

# Technology Trust Fund

December 1, 2007

FY07 TTF

Progress Report

*Compensation Board & Circuit Court Clerks*

# FY07 TTF Progress Report

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# F407 TTF Progress Report

## *Introduction*

The purpose of this report is to provide an annual update of the Technology Trust Fund and the progress Circuit Court Clerks are making in providing secure remote access to land records on or before July 1, 2008.

### **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 has since specified intent that all Circuit Court Clerks in Virginia provide secure remote access to land records on or before July 1, 2008. 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, land records consulting services, service contracts, redaction of social security numbers from land records, and system replacements or 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 provide secure remote access to those land records on or before July 1, 2008.

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 in the above paragraph 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 for allocation from the \$1 Fund may be given to those individual clerks' 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 provide secure remote access to those land records on or before July 1, 2008.

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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/uploadedFiles/Library/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, § 17.1-293 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 § 17.1-293. Compensation Board staff embedded the self-certification in the FY07 TTF Budget Request Process in COIN (Constitutional Officers Information Network), an 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 § 17.1-293 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; and D) 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.

The complete text of §§ 17.1-279 and 17.1-293, Code of Virginia, is located in the Appendix of this report.

## FY08 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 (\$4). The FY08 TTF Budget Request process is a sub-system of COIN and consisted of several options seamlessly integrated into a coherent whole, including:

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- FY07 TTF Progress Survey;
- Certification for Secure Remote Access;
- Certification of VITA Security Standards;
- Election to FY08 Budget Request or Carry-over;
- \$4 Request for Equipment and/or Services;
- Certification of \$4 Budget Request;
- \$1 Fund Request for Equipment and/or Services; and
- Certification of \$1 Fund Budget Request.

Circuit Court Clerks had the month of August 2007 to complete the FY08 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 provides secure remote access to land records on or before July 1, 2008, then that Clerk may apply to the Compensation Board for an allocation from the Technology Trust Fund for automation and technology improvements in areas of his/her court not related to land records. Such a request cannot exceed the deposits into the trust fund credited to that locality (\$4).

## FY08 TTF \$4 Available Balance

The FY08 TTF \$4 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 the previous fiscal year. A portion of TTF available funds is 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:

$$\begin{array}{|c|} \hline \text{Unused FY07} \\ \text{TTF balance} \\ \hline \end{array} + \begin{array}{|c|} \hline \text{FY07 TTF} \\ \text{Collections} \\ \hline \end{array} - \begin{array}{|c|} \hline \text{FY07 Unspent \$1 Funds} \\ \text{of Clerks Not Certifying} \\ \text{SRA by 7/11/07} \\ \hline \end{array} - \begin{array}{|c|} \hline \text{Annual transfer of TTF} \\ \text{\$1.49M to Clerks' General} \\ \text{Operating Fund} \\ \hline \end{array} = \begin{array}{|c|} \hline \text{FY08 TTF \$4} \\ \text{Available Balance} \\ \hline \end{array}$$

A carry-over election in the FY08 TTF Budget Request Process means that the FY08 TTF Available Balance is reserved until the following fiscal year (FY09). 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.virginia.gov> under the Land Records Technology tab. 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 \$4 Available Balance.

# FY07 TTF Progress Report

## Executive Summary

### FY07 TTF Financial Statement

- In FY07, TTF **collections** by Circuit Court Clerks were \$10.95M. From FY97 to FY07, Circuit Court Clerks' TTF collections were \$84.17M for average collections of \$7.65M per year.
- In FY07, Circuit Court Clerks' **expenditures** were \$8.63M. From FY98 to FY07, Circuit Court Clerks' expenditures were \$43.48M for average expenditures of \$4.35M per year.
- In FY07, **total TTF expenditures** were \$10.28M and from FY97 to FY07, total TTF expenditures were \$64.23M.
- Transfers of TTF funds to offset **general fund reductions** to the Circuit Court Clerks' general fund appropriation were \$9.86M from FY97 to FY07. This represents approximately 15 percent of total TTF expenditures.
- From FY97 to FY07, **budget reductions and transfers** of TTF funds to the Commonwealth's General fund were \$9.11M and account for approximately 14 percent of TTF expenditures.
- **Administrative costs**, which have been split into three categories (consulting services, position costs, and COIN / VITA Studies), were \$1.77M from FY97 to FY07 and account for less than three percent of total expenditures.

### SRA Certification in July 2007

- In FY07, **\$2.8M in \$1 monies** were approved for 60 Circuit Court Clerks.
- In FY07, 28 Clerks fully **expended** their \$1 Fund monies, totaling \$2.1M.
- In FY07, 32 Clerks had **unexpended** \$1 Fund monies totaling \$769K.
- In July 2007, 25 of the 32 Clerks (78.1 percent) certified to providing secure remote access (SRA) to land records to public subscribers. Unexpended \$1 Fund monies of these 25 Clerks **totaled \$691K** and these funds carried over to their \$4 available balance.
- The 7 Clerks who certified to not providing SRA to public subscribers or chose not to carryover their \$1 Fund balance were required by the Compensation Board to return their \$1 monies to the \$1 Fund, **totaling \$78K**.

### FY07 TTF Progress Survey

- In the TTF Progress Survey, 85 Clerks (71 percent) listed a **website address** owned and operated by their court or operated by a public or private agent that provides secure remote access to land records' images.
- 120 Clerks (100 percent) reported to providing **continuous years** of electronic land records indices and 119 Clerks (99 percent) provide continuous years of electronic land records' images.
- The **average year of continuous years** of electronic land records indices was 1967; the average year of continuous years of electronic land records' images was 1958.
- The year of 1653 was reported as the **oldest reported electronic land records** index and image.
- 86 Clerks (72 percent) reported to provide **secure remote access (SRA)** to electronic land records' images.
- The **number of electronic land records' images** available onsite was 172M and the number of land electronic land records' images available through SRA was 129.2M.

