Angela Vick
Clerk of the Circuit Court and Comptroller
Citrus County, Florida

Electronic Recording

FGFOA ACE Award – Runner Up

The WHY behind the initiative…..

Budgetary constraints = Review of processes/resources

We conducted research to determine the type of transactions our customers were conducting at our satellite office.

Research showed the majority of the customers were local title companies and attorneys dropping off documents to record, and contractors recording documents to obtain their building permits.

Solution = eRecording

In 2016, the Clerk of the Circuit Court and Comptroller determined that it was not cost effective to maintain a presence in our satellite office.

What is eRecording?

The Clerk of the Circuit Court and Comptroller had existing vendors offering eRecording Services. eRecording allows users to scan their documents and use a vendor application to upload the document and associated data. Customers had the ability to record from their desktop, rather than make a visit to the Clerk's office.

simplifile
e·recording made simple

e-Docs Solutions
simple, fast & secure electronic document recording

INDECOMM GLOBAL SERVICES

CSC
ERECORDING SOLUTIONS
CORPORATION SERVICE COMPANY

ePN
eRECORDING PARTNERS NETWORK

PRIA®
Property Records Industry Association
PARTNERSHIP • KNOWLEDGE • RESULTS

Pioneer
TECHNOLOGY GROUP

Talking with our Customers

We started with soft conversations about eRecording with our customers. All of them showed an interest in electric submission of their documents; all companies had specific questions relating to the process, such as price per document, annual fees and specifics regarding software interfacing.

So how can we serve our customers, answer their questions and get more enrolled in eRecording?

eRecording Expo

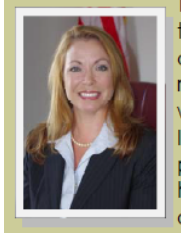
The Clerk planned and hosted an eRecording Exposition. The event included eRecording vendors, our Official Records software vendor and a representative of PRIA.

Invitations were sent electronically to customers, flyers were posted at all office locations, and the information was posted on our website.

THE CITRUS COUNTY
CLERK OF THE CIRCUIT COURT AND COMPTROLLER
PRESENTS THE:

Clerk's eRecording Expo

Wednesday, August 17th, 2016, 10am-1pm at the Lecanto Government Building, Room 280
3600 W Sovereign Path, Lecanto, FL 34461



This is an exciting time for the Clerk's office as we continue to expand our recording capabilities with eRecording. I encourage you to participate in this open house event designed to acquaint you with the resources available. eRecording will help improve your organization's ability to compete in today's evolving climate. Technology has advanced so much and we believe the migration to eRecording will save you time and money.

I look forward to seeing you at the eRecording Expo!

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- Learn how eRecording can benefit you
- Great opportunity to speak with various eRecording Partners
- eRecording demos
- Recording Activity Tracker demo
- Network with Industry Partners

RSVP by August 15th to:

khugar@clerk.citrus.fl.us

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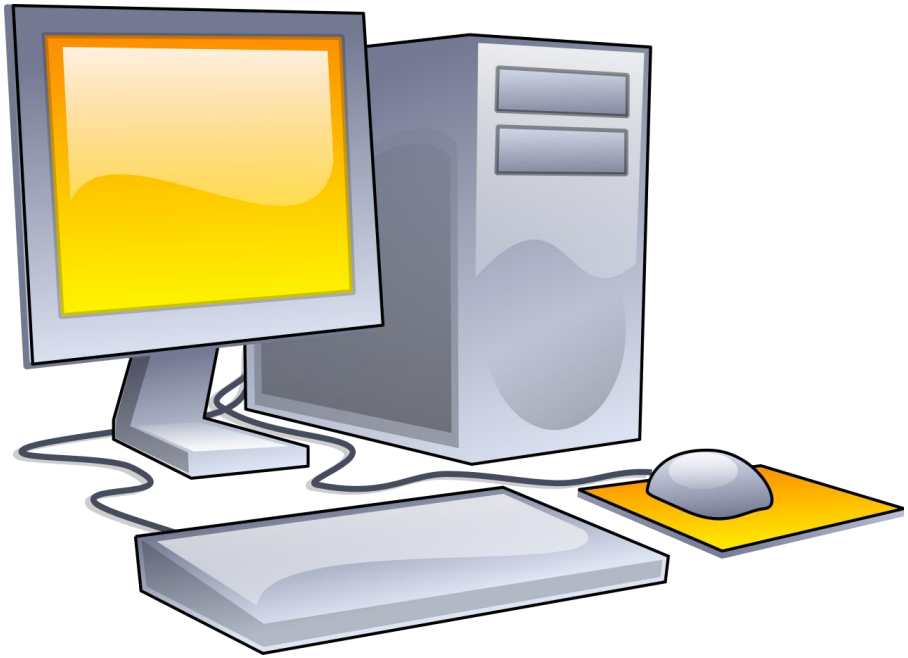
Planning = Success

