



**Superior Court of California
County of Fresno**

CHAMBERS OF
GARY D. HOFF
Presiding Judge

1100 VAN NESS AVENUE
FRESNO, CALIFORNIA 93724-0002
(559) 457-6354
FAX (559) 457-1709

May 3, 2013

Hon. Steven Jahr - Administrative Director of the Courts
Administrative Office of the Courts – Judicial Council of California
455 Golden Gate Avenue
San Francisco, California, 94102

Re: Reduced Clerk's Office Hours for the B.F. Sisk Courthouse – Notification Pursuant to
Government Code §68106

Dear Your Honor:

Due to the catastrophic 24% reduction to trial court funding, the Fresno Superior Court has implemented various cost saving measures, including: closing of the seven (7) branch courts, 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 business hours will allow court staff to file documents, process cases and prepare court calendars timely.

The Court intends to reduce service hours to the public in all clerks' offices located in the B.F. Sisk Courthouse (Civil, Family Court Services, Family Law, Family Support, Probate and Small Claims) effective Monday, July 8, 2013. Filing window and telephone hours shall be from 8:00 a.m. to 3:00 p.m., Monday through Thursday and 8:00 a.m. to 12:00 p.m. on Friday. This is a reduction from the current service hours of 8:00 a.m. to 4:00 p.m. daily. The changes in public service hours will not affect the courtroom calendars or courtroom operations. The Self-Help Center will remain open from 8:00 a.m. to 4:00 p.m. daily; except Wednesday, when the Self-Help Center is closed.

Pursuant to Government Code §68106, this Court has solicited for public comment in writing regarding the Court's plan for reducing the clerk's office hours as set out above. A copy of the public notice is attached.

Thank you again for your continued courtesy and cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary D. Hoff".

Gary D. Hoff
Presiding Judge

GDH:kpa

SUPERIOR COURT, COUNTY OF FRESNO
NOTICE- PROPOSED EFFECTIVE DATE of 07/08/2013



RE: Reduced Clerk's Office Hours for the B.F. Sisk Courthouse

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For your convenience, a document drop box is located on the 1st floor of the B.F. Sisk Courthouse.

- This drop box has a time stamp. All documents must be time-stamped prior to being deposited.
- Documents time-stamped at or before 5:00 p.m. will be processed as of the date deposited.
- Documents time-stamped after 5:00 p.m. will be processed as of the next business day.
- Documents not time-stamped will be processed as of the next business day.
- Check or money order only. Please do NOT deposit cash in the drop box.

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Comments may be submitted by email: infodesk@fresno.courts.ca.gov

-OR-

Correspondence: ATTN: Administration, 1100 Van Ness Avenue, Fresno, CA, 93724

*Pursuant to Government Code section 68106, this proposal has been published for public comment with a deadline of July 2, 2013.

**Notice will also be posted pursuant to California Rules of Court, rule 10.620(g).