

**COMPENSATION BOARD  
DECEMBER 1, 2005**

*F405*

**Technology  
Trust Fund**

*Progress Report*

**Circuit Court Clerks in Response to § 17.1-279, Code of Virginia**

# FY05 TTF Progress Report

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# F405 TTF Progress Report

## *Introduction*

The purpose of this report is to provide an annual update of the progress Circuit Court Clerks are making in providing secure remote access to land records on court-controlled websites on or before July 1, 2006.

### **The Technology Trust Fund**

The Technology Trust Fund (TTF) originated in 1996 with § 17.1-279, Code of Virginia, that legislated a \$3 fee, known as the Technology Trust Fund Fee, to be assessed by the Clerk of each Circuit Court in every law and chancery action, upon each instrument recorded in the deed book, and upon each judgment docketed in the lien docket book. Effective July 1, 2004, the fee was increased to \$5 and the General Assembly specified intent that all Circuit Court Clerks in Virginia provide secure remote access to land records on or before July 1, 2006. The TTF fee is deposited to the State Treasury into a trust fund and the Compensation Board maintains a record of the deposits made by each Circuit Court Clerk.

Four dollars of the \$5 fee are allocated by the Compensation Board for the purposes of: (i) developing and updating individual land records automation plans for individual Circuit Court Clerks' offices; (ii) implementing automation plans to modernize land records in individual clerk's offices and provide secure remote access to land records throughout the Commonwealth; (iii) obtaining and updating office automation and information technology equipment, including software and conversion services; (iv) preserving, maintaining and enhancing court records, including, but not limited to, the costs of repairs, maintenance, service contracts and system upgrades; and (v) improving public access to court records. TTF funds may not be used for personnel costs within the Circuit Court Clerks' offices. The legislation requires that Circuit Court Clerks submit to the Compensation Board a written certification that the Clerk's proposed technology improvements of land records will accommodate secure remote access on a statewide basis.

The remaining \$1 of the TTF fee collected by each Circuit Court Clerk is amassed into a fund known as the \$1 Fund. The Compensation Board may allocate from the \$1 Fund (i) for the purposes of funding studies to develop and update individual land-records automation plans for individual clerk's offices and (ii) for the purposes enumerated above to implement the plan to modernize land records in individual clerk's offices and provide secure remote access to land records throughout the Commonwealth. Priority allocation from the \$1 Fund may be given to those individual clerk's offices whose deposits into the trust fund would not be sufficient to implement its modernization plan. The legislation requires that Circuit Court Clerks submit to the Compensation Board a written certification that the clerk's proposed technology improvements of land records will accommodate secure remote access on a statewide basis.

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## Secure Remote Access to Land Records

In the Code of Virginia, § 17.1-279 requires Circuit Court Clerks or their designated technology services vendor(s) to certify compliance with security standards developed by the Virginia Information Technologies Agency (VITA) found in the document *Security Standard for Restricted Remote Access to Documents on Court-Controlled Websites, ITRM STANDARD SEC503-02* (dated March 28, 2005), and all subsequent revisions. This document is located on the VITA website at [http://www.vita.virginia.gov/docs/psg/Rem\\_Accs\\_Docs\\_on\\_Crt-Contrd\\_Webs-revision1.pdf](http://www.vita.virginia.gov/docs/psg/Rem_Accs_Docs_on_Crt-Contrd_Webs-revision1.pdf). The safeguards in this standard define what is meant by “secure” land records. Remote access is defined in the security standard as allowing inspection to a court record without the need to physically visit the courthouse where the court record is maintained. The Land Records Management Task Force defines land records as “deeds, deeds of trust, maps, and plats” in the document *Modernizing Land Records in Virginia, Final Report, January 1, 1998*.

In the Code of Virginia, § 2.2-3808.2 prohibits the posting of certain information on the Internet. The 2005 VITA security standard requires that Circuit Court Clerks make a self-certification to comply with § 2.2-3808.2. Compensation Board staff embedded the self-certification in the FY06 TTF Budget Request Process in COIN (Constitutional Officers Information Network), a new online financial management tool for Constitutional Officers, thus providing a substitute for the paper self-certification form, Appendix C, located in the 2005 VITA security standard. A summary of § 2.2-3808.2 includes: A) Circuit Court Clerks may not allow access to a document on a court-controlled Web site with an actual signature, Social Security Number, date of birth, maiden name, financial account number, or name/age of a minor child; B) Circuit Court Clerks must post a list of documents routinely found on the court-controlled Web site; C) as provided by law, access to the original document is maintained; D) Circuit Court Clerks must restrict remote access to documents containing the above information to subscribers that are pre-approved and registered; E) Circuit Court Clerks are immune from suit arising from any acts or omissions relating to providing secure remote access on the Internet pursuant to this section unless the clerk was grossly negligent or engaged in willful misconduct; and F) the sunset of this provision of law is July 1, 2007.

The complete text of §§ 17.1-279 and 2.2-3808.2, Code of Virginia, is located in the Appendix of this report.

## FY06 TTF Budget Request Process

In August of each year, Circuit Court Clerks have the opportunity to request TTF available funding for equipment and services. The Compensation Board allocates the funds requested by clerks in an amount not to exceed the deposits into the trust fund credited to their respective localities. The FY06 TTF Budget Request for Equipment and Services is a sub-system of COIN.

The FY06 TTF Budget Request Process in COIN consisted of several elements seamlessly integrated into a coherent whole, including:

- FY05 TTF Progress Survey;
- VITA Secure Remote Access Certification;
- Election to FY06 Budget Request or Carry-over;
- TTF for Law and Chancery, or Criminal Divisions;
- \$4 TTF Equipment and/or Services Request(s);
- \$4 TTF Budget Request Certification;

# FY05 TTF Progress Report

- \$1 Fund Request for Equipment and/or Services; and Certification.

Circuit Court Clerks had the month of August 2005 to complete the FY06 TTF Budget Request Process. If a Clerk does not complete the TTF Budget Request annual process in COIN, their TTF available balance automatically carries-over to a future fiscal year.

If a Circuit Court Clerk has put into action his/her automation plan to provide secure remote access to land records, then that Clerk may apply to the Compensation Board for an allocation from the Technology Trust Fund for automation and technology improvements in the Law and Chancery, or Criminal Divisions (LCC), of his office (after January 1, 2006, TTF may be used in the entire Civil Division of the Circuit Court). Such a request cannot exceed the deposits into the trust fund credited to that locality. As a condition of approval of a Law and Chancery, or Criminal Divisions request, the Compensation Board may consider what local funds have been spent to accelerate technology improvements.

## FY06 TTF Available Balance

The FY06 TTF Available Balance is computed using several factors. Any unused portion of TTF from the previous fiscal year is added to the TTF collections credited to that locality for that fiscal year. In FY06, as in FY05, a portion of TTF available funds was transferred to the Circuit Court Clerks' general operating funds to cover reimbursement of approved operating expenditures. The same amount was transferred in each fiscal year in each respective clerk's office. The formula for computing the TTF available balance for each clerk's office is:

Unused FY05 TTF balance	+	FY05 TTF Collections	-	FY06 Transfer of TTF to Clerks' General Operating Funds	=	FY06 TTF Available Balance
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An election to budget the FY06 TTF Available Balance means that TTF monies may be applied to equipment and/or services requests to support land records technology and/or technology improvements in Law and Chancery Divisions, or Criminal Divisions of the Circuit Court (after January 1, 2006, TTF may be applied to the entire Civil Division). A carry-over election in the FY06 TTF Budget Request Process means that the FY06 TTF Available Balance is reserved until the following fiscal year (FY07). The Compensation Board considers mid-year access to TTF funds not previously budgeted in August on a case-by-case basis and the availability of unencumbered funds. Application to the Compensation Board for mid-year access to TTF money not previously requested in August is made through a mid-year docket request. Instructions for making a mid-year docket request can be found on the Compensation Board website at <http://www.scb.state.va.us/docs/ttfmidyearrequest.pdf>. Mid-year access to TTF monies is not guaranteed to clerks who do not submit a budget request in August.

A budget election and carry-over election are mutually exclusive. A Circuit Court Clerk must choose to either make a budget request for equipment and/or services or carry-over their TTF Available Balance.

# FY05 TTF Progress Report

## Executive Summary

### FY05 TTF Financial Data

- In FY05, **collections** by Circuit Court Clerks were \$12.4M and from FY97 to FY05, Circuit Court Clerks' collections were \$60.4M.
- In FY05, **Circuit Court Clerks' expenditures** were \$4.4M and from FY97 to FY05, Circuit Court Clerks' expenditures were \$28.9M and account for 62.5 percent of all TTF expenditures.
- In FY05, **total expenditures** were \$6.0M and from FY97 to FY05, total TTF expenditures were \$46.2M.
- Transfers of TTF funds to offset **general fund reductions** to the Circuit Court Clerks' general fund appropriation were \$6.9M from FY97 to FY05. This represents approximately 14.9 percent of total TTF expenditures.
- From FY97 to FY05, **budget reductions and transfers** of TTF funds to the Commonwealth's general fund were \$8.9M and account for 19.3 percent of TTF expenditures.
- **Administrative costs**, which have been split into three categories (consulting services, position costs, and COIN), were \$ 1.5M and account for approximately 3.3 percent of total expenditures.

### FY05 TTF Progress Survey Data

- 120 Circuit Court Clerks completed the FY06 TTF Progress Survey for a 100 percent **response rate**.
- 15 Circuit Court Clerks (13 percent) reported to provide a court-controlled **Web site** that provides up-to-date public notice of digital indices and images.
- 107 Circuit Court Clerks (89 percent) reported to provide **digital indices** of land records and 112 provide **digital images** (93 percent).
- 35 Circuit Court Clerks (29 percent) reported to provide **secure remote access** to digital indices and 22 Clerks (18 percent) provide secure remote access to digital images of land records.
- 111 Circuit Court Clerks reported to provide **continuous years** of digital land records indices and the same number of Clerks provides continuous years of digital land records' images.
- The **average age** of digital land records indices was 28 years old and the average age of digital land records' images was 27 years old.
- In FY05, 1653 is the **oldest reported digital land records** index and 1721 is the oldest reported digital land records image.
- 102 Circuit Court Clerks (85 percent) reported the **next step** for land records management is providing secure remote access to land records.
- 62 Circuit Court Clerks (52 percent) reported the **obstacle** in providing secure remote access was insufficient staff to carry the increased workload.

### VITA Secure Remote Access Certification Data

- Fifteen Circuit Court Clerks (12.5 percent) reported that their office currently provides **secure remote access** to land records on a court-controlled website. One hundred and five Circuit Court Clerks (87.5 percent) reported that they do not currently provide secure remote access land records.

# FY05 TTF Progress Report

- One hundred and twenty Circuit Court Clerks (100 percent) certified either current **compliance** or future compliance to VITA security standards.
- Twelve Circuit Court Clerks (10 percent) who currently provide secure remote access to land records elected to use TTF monies in FY06 for technology improvements in **Law and Chancery, or Criminal Divisions**. Forty-eight Circuit Court Clerks (40 percent) that are not currently providing secure remote access to land records did elect to use TTF monies for Law and Chancery, or Criminal Divisions, although only one Clerk (of the 48) actually requested TTF for Law and Chancery, or Criminal Divisions.

## **FY06 \$4 TTF Equipment and Services Request Data**

- 116 Circuit Court Clerks (97 percent) requested to budget a **total** of \$10M for technology equipment and/or services.
- 20 Circuit Court Clerks (17 percent) requested \$893,571 TTF for technology **equipment**.
- 114 Circuit Court Clerks (95 percent) requested \$9.10M TTF for technology **services**.

## **FY06 \$1 TTF Fund Request Data**

- 66 Circuit Court Clerks (55 percent) made a request from the \$1 TTF Fund for a **total** of \$1.48M for additional technology equipment and/or services.
- 12 Circuit Court Clerks (10 percent) requested \$95,058 from the \$1 TTF Fund for technology **equipment**.
- 64 Circuit Court Clerks (53 percent) requested \$1.38M from the \$1 TTF Fund for technology **services**.

# FY05 TTF Progress Report

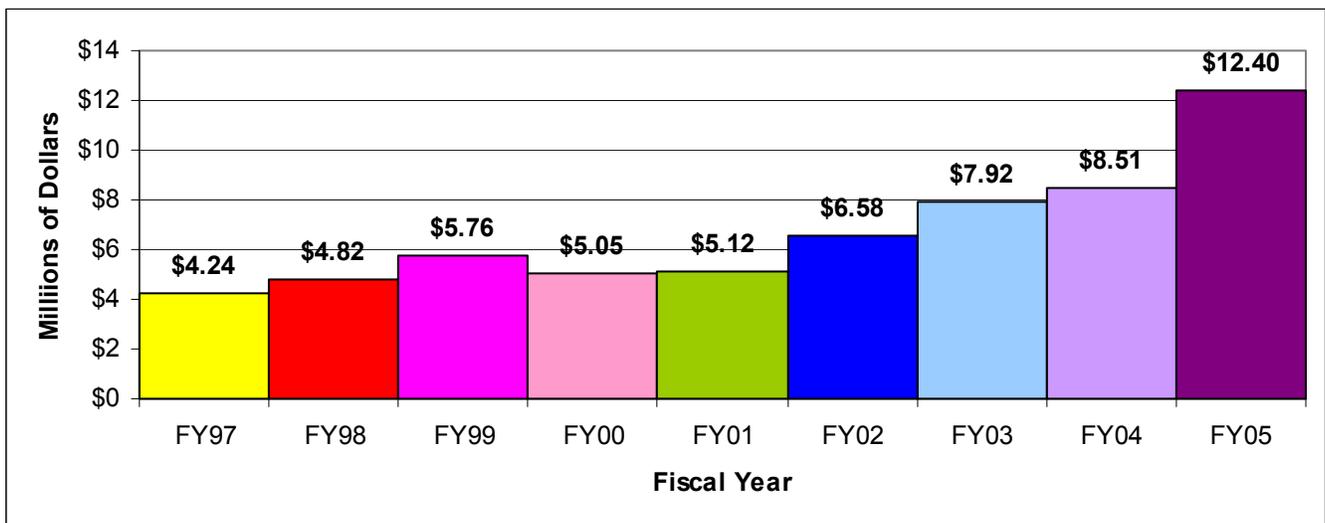
## FY05 TTF Financial Data

### Circuit Court Clerks' TTF Collections and Expenditures from FY97 to FY05

	Cash Collections	Expenditures
FY97	\$4,243,367.42	\$0
FY98	\$4,822,885.65	\$886,404.38
FY99	\$5,768,994.81	\$2,214,766.33
FY00	\$5,051,605.90	\$2,526,303.63
FY01	\$5,122,196.96	\$4,757,461.75
FY02	\$6,586,856.51	\$6,800,199.60
FY03	\$7,921,175.89	\$3,661,213.59
FY04	\$8,512,088.24	\$3,674,036.99
FY05	\$12,404,426.50	\$4,367,868.63
<b>Total</b>	<b>\$60,433,597.88</b>	<b>\$28,888,254.90</b>

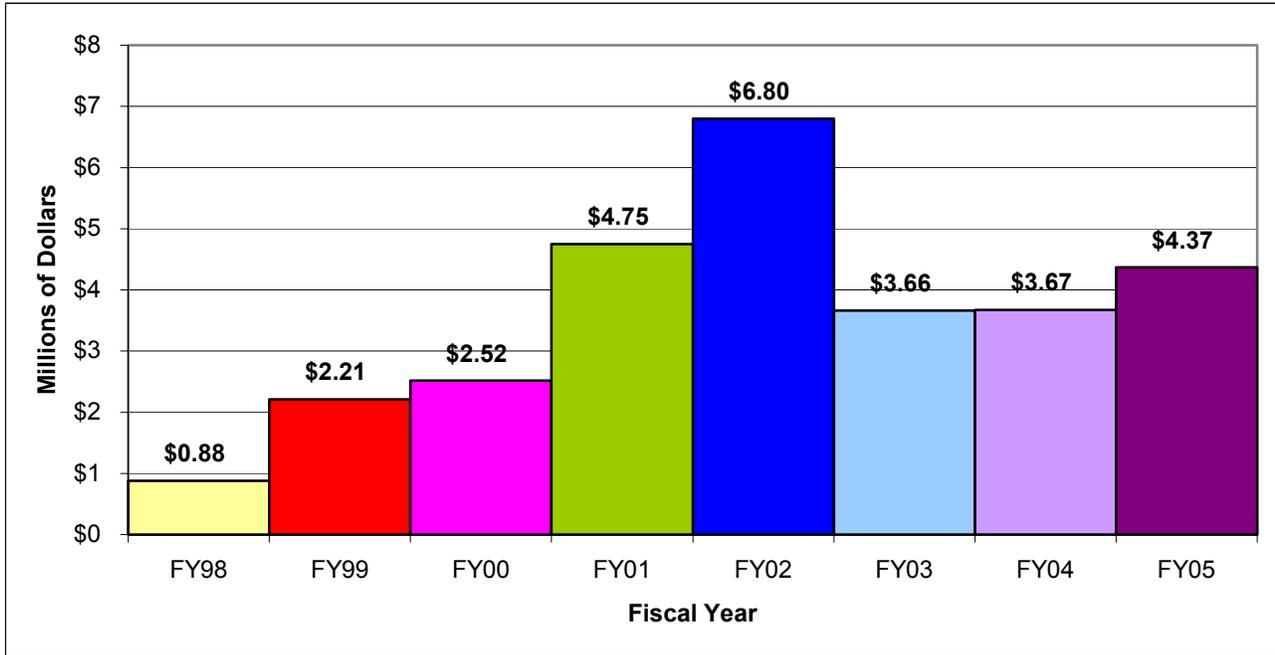
In the nine-year period between FY97 and FY05, collections increased from \$4,243,367 to \$12,404,427, a 192 percent increase. Expenditures of Circuit Court Clerks increased from \$886,404 in FY98 to \$4,367,869 in FY05, a 393 percent increase. A matrix for Circuit Court Clerks' expenditures by locality for FY98 through FY05 is found in Appendix 2 of this report.

