



## Judicial Council of California Administrative Office of the Courts

455 Golden Gate Avenue · San Francisco, California 94102-3688

[www.courtinfo.ca.gov](http://www.courtinfo.ca.gov)

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# REPORT TO THE JUDICIAL COUNCIL

For business meeting on: October 28, 2011

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Title	Agenda Item Type
Government Code Section 68106: Implementation and Notice by Trial Courts of Closing Courtrooms or Clerks' Offices or Reducing Clerks' Office Hours (Report #7)	Information Only
	Date of Report
	October 21, 2011
Submitted by	Contact
Mary M. Roberts, General Counsel Nancy E. Spero, Senior Attorney Office of the General Counsel	Nancy E. Spero, 415-865-7915 <a href="mailto:nancy.spero@jud.ca.gov">nancy.spero@jud.ca.gov</a>

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### Executive Summary

In the 2010 Judiciary Budget Trailer Bill, Senate Bill 857, the Legislature enacted fee increases and fund transfers for the courts and also added a new section 68106 to the Government Code.<sup>1</sup> The latter directs (1) trial courts to notify the public and the Judicial Council before closing courtrooms or clerks' offices or reducing clerks' office hours on days that are not judicial holidays, and (2) the council to post on its website and relay to the Legislature all such court notices. This is the seventh report providing information about the implementation of these notice requirements.<sup>2</sup> Since the sixth report, eleven courts—San Mateo, Mendocino, Merced, Humboldt, Nevada, Lake, Placer, Ventura, Kings, Fresno, and Yolo—have given such notice.<sup>3</sup>

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<sup>1</sup> A copy of Government Code section 68106 is Attachment A to this report.

<sup>2</sup> The first report, dated December 3, 2010, is at <http://www.courts.ca.gov/20101214govcode68106.pdf>. The second report, dated February 2, 2011, is at <http://www.courts.ca.gov/infogovcode68106.pdf>. The third report, dated April 20, 2011, is at <http://www.courts.ca.gov/xbcr/cc/20110429govcode68106.pdf>. The fourth report, dated June 7, 2011, is at <http://www.courts.ca.gov/documents/20110624infogovcode.pdf>. The fifth report, dated July 20, 2011, is at <http://www.courts.ca.gov/documents/20110722govcode68106.pdf>. The sixth report, dated August 16, 2011, is at <http://www.courts.ca.gov/documents/082611infoitem.pdf>.

<sup>3</sup> A copy of the San Mateo court's notice is Attachment B to this report. The Mendocino court's notice is Attachment C. The Merced court's notice is Attachment D. The Humboldt court's notice is Attachment E. The Nevada court's notice is Attachment F. The Lake court's notice is Attachment G. The Placer court's notice is Attachment H. The Ventura court's notice is Attachment I. The King court's notice is Attachment J. The Fresno court's notice is Attachment K. The Yolo court's notice is Attachment L.

Since the effective date of section 68106, October 19, 2010, a total of 19 courts have given notice.<sup>4</sup>

### **Eleven Courts' Notices Since the Prior Report**

- The San Mateo court, effective November 1, 2011, will not use Courtroom G at the central branch location on Tuesdays and Thursdays and the bench officer assigned to that courtroom will be used on those days in branch court locations. Effective October 31, 2011, traffic arraignment calendar reservations can be obtained through the court's website at any time or with a court clerk over the phone or at the traffic windows, thereby eliminating the current walk-in calendar process. As a result of the anticipated increased efficiencies, each branch will reduce from four to two traffic arraignment calendars each week, as follows: Southern Branch in Redwood City (Tuesdays and Thursdays at 8:30 a.m.), Central Branch in San Mateo (Mondays and Wednesdays at 8:30 a.m.), and Northern Branch in South San Francisco (Mondays and Tuesdays at 8:30 a.m.)
- The Mendocino court, effective November 1, 2011, will change its Monday through Friday clerk's office hours,<sup>5</sup> for the Ukiah Courthouse and Ten Mile Branch Court, currently 8.30 a.m.–4 p.m., to 8:30 a.m.–3 p.m. Documents deposited into the drop box at both locations before 4 p.m. will be received and filed on that day.
- The Merced court, effective October 26, 2011, is reducing the hours for the public filing windows and telephones in the clerk's offices, currently 8 a.m.–4 p.m., to 8 a.m.–3 p.m. A drop box will be available to allow same day filing if deposited before 4 p.m. Furthermore, the court will have limited operations, closing all but 2 courtrooms, on November 21, 22, and 23, and December 27, 28, 29, and 30, 2011.
- The Humboldt court, effective November 7, 2011, is reducing the clerk's office hours, currently 9 a.m.–4 p.m., to 9 a.m.–2 p.m. A drop box will be available for documents deposited after 2 p.m.
- The Nevada court, effective November 4, 2011, in both Nevada City and Truckee, is reducing the courthouse Friday hours, currently 8 a.m.–5 p.m., to 8 a.m.–3 p.m., and the clerk's office Friday hours, currently 8 a.m.–4 p.m., to 8 a.m.–2 p.m. Hours on Mondays through Thursdays will not change. Documents deposited in the drop box in either location by 5 p.m. will be filed on that day.
- The Lake court will close the clerk's offices and all courtrooms for 13 days in fiscal year 2011–2012. These dates are: November 21, 22, 23, 2011; December 27, 28, 29, 30, 2011; and January 6, February 3, March 2, April 6, May 4, June 1, 2012. No staff or drop box service will be available at the Clearlake location on these dates. One courtroom in Lakeport will remain open on these dates for emergency matters; a drop box in Lakeport will be available 8 a.m.–5 p.m. on these dates.

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<sup>4</sup> All courts' notices are listed and posted at <http://www.courts.ca.gov/12973.htm>. A few courts have given more than one notice.

