



COLLIER CLERK NEWSLETTER

May 2020



Crystal K. Kinzel
Collier County Clerk of the
Circuit Court & Comptroller
(239) 252-2646

Main Office
Gov. Center/Courthouse
3315 Tamiami Trail E.
Naples, FL 34112

Satellite Offices
Golden Gate Gov. Center
4715 Golden Gate Parkway
Naples, FL 34116

Immokalee
106 South First Street
Immokalee, FL 34142

North Collier Government Ctr.
2335 Orange Blossom Drive
Naples, FL 34109

Everglades City Hall
102 Copeland Ave. N.
Everglades City, FL 34139

Eagle Creek-New location
6654 Collier Boulevard
Naples FL 34114

We're Open For Business!

Walk-in customer services are once again
available to the public at the
courthouse and all satellite locations.

Available Services Include:

- Acceptance of documents for official recording, such as Notices of Commencement & Declarations of Domicile;
- Marriage license issuance (appt. recommended 239-252-7242);
- Passport application acceptance (appt. recommended 239 -252-7242);
- Acceptance of payments for court fines & fees;
- Acceptance of court case documents;
- Acceptance of traffic school completion certificates;
- Individuals experiencing financial hardship and struggling to pay court fees & fines can learn about payment plan options;
- Utilize the Self-Help Center (courthouse) to obtain forms & instructions for self-representation in certain civil court cases (pro se representation).

The well-being of our customers and employees is our highest priority.

Actions are being taken across our operations to help safeguard our customers and employees. These actions include face shields for staff, establishing social distancing parameters and frequently sanitizing high-traffic areas, including customer service counters and high-touch areas.



Lori provides services to customers at the
Eagle Creek Satellite Office—
New location-6654 Collier Blvd.

Letter to the community...

I hope this letter finds you and your loved ones in good health.

Thankfully, it appears that May is the beginning of a positive turn after two incredibly turbulent months.

It's clear that the Covid-19 health and economic crisis has left significant, costly and (most likely) long lasting impacts to our country, state and county. We will continue to work with the Board of County Commissioners, the Judiciary, the other Constitutional Officers and statewide agencies to get back to normal as quickly as possible.

Throughout the crisis, the Clerk's Office has continued to provide essential services to the public, and we are very glad to return to fully serving the people of Collier County. Our incredible staff members have worked to process as much as possible during limited public access restrictions. They have kept our essential court and other services moving forward. I am very thankful for such dedicated front line staff who remain ready to serve!

One bit of good news...the Eagle Creek satellite office has relocated to a bright new location, 6654 Collier Blvd., in front of the Walmart Superstore. This new facility offers enough space to serve our growing community to the south. Our satellite locations at Golden Gate, Orange Blossom, Immokalee, Everglades City and Eagle Creek serve thousands of customers each year. We have been expanding services in each of these areas to better serve our vast county by bringing services to the neighborhoods where you live.

We are also continuing to expand our on-line service capabilities so that you can access many services from home. In these "stay at home" times, more of what we do needs to be available to you, from your homes. We are also working on several initiatives to further enhance our juror processes and pro-se (self-help) center. I'll be sure to keep you posted.

We are fortunate to live in beautiful Collier County, where we have fresh air, warm weather and most importantly resolute and resilient citizens. God bless our community and our country.

Stay safe and healthy.



Crystal K. Kinzel
Clerk of the Circuit Court and Comptroller



Director Spotlight

Derek M. Johnssen, Director, Finance and Accounting



Derek M. Johnssen has been employed with the Collier County Clerk's Finance and Accounting Division for 23 years, and was promoted to Division Director in 2018.

Annually, Derek and his team of 49 process over 100,000 vendor invoices and over 50,000 payroll disbursements for the Board, Clerk of Courts, and Supervisor of Elections.

In addition, his team manages investments of over \$1 billion in taxpayer funds, manages County debt of over \$550 million, produces the award winning *Comprehensive Annual Financial Report*, and prepares the Clerk's proposed annual budgets.

Derek grew-up close by, in Fort Myers, Florida. He has a Bachelor's of Science in Accounting from Florida State University and he is looking forward to the Seminoles having a winning season. Derek is also a Certified Public Accountant, licensed to practice in the State of Florida.

In his spare time, Derek enjoys fishing, cycling and listening to jazz music. Derek and wife, Lizabeth, have one child, Abigail, who is 15-years old and has recently obtained her driver's permit...good luck, Derek!



Twentieth Judicial Circuit COVID-19 Updates

- Circuit and county courts continue to perform essential and critical court proceedings. Many court proceedings are being conducted remotely using communication equipment.
- Criminal and civil jury trials, jury selection, and grand jury proceedings are suspended **through July 2** (Per Florida Supreme Court Adm. Order).
- Foreclosures and evictions have been suspended and time tolled for 45 days, by order of Governor DeSantis. The order is scheduled to expire May 17 unless extended by the Governor.

For the latest information about court proceedings, visit the website of the Twentieth Judicial Circuit Adm. Office of the Courts, www.ca.cjis20.org.

For the latest information on executive orders issued by Gov. DeSantis, visit www.Flgov.com.

New Location Eagle Creek Satellite Office

Attention residents of:

- Marco Island
- Goodland
- Isles of Capri
- Lely
- Neighborhoods in south Collier County

The Eagle Creek Tax Collector/Clerk Satellite Office has Moved

On Monday, May 4, all services that were provided at the old location, began at the new location.

