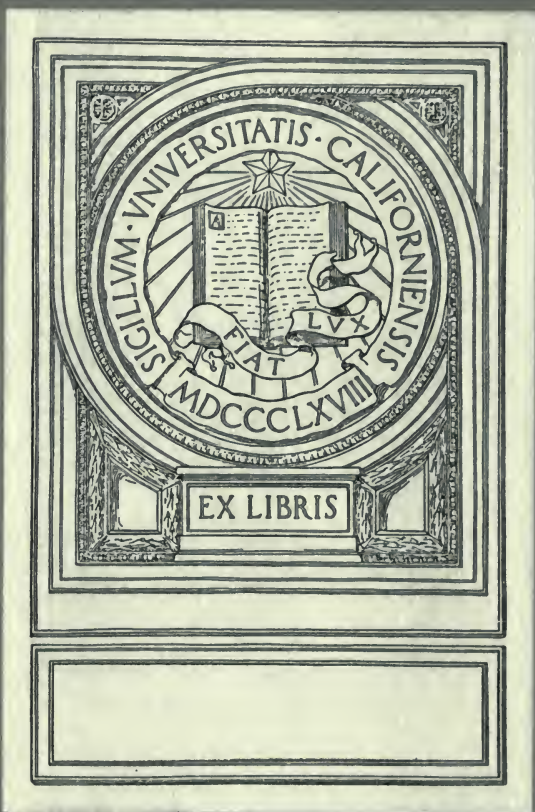


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## INTRODUCTORY.

*"Knowledge is of two kinds. We know a subject ourselves or we know where we can find information upon it. When we enquire into any subject, the first thing we have to do is to know what books have treated of it."*—

SAMUEL JOHNSON.

In any rapidly developing literary or scientific field, an absolutely complete bibliography is an impossible ideal. No argument is needed to show that municipal government in the present stage of public interest presents such a field. Since the publication of the first edition of this work in 1897, the literature on cities has grown so rapidly that from three to four times as much space is now required to list it adequately. Amid such a flood of materials, it is unavoidable that some errors and omissions should occur. In spite of the exercise of the utmost caution, the bibliographer therefore can only hope that such as may be found in the present work will not prove to be of a serious character.

However, it is believed that the materials presented will prove sufficient in all cases either to open up any portion of the field to the thorough investigator, or to answer the chance question of the casual seeker for information. In order that the lists might answer such diverse ends as these, many titles of apparently ephemeral and local interest have been included. There is no widespread interest, so far as the compiler is aware, in the water works of Kowloon, nor can it be claimed that a German *Doktorarbeit* on the population of some obscure fifteenth century market-town touches a burning question of the day. Yet among those into whose hands the bibliography may fall there perhaps will be some to whom such subjects are of professional or local interest, and it is certainly a legitimate purpose of a work of this nature to facilitate access to the information they seek. For while there is undoubtedly great need among students for a systematic guide to the *best* literature on the subject of municipal government, the purpose of a bibliography, like that of a dictionary, is wider and more catholic. It cannot afford to be exclusive, it cannot profess to present the best only, it must seek to be comprehensive.

Accordingly the present edition has retained the same ambitious scope proposed for the work of 1897, and aims to include the books, pamphlets and periodical literature on municipal affairs of the United States,



Great Britain and Colonies, Germany, France, Italy, Spain and other European countries. It is a pleasure to note in this connection that the collections made by American librarians in the meantime—notably that of the Reform Club Committee on City Affairs—have greatly lightened the labor of the bibliographer and assured it a degree of comprehensiveness before impossible of attainment. All the materials published in the first edition of the bibliography and in the fifteen quarterly supplements prepared by Dr. Maltbie, and appearing subsequently in *MUNICIPAL AFFAIRS*, are included in the present work. A great number of references gathered by special investigators in English, German and French libraries have also been added. Especially useful were the briefer bibliographies covering one part or another of the field, which have been issued by various organizations since 1897.

So far as public documents are concerned, the aim of the present bibliography is the same as that of its predecessor. Formal accounts and routine reports of cities or of organizations following municipal ends have not been indexed except where specially important matter justified mention. On the other hand an attempt has been made to include all the more important special reports, national, state and local, on municipal topics. This distinction may perhaps be made clearer by a few illustrations. Routine reports—those omitted—include, for instance, Municipal Registers, City Documents or Year Books of American cities, the *Verwaltungsberichte* and *Haushaltsetats* of German cities, etc. To have cumbered the bibliography with such titles would have added enormously to its bulk and practically nothing to its value.

Special reports—those indexed—include such as appear at irregular intervals, often from sources outside the city. Thus our own Consular Reports contain much valuable material, and have been indexed in detail, since otherwise the only access to them would be through the numerous indexes and tables of contents in the Consular Reports themselves. The investigations of special legislative committees, as the Lexow Committee, the Parliamentary Commission upon Municipal Trading now in session in Great Britain, also belong to this category. State administrative departments sometimes publish the results of investigations of great municipal interest, *e. g.*, the recent reports of state labor bureaus on municipal ownership. Studies of this sort are somewhat out of the line of the regular work of these departments and consequently might be overlooked unless special reference were made to them. Sometimes city councils or administrative officials make investigations of special topics not usually included in their regular reports, as the report of the special committee of the City Council of Chicago on street railway franchises and operations in that city. Valu-

able special reports are also made from time to time by business men's associations, municipal leagues and other similar organizations.

