

# SUPERIOR COURT OF CALIFORNIA COUNTY OF SAN FRANCISCO

400 McAllister Street, Room 205  
San Francisco, CA 94102-4512  
Phone: 415-551-4000  
FAX: 415-551-5712



T. MICHAEL YUEN  
COURT EXECUTIVE OFFICER

May 9, 2011

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

## *Re: Notification of Continuation of Limited Service Days*

Dear Ms. Patton:

Pursuant to Government Code Section 68106, the Superior Court of California, County of San Francisco, is providing notice of upcoming limited service days on each Friday afternoon that is not an official court holiday beginning July 15, 2011.

Over the past three fiscal years, the Court has been required to absorb funding cuts and expenditure increases totaling \$13.2 million. During the current fiscal year, to help mitigate ongoing deficits, the Court instituted limited service days in half-day increments every Friday from January 21, 2011 through July 8, 2011. However, given that the state budget for Fiscal Year 2010-2011 remains unresolved, the Court anticipates a budget deficit for a fourth consecutive year. Therefore, continuation of the limited service days is necessary to help cover this anticipated deficit.

The impact of these limited service days will require the Court to continue to close the following offices and locations each Friday afternoon at 12 p.m.:

- Civil Clerk's Office, 400 McAllister Street, Civic Center Courthouse (CCC), Room 103;
- Unified Family Court Clerk's Office, 400 McAllister Street, CCC, Room 402;
- Criminal Clerk's Office, 850 Bryant Street, Hall of Justice (HOJ), Room 101;
- Traffic Court Division, 850 Bryant Street, HOJ, Room 145; and
- Juvenile Delinquency Clerk's Office, 375 Woodside Avenue, Youth Guidance Center, Room 101.

The Court's workforce has been reduced by 18 percent compared to three years ago. The limited service days will require the Court to continue providing essential services while balancing a workload that stretches beyond our severely depleted staff.

There have been noticeable impacts from our existing limited service days that will only be exacerbated. The public has experienced less access to our clerk's offices to pay fines and fees, file lawsuits and other documents, and receive help with questions about their court cases. Furthermore, some civil departments have had to close to allow for shifting of resources to accommodate all

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mandatory criminal, family, and juvenile matters. I anticipate that these problems will worsen with the continuation of limited service days. While the Court prefers not to limit access to justice in this way, it is an unfortunate step that must be taken in the absence of a state budget that adequately funds the Court.

Please contact me if you have any questions about our limited service day plan.

Sincerely,

/s/

T. Michael Yuen

Court Executive Officer

cc: Hon. Katherine Feinstein, Presiding Judge

Hon. Cynthia Ming-Mei Lee, Assistant Presiding Judge