### Circuit Court Clerks' TTF Collections from FY97 to FY05 (\$3 from FY97 to FY04 and \$5 in FY05)



# FY05 TTF Progress Report

## Circuit Court Clerks' TTF Expenditures from FY98 through FY05

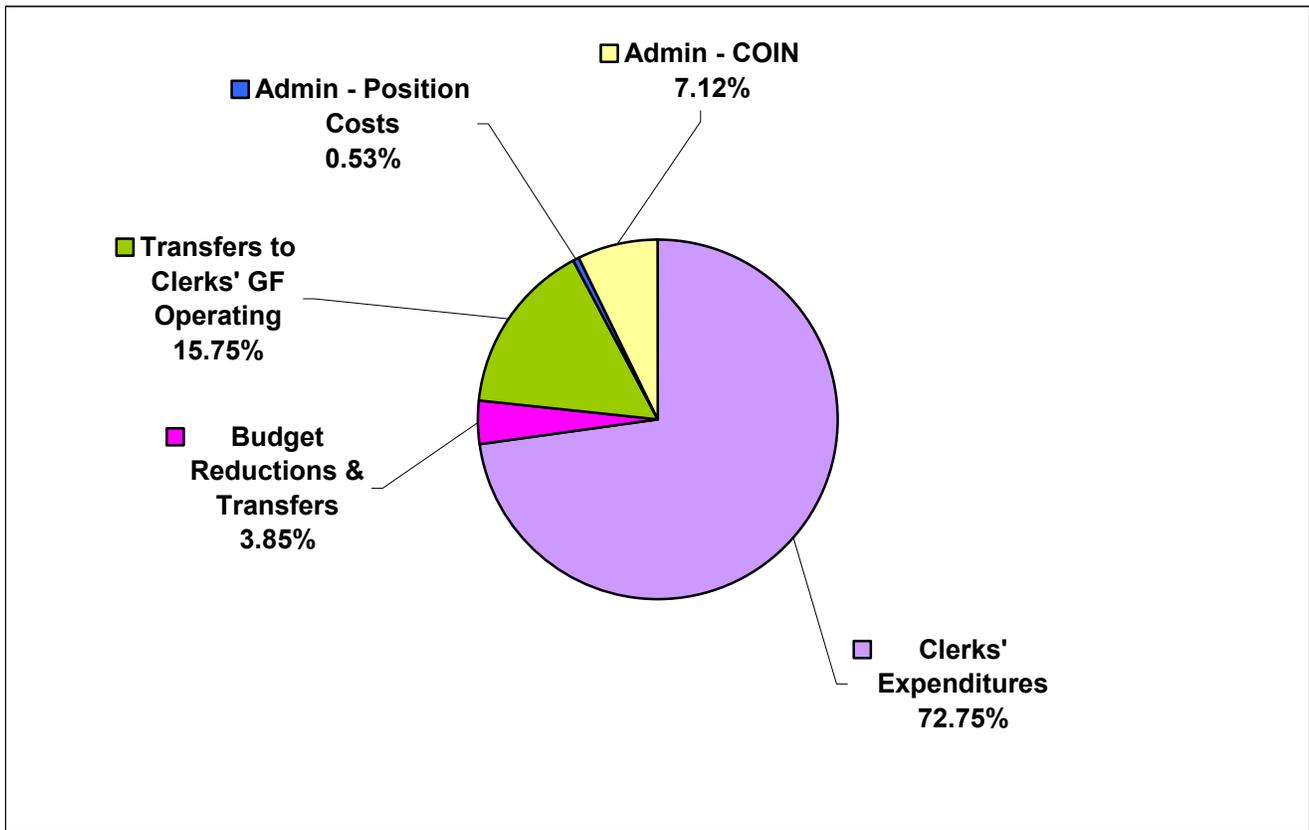


# FY05 TTF Progress Report

## FY05 Total TTF Expenditures

Circuit Court Clerks' Expenditures	\$4,367,868.63	72.75%
Budget Reductions and Transfers	\$231,393.00	3.85%
Transfers to Clerks' General Fund for operating expenses	\$945,828.00	15.75%
Administration: Position Costs (includes DPB appropriation transfers)	\$31,846.09	0.53%
Administration: COIN system	\$427,254.47	7.12%
<b>Total</b>	<b>\$6,004,190.19</b>	<b>100%</b>

## FY05 Total TTF Expenditures

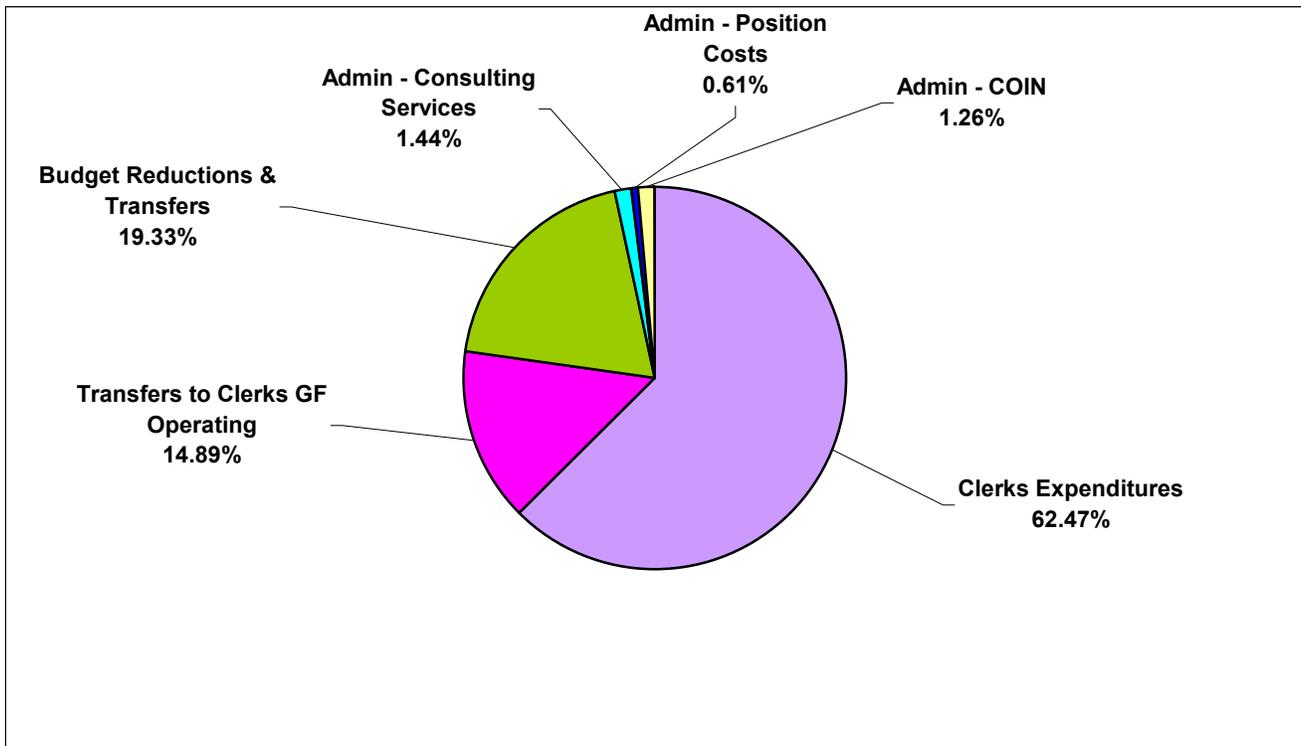


# FY05 TTF Progress Report

## Total TTF Expenditures from FY97 to FY05

Circuit Court Clerks' Expenditures	\$28,888,254.90	62.47%
Budget Reductions and Transfers	\$8,938,870.00	19.33%
Transfers to Clerks' General Fund for operating expenses	\$6,885,039.57	14.89%
Administration: Consulting services	\$665,342.52	1.44%
Administration: Position Costs (includes DPB appropriation transfers)	\$282,257.41	0.61%
Administration: COIN system	\$583,330.53	1.26%
<b>Total</b>	<b>\$46,243,094.93</b>	<b>100%</b>

## Total TTF Expenditures from FY97 to FY05



A matrix for Non-General Fund Cash Transactions for TTF from fiscal years 1997 through 2005 is found in Appendix 1 of this report.

# FY05 TTF Progress Report

## FY05 TTF Progress Survey Data

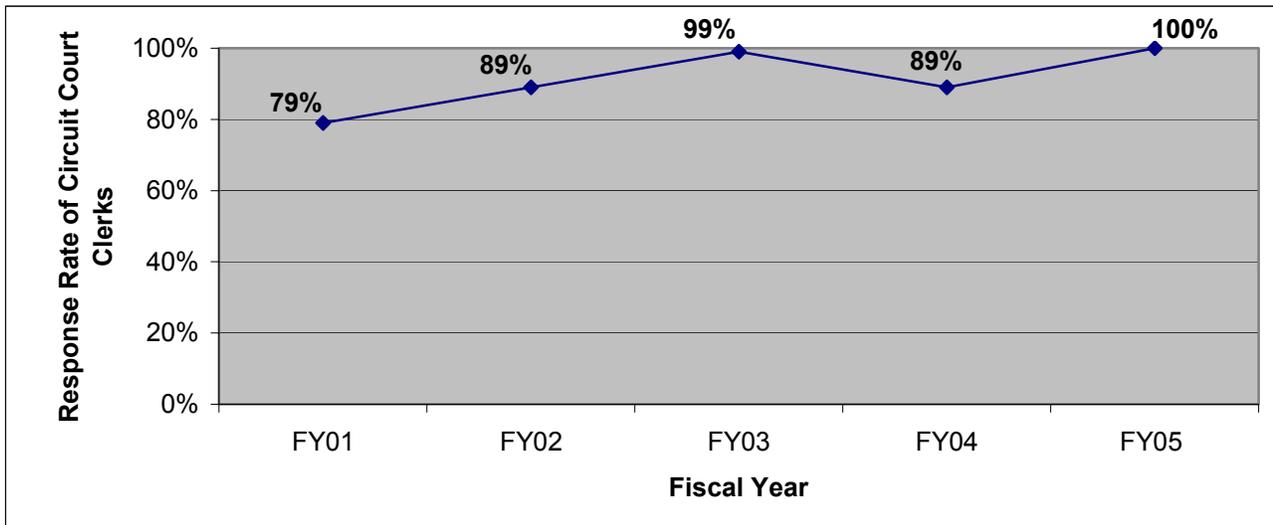
### Response Rate, Web site, and Digital Records

Survey Questions			FY01		FY02		FY03		FY04		FY05	
			n	%	n	%	n	%	n	%	n	%
<b>Response Rate</b>	120 Circuit Court Clerks		96	79%	107	89%	119	99%	107	89%	120	100%
<b>Web site</b>	1	Court-controlled Web site that provides up-to-date public notice of accessible digital indices and images of land records	X	X	25	21%	26	22%	30	25%	15	13%
<b>Digital Indices</b>	2	Land Records	X	X	83	78%	101	84%	92	77%	107	89%
	3	Onsite Access	36	38%	81	76%	104	87%	93	78%	112	93%
	4	Secure Remote Access	24	20%	24	20%	32	27%	30	25%	35	29%
<b>Digital Images</b>	5	Land Records	40	42%	84	79%	103	86%	94	78%	112	93%
	6	Marriage Licenses	X	X	61	57%	76	63%	75	63%	92	77%
	7	Judgments	X	X	71	66%	87	73%	83	69%	104	87%
	8	Financing Statements	X	X	57	53%	73	61%	67	56%	84	70%
	9	Wills / Fiduciary	X	X	68	64%	88	73%	86	72%	104	87%
	10	Plats / Maps	X	X	42	39%	59	49%	65	54%	73	61%
<b>Digital Images</b>	11	Onsite access	40	42%	80	75%	102	85%	93	78%	114	95%
	12	Secure Remote Access	4	4%	12	11%	18	15%	14	12%	22	18%
	13	Cover sheet	5	5%	9	8%	12	10%	13	11%	14	12%
	14	Unique PIN number	56	59%	71	66%	77	64%	75	63%	74	62%
	15	Electronic filing	1	1%	9	8%	4	3%	7	6%	2	2%

The table above shows FY01 through FY05 data, including the response rate, court-controlled website, land records indexing, digital images of all types of records, and digital images of land records.

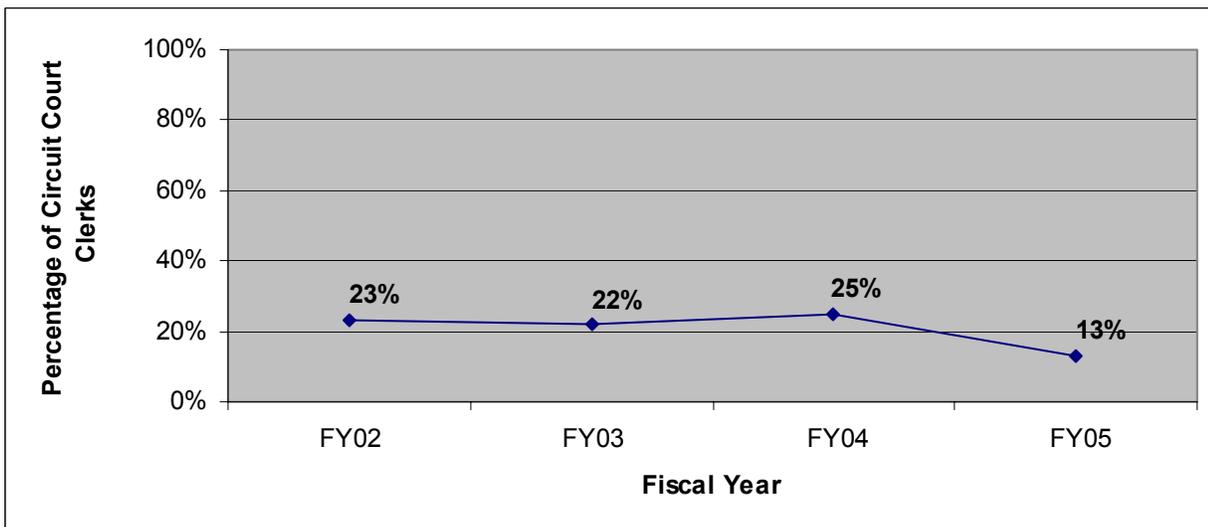
# FY05 TTF Progress Report

## Response Rate of Circuit Court Clerks to the TTF Progress Survey



In FY01, 96 Circuit Court Clerks (79 percent) responded to the TTF Progress Survey; 107 Circuit Court Clerks (89 percent) in FY02; 119 Circuit Court Clerks (99 percent) in FY03; 107 Circuit Court Clerks (89 percent) in FY04; and 120 Circuit Court Clerks (100 percent) in FY05. The average response over the five-year period is 110 Clerks (92 percent).

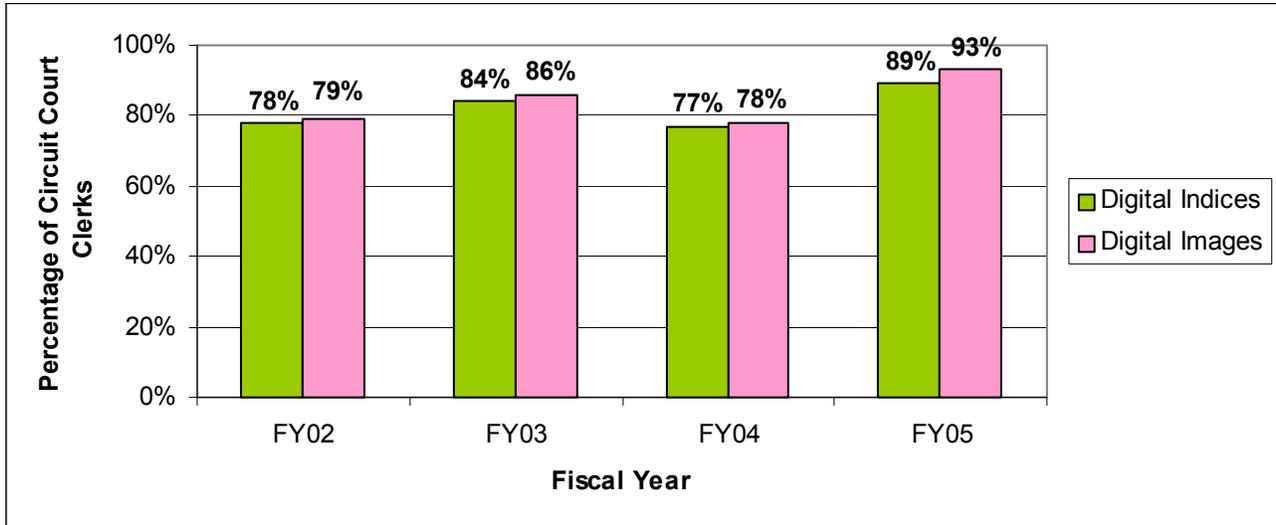
## Circuit Court Clerks Who Provide Public Notice on a Court-Controlled Website



In FY02, 25 Circuit Court Clerks (21 percent) reported that a locality or court-controlled **Web site** offered up-to-date public notice of digital land records available online; 26 Circuit Court Clerks (23 percent) in FY03; 30 Circuit Court Clerks (25 percent) in FY04; and 15 Circuit Court Clerks (13 percent) in FY05. Twelve Circuit Court Clerks provided a Web site address in the FY05 TTF Progress Survey. The listing is located in Appendix 4.