# FY07 TTF Progress Report

## FY07 TTF Progress Survey, continued

- 85 of the 86 Clerks reporting to currently provide SRA (99 percent) are **accepting public (non-governmental) subscribers** to SRA. The total number of subscribers reported by Circuit Court Clerks is 5,910.
- 70 of the 86 Clerks (81 percent) reporting to currently provide SRA have **publicized the availability of SRA** to land records' images.
- 20 Clerks (17 percent) reported **linkages** of their land records system with other automated systems.
- 118 Clerks (98 percent) have **signed a contract with a vendor** for a land records management system; 111 Clerks (93 percent) have signed a contract with a vendor for SRA internet hosting; 117 Clerks (98 percent) have signed a contract with a vendor for technology equipment, software, and maintenance; 96 Clerks (80 percent) have signed a contract with a vendor for redaction of social security numbers; and 88 Clerks (73 percent) have signed a contract with a vendor for back scanning of images / conversion services.
- 21 Clerks (18 percent) have begun **back-file redaction** of social security numbers. The average span of years of redacted images for these Clerks is 1970 to 2007.
- 48 Clerks (40 percent) reported the most common **obstacle** in providing secure remote access was privacy or liability issues.

## FY08 SRA Certification

- 86 Circuit Court Clerks (72 percent) reported that their office currently provides to public subscribers **secure remote access** to land records' images on a website or system owned and operated by their court or operated by a public or private agent.
- 34 Circuit Court Clerks (28 percent) reported that they do not currently provide secure remote access land records' images.

## FY08 VITA SRA Standards Certification

- 120 Circuit Court Clerks (100 percent) certified either current compliance or future compliance to VITA secure remote access standards.

## FY08 \$4 Approvals for Areas of the Court Not Related to Land Records

- 24 out of the 86 eligible Clerks (28 percent) made a \$4 request using Purpose Code F.
- These \$4 requests totaled \$2,523,000.

## FY08 \$4 Approvals for Equipment and Services

- The total FY08 **\$4 Available Balance** was \$14.5M.
- 118 Circuit Court Clerks (98 percent) were approved a **total of \$12.8M** for technology equipment and/or services.
- 8 Circuit Court Clerks (7 percent) were approved \$105K in \$4 funds for technology **equipment**.
- 118 Circuit Court Clerks (98 percent) were approved \$12.7M in \$4 funds for technology **services**.

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## **FY08 \$1 Fund Approvals for Equipment and Services**

- In FY08, the total available in the \$1 Fund was **\$2.5M**.
- 63 Clerks (53 percent) were approved money from the \$1 TTF Fund for additional technology equipment and/or services, **totaling \$1.6M**.
- 4 Circuit Court Clerks (3 percent) were approved \$15K from the \$1 TTF Fund for technology **equipment**.
- 63 Circuit Court Clerks (53 percent) were approved \$1.6M from the \$1 TTF Fund for technology **services**.

## **TTF Approvals for Redaction of Social Security Numbers**

- In FY07, 3 Clerks (2.5 percent) were approved \$45,501 in \$4 money and 22 Clerks (18.3 percent) were approved \$1.3M in \$1 Fund money for the redaction of social security numbers for a total of 34,477,491 images.
- In FY08, as of October 31, 2007, 81 Clerks (68 percent) were approved \$2.4M in \$4 funds and \$354K from the \$1 Fund for the redaction of social security numbers for a total of 75M **back-file** images.
- 12 Clerks (10 percent) were approved \$33K in \$4 funds and \$12K from the \$1 Fund for the redaction of social security numbers for a total of 1.8M **day-forward** images.

# FY07 TTF Progress Report

## FY07 TTF Financial Statement

The TTF financial statement consists of data regarding Clerks' annual cash collections and expenditures, and total expenditures, including budget reductions, transfers to the Clerks' general fund, and administrative costs.

### Clerks' TTF Collections and Expenditures from FY97 to FY07

|              | Cash Collections       | Expenditures*          |
|--------------|------------------------|------------------------|
| FY97         | \$4,243,367.42         | \$0                    |
| FY98         | \$4,822,885.65         | \$886,404.38           |
| FY99         | \$5,768,994.81         | \$2,214,766.32         |
| FY00         | \$5,051,605.90         | \$2,526,303.63         |
| FY01         | \$5,122,196.96         | \$4,757,461.69         |
| FY02         | \$6,586,856.51         | \$5,141,600.61         |
| FY03         | \$7,921,175.89         | \$4,802,609.45         |
| FY04         | \$8,512,088.24         | \$3,384,769.22         |
| FY05         | \$12,404,426.50        | \$4,385,882.67         |
| FY06         | \$12,787,943.26        | \$6,755,771.76         |
| FY07         | \$10,949,662.12        | \$8,630,099.87         |
| <b>Total</b> | <b>\$84,171,203.26</b> | <b>\$43,485,669.60</b> |

In FY97, the Technology Trust Fund fee was \$3 and in FY05 it increased to \$5. In the eleven-year period between FY97 and FY07, collections from the TTF fee increased from \$4,243,367 to \$10,949,662, a 158 percent increase. This represents average annual collections over the eleven-year period of \$7.65M.

