

SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN MATEO

PUBLIC NOTICE

(Pursuant to Government Code section 68106)

REDUCED CLERK'S OFFICE HOURS

DUE TO STATE BUDGET CUTS

EFFECTIVE MONDAY, FEBRUARY 4, 2013

Effective February 4, 2013, all San Mateo County Superior Court branches will reduce public service hours for the filing counters/windows and telephones as noted below.

Clerk's Office Hours:

**Civil, Small Claims, Family Law,
Probate and Juvenile**

**Monday-Thursday 8:30 a.m. to 2:00 p.m.
Friday 8:30 a.m. to 12:00 p.m.**

Criminal and Traffic

**Monday-Thursday 8:00 a.m. to 2:00 p.m.
Friday 8:00 a.m. to 12:00 p.m.**

The Records Division will continue to be open from 8:30 a.m. to 1:00 p.m. Monday-Thursday, but will close at 12:00 p.m. on Fridays.

Phone Hours:

All Clerk's Offices

**Monday-Thursday 10:00 a.m. to 2:00 p.m.
Friday 10:00 a.m. to 12:00 p.m.**

This change is a result of the unprecedented and ongoing State imposed budget cuts to the county trial courts of more than \$1 billion over the past five years.

Document drop boxes are located outside each Clerk's Office for filing papers or submitting payments.

The public is invited to comment on this change prior to implementation. To ensure prompt review and consideration, comments should be submitted electronically through the Court's website at www.sanmateocourt.org (click on "Invitation to Comment"). For those without easy internet access, comments may be mailed to:

Superior Court of California, County of San Mateo

Attn: Rodina Catalano, Deputy Court Executive Officer

400 County Center, 2nd Floor

Redwood City, CA 94063

All comments must be received no later than January 30, 2013.



SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN MATEO
HALL OF JUSTICE
400 COUNTY CENTER
REDWOOD CITY, CALIFORNIA 94063-1655

JOHN C. FITTON
COURT EXECUTIVE OFFICER
CLERK & JURY COMMISSIONER

(650) 363-4516
FAX (650) 363-4698
www.sanmateocourt.org

November 28, 2012

Ms. Debora Morrison
Senior Attorney
Office of the General Counsel
Judicial Council of California - Administrative Office of the Courts
455 Golden Gate Avenue
San Francisco, CA 94102-3688

Re: Notification Pursuant to Government Code Section 68106

Dear Ms. Morrison,

The Superior Court of California, County of San Mateo is providing notice of a reduction in public service hours for all Clerks' Offices. Currently, our Criminal and Traffic Clerk's Offices are open from 8:00 a.m. to 3:30 p.m. Monday through Friday. Our Civil, Family Law, Juvenile, Probate and Small Claims Clerk's Offices are open from 8:30 a.m. to 3:30 p.m. Monday through Friday. Effective Monday, February 4, 2013, the opening hours for each of these offices will remain as they currently are; however all clerk's offices will close at 2:00 p.m. Monday through Thursday and at 12:00 p.m. on Fridays. Drop boxes will continue to be available at each court location with documents submitted by 4:00 p.m. being deemed filed that day. Our Records Division will continue to be open from 8:30 a.m. to 1:00 p.m. Monday through Thursday, but will close at 12:00 p.m. on Fridays.

Additionally, the telephones will be answered in all clerk's offices from 10:00 a.m. to 2:00 p.m. Monday through Thursday and from 10:00 a.m. to 12:00 p.m. on Fridays. Currently, the phones are answered from 10:00 a.m. to 3:00 p.m. Monday through Friday. Attached is the public notice that we plan on posting in our court facilities this Friday, November 30, 2012.

These actions are made necessary due to the unprecedented and ongoing State imposed budget cuts to the county trial courts of more than \$1 billion over the past five years.

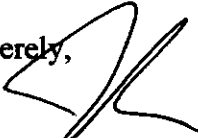
The court greatly regrets the necessity of reducing these services – in fact; we've worked hard to delay them. Despite the excessive State cuts to the trial courts, we've worked diligently to continue to prioritize public safety issues and meet the essential needs of court users and litigants while reducing expenses to stay in line with our authorized level of funding. Steps the court has

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already taken over the last five years to operationalize the ongoing cuts have been considerable, including but not limited to cutting all non-personnel costs, renegotiating service contracts, consolidating trial court services and clerks offices, reducing employee wages due to the mandated court closures, increasing benefit contributions and significantly reducing our workforce through normal attrition, incentive programs and layoffs. We've also spent a sizable portion of our reserves. With significantly fewer employees to handle the work of the court, we must continually take steps to balance our essential court workload as we strive to become even more efficient and operate within our means.

Please contact me at (650) 363-4516 if you have any questions regarding these changes.

Sincerely,

A handwritten signature in black ink, appearing to read 'John C. Fitton', written over a faint, stylized outline of a signature.

John C. Fitton
Court Executive Officer

cc: Honorable Beth Labson Freeman, Presiding Judge
Rodina Catalano, Deputy Court Executive Officer