<sup>5</sup> All references in this report to clerks' office hours anticipate closure, as permitted by law, on judicial holidays, Saturdays and Sundays.

- The Placer court will have limited service days on 12 days in fiscal year 2011–2012: November 21, 22, 23, 2011; December 27, 28, 29, 30, 2011; and January 27, March 23, April 27, May 25, and June 15, 2012. One courtroom at the Placer County jail will remain open on these dates for emergency and urgent matters. A drop box for same day filings will be available at all court locations that otherwise accept filings.
- The Ventura court will close the majority of courtrooms and all clerk’s offices on November 23, December 27, 28, 29, and 30, 2011. A few courtrooms will remain open on these dates for emergency and urgent matters. Effective January 3, 2012, the clerk’s office hours, currently 8 a.m.–4 p.m., will be reduced to 8 a.m.–3 p.m., with the exception of the Walk-Up Express Window at the main Ventura courthouse for traffic and collections matters, which will remain open all court days 8 a.m.–6:45 p.m.
- The Kings court will close all courtrooms and clerk’s offices at the Avenal, Corcoran, and Lemoore Courthouses from December 27 through December 30, 2011. Drop boxes will be available outside these courthouses and for same-day filings pursuant to California Rules of Court, rule 2.210. During these dates, the Hanford civil, criminal, traffic, and traffic school clerks’ offices will remain open, with at least 2 courtrooms to handle time sensitive criminal and juvenile matters and urgent other matters.
- The Fresno court will close the Clovis court from December 27 through December 30, 2011, the Firebaugh court from December 28 through December 30, 2011, the Kingsburg court from December 20 through December 23, 2011, and the Selma court on December 22 and 23, 2011. All clerk’s office locations will remain open to the public.
- The Yolo court will reduce its calendaring system for normal hearings and trials from Monday, December 19, through Friday, December 30, 2011. Clerk windows will be open during regular hours, 9 a.m.–3 p.m., excluding holidays.

### **Mandate in Government Code Section 68106 (Budget Act of 2010)**

In providing fee increases and fund transfers for the courts, the Legislature in its Budget Act of 2010 expressly declared its intention that trial courts remain open to the public on days that are not judicial holidays and that access to court services for civil litigants be preserved to the extent practicable. To that end, Government Code section 68106 imposes the following notice requirements on trial courts and the Judicial Council:

- Trial courts must provide notice to the public at least 60 days before closing any courtroom or closing or reducing the hours of clerks’ offices, although “[n]othing in this section is intended to affect, limit, or otherwise interfere with regular court management decisionmaking, including calendar management and scheduling decisions.”<sup>6</sup> The trial court is to provide this notice “by conspicuous posting within or about its facilities, on its public Internet Web site, and to the Judicial Council . . . .”<sup>7</sup> The notification shall include information about the scope of the closure or reduction in hours and about the financial constraints or other reasons that make the closure or reduction necessary.

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<sup>6</sup> Gov. Code, § 68106(c).

<sup>7</sup> *Id.*, § 68106(b).

- The Judicial Council must, within 15 days of receiving a notice from a trial court, “conspicuously” post the notice “on its Internet Web site” and forward a copy to the chairs and vice-chairs of the legislative Committees on the Judiciary, the chair of the Assembly Committee on Budget, and the chair of the Senate Committee on Budget and Fiscal Review.

### **Implementation Efforts**

The Administrative Office of the Courts (AOC), which carries out the directives of the Judicial Council, notified all trial court presiding judges and court executive officers of the enactment of this statutory mandate and provided legal guidance regarding compliance from the AOC Office of the General Counsel. On about July 1, 2011, the AOC, through the regional offices, sent a reminder to all presiding judges and court executives of the requirements of Government Code section 68106 if a closure or reduction in hours is determined by their courts to be necessary in light of fiscal year 2011–12 budget reductions. Trial courts have been requested to send any such notices to their AOC Regional Administrative Director.

The AOC has placed on the home page of the California Courts website a link to a “Limited Court Service Days” page with information about Government Code section 68106,<sup>8</sup> as well as notices received from trial courts about courtroom or clerks’ office closures or reductions in clerks’ office hours. Below is the current matrix from the California Courts website listing the courts, to date, that have given notice to the Judicial Council and linking to their notices. Since the last report to the council, the notices from the San Mateo, Mendocino, Merced, Humboldt, Nevada, Lake, Placer, Ventura, Kings, and Fresno courts have been added.

The AOC has forwarded these notices from these courts to the designated legislative leaders.

### **Attachments**

1. Attachment A: Government Code section 68106
2. Attachment B: August 18, 2011, notice from the San Mateo trial court
3. Attachment C: August 24, 2011, notice from the Mendocino trial court
4. Attachment D: August 29, 2011, notice from the Merced trial court
5. Attachment E: September 1, 2011, notice from the Humboldt trial court
6. Attachment F: September 2, 2011, notice from the Nevada trial court
7. Attachment G: September 14, 2011, notice from the Lake trial court
8. Attachment H: September 15, 2011, notice from the Placer trial court
9. Attachment I: September 23, 2011, notice from the Ventura trial court
10. Attachment J: October 3, 2011, notice from the Kings trial court
11. Attachment K: October 3, 2011, notice from the Fresno trial court
12. Attachment L: October 14, 2011, notice from the Yolo trial court

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<sup>8</sup> This page is available at <http://www.courts.ca.gov/12973.htm>

Government Code section 68106.

(a) (1) In making appropriations for the support of the trial courts, the Legislature recognizes the importance of increased revenues from litigants and lawyers, including increased revenues from civil filing fees. It is therefore the intent of the Legislature that, to the extent practicable, access to court services for civil litigants be preserved in the allocation of resources by and for trial courts.