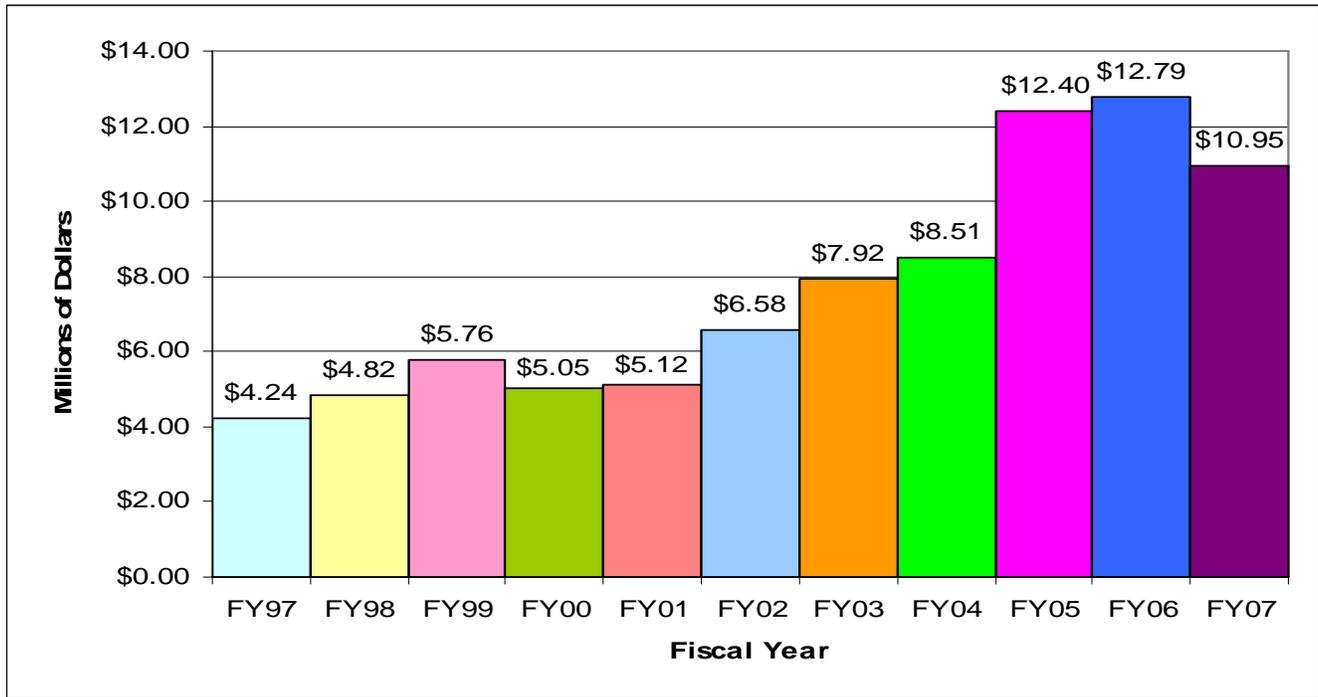
Expenditures of Circuit Court Clerks increased from \$886,404 in FY98 to \$8,630,100 in FY07, a 874 percent increase. This represents average annual expenditures over the ten-year period of \$4.35M.

The percentage of total expenditures to total collections over the eleven-year period is 52 percent.

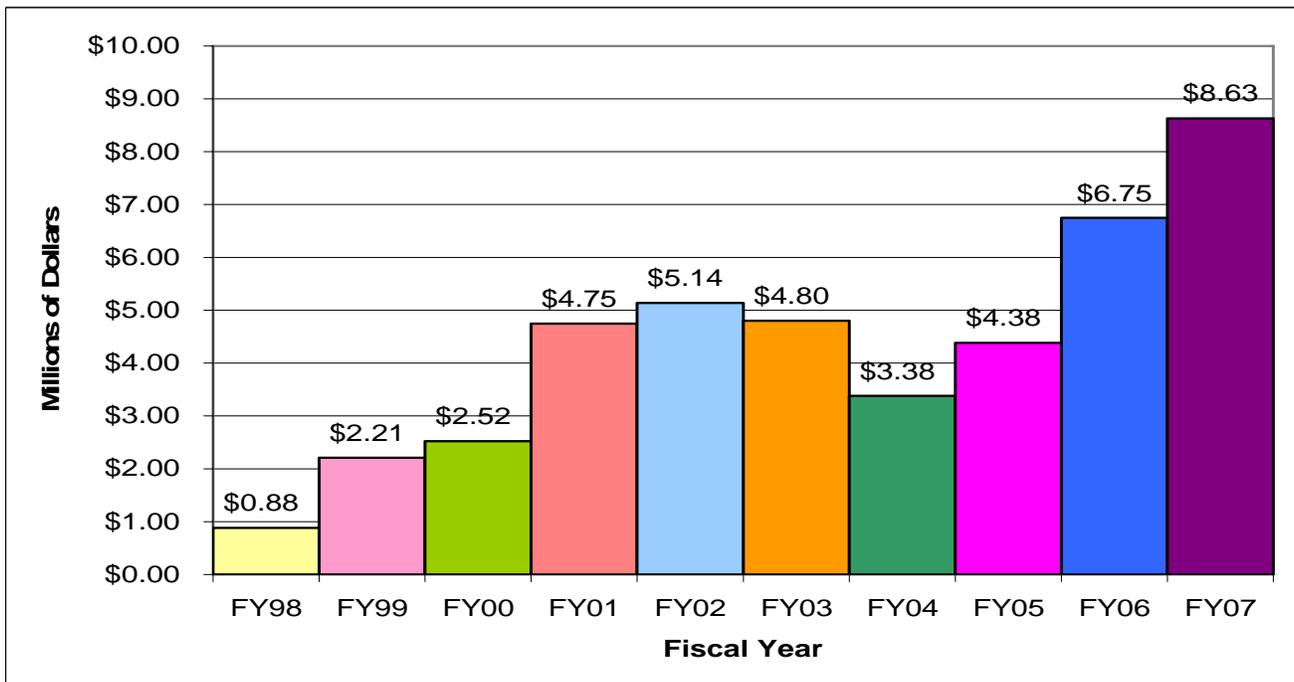
\*Note: Due to a budget reduction strategy implemented in FY02, expenditures in FY02 were for the 11-month period of July 2001 through May 2002. Since FY03, expenditures are reported for the 12-month period of June through May. This is a change in presentation from previous TTF Progress Reports.

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## Clerks' TTF Collections from FY97 to FY07



