



**Superior Court of California
County of Calaveras**

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*Douglas V. Mewhinney
Presiding Judge*

*John E. Martin
Judge*

*Hugh K. Swift
Court Executive Officer*

*Grant V. Barrett
Commissioner*

October 31, 2011

VIA E-MAIL AND REGULAR MAIL

Ms. Jody Patel
Regional Administrative Director
Judicial Council of California - Administrative Office of the Courts
2860 Gateway Oaks Drive, Suite 400
Sacramento, CA 95833-4336

Re: Notice of Change in Court Clerks' Office Hours

Dear Jody:

Please see the attached "Notice of Change in Court Clerks' Office Hours". Please consider this notice to the Judicial Council, as required by Government Code Section 68106(b), the Calaveras Superior Court intends to reduce the hours the Clerks' Office is open. The change takes effect on January 1, 2012.

Please let me know if you have any questions or comments.

Sincerely,

Hugh K. Swift

cc: Presiding Judge Douglas V. Mewhinney



Superior Court of California County of Calaveras

NOTICE OF CHANGE OF COURT CLERKS' OFFICE HOURS CALAVERAS SUPERIOR COURT (Government Code Section 68106)

PLEASE TAKE NOTICE, effective January 1, 2012, the Clerks' Office will be open to receive filings and accept payments during the hours of **8:30 a.m. to 3:00 p.m.**, Monday through Friday. This change reduces the number of hours the Clerks' Office is currently open. (8:15 a.m. to 4:00 p.m.)

The Calaveras Superior Court determined a reduction in hours was necessary due to ongoing and anticipated reductions to the Court's budget. As a part of the Judicial Branch of government, the Superior Court receives its annual budget allocation through the Judicial Council of California, which is an entity funded by the State. Due to the State's budget crisis, the amount of funding the trial courts from the Judicial Council has significantly decreased in recent years. The Court expects these reductions to continue for the foreseeable future.

In the current fiscal year (2011-12), Court funding was reduced by 6.8%. The Court anticipates a budget reduction of approximately 15% in fiscal year 2012-13. As a result of these funding reductions, the Court has not filled vacant staff positions, implemented a voluntary furlough program and is considering other costs savings measures.

The Court's decision not to fill vacant position reduced staffing levels. However, court filings remain relatively constant and workload demands have not diminished. Reduced hours will allow court staff to process documents in a timely manner and maintain an accurate record of court proceedings.

The Court will provide a drop-box in the public lobby for documents to be deposited before 8:30 a.m. and after 3:00 p.m. (California Rules of Court, Rule 2.210.)