

furnish a bond with such surety, in such form and in an amount to be determined by the County Commissioners, premium of which shall be levied for and paid out of County tax funds.

SEC. 3. It shall be the duty of all heads of departments and officers in charge of the functions for which County money is to be expended to file with the Clerk of the County Commissioners, before the 15th day of May of each year:

(a) A complete statement of the amounts expended and estimated to be expended for each object in his department in the current fiscal year;

(b) A statement of the amounts expended for each object in his department in the fiscal year preceding the then current fiscal year, and,

(c) An estimate of the requirements of his department for each object in the ensuing fiscal year, and all such statements and estimates shall list each object of disbursement under the appropriate function of government.

SEC. 4. Upon the receipt of such statements and estimates, the Clerk to the County Commissioners, with the assistance of the County Accountant, shall prepare:

(a) An estimate of the amounts necessary to be appropriated for the next ensuing fiscal year for the different objects of the County, listing each object or disbursement under the appropriate function, which estimate shall include and show the full amount of any deficit in any fund, and may include an emergency estimate for each fund not greater than five per cent in excess of the estimates for such fund, and

(b) An itemized estimate of the revenue to be available during the ensuing fiscal year, separating revenue from taxes from revenue from other sources, and classifying the same under proper funds, and

(c) An estimate of the amount of unencumbered and surplus revenues of the current fiscal year in each fund. Such estimates and statements shall be termed "The Budget Estimate" and shall be submitted to the Board not later than the first Monday of June of each year.

SEC. 5. It shall be the duty of the Board of County Commissioners, not later than the first Monday before the last Tuesday in June of each year, to adopt and record