## Clerks' TTF Expenditures from FY98 through FY07

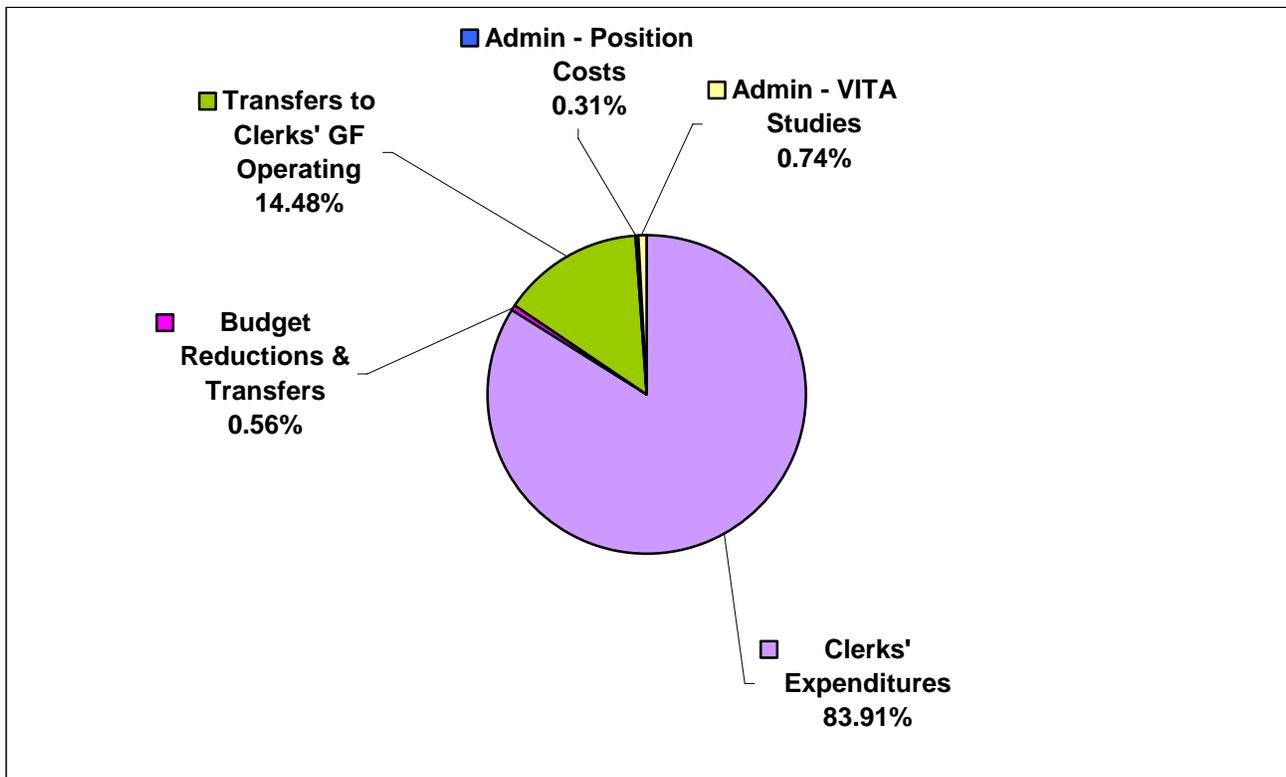


A matrix for Circuit Court Clerks' expenditures by locality is found in Appendix 2 of this report.

# FY07 TTF Progress Report

## FY07 TTF Total Expenditures

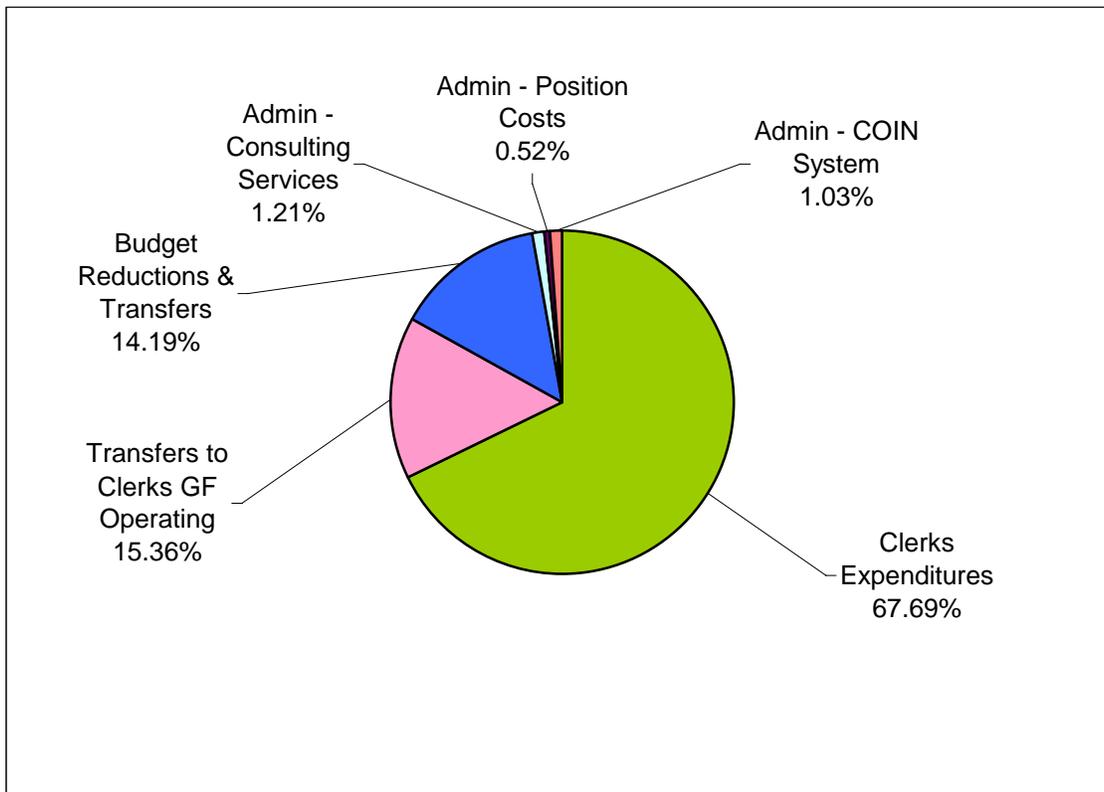
|   |                        |             |
|---|------------------------|-------------|
| Circuit Court Clerks' Expenditures                                    | \$8,630,099.87         | 83.91%      |
| Budget Reductions and Transfers                                       | \$57,848.00            | 0.56%       |
| Transfers to Clerks' General Fund for operating expenses              | \$1,489,212.98         | 14.48%      |
| Administration: Position Costs (includes DPB appropriation transfers) | \$32,143.24            | 0.31%       |
| Administration: VITA Studies  | \$76,377.39            | 0.74%       |
| <b>TOTAL</b>  | <b>\$10,285,681.48</b> | <b>100%</b> |



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## TTF Total Expenditures from FY97 to FY07

|   |                        |             |
|---|------------------------|-------------|
| Circuit Court Clerks' Expenditures                                    | \$43,485,669.60        | 67.69%      |
| Budget Reductions and Transfers                                       | \$9,112,414.00         | 14.19%      |
| Transfers to Clerks' General Fund for operating expenses              | \$9,863,465.55         | 15.36%      |
| Administration: Consulting services (including VITA Studies)          | \$774,558.64           | 1.21%       |
| Administration: Position Costs (includes DPB appropriation transfers) | \$330,984.86           | 0.52%       |
| Administration: COIN System   | \$664,000.44           | 1.03%       |
| <b>Total</b>  | <b>\$64,231,093.09</b> | <b>100%</b> |



A matrix for Non-General Fund Cash Transactions for TTF from fiscal years 1997 through 2007 is found in Appendix 1 of this report.

