



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Treasurer-Tax Collector
Department No.: 065
For Agenda Of: 6/16/2020
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Harry E. Hagen, CPA, CFIP, CGIP, CPFA, CPFO, ACPFIM,
Director(s) Treasurer-Tax Collector-Public Administrator
805-568-2490
Contact Info: LeAnne Hagerty, CPA, CPFO
Treasury Finance Chief
805-568-2498
SUBJECT: Public Administrator/Public Guardian Revolving Fund

County Counsel Concurrence

As to form: Yes

Other Concurrence: N/A

As to form: Select_Concurrence

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- A. Adopt a resolution authorizing the Treasurer-Tax Collector-Public Administrator to increase the amount in the Public Administration/Public Guardian Revolving Fund to \$5,000 pursuant to authority contained in Sections 29460-29463 of the Government Code.
- B. Determine that the above action does not involve any commitment to any specific project which may result in potentially significant impact on the environment, and therefore it is not a project under the California Environmental Quality Act (CEQA) pursuant to section 15378(b)(4) of the CEQA Guidelines.

Summary Text:

On October 3, 1977, pursuant to authority contained in Sections 29460-29463 of the Government Code, the Board of Supervisors adopted Resolution 77-469 establishing a \$1,000 revolving fund for the Public Administrator/Public Guardian. As costs related to securing the possession and/or protecting the assets of estates have increased over the years, the Treasurer-Tax Collector-Public Guardian is requesting that the amount in this fund be increased to \$5,000.

Background:

On October 3, 1977, pursuant to authority contained in 29460-29463 of the Government Code, the Board of Supervisors adopted Resolution 77-469 establishing a \$1,000 revolving fund for the Public Administrator/Public Guardian to be used in paying fees, expenses and charges incurred by him:

- (a) In securing the possession or protecting the assets of any estate, or
- (b) For the purpose of securing letters of administration, or letters of guardianship or conservatorship, in any estate in which the Public Administrator or Guardian has no funds for the payment of such fees, charges, or expenses but anticipates securing sufficient assets to reimburse the county for such amounts, or
- (c) Where accounting convenience would be served by making a single payment on behalf of several estates and funds are available for immediate reimbursement of the revolving fund by cash transfer.

The fees, charges, and expenses incurred in connection with any estate are required to be administered by the Public Administrator/Public Guardian. As soon as sufficient assets of an estate are received by the Public Administrator/Public Guardian, he will replenish the Revolving Fund by payment from such assets. If the assets are insufficient therefor, the revolving fund will be replenished from the Treasurer-Tax Collector-Public Administrator annual budget.

Fiscal and Facilities Impacts: None

Budgeted: No

Fiscal Analysis:

Funding Sources	Current FY Cost:	Annualized On-going Cost:	Total One-Time Cost
General Fund	\$ 4,000.00		\$ 4,000.00
State			
Federal			
Fees			
Other:			
Total	\$ 4,000.00	\$ -	\$ 4,000.00

Narrative:

The source of funds for the increase in the Public Administrator/Public Guardian Revolving Fund will be from Treasurer-Tax Collector-Public Administrator current year excess Estate Fees.

Attachments:

Resolution authorizing the Treasurer-Tax Collector-Public Administrator to increase the amount in the Public Administration/Public Guardian Revolving Fund.

Authored by:

LeAnne Hagerty, CPA, CPFO – Treasury Finance Chief