

2025700000—Sheriff-Public Administrator

Law & Justice

Patrick Withrow, Sheriff-Coroner-Public Administrator

General Fund	2017-2018 Actual	2018-2019 Adjusted	2019-2020 Requested	2019-2020 Recommended	Increase/ (Decrease)
Expenditures					
Salaries & Benefits	\$479,226	\$488,164	\$509,122	\$509,122	\$20,958
Services & Supplies	20,552	22,298	23,118	23,118	820
Centrally-Budgeted Expenses	2,712	3,303	73,284	73,284	69,981
Total Appropriations	\$502,490	\$513,765	\$605,524	\$605,524	\$91,759
Earned Revenues By Source					
Charges For Services	\$187,355	\$119,400	\$120,000	\$120,000	\$600
Total Revenues	\$187,355	\$119,400	\$120,000	\$120,000	\$600
Net County Cost	\$315,135	\$394,365	\$485,524	\$485,524	\$91,159
Allocated Positions	4.0	4.0	4.0	4.0	0.0

Purpose

The Public Administrator is mandated under California law to take charge of estates when no other person qualifies. This includes the administration of estates when an executor is not able to serve, and where no person having priority of appointment over the Public Administrator can be, or is willing to be, appointed as administrator.

Staff participate in a full-range of activities established by the California Probate Code. Responsibilities include locating and determining heirs; marshaling, protecting, and liquidating assets as required; making funeral arrangements; paying estate debts; managing and selling real and personal property; clearing tax obligations of estates; preparing estate financial reports; distributing residue to those entitled; and coordinating casework with County Counsel, the courts, and other agencies.

In some cases, the Public Administrator serves to administer the estate to its conclusion; in others, the Public Administrator serves as caretaker until the family is located, and then refers the case to the family for completion. In these cases, the Public Administrator's office helps the public navigate through the probate procedures by answering questions and providing forms to help citizens in administering a family member's estate.

The Public Administrator is not an attorney and does not offer legal advice. The Public Administrator's office is paid

statutory fees for its work, with a portion of those fees allocated to employ County Counsel for legal services.

Major Budget Changes

Salaries & Employee Benefits

- \$20,958 Salary and benefits adjustments.

Centrally-Budgeted Expenses

- \$69,851 Addition of Countywide Cost Allocation Plan charges.

Program Discussion

The 2019-2020 recommended budget for the Public Administrator totals \$605,524, which is an increase of \$91,759 from the 2018-2019 adjusted budget, reflecting salary and benefits adjustments and the addition of Countywide Cost Allocation Plan charges.

During 2019-2020, the Public Administrator's office plans to continue its effort to review and take on more elective cases from the courts, local code enforcement agencies, the Treasurer-Tax Collector, the State Department of Health Services, and private attorneys.

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Workload Data

	-----Actual-----			Est./Act.	Projected
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
<i>Decedent Estates</i>	98	141	137	135	128
<i>Estates with Real Estate</i>	21	25	28	26	25
<i>Re-opened Cases</i>	4	2	3	0	2
<i>Cases Referred to Family Members</i>	7	5	14	24	13
<i>Average Number of Open Cases</i>	93	110	104	101	102
<i>Closed Cases</i>	111	105	124	108	112
<i>Value of Estates Managed (Total)</i>	\$5,951,879	\$5,067,493	\$4,063,616	\$4,046,013	\$4,653,747