# FY05 TTF Progress Report

## Percentage of Circuit Court Clerks Who Provide Digital Land Records

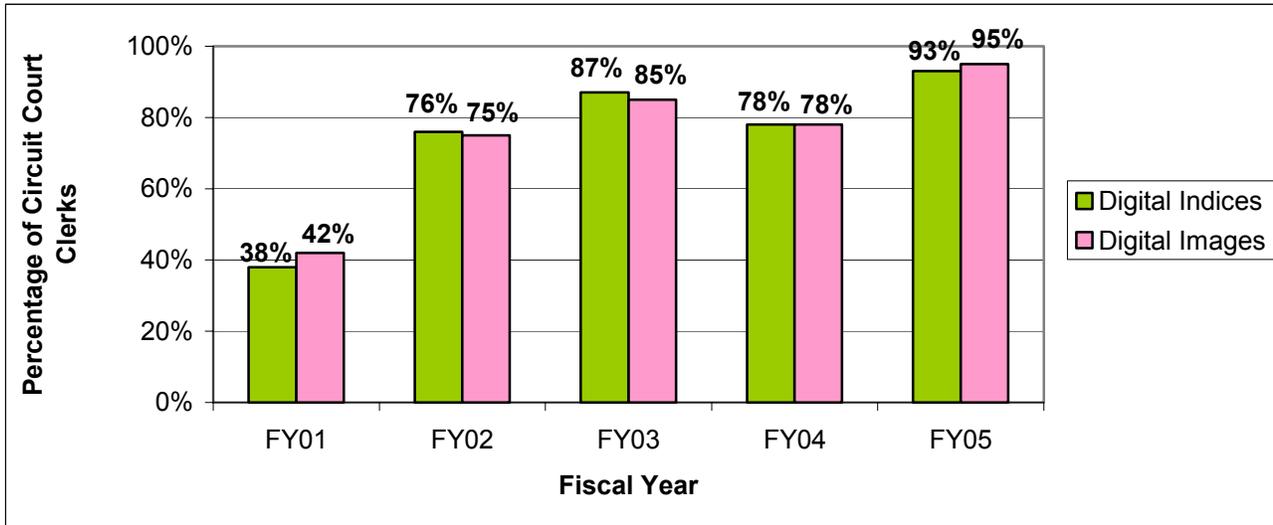


In FY02, 83 Circuit Court Clerks (78 percent) reported providing **land records indices**; 101 Circuit Court Clerks (84 percent) in FY03; 92 Circuit Court Clerks (77 percent) in FY04; and 107 Circuit Court Clerks (89 percent) in FY05.

In FY02, 84 Circuit Court Clerks (79 percent) reported providing **land records images**; 103 Circuit Court Clerks (86 percent) in FY03; 94 Circuit Court Clerks (78 percent) in FY04; and 112 Circuit Court Clerks (93 percent) in FY05.

# FY05 TTF Progress Report

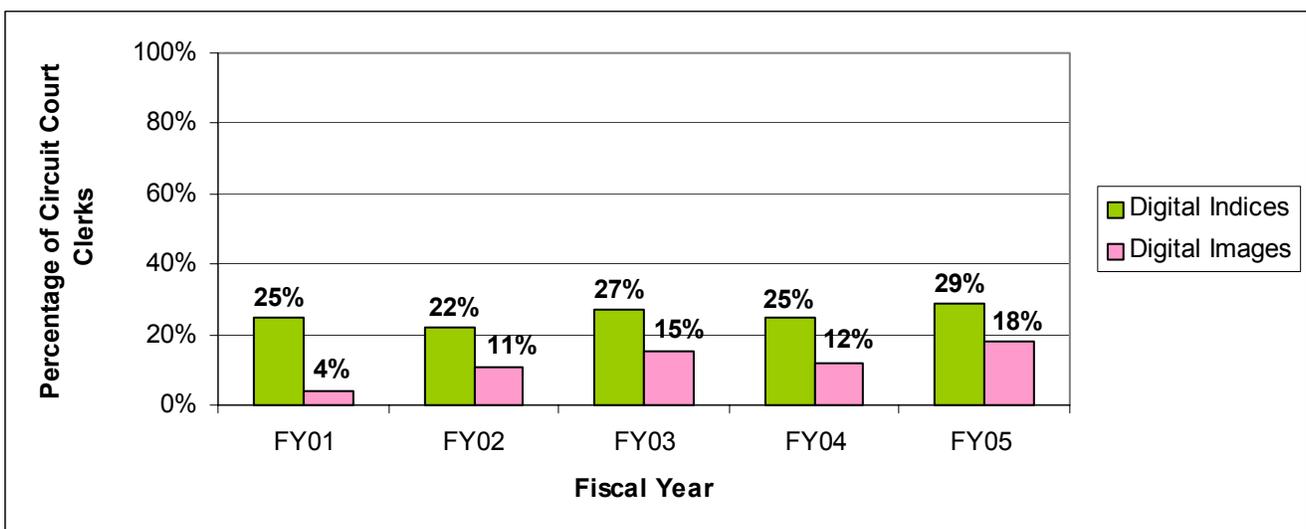
## Percentage of Circuit Court Clerks Who Provide Onsite Access to Land Records



In FY01, 36 Circuit Court Clerks (38 percent) reported providing **onsite access to land records indices**; 81 Circuit Court Clerks (76 percent) in FY02; 104 Circuit Court Clerks (87 percent) in FY03; 93 Circuit Court Clerks (78 percent) in FY04; and 112 Circuit Court Clerks (93 percent) in FY05.

In FY01, 40 Circuit Court Clerks (42 percent) reported providing **onsite access to land records images**; 80 Circuit Court Clerks (75 percent) in FY02; 102 Circuit Court Clerks (85 percent) in FY03; 93 Circuit Court Clerks (78 percent) in FY04; and 114 Circuit Court Clerks (95 percent) in FY05.

## Percentage of Circuit Court Clerks Who Provide Secure Remote Access to Land Records



# FY05 TTF Progress Report

In FY01, 24 Circuit Court Clerks (20 percent) reported providing **secure remote access to land records indices**; 24 Circuit Court Clerks (20 percent) in FY02; 32 Circuit Court Clerks (27 percent) in FY03; and 30 Circuit Court Clerks (25 percent) in FY04. In the FY05 TTF Progress Survey data, Clerks from 35 localities (29 percent) reported to currently providing secure remote access to land records indices on a court-controlled website.

In FY01, four Circuit Court Clerks (4 percent) reported providing **secure remote access to land records images**; 12 Circuit Court Clerks (11 percent) in FY02; 18 Circuit Court Clerks (15 percent) in FY03; 14 Circuit Court Clerks (12 percent) in FY04; and in FY05, 22 Circuit Court Clerks (18 percent) reported to currently providing secure remote access to land records images on a court-controlled website.

## Circuit Court Clerks who Provide Secure Remote Access to Land Records

### *Indices*

Arlington  
 Augusta  
 Bedford  
 Brunswick  
 Carroll  
 Clarke  
 Fairfax County  
 Floyd  
 Franklin County  
 Gloucester  
 Henry  
 James City County  
 King George  
 King William  
 Loudoun  
 Northampton  
 Northumberland  
 Patrick  
 Pittsylvania  
 Prince George  
 Prince William  
 Pulaski  
 Rockbridge  
 Tazewell

Warren  
 Danville  
 Lynchburg  
 Martinsville  
 Newport News  
 Norfolk  
 Richmond City  
 Richmond City  
 (Manchester)  
 Salem  
 Staunton  
 Virginia Beach

### *Images*

Albemarle\*  
 Arlington  
 Brunswick  
 Carroll  
 Clarke  
 Fairfax County  
 Franklin County  
 Gloucester  
 James City County  
 King George  
 King William  
 Loudoun  
 Northumberland  
 Prince George  
 Prince William  
 Pulaski  
 Warren  
 Danville  
 Martinsville  
 Newport News  
 Norfolk  
 Virginia Beach

\*All Circuit Court Clerks who reported in the FY05 TTF Progress Survey to currently providing secure remote access to land records images, except for Albemarle, also reported to providing digital indices.

# FY05 TTF Progress Report

## Circuit Court Clerks and Continuous Years of Digital Indices and Images

Survey Questions			FY02		FY03		FY04		FY05	
			n	%	n	%	n	%	n	%
Digital Indices	16	Land Records	98	82%	109	91%	99	83%	111	93%
	17	Marriage Licenses	80	67%	97	81%	90	75%	94	78%
	18	Judgments	90	75%	105	88%	97	81%	105	88%
	19	Financing Statements	85	71%	102	85%	96	80%	100	83%
	20	Wills / Fiduciary	82	68%	97	81%	91	76%	102	85%
	21	Plats / Maps	63	53%	77	64%	72	60%	78	65%
Digital Images	22	Land Records	82	68%	100	83%	58	48%	111	93%
	23	Marriage Licenses	56	47%	72	60%	93	78%	88	73%
	24	Judgments	68	57%	87	73%	75	63%	100	83%
	25	Financing Statements	53	44%	69	58%	82	68%	80	67%
	26	Wills / Fiduciary	65	54%	85	71%	65	54%	100	83%
	27	Plats / Maps	36	30%	55	46%	86	72%	69	58%

Circuit Court Clerks reported the oldest continuous year of scanned digital indices and images made available in their offices. In FY02, 98 Circuit Court Clerks reported to having back scanned continuous years of **land records indices**. In FY05, the number of Circuit Court Clerks having done this rose to 111, a 13 percent increase. In FY02, 82 Circuit Court Clerks reported to having back scanned continuous years of **land records images**. In FY05, the number of Circuit Court Clerks having done this rose to 111, a 35 percent increase.

# FY05 TTF Progress Report

## Average Year of Scanned Digital Indices and Images

Survey Questions			Average Age			
			FY02	FY03	FY04	FY05
Digital Indices	16	Land Records	1986	1982	1976	1977
	17	Marriage Licenses	1986	1983	1987	1986
	18	Judgments	1991	1989	1991	1994
	19	Financing Statements	1994	1994	1993	1996
	20	Wills / Fiduciary	1991	1986	1988	1990
	21	Plats / Maps	1979	1983	1977	1978
Digital Images	22	Land Records	1991	1990	1978	1978
	23	Marriage Licenses	1992	1992	1990	1991
	24	Judgments	1997	1997	1998	1998
	25	Financing Statements	1998	1999	1999	1999
	26	Wills / Fiduciary	1997	1997	1991	1995
	27	Plats / Maps	1982	1987	1971	1963

From FY02 to FY05, Circuit Court Clerks reported the average age of **land records indices** increased from 16 years old to 28 years old and the average age of **land records images** increased from 11 years old to 27 years old.

From FY02 to FY05, Circuit Court Clerks reported the average age of **marriage license indices** increased from 16 years old to 19 years old and the average age of **marriage license images** increased from ten years old to 14 years old.

From FY02 to FY05, Circuit Court Clerks reported the average age of **judgment indices** remained the same (11 years old) and the average age of **judgment images** increased from five years old to seven years old.

From FY02 to FY05, Circuit Court Clerks reported the average age of **financing statement indices** increased from eight years old to nine years old and the average age of **financing statement images** increased from four years old to six years old.

From FY02 to FY05, Circuit Court Clerks reported the average age of **wills / fiduciary indices** increased from 11 years old to 15 years old and the average age of **wills / fiduciary images** from five years old to ten years old.

From FY02 to FY05, Circuit Court Clerks reported the average age of **plats / maps indices** increased from 23 years old to 27 years old and the average age of **plats / maps images** from 20 years old to 42 years old.

# FY05 TTF Progress Report

## Oldest Continuous Year of Access to Digital Records

Survey Questions			FY02		FY03		FY04		FY05	
			Oldest Year	Clerk	Oldest Year	Clerk	Oldest Year	Clerk	Oldest Year	Clerk
Digital Indices	16	Land Records	1742	Fairfax	1742	Fairfax	1653	Westmoreland	1653	Westmoreland
	17	Marriage Licenses	1757	Loudoun	1740	Middlesex	1838	Greene	1749	Chesterfield
	18	Judgments	1757	Loudoun	1749	Southampton	1838	Greene	1939	Chesterfield
	19	Financing Statements	1920	Loudoun	1966	Highland	1838	Greene	1985	Alexandria
	20	Wills / Fiduciary	1757	Loudoun	1675	Middlesex	1726	King George	1726	King George
	21	Plats / Maps	1742	Fairfax	1749	Southampton	1815	Scott	1742	Fairfax
Digital Images	22	Land Records	1742	Fairfax	1742	Fairfax	1721	King George	1721	King George
	23	Marriage Licenses	1830	Loudoun	1847	Highland	1853	Fairfax	1749	Chesterfield
	24	Judgments	1880	Loudoun	1847	Highland	1981	Southampton	1980	King George
	25	Financing Statements	1980	Loudoun	1966	Highland	1987	Tazewell	1987	Tazewell
	26	Wills / Fiduciary	1920	Loudoun	1847	Highland	1726	King George	1726	King George
	27	Plats / Maps	1742	Fairfax	1847	Highland	1742	Fairfax	1742	Fairfax

In FY02, Circuit Court Clerks reported the **oldest digital index** as 1742 (land record and plat / map in Fairfax County); 1675 (will / fiduciary in Middlesex County) in FY03; and 1653 (land record in Westmoreland County) in FY04 and FY05.

Circuit Court Clerks reported the year 1742 (land record and plat / map in Fairfax County) as the **oldest digital image** in FY02; 1742 (land record in Fairfax County) in FY03; and 1721 (land record in King George County) in FY04 and FY05.

# FY05 TTF Progress Report

## Automated Systems Linked to Digital Land Records

Automated Systems			FY01		FY02		FY03		FY04		FY05	
			n	%	n	%	n	%	n	%	n	%
Survey Questions	28	Tax assessment records	13	14%	13	12%	12	10%	15	13%	17	14%
	29	Title transfer history	6	6%	7	7%	5	4%	2	2%	16	13%
	30	Delinquent real estate taxes	7	7%	11	10%	6	5%	5	4%	15	13%
	31	Building permits	4	3%	1	1%	3	3%	4	3%	3	3%
	32	Geological Information System	5	4%	3	3%	6	5%	11	9%	5	4%

Over the five-year period, an average of 12 percent of Circuit Court Clerks report that their **tax records** are linked with digital land records; an average of six percent of Circuit Court Clerks report that their **title transfer history** is linked with digital land records; an average of seven percent of Circuit Court Clerks report that their **delinquent real estate taxes** is linked with digital land records; an average of three percent of Circuit Court Clerks report that their **building permits** is linked with digital land records; and an average of five percent of Circuit Court Clerks report that their **geological information systems** is linked with digital land records.

## Vendors for Land Records Management in FY05

Vendors		FY01		FY02		FY03		FY04		FY05	
		n	%	n	%	n	%	n	%	n	%
Survey Questions 33-42	Supreme Court of Virginia	45	48%	52	49%	57	48%	54	45%	68	57%
	International Land Systems	15	16%	12	11%	17	14%	14	12%	18	15%
	Cott Systems	14	15%	11	10%	12	10%	10	8%	12	10%
	Logan Systems, Inc.	8	9%	10	9%	11	9%	8	7%	10	8%
	AmCad	2	2%	4	4%	6	7%	6	5%	8	7%
	Custom / In-House	5	5%	4	4%	1	1%	3	3%	3	3%
	Business Information Systems	0	0%	2	2%	2	2%	2	2%	2	2%
	Reams Computer Corporation	1	1%	2	2%	0	0%	2	2%	2	2%
	Eagle	1	1%	1	1%	1	1%	1	1%	1	1%
	Mixnet Corporation	1	1%	1	1%	1	1%	1	1%	0	0%

# FY05 TTF Progress Report

## Other Vendors for Land Records Management in FY05

Other Vendors		FY01		FY02		FY03		FY04		FY05	
		n	%	n	%	n	%	n	%	n	%
Survey Question 43	Locality System	0	0%	0	0%	0	0%	0	0%	3	3%
	C.W. Warthen	0	0%	0	0%	0	0%	0	0%	2	2%
	Document Technology Systems	1	1%	1	1%	1	1%	2	2%	1	1%
	ACS State & Local Solutions	0	0%	0	0%	0	0%	0	0%	1	1%
	County Recording & Restoration / Murray & White	0	0%	0	0%	0	0%	0	0%	1	1%
	Nortel PEC	0	0%	0	0%	0	0%	0	0%	1	1%
	Imagevision.net	0	0%	0	0%	0	0%	0	0%	1	1%
	DMS – Document Management Systems	0	0%	0	0%	0	0%	0	0%	1	1%

Circuit Court Clerks may list more than one vendor. In FY01, 93 Circuit Court Clerks (78 percent) reported the name of their vendor for land records management; 100 Circuit Court Clerks (83 percent) in FY02; 108 Circuit Court Clerks (90 percent) in FY03; 102 Circuit Court Clerks (85 percent) in FY04; and 118 Circuit Court Clerks (98 percent) in FY05. In FY05, 11 Circuit Court Clerks (9 percent) reported eight vendors in the “other” category.

