: January 1945

File 155: February 1945

File 156: March 1945

File 157: April 1945

File 158: May 1945

File 159: June 1945

File 160: July 1945

File 161: August 1945

File 162: September 1945

File 163: October 1945

File 164: November 1945

File 165: December 1945

File 166: January 1946

File 167: February 1946

File 168: March 1946

File 169: April 1946

File 170: May 1946

File 171: June 1946

File 172: July 1946

File 173: August 1946

File 174: September 1946

File 175: October 1946

File 176: November 1946

File 177: December 1946

File 178: March 1947

File 179: April 1947

File 180: May 1947

File 181: June 1947

File 182: July 1947

File 183: August 1947

File 184: September 1947

File 185: October 1947

File 186: November 1947

**File 187: December 1947**

**File 188: January 1948**

**File 189: February 1948**

**File 190: March 1948**

**File 191: April 1948**

**File 192: May 1948**

**File 193: June 1948**

**File 194: July 1948**

**File 195: August 1948**

**File 196: September 1948**

**File 197: October 1948**

**File 198: November 1948**

**File 199: December 1948**

**File 200: Action Summaries 1948**

**File 201: January 1949**

**File 202: February 1949**

**File 203: March 1949**

**File 204: April 1949**

**File 205: May 1949**

**File 206: June 1949**

**File 207: July 1949**

**File 208: August 1949**

**File 209: September 1949**

**File 210: October 1949**

**File 211: November 1949**

**File 212: December 1949**

**File 213: Action Summaries 1949**

**File 214: Regular Meeting, January 13, 1951**

**File 215: Regular Meeting, January 27, 1951**

**File 216: Regular Meeting, February 10, 1951**

**File 217: Special Meeting, February 14, 1951**

**File 218: Regular Meeting, February 24, 1951**

**File 219: Regular Meeting, March 10, 1951**

**File 220: Recessed Meeting, March 15, 1951**

**File 221: Regular Meeting, March 24, 1951**

File 222: Regular Meeting, April 7, 1951

File 223: Regular Meeting, April 21, 1951

File 224: Regular Budget Meeting, April 23, 1951

File 225: Recessed Meeting, April 30, 1951

File 226: Regular Meeting, May 5, 1951

File 227: Recessed Meeting, May 8, 1951

File 228: Regular Zoning Meeting, May 8, 1951

File 229: Recessed Zoning Meeting, May 9, 1951

File 230: Regular Meeting, May 19, 1951

File 231: Recessed Meeting, May 24, 1951

File 232: Regular Meeting, June 2, 1951

File 233: Special Meeting, June 14, 1951

File 234: Regular Meeting, June 16, 1951

File 235: Regular Meeting, June 30, 1951

File 236: Recessed Zoning Meeting, June 30, 1951

File 237: Regular Meeting, July 14, 1951

File 238: Regular Meeting, July 28, 1951

File 239: Recessed Meeting, July 28, 1951

File 240: Special Meeting, August 8, 1951

File 241: Regular Meeting, August 11, 1951

File 242: Recessed Meeting, August 21, 1951

File 243: Regular Meeting, August 25, 1951

File 244: Regular Meeting, September 8, 1951

File 245: Regular Meeting, September 22, 1951

File 246: Rent Control Hearing, October 5, 1951

File 247: Regular Meeting, October 6, 1951

File 248: Regular Meeting, October 20, 1951

File 249: Recessed Meeting, October 27, 1951

File 250: Regular Meeting, November 3, 1951

File 252: Semi-Annual Zoning Meeting, November 13, 1951

File 253: Regular Meeting, November 17, 1951

File 254: Zoning Meeting, November 19, 1951

File 255: Recessed Meeting, November 21, 1951

File 256: Recessed Meeting, November 23, 1951

File 257: Recessed Meeting, November 27, 1951

File 258: Regular Meeting, December 1, 1951

File 259: Special Meeting, December 12, 1951

File 260: Regular Meeting, December 15, 1951

File 261: Regular Meeting, December 29, 1951

File 262: Recessed Zoning Meeting, December 29, 1951

File 263: Special Meeting, January 2, 1952

File 264: Regular Meeting, January 12, 1952

File 265: Recessed Meeting, January 15, 1952

File 266: Recessed Meeting, January 21, 1952

File 267: Regular Meeting, January 26, 1952

File 268: Regular Meeting, February 9, 1952

File 269: Recessed Meeting, February 19, 1952

File 270: Regular Meeting, February 23, 1952

File 271: Recessed Meeting, February 25, 1952

File 272: Recessed Meeting, February 28, 1952

File 273: Recessed Meeting, March 3, 1952

File 274: Regular Meeting, March 8, 1952

File 275: Recessed Meeting, March 14, 1952

File 276: Regular Meeting, March 22, 1952

File 277: Regular Meeting, April 5, 1952

File 278: Budget Hearing, April 9, 1952

File 279: Business Privilege License Hearing, April 17, 1952

File 280: Regular Meeting, April 19, 1952

File 281: Recessed Meeting, April 29, 1952

File 282: Recessed Meeting on Tax Rate, April 30, 1952

File 283: Regular Meeting, May 3, 1952

File 284: Regular Meeting for Zoning, May 13, 1952

File 285: Recessed Meeting for Zoning, May 14, 1952

File 286: Regular Meeting, May 17, 1952

File 287: Regular Meeting, May 31, 1952

File 288: Regular and Recessed Meeting, June 2, 1952

File 289: Regular Meeting, June 14, 1952

File 290: Regular Meeting, August 9, 1952

File 291: Recessed Zoning Meeting, August 9, 1952

File 292: Regular Meeting, August 23, 1952

File 293: Special Meeting, August 25, 1952

File 294: Recessed Meeting, August 25, 1952

File 295: Regular Meeting, September 6, 1952

File 296: Recessed Meeting, September 8, 1952

File 297: Regular Meeting, September 20, 1952

File 298: Special Meeting, September 25, 1952

File 299: Special Meeting, September 30, 1952

File 300: Regular Meeting, October 4, 1952

File 301: Recessed Meeting, October 9, 1952

File 302: Special Meeting, October 17, 1952

File 303: Regular Meeting, October 18, 1952

File 304: Special Meeting, October 28, 1952

File 305: Regular Meeting, November 1, 1952

File 306: Regular Meeting for Zoning, November 12, 1952

File 307: Regular Meeting, November 15, 1952

File 308: Recessed Meeting, November 20, 1952

File 309: Recessed Meeting, November 22, 1952

File 310: Regular Meeting, November 29, 1952

File 311: Recessed Meeting, December 9, 1952

File 312: Recessed Meeting for Zoning, December 9, 1952

File 313: Recessed Meeting for Zoning, December 10, 1952

File 314: Regular Meeting, December 13, 1952

File 315: Regular Meeting, December 27, 1952

File 316: County Board Background [filed in 1952 minutes]

