



# MEMORANDUM

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DATE: August 14, 2012

TO: All Interested Parties

FROM: Richard D. Feldstein, Court Executive Officer

RE: Revised Notice of Court Closures and Limited Clerk's Office Hours

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In accordance with Government Code sections 68106 and 68108, the Napa Superior Court hereby provides notice of its intent to close its courthouses at 2:30 p.m. on Friday of each week beginning September 7, 2012, through the end of calendar year 2013. It also intends to close its courthouses for a full day on Christmas Eve and New Year's Eve in December 2012 and 2013. As such and in accordance with a Memorandum of Understanding with our represented employees, all staff will be furloughed during these closures as well as three other non-closure furlough days throughout the year. These actions are being taken in an effort to reduce court operations expenditures in response to the devastating effects of five straight years of trial court budget reductions by the State of California.

Court Clerk's Office hours have been from 8:00 am to 4:30 pm. As a result of reduced staffing, effective September 7, 2012, these offices will close at 4:00 pm on Monday through Thursday and at 2:00 pm on Fridays. A drop box for same day filings will be available whenever the Clerk's Offices are closed during normal business hours.

The court deeply regrets having to take these actions and only does so after exhausting all other alternatives to cope with multiple years of the statewide reductions to trial court funding. Since the beginning of the economic downturn in fiscal year 2008/09, the court has implemented between 9 and 12 staff furlough days each year, hiring freezes, and employee layoffs. In addition, it has reduced all supply and services expenditures to the bare minimum necessary to continue to operate. However, the state's unprecedented budget reductions announced and enacted after the state budget May revise of this year has made these actions necessary to continue to provide basic and necessary judicial services while continuing to function within our dramatically decreased funding level.

Please be assured that the court has chosen this course of action only after engaging in significant analysis and debate. Furthermore, we will continue to work closely with our local bar association and justice partners to take all reasonable actions necessary to lessen the impact of any such decisions on the community we serve. We sincerely hope that a statewide economic recovery will soon lead a reversal of these necessary measures.

# REVISED NOTICE OF COURT CLOSURES

The State of California's fiscal crisis has caused all government agencies to closely examine all operations and expenditures, and to evaluate cost efficiencies and effectiveness, wherever necessary. Despite the Napa Superior Court's history of prudent fiscal planning, effective cost-cutting measures, and revenue generating strategies, the court now faces an immediate deficit of as much as \$2 million in fiscal year 2012-13, which started on July 1, 2012. Simply stated, this is the most severe fiscal crisis that the court has ever faced and well beyond anything that could have been anticipated.

In light of such a drastic situation, the court has had to quickly explore options for reducing costs and increasing efficiency. Due to the urgency of the situation, it was necessary to make difficult decisions quickly. The court concluded that by closing the court at 2:30 p.m. each Friday rather than 5:00 p.m., and for a full day on Christmas Eve and New Years Eve, it would realize significant and immediate cost savings necessary to continue to operate within its severely reduced budget. These closures will begin on September 7, 2012, and continue through calendar year 2013.

Court Clerk's Office hours have been from 8:00 am to 4:30 pm. As a result of reduced staffing, these offices will close at 4:00 pm on Monday through Thursday and at 2:00 pm on Fridays. A drop box for same day filings will be available whenever the Clerk's Offices are closed during normal business hours.

Any interested person or entity who wishes to comment may do so in writing by either of the following methods:

E-mail: [courtinfo@napa.courts.ca.gov](mailto:courtinfo@napa.courts.ca.gov)

OR

Correspondence: Court Executive Office  
Napa Superior Court  
825 Brown Street  
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