



**SUPERIOR COURT OF CALIFORNIA
COUNTY OF HUMBOLDT**

Kerri L. Keenan
Court Executive Officer/
Jury Commissioner/Clerk of Court

Stephanie A. Cameron
Assistant Court Executive Officer/
Human Resources Officer

August 29, 2014

Ms. Jody Patel, Chief of Staff
Administrative Office of the Courts
455 Golden Gate Avenue
San Francisco, California 94102

Dear Ms. Patel:

Pursuant to Government Code section 68106, the Superior Court of California, County of Humboldt, provides notice the Court will be reducing Clerks' Office hours effective Monday, November 3, 2014. Presently, the hours of operation are 9 am to 4 pm. The new hours of operation will be 9 am to 2 pm. This will be the second time in five years we have had to reduce service to the public due to insufficient financial resources.

In spite of a number of reductions in our operating expenses over the past five years, and the allocation of new monies over the past two years, the Court is still facing a projected deficit of \$70,784 in Fiscal Year 2014-2015. The Court still has 12% of authorized positions frozen in the current budget plan, and we have added three more positions (in critical areas) to help offset the projected deficit. Closing the Clerks' Office two hours early, which includes not answering the telephones, does not save money but it helps us maintain a base level of operation with minimal staffing.

There is only one court location in Humboldt County and it is in Eureka at the County Courthouse Building. A drop box is available for same day filings during normal business hours at this location. Attached is the public notice which will be posted on Friday, August 29, 2014.

Very truly,

Kerri L. Keenan
Court Executive Officer



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Public Notice Pursuant to Government Code § 68106 Reduction in Clerks' Office Hours

As a result of the unprecedented budget cuts to the Judicial Branch, the Superior Court of California, County of Humboldt, finds it necessary to reduce the hours the Clerks' Office is available to the public.

- Beginning Monday, November 3, 2014, the Court Clerks' Office hours will be 9:00 a.m. to 2:00 p.m., (reduced from 9:00 a.m. to 4:00 p.m.) Monday through Friday, excluding court holidays. This also applies to answering telephone inquiries.
- A public drop box is available at the 421 "I" Street location for same day filings during normal business hours up to 4:00 p.m. Please do not put cash in the drop box.

The new office hours will continue indefinitely.

The Court finds the above actions are necessary due to the significant and continuing budget cuts to the State Judicial Branch Budget. Since 2009, state funding for the judicial branch has been significantly reduced, with those reductions impacting the budgets of individual superior courts. Our projected deficit for FY 2014-15 is \$70,784. The limited amount of funding restored in FY 2014-15 does not make it fiscally feasible for the Clerks' Office hours to remain open until 4:00 p.m.

We apologize for any inconvenience this may cause. If you would like to submit comments about the proposed reduction in the Clerks' Office hours, please send them to Kerri Keenan, Court Executive Officer, 825 Fifth Street, Room 231, Eureka, CA 95501.

Pursuant to Government Code section 68106, this proposal has been published for public comment. The sixty day comment period is August 29, 2014 through October 28, 2014.