File 317: March 1957

File 318: April 1957

File 319: May 1957

File 320: June 1957

File 321: December 20, 1975

## Series 2: Papers on Incorporation

File 1: Charter of the City of Arlington, 1946

File 2: Report on Incorporation of Arlington, 1952

File 3: Arlington. Citizens Study Commission, establishment of, County Board Resolution, 1952

## Series 3: Reports to the Board

File 1: Analysis of Tire Operating Conditions, Motor Truck Fleet, Goodyear (3 small photos), 1935

**File 2: Acquisition of the Moran Tract near Glencarlyn for Park Purposes, 1939**

**File 3: W. V. & M. Coach Co. - Cancellation of Tokens (Brief), 1952**

**File 4: Final Report & Proposed Charter for City of Arlington, Commission on Incorporation, 1959**

**File 5: Urban Renewal, Report, County Manager, 1961**

**File 6: Drug Abuse Problem of Arlington, Appraisal, 1970**

**File 7: Documentation Concerning Allegations by E.R. Bourdon and Responses to Same, County Manager, 1978**

**File 8: Study Commission of the City/County Form of Government (Preliminary), 1979**

## **Series 4: Reports to Citizens**

**File 1: Annual Reports, 1955-56, 1959-60, 1962-63, 1966, 1976, 1983, 1984, 1985**

**File 2: Urban Renewal (proposed Redevelopment & Housing Authority), 1958**

**File 3: Arlington Community Services Board Annual Report, 1985**

## **Series 5: Other Reports**

**File 1: Potomac River Bridges, Report to Board of Commissioners, District of Columbia, 1952**

## **Series 6: Ordinances**

**File 1: Development near Metrorail stations; Pay Television (amendment); Parking Meter Zone Rates, 1980**

## **Series 7: Directories**

**File 1: Telephone, 1972-1973, 1977-1978**

**File 2: Various Community Organizations, 1994**

## **Subgroup 12: Judicial**

### **Series 1: Audit Reports - County Clerk & Clerk of the Circuit Court**

**File 1: 1936**

**File 2: 1941**

**File 3: 1942**

**File 4: 1943**

**File 5: 1944**

**File 6: January - May, 1945**

**File 7: May - December, 1945**

**File 8: 1946**

**File 9: 1947**

**File 10: 1948**

**File 11: 1949**

**File 12: 1951**

**File 13: 1953**

**File 14: 1955**



File 15: 1956

File 16: 1957

File 17: 1958

File 18: 1959

File 19: 1960

## **Series 2: Audit Reports - Juvenile & Domestic Relations Court**

File 1: 1955

File 2: 1957

File 3: 1958

File 4: 1959

File 5: 1960

File 6: 1962

File 7: 1963

File 8: 1964 (January – September)

File 9: 1964 (September – December)

File 10: 1965

File 11: 1966

File 12: 1971, 1972

## **Series 3: Studies**

File 1: Arlington County Juvenile & Domestic Relations Court 1973

File 2: Arlington County Juvenile & Domestic Relations Court, Response, 1974

File 3: History of Arlington County Juvenile & Domestic Relations Court, Caroline J. Brown, 1983

## **Series 4: Pamphlets**

File 1: County Court of Arlington County VA, Report, Judge Hugh Reid, 1944-1947

File 2: Courtroom Procedure & Your Rights (no date)

## **Series 5: Telephone Directories, Court House**

File 1: 1966-1967

## **Subgroup 13: Personnel**

### **Series 1: Pay Recommendations & Data**

File 1: FY 1977 Pay Recommendations to County Board, February 1976

File 2: FY 1977 Pay Recommendations to County Board, March 1976

File 3: County & Private Industry Pay Data, 1976

File 4: County & Federal Pay Charts, 1971-1977

File 5: Fire & Police Privates' Pay, Selected Cities, 1975

File 6: Employee Salary Lists, 1973, 1976

## **File 7: Tabulation of Classes by Pay Grades, no date**

### **Series 2: Personnel Policy Issues**

**File 1: Tenure of County Manager & Appointment of Department Heads, Ballot Question, Arlington Citizens' Study Commission on Local Government, 1952**

**File 2: A Design for a Computerized Payroll & Personnel Records System, Public Administration Service, 1965**

**File 3: Employee & Management Perceptions of Arlington County Personnel System, National Training & Development Service, 1973**

### **Series 3: Pay Plans**

**File 1: 1952**

**File 2: 1958**

**File 3: 1975**

**File 4: 1978**

**File 5: 1980**

### **Series 4: Position Classification Plans**

**File 1: 1947**

**File 2: 1968 (1)**

**File 3: 1968 (2)**

**File 4: 1968 (3)**

### **Series 5: Information for Employees**

**File 1: Personnel Rules, 1935**

**File 2: Personnel Rules, 1956**

**File 3: Employee Handbooks, 1948, 1954, 1959, 1965**

**File 4: Employee Handbooks, 1968, 1971**

## **Subgroup 14: Public Works**

### **Series 1: History, Organization, Regulation**

**File 1: Annexation Case, Report, C.L. Kinnier, 1929**

**File 2: "Road & Street Improvements since May 1, 1928," 1930**

**File 3: Sewer Project Statement, County Board, 1933**

**File 4: Public Works Legislation, Report #133, League of Virginia Municipalities, 1933**

**File 5: Rules for Office and Field, Sanitary Division, 1933**

**File 6: "Existing State & Federal Highways & Proposed Additions, 1935-1945," 1935**

**File 7: Water Supply of Arlington County, VA, Thesis, Thomas P. Wharton, 1937**

**File 8: Instructions, Standards, Specifications, County Engineer, 1937-1942**

**File 9: Ordinance, Street & Highway Construction & Development, 1938**

**File 11: Capital Improvement Program, Department of Public Service, 1946**

**File 12: Sidewalk, Curb & Gutter Construction, Rules & Regulations, 1944**

**File 13: Bond Issues, Proposed, on Five Programs (4 Divisions): Highway, Planning, Public Buildings, Sanitation, 1947**