(2) Furthermore, it is the intent of the Legislature in enacting the Budget Act of 2010, which includes increases in civil and criminal court fees and penalties, that trial courts remain open to the public on all days except judicial holidays, Saturdays, and Sundays, and except as authorized pursuant to Section 68115.

(b) Trial courts shall provide written notification to the public by conspicuous posting within or about its facilities, on its public Internet Web site, and to the Judicial Council, not less than 60 days prior to closing any courtroom, or closing or reducing the hours of clerks' offices during regular business hours on any day except judicial holidays, Saturdays, and Sundays, and except as authorized pursuant to Section 68115. The notification shall include the scope of the closure or reduction in hours, and the financial constraints or other reasons that make the closure or reduction necessary. Within 15 days of receipt of a notice from a trial court, the Judicial Council shall conspicuously post on its Internet Web site and provide the chairs and vice chairs of the Committees on Judiciary, the Chair of the Assembly Committee on Budget, and the Chair of the Senate Committee on Budget and Fiscal Review a copy of any notice received pursuant to this subdivision. The Legislature intends to review the information obtained pursuant to this section to ensure that California trial courts remain open and accessible to the public.

(c) Nothing in this section is intended to affect, limit, or otherwise interfere with regular court management decisionmaking, including calendar management and scheduling decisions.





SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN MATEO

HALL OF JUSTICE  
400 COUNTY CENTER  
REDWOOD CITY, CALIFORNIA 94063-1655

JOHN C. FITTON  
COURT EXECUTIVE OFFICER  
CLERK & JURY COMMISSIONER

(650) 363-4516  
FAX (650) 363-4698  
[www.sanmateocourt.org](http://www.sanmateocourt.org)

August 18, 2011

Ms. Christine Patton  
Director, Bay Area Northern Coastal Regional Office  
Judicial Council of California  
Administrative Office of the Courts  
455 Golden Gate Avenue  
San Francisco, CA 94102

Re: Notification Pursuant to Government Code Section 68106

Dear Ms. Patton:

Effective November 1, 2011, Courtroom G at the San Mateo Superior Court Central branch location will not be utilized on Tuesdays and Thursdays. The bench officer assigned to this courtroom will be utilized at other branches of the San Mateo Superior Court. This action is made necessary due to the severe and ongoing court revenue reductions from the State. The current year's reduction brings the cumulative cuts of 30 percent to the judicial system over the last three fiscal years.

Unprecedented and ongoing reductions in State court funding have necessitated the reduction of approximately 24% of our court's workforce to-date and further reductions will be required to live within the limits of our reduced funding. The Court has worked diligently to continue to meet the essential needs of court users and litigants while reducing expenses to stay in line with our authorized level of funding. Steps the Court has already taken to combat the shortfall have been considerable, including renegotiating service contracts, consolidating trial court services, reducing employee's wages due to the mandated court closures, increased benefit contributions and significant reductions in our workforce through both attrition and layoffs. With significantly fewer employees to handle the work of the court, we must continually take steps to balance our essential court workload as we strive to become even more efficient and operate within our means.

I also want to inform you of our new traffic arraignment calendaring process that we will be implementing October 31, 2011. Again, these changes are required to allow us to maintain the most essential court services with our reduced funding and workforce.

Traffic customers will be able to reserve an arraignment date in advance through the court's website 24 hours a day, 7 days a week or during normal business hours by a court clerk in person at the

Ms. Christine Patton  
August 18, 2011  
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traffic windows or over the phone. This will eliminate our current same day walk-in calendar process and high volume of customers lining up early each morning trying to get on calendar that day. In addition to creating needed efficiencies for our reduced workforce, we believe this new process will benefit the growing number of citizens in our County who prefer to conduct their business and appointments online or over the phone.

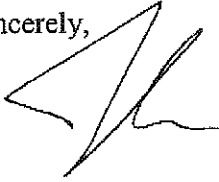
Additionally, we will be reducing the number of traffic arraignment calendars heard at our traffic branch locations effective October 31, 2011. Each branch will hear two arraignment calendars each week (as opposed to four) as follows:

Southern Branch in Redwood City:	Tuesdays and Thursdays at 8:30 a.m.
Central Branch in San Mateo:	Mondays and Wednesdays at 8:30 a.m.
Northern Branch in South San Francisco:	Mondays and Tuesdays at 8:30 a.m.

This change will not currently affect the number of traffic trial calendars heard and those will remain as currently scheduled.

Please contact me at (650) 599-1763 if you have any questions regarding these changes.

Sincerely,



John C. Fitton  
Court Executive Officer



# **IMPORTANT PUBLIC NOTICE**

(Pursuant to Government Code section 68106)

**Courtroom G – Central Branch  
800 N. Humboldt Street  
San Mateo, CA**

Effective November 1, 2011, Courtroom G at the San Mateo Superior Court Central branch location will not be utilized on Tuesdays and Thursdays. The bench officer assigned to this courtroom will be utilized at other branches of the San Mateo Superior Court.

This action is made necessary due to the severe and ongoing court revenue reductions from the State. The current year's reduction brings the cumulative cuts of 30 percent to the judicial system over the last three fiscal years.

This information is also available on our court website at [www.sanmateocourt.org](http://www.sanmateocourt.org).



**SUPERIOR COURT OF CALIFORNIA  
COUNTY OF MENDOCINO**



*Press Release  
(For immediate release: August 24, 2011)*

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**NOTICE OF CHANGE OF COURT CLERKS' OFFICE  
HOURS FOR THE SUPERIOR COURT OF CALIFORNIA,  
COUNTY OF MENDOCINO  
EFFECTIVE NOVEMBER 1, 2011**

Pursuant to Government Code section 68106, the Superior Court of California, County of Mendocino will change its Clerks' Office hours for the Ukiah Courthouse and Ten Mile Branch Court from 8:30 a.m. – 4:00 p.m. Monday through Friday to 8:30 a.m. – 3:00 p.m. Monday through Friday on all days except judicial Holidays, Saturdays and Sundays, effective Tuesday, November 1, 2011.