While attempting to note materials of the above description, the bibliography can make no claim to completeness in this direction. But it represents the results gleaned from a few of the most thoroughly equipped libraries in the country, and will perhaps serve better to point out the meagreness of our resources in this field than to indicate its real extent and richness.

A few words regarding the arrangement of references may facilitate use of the work. The bibliography is divided into two main parts, a Subject Index (p. 1) and an Author List (p. 313). The Subject Index includes not only the principal topics of municipal administration—a partial list of which is given on page VII., but cities and countries as well, all arranged alphabetically. In the arrangement of the references the following plan has been followed: All relating to any one city have been grouped under that city. Thus references on Sewage Disposal in Berlin are found under BERLIN, subhead Sewage Disposal. The same is true as to countries. The references on Water Supplies in the United States, for instance, are under UNITED STATES, subhead Water Works. In each case, cross references to the city and country have been placed under the main topics. Thus, for example, immediately following the head LIGHTING there is a list of the cities and countries under which will be found additional material on lighting, but which is not general in character, relating only to the city or country referred to.

In the division of topics the compiler has aimed at a greater degree of centralization than in the first edition. For example, such topics as "Special Assessments," "Municipal Bonds," "Municipal Finance," "Octrois" and "Taxation," which were before given separately, are combined in the present work under the single heading "Finance." Cross references under the former separate headings indicating all such changes will speedily set students familiar with the old arrangement on the right track. The advantage gained by the bringing together of all the separate subdivisions of a given topic will, it is hoped, more than compensate for the initial annoyance involved.

One other feature of the Subject Index needs special mention. Upon classifying the material according to this plan a small number of unclassifiable titles were found which resisted every device of the bibliographer's art, titles referring neither to any particular city, nor country, nor single topic. These, together with the important general works, have been given special prominence by being grouped at the beginning of the Subject Index



(p. 1) under the rubric "CITY GOVERNMENT, GENERAL AND UNCLASSIFIED." A similar plan has been followed in each country and city.

In order to keep the bibliography within reasonable limits of size, titles of works were not repeated in the Author List (p. 313). By means of the figures following the names of authors, full reference to their works may readily be found in their appropriate places in the Subject Index. Thus the notation "2—12" refers to title 12 on page 2, and "237—78" refers to title 78 on page 237. The same system is followed in cross references in Subject Index. Whenever one finds the phrase "see 1—4b," or a similar symbol, it means consult reference 4b on page 1; the first number indicating the page and the second the paragraph.

The abbreviations adopted are those in common usage, and are so simple as to be easily understood and to render unnecessary the publication of a long and cumbersome list of magazines. If desirable, the reader may refer to any previous issue of MUNICIPAL AFFAIRS, where a considerable number are listed.

Altogether, this edition contains about 12,000 different entries in the Subject Index. In the Author List there are some 8,000 titles referred to under the names of nearly 4,500 authors. By far the larger proportion of the titles are in the English language, but Germany, France, Italy, Austria, Spain, Russia, Holland, Switzerland and many other countries are well represented.

The compiler desires to express his deep sense of obligation to Dr. Milo Roy Maltbie, editor of MUNICIPAL AFFAIRS, who has prepared the quarterly bibliographies appearing since 1897, and without whose assistance the appearance of the present edition would have been subjected to even greater delay than the unexpected magnitude of the work rendered unavoidable. Special mention is also due to the courteous and efficient library staffs of Cornell and Columbia universities.

Ithaca, N. Y., May 30, 1897.

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# SUBJECT INDEX

## INCLUDING CITIES, STATES AND COUNTRIES.

### City Government, General Works and Unclassified.

[Note.—The literature of city government, and especially the part produced in America, is of such a nature that to distinguish between works that are systematic and those that are propagandist is practically impossible. Under the above general heading, therefore, are included all materials which in the Bibliography of 1897 were placed under the topics "Administration" and "Reform," together with all similar titles of more recent date. In current discussion, the terms "city government," "municipal administration," etc., are used interchangeably. Articles bearing such titles are grouped below. In arranging articles dealing with special cities and countries, the same division into topics has been followed as in the Bibliography as a whole. The list of cities and states under each topic indicates that articles dealing with that subject in these cities and states may be found under their names. One exception to the general alphabetical arrangement has been made by placing the titles of works dealing with municipal government, general city conditions, or which are otherwise unclassifiable, at the head of the lists under the name of separate cities and states.]

Short list of cyclopedias and other works frequently referred to by number:

- "Cyclopedia of Political Science, Political Economy and of the Political History of the United States." Lalor, John J. Chicago, M. B. Carey & Co., 1883. 3 vols. \$7.50 each. 1
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- "Encyclopedia of Social Reform, Including Political Economy, Political Science, Sociology and Statistics, etc." Bliss, W. D. P. (Editor). London and New York, Funk & Wagnalls Co., 1897. 8vo. 1439 pp. Cl. \$7.50. 3
- "Historic Towns Series, American." Powell, Lyman P. (Editor.) 3 vols. New York, Putnams, 1898, 1899, 1900. 8vo. 597, 439, 528 pp. Cl. \$3.50 each. 4a  
     Historic Towns of New England. 4b  
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To facilitate reference, the literature upon this subject has been arranged as follows:

- General Works, pp. 157-164.  
 Lighting—General, pp. 164-5.  
     —Electricity, pp. 165-6.  
     —Gas, pp. 166-7.  
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