**File 14: Refuse Incinerating Plant, Official Opening, Program, 1950 (2 copies)**

**File 15: Washington Metropolitan Regional Sanitary Board, Organization & Purposes (with clipping, insignia), 1960**

**File 16: Sanitary Sewer System, History, R.M. Wirt & F.H. Doe, 1920-1951**

**File 17: Major Thoroughfare Plan, Office of Planning, 1959**

## **Series 2: Sanitation Division**

**File 1: Storm Water Sewers, Master Plan, Chester Engineers, 1943**

**File 2: Annual Report, Sanitation Division, R.M. Wirt, 1946**

**File 3: Annual Report, Sanitation Division, R. M. Wirt, 1947**

**File 4: Annual Report, Sanitation Division, F.H. Doe, Jr 1948**

**File 5: Sewage Disposal, Report, Alexander Potter Assoc., 1954**

**File 6: Lower Pimmit Run Watershed, Sewerage Service, Joint Fairfax-Arlington Report, 1955**

**File 7: Sewage Disposal in Northern Virginia, Report, 1955**

**File 8: Sewage System Planning in Arlington County, VA, Alexander Potter Associates, 1956**

**File 9: Arlington County and the Potomac River Pollution Problem, F.H. Doe, Jr, 1957**

**File 10: Arlington's Pollution Abatement Program, Report, F.H. Doe, Jr, 1958**

**File 11: Secondary Treatment Facilities, Scheduling Construction, memo, A.T. Lundberg, 1958**

**File 12: Sewerage System Planning, Annex #1, F.H. Doe, Jr., 1960**

**File 13: Sanitary Sewerage Sys Master Plan, Arlington County Planning Commission, 1961**

**File 14: Sewage Treatment Study, Alexander Potter Assoc., 1963**

**File 15: Secondary Treatment Facilities, differences in cost estimates, memo, Alexander Potter Assoc., 1965**

**File 16: Tertiary Treatment, Progress Report, Alexander Potter Associates, 1970**

**File 17: Sanitary Sewer System Study, Vol 1 - Hayes, Seay, Mattern & Mattern, 1970**

**File 18: Sanitary Sewer Surcharge During Hurricane Agnes, Study - Hayes, Seay, Mattern & Mattern, 1973**

**File 19: Alternatives for Disposal of Biological Sludges, Alexander Potter Associates, 1975**

**File 20: Environmental Assessment, Water Pollution Control Plant, Camp, Dresser & McKee, 1975**

**File 21: Advanced Waste Treatment Facilities, Environmental Assessment (Preliminary) 1975**

**File 22: Advanced Waste Treatment Facilities, Environmental Assessment (Final), 1975**

**File 23: Sanitary Sewerage System Master Plan Summary, Comments, 1972**

**File 24: Energy Recovery Project, Technology Assessment, Sanders & Thomas, Inc., 1983**

**File 25: Energy Recovery Project, Site Analysis, 1983**

**File 26: Energy Recovery Project, Feasibility Analysis, 1983**

File 27: Sewage Treatment Plant, Annual Report, 1957  
File 28: Sewage Treatment Plant, Annual Report, 1958  
File 29: Sewage Treatment Plant, Annual Report, 1959  
File 30: Sewage Treatment Plant, Annual Report, 1960  
File 31: Sewage Treatment Plant, Annual Report, 1961  
File 32: Sewage Treatment Plant, Annual Report, 1962  
File 33: Sewage Treatment Plant, Annual Report, 1963  
File 34: Sewage Treatment Plant, Annual Report, 1964  
File 35: Sewage Treatment Plant, Annual Report, 1965  
File 36: Water Pollution Control Plant, Annual Report, 1966  
File 37: Water Pollution Control Plant, Annual Report, 1967  
File 38: Water Pollution Control Plant, Annual Report, 1968  
File 39: Water Pollution Control Plant, Annual Report, 1969  
File 40: Water Pollution Control Plant, Annual Report, 1971  
File 41: Water Pollution Control Plant, Annual Report, 1972  
File 42: Water Pollution Control Plant, Annual Report, 1973  
File 43: Water Pollution Control Plant, Annual Report, 1975  
File 44: Water Pollution Control Plant, Annual Report, 1976  
File 45: Water Pollution Control Division, Annual Report, 1981  
File 46: Water Pollution Control Plant, description (no date)

## **Series 3: Highway Division**

File 1: Sidewalk, Curb & Gutter Construction, Rules and Regulations, 1950  
File 2: Ordinance, Construction & Development, Streets & Highways, 1952  
File 3: Federally Proposed Parkway on Chesapeake & Ohio Canal, Times Herald reprints, 1952  
File 4: Shopping & Travel Study, Highway Transport Research Branch, 1952  
File 5: Proposed Controlled Access Parkway & Expressway Systems, 1955  
File 6: Highway Department, Programs, 1945-1955, Summary, 1956  
File 7: Case Study of Arlington County Highway Division, Thesis W. H. Gammon, American University, 1956  
File 8: Highway Study & Priority Ratings, 1956  
File 9: Storm Water Sewers, Master Plan, Chester Engineers (with revisions by Highway Division), 1957  
File 10: Location of Interstate Route 66 within Arlington County, Recommendation, County Board, 1958  
File 11: Interstate Route 66, Alternate Locations, Joint Report, Planning and Public Service, 1958  
File 12: Interstate Route #66 Report, Office of Planning & Highway Division, 1958  
File 13: Highway Study & Priority Ratings, Highway Division, 1960  
File 14: Time Payments for Sidewalk, Curb & Gutter Through Assessments, Highway Division, 1962