A document drop box will be provided at each court location to receive documents after 3:00 p.m., Monday through Friday. All documents dropped before 4:00 p.m. will be received and filed the day they are dropped. All documents will be removed from all drop boxes just after 4:00 p.m. daily. Any document dropped after 4:00 p.m. will be received and filed the following court business day.

The hours of the Clerks' Office are being reduced due to the continuing state budget crisis. Since fiscal year 2009-2010 the Court's base allocation has been reduced by approximately 12%. Through attrition and lay offs the Court's workforce has been reduced by approximately 21%. The reduction in the Clerks' Office hours will provide time for court staff to process cases timely and prepare court calendars. The Superior Court of California, County of Mendocino is committed to ensuring open access to a system of unified and equal justice for all.

# **NOTICE**

## **Effective Tuesday, November 1, 2011: The Superior Court of California, County of Mendocino Will Close All Clerks' Offices at 3:00 p.m. Monday- Friday**

- Beginning Tuesday, November 1, 2011, all Superior Court Clerks' Offices throughout Mendocino County will open at 8:30 a.m. and close at 3:00 p.m., Monday- Friday.
- A document drop box will be available at each court location to receive documents after 3:00 p.m.

The above changes are the result of unprecedented budget cuts to the statewide Judicial Branch and will continue until further notice.

# **PUBLIC NOTICE**

Superior Court of California, County of Merced

## **Effective October 26, 2011:**

Notice of Reduction in Operating Hours-All Clerk's Offices will close at 3:00 p.m. and Limited Operation Days in November and December 2011

Pursuant to Government Code Section 68106 and rule 10.620(f)(6) of the California Rules of Court, the Superior Court of California, County of Merced is providing 60 day notice of the Court's Executive Committee decision to reduce the hours for the public filing windows and telephones in the Clerk's Offices. In addition, the court will implement limited operation days in 2011 on November 21, 22 and 23 (Thanksgiving week); and December 27, 28, 29 and 30, 2011. The court invited public comment regarding these changes pursuant to rule 10.620(d)(3); none were received.

On the limited operation days, all Clerk's Offices and all but two courtrooms will be closed. One courtroom will remain open in the Main Courthouse, Courtroom 5, with a judge available to conduct arraignments and examinations as required by law, and to sign any necessary documents on an emergency basis. In addition, a second courtroom will remain open in the Juvenile Division to handle time-sensitive juvenile matters.

Currently the operating hours for the Merced Superior Court Clerk's Office filing windows and telephones are Monday-Friday from 8:00 a.m. – 4:00 p.m., excluding holidays. Effective Wednesday, October 26, 2011, the operating hours for the Clerk's Office filing windows and telephones will be Monday-Friday from 8:00 a.m. – 3:00 p.m., excluding holidays. A document drop box will be available at each court location to permit the same-day filing of documents deposited there before 4:00 p.m.

The court finds it necessary to institute these changes in light of the ongoing state budget crisis. Over the past three years the California Judicial Branch budget has been reduced by 30%. The Legislature and Governor recently approved an additional permanent \$350 million dollar budget reduction to the Judicial Branch. The Merced Superior Court must absorb a 6.8% budget reduction for fiscal year 2011-12, and expects it will need to absorb a 15.2% reduction for fiscal year 2012-13. The Court has instituted various cost savings measures such as freezing vacancies, employee furloughs and reengineering court processes for efficiencies.

Please see the Superior Court web site for additional information: [www.merced.courts.ca.gov](http://www.merced.courts.ca.gov)





**SUPERIOR COURT OF CALIFORNIA  
COUNTY OF HUMBOLDT**

**Kerri L. Keenan**  
Court Executive Officer

September 1, 2011

Ms. Christine Patton  
Regional Administration Director  
Bay Area Northern Coastal Regional Office  
Judicial Council of California  
455 Golden Gate Ave.  
San Francisco, CA 94102

Dear Ms. Patton:

Pursuant to Government Code section 68106, the Superior Court of California, County of Humboldt provides notice of a reduction in the hours of the Clerk's Office. Currently, the hours of the Clerk's Office are 9:00 a.m. to 4:00 p.m. Effective Monday, November 7, 2011 the hours of the Clerk's Office will be 9:00 a.m. to 2:00 p.m. on all days except judicial holidays, Saturdays and Sundays. The change in Clerk's Office hours does not affect the courtroom calendars or schedules.

The Clerk's Office is located at 421 "I" Street, Eureka, CA 95501.

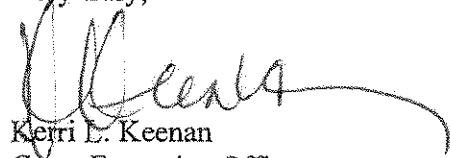
The Court has absorbed \$1.1 million in ongoing reductions since FY 09-10. This is a 17% decrease in the Court's operating budget and we are no longer able to continue providing the same level of service to the public.

For the past three fiscal years the Court has taken several steps to offset statewide reductions. The significant steps are: no cost of living increase for all employees since FY 08-09, eliminating five management and mid-level management positions, freezing vacant positions, and implementing voluntary furloughs. The Court has also renegotiated contracts, consolidated services and operational divisions, and significantly slashed overall operating costs.

Reduction in Clerk's Office Hours  
September 1, 2011  
Page 2 of 2

By reducing the hours of operation we can reassign counter staff to work on calendaring, case processing and dispositions. This is not an ideal solution but it will enable the Court to hold a few more clerk positions vacant until funding is restored to the Judicial Branch. Please do not hesitate to contact me if you have any questions regarding this notice.