## Next Steps in Land Records Management

Next Steps			FY02		FY03		FY04		FY05	
			n	%	n	%	n	%	n	%
Survey Questions	44	Back-file conversion of land records <b>indices</b>	69	64%	55	46%	63	53%	46	38%
	45	Back-scan land records <b>images</b>	68	64%	71	59%	52	43%	53	44%
	46	Provide <b>secure remote access</b> to land records	48	45%	53	44%	37	31%	102	85%
	47	Sign services contract with land records <b>vendor</b>	13	12%	6	5%	97	81%	48	40%
	48	Purchase additional technology <b>equipment</b>	44	41%	46	38%	59	49%	79	66%
	49	Make linkage of <b>automated system(s)</b> with land records	32	30%	31	26%	72	60%	61	51%

Circuit Court Clerks may choose more than one next step.

# *FY05 TTF Progress Report*

In FY02, 69 Circuit Court Clerks (64 percent) chose back-file conversion of land records indices followed closely by 68 Clerks (64 percent) who chose back-scanning land records images as their next priority.

In FY03, 71 Circuit Court Clerks (59 percent) choose back-scanning land records images and 55 Clerks (46 percent) chose back-file conversion of land records indices as their next priority.

In FY04, 97 Circuit Court Clerks (81 percent) chose select a land records management vendor and sign a services contract and 72 Clerks (60 percent) chose improve the functionality of current land records system as their next priority.

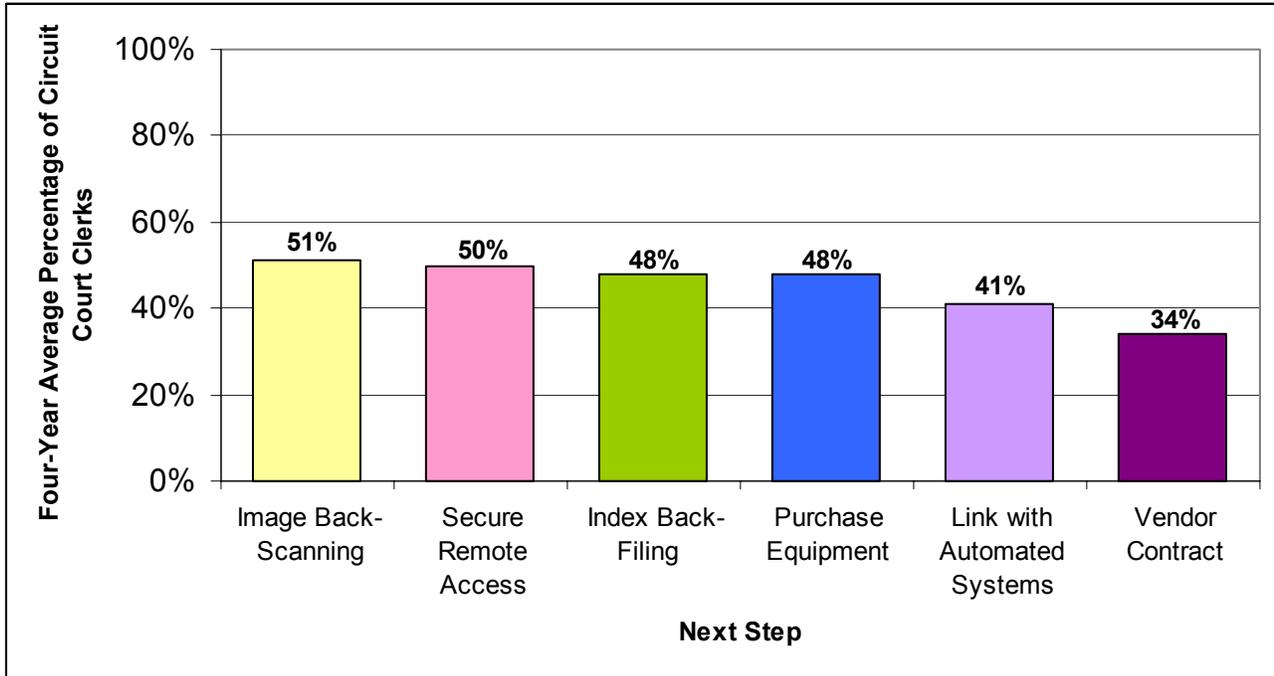
In FY05, 102 Circuit Court Clerks (85 percent) choose provide secure remote access to land records as their next priority and 79 Clerks (66 percent) chose purchase additional equipment as their next step in land records management.

In question 50 in the FY05 TTF Progress Survey, nine Circuit Court Clerks (eight percent) reported “other” next steps. They were:

- Create Web site;
- Redaction;
- Expand E-file capability;
- Upgrade PCs;
- Support of Board of Supervisors;
- Vendor to convert plats;
- Certification;
- Connect to City Website; and
- Other related services.

# FY05 TTF Progress Report

## Four-Year Average Percentage of Circuit Court Clerks' Next Steps



A four-year average of the data, from FY02 to FY05, reports that 61 Circuit Court Clerks (51 percent) chose back scanning of land records **images** as a next step. An average of 60 Clerks (50 percent) chose provide **secure remote access** to land records as a next step. An average of 58 Clerks (48 percent) chose back-file conversion of land records **indices** on a court-controlled website as a next step. An average of 57 Clerks (48 percent) chose purchase additional **equipment** as a next step. An average of 49 Clerks (41 percent) chose link land records to **automated system(s)** as a next step. An average of 41 Clerks (34 percent) chose select a **vendor** and sign a services contract as a next step.

# FY05 TTF Progress Report

## Obstacles to Providing Secure Remote Access to Land Records

Obstacles			FY05	
			n	%
Survey Questions	51	Funding is insufficient	59	49%
	52	Privacy or liability issues	57	48%
	53	Vendor problems	8	7%
	54	Timing issues	36	30%
	55	Staff in my office is insufficient for SRA* workload	62	52%
	56	Local support lacking	37	31%
	57	Subscribers number for SRA* is insufficient	35	29%
	58	No obstacles	18	15%

\*SRA – secure remote access

Circuit Court Clerks may choose more than one obstacle. In the FY05 TTF Progress Survey, 62 Circuit Court Clerks (52 percent) reported insufficient staff to handle the secure remote access workload as an obstacle; 59 and 57 Circuit Court Clerks (49 and 48 percent, respectively), reported funding and privacy or liability issues as obstacles; lack of local support, timing issues, and insufficient subscribers were reported by 37, 36, and 35 Clerks (31, 30 and 29 percent, respectively); 18 Clerks (15 percent) reported no obstacles; and eight Circuit Court Clerks (seven percent) reported vendor problems as an obstacle to providing secure remote access to land records.

In question 59 of the FY05 TTF Progress Survey, six Circuit Court Clerks (five percent) reported “other” obstacles. They were:

- Adequate redaction services;
- Competition from private sector offering access;
- Coordination of links with the County;
- Majority of citizens do not want records or Web access;
- Need additional space for scanning and imaging;
- Depends on the City allowing access through their site;
- The lady in Hanover County;
- County refuses request for additional funding;
- Demand (for SRA) in rural cities is not evident today;
- Being moved to another building in 2006;
- Funding is sufficient if all trust funds are provided; and
- Relocation to new courthouse in fall 2005.

# FY05 TTF Progress Report

## VITA Secure Remote Access Certification Data

In the Code of Virginia, §§ 17.1-279 and 2.2-3808.2 require Circuit Court Clerks to certify compliance with security standards established by the Virginia Information Technologies Agency (VITA) in the document, *Security Standard for Remote Access to Court Controlled websites (ITRM STANDARD SEC503-02)*, effective March 28, 2005, and all subsequent revisions. In the FY06 TTF Budget Request Process, 15 Circuit Court Clerks reported that they **do currently provide secure remote access** to land records on a court-controlled website and certified that their court's website and supporting computer network system are in compliance with VITA standards. They further certified that any proposed technology improvement to land records on the court-controlled website will accommodate secure remote access. The VITA certification language makes no differentiation between land records' digital indices and images. See Appendix 5 for the VITA Secure Remote Access Certification screens in the FY06 TTF Budget Request Process in COIN.

### Circuit Court Clerks currently providing secure remote access to land records:

Arlington	King George	Warren
Brunswick	Loudoun	Danville
Carroll	Prince George	Martinsville
Fairfax County	Prince William	Norfolk
James City County	Pulaski	Virginia Beach

Compare these data to the FY05 TTF Progress Survey data on page 14. In the progress survey data, 35 Circuit Court Clerks reported to currently providing secure remote access to land records indices and 22 Clerks reported to providing secure remote access to land records images.

In the VITA Secure Remote Access Certification data, 105 Circuit Court Clerks reported that they **do not currently provide secure remote access** to land records on a court-controlled website but, nonetheless, certified that their court's website and supporting computer network system will comply with VITA standards and that their request for TTF monies is based upon an intent to provide secure remote access to land records on a court-controlled website on or before July 1, 2006.

In accordance with §17.1-279F, Code of Virginia, if a Circuit Court Clerk has implemented an automation plan for land records that will accommodate secure remote access on a statewide basis, that clerk may apply to the Compensation Board for an allocation from the Technology Trust Fund for automation and technology improvements in the Law and Chancery, or Criminal Divisions, of his office. Such requests cannot exceed the deposits into the trust fund credited to the locality. Twelve clerks that provide secure remote access to land records, as reported in the VITA secure remote access certification data, made an election to use their FY06 TTF monies for the Law and Chancery, or Criminal Divisions of their court.

# FY05 TTF Progress Report

## TTF for Law and Chancery, or Criminal Divisions

Locality	TTF Requests for Law and Chancery, or Criminal Divisions
Arlington	Back file Conversion
Fairfax County	Full Court Integration
Loudoun	Computer Workstation; Case Management System
Prince William	Case Management System
Norfolk	Bar Coding E-File System

Of the 12 Clerks that are currently providing secure remote access to land records and who made an election to request TTF for Law and Chancery, or Criminal Divisions, five Clerks made a LCC request in their equipment and/or services budgets. The remaining seven Circuit Court Clerks who report to currently providing secure remote access made only land records requests in their equipment and/or services budgets: Carroll, James City County, King George, Warren, Danville, Martinsville, and Virginia Beach.

## Circuit Court Clerks not currently providing secure remote access

Accomack	Essex	Lunenburg	Scott
Amelia	Floyd	Middlesex	Shenandoah
Appomattox	Fluvanna	Nelson	Southampton
Augusta	Franklin County	Northampton	Stafford
Bath	Frederick	Northumberland	Wise
Bedford	Giles	Nottoway	Wythe
Charlotte	Gloucester	Powhatan	Charlottesville
Chesterfield*	Goochland	Prince Edward	Lynchburg
Culpeper	Grayson	Richmond County	Petersburg
Cumberland	Henrico	Roanoke County	Portsmouth
Dickenson	King & Queen	Rockbridge	Waynesboro
Dinwiddie	King William	Russell	Winchester

Forty-eight Circuit Court Clerks (that are not currently providing secure remote access to land records) made an election to use TTF monies for the Law and Chancery, or Criminal Divisions. Forty-seven Circuit Court Clerks **did not** make requests for Law and Chancery, or Criminal Divisions in their FY06 equipment and/or services budgets. \*Only the Chesterfield County Circuit Court Clerk made a Law and Chancery, or Criminal Divisions request for TTF (Criminal Order Generation).

# FY05 TTF Progress Report

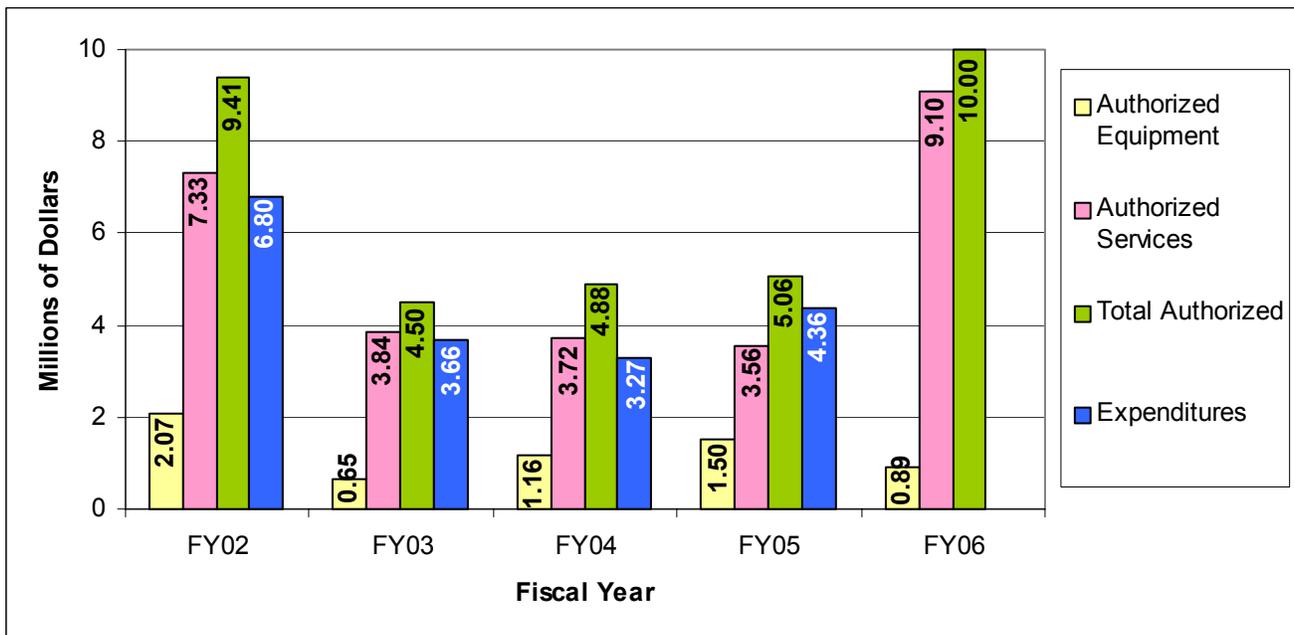
## FY06 \$4 TTF Equipment and Services Data

### TTF \$4 Requests and Expenditures

TTF Funds	FY02	FY03	FY04	FY05	FY06*
Authorized Equipment	\$2,079,580.19	\$655,855.30	\$1,160,090.74	\$1,500,883.98	\$893,571.00
Authorized Services	\$7,339,497.28	\$3,847,209.98	\$3,722,213.82	\$3,565,233.70	\$9,107,464.00
<b>Total Authorized</b>	<b>\$9,419,077.47</b>	<b>\$4,503,065.28</b>	<b>\$4,882,304.56</b>	<b>\$5,066,117.68</b>	<b>\$10,001,035.00</b>
<b>Year-End Expenditures</b>	<b>\$6,800,199.60</b>	<b>\$3,661,213.59</b>	<b>\$3,674,036.99</b>	<b>\$4,367,868.63</b>	

\*As of the date of this report.

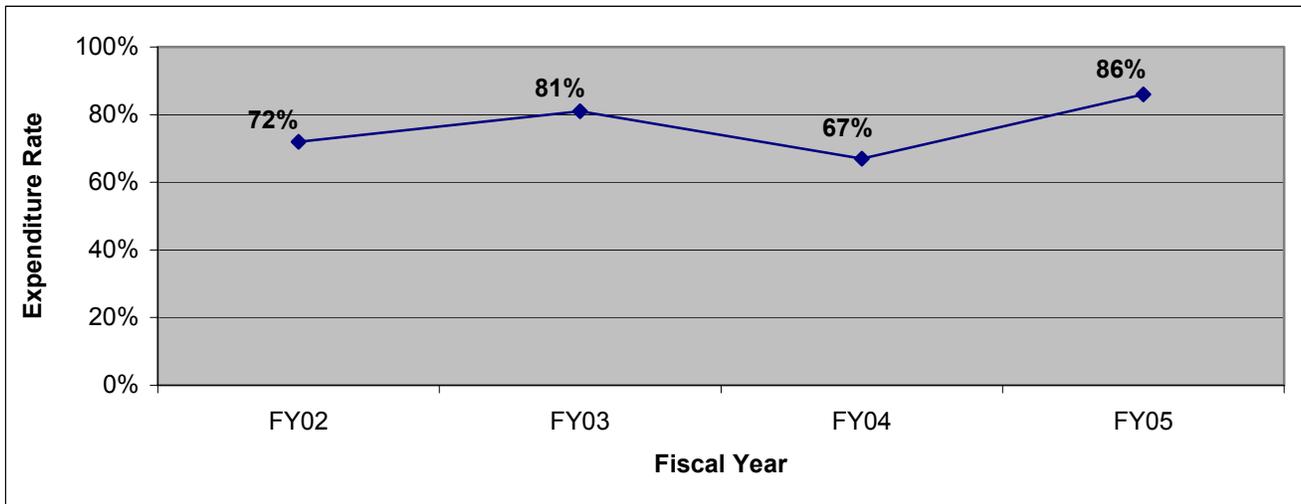
In FY06, Circuit Court Clerks requested \$10,001,035 out of the total available \$10,905,615 (92 percent).