**File 15: Highway Construction Standards, 1964**

**File 16: Snow Removal System, Rosslyn Area, Wilber Smith & Associates, 1964 (?)**

**File 17: Management Study, Highway Division, 1965**

**File 18: Highway & Storm Sewer Construction Standards, Department of Transportation, 1966**

**File 19: Design of I-66 from Washington Blvd to Rosslyn, Report, VA Department of Highways, 1970**

**File 20: Master Plan of Storm Water Sewers, Report, 1971**

**File 21: Master Thoroughfare Plan, 1975**

**File 22: Master Bikeway Plan (with 1975 update), 1974**

**File 23: Stormwater Detention Ordinance: Manual of Operation, 1976**

**File 24: Four Mile Run Watershed Management Progress, Annual Report, 1978**

**File 25: Access to Metrorail Stations in Rosslyn-Ballston Corridor, Planning & Engineering Division, 1979**

**File 26: Street Tree Selection, Handbill, Arbor Day, 1984**

**File 27: Street & Highway Department Annual Report, 1944**

**File 28: Highway Division Annual Report, 1945**

**File 29: Highway Division Annual Report, 1946**

**File 30: Highway Division Annual Report, 1947**

**File 31: Highway Division Annual Report, 1948**

**File 32: Highway Division Annual Report, 1949**

## **Series 4: Water Division**

**File 1: Status of Water Department C.L. Kinnier, 1930**

**File 2: Rules & Regulations, Water Department, 1938**

**File 3: Operation of Arlington County Water Department, Outline, A.T. Lundberg, 1940**

**File 4: Water Distribution Systems, Report, Chester Engineers, 1940**

**File 5: State Water Control Board Hearing, Pollution Control, 1950**

**File 6: Water & Sewer Systems, Statutory Background, 1952**

**File 7: Rules & Regulations, Water Division, 1953**

**File 8: Water Supply & Distribution Systems Improvements, Report, Alexander Potter Associates, 1954**

**File 9: Water Works Improvements, C. L. Kinnier, 1954**

**File 10: Water Supply & Distribution Systems Improvements, Alexander Potter Associates, 1954**

**File 11: Water Systems Facilities Master Plan, Input, County Board, 1956**

**File 12: Facts About the Arlington Water Division, 1959**

**File 13: Distribution Sys Improvements, Evaluation, Alexander Potter Associates, 1959**

**File 14: Water Billing Procedure, Customer Service Operations, 1959**

**File 15: Water Billing, Manuals of Procedure, 1960**

**File 16: Alternative Water System Improvements, Lee-Minor Hills Service Area, CH2M Hill, 1976**

**File 17: Water Storage Facilities Study, Department of Utilities, 1977**

**File 18: Additional Finished Water Storage, Engineering Study & Environmental Impact, Dewberry, Nealon & Davis, 1978**

**File 19: Lee Reservoir Construction Status, H. S. Hulme, Jr, 1979**

**File 20: Water Supply Plan, Proposal to Prepare, Montgomery Engineers of Virginia, 1979**

**File 21: Arlington County Water System Study, Montgomery Engineers of Virginia, 1980**

**File 22: Water Department Annual Report, 1937**

**File 23: Water Department Annual Report, 1938**

**File 24: Water Department Annual Report, 1939**

**File 25: Water Department Annual Report, 1940**

**File 26: Water Department Annual Report, 1941**

**File 27: Water Department Annual Report, 1942**

**File 28: Water Department Annual Report, 1943**

**File 29: Water Department Annual Report, 1944**

**File 30: Water Department Annual Report, 1945**

**File 31: Water Department Annual Report, 1946**

**File 32: Water Department Annual Report, 1947**

**File 33: Water Division Annual Report, 1948**

**File 34: Water Division Annual Report, 1949**

**File 35: Water & Sewer Charges, Info for Domestic Accounts, n.d.**

## **Subgroup 15: Citizen Initiatives for County Improvement (CICI)**

### **Series 1: CICI Awards Committee (Correspondence, regulations, project lists etc., scattered)**

**File 1: April 1972-June 1973**

**File 2: July 1973-June 1974**

**File 3: July 1974-March 1975**

### **Series 2: CICI Projects (by sponsor), 1972**

**File 1: Animal Welfare League**

**File 2: Arlington Chamber of Commerce**

**File 3: Arlington County Education Committee**

**File 4: Arlington Cubs Boys' Club**

**File 5: Arlington Dance Theater**

**File 6: Arlington Junior Women's Club**

**File 7: Arlington Outdoor Education Association**

**File 8: Arlington Parish Council**

**File 9: Arlington Retirement Housing Corporation**

**File 10: Arlington Soccer Association**

**File 11: Ashlawn PTA (playground equip)**

**File 12: Ashlawn PTA (Pupil's Choice Program)**

**File 13: Black Knights Youth Club**

**File 14: Central Arlington Civic Association**

**File 15: Common Language (Arlington Bus Project)**

**File 16: Courtland Civic Association**

**File 17: Glebe School**

**File 18: James Madison PTA**

**File 19: Key School PTA**

**File 20: Leeway Citizens' Association**

**File 21: Northern Virginia Mental Health Association**

**File 22: Nottingham Elementary PTA (Mini-Park)**

**File 23: Nottingham Elementary PTA (Music & art)**

**File 24: Planned Parenthood of Northern Virginia**

**File 25: Reed Elementary School PTA**

**File 26: St Agnes Mothers' Club**

**File 27: St Agnes Parent/Teacher Guild**

**File 28: St Agnes Social Development Committee**

**File 29: Tuckahoe PTA (Civic Info Center)**

**File 30: Tuckahoe PTA (Library)**

**File 31: Woman's Club of Arlington**

## **Series 3: CICI Projects (by sponsor) 1973**

**File 1: Abington PTA**

**File 2: Arlington Committee on Optimum Growth**

**File 3: Arlington Community Action Program**

**File 4: Arlington Historical Society (Improvements 1)**

**File 5: Arlington Historical Society (Improvements 2)**

**File 6: Arlington Soccer Association**

**File 7: Arlington YMCA**

**File 8: Arlingtones, The**

**File 9: Bellevue Forest Garden Club**

**File 10: Clarendon United Methodist Church**

**File 11: First Step for Arlington Youth**

**File 12: Friends of Thomas Jefferson Jr High Athletics**

**File 13: James Madison Elementary School PTA**

**File 14: Leeway Citizens' Association**

**File 15: Lyon Park Community Center**

**File 16: McKinley Elementary School PTA**

**File 17: Nottingham Elementary School PTA**

**File 18: NW Arlington Lions Club**

**File 19: Northern District-Virginia Dietetic Association**

**File 20: Oakridge Elementary School PTA**

**File 21: Overlee Pre-School Association**

**File 22: Planned Parenthood of Northern Virginia**

**File 23: Quota Club of Arlington**

**File 24: Scott St Children's Community**

**File 25: Service League of Northern Virginia**

**File 26: St Agnes Parent/Teacher Organization**

**File 27: Swanson Jr High School PTSA**

**File 28: Taylor School PTA (Save-an-Acre)**

**File 29: Taylor School PTA (Soccer goals)**

**File 30: Washington Area Bicyclist Association**

**File 31: Woman's Auxiliary of Washington Hospital**

## **Series 4: CICI Projects (by sponsor) 1974**

**File 1: Abingdon Elementary School PTA**

**File 2: Alcoholic Rehabilitation, Inc. (Garden equip)**

**File 3: Alcoholic Rehabilitation, Inc. (Veg canning)**

**File 4: Alcova Heights Citizen's Association**

**File 5: Arlington County Civic Federation**

**File 6: Arlington Dance Theater**

**File 7: Arlington Historical Society**

**File 8: Arlington Soccer Association**

**File 9: Arlington WMCA (Exposure '74)**

**File 10: Arlington WMCA (Minibikes)**

**File 11: Arlington Youth in Ballet**

**File 12: Ars Colonia**

**File 13: Ashton Heights Civic Association**

**File 14: Association for Childhood Education, International**

**File 15: Claremont Elementary Student Council Association**

**File 16: Connections: New Community Schools, Inc.**



File 17: Ft Meyer Elementary School PTO

File 18: Glebe School PTA

File 19: Jackson Elementary School PTA

File 20: Lions Clubs of Arlington

File 21: Long Branch PTA Landscape Improvement Committee

File 22: Martin Luther King Community Center

File 23: North & South Arlington FISH

File 24: Northern Virginia Mental Health Association

File 25: Northwest Arlington Lions Club

File 26: Patrick Henry PTA

File 27: Post Cana of Northern Virginia

File 28: Powhatan Springs Women's Club (Child abuse)

File 29: Powhatan Springs Women's Club (Spring restoration)

File 30: Randolph Elementary School PTA

File 31: Recording Service for Physically Handicapped, Inc.