Old Eagle Creek Location
12668 Tamiami Trail East

New Eagle Creek Location
6654 Collier Boulevard
South of US 41, in front of the Walmart Superstore



WIDE-RANGE OF SECURE ONLINE SERVICES AVAILABLE 24/7 AT

www.CollierClerk.com

E-Payments - Pay traffic citations, court fees and fines;

E-Filing - File court documents via the Florida Courts e-Filing Portal (Registration required);

E-Recording - Use the Business Portal to electronically submit documents for recording in the Official Record, such as deeds, mortgages, and other official records (Registration required);

Forms - Access frequently used forms including Declaration of Domicile, Notice of Commencement, small claims and other court forms;

Risk Alert Notifications - Subscribe to the Clerk's free risk alert notification service to monitor your property records for fraudulent activity;

Unclaimed Money - Check the list of names of those people and businesses who have money owed to them by county government or tax deed funds;

Records - Access to thousands of records to view and print, including:

- Court records (Civil, Traffic, Probate and Criminal);
- Official land records, such as deeds, plat maps, mortgages, condo docs, and more;
- Financial records; and,
- Minutes and records of the Board of County Commissioners.



e-Recording

Many Customers Discovered the Convenience of e-Recording While *Sheltering at Home*

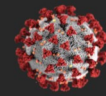
Electronic Recording, more commonly known as e-Recording, allows customers the option of submitting documents for recording in the County's Official Record via a portal on www.CollierClerk.com.

During the COVID-19 crisis, many customers discovered the convenience of e-Recording while they were *sheltering at home*, resulting in several thousand documents being electronically submitted in March and April.

The most common documents that were submitted by customers via e-Recording were Deeds, Mortgages, Notices of Commencement, and Declarations of Domicile.

To learn more about registering for e-Recording, visit www.CollierClerk.com or call the Recording Division at 239-252-7242.

Clerk Services and Employees Identified as Essential During the Pandemic Response



**COVID-19
RESPONSE**

Services provided by the Clerk's office, and the employees performing those services, were identified by state and federal authorities as essential to the public's health, safety and well-being during the COVID-19 response.

The "Essential Critical Infrastructure Workforce" advisory list, developed by the Department of Homeland Security - Cybersecurity and Infrastructure Security Agency (CISA), identifies essential workers who have a responsibility to provide services and functions that are necessary for community resilience during the pandemic response.

Clerk services identified by the CISA as necessary for community and national resilience include:

- Support to the operations of the judicial system;
- Performance of title & recording services in support of mortgage and real estate services;
- Processing of financial transactions, services and payments.

Clerk employees, and all essential workers in our county, continue to work hard to provide the essential services necessary to keep our community running.



**Amid the Crisis,
Over 11,500 Documents
Were Recorded In April**

**April was a busy month for the
Clerk's Recording Division.**

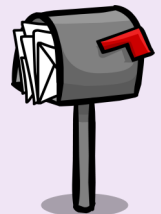
Even amid the COVID-19 crisis, property continued to be bought and sold in Collier County, and home construction projects continued to move forward.

In April 2020, 11,538 documents were recorded in the County's Official Record; those documents were submitted by our customers via e-Recording, U.S. Mail, and the drop-off lock box.

- 2,192 Notices of Commencement
- 2,085 Deeds
- 1,738 Mortgages

Recording services were identified by state and federal authorities as essential to community resiliency during the COVID-19 response.

Be Wary of Misleading Mail Solicitations Charging High Prices for Copies of Public Documents



**Don't pay a high price for copies of your
property records that you can view and print for free.**

Some county residents, particularly new homeowners, have received mail solicitations from private businesses offering to sell to the homeowner, for the price of \$89, a copy of their property deed, which is recorded in Collier County's Official Records.

Because of the somewhat official appearance of the mailing, some recipients might have the false impression that it was sent from a government agency, and pay the high price.

However, copies of deeds and other property records can easily be viewed and printed for free, from the convenience of your home, on the Clerk's website: **www.CollierClerk.com**. Certified copies may be purchased for \$1 per page/\$2 per instrument.

To learn more, call the Recording Division at (239) 252-7242.



Congratulations High School & College Graduates!

Although you're graduating without
the traditional ceremonies,
your community is **proud of you!**

The employees of the Collier Clerk's Office
look forward to meeting you someday when you:

- ⇒ Buy a house or business
- ⇒ Obtain a marriage license
- ⇒ Serve on a jury
- ⇒ Apply for a U.S. Passport

In Observance of Memorial Day

The Offices of the Collier County Clerk of Courts, including satellite locations, will be closed on Monday, May 25.

The Collier County Clerk's Office joins all Americans to reflect on the sacrifices and service of the men and women who died while serving in the United States Armed Forces.



Vietnam Veterans Memorial—
Photo courtesy of the National Park Service



Reminder from the Clerk's Office...

When Thunder Roars, Go Indoors

Lightning is one of the Earth's
deadliest weather phenomena.

It's been said that
"Florida is the lightning capital of the nation."

Throughout Collier County, people are working or playing outdoors every day. If you hear thunder, you are in danger, even if the sky is blue.

Remember, the safest place to be during lightning activity is an enclosed building. If you are away from a building, the second safest location is an enclosed vehicle.

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- Important Information
- Upcoming Events
- News from the Courthouse

Facebook.com/CollierClerk

facebook



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go to CollierClerk.com

For more information about newsletter content, or about the Clerk's operations:

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