# FY07 TTF Progress Report

## *Secure Remote Access Certification in July 2007*

In FY07, 60 Circuit Court Clerks were approved a total of \$2,849,653 from the \$1 Fund. These Clerks certified they would provide secure remote access (SRA) to land records on or before July 1, 2007. In FY07, 28 out of the 60 Clerks fully expended their money from the \$1 Fund, totaling \$2,080,638.47. Thirty-two Clerks had unexpended money from the \$1 Fund, totaling \$769,014.53.

In July 2007, the Compensation Board asked the 32 Clerks with unexpended monies from the \$1 Fund to certify the status of SRA to land records in their respective courts. All 32 Clerks responded to the certification process.

Twenty-five Clerks (78.1 percent) certified to providing SRA to land records to public subscribers. These Clerks were allowed to carry over their unexpended monies from the \$1 Fund to their \$4 available balance, totaling \$690,964.99. They were:

### **Clerks Who Certified to Providing SRA to Land Records to Public Subscribers**

|              |             |             |                  |
|--------------|-------------|-------------|------------------|
| Amelia       | Essex       | Madison     | Buena Vista      |
| Appomatox    | Floyd       | Northampton | Chesapeake       |
| Bath         | Giles       | Powhatan    | Colonial Heights |
| Buchanan     | Greensville | Pulaski     | Radford          |
| Charles City | Highland    | Smyth       |                  |
| Cumberland   | King George | Sussex      |                  |
| Dinwiddie    | Lee         | Wythe       |                  |

Six of 32 Clerks (18.8 percent) certified to not providing SRA to land records to public subscribers. These Clerks were not allowed to carry over their unexpended monies from the \$1 Fund to their \$4 available balance, totaling \$78,026.54. They were:

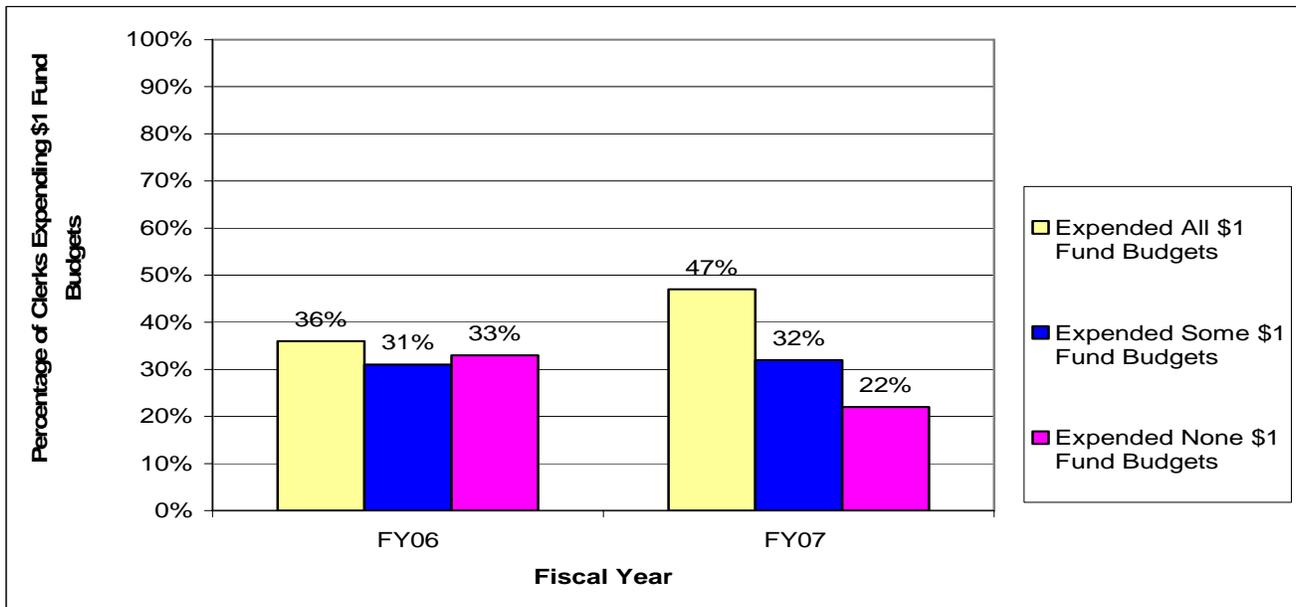
### **Clerks Who Certified to Not Providing SRA to Land Records to Public Subscribers**

|          |                |           |
|----------|----------------|-----------|
| Campbell | King and Queen | Middlesex |
| Halifax  | Mathews        | Nelson    |

The Clerk of Waynesboro was not interested in the carry over of its unexpended monies from the \$1 Fund, totaling only \$23. Contact with staff of the Compensation Board was made but no certification was submitted and their money from the \$1 Fund did not carryover.

# FY07 TTF Progress Report

## Percentage of Clerks Expending All, Some, or None of \$1 Fund Budgets in FY07



In FY07, 28 of 60 Clerks (46.7 percent) had expended 100% of their \$1 Fund budgets; 19 Clerks (31.7 percent) expended some of their \$1 Fund budgets; and 13 Clerks (21.7 percent) had expended \$0 of their \$1 Fund budgets.