File 32: Swanson Jr High School PTSA

File 33: Taylor Elementary School PTA

File 34: Taylor Science Club

File 35: Thomas Jefferson Jr High School (Critic Corner)

File 36: Thomas Jefferson Jr High School PTA (Broad Run Lab)

File 37: Wakefield High School PTA

File 38: Washington Opportunities for Women

File 39: WNVT/53 (3 productions: County Board Meetings, Performing Arts, History of Arlington)

File 40: Woodmont PTA

File 41: Zonta Club of Arlington County

## Series 5: CICI Projects (by sponsor) 1975

File 1: Arlington Dance Theater

## Subgroup 16: Budget and Finance

### Series 1: Audit Reports, County

File 1: County, FY ended June 30, 1929

File 2: County, 1930

File 3: County, 1931

File 4: County, 1933

File 5: County, 1934

File 6: County, 1935

**File 7: County, 1936**

**File 8: County, 1937**

**File 9: County, 1938**

**File 10: County, 1939**

**File 11: County, 1942**

**File 12: County, 1943**

**File 13: County, 1945**

**File 14: County, 1946**

**File 15: County, 1947**

**File 16: County, 1948**

**File 17: County, 1949**

**File 18: County (turnover audit) July 1951-December 1951**

**File 19: County, 1951**

**File 20: County, 1952**

**File 21: County, 1953**

**File 22: County, 1954**

**File 23: County, 1955**

**File 24: County, 1956**

**File 25: County, 1956**

**File 26: County, 1957**

**File 27: County, 1958**

**File 28: County, 1959**

**File 29: County, 1960**

**File 30: County, 1961**

**File 31: County, 1962**

**File 32: County, 1963**

**File 33: County, 1964**

**File 34: County, 1965**

**File 35: County, 1966**

**File 36: County, 1967**

**File 37: County, 1968**

**File 38: County, 1969**

**File 39: County, 1970**

**File 40: County, 1971**

**File 41: County (Treasurer's turnover) December 1971**

**File 42: County, 1972**

**File 43: County, 1974**

**File 44: County, 1975**

**File 45: County, 1976**

**File 46: County, 1977**

**File 47: County, 1978**

## **Series 2: Audit Reports, County Court**

**File 1: Court, April - December, 1954**

**File 2: Court, Calendar Year 1955**

**File 3: Court, 1956**

**File 4: Court, 1957**

**File 5: Court, 1958**

**File 6: Court, 1959**

**File 7: Court, 1960**

**File 8: Court, 1962**

**File 9: Court, 1963**

**File 10: Court, 1965 & January - May 1966**

**File 11: Court, May - June 1966**

**File 12: Court, June - December 1966**

**File 13: Court, 1967, 1968**

## **Series 3: Audit Reports, Supplemental Retirement System**

**File 1: Retirement, FY ended June 1954**

**File 2: Retirement, 1955**

**File 3: Retirement, 1956**

**File 4: Retirement, 1957**

**File 5: Retirement, 1958**

**File 6: Retirement, 1959**

**File 7: Retirement, 1960**

**File 8: Retirement, 1961**

**File 9: Retirement, 1962**

**File 10: Retirement, 1963**

**File 11: Retirement, 1964**

**File 12: Retirement, 1965**

**File 13: Retirement, 1966**

**File 14: Retirement, 1967**

File 15: Retirement, 1968

File 16: Retirement, 1969

File 17: Retirement, 1970

File 18: Retirement, 1971

File 19: Retirement, 1972

File 20: Retirement, 1976

**Series 4: Audit Reports, School Board Supplemental Retirement System**

File 1: School Board, FY ended June 1975

**Series 5: Audit Reports, Sewerage System Bond Funds**

File 1: Sewage System, September 1951 - June 1952

**Series 6: Audit Reports, Northern Virginia Cigarette Tax Board**

File 1: Cigarette Tax Board, FY ended June 1971

**Series 7: Audit Report, Flood Damage**

File 1: Flood damage, June 1972 - June 1974

**Series 8: Audit Report, Northern Virginia Transportation Commission**

File 1: Transportation, July 1970 - January 1974

**Series 9: Audit Report, Comments**

File 1: County, FY ended June 1973, accountants' comments

**Series 10: Audit Reports, Federal Revenue Sharing Trust Fund**

File 1: Year ended June 30, 1973

File 2: 1974

File 3: 1975

**Series 11: Audit Reports, County Board Insurance Fund**

File 1: 1955

File 2: 1957

File 3: 1958

**Series 12: Budgets, County by Fiscal Year [see Appendix for list of bound budget materials]**

File 1: Financial Statements, 1930

File 2: Approved, Financial Statements, 1931

File 3: Approved, Financial Statements, 1932

File 4: 1933 (pencil draft)