Very truly,



Kerri E. Keenan  
Court Executive Officer

Cc: Superior Court Judges  
Court Managers  
District Attorney  
Humboldt County Sheriff  
County Clerk  
County Administrative Office  
County Counsel  
County Probation Department  
Public Defender  
Conflict Counsel  
Humboldt County Grand Jury  
Humboldt County Bar Association  
Humboldt County Legal Professionals Association  
All County Law Enforcement  
California Traffic Safety Institute  
CourtCall

KK:dkr

825 Fifth Street ~ Room 231 ~ Eureka, California 95501  
(707) 269-1200





# SUPERIOR COURT OF CALIFORNIA COUNTY OF HUMBOLDT

## NOTICE TO THE PUBLIC

EFFECTIVE MONDAY, NOVEMBER 7, 2011, THE CLERK'S  
OFFICE WILL NO LONGER BE OPEN UNTIL 4:00 P.M.

- Beginning Monday, November 7, 2011, the Court Clerk's Office hours will be 9:00 a.m. – 2:00 p.m., Monday through Friday, except judicial holidays, Saturdays and Sundays.
- A public drop box is available at the 421 "I" Street location for documents received after 2:00 p.m. Please do not put cash in the drop box.

*\*\*These new hours are the result of unprecedented budget cuts to the statewide  
Judicial Branch and will continue indefinitely.\*\**

Please see Humboldt Superior Court's web site for additional information at: [www.humboldt.courts.ca.gov](http://www.humboldt.courts.ca.gov)



Superior Court of California, County of Nevada

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# **PUBLIC NOTICE**

**PURSUANT TO GOVERNMENT CODE 68106**

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**FOR IMMEDIATE RELEASE**

**DATE: September 2, 2011**

## **NOTICE OF CHANGE IN COURTHOUSE AND CLERKS' OFFICE HOURS OF OPERATION**

**EFFECTIVE NOVEMBER 4, 2011**

### **FRIDAY HOURS OF OPERATION:**

**Courthouse: 8:00 a.m. – 3:00 p.m.**

**Clerks' Office: 8:00 a.m. – 2:00 p.m.**

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**Beginning November 4, 2011, Friday courthouse hours will change to 8:00 a.m. to 3:00 p.m. and Clerks' Office hours will change to 8:00 a.m. to 2:00 p.m. This change in hours will remain in effect until June 30, 2012.**

**This change applies to the courthouse and clerks' office locations in Nevada City and Truckee.**

Currently, Nevada County courthouse locations are open to the public between 8:00 a.m. and 5:00 p.m. Monday through Friday. Current Clerk's Office hours are 8:00 a.m. to 4:00 p.m. Monday through Friday. Hours of operation Monday through Thursday will remain unchanged.

A document drop box will be provided at both locations to receive documents after Clerks' Office closures. All documents dropped on or before 5:00 p.m. will be received and filed the day they are dropped. All documents will be removed from all drop boxes just after 5:00 p.m. daily. Any document dropped after 5:00 p.m. will be received and filed the following court business day.

The Superior Court of Nevada County has taken this action due to multiple ongoing budget reductions and a significantly reduced work force.

This notice has been posted on the Court's web site ([www.nevadacountycourts.com](http://www.nevadacountycourts.com)).





*Superior Court*  
State of California  
County of Lake  
255 N. Forbes Street  
Lakeport, California 95453  
707-263-2374

MARY E. SMITH  
\_\_\_\_\_  
COURT EXECUTIVE/CLERK  
JURY COMMISSIONER  
\_\_\_\_\_

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PUBLIC NOTICE  
RE: COURT CLOSURES  
PURSUANT TO GOVERNMENT CODE 68106 and  
CALIFORNIA RULE OF COURT 10.620

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September 14, 2011

Pursuant to the decision of the Executive Committee of the Superior Court of California, County of Lake, the court will close the court clerk's offices and all courtrooms for a total of thirteen (13) days in fiscal year 2011/12. These thirteen closure days will be unpaid furlough days for all employees, pursuant to Government Code section 68108.

**Court Closure Dates in Fiscal Year 2011/12**

*NOTE: These court closure days are NOT judicial holidays for purposes of filing deadlines and other time calculations.*

November 21, 2011  
November 22, 2011  
November 23, 2011 (*Note: November 24 & 25, 2011 are judicial holidays*)  
December 27, 2011 (*Note: December 26, 2011 is a judicial holiday*)  
December 28, 2011  
December 29, 2011  
December 30, 2011  
January 6, 2012 (*The first Friday of each month, January through June, 2012.*)  
February 3, 2012  
March 2, 2012  
April 6, 2012  
May 4, 2012  
June 1, 2012

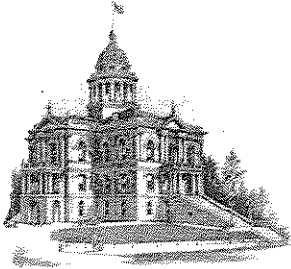
There will be no staff available and no drop box service in Clearlake on the closure days. Any emergency matters or filings must be handled in Lakeport. There will be minimal staff available at the Lakeport courthouse to handle emergency matters only. For routine filings a drop box will also be available in Lakeport from 8:00 am to 5:00 pm.

One courtroom in Lakeport will remain open to hear all mandatory last-day criminal matters, in-custody criminal arraignments, juvenile detention hearings, and handle other emergency matters only. All other matters will be heard on the next available court date.

Over the last several years the court has seen significant budget reductions and corresponding reductions in staffing levels. The budget reduction in fiscal year 2011/12 is \$299,887 equivalent to a 6.7% reduction. The cumulative reduction to the court's budget since fiscal year 2009/10 is approximately 12%. The Lake Court has been historically underfunded and accordingly does not have sufficient reserves to offset these unsustainable budget reductions.

Please feel free to contact the court at (707) 263-2374 or (707) 994-6598 with any questions.

