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USE OF INDEX: This index is designed for user ease. To locate information found in the code, formulate a specific question. The key words in that question then become guides for using the index. In the event you do not locate the desired information on your first attempt, the following checklist may help.

- 1) Cross references (when needed) are always located at the beginning of entries. Have you overlooked any?
- 2) Frequently initial questions are too general. Reformulating a more specific question may help.
- 3) Information on officials can be found two ways. The entry for an official's title contains general duties as well as conditions of his or her office, such as compensation and tenure. Duties assigned to the official by ordinances on specific subjects will be found under those subjects.

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