



# Orange County Clerk of the Circuit and County Courts

What is the purpose of the program?	The mission of the Orange County Clerk of Courts is to manage the information of the justice system and provide other public services for the global community in an efficient and effective manner. The Orange County Clerk of Courts delivers Excellence through Efficiency and Effectiveness in everything we do.																	
How many Clerk of Courts are there in the State of Florida?	<a href="#">Sixty-seven elected Clerk of the Courts</a> , as established by the Florida Constitution <a href="#">Article V, Section 16</a> , supporting <a href="#">20 circuit courts</a> and <a href="#">67 county courts</a> . The Orange County Clerk of Courts is elected and held accountable by the citizens of Orange County for providing services to 63 judges, magistrates and hearing officers; 13 municipalities; local, state and out-of-state governmental agencies; private industries; and the public.																	
What are the services that are provided?	The Orange County Clerk of the Courts provides the following services – attend each session of court; file indictments, information and verdicts; process all civil and criminal cases; prepare appellate records; oversee jury management; collect and disburse fines, court costs, forfeitures, fees, and service charges; conduct mortgage foreclosure sales; maintain custody of all evidence and exhibits entered by the court; assist in completing paperwork required to file a small claims action; maintain custody of all court records; issue, process and maintain court registry; audit guardianship reports; audit child support payments; record public defender liens and judgments entered by the court; record tax liens and claims against an estate; maintain a public records library; process marriage license applications and perform marriages upon request; compile and provide statistical data for state agencies and the judiciary; maintain records storage facilities; process passport applications and take photographs for this process; and issue home solicitation permits. This includes but a few of our hundreds of statutorily defined duties.																	
What are the workload activity numbers for this program?	In Fiscal Year 2008-09 (the most recent year for which actual data are available), the Orange County Clerk of Courts received a customer satisfaction score of 98%; met or exceeded all collection rate standards, processed 503,791 new cases; issued 34,624 marriage licenses/passports/marriage ceremonies; collected over \$213 million in cash receipts; collected an additional \$5.9 million from outstanding financial obligation via the Clerk’s Collection Program; disbursed \$12.4 million in revenue to municipalities; returned \$1.6 million in restitution to victims of crime; collected over \$1.9 million to support the Public Defender’s Office; processed 26,131 foreclosures, the most labor-intensive cases we touch, a 130 percent increase over 2007; and answered over 1 million phone calls. OCCOC also procured a new Case Maintenance System and implemented Electronic Case Filing and Imaging to increase efficiency and customer service in the office. Other performance measures and standards for the program may be found in its Annual Report and Clerks in the Sunshine web link at <a href="http://www.myorangeclerk.com">www.myorangeclerk.com</a> .																	
How is the program funded?	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Categories</th> <th style="text-align: center;">FTEs</th> <th style="text-align: center;">Appropriation</th> </tr> </thead> <tbody> <tr> <td>Clerk Trust Fund</td> <td style="text-align: center;">488.75</td> <td style="text-align: right;">\$30,274,186</td> </tr> <tr> <td>Non-Court Fund</td> <td style="text-align: center;">19</td> <td style="text-align: right;">3,075,154</td> </tr> <tr> <td>Records Modernization Fund</td> <td style="text-align: center;">19</td> <td style="text-align: right;">5,564,236</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: center;"><b>526.75</b></td> <td style="text-align: right;"><b>\$38,913,576</b></td> </tr> </tbody> </table>	Categories	FTEs	Appropriation	Clerk Trust Fund	488.75	\$30,274,186	Non-Court Fund	19	3,075,154	Records Modernization Fund	19	5,564,236	<b>Total</b>	<b>526.75</b>	<b>\$38,913,576</b>	<p>To operate the Orange County Clerk of Courts in 2009-10, the proposed annual budget appropriation amount from the Legislature is \$30,274,186 to support the following court-related core missions: Case Processing, Financial Processing, Juror Payments, and Information and Reporting. Additional proposed annual budget amounts not appropriated by the Legislature for the Non-Court and Technology Services have been identified as well. The following are the amounts by core mission. All central services costs have been allocated as necessary.</p> <ul style="list-style-type: none"> <li>• <b>Case Processing</b> - For Case Processing costs, which include case maintenance, records management, court preparation &amp; attendance and administrative support, \$22,425,123.</li> <li>• <b>Financial Processing</b> – For Financial Processing costs, which include collection &amp; disbursement of fines, fees &amp; services charges; restitution payments, financial management, unclaimed property processing, court registry, auditing, and administrative support, \$3,639,655.</li> <li>• <b>Information and Reporting</b> – For Information and Reporting costs, which include statistical reporting, responding to customer inquires, issuing reports, providing case status or case management reports to judiciary, providing copies to courts, and searching records, and administrative costs, \$3,539,310.</li> <li>• <b>Juror Management</b> – For Juror Payment and management of operations, which include payment of jurors, meals/lodging and operations, \$670,098.</li> <li>• <b>Marriage Licenses/Passports, Child Support Cases and County Funds</b> – For Non-Court costs, which include processing marriage licenses, passports, child support activities and county funded items, \$3,075,154.</li> <li>• <b>Technology Services</b> – For Technology Services costs, which include implementing new systems, maintaining and enhancing systems, supporting hardware and software, and supporting systems customers, \$5,564,236.</li> </ul>	
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