*Note: Pursuant to California Rule of Court 10.620(f)(6), the court accepted public comment on the court closures from August 19, 2011 through September 12, 2011. However, no comments were received.*



**Superior Court  
of the State of California  
In and For  
The County of Placer  
Roseville, California**

**COURT EXECUTIVE OFFICE**

P.O. BOX 619072  
ROSEVILLE, CALIFORNIA 95661  
(916) 408-6186  
FAX (916) 408-6188

**PUBLIC NOTICE**

*Posted September 15, 2011*

Contact: Court Administration (916) 408-6186 or [courtadmin@placer.courts.ca.gov](mailto:courtadmin@placer.courts.ca.gov)

**SUPERIOR COURT OF PLACER COUNTY ANNOUNCES TWELVE (12)  
LIMITED SERVICE DAYS IN FISCAL YEAR 2011/2012**

Pursuant to Government Code Section 68106 and Rule 10.620(f)(6) of the California Rules of Court, the Superior Court of California, County of Placer, is providing sixty days notice of the Bench's decision to institute twelve limited service days on the dates listed below. The court invited public comment regarding these changes pursuant to Rule 10.620(d)(3) of the California Rules of Court, and received two written comments. One comment expresses general opposition to closing the courts. The other comment expresses that limited service days would be workable if necessary to maintain other court services. For the reasons stated further below, the Bench has concluded that limited service days are necessary and preferable to other more permanent actions likely to have a greater negative impact on public access to justice. Accordingly, limited service days will be held on the following days:

November 21, 2011	December 28, 2011	March 23, 2012
November 22, 2011	December 29, 2011	April 27, 2012
November 23, 2011	December 30, 2011	May 25, 2012
December 27, 2011	January 27, 2012	June 15, 2012

On the above dates, only Department 13, the courtroom located at the Placer County Jail, 2775 Richardson Drive, Auburn, will remain open. That courtroom will handle criminal arraignments, certain time-sensitive juvenile proceedings, and any last day criminal matters. All other courtrooms and clerks' offices will be closed. Although the limited service days will not qualify as holidays for purposes of calculating statutory time requirements, a drop-box will be provided to permit same-day filings at all court locations that otherwise accept filings. Courtroom staff also will accept urgent non-criminal filings (e.g., petitions for restraining orders or injunctions) and the court will hear such matters in Department 13 if emergency circumstances warrant such action.

**SUPERIOR COURT OF PLACER COUNTY ANNOUNCES TWELVE (12)  
LIMITED SERVICE DAYS IN FISCAL YEAR 2011/2012  
POSTED SEPTEMBER 15, 2011  
PAGE 2**

The Court finds this action necessary due to the ongoing State fiscal crisis, which has resulted in multiple years of significant reductions in State funding to the Placer County Superior Court. The Legislature and Governor reduced state funding for the Judicial Branch by \$350 million in the Budget Act for the 2011–2012 Fiscal Year and reduced state funding for superior courts, specifically, by a total of \$600 million over the past three years.

In an effort to absorb reductions in its allocated state funding, the Placer County Superior Court has reduced its costs over this period by instituting employee layoffs and furloughs, closing two courtrooms, discontinuing funding for its Peer Court, discontinuing the Family Law Case Management program, reducing Self-Help Center hours, and reducing operating expenses. For example, the Court has cut expenditures for telecommunications, copiers, law books, online publications, and leased facilities. Despite having taken such measures, the most recent state funding reductions, coupled with contractual, inflationary, and court caseload-related cost increases, would leave the Placer County Superior Court with a budget deficit of \$1,750,000 for the 2011/2012 Fiscal Year if further cost-savings measures are not implemented. Instituting the limited service days, outlined above, will save the Court between \$500,000 and \$550,000 during the current fiscal year.

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*Superior Court of  
California*

COUNTY OF VENTURA  
Hall of Justice  
800 South Victoria Avenue  
Ventura, CA 93009

ATTACHMENT I

*Michael D. Planet  
Executive Officer/Clerk  
and Jury Commissioner*

September 23, 2011

Margie Borjon-Miller  
Director, Southern Regional Office  
Judicial Council of California  
Administrative Office of the Courts  
2255 North Ontario Street, Suite 200  
Burbank, CA 91504-3188

Re: Notification of Partial Court Closure on Designated Dates, Daily Limited Service Hours in Clerk's Offices – (Government Code §68106 and *California Rule of Court*, rule 10.620)

Dear Ms. Borjon-Miller:

Pursuant to the above code section and court rule, the Superior Court of California, County of Ventura, is providing 60 day notice of a limited court closure on the below designated dates of the majority of its courtrooms and all of its clerks' offices and an indefinite reduction of hours in all of our clerk's offices.

The majority of the courtrooms and all of the clerk's offices will be closed on November 23, 2011, December 23, 27, 28, 29 and 30, 2011, to mitigate the impact of additional unpaid employee furlough days on court operations. These dates were selected to minimize the impact on the public and court staff as court business is generally the slowest during the holiday season.

A few courtrooms will be open on closure days to hear urgent criminal, juvenile, unlawful detainer, and temporary restraining order issues and a judge will be available to sign any other necessary documents on an emergency basis at the Ventura Hall of Justice, located at 800 South Victoria Ave. Employees will be furloughed on limited court closure days. The small number of employees required to work on closure days will be furloughed on other days.

In addition, effective Tuesday, January 3, 2012, the hours of the clerk's offices, Monday through Friday, shall be 8:00 a.m. to 3:00 p.m. for traffic, civil, small claims, family law, criminal, juvenile, probate appeals and records. (Currently those offices are open until 4:00 p.m.) The only exception will be the Walk-up

Margie Borjon-Miller  
Director, Southern Regional Office  
September 23, 2011  
Page Two

Express Window at the main Ventura Courthouse for Traffic and Collections, which will remain open from 8:00 a.m. to 6:45 p.m. Monday through Friday.