File 5: Financial Statements, 1933

File 6: Approved, 1933, proposed, 1934

File 7: Proposed, 1935

File 8: Proposed, 1936

**File 9: Approved, 1938**

**File 10: Approved, 1939**

**File 11: Approved, 1940**

**File 12: Approved, 1941**

**File 13: Summary, 1942**

**File 14: Proposed, 1942**

**File 15: Summary, 1943**

**File 16: Proposed, 1943**

**File 17: Summary, 1944**

**File 18: Proposed, 1944**

**File 19: Summary, 1945**

**File 20: Proposed, 1945**

**File 21: Proposed, 1946**

**File 22: Proposed, 1947**

**File 23: Proposed, 1948**

**File 24: Proposed, 1949**

**File 25: Revenues & Expenditures, 1950**

**File 26: Proposed (added pencil notes), 1950**

**File 27: Proposed, 1950**

**File 28: Proposed, 1951**

**File 29: Adopted, 1951**

**File 30: Summary & Analysis, 1951**

**File 31: Proposed, 1952 (1)**

**File 32: Proposed, 1952 (2)**

**File 33: Proposed, 1952 (3)**

**File 34: Proposed, 1952 (4)**

**File 35: Proposed Draft, 1952**

**File 36: Adopted, 1952 (1)**

**File 37: Adopted, 1952 (2)**

**File 38: Adopted, 1952 (3)**

**File 39: Adopted, 1952 (4)**

**File 40: Proposed, Detail of Expenditures, 1953**

**File 41: Budget Summary, 1952-1953**

**File 42: Proposed, 1954**

**File 43: Proposed, Detail of Expenditures, 1955**

**File 44: Proposed, Detail of Expenditures, Maintenance and Operations in General and Operating Funds, 1955-1956**

**File 45: Proposed, Summary, 1955-1956**

**File 46: Proposed, Detail of Expenditures, 1957**

**File 47: Proposed, General/Special/Capital/School Budget, 1957**

**File 48: Summary, 1956-1957**

**File 49: Proposed, Detail of Expenditures, 1958**

**File 50: Schools, 1958**

**File 51: Proposed, Summary, 1962**

**File 52: Proposed, Summary, 1965**

**File 53: Two-Year Budget Projection, 1966-1967**

**File 54: Budget Message, "Emerging Horizons," 1969**

**File 55: Proposed, Budget Message, Summary, 1978**

**File 56: Budget Message, Summary, 1982**

**File 57: Budget Message, Summary, 1983**

**File 58: Charts, Revenues & Expenditure, 1932-1947**

## **Series 13: Annual Financial Reports**

**File 1: 1955 (FY)**

**File 2: 1976**

**File 3: 1978**

**File 4: 1980**

**File 5: 1981**

**File 6: 1982**

**File 7: 1984**

**File 8: Reports on Finances (summaries), 1938-1959**

## **Series 14: Operating Instructions**

**File 1: Manual of Standard Practice, Director of Finance, 1950**

**File 2: Manual of Standard Practice, 1952**

**File 3: Manual of Standard Practice, 1958**

**File 4: Manual of Standard Practice, 1965**

**File 5: Manual of Standard Practice, 1969**

**File 6: Classification/Codification of Accounts, 1941**

**File 7: Classification/Codification, 1945**

**File 8: Present Procedures: Purchasing, Contract Letting, Sales, 1951**

**File 9: Handling Money - Policies, Procedures, 1953**

**File 10: Purchasing Manual, 1954**

**File 11: Purchasing Manual, 1967**

**File 12: Purchasing Manual, 1976, with instructions, 1981**

**File 13: Accounting Manual, 1959**

**File 14: County Budget Manual, 1934 (OVERSIZE)**

**Series 15: Fiscal Affairs Advisory Committee**

**File 1: Report FY 1972 Budget**

**File 2: Report FY 1973**

**File 3: Report FY 1974**

**File 4: Report FY 1975**

**Subgroup 17: Court Cases**

**Series 1: Cab Service: Arlington Yellow Cab vs Transportation Inc.**

**File 1: Supreme Court of Appeals of VA, Appellees' Brief, 1966**

**Series 2: Desegregation: Hoffman-Boston Jr High School**

**File 1: U.S. Court of Appeals, Fourth Circuit, Decision, 1966**

**Series 3: Drowning Accident at Sewer Construction Site**

**File 1: Supreme Court of Appeals, Trial Record, 1957**

**Series 4: Federal Employees holding State/County Office**

**File 1: Circuit Court of Arlington County, Opinion, 1952**

**File 2: Supreme Court of Appeals of VA, Petitioner's Brief, 1952**

**File 3: Supreme Court of Appeals of VA, Memorandum Brief, 1952**

**File 4: Circuit Court of Arlington County, Opinion, 1952**

**Series 5: Fire Fighting Equipment, payment for**

**File 1: Supreme Court of Appeals of VA, Petition, 1936**

**File 2: Supreme Court of Appeals of VA, Defendant's Brief, 1937**

**Series 6: Incinerating Plant Bids**

**File 1: Supreme Court of Appeals of VA, Trial Record, 1948**

**File 2: Supreme Court of Appeals of VA, Defendant's Brief, 1948**

**File 3: Supreme Court of Appeals of VA, Opinion, 1949**

**Series 7: Real Estate Assessment**

**File 1: Supreme Court of Appeals of VA, Plaintiff's Brief, 1951**

**File 2: Supreme Court of Appeals of VA, Defendant's Brief, 1951**

**File 3: Circuit Court of Arlington, Opinion, 1952**

**Series 8: Wharf Construction in Potomac River**

**File 1: U.S. Supreme Court, Opinion, 1933**

**Series 9: Zoning: Cherrydale Cement Block Company**

**Subgroup 18: Environmental Affairs, Planning Division: Clippings**

**Series 1: Clippings by Year**

**File 1: 1935-1951 (1)**

**File 2: 1935-1951 (2)**

**File 3: 1952-1954 (1)**

**File 4: 1952-1954 (2)**

**File 5: 1952-1954 (3)**

**File 6: 1955 (1)**

**File 7: 1955 (2)**

**File 8: 1955 (3)**

**File 9: 1956-1957 (1)**

**File 10: 1956-1957 (2)**

**File 11: 1956-1957 (3)**

**File 12: 1957-1958 (1)**

**File 13: 1957-1958 (2)**

**File 14: 1957-1958 (3)**

**File 15: 1958-1959 (1)**

**File 16: 1958-1959 (2)**

**File 17: 1958-1959 (3)**

**File 18: 1960 (1)**

**File 19: 1960 (2)**

**File 20: 1961-1963 (1)**

**File 21: 1961-1963 (2)**

**File 22: 1961-1963 (3)**

**File 23: 1961-1963 (4)**

**File 24: 1964 (1)**

**File 25: 1964 (2)**

**File 26: 1964 (3)**

**File 27: 1964 (4)**

**File 28: 1965-1966 (1)**

**File 29: 1965-1966 (2)**

**File 30: 1965-1966 (3)**

**File 31: 1965-1966 (4)**

**File 32: 1965-1966 (4)**



File 33: 1966-1967 (1)

File 34: 1966-1967 (2)

File 35: 1966-1967 (3)

File 36: 1966-1967 (4)

File 37: 1968 (1)

File 38: 1968 (2)

File 39: 1968 (3)

File 40: 1969 (1)

File 41: 1969 (2)

File 42: 1969 (3)

File 43: 1969 (4)

File 44: 1970 (1)

File 45: 1970 (2)

File 46: 1970 (3)

File 47: 1970 (4)

File 48: 1971 (1)

File 49: 1971 (2)

## **Series 2: Clippings by Subject**

File 1: The Elderly

File 2: Nursing Homes

File 3: LRCIP Long Range Improvement

File 4: Condominiums and Townhouses

File 5: Transportation

File 6: County Board and Other Members

File 7: Parking

File 8: Jefferson Davis/Route 1 Corridor

File 9: Environment

File 10: Highways

File 11: Mass Transit

## **Subgroup 19: 1966 Arrangement of County Manager's Documents**

File 1: Documents Collection Main Entry List, 1966

File 2: Reference: A Library Classification for Public Administration Materials, Sophia Hall Glidden, 1942

