



Superior Court of California
County of Calaveras

400 Government Center Drive
San Andreas, CA 95249
(209) 754-9800 Voice (209) 754-6296 Fax
www.calaveras.courts.ca.gov

Grant V. Barrett
Presiding Judge

Timothy S. Healy
Asst. Presiding Judge

Dan Vrtis
Court Executive Officer

David M. Sanders
Commissioner

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JUDICIAL COUNCIL
ADMINISTRATIVE OFFICE OF THE COURTS

April 1, 2015

Ms. Jody Patel
Chief of Staff
Judicial Council of California
2880 Gateway Oaks Drive, Suite 400
Sacramento, CA 95833-3509

RE: Notification Pursuant to Government Code Section 68106

Dear Ms. Patel:

Pursuant to Government Code §68106, the Superior Court of California, County of Calaveras is providing 60-day notice of a reduction in operational hours for the public filing windows and telephones in the Clerk's Offices. A copy of the public notice is enclosed.

Effective June 1, 2015 through June 30, 2015, the Calaveras Superior Court "hours" of operation in the Clerk's Office will be as follows: Monday through Friday 8:15 a.m. – 1:00 p.m.

Effective July 1, 2015, the Calaveras Superior Court "hours" of operation in the Clerk's Office will be as follows: Monday through Friday 8:15 a.m. – 3:00 p.m.

Calaveras Superior Court finds this reduction in operating hours necessary and unavoidable as a result of the budget impacts to the court of the past few years. This reduction in the Clerk's Office hours during the month of June will provide the court staff to devote time to training in the new case management system which will be implemented on June 22, 2015. It will also provide time for court staff to process cases timely.

Sincerely,

Dan Vrtis
Court Executive Officer

Enclosure

cc: Hon. Grant Barrett, Presiding Judge, Calaveras Superior Court

PUBLIC NOTICE

**Government Code section 68106 requires trial courts to provide notice to the public at least 60 days before closing any courtroom or closing or reducing the hours of clerks' offices by conspicuous posting within its facilities and on its public website.*

NOTICE OF REDUCTION IN CLERK'S OFFICE HOURS

Posted April 1, 2015

Pursuant to *Government Code* §68106, the Superior Court of California, County of Calaveras will be reducing its hours of operations, during the period of June 1, 2015 through June 30, 2015 by closing the Clerk's Office including telephone hours, 3 hours earlier to mitigate the impact of staff furloughs. Courtrooms will remain open Monday through Friday and are unaffected by this change. Beginning July 1, 2015 the Clerk's Office will close at 3pm.

Currently, the Clerk's Office filing windows and telephones are open to the public from 8:15 a.m. - 4:00 p.m., Monday through Friday, excluding court holidays and weekends.

Effective June 1, 2015 through June 30, 2015, the Calaveras Superior Court "hours" of operation in the Clerk's Office will be as follows:

Monday through Friday
8:15 a.m. – 1:00 p.m.

Effective July 1, 2015, the Calaveras Superior Court "hours" of operation in the Clerk's Office will be as follows:

Monday through Friday
8:15 a.m. – 3:00 p.m.

The public will remain able to pay certain traffic fines and fees and to access court calendar information on the court's website at www.calaveras.courts.ca.gov.

A drop box also is available to receive documents for same day filing Monday through Friday when the Clerk's Office is closed. Filing deadlines will not be extended due to the limited service days. Pursuant to California Rules of Court, rule 2.210(b) any document deposited in a court's drop box by or before **4:00 p.m.** on a court day is deemed to have been deposited for filing on that day. All documents will be removed from the drop box at 4:30 p.m., daily. Any document dropped after 4:30 p.m. will be received and filed the following court business day.

This action is necessary due to the ongoing reductions to the Calaveras Superior Court budget for Fiscal Year 2014-2015. This current fiscal year the Court has instituted several cost saving measures. It has implemented a 3.8% reduction in pay for court staff by requiring all to take ten unpaid furlough days. The court will be continually faced with reducing services, not only for Fiscal Year 2014-2015, but also going into Fiscal Year 2015-2016, if there is no restoration of funds.

Anyone wishing to comment on the announced reduction in the Clerk's Office hours, please submit your comments by regular mail no later than May 22, 2015. Direct your response to Calaveras Superior Court, Dan Vrtis, 400 Government Center Drive, San Andreas, CA, 95249. You may also send your comments via email to public@calaveras.courts.ca.gov. All public input will be considered.