842

FRANCISCO DIRECTORY. SAN

same to be opened except in his presence. At the closing up of the same, each day, he shall take an account and enter in the proper book, the exact amount of money on hand, and at the end of every month shall make and publish a statement of all receipts into, and payments from, the treasury, and on what account. If he violate any of the provisions of this section, he shall be considered a defaulter, and shall be deemed guilty of a misdemeanor in office, and be liable to removal, and shall be proceeded against accordingly. If he loan or deposit said moneys, or any part thereof, contrary to the provisions of this section, or apply the same to his own use or to the use of any other person, in any manner whatsoever, or suffer the same to go out of his personal custody, except in payment of audited demands upon the treasury, he shall be deemed guilty of felony, and on conviction thereof, shall suffer imprisonment in the State Prison for a period not less than three nor more than ten years.

SEC. 80. The Treasurer shall keep the moneys belonging to each fund separate and distinct, and shall, in no case, pay demands chargeable against one fund out of the moneys belonging to another, except as otherwise provided in this Act, without an express order of the Board of Supervisors, which can only be made at or after the third regular session, held during the fiscal year, by a vote of two-thirds. The said Treasurer shall give his personal attendance at his public office during the office hours fixed in this Act; and if he absent himself therefrom, except on account of sickness, or urgent necessity, during such office hours, he shall lose his salary for the entire day on which he was absent.

SEC. 81.

[Repealed. See Act of the Legislature, March 28, 1859.] No payment can be made from the treasury or out of the public funds of said city SEC. 82. and county, unless the same be specifically authorized by this Act, nor unless the demand which is paid, be duly audited, as in this Act provided; and that must appear upon the face of it. No demand upon the treasury shall be allowed by the Auditor in favor of any person or officer in any manner indebted thereto, without first deducting the amount of such indebtedness, nor to any person or officer having the collection, custody, or disbursement of public funds, unless his account has been duly presented, passed, approved, and allowed, as required in this Act; nor in favor of any officer who shall have neglected to make his official returns or his reports, in writing, in the manner and at the time required by law, or by the regulations established by the Board of Supervisors; nor to any officer who shall have neglected or refused to comply with any of the provisions of this or any other Act of the Legislature, regulating the duties of such officer, on being required in writing, to comply therewith by the President of the Board of Supervisors, or the Supervisor of the respective district; nor in favor of any officer for the time he shall have absented himself without lawful cause, from the duties of his office during the office hours prescribed in this Act; and the Auditor may examine any officer, receiving a salary from the treasury, on oath, touching such absence.

SEC. 83. The term " audited," as used in this Act, with reference to demands upon the treasury, is to be understood their having been presented to, and passed upon, by every officer and Board of Officers, and finally allowed as required by law; and this must appear upon the face of the paper representing the demand, or else it is not audited. The term "law or laws," as used in this Act, is never to be understood as applicable to any regulation of the Board of Education, or of the Board of Supervisors, or Board of Delegates of the Fire Department, but only applicable to the constitution and the laws made or adopted by the Legislature in pursuance thereof.

SEC. 84. Every demand upon the treasury, except the salary of the Auditor, and including the salary of the Treasurer, must, before it can be paid, be presented to the Anditor of the city and county to be allowed, who shall satisfy himself that the money is legally due and remains unpaid, and whether the payment thereof from the treasury in the city and county is authorized by law, and out of what fund. If he allow it, he shall indorse upon it the word "allowed," with the name of the fund out of which it is payable, with the date of such allowance, and sign his name thereto; but the allowance or approval of the Auditor, or of the Board of Supervisors, or any other Board, or officer, of any demand, which upon the face of it appears not to have been expressly made by law payable out of the treasury or fund to be charged therewith, shall afford no warrant to the Treasurer or other disbursing officer for paying the same. No demand can be approved, allowed, audited, or paid, unless it specify each several item, date, and value composing it, and refer to the law by title, date, and section authorizing the same.

SEC. 85. The demand of the Auditor for his monthly salary shall be audited and allowed by the President of the Board of Supervisors. All other monthly demands on account of salaries, fixed by law, and made payable out of the treasury of said city and county, may be allowed by the Auditor without any previous approval. All demands payable out of the School Fund must, before they can be allowed by the Auditor, or paid, be previously approved by the Board of Education, or by the President thereof, and Superintendent of Common Schools acting under the express authorization of said Board. Demands for teachers' wages or other expenses appertaining to any school, cannot be approved, allowed, or audited, to an amount exceeding the share