# FY05 TTF Progress Report

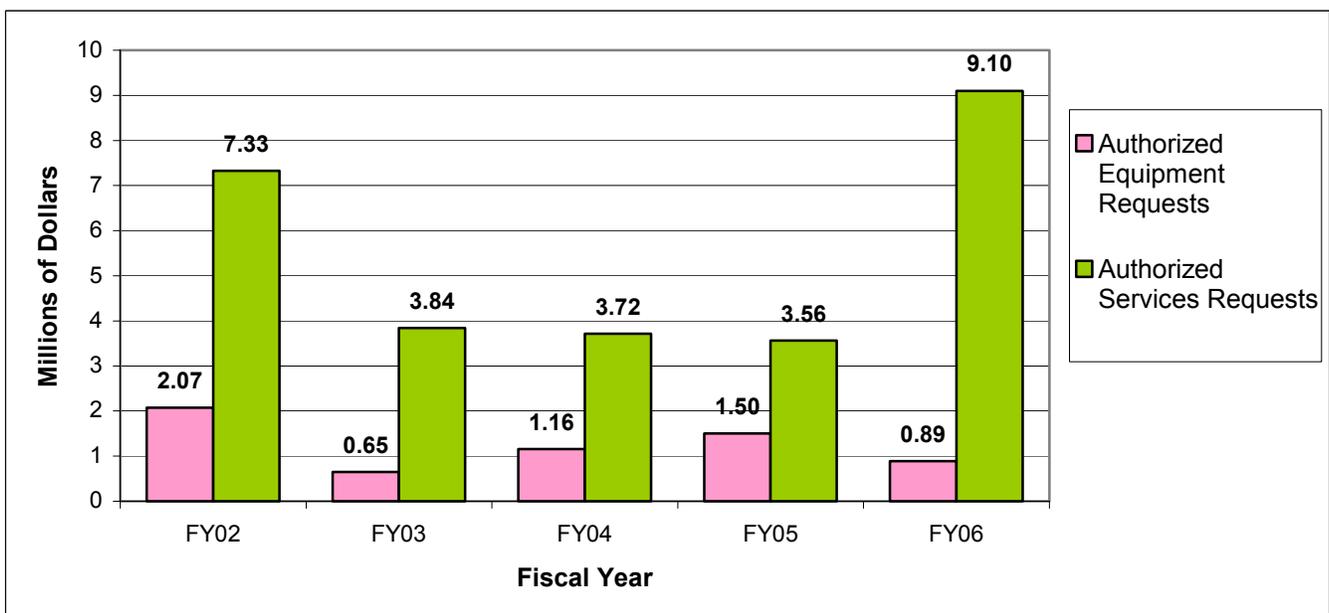
In the five-year period, from FY02 to FY06, authorized equipment has decreased (\$1,186,009) by 57 percent. Authorized services have increased \$1,767,967 (24 percent). Total authorized TTF budgets increased \$581,958 (six percent) in the five-year period. From FY02 to FY05, year-end expenditures have decreased (\$2,432,331) by 36 percent.

## TTF \$4 Expenditure Rate



The expenditure rate was computed by dividing year-end expenditures by the total authorized amount (authorized equipment plus authorized services). Over the four-year period, the TTF \$4 expenditure rate increased from 72 to 86 percent.

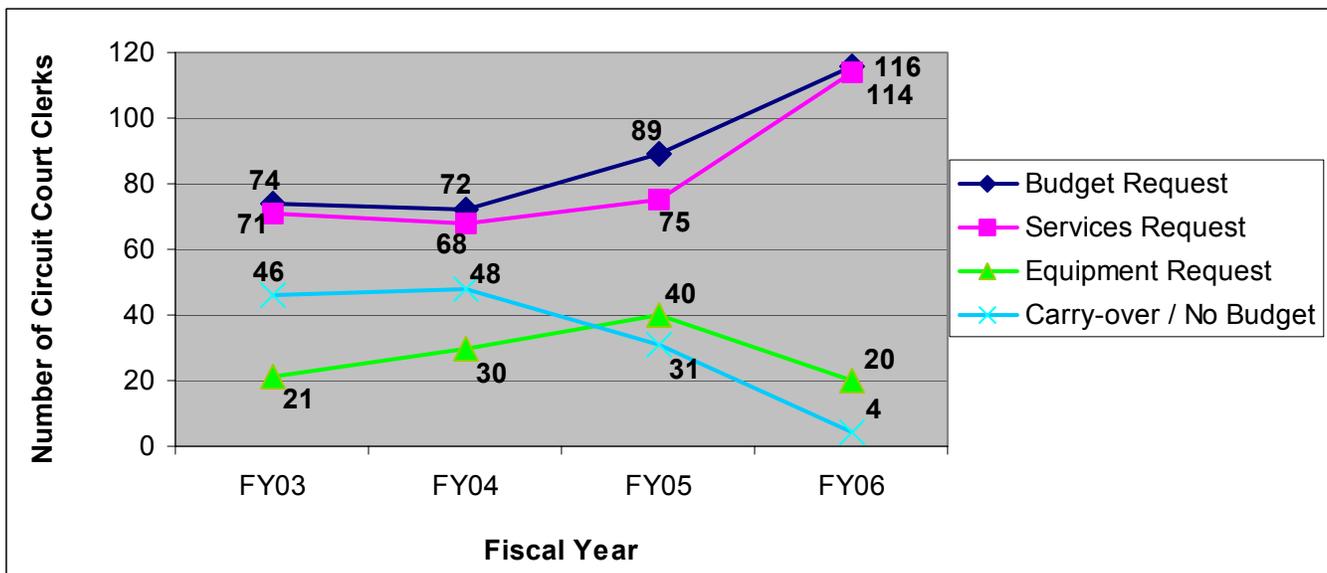
## TTF \$4 Equipment and Services Requests



# FY05 TTF Progress Report

## Circuit Court Clerks Making Equipment and Services Requests from TTF

Requests of Circuit Court Clerks	FY03	FY04	FY05	FY06
Budget Request	74	72	89	116
Equipment Request	21	30	40	20
Services Request	71	68	75	114
Carry-over Request or No Budget Provided	46	48	31	4



From FY03 to FY06, budget requests from Circuit Court Clerks have increased 57 percent; equipment requests decreased 5 percent; services requests increased 61 percent; and carry-over requests or providing no budget decreased 91 percent.

# FY05 TTF Progress Report

## FY06 \$1 Fund Request Data

### TTF \$1 Requests for Equipment and Services

TTF \$1 Fund	FY06	
	Round 1	
	#	\$
<b>Available Balance</b>		<b>\$1,961,821.14</b>
Equipment Requests	12	\$95,058.00
Services Requests	64	\$1,388,207.00
<b>Clerks' Requests</b>	<b>66</b>	<b>\$1,483,265.00</b>

Round 1 for requests of additional technology funding from the \$1 Fund occurred in August 2005. Eligibility was confined to the 105 Circuit Court Clerks who certified to not currently providing secure remote access to land records. Clerks making a \$1 request were asked to certify a shortfall of technology funds needed to achieve the goal set by the General Assembly of providing secure remote access to land records on or before July 1, 2006. Including one mid-year docket request made in November, sixty-six Circuit Court Clerks (55 percent) have requested a total of \$1.48M from the \$1 Fund. Twelve Clerks (10 percent) made an equipment request and 64 Clerks (53 percent) made a services request.

# FY05 TTF Progress Report

## FY05 Data Highlights and Actions for FY06

### Financial Data

FY05 Data Highlights:	Actions for FY06:
<ul style="list-style-type: none"><li>• TTF collections of Circuit Court Clerks increased 192 percent from FY97 to FY05 and expenditures increased 393 percent from FY98 to FY05.</li><li>• Transfers from TTF to General Fund for operating expenses of Circuit Court Clerks totaled \$6.88M from FY97 to FY05. Budget reductions have resulted in transfers of \$8.9M from the TTF during this same period.</li></ul>	<ul style="list-style-type: none"><li>• The increase in collections revenue in FY05 and projected in FY06 (TTF fee increased from \$3 to \$5 on July 1, 2004) will aid Circuit Court Clerks in meeting expectations of the General Assembly in § 17.1-279 I., <u>Code of Virginia</u>, to provide secure remote access to land records by July 1, 2006.</li><li>• Compensation Board staff will remind the leadership of the Virginia Court Clerks' Association that the 2005 General Assembly amended § 17.1-279 J., <u>Code of Virginia</u>, to disallow fund transfers from TTF, including general fund transfers, thus reserving TTF monies for the purpose outlined in the legislation. However, Item 66, Paragraph G of Chapter 951 (2005 Virginia Acts of Assembly), states "Notwithstanding the provisions the §17.1-279 J., <u>Code of Virginia</u>, the Compensation Board may allocate up to \$1,489,213 the first year and \$1,489,213 the second year of Technology Trust Fund monies for operating expenses in the Clerks' offices." This paragraph serves as an overwrite provision to the <u>Code of Virginia</u>. If this provision is removed, § 17.1-279 J., <u>Code of Virginia</u>, will prevail. In this case, unless the General Assembly would restore the general funds to Circuit Court Clerks, reductions in general fund reimbursements to Clerks of \$1,489,213 will have to be made in FY07 and subsequent years.</li></ul>

### Progress Survey Data

FY05 Data Highlights:	Actions for FY06:
<ul style="list-style-type: none"><li>• From FY01 to FY05, the response rate of Circuit Court Clerks to the progress survey increased from 79 to 100 percent.</li><li>• 12 Circuit Court Clerks reported the URL address of their court-controlled Web site.</li></ul>	<ul style="list-style-type: none"><li>• Compensation Board staff has integrated the TTF progress survey into the annual TTF Budget Request Process in COIN to maintain a high response rate.</li><li>• The <u>Code of Virginia</u>, § 2.2-3808.2, requires Circuit Court Clerks to give public notice of the documents available on a court-controlled website.</li></ul>

# FY05 TTF Progress Report

## Progress Survey Data, continued

### FY05 Data Highlights:

- Circuit Court Clerks reported to provide digital land records indices and images, 89 and 93 percent, respectively. Only 24 percent reported to provide secure remote access to digital land records.
- 93 percent of Circuit Court Clerks have back scanned an average of 27 continuous years of land records' indices and images.
- 118 Circuit Court Clerks (98 percent) named at least one services vendor with whom they have contracted for land records management.
- 102 Circuit Court Clerks (85 percent) reported that providing secure remote access was their next step in land records management. Over half of Circuit Court Clerks reported the obstacle of insufficient staff to handle the additional secure remote access workload.

### Actions for FY06:

- Compensation Board staff will encourage Circuit Court Clerks to initiate Web hosting services for digital land records as soon as possible.
- Absent other recommendations from the VCCA, the Compensation Board will consider priority funding from the \$1 Fund for conversion of back-file indices and back scanned images in order for Circuit Court Clerks to attract a sufficient number of subscribers for secure remote access registration.
- Compensation Board staff will copy vendors on information sent to Circuit Court Clerks: Governor's re-appropriations, Mid-Year Secure Remote Access update, TTF Revenue Estimate with annual budget estimate in March, meeting summaries with Clerks Technology Committee, and weekly notices in August of the TTF Budget Request Process.
- The Compensation Board staff has addressed the increased workload and staffing needs in offices of the Circuit Court Clerk by requesting full funding of Circuit Court Clerks' staffing standards over a four-year period, beginning in FY07.

## VITA Certification Data

### FY06 Data Highlight:

- In the Progress Survey, the number of Circuit Court Clerks reporting to provide secure remote access to land records indices and images were 35 and 22, respectively. On the VITA screens, only 15 Clerks certified that they provide secure remote access to digital land records (indices and images were not distinguished on the certification screens).

### Action for FY06:

- To address the inconsistent data regarding the number of Circuit Court Clerks who currently provide secure remote access to land records, the Compensation Board staff will attempt to obtain from Circuit Court Clerks accurate data on which localities are currently providing secure remote access to land records through a mid-FY06 secure remote access survey conducted in cooperation with the Clerks Technology Committee.

# FY05 TTF Progress Report

## FY06 \$4 Equipment and Services Data

### FY06 Data Highlight:

- The expenditure rate for Circuit Court Clerks increased 14 percentage points from FY02 to FY05. In FY06, Circuit Court Clerks requested 91 percent of available funding, almost \$10M.

### Action for FY06:

- In order to encourage Circuit Court Clerks to expend all available TTF monies for the purpose of providing secure remote access to land records on or before July 1, 2006, Compensation Board staff will 1) send monthly email reminders; 2) publish a six-month TTF expenditure update; 3) provide a vendor services information packet; and 4) improve the Land Records page on Compensation Board Web site.

## FY06 \$1 Fund Data

### FY06 Data Highlight:

- 66 Circuit Court Clerks (55 percent) made a request from the \$1 Fund, totaling \$1,483,265.

### Action for FY06:

- In order to encourage Circuit Court Clerks to expend all available TTF monies for the purpose of providing secure remote access to land records on or before July 1, 2006, Compensation Board staff will 1) send monthly email reminders; 2) publish a six-month TTF expenditure update; 3) provide a vendor services information packet; and 4) improve the Land Records page on Compensation Board Web site.

# F405 TTF Progress Report

## Appendix

Appendix 1 - TTF Non-General Fund Cash Transactions from F497 to F405

Appendix 2 - TTF Expenditures by Locality

Appendix 3 - F405 TTF Progress Survey Questions

Appendix 4 - Court-Controlled Web Site Address List

Appendix 5 - VITA Secure Remote Access Certification Screens

Appendix 6 - F406 TTF \$4 and \$1 Fund Requests for Equipment and Services

Appendix 7 - §§ 17.1-279 and 2.2-3808.2, Code of Virginia

# FY05 TTF Progress Report

## Appendix 1 – TTF Non-General Fund Cash Transactions from FY97 to FY05

	Total Cash \$3 (\$5 in FY05+)	Clerks Portion \$2 (\$4 in FY05+)	Administration Portion \$1
FY97 Cash Collections	4,243,367.42	2,828,911.61	1,414,455.81
FY97 Expenditure Transfers - DIT Technology	(252,388.00)	-	(252,388.00)
FY97 Year-End Available Cash	3,990,979.42	2,828,911.61	1,162,067.81
FY98 Expend - Clerk Reimbursements	(886,404.38)	(886,404.38)	-
FY98 Allocation of FY97 \$1 portion to Clerks	-	1,162,066.00	(1,162,066.00)
FY98 Cash Collections	4,822,885.65	3,215,257.10	1,607,628.55
FY98 Expend - Administrative Costs	(18,082.58)	-	(18,082.58)
FY98 Year-End Available Cash	7,909,378.11	6,319,830.33	1,589,547.78
FY99 Expend - Clerk Reimbursements	(2,214,766.32)	(2,214,766.32)	-
FY99 Allocation of FY98 \$1 portion to Clerks	-	1,009,530.00	(1,009,530.00)
FY99 Cash Collections	5,768,994.81	3,845,996.54	1,922,998.27
FY99 Expend - Administrative Costs	(354,300.85)	-	(354,300.85)
FY99 Year-End Available Cash	11,109,305.75	8,960,590.55	2,148,715.20
FY00 Expend - Clerk Reimbursements	(2,526,303.63)	(2,526,303.63)	-
FY00 Allocation of FY99 \$1 portion to Clerks	-	2,000.00	(2,000.00)
FY00 Cash Collections	5,051,605.90	3,367,737.27	1,683,868.63
FY00 Expend - Administrative Costs	(40,571.58)	-	(40,571.58)
FY00 Year-End Available Cash	13,594,036.44	9,804,024.19	3,790,012.25
FY01 Expend - Clerk Reimbursements	(4,757,461.69)	(4,757,461.69)	-
FY01 Allocation of FY00 \$1 portion/RIF1	-	2,035,121.00	(2,035,121.00)
FY01 Allocation of FY00 \$1 portion/RIF2	-	749,799.69	(749,799.69)
FY01 Cash Collections	5,122,196.96	3,414,797.97	1,707,398.99
FY01 Expend - Administrative Costs	(124,640.50)	-	(124,640.50)
FY01 Year-End Available Cash	13,834,131.21	11,246,281.16	2,587,850.05
FY02 Expend - Clerk Reimbursements	(6,800,199.60)	(6,800,199.60)	-
FY02 Cash Collections	6,586,856.51	4,391,237.67	2,195,618.84
FY02 Expend - Administrative Costs	(54,158.43)	-	(54,158.43)