Approximately 65 people attended the event. The attendees included title companies, attorneys, contractors and other Governmental Agencies, who were interested in the efficiencies the service provides, including quick turnaround time, fewer checks to write, and eliminating travel. It was apparent that our customers would rather be on line rather than in line.



Customer Benefits

- Documents submitted before 4:00 p.m. are generally recorded same day, shortening the gap between a title search and recording
- Ability to correct errors and resubmit same day
- Elimination of fee shortages
- Eliminates the possibility of lost documents, original documents never leave your possession
- Reduction of operating costs (travel, postage, check fees)

Clerk Benefits

- Images and data are received electronically, eliminating the need to scan the paper and input the data.
- Recording fees are received via an escrow or a receivable account, reducing the physical end of day deposit
- Eliminates shortages and overages
- Reduction of incoming, outgoing and undeliverable mail
- Reduction of over-the-counter recording
- Increased opportunity for telecommuting

Continuing to Grow

Following the expo, our office made site visits to customers, and showed in real time how eRecording could benefit their operations. To date, 70 users have signed up for electronic recording using their escrow account.

Our office continues to promote this service. Statistics are reviewed monthly, and we continually reach out to the submitters of paper documents.

Our office has seen a significant increase in the number of electronic recordings.

In Fiscal Year 2015-2016, an average of 57% of the documents were eRecorded. In Fiscal Year 2016-2017, the average jumped to 65%.

2009/2010	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Jul-10	Aug-10	Sep-10		FY Total
Total documents recorded	5153	4478	5115	4195	4546	5637	4954	4395	5544	4638	5026	4636		58317
Electronic	768	636	680	634	645	689	712	638	729	1132	1155	1165		9583
% Electronic	15%	14%	13%	15%	14%	12%	14%	15%	13%	24%	23%	25%		16%
2010/2011	Oct-10	Nov-10	Dec-10	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11		FY Total
Total documents recorded	4662	4393	4509	4611	4016	5276	4463	4612	4613	3972	4425	4138		53690
Electronic	1209	1034	959	1158	919	1248	949	1265	933	986	1167	1132		12959
% Electronic	26%	24%	21%	25%	23%	24%	21%	27%	20%	25%	26%	27%		24%
2011/2012	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12		FY Total
Total documents recorded	4310	4378	4449	4213	5137	5000	4706	5338	4716	4735	4970	4227		56179
Electronic	1836	1872	1563	1671	1819	1065	1824	2156	1904	2002	1969	1574		21255
% Electronic	43%	43%	35%	40%	35%	21%	39%	40%	40%	42%	40%	37%		38%
2012/2013	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13		FY Total
Total documents recorded	5114	4579	4744	4888	4844	5103	5731	5123	5349	5214	5289	4801		60779
Electronic	2049	1619	1733	1777	1848	1732	1982	1586	2324	1892	1711	1975		22228
% Electronic	40%	35%	37%	36%	38%	34%	35%	31%	43%	36%	32%	41%		37%