The above actions are required to address the continued reduction in funding to the California court system. Limited court closure is needed to manage the increased number of furlough days with the vacant positions. Further, a reduction in the Clerk's Offices' hours will help reduced court staff to timely process cases and prepare court. (See attached public notices for more information regarding the impact of reductions to the court's funding.)

Sincerely,

A handwritten signature in black ink that reads "Michael D. Planet". The signature is written in a cursive style with a large initial "M".

Michael D. Planet  
Executive Officer

MDP/vjb  
Encls.

## **PUBLIC NOTICE- September 23, 2011**

Superior Court of California, County of Ventura

### **November 23, December 23, 27, 28, 29 and 30, 2011- Partial Closures**

Pursuant to Government Code §68106 and California Rules of Court, rule 10.620, the Superior Court of California, County of Ventura, is providing 60 day notice of the decision of the Presiding Judge to institute partial closure days on the above designated dates.

The majority of the courtrooms and all clerk's offices will be closed on November 23, 2011, December 23, 27, 28, 29 and 30, 2011 to mitigate the impact of additional unpaid employee furlough days on court operations.

These partial closure days are not court holidays, so statutory deadlines will not be extended. However, drop boxes are currently provided outside each clerical office for filing papers or submitting payments. Documents placed in the boxes by 5:00 p.m. are deemed deposited for filing that same business day. Most cases already calendared for hearing will be rescheduled and the affected parties notified by the court. An exterior walk-up window on the north side of the Hall of Justice, Government Center, 800 South Victoria Ave., will be open between 8:00 a.m. and 6:45 p.m. for handling criminal/traffic and collections payments only. Limited courtrooms will be open to hear urgent matters, and a judge will be available to sign any other necessary documents on an emergency basis at the Hall of Justice. A courtroom will also be open at the Juvenile Justice Center for urgent juvenile matters. All Simi Valley courtrooms will be closed.

These dates were selected to minimize the impact on the public and court staff as court business is generally the slowest during the holiday season. The court invited public comment pursuant to rule 10.620(d)(3). The court received nine comments from the public. Seven supported closure to assist with the current budget crisis. Two opposed closure but offered no alternatives to address the budget shortfall.

The court has instituted various cost saving measures, including: unpaid employee furloughs, freezing vacancies, layoffs, reengineering court processes for efficiencies, and reduction of expenditures for services and supplies.

The above actions are required to address the continued reduction in funding to the California court system. Since 2008, the Governor and Legislature have approved \$652 million in ongoing budget cuts to the judicial branch. For fiscal year 2011-12, \$2.7 million has been cut from the budget of the Ventura Superior Court. When added to prior reductions, the Ventura Superior Court faces a \$5.8 million deficit for 2011-12, along with the prospect of even deeper cuts in 2012-13.

## **PUBLIC NOTICE**

**September 23, 2011**

Superior Court of California, County of Ventura

**Effective January 3, 2012**

### **Reduction in Operating Hours- All Clerk's Offices**

Pursuant to Government Code section 68106, the Superior Court of California, County of Ventura, is providing 60 day notice of a reduction of hours for the public counters and telephones in the Clerk's Offices.

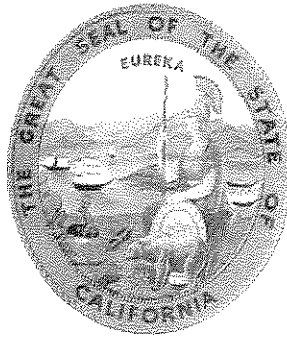
Effective **Tuesday, January 3, 2012**, the hours of the Clerk's Office, Monday through Friday, shall be 8:00 a.m. to 3:00 p.m. for traffic, civil, small claims, family law, criminal, juvenile, probate, appeals and records. Phone hours will be from 8:00 a.m. – 11:30 a.m., and 1:30 p.m. – 3:00 p.m. The Walk-up Express Window at the main Ventura Courthouse for Criminal/Traffic and Collections' payments, however, will remain open from 8:00 a.m. to 6:45 p.m. Monday through Friday.

Drop boxes are currently provided outside each Clerk's Office for filing papers or submitting payments. Documents placed in the boxes by 5:00 p.m. are deemed deposited for filing that same business day.

The court has instituted various cost saving measures, including: unpaid employee furloughs, freezing vacancies, layoffs, reengineering court processes for efficiencies, and reduction of expenditures for services and supplies.

Staffing in the Clerk's Offices has been significantly impacted by unfilled vacancies and furloughs. A reduction in the Clerk's Office hours will help court staff to timely process cases and prepare court calendars.

The above actions are required to address the continued reduction in funding to the California court system. Since 2008, the Governor and Legislature have approved \$652 million in ongoing budget cuts to the judicial branch. For fiscal year 2011-12, \$2.7 million has been cut from the budget of the Ventura Superior Court. When added to prior reductions, the Ventura Superior Court faces a \$5.8 million deficit for 2011-12, along with the prospect of even deeper cuts in 2012-13.



SUPERIOR COURT OF CALIFORNIA  
COUNTY OF KINGS

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**\*\*\*PUBLIC NOTICE\*\*\***

Pursuant to Government Code § 68106 and Rule 10.620 of the  
California Rules of Court

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October 3, 2011

Effective December 27, 2011 through December 30, 2011, the Court will temporarily close all courtrooms and clerks' offices at the Avenal, Corcoran and Lemoore Courthouses.