# FY05 TTF Progress Report

## Appendix 1, continued

	Total Cash \$3 (\$5 in FY05+)	Clerks Portion \$2 (\$4 in FY05+)	Administration Portion \$1
FY02 Year-End Available Cash	13,566,629.69	8,837,319.23	4,729,310.46
FY02 Cash Reversion to GF	(3,732,050.00)	(3,732,050.00)	-
FY03 Transfer to Clerks' GF Operating	(4,449,998.84)	-	(4,449,998.84)
FY03 Budget Reduction	(550,000.00)	-	(550,000.00)
FY03 10/15/02 Budget Reduction	(462,640.00)	-	(462,640.00)
FY03 Allocation of FY03 \$1 portion	-	133,861.00	(133,861.00)
FY03 Expend - Clerk Reimbursements	(3,661,213.60)	(3,661,213.60)	-
FY03 Cash Collections	7,921,175.89	5,280,783.93	2,640,391.96
FY03 Expend - COIN Costs	(25,175.50)	-	(25,175.50)
FY03 Expend - Administrative Costs	(45,200.23)	-	(45,200.23)
FY03 Year-End Available Cash	8,561,527.41	6,858,700.56	1,702,826.85
FY03 Cash Reversion to GF	(3,500,000.00)	-	(3,500,000.00)
FY04 10/15/02 Budget Reduction	(462,787.00)	-	(462,787.00)
FY04 Transfer to Clerks' GF Operating	(1,489,212.73)	(1,489,212.73)	-
FY04 Expend - Clerk Reimbursements	(3,276,833.63)	(3,276,833.63)	-
FY04 Cash Collections	8,512,088.24	5,674,725.49	2,837,362.75
FY04 Expend - COIN Costs	(130,900.56)	-	(130,900.56)
FY04 Expend - Administrative Costs	(23,504.69)	-	(23,504.69)
FY04 Year-End Available Cash	8,190,377.04	7,767,379.69	422,997.35
Adj to CARS cash bal - DPB Appopr Xfers	(74.97)	-	(74.97)
Adj to CARS cash bal - DPB Appopr Xfers	(83.00)	-	(83.00)
Adj to CARS cash bal - DPB Appopr Xfers	(2,082.00)	-	(2,082.00)
Adj to CARS cash bal - DPB Appopr Xfers	(669.00)	-	(669.00)
FY05 Bud Red/Transfer to GF	(231,393.00)	-	(231,393.00)
FY05 Transfer to Clerks' GF Operating	(1,489,213.00)	(1,487,142.73)	(2,070.27)
FY05 Offset of Transfer to GF w/GF Re-appropriation	543,385.00	543,385.00	-
FY05 Expend - Administrative Costs	(31,846.09)	-	(31,846.09)
FY05 Expend - COIN	(427,254.47)	-	(427,254.47)
FY05 Expend - Clerk Reimbursements (includes Re-appropriation)	(4,367,868.63)	(4,367,868.63)	-
FY05 Cash Collections	12,404,426.50	9,923,541.20	2,480,885.30
FY05 Year-End Available Cash	14,587,704.38	12,379,294.53	2,208,409.85

# FY05 TTF Progress Report

## Appendix 1, continued

	<b>Total Cash \$3 (\$5 in FY05+)</b>	<b>Clerks Portion \$2 (\$4 in FY05+)</b>	<b>Administration Portion \$1</b>
FY06 Obligations:			
FY06 Bud Red/Transfer to GF (§3-1.01, Q.1.)	(115,696.00)	-	(115,696.00)
FY06 Transfer to Clerks' GF Operating (Item 66, G.)	(1,489,213.00)	(1,487,142.73)	(2,070.27)
FY06 Budgeted - Administrative Costs	(35,000.00)	-	(35,000.00)
FY06 Available - COIN	(80,669.47)	-	(80,669.47)
FY06 Clerks' Budgeted	(11,445,232.00)	(9,969,418.00)	(1,475,814.00)
FY06 Clerks' CDP Study	(10,000.00)	-	(10,000.00)
FY05 Year-End Unencumbered Cash for FY06 (Excludes FY06 Cash Collections)	1,411,893.91	922,733.80	489,160.11
<b>FY06 Collections YTD (July - Sept)</b>	<b>\$3,506,701.02</b>	<b>\$2,805,360.82</b>	<b>\$701,340.20</b>
<b>Balance Available including FY06 YTD Collections</b>	<b>\$4,918,594.93</b>	<b>\$3,728,094.62</b>	<b>\$1,190,500.31</b>

# FY05 TTF Progress Report

## Appendix 2 – TTF Expenditures by Locality

FIPS	LOCALITY	FY05 FUNDS EXPENDED	FY98 to FY05 FUNDS EXPENDED	FY98 to FY05 PERCENT OF TOTAL
001	ACCOMACK	\$13,594.90	\$100,507.47	0.22%
003	ALBEMARLE	\$11,107.79	\$223,550.79	0.48%
005	ALLEGHANY/COVINGTON	\$12,146.00	\$99,162.00	0.21%
007	AMELIA	\$12,567.00	\$89,688.14	0.19%
009	AMHERST	\$0.00	\$0.00	0.00%
011	APPOMATTOX	\$15,258.95	\$92,753.94	0.20%
013	ARLINGTON	\$107,817.88	\$695,148.87	1.50%
015	AUGUSTA	\$22,122.83	\$195,504.59	0.42%
017	BATH	\$12,146.00	\$41,924.46	0.09%
019	BEDFORD	\$45,466.12	\$249,038.87	0.54%
021	BLAND	\$12,146.00	\$71,425.78	0.15%
023	BOTETOURT	\$11,790.10	\$106,671.42	0.23%
025	BRUNSWICK	\$16,468.00	\$85,114.00	0.18%
027	BUCHANAN	\$22,473.60	\$53,136.60	0.11%
029	BUCKINGHAM	\$12,688.37	\$92,929.97	0.20%
031	CAMPBELL	\$9,200.00	\$169,924.70	0.37%
033	CAROLINE	\$10,230.37	\$101,797.75	0.22%
035	CARROLL	\$7,742.43	\$159,937.18	0.35%
036	CHARLES CITY	\$0.00	\$36,435.00	0.08%
037	CHARLOTTE	\$12,146.00	\$50,716.60	0.11%
041	CHESTERFIELD	\$39,131.96	\$1,209,276.70	2.62%
043	CLARKE	\$24,126.00	\$98,588.00	0.21%
045	CRAIG	\$12,146.00	\$80,921.74	0.17%
047	CULPEPER	\$24,378.22	\$128,729.10	0.28%
049	CUMBERLAND	\$13,593.01	\$82,387.76	0.18%
051	DICKENSON	\$12,146.00	\$89,574.00	0.19%
053	DINWIDDIE	\$0.00	\$20,000.00	0.04%
057	ESSEX	\$20,341.71	\$20,341.71	0.04%
059	FAIRFAX	\$885,233.28	\$4,687,977.36	10.14%
061	FAUQUIER	\$43,984.76	\$159,230.80	0.34%
063	FLOYD	\$12,146.00	\$74,100.58	0.16%
065	FLUVANNA	\$13,305.68	\$146,124.29	0.32%
067	FRANKLIN	\$0.00	\$26,929.00	0.06%
069	FREDERICK	\$14,018.58	\$230,218.86	0.50%
071	GILES	\$13,600.00	\$75,957.00	0.16%
073	GLOUCESTER	\$0.00	\$68,292.37	0.15%
075	GOOCHLAND	\$9,061.36	\$107,704.50	0.23%
077	GRAYSON/GALAX	\$18,488.00	\$145,004.56	0.31%
079	GREENE	\$0.00	\$0.00	0.00%

# FY05 TTF Progress Report

## Appendix 2, continued

FIPS	LOCALITY	FY05 FUNDS EXPENDED	FY98 to FY05 FUNDS EXPENDED	FY98 to FY05 PERCENT OF TOTAL
081	GREENSVILLE	\$12,146.00	\$97,489.32	0.21%
083	HALIFAX	\$1,578.58	\$127,866.89	0.28%
085	HANOVER	\$42,176.68	\$433,931.06	0.94%
087	HENRICO	\$149,876.98	\$815,032.83	1.76%
089	HENRY	\$0.00	\$98,439.65	0.21%
091	HIGHLAND	\$12,146.00	\$41,924.00	0.09%
093	ISLE OF WIGHT	\$23,117.82	\$118,951.25	0.26%
095	JAMES CITY	\$68,761.56	\$486,463.60	1.05%
097	KING & QUEEN	\$12,146.00	\$40,288.28	0.09%
099	KING GEORGE	\$6,575.00	\$165,738.11	0.36%
101	KING WILLIAM	\$16,589.71	\$85,786.52	0.19%
103	LANCASTER	\$12,146.00	\$65,724.87	0.14%
105	LEE	\$12,146.00	\$94,168.18	0.20%
107	LOUDOUN	\$66,766.25	\$902,389.25	1.95%
109	LOUISA	\$25,758.21	\$84,223.22	0.18%
111	LUNENBURG	\$12,146.00	\$90,557.00	0.20%
113	MADISON	\$12,146.00	\$79,104.05	0.17%
115	MATHEWS	\$0.00	\$0.00	0.00%
117	MECKLENBURG	\$0.00	\$118,347.58	0.26%
119	MIDDLESEX	\$27,517.31	\$34,149.45	0.07%
121	MONTGOMERY	\$11,211.59	\$189,145.50	0.41%
125	NELSON	\$7,919.62	\$84,593.26	0.18%
127	NEW KENT	\$7,078.14	\$84,373.26	0.18%
131	NORTHAMPTON	\$16,375.05	\$81,652.58	0.18%
133	NORTHUMBERLAND	\$0.00	\$89,953.88	0.19%
135	NOTTOWAY	\$12,932.95	\$83,258.37	0.18%
137	ORANGE	\$38,458.17	\$173,162.88	0.37%
139	PAGE	\$5,474.24	\$121,272.71	0.26%
141	PATRICK	\$12,146.00	\$43,177.74	0.09%
143	PITTSYLVANIA	\$8,500.00	\$52,763.00	0.11%
145	POWHATAN	\$12,567.71	\$142,549.51	0.31%
147	PRINCE EDWARD	\$12,082.10	\$97,009.39	0.21%
149	PRINCE GEORGE	\$14,937.64	\$121,530.59	0.26%
153	PRINCE WILLIAM	\$360,557.54	\$1,834,402.80	3.97%
155	PULASKI	\$8,888.35	\$163,196.78	0.35%
157	RAPPAHANNOCK	\$12,924.38	\$66,134.43	0.14%
159	RICHMOND CO.	\$9,808.00	\$60,547.18	0.13%
161	ROANOKE CO.	\$87,224.49	\$266,332.71	0.58%
163	ROCKBRIDGE	\$0.00	\$60,136.85	0.13%
165	ROCKINGHAM	\$208.00	\$260,563.50	0.56%

# FY05 TTF Progress Report

## Appendix 2, continued

FIPS	LOCALITY	FY05 FUNDS EXPENDED	FY98 to FY05 FUNDS EXPENDED	FY98 to FY05 PERCENT OF TOTAL
167	RUSSELL	\$4,243.40	\$153,228.28	0.33%
169	SCOTT	\$12,146.00	\$112,644.55	0.24%
171	SHENANDOAH	\$23,914.48	\$202,039.36	0.44%
173	SMYTH	\$5,561.46	\$126,331.85	0.27%
175	SOUTHAMPTON	\$2,251.62	\$91,455.30	0.20%
177	SPOTSYLVANIA	\$96,518.07	\$517,281.68	1.12%
179	STAFFORD	\$131,034.75	\$433,253.56	0.94%
181	SURRY	\$12,452.78	\$62,452.69	0.14%
183	SUSSEX	\$9,578.42	\$46,813.30	0.10%
185	TAZEWELL	\$6,777.14	\$126,705.66	0.27%
187	WARREN	\$30,000.65	\$179,931.15	0.39%
191	WASHINGTON	\$0.00	\$86,924.97	0.19%
193	WESTMORELAND	\$12,542.27	\$91,772.27	0.20%
195	WISE/NORTON	\$3,819.37	\$204,741.49	0.44%
197	WYTHE	\$7,496.39	\$117,902.71	0.25%
199	YORK	\$43,649.79	\$412,959.32	0.89%
510	ALEXANDRIA	\$81,411.37	\$530,011.59	1.15%
520	BRISTOL	\$25,387.20	\$113,091.34	0.24%
530	BUENA VISTA	\$12,146.00	\$25,211.95	0.05%
540	CHARLOTTESVILLE	\$22,016.48	\$111,966.48	0.24%
550	CHESAPEAKE	\$126,369.43	\$961,310.99	2.08%
560	CLIFTON FORGE	\$0.00	\$29,364.00	0.06%
570	COLONIAL HEIGHTS	\$24,572.34	\$160,200.34	0.35%
590	DANVILLE	\$15,800.00	\$141,398.36	0.31%
630	FREDERICKSBURG	\$14,897.56	\$94,835.11	0.21%
650	HAMPTON	\$57,515.00	\$347,184.09	0.75%
670	HOPEWELL	\$12,146.00	\$90,418.46	0.20%
680	LYNCHBURG	\$28,606.00	\$270,927.63	0.59%
690	MARTINSVILLE	\$12,146.00	\$174,203.42	0.38%
700	NEWPORT NEWS	\$59,034.96	\$389,715.23	0.84%
710	NORFOLK	\$86,892.00	\$581,876.34	1.26%
730	PETERSBURG	\$0.00	\$82,696.01	0.18%
740	PORTSMOUTH	\$45,590.69	\$303,653.40	0.66%
750	RADFORD	\$11,162.50	\$80,434.92	0.17%
760	RICHMOND DIVI	\$256,119.12	\$366,883.96	0.79%
764	RICHMOND DIVII	\$0.00	\$0.00	0.00%
770	ROANOKE CITY	\$36,590.00	\$224,293.69	0.49%
775	SALEM	\$0.00	\$74,168.66	0.16%
790	STAUNTON	\$4,120.43	\$124,627.27	0.27%
800	SUFFOLK	\$24,077.46	\$219,084.10	0.47%

# FY05 TTF Progress Report

## Appendix 2, continued

FIPS	LOCALITY	FY05 FUNDS EXPENDED	FY98 to FY05 FUNDS EXPENDED	FY98 to FY05 PERCENT OF TOTAL
810	VIRGINIA BEACH	\$315,463.58	\$1,987,826.40	4.30%
820	WAYNESBORO	\$17,970.95	\$95,698.95	0.21%
840	WINCHESTER	\$0.00	\$117,675.58	0.25%
<b>Total Clerks' TTF Expenditures</b>				
		<b>\$4,367,868.63</b>	<b>\$28,888,254.90</b>	<b>62.47%</b>
<b>Total Transfers to GF Clerks' Operating</b>				
		<b>\$945,828.00</b>	<b>\$6,885,039.57</b>	<b>14.89%</b>
<b>Budget Reductions &amp; Transfers to GF</b>				
		<b>\$231,393.00</b>	<b>\$8,938,870.00</b>	<b>19.33%</b>
<b>Admin - Consulting Services</b>				
		<b>\$0</b>	<b>\$665,342.52</b>	<b>1.44%</b>
<b>Admin - Position Costs</b>				
		<b>\$31,846.09</b>	<b>\$282,257.41</b>	<b>0.61%</b>
<b>Admin - COIN</b>				
		<b>\$427,254.47</b>	<b>\$583,330.53</b>	<b>1.26%</b>
<b>TOTAL TTF EXPENDITURES</b>				
		<b>\$6,004,190.19</b>	<b>\$46,243,094.93</b>	<b>100.00%</b>

# FY05 TTF Progress Report

## Appendix 3 – FY05 TTF Progress Survey Questions

*Items 1-4: Answer either “Y” for yes or “N” for no for each item.*

1. MY COURT-CONTROLLED WEBSITE PROVIDES UP-TO-DATE PUBLIC NOTICE OF ALL SCANNED/ DIGITAL INDICES AND IMAGES OF LAND RECORDS AVAILABLE ONLINE.