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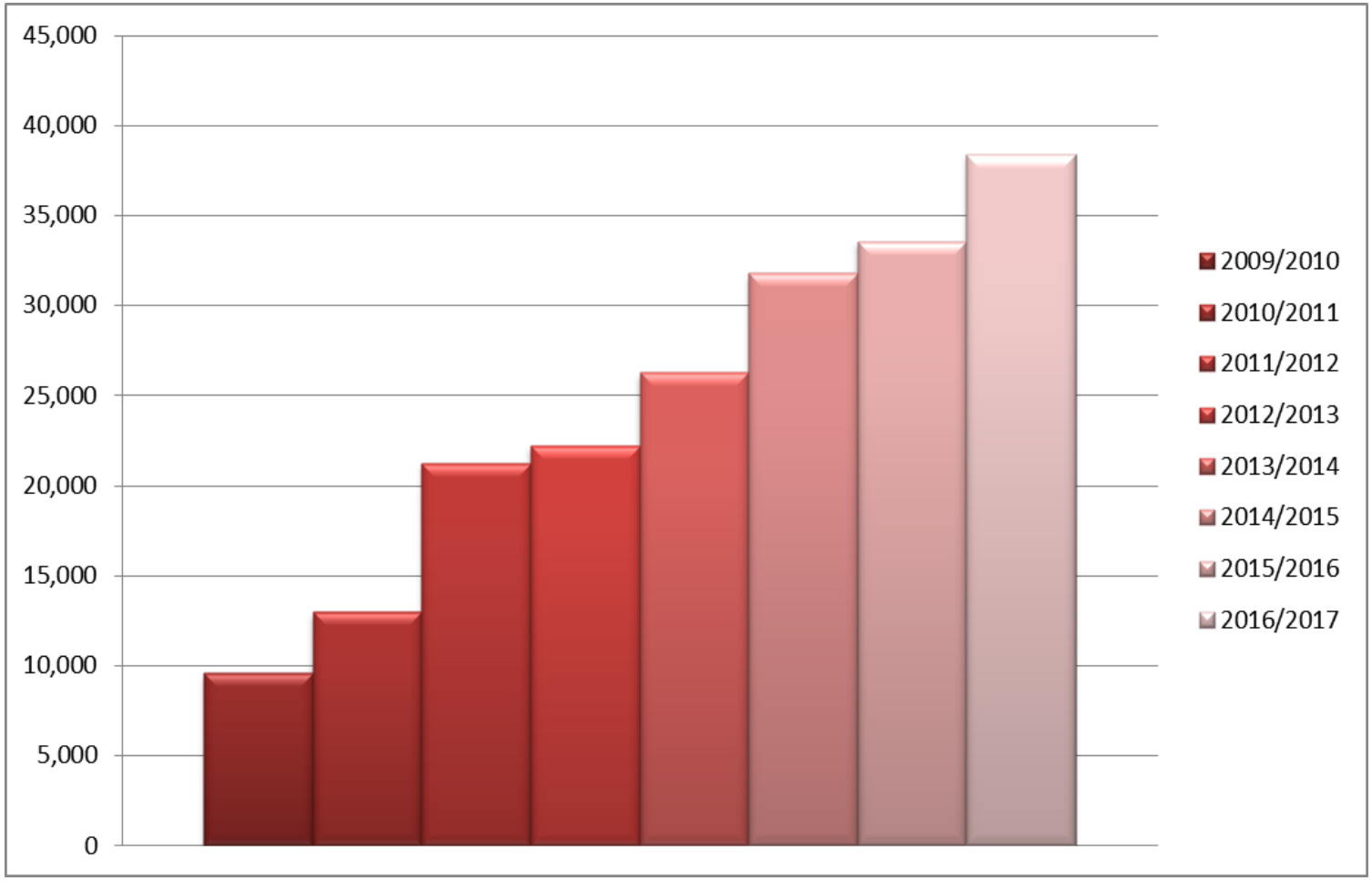
2013/2014	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14		FY Total
Total documents recorded	5369	4412	4318	4377	4575	4945	5161	5122	4920	4964	4641	4645		57449
Electronic	2187	1676	1632	1651	1841	1848	2396	2832	2936	2957	1745	2577		26278
% Electronic	41%	38%	38%	38%	40%	37%	46%	55%	60%	60%	38%	55%		46%
2014/2015	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15		FY Total
Total documents recorded	5198	4074	5091	4345	4821	5582	5289	5315	5711	5174	4855	4870		60325
Electronic	2663	2002	2654	2289	2577	2831	2849	2795	3099	2847	2595	2594		31795
% Electronic	51%	49%	52%	53%	53%	51%	54%	53%	54%	55%	53%	53%		53%
2015/2016	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16		FY Total
Total documents recorded	5069	4465	5061	4510	4660	5119	5138	5295	5147	4668	5739	4782		59653
Electronic	2883	2363	2658	2498	2541	2940	2777	2865	2950	2721	3412	2958		33566
% Electronic	57%	53%	53%	55%	55%	57%	54%	54%	57%	58%	59%	62%		56%
2016/2017	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17		FY Total
Total documents recorded	4671	4811	5074	4537	4638	5691	5017	5635	5097	4887	5343	3946		59347
Electronic	2917	3156	3189	2788	3033	3615	3172	3701	3,333	3,192	3,594	2,697		38387
% Electronic	62%	66%	63%	61%	65%	64%	63%	66%	65%	65%	67%	68%		65%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