File 3: Thesis: A Proposed Plan for the Organization and Administration of a Reference Library for the County Manager Government of Arlington, Virginia, Marcel Raymond Gerin, Catholic University, 1959

## **Subgroup 20: Advisory Groups**

Series 1: Advisory Group Listings

- File 1: "Boards, Committees, and Commissions of Arlington County," 1954
- File 2: "Boards, Committees, and Commissions of Arlington County," 1956
- File 3: "Boards, Committees, and Commissions of Arlington County," 1957
- File 4: "Boards, Committees, and Commissions of Arlington County," 1958
- File 5: "Boards, Committees, and Commissions of Arlington County," 1959
- File 6: "Boards, Committees, and Commissions of Arlington County," 1960
- File 7: "Boards, Committees, and Commissions of Arlington County," 1961
- File 8: "Boards, Committees, and Commissions of Arlington County," 1963
- File 9: "Boards, Committees, and Commissions of Arlington County," 1964
- File 10: "Boards, Committees, and Commissions of Arlington County," 1966
- File 11: "Boards, Committees, and Commissions of Arlington County," 1968
- File 12: "Boards, Committees, and Commissions of Arlington County," 1969
- File 13: "Boards, Committees, and Commissions of Arlington County," 1970
- File 14: "Boards, Committees, and Commissions of Arlington County," 1971-1972
- File 15: "Boards, Committees, and Commissions of Arlington County," 1974
- File 16: Advisory Groups, 1975
- File 17: Advisory Groups, 1976
- File 18: Advisory Groups, 1977
- File 19: Advisory Groups, 1980
- File 20: Advisory Groups, 1981 (1)
- File 21: Advisory Groups, 1981 (2)
- File 22: Advisory Groups, 1982
- File 23: Citizens on Committees, County Board name list, 1960

## **Series 2: Budget & Finance**

- File 1: Business and Professional License Tax in Arlington, Advisory Committee on Fiscal Affairs, 1951
- File 2: Interim Budget Committee Report, 1954

## **Series 3: Civil Service**

- File 1: Civil Service Commission Minutes and Agendas, 1973
- File 2: Civil Service Commission Minutes and Agendas, 1974
- File 3: Civil Service Commission Minutes and Agendas, 1975
- File 4: Civil Service Commission Minutes and Agendas, 1976
- File 5: Civil Service Commission Minutes and Agendas, 1977
- File 6: Civil Service Commission Minutes and Agendas, 1978
- File 7: Civil Service Commission Minutes and Agendas, 1979
- File 8: Civil Service Commission Minutes and Agendas, 1980

**File 9: Civil Service Commission Minutes and Agendas, 1981**

**File 10: Civil Service Commission Minutes and Agendas, 1982**

**File 11: Board of Trustees, Supplemental Retirement System, Minutes, 1976-1982 (scattered)**

## **Series 4: Consumer Protection**

**File 1: Consumer Protection Commission Annual Reports, 1971-1972**

**File 2: Consumer Protection Commission Annual Reports, 1973**

**File 3: Consumer Protection Commission Annual Reports, 1974**

**File 4: Consumer Protect Commission, 1971-1974**

**File 5: Consumer Arbitration Rules, Consumer Protection Commission, 1972**

**File 6: Help Balance Your Scale of Living leaflet, Consumer Affairs Commission, n.d.**

## **Series 5: County Government**

**File 1: Incorporation of Arlington under 1946 Charter, Citizens Study Commission on Local Government, Report #3, 1952**

**File 2: Report to Citizens, Commission on Incorporation, 1958**

**File 3: Commission on Incorporation, Final Report & Proposed Charter, 1959**

**File 4: Study Commission of City/County Form of Government, Preliminary Report, 1979**

**File 5: Study Commission, Final Report, 1979**

**File 6: Improving Local Government, Ad Hoc Committee Report, 1981**

## **Series 6: Criminal Justice**

**File 1: Physical Security Guidelines, draft (no date), Criminal Justice Advisory Commission**

**File 2: Police Advisory Committee Report, 1968**

**File 3: Criminal Justice Advisory Committee, 1975-1979**

**File 4: Survey of Victims & Witnesses of Felony Crimes in Arlington County, Criminal Justice Advisory Committee, 1978**