IF YES, PROVIDE A WEBSITE ADDRESS:

2. MY OFFICE PROVIDES DIGITAL INDEXES OF LAND RECORDS.

3. MY OFFICE PROVIDES ONSITE ACCESS TO DIGITAL INDEXES OF LAND RECORDS.

4. MY OFFICE PROVIDES SECURE REMOTE ACCESS TO DIGITAL INDEXES OF LAND RECORDS.

*Items 5-10: Answer either “Y” for yes or “N” for no for each item to indicate whether your office currently provides scanned / digital **images** of these types of court records.*

5. LAND RECORDS (DEEDS, DEEDS OF TRUST)

6. PLATS / MAPS

7. MARRIAGE LICENSES

8. JUDGEMENTS

9. FINANCING STATEMENTS

10. WILLS / FIDUCIARY

*Items 11-15: Answer either “Y” for yes or “N” for no for each item to indicate whether your office has procedures regarding scanned / digital **images** of land records.*

11. MY OFFICE PROVIDES ONSITE ACCESS TO LAND RECORD IMAGES.

12. MY OFFICE PROVIDES SECURE REMOTE ACCESS TO LAND RECORD IMAGES.

13. MY OFFICE PROVIDES CAPABILITY TO E-FILE (ELECTRONIC FILING) LAND RECORD IMAGES.

14. MY OFFICE REQUIRES USE OF COVER SHEET ON LAND RECORD IMAGES.

15. MY OFFICE PROVIDES USE OF A UNIQUE PIN NUMBER ON LAND RECORD IMAGES.

# F405 TTF Progress Report

## Appendix 3, continued

*Items: 16-21: Indicate the **oldest continuous year** of scanned / digital **indexes** made available by your office. Please answer each item. Type "0000" if there is no digital index of that type of record.*

16. LAND RECORDS (DEEDS, DEEDS OF TRUST)

17. PLATS / MAPS

18. MARRIAGE LICENSES

19. JUDGEMENTS

20. FINANCING STATEMENTS

21. WILLS / FIDUCIARY

*Items: 22-27: Indicate the **oldest continuous year** of scanned / digital **images** made available by your office. Please answer each item. Type "0000" if there is no digital image of that type of record.*

22. LAND RECORDS (DEEDS, DEEDS OF TRUST)

23. PLATS / MAPS

24. MARRIAGE LICENSES

25. JUDGEMENTS

26. FINANCING STATEMENTS

27. WILLS / FIDUCIARY

*Items 28-32: Answer either "Y" for yes or "N" for no for each item to indicate whether the listed automated system is **linked** to your land records data.*

28. TAX ASSESSMENTS

29. TITLE TRANSFERS

30. DELINQUENT REAL ESTATE TAXES

31. BUILDING PERMITS

32. GEOGRAPHICAL INFORMATION SYSTEMS

# F405 TTF Progress Report

## Appendix 3, continued

*Items 33-43: Indicate with a "Y" the **vendor(s)** with whom you have signed a services contract. Please choose at least one vendor or write in your own.*

- 33. AMCAD
- 34. BUSINESS INFORMATION SYSTEMS (BIS)
- 35. COTT
- 36. CUSTOM/ IN-HOUSE LAND RECORDS MANAGEMENT SYSTEM
- 37. EAGLE COMPUTER SYSTEMS
- 38. INTERNATIONAL LAND SYSTEMS (ILS)
- 39. LOGAN SYSTEMS, INC.
- 40. MIXNET CORPORATION
- 41. REAMS COMPUTER CORPORATION
- 42. SUPREME COURT OF VIRGINIA
- 43. OTHER \_\_\_\_\_

*Items 44-50: Indicate with "Y" all **next steps** your office needs to take to provide secure remote access to land records on or before July 1, 2006. Please indicate all that are applicable.*

- 44. BACK-FILE CONVERSION OF LAND RECORD INDEXES
- 45. BACK-SCAN (IMAGING) LAND RECORDS
- 46. PROVIDE SECURE REMOTE ACCESS TO LAND RECORDS
- 47. SIGN SERVICES CONTRACT WITH LAND RECORDS MANAGEMENT VENDOR(S)
- 48. PURCHASE ADDITIONAL TECHNOLOGY EQUIPMENT
- 49. MAKE LINKAGE OF AUTOMATED SYSTEM(S) WITH LAND RECORDS DATA
- 50. OTHER \_\_\_\_\_

*Items 51-59: Indicate with a "Y" all the **obstacles** your office faces in providing secure remote access to land records on or before July 1, 2006. Please indicate all that are applicable.*

- 51. FUNDING IS INSUFFICIENT
- 52. PRIVACY OR LIABILITY ISSUES
- 53. VENDOR PROBLEMS
- 54. TIMING ISSUES
- 55. STAFF IN YOUR OFFICE IS INSUFFICIENT FOR SRA WORKLOAD
- 56. LOCAL SUPPORT LACKING
- 57. SUBSCRIBERS NUMBER FOR SRA IS INSUFFICIENT
- 58. NO OBSTACLES
- 59. OTHER \_\_\_\_\_

# F405 TTF Progress Report

## Appendix 4 – Court-Controlled Web Site Address List

Arlington	<a href="http://158.59.15.115/arlington/intro.html">http://158.59.15.115/arlington/intro.html</a>
Brunswick	<a href="http://www.brunswickco.com/html/clerk_s_office.html">http://www.brunswickco.com/html/clerk_s_office.html</a>
Carroll	<a href="http://www.carrollvacocc.org">http://www.carrollvacocc.org</a>
Fairfax County	<a href="http://www.fairfaxcounty.gov/cpan.htm">http://www.fairfaxcounty.gov/cpan.htm</a>
King George	<a href="http://kg.landrecordsonline.com">http://kg.landrecordsonline.com</a>
Loudoun	<a href="http://www.loudoun.gov/clerk">http://www.loudoun.gov/clerk</a>
Prince William	<a href="http://www3.pwcgov.org/panet/logon.asp">http://www3.pwcgov.org/panet/logon.asp</a>
Pulaski	<a href="http://www.records.pulaskicircuitcourt/icris/splash.jsp">http://www.records.pulaskicircuitcourt/icris/splash.jsp</a>
Danville	<a href="https://risweb.courts.state.va.us">https://risweb.courts.state.va.us</a>
Martinsville	<a href="http://www.ci.martinsville.va.us/circuitclerk">http://www.ci.martinsville.va.us/circuitclerk</a>
Norfolk	<a href="https://risweb.courts.state.va.us">https://risweb.courts.state.va.us</a>
Virginia Beach	<a href="http://www.vblandrecords.com">http://www.vblandrecords.com</a>

# F405 TTF Progress Report

## Appendix 5 – VITA Secure Remote Access Certification Screens

### VITA SECURE REMOTE ACCESS CERTIFICATION

MY OFFICE CURRENTLY PROVIDES SECURE REMOTE ACCESS TO LAND RECORDS ON A COURT-CONTROLLED WEBSITE. (Y/N) X

### VITA SECURE REMOTE ACCESS CERTIFICATION

#### CURRENTLY PROVIDING SECURE REMOTE ACCESS TO LAND RECORDS

PURSUANT TO §17.1-279D AND §2.2-3808.2, CODE OF VIRGINIA, AND IN ACCORDANCE WITH THE VIRGINIA INFORMATION TECHNOLOGIES AGENCY DOCUMENT “SECURITY STANDARDS FOR REMOTE ACCESS TO COURT DOCUMENTS ON COURT-CONTROLLED WEBSITES” (ITRM STANDARD SEC503-02), EFFECTIVE MARCH 28, 2005, AND ANY PREVIOUS REVISIONS THERETO, I HEREBY CERTIFY THAT:

- 1) THIS COURT’S WEBSITE AND SUPPORTING COMPUTER NETWORK OR SYSTEM ARE IN COMPLIANCE AND
- 2) ANY PROPOSED TECHNOLOGY IMPROVEMENTS TO LAND RECORDS ON A COURT-CONTROLLED WEBSITE WILL ACCOMMODATE SECURE REMOTE ACCESS.

I CONCUR WITH THE ABOVE STATEMENT. (Y/N) X

OFFICER APPROVAL:      DATE: 99/99/9999      OFFICER LOGON: XXXXXXXX  
CB APPROVAL:          DATE: 99/99/9999      CB LOGON:        XXXXXXXX

# F405 TTF Progress Report

## Appendix 5, continued

### VITA SECURE REMOTE ACCESS CERTIFICATION

#### NOT CURRENTLY PROVIDING SECURE REMOTE ACCESS TO LAND RECORDS

PURSUANT TO §17.1-279B AND §2.2-3808.2, CODE OF VIRGINIA, AND IN ACCORDANCE WITH THE VIRGINIA INFORMATION TECHNOLOGIES AGENCY DOCUMENT "SECURITY STANDARDS FOR REMOTE ACCESS TO COURT DOCUMENTS ON COURT-CONTROLLED WEBSITES" (ITRM STANDARD SEC503-02), EFFECTIVE MARCH 28, 2005, AND ANY PREVIOUS REVISIONS THERETO, I HEREBY CERTIFY THAT:

- 1) THIS COURT'S WEBSITE AND SUPPORTING COMPUTER NETWORK OR SYSTEM WILL BE IN COMPLIANCE AND
- 2) MY REQUEST FOR TTF MONIES IS BASED UPON MY INTENT TO PROVIDE SECURE REMOTE ACCESS TO LAND RECORDS ON A COURT-CONTROLLED WEBSITE ON OR BEFORE JULY 1, 2006.

I CONCUR WITH THE ABOVE STATEMENT. (Y/N) X

OFFICER APPROVAL:      DATE: 99/99/9999      OFFICER LOGON: XXXXXXXX  
CB APPROVAL:          DATE: 99/99/9999      CB LOGON:        XXXXXXXX

# FY05 TTF Progress Report

## Appendix 6 – FY06 TTF \$4 and \$1 Fund Requests for Equipment and Services

FIPS	LOCALITY NAME	Provide SRA to Land Records	FY05 Survey	Elect LCC*	Elect Budget or Carryover	FY06 \$4				FY06 \$1			Total Approved
						FY06 TTF Available Funds	Equipment Request	Services Request	\$4 Approved	Equipment Request	Services Request	\$1 Approved	
001	ACCOMACK		Y	Y	B	52,687.17	16,214	36,469	<b>\$52,683</b>	10,000	10,000	<b>\$20,000</b>	<b>\$72,683</b>
003	ALBEMARLE		Y		B	175,538.38	0	175,538	<b>\$175,538</b>			<b>\$0</b>	<b>\$175,538</b>
005	ALLEGHANY		Y		B	7,768.11	0	7,768	<b>\$7,768</b>	0	15,445	<b>\$15,445</b>	<b>\$23,213</b>
007	AMELIA		Y	Y	B	8,681.95	0	8,681	<b>\$8,681</b>	0	12,000	<b>\$12,000</b>	<b>\$20,681</b>
009	AMHERST		Y		B	52,700.88	0	52,700	<b>\$52,700</b>			<b>\$0</b>	<b>\$52,700</b>
011	APPOMATTOX		Y	Y	B	9,013.89	0	9,000	<b>\$9,000</b>	0	5,000	<b>\$5,000</b>	<b>\$14,000</b>
013	ARLINGTON	Y	Y	Y	B	178,316.94	0	178,316	<b>\$178,316</b>			<b>\$0</b>	<b>\$178,316</b>
015	AUGUSTA		Y	Y	B	86,227.40	0	86,227	<b>\$86,227</b>			<b>\$0</b>	<b>\$86,227</b>
017	BATH		Y	Y	B	892.84	0	892	<b>\$892</b>	0	16,285	<b>\$16,285</b>	<b>\$17,177</b>
019	BEDFORD		Y	Y	B	75,425.72	19,887	55,538	<b>\$75,425</b>			<b>\$0</b>	<b>\$75,425</b>
021	BLAND		Y		C	0.00	0	0	<b>\$0</b>	0	29,679	<b>\$29,679</b>	<b>\$29,679</b>
023	BOTETOURT		Y		B	43,316.17	0	31,000	<b>\$31,000</b>			<b>\$0</b>	<b>\$31,000</b>
025	BRUNSWICK	Y	Y		B	13,801.25	0	13,801	<b>\$13,801</b>	0	15,000	<b>\$15,000</b>	<b>\$28,801</b>
027	BUCHANAN		Y		B	12,135.57	6,284	5,851	<b>\$12,135</b>	1,033	20,000	<b>\$21,033</b>	<b>\$33,168</b>
029	BUCKINGHAM		Y		B	6,738.28	0	6,738	<b>\$6,738</b>	0	17,334	<b>\$17,334</b>	<b>\$24,072</b>
031	CAMPBELL		Y		B	49,194.24	0	49,194	<b>\$49,194</b>			<b>\$0</b>	<b>\$49,194</b>
033	CAROLINE		Y		B	39,873.97	0	39,873	<b>\$39,873</b>	4,200	18,000	<b>\$22,200</b>	<b>\$62,073</b>
035	CARROLL	Y	Y	Y	B	20,890.82	0	20,890	<b>\$20,890</b>			<b>\$0</b>	<b>\$20,890</b>
036	CHARLES CITY COUNTY		Y		B	13,151.55	0	13,151	<b>\$13,151</b>	0	37,317	<b>\$37,317</b>	<b>\$50,468</b>
037	CHARLOTTE		Y	Y	B	3,928.50	0	3,928	<b>\$3,928</b>	12,436	17,500	<b>\$29,936</b>	<b>\$33,864</b>
041	CHESTERFIELD		Y	Y	B	523,935.77	118,248	405,687	<b>\$523,935</b>			<b>\$0</b>	<b>\$523,935</b>
043	CLARKE		Y		B	15,212.59	0	15,212	<b>\$15,212</b>			<b>\$0</b>	<b>\$15,212</b>
045	CRAIG		Y		C	0.00	0	0	<b>\$0</b>	0	18,285	<b>\$18,285</b>	<b>\$18,285</b>
047	CULPEPER		Y	Y	B	62,474.32	0	29,516	<b>\$29,516</b>			<b>\$0</b>	<b>\$29,516</b>
049	CUMBERLAND		Y	Y	B	5,136.67	0	5,136	<b>\$5,136</b>	9,647	7,790	<b>\$17,437</b>	<b>\$22,573</b>
051	DICKENSON		Y	Y	B	6,222.13	0	6,222	<b>\$6,222</b>	12,662	2,400	<b>\$15,062</b>	<b>\$21,284</b>
053	DINWIDDIE		Y	Y	B	37,217.07	0	37,217	<b>\$37,217</b>	0	4,000	<b>\$4,000</b>	<b>\$41,217</b>

# FY05 TTF Progress Report

## Appendix 6, continued

FIPS	LOCALITY NAME	Provide SRA to Land Records	FY05 Survey	Elect LCC*	Elect Budget or Carryover	FY06 \$4				FY06 \$1			Total Approved
						FY06 TTF Available Funds	Equipment Request	Services Request	\$4 Approved	Equipment Request	Services Request	\$1 Approved	
057	ESSEX		Y	Y	B	6,925.77	0	6,925	\$6,925	0	27,050	\$27,050	\$33,975
059	FAIRFAX COUNTY	Y	Y	Y	B	1,388,432.27	20,000	1,368,432	\$1,388,432			\$0	\$1,388,432
061	FAUQUIER		Y		B	79,562.49	0	79,562	\$79,562			\$0	\$79,562
063	FLOYD		Y	Y	B	14,245.23	0	14,245	\$14,245	0	4,640	\$4,640	\$18,885
065	FLUVANNA		Y	Y	B	29,684.08	0	29,684	\$29,684	0	18,000	\$18,000	\$47,684
067	FRANKLIN COUNTY		Y	Y	B	184,409.67	0	31,485	\$31,485			\$0	\$31,485
069	FREDERICK		Y	Y	B	152,963.74	122,963	30,000	\$152,963			\$0	\$152,963
071	GILES		Y	Y	B	14,064.60	0	14,064	\$14,064	0	51,715	\$51,715	\$65,779
073	GLOUCESTER		Y	Y	B	80,273.45	0	80,140	\$80,140	0	1,000	\$1,000	\$81,140
075	GOOCHLAND		Y	Y	B	22,554.14	0	22,554	\$22,554	0	16,766	\$16,766	\$39,320
077	GRAYSON		Y	Y	B	16,071.61	0	16,071	\$16,071	0	12,556	\$12,556	\$28,627
079	GREENE		Y		B	45,178.80	0	45,178	\$45,178	0	7,509	\$7,509	\$52,687
081	GREENSVILLE		Y		B	132.24	0	132	\$132	0	12,352	\$12,352	\$12,484
083	HALIFAX		Y		B	36,750.10	0	36,750	\$36,750	12,670	0	\$12,670	\$49,420
085	HANOVER		Y		B	114,274.34	3,030	111,244	\$114,274			\$0	\$114,274
087	HENRICO		Y	Y	B	332,484.78	64,080	268,404	\$332,484			\$0	\$332,484
089	HENRY		Y		B	58,593.98	0	58,593	\$58,593			\$0	\$58,593
091	HIGHLAND		Y		C	0.00	0	0	\$0	0	42,823	\$42,823	\$42,823
093	ISLE OF WIGHT		Y		B	37,839.67	0	37,839	\$37,839			\$0	\$37,839
095	JAMES CITY COUNTY	Y	Y	Y	B	120,164.40	0	120,164	\$120,164			\$0	\$120,164
097	KING AND QUEEN CO		Y	Y	B	2,663.65	0	2,663	\$2,663	0	26,395	\$26,395	\$29,058
099	KING GEORGE	Y	Y	Y	B	32,349.13	17,349	15,000	\$32,349			\$0	\$32,349
101	KING WILLIAM		Y	Y	B	14,917.32	0	14,917	\$14,917			\$0	\$14,917
103	LANCASTER		Y		B	23,100.42	0	23,100	\$23,100	0	20,000	\$20,000	\$43,100
105	LEE		Y		B	7,792.60	0	7,792	\$7,792	0	26,893	\$26,893	\$34,685
107	LOUDOUN	Y	Y	Y	B	942,858.84	74,659	868,199	\$942,858			\$0	\$942,858
109	LOUISA		Y		B	53,407.93	0	53,407	\$53,407			\$0	\$53,407