During this temporary closure, any court proceedings required for cases pending in Avenal, Corcoran and Lemoore will be heard at the Hanford Courthouse, in the County Seat. The Hanford Civil, Criminal, Traffic and Traffic School clerks' offices will remain open. At least, two courtrooms in the Hanford Courthouse will remain in operation with judges assigned to those courtrooms, to handle time sensitive criminal and juvenile matters and other urgent matters that may come before the bench. Drop boxes are available outside the Avenal, Corcoran and Lemoore Courthouses, and will be checked daily by court staff to permit same-day filings pursuant to rule 2.210, during this time frame. (The court previously invited input from the public regarding this proposed closure and received no comments.)

The Superior Court Judges in Kings County have concluded that this temporary closure is necessary, and that urgent action is needed to institute the decision, because of the continuing state budget crisis. That crisis has caused significant permanent reductions to the state's funding for the judicial branch, with resulting cuts to this court's annual budget. The court has taken a number of prior steps to institute cost-savings, while preserving services to the public to the greatest extent possible. It has instituted a hiring freeze, eliminated positions, and negotiated contractual cost-savings. Given the new state budget recently enacted, and the resulting amount of the court's likely budget allocation this year, the court concludes it has no alternative but to act now to institute the action described in this notice, to achieve maximum efficiencies and to avoid further greater cost-cutting action in the future.

If you have any comments, please send them to Todd H. Barton, Court Executive Officer at 1426 South Drive Hanford, CA. 93230.





**Superior Court of California  
County of Fresno**

**FOR IMMEDIATE RELEASE**

DATE: October 3, 2011

Re: Fresno County Superior Court Locations: Temporary Closures

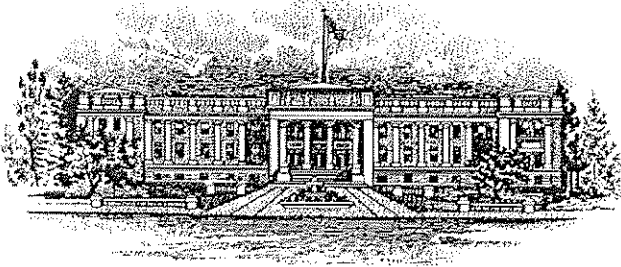
**Due to staffing shortages during the holidays, the following courtroom locations will be closed on the provided dates:**

- **Clovis Court will be CLOSED** Tuesday, December 27 through Friday, December 30, 2011
- **Firebaugh Court will be CLOSED** Wednesday, December 28, 2011
- **Kingsburg Court will be CLOSED** Tuesday, December 20 through Friday, December 23, 2011
- **Selma Court will be CLOSED** on Thursday and Friday, December 22 and 23, 2011

**All Clerk's Office locations will remain open to the public during this time.**







SUPERIOR COURT  
Of the State of California for the  
County of Yolo  
725 Court Street, Room 308  
Woodland CA 95695

**James B. Perry**  
**Court Executive Officer**

October 14, 2011

Ms. Jody Patel  
Regional Administrative Director  
Northern/Central Regional Office  
Judicial Council of California  
Administrative Office of the Courts  
2880 Gateway Oaks Drive, Suite 300  
Sacramento, CA 95833-3509

RE: Notification Pursuant to Government Code Section 68106

Dear Ms. Patel:

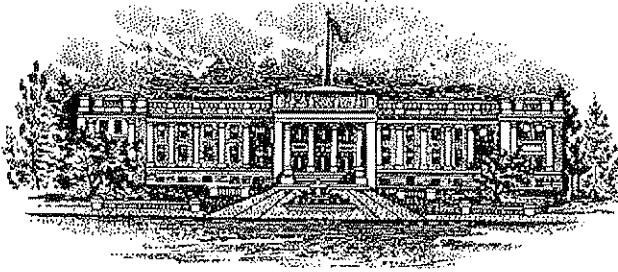
Pursuant to Government Code Section 68106, the Superior Court of California, County of Yolo is providing 60 day notice of participation in a reduced calendaring system for normal hearings and trials from Monday, December 19, 2011 through and including Friday, December 30, 2011. Clerk windows will be open during regular hours from 9:00 am to 3:00 pm Monday through Friday, excluding holidays. A copy of the public notice is enclosed.

Sincerely,

  
James B. Perry  
Court Executive Officer

Enclosure

cc: David Rosenberg, Presiding Judge, Yolo Superior Court



## Superior Court

Of the State of California for the  
COUNTY OF YOLO  
Executive Office  
725 Court Street, Room 308  
Woodland CA 95695  
[www.yolo.courts.ca.gov](http://www.yolo.courts.ca.gov)  
(530) 406-6838

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# **PUBLIC NOTICE**

## **Pursuant to Government Code Section 68106**

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**October 14, 2011**

### **Notice of Temporary Reduction in Calendaring System for Normal Hearings and Trials**

Pursuant to Government Code Section 68106, the Superior Court of California, County of Yolo is providing 60 day notice of participation in a reduced calendaring system for normal hearings and trials from **Monday, December 19, 2011 through and including Friday, December 30, 2011.**

Department 9, located at 213 Third Street, Woodland, is designated as the primary department to hear no-time waiver criminal matters, as well as emergency civil and family law cases. Law and motion matters will be heard at 8:30 a.m. and in-custody arraignments will be heard at 1:30 pm. Additionally, on Thursday, December 22<sup>nd</sup> and December 29<sup>th</sup> in-custody arraignments will be heard at 11:00 a.m. in Department 9.

Department 7, located in the Main Courthouse at 725 Court Street, Room 114, Woodland, will hear juvenile matters at 1:30 p.m. and is also the designate backup department.

Attorneys and members of the public will have access to all clerk filing windows for filing and payment of fees and fines. Clerk windows will be open from Monday through Friday, 9:00 a.m. to 3:00 p.m., excluding holidays.

Based on Judicial Branch budget cuts Yolo Superior Court will participate in a two-week reduced calendaring program to allow staff to complete mandatory training and work on reducing the court backlogs. The court will continue to hear mandated and emergency court matters. All filing and payment windows will remain open during regular business hours.