## **Series 7: Drug Abuse**

**File 1: Citizens' Advisory Committee, Drug Abuse Program, 1974-1975**

## **Series 8: Ethics**

**File 1: Citizens' Committee on Ethics in Government, Report, 1952**

## **Series 9: Environment**

**File 1: Environmental Quality 1972, Annual Report, Environmental Improvement Commission**

**File 2: Environmental Improvement Commission, 1973**

**File 3: Environmental Improvement Commission, 1974**

**File 4: Environmental Improvement Commission, 1975**

**File 5: Environmental Improvement Commission, 1976**

**File 6: Environmental Improvement Commission, 1977**

**File 7: Beautification Committee, 1965**

**File 8: Beautification Committee, 1966**

**File 9: Beautification Committee, 1967**

**File 10: Beautification Committee, 1969**

**File 11: Beautification Committee, 1975, 1977, 1978, 1983**

## **Series 10: Growth**

**File 1: Problems of Growth in Arlington, Arlington Committee on Optimum Growth, 1971**

**File 2: Arlington Growth Patterns Committee, Minutes, September 1973**

**File 3: Rosslyn-Ballston Corridor, Citizens' View, Arlington Committee on Optimum Growth, 1973**

## **Series 11: Housing**

**File 1: Housing Needs, Arlington Community Action Committee, 1966**

**File 2: Housing Advisory Committee, First Annual Report, 1972**

**File 3: Tenant-Landlord Commission, 1974, 1975, 1977-1980**

**File 4: Tenant-Landlord Commission, 1981-1983**

**File 5: References: Housing Standards Ordinance, 1972; Absentee Landlord Law, 1973 (Resident Agent Section)**

## **Series 12: History**

**File 1: Cultural Heritage Commission Recommendations, 1964**

**File 2: Historical Affairs & Landmark Review Board, Annual Report, 1987**

## **Series 13: Human Resources**

**File 1: Directory of Resources, Community Council, 1947**

**File 2: Community Resources Directory, Arlington Community Chest & Council, 1949**

**File 3: Advisory Committee on Public Welfare, Report, 1961**

**File 4: Arlington's Low Income Families (Working Poor and Elderly), Health & Welfare Council, 1969**

**File 5: School Health Services, Ad Hoc Committee, minutes, 1974**

**File 6: Human Services Integration, Ad Hoc Committee, hearing, press release, clippings, 1975**

**File 7: Human Resources Commission Agenda, April 1976**

**File 8: Advisory Committee on Health & Welfare, Report, County Board responses (no date)**

**File 9: Arlington Community Mental Health & Mental Retardation Services Board, 1976-1979**

**File 10: Commission on Aging, Agendas, Minutes, Correspondence, 1973**

**File 11: Commission on Aging, Agendas, Minutes, Correspondence, 1974**

**File 12: Commission on Aging, Agendas, Minutes, Correspondence, 1975**

**File 13: Commission on Aging, Agendas, Minutes, Correspondence, 1976**

**File 14: Commission on Aging, Agendas, Minutes, Correspondence, 1977**

**File 15: Commission on Aging, Agendas, Minutes, Correspondence, 1978**

## **Series 14: Manpower**

**File 1: Manpower Planning Council, 1974-1978**

**File 2: Manpower Planning Council, 1979**

**File 3: Manpower Planning Council, 1980**

**File 4: Manpower Planning Council, 1981**

**File 5: Manpower Planning Council, 1982**

**Series 15: Neighborhood Services**

**File 1: Community Council, First Annual Report, 1946**

**File 2: Arlington Arts Center, Ad Hoc Advisory Committee, 1968**

**File 3: Neighborhood Services Study Committee, Report, 1972**

**Series 16: Parks and Recreation**

**File 1: Park and Recreation Commission, 1974-1979 (scattered)**

**File 2: Open Space in Rosslyn-Ballston Corridor, Park & Recreation Committee, 1984**

**Series 17: Pentagon City**

**File 1: Pentagon City Coordinating Committee Response to Rezoning Application, 1976 (1)**

**File 2: Pentagon City Coordinating Committee Response to Rezoning Application, 1976 (2)**

**File 3: Pentagon City Coordinating Committee Response to Rezoning Application, 1976 (3)**

**Series 18: Planning**

**File 1: Six-Year Plan, Prelim Report, Planning Committee, 1950**

**File 2: Arlington Catches Up!, Six Year Improvement Program, Arlington. County Planning Commission, 1951**

**File 3: Planning Commission Annual Report, 1951**

**File 4: Arlington Looks Ahead, Six-Year Improvement Program, Planning Committee, 1951**

**File 5: Arlington Looks Ahead, Supplement 1, Arlington Development Committee, 1953**

**File 6: Master Plan Work Program approval, Planning Committee, 1956**

**File 7: Prospectus & Work Program, Arlington Development Committee, 1956**

**File 8: Critical Choices, rough draft, Committee on Long-Range County Improvement Program, 1975**

**File 9: Critical Choices, final draft (from the above)**

**Series 19: Public Utilities**

**File 1: Public Utilities Commission Annual Report, 1934**

**File 2: Public Utilities Commission Annual Reports, 1947- 1955**

**File 3: Public Utilities Commission Annual Reports, 1956- 1960**

**File 4: Public Utilities Commission Annual Reports, 1961- 1965**

**File 5: Water Resources Citizen Advisory Committee, Recommendations on Draft 208 Plan, 1978**

**File 6: Water Needs, Ad Hoc Committee Report, 1980**

**Series 20: Rosslyn**

**File 1: Rosslyn Committee Report, 1978**

**Series 21: Transportation**

**File 1: Citizens' Action Committee on I-66, report, 1958**

**File 2: Ad Hoc Committee, National Airport, Background, 1979-1983**

**File 3: Ad Hoc Committee, National Airport, Industry Reports, 1980-1983**

**File 4: Ad Hoc Committee, National Airport, Government Agency Reports, 1977-1983**

**File 5: Ad Hoc Committee, National Airport, Correspondence, 1980-1983**

**File 6: Ad Hoc Committee, National Airport, Minutes and Agendas, 1983-1984**

## **Series 22: Urban Renewal**

**File 1: Urban Renewal Referendum, Ad Hoc Committee Report, 1961**

## **Series 23: Women**

**File 1: Committee on Status of Women, Report, 1974**

**File 2: Committee on Status of Women, Minutes, Pub Hearing, 1973**

**File 3: Committee on Status of Women, Minutes, March 1974**

## **Series 24: Zoning**

**File 1: Public Notices, Board of Zoning Appeals, 1972**

**File 2: Public Notices, Board of Zoning Appeals, 1973**

**File 3: Public Notices, Board of Zoning Appeals, 1974**

**File 4: Public Notices, Board of Zoning Appeals, 1975**

**File 5: Public Notices, Board of Zoning Appeals, 1976**

**File 6: Public Notices, Board of Zoning Appeals, 1977**

**File 7: Public Notices, Board of Zoning Appeals, 1978**

**File 8: Public Notices, Board of Zoning Appeals, 1979**

**File 9: Public Notices, Board of Zoning Appeals, 1980**

## **Subgroup 21: Arlington County Civic Federation**

### **Series 1: Schools Committee**

**File 1: Agenda, Patrick Henry PTA, November 1945**

**File 2: Bond Issue, Background, 1952**

**File 3: School Operating Budget, 1952-1953**

**File 4: School Budget, School Board's Estimate, 1952-1953**

**File 5: Uncovering Hidden Numbers...School & Out-of-School Number Experiences, Arlington County Schools, 1953**

**File 6: What About Reading? Fact List, Arlington County Schools, 1953-1954**

**File 7: Water Restrictions flyer, Department of Public Service, Water Division, 1954**

**File 8: Student Body & Faculty Profile, Northern Virginia University Center, 1954**

**File 9: "Facts Concerning Segregation and Integration," Arlington County School Board, November - December, 1954**

**File 10: Mental Health in Virginia, Quarterly, Virginia Department of Mental Hygiene & Hospitals, Autumn,**

1954

**File 11: Arlington Civic Federation Bulletin, 1954, 1955 (scattered)**

**File 12: School Budget, Proposed, 1954-1955, with Report of Salary Committee, Arlington Education Association, 1954**

**File 13: Statistics, Committee Assignments, news clips, 1954-1955**

**File 14: School Budget, Proposed, 1955-1956**

**File 15: Bonds, County & School, Voter Information, 1971**

**File 16: Planning Regulations, County, pamphlets, 1978**

**File 17: Office Building Directory, with news clip of Rosslyn development, 1980**

**File 18: Expansion of NOVA University Center, report, (no date)**

**File 19: Broyhill Campaign Brochure (no date)**

**File 20: Information for Committee Chairmen, Arlington County Civic Federation (no date)**

**File 21: Miscellaneous: Information on Schools, 1950s-1960s (scattered)**

**File 22: Elections: Informational Materials, 1950s-1960s (scattered)**

**File 23: Miscellaneous: Information on Various Civic Organizations, 1950s-1980s (scattered)**