# FY05 TTF Progress Report

## Appendix 6, continued

FIPS	LOCALITY NAME	Provide SRA to Land Records	FY05 Survey	Elect LCC*	Elect Budget or Carryover	FY06 \$4				FY06 \$1			Total Approved
						FY06 TTF Available Funds	Equipment Request	Services Request	\$4 Approved	Equipment Request	Services Request	\$1 Approved	
111	LUNENBURG		Y	Y	B	6,301.60	0	6,301	\$6,301	0	53,580	\$53,580	\$59,881
113	MADISON		Y		B	11,345.72	0	11,345	\$11,345	0	1,800	\$1,800	\$13,145
115	MATHEWS		Y		B	31,617.16	0	31,617	\$31,617		7,451	\$7,451	\$39,068
117	MECKLENBURG		Y		B	37,671.16	0	27,228	\$27,228			\$0	\$27,228
119	MIDDLESEX		Y	Y	B	10,574.86	0	10,574	\$10,574	0	5,757	\$5,757	\$16,331
121	MONTGOMERY		Y		B	110,626.97	0	96,949	\$96,949			\$0	\$96,949
125	NELSON		Y	Y	B	20,768.09	0	20,768	\$20,768	0	12,317	\$12,317	\$33,085
127	NEW KENT		Y		B	18,426.40	0	18,426	\$18,426	0	43,500	\$43,500	\$61,926
131	NORTHAMPTON		Y	Y	B	15,540.52	0	15,540	\$15,540	525	41,045	\$41,570	\$57,110
133	NORTHUMBERLAND		Y	Y	B	45,872.91	0	27,860	\$27,860			\$0	\$27,860
135	NOTTOWAY		Y	Y	B	4,734.89	0	4,734	\$4,734	2,000	12,882	\$14,882	\$19,616
137	ORANGE		Y		B	42,298.63	1,020	41,278	\$42,298	0	15,000	\$15,000	\$57,298
139	PAGE		Y		B	18,986.63	0	18,986	\$18,986	0	11,692	\$11,692	\$30,678
141	PATRICK		Y		B	20,866.25	0	5,400	\$5,400			\$0	\$5,400
143	PITTSYLVANIA		Y		B	59,269.91	0	59,269	\$59,269	0	23,015	\$23,015	\$82,284
145	POWHATAN		Y	Y	B	26,759.71	12,000	14,759	\$26,759	6,000	5,000	\$11,000	\$37,759
147	PRINCE EDWARD		Y	Y	B	7,725.29	0	7,725	\$7,725	0	8,840	\$8,840	\$16,565
149	PRINCE GEORGE	Y	Y		B	19,063.37	0	19,063	\$19,063	0	20,000	\$20,000	\$39,063
153	PRINCE WILLIAM	Y	Y	Y	B	739,250.13	8,517	730,733	\$739,250			\$0	\$739,250
155	PULASKI	Y	Y		B	23,231.42	0	23,231	\$23,231			\$0	\$23,231
157	RAPPAHANNOCK		Y		B	5,295.25	0	5,295	\$5,295	0	41,575	\$41,575	\$46,870
159	RICHMOND COUNTY		Y	Y	B	738.90	0	738	\$738	0	11,997	\$11,997	\$12,735
161	ROANOKE COUNTY		Y	Y	B	90,315.75	0	10,000	\$10,000			\$0	\$10,000
163	ROCKBRIDGE		Y	Y	B	45,086.51	0	45,086	\$45,086	0	4,229	\$4,229	\$49,315
165	ROCKINGHAM		Y		B	374,591.37	0	66,250	\$66,250			\$0	\$66,250
167	RUSSELL		Y	Y	B	12,209.99	0	12,209	\$12,209	0	101,209	\$101,209	\$113,418
169	SCOTT		Y	Y	B	8,972.73	0	8,972	\$8,972	0	74,136	\$74,136	\$83,108

# FY05 TTF Progress Report

## Appendix 6, continued

FIPS	LOCALITY NAME	Provide SRA to Land Records	FY05 Survey	Elect LCC*	Elect Budget or Carryover	FY06 \$4				FY06 \$1			Total Approved
						FY06 TTF Available Funds	Equipment Request	Services Request	\$4 Approved	Equipment Request	Services Request	\$1 Approved	
171	SHENANDOAH		Y	Y	B	56,675.99	0	56,675	\$56,675	0	36,500	\$36,500	\$93,175
173	SMYTH		Y		B	16,086.84	0	16,086	\$16,086	0	5,931	\$5,931	\$22,017
175	SOUTHAMPTON		Y	Y	B	14,297.62	0	14,297	\$14,297	0	5,000	\$5,000	\$19,297
177	SPOTSYLVANIA		Y		B	201,909.56	0	201,909	\$201,909			\$0	\$201,909
179	STAFFORD		Y	Y	B	191,685.89	75,000	116,685	\$191,685			\$0	\$191,685
181	SURRY		Y		B	3,537.10	0	3,537	\$3,537	0	44,184	\$44,184	\$47,721
183	SUSSEX		Y		B	2,810.16	0	2,810	\$2,810	0	23,788	\$23,788	\$26,598
185	TAZEWELL		Y		B	21,822.56	0	21,822	\$21,822			\$0	\$21,822
187	WARREN	Y	Y	Y	B	65,967.05	0	65,967	\$65,967			\$0	\$65,967
191	WASHINGTON		Y		B	124,472.40	0	120,000	\$120,000			\$0	\$120,000
193	WESTMORELAND		Y		B	21,921.44	0	21,921	\$21,921	0	36,198	\$36,198	\$58,119
195	WISE		Y	Y	B	14,822.37	0	14,822	\$14,822	0	20,000	\$20,000	\$34,822
197	WYTHE		Y	Y	B	17,598.38	0	17,590	\$17,590	13,885	15,800	\$29,685	\$47,275
199	YORK		Y		B	118,906.42	0	118,906	\$118,906			\$0	\$118,906
510	ALEXANDRIA		Y		B	192,906.38	0	152,524	\$152,524			\$0	\$152,524
520	BRISTOL		Y		C	0.00	0	0	\$0	0	28,200	\$28,200	\$28,200
530	BUENA VISTA		Y		B	3,019.38	0	3,019	\$3,019	0	9,554	\$9,554	\$12,573
540	CHARLOTTESVILLE		Y	Y	B	23,720.86	0	23,720	\$23,720	0	21,600	\$21,600	\$45,320
550	CHESAPEAKE		Y		B	251,978.53	1,800	250,178	\$251,978			\$0	\$251,978
570	COLONIAL HEIGHTS		Y		B	8,923.10	0	8,923	\$8,923	0	42,077	\$42,077	\$51,000
590	DANVILLE	Y	Y	Y	B	173,751.41	133,751	40,000	\$173,751			\$0	\$173,751
630	FREDERICKSBURG		Y		B	13,764.15	0	13,764	\$13,764	0	13,713	\$13,713	\$27,477
650	HAMPTON		Y		B	117,999.56	0	117,999	\$117,999			\$0	\$117,999
670	HOPEWELL		Y		B	14,655.55	0	14,655	\$14,655			\$0	\$14,655
680	LYNCHBURG		Y	Y	B	44,906.89	0	44,906	\$44,906			\$0	\$44,906
690	MARTINSVILLE	Y	Y	Y	B	7,065.95	7,065	0	\$7,065			\$0	\$7,065
700	NEWPORT NEWS		Y		B	259,740.45	94,414	41,960	\$136,374			\$0	\$136,374

# FY05 TTF Progress Report

## Appendix 6, continued

FIPS	LOCALITY NAME	Provide SRA to Land Records	FY05 Survey	Elect LCC*	Elect Budget or Carryover	FY06 \$4				FY06 \$1			Total Approved
						FY06 TTF Available Funds	Equipment Request	Services Request	\$4 Approved	Equipment Request	Services Request	\$1 Approved	
710	NORFOLK	Y	Y	Y	B	177,102.38	0	177,102	\$177,102			\$0	\$177,102
730	PETERSBURG		Y	Y	B	36,846.44	0	36,846	\$36,846			\$0	\$36,846
740	PORTSMOUTH		Y	Y	B	96,846.25	0	67,900	\$67,900			\$0	\$67,900
750	RADFORD		Y		B	1,993.42	0	1,993	\$1,993	0	26,486	\$26,486	\$28,479
760	RICHMOND CITY		Y		B	462,431.96	0	462,431	\$462,431			\$0	\$462,431
764	RICHMOND-MANCHESTER		Y		B	1,382.73	0	1,382	\$1,382			\$0	\$1,382
770	ROANOKE CITY		Y		B	170,852.74	0	109,856	\$109,856			\$0	\$109,856
775	SALEM		Y		B	39,830.80	0	38,085	\$38,085			\$0	\$38,085
790	STAUNTON		Y		B	17,668.84	0	17,668	\$17,668	0	15,417	\$15,417	\$33,085
800	SUFFOLK		Y		B	146,376.71	0	146,376	\$146,376			\$0	\$146,376
810	VIRGINIA BEACH		Y	Y	B	605,866.77	66,814	539,052	\$605,866			\$0	\$605,866
820	WAYNESBORO	Y	Y	Y	B	12,673.81	0	12,673	\$12,673	0	35,000	\$35,000	\$47,673
840	WINCHESTER		Y	Y	B	30,476.50	30,476	0	\$30,476	10,000	0	\$10,000	\$40,476
<b>125</b>		<b>19</b>	<b>121</b>	<b>64</b>	<b>121</b>	<b>10,905,614.95</b>	<b>893,571</b>	<b>9,107,464</b>	<b>\$10,001,035</b>	<b>95,058</b>	<b>1,388,207</b>	<b>\$1,483,265</b>	<b>\$11,484,300</b>

# F405 TTF Progress Report

## Appendix 7 – §§ 17.1-279 and 2.2-3808.2, Code of Virginia

§ 17.1-279. Additional fee to be assessed by circuit court clerks for information technology.

A. (Effective until January 1, 2006) In addition to the fees otherwise authorized by this chapter, the clerk of each circuit court shall assess a \$5 fee, known as the "Technology Trust Fund Fee," in each law and chancery action, upon each instrument to be recorded in the deed books, and upon each judgment to be docketed in the judgment lien docket book. Such fee shall be deposited by the State Treasurer into a trust fund. The State Treasurer shall maintain a record of such deposits.

A. (Effective January 1, 2006) In addition to the fees otherwise authorized by this chapter, the clerk of each circuit court shall assess a \$5 fee, known as the "Technology Trust Fund Fee," in each civil action, upon each instrument to be recorded in the deed books, and upon each judgment to be docketed in the judgment lien docket book. Such fee shall be deposited by the State Treasurer into a trust fund. The State Treasurer shall maintain a record of such deposits.

B. Four dollars of every \$5 fee shall be allocated by the Compensation Board from the trust fund for the purposes of: (i) developing and updating individual land records automation plans for individual circuit court clerks' offices; (ii) implementing automation plans to modernize land records in individual circuit court clerks' offices and provide secure remote access to land records throughout the Commonwealth; (iii) obtaining and updating office automation and information technology equipment including software and conversion services; (iv) preserving, maintaining and enhancing court records, including, but not limited to, the costs of repairs, maintenance, service contracts and system upgrades; and (v) improving public access to court records. The Compensation Board in consultation with circuit court clerks and other users of court records shall develop and update policies governing the allocation of funds for these purposes. However, such funds shall not be used for personnel costs within the circuit court clerks' offices. The Compensation Board policies governing the allocation of funds shall require that a clerk submit to the Compensation Board a written certification that the clerk's proposed technology improvements of his land records will accommodate secure remote access to those land records on a statewide basis.

The annual budget submitted by each circuit court clerk pursuant to § [15.2-1636.7](#) may include a request for technology improvements in the upcoming fiscal year to be allocated by the Compensation Board from the trust fund. Such request shall not exceed the deposits into the trust fund credited to that locality. The Compensation Board shall allocate the funds requested by the clerks in an amount not to exceed the deposits into the trust fund credited to their respective localities.

C. The remaining \$1 of each such fee may be allocated by the Compensation Board from the trust fund (i) for the purposes of funding studies to develop and update individual land-records automation plans for individual circuit court clerks' offices, at the request of and in consultation with the individual circuit court clerk's offices, and (ii) for the purposes enumerated in subsection B to implement the plan to modernize land records in individual circuit court clerks' offices and provide secure remote access to

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## Appendix 7, continued

land records throughout the Commonwealth. The allocations pursuant to this subsection may give priority to those individual clerks' offices whose deposits into the trust fund would not be sufficient to implement its modernization plan. The Compensation Board policies governing the allocation of funds shall require that a clerk submit to the Compensation Board a written certification that the clerk's proposed technology improvements of his land records will accommodate secure remote access to those land records on a statewide basis.

D. Secure remote access to land records shall be by paid subscription service through individual circuit court clerk's offices pursuant to § [17.1-276](#), or through designated application service providers. Compliance with security standards developed by the Virginia Information Technologies Agency pursuant to § [2.2-3808.2](#) shall be certified by the individual circuit court clerks' offices to the Virginia Information Technologies Agency and the Compensation Board. The individual circuit court clerk's office or its designated application service provider shall certify compliance with such security standards. Nothing in this section shall prohibit the Compensation Board from allocating trust fund money to individual circuit court clerks' offices for the purpose of complying with such security standards.

E. Such fee shall not be assessed to any instrument to be recorded in the deed books nor any judgment to be docketed in the judgment lien docket books tendered by any federal, state or local government.

F. (Effective until January 1, 2006) If a circuit court clerk has implemented an automation plan for his land records that will accommodate secure remote access on a statewide basis, then that clerk may apply to the Compensation Board for an allocation from the Technology Trust Fund for automation and technology improvements in the law and chancery divisions, or the criminal division, of his office. Such request shall not exceed the deposits into the trust fund credited to that locality. The Compensation Board in approval of such application shall consider what local funds have been spent by the jurisdiction to accelerate the implementation of the technology plan approved by the Virginia Information Technologies Agency in each circuit court clerk's office.

F. (Effective January 1, 2006) If a circuit court clerk has implemented an automation plan for his land records that will accommodate secure remote access on a statewide basis, then that clerk may apply to the Compensation Board for an allocation from the Technology Trust Fund for automation and technology improvements in the civil divisions, or the criminal division, of his office. Such request shall not exceed the deposits into the trust fund credited to that locality. The Compensation Board in approval of such application shall consider what local funds have been spent by the jurisdiction to accelerate the implementation of the technology plan approved by the Virginia Information Technologies Agency in each circuit court clerk's office.

G. Information regarding the technology programs adopted by the circuit court clerks shall be shared with the Virginia Information Technologies Agency, The Library of Virginia, and the Office of the Executive Secretary of the Supreme Court.

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## Appendix 7, continued

H. Nothing in this section shall be construed to diminish the duty of local governing bodies to furnish supplies and equipment to the clerks of the circuit courts pursuant to § [15.2-1656](#). Revenue raised as a result of this section shall in no way supplant current funding to circuit court clerks' offices by local governing bodies.

I. It is the intent of the General Assembly that all circuit court clerks provide secure remote access to land records on or before July 1, 2006.

J. Effective July 1, 2006, except for transfers pursuant to this section, there shall be no transfers out of the fund, including transfers to the general fund.

(1996, c. 431, § 14.1-125.2; 1997, c. 675; 1998, c. 872; 2000, cc. 440, 446; 2002, cc. 140, 250, 637; 2003, cc. 205, 865, 981, 1021; 2004, c. 676; 2005, cc. 681, 738.)

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## Appendix 7, continued

§ 2.2-3808.2. (Expires July 1, 2007) Posting and availability of certain information on the Internet; prohibitions.

A. Beginning January 1, 2004, no court clerk shall post on a court-controlled website any document that contains the following information: (i) an actual signature; (ii) a social security number; (iii) a date of birth identified with a particular person; (iv) the maiden name of a person's parent so as to be identified with a particular person; (v) any financial account number or numbers; or (vi) the name and age of any minor child.

B. Each such clerk shall post notice that includes a list of the documents routinely posted on its website.

C. Nothing in this section shall be construed to prohibit access to any original document as provided by law.

D. This section shall not apply to the following:

1. Providing secure remote access to any document among the land records by means of a network or system that complies with security standards developed by the Virginia Information Technologies Agency in consultation with the circuit court clerks, the Executive Secretary of the Supreme Court, the Compensation Board, interested citizens, and users of land and other court records. Such standards shall include, but not be limited to, a requirement, as a precondition for access, for registration by users in person or by means of a notarized or otherwise sworn application that establishes the prospective user's identity, business or residence address, and citizenship status;

2. Postings related to legitimate law-enforcement purposes;

3. Postings of historical, genealogical, interpretive, or educational documents and information about historic persons and events;

4. Postings of instruments and records filed or recorded prior to 1905; and

5. Providing secure remote access to any person and his counsel to documents filed in matters to which such person is a party.

E. As used in this section, "land records" means any writing authorized by law to be recorded on paper or in electronic format which the clerk records affecting title to real property.

F. Nothing in this section shall prohibit the Supreme Court or any other court from providing online access to a case management system which may include abstracts of case filings and proceedings in the courts of the Commonwealth.

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## **Appendix 7, continued**

G. The clerk of the circuit court of any jurisdiction shall be immune from suit arising from any acts or omissions relating to providing remote access on the Internet pursuant to this section unless the clerk was grossly negligent or engaged in willful misconduct.

This subsection shall not be construed to limit, withdraw or overturn any defense or immunity already existing in statutory or common law, or to affect any cause of action accruing prior to the effective date of this subsection.

H. This section shall expire on July 1, 2007.

(2003, c. 988; 2004, c. 676; 2005, cc. 763, 798.)