### Expended All

Alleghany  
Bland  
Buchanan  
Caroline  
Carroll  
Clarke  
Craig  
Fluvanna  
Grayson  
King William  
Loudoun  
Lunenburg  
Mecklenburg  
New Kent  
Page  
Prince Edward  
Richmond County  
Rockbridge  
Russell  
Scott  
Southampton  
Stafford  
Surry  
Westmoreland  
Wise  
Staunton  
Suffolk  
Virginia Beach

### Expended Some

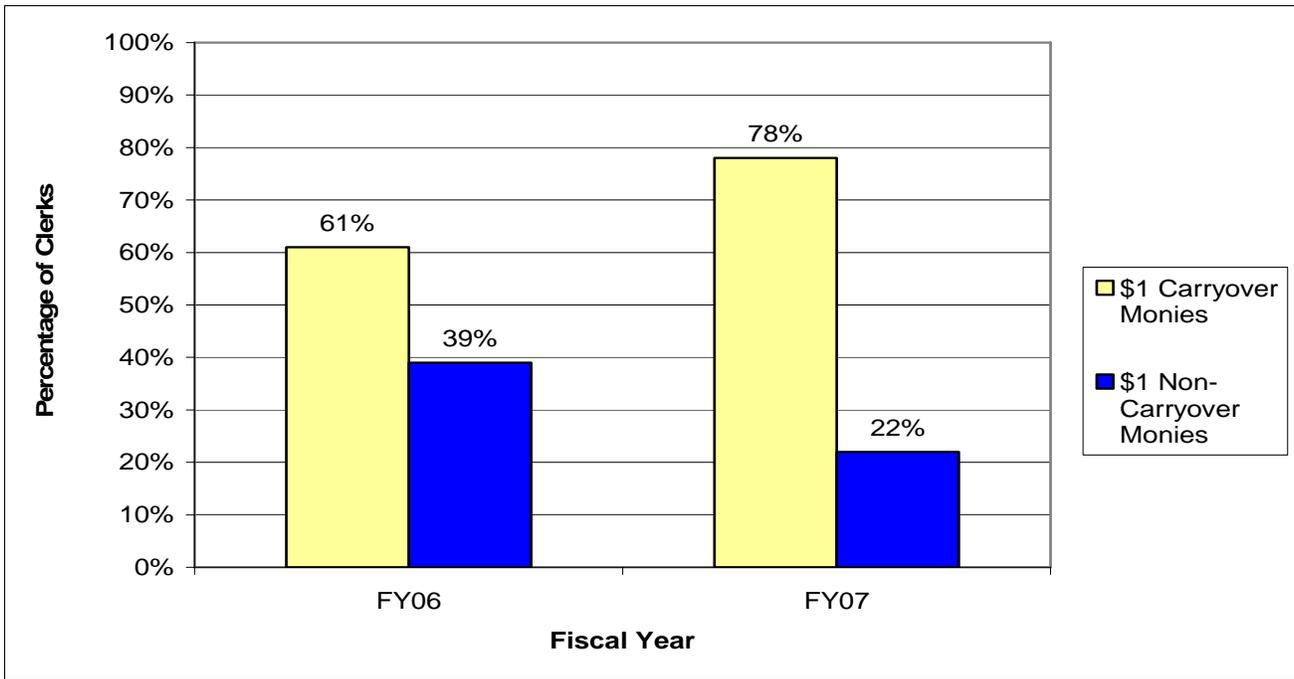
Amelia  
Appomattox  
Bath  
Buckingham  
Charles City  
Cumberland  
Giles  
Greensville  
King and Queen  
King George  
Lee  
Nelson  
Pulaski  
Smyth  
Sussex  
Wythe  
Colonial Heights  
Radford  
Waynesboro

### Expended None

Campbell  
Dinwiddie  
Essex  
Floyd  
Halifax  
Highland  
Madison  
Mathews  
Middlesex  
Northampton  
Powhatan  
Buena Vista  
Chesapeake

# FY07 TTF Progress Report

## Percentage of Clerks with Carryover and Non-Carryover of Expended FY07 \$1 Fund to FY08



The 25 of the 32 Clerks (78.1 percent) who certified to providing SRA to land records to public subscribers were allowed to carryover their \$1 monies, totaling \$690,964.99 (89.9 percent of unexpended \$1 Fund monies). The 6 Clerks who certified to not providing SRA to land records to public subscribers (and the one Clerk who did not certify one way or the other, 21.9 percent) were not approved to carryover their \$1 monies, totaling \$78,049.54 (10.1 percent of unexpended funds).

# FY07 TTF Progress Report

## FY07 TTF Progress Survey

The annual TTF Progress Survey was integrated into the TTF Budget Request process in COIN. Clerks were required to answer 60 questions in order to proceed to the \$4 and \$1 Fund budget request screens. Survey topics included the website owned and operated by the court, continuous years of electronic indices and images, onsite access and secure remote access, SRA subscriptions and publicity for SRA service, technology vendors, redaction of social security numbers, and obstacles to SRA.

See Appendix 3 for questions in the FY07 TTF Progress Survey.

### Website Owned and Operated by the Court

In the FY07 TTF Progress Survey, Clerks were asked to confirm providing a website or system owned and operated by their court or operated by a public or private agent for the purpose of providing SRA to land records' images.

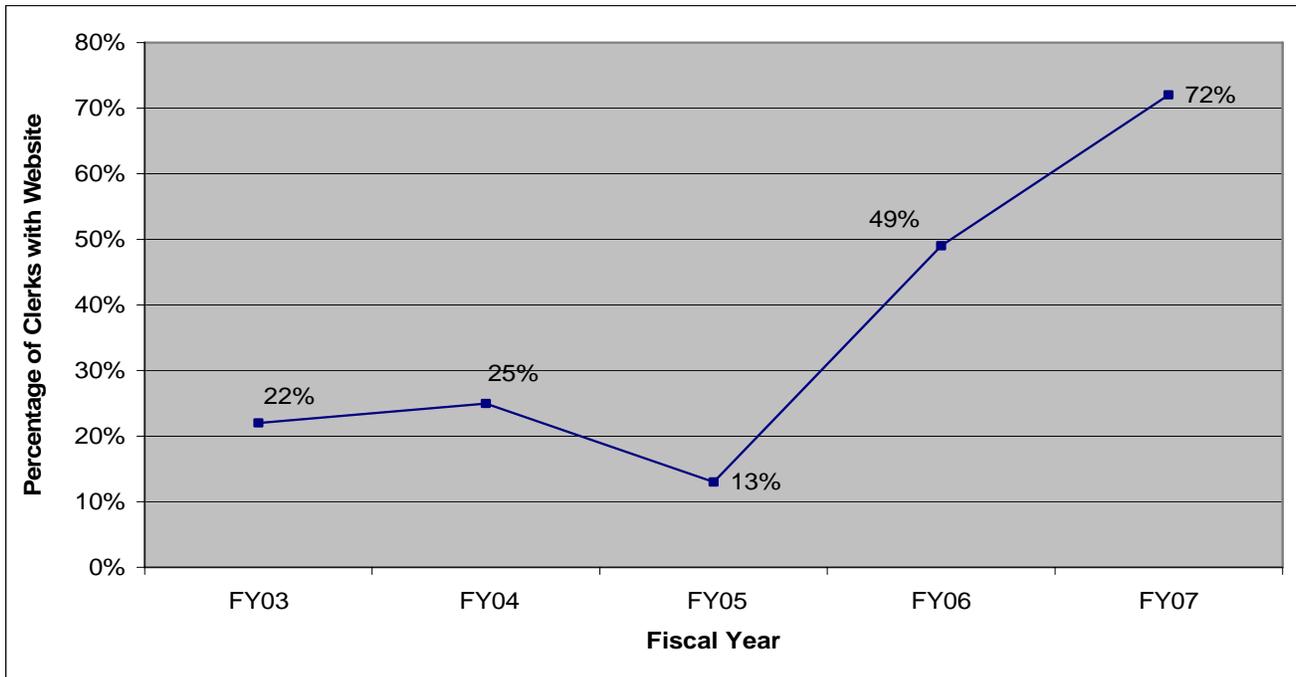
#### Clerks Reporting Website that Provides SRA to Land Records' Images

| Clerks with SRA Website  | FY03 |     | FY04 |     | FY05 |     | FY06 |     | FY07 |     |
|--|------|-----|------|-----|------|-----|------|-----|------|-----|
|  | n    | %   | n    | %   | n    | %   | n    | %   | n    | %   |
| In FY07, the question was posed as: a website that provides SRA to land records' images                                | 26   | 22% | 30   | 25% | 15   | 13% | 59   | 49% | 86   | 72% |
| From FY03 to FY06, the question was posed as: a website that provides up-to-date public notice of land records' images |      |     |      |     |      |     |      |     |      |     |

In FY07, 95 out of 120 Clerks (79 percent) reported to have a website or system owned and operated by the the court or operated by a public or private agent for the purpose of providing SRA to land records' images. Eighty-five of the 95 Clerks who listed a website address currently provide SRA to land records' images. One additional Clerk, Newport News, reported that in their county SRA to land records was not web-based but will be by July 31, 2008 and for that reason did not list an internet address. Nine of the 95 Clerks who listed a website address also reported to not currently providing SRA to land records' images. They are: Campbell, Chesterfield, Henry, King and Queen, Lunenburg, Mecklenburg, Tazewell, Hopewell, and Salem.

# FY07 TTF Progress Report

## Percentage of Clerks Reporting Website that Provides SRA to Land Records' Images



In FY03, 26 Clerks (22 percent) reported that their court had a website that offered up-to-date public notice of electronic land records available through secure remote access; 30 Clerks (25 percent) in FY04; only 15 Clerks (13 percent) in FY05; and 59 Clerks (49 percent) in FY06. In FY07, 95 Clerks (79 percent) reported to have a website or system owned and operated by their court or operated by a public or private agent for the purpose of providing SRA to land records' images. Of those, 86 Clerks certified to currently providing SRA to land records' images in the FY08 TTF Budget Request process (Option 2 on the TTF Main Menu in COIN).

# FY07 TTF Progress Report

## Website Address Reported by Clerks that Provides SRA to Land Records' Images

| Locality        | Website Address  | Locality         | Website Address   |
|-----------------|--|------------------|---|
| Accomack        | <a href="http://www.csa.landsystems.com/Ironline">www.csa.landsystems.com/Ironline</a>                         | Montgomery       | <a href="http://www.csa.landsystems.com/Ironline">www.csa.landsystems.com/Ironline</a>  |
| Albemarle       | <a href="http://www.albemarle.org/landrecs">www.albemarle.org/landrecs</a>                                     | New Kent         | <a href="http://www.newkentvacocc.org">www.newkentvacocc.org</a>  |
| Alleghany       | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Northampton      | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| Amelia          | <a href="https://csa.landsystems.com/Ironline">https://csa.landsystems.com/Ironline</a>                        | Nottoway         | <a href="http://www.csa.landsystems.com/Ironline">www.csa.landsystems.com/Ironline</a>  |
| Amherst         | <a href="https://landrecords.countyofamherst.com/">https://landrecords.countyofamherst.com/</a>                | Orange           | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| Appomattox      | <a href="http://www.csa.landsystems.com/Ironline">www.csa.landsystems.com/Ironline</a>                         | Page             | <a href="http://www.csa.landsystems.com/Ironline">www.csa.landsystems.com/Ironline</a>  |
| Arlington       | <a href="http://158.59.15.28/arlington">http://158.59.15.28/arlington</a>                                      | Pittsylvania     | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| Bath            | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Powhatan         | <a href="http://www.csa.landsystems.com/Ironline">www.csa.landsystems.com/Ironline</a>  |
| Bedford         | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Prince Edward    | <a href="http://www.csa.landsystems.com/Ironline">www.csa.landsystems.com/Ironline</a>  |
| Bland           | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Prince George    | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| Brunswick       | <a href="http://www.brunswickco.com/html/clerk_s_office.html">www.brunswickco.com/html/clerk_s_office.html</a> | Prince William   | <a href="https://www3.pwcgov.org/panet">https://www3.pwcgov.org/panet</a>   |
| Buchanan        | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Pulaski          | <a href="http://records.pulaskicircuitcourt.com/icris/splash.jsp">http://records.pulaskicircuitcourt.com/icris/splash.jsp</a> |
| Caroline        | <a href="http://www.carolinevacocc.org">www.carolinevacocc.org</a>   | Rappahannock     | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| Carroll         | <a href="http://www.carrollvacocc.org">www.carrollvacocc.org</a>   | Richmond Co      | <a href="http://www.csa.landsystems.com/Ironline">www.csa.landsystems.com/Ironline</a>  |
| Charles City Co | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Rockingham       | <a href="http://www.uslandrecords.com">www.uslandrecords.com</a>  |
| Charlotte       | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Russell          | <a href="http://www.csa.landsystems.com/Ironline">www.csa.landsystems.com/Ironline</a>  |
| Clarke          | <a href="http://www.clarkevaccoc.org">www.clarkevaccoc.org</a>   | Scott            | <a href="http://www.titlesearcher.com">www.titlesearcher.com</a>  |
| Culpeper        | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Shenandoah       | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| Cumberland      | <a href="http://www.csa.landsystems.com/Ironline">www.csa.landsystems.com/Ironline</a>                         | Smyth            | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| Dickenson       | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Southampton      | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| Dinwiddie       | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Spotsylvania     | <a href="http://www.csa.landsystems.com/Ironline">www.csa.landsystems.com/Ironline</a>  |
| Essex           | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Stafford         | <a href="http://online.stafford.va.us">http://online.stafford.va.us</a>   |
| Fairfax County  | <a href="http://www.fairfaxcounty.gov/cpan/index.cfm">www.fairfaxcounty.gov/cpan/index.cfm</a>                 | Surry            | <a href="http://www.surryvacocc.org">www.surryvacocc.org</a>  |
| Fauquier        | <a href="https://clerk.fauquiercounty.gov">https://clerk.fauquiercounty.gov</a>                                | Sussex           | <a href="http://www.sussexvacocc.org">www.sussexvacocc.org</a>  |
| Floyd           | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Warren           | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| Fluvanna        | <a href="http://www.fluvannavacocc.org">www.fluvannavacocc.org</a>   | Washington       | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| Franklin Co     | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Wise             | <a href="http://www.courtbar.org">www.courtbar.org</a>  |
| Frederick Co    | <a href="http://www.winfredclerk.com">http://www.winfredclerk.com</a>  | Wythe            | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| Giles           | <a href="http://www.csa.landsystems.com/Ironline">www.csa.landsystems.com/Ironline</a>                         | Bristol          | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| Gloucester      | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Buena Vista      | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| Goochland       | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Chesapeake       | <a href="http://www.chesapeakeccland.org">www.chesapeakeccland.org</a>  |
| Grayson         | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Colonial Heights | <a href="http://colonialheights.landrecordsonline.com">http://colonialheights.landrecordsonline.com</a>                       |
| Greensville     | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Danville         | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| Highland        | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Fredericksburg   | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| Isle of Wight   | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Hampton          | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| James City Co   | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Martinsville     | <a href="http://www.ci.martinsville.va.us/circuitclerk/default.htm">www.ci.martinsville.va.us/circuitclerk/default.htm</a>    |
| King George     | <a href="http://kg.landrecordsonline.com/">http://kg.landrecordsonline.com/</a>                                | Newport News     | Not web-based   |
| King William    | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Norfolk          | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| Lancaster       | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Portsmouth       | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>  |
| Lee             | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Radford          | <a href="http://www.csa.landsystems.com/Ironline">www.csa.landsystems.com/Ironline</a>  |
| Loudoun         | <a href="https://liswe.loudoun.gov/recpublic/logon.asp">https://liswe.loudoun.gov/recpublic/logon.asp</a>      | Suffolk          | <a href="http://suffolk.landrecordsonline.com/">http://suffolk.landrecordsonline.com/</a>                                     |
| Louisa          | <a href="http://landrecords.countyoflouisa.com/">http://landrecords.countyoflouisa.com/</a>                    | Virginia Beach   | <a href="http://www.vblandrecords.com">www.vblandrecords.com</a>  |
| Madison         | <a href="http://www.courts.state.va.us/rmsweb">www.courts.state.va.us/rmsweb</a>                               | Winchester       | <a href="http://www.winfredclerk.com">http://www.winfredclerk.com</a>   |

In the FY07 TTF Progress Survey, 86 Clerks reported a website or system that currently provides SRA to land records' images and 85 Clerks reported a website address. The Clerk of Newport News reported a system providing SRA to land records' images that is not web-based.

# FY07 TTF Progress Report

## Electronic Indices and Images

In the FY07 TTF Budget Request and Reimbursement Manual, Clerks were instructed, for the purposes of the progress survey, to consider deeds / deeds of trust, plats / maps, judgments / liens, financing statements, and wills / fiduciary as types of land records. Clerks answered questions regarding the oldest continuous year of electronic indices and images provided by their court. If no index or image of that kind of record existed, the Clerk was to indicate with a 0000. The number of Clerks who reported indices and images is shown below. The average year of indices and images is shown in the following matrix.

### Clerks Reporting Electronic Indices and Images

| Electronic Land Records |                        | FY03 |     | FY04 |     | FY05 |     | FY06 |     | FY07 |      |
|-------------------------|------------------------|------|-----|------|-----|------|-----|------|-----|------|------|
|                         |                        | n    | %   | n    | %   | n    | %   | n    | %   | n    | %    |
| Indices                 | Deeds / Deeds of Trust | 109  | 91% | 99   | 83% | 111  | 93% | 114  | 95% | 120  | 100% |
|                         | Plats / Maps           | 77   | 64% | 72   | 60% | 78   | 65% | 104  | 86% | 97   | 81%  |
|                         | Judgments / Liens      | 105  | 88% | 97   | 81% | 105  | 88% | 97   | 81% | 119  | 99%  |
|                         | Financing Statements   | 102  | 85% | 96   | 80% | 100  | 83% | 108  | 90% | 115  | 96%  |
|                         | Wills / Fiduciary      | 97   | 81% | 91   | 76% | 102  | 85% | 106  | 88% | 110  | 92%  |
| Images                  | Deeds / Deeds of Trust | 100  | 83% | 58   | 48% | 111  | 93% | 112  | 93% | 119  | 99%  |
|                         | Plats / Maps           | 55   | 46% | 86   | 72% | 69   | 58% | 103  | 86% | 86   | 72%  |
|                         | Judgments / Liens      | 87   | 73% | 75   | 63% | 100  | 83% | 89   | 74% | 114  | 95%  |
|                         | Financing Statements   | 69   | 58% | 82   | 68% | 80   | 67% | 102  | 85% | 96   | 80%  |
|                         | Wills / Fiduciary      | 85   | 71% | 65   | 54% | 100  | 83% | 75   | 63% | 110  | 92%  |

From FY03 to FY07, the number of Clerks that reported to having back scanned continuous years of **deeds / deeds of trust indices** increased from 109 to 120 (10 percent increase). The number of Clerks that reported to having back scanned continuous years of **deeds / deeds of trust images** increased from 100 to 119 (9 percent increase).

From FY03 to FY07, the number of Clerks that reported to having back scanned continuous years of **plats / maps indices** increased from 77 to 97 (26 percent increase). The number of Clerks that reported to having back scanned continuous years of **plats / maps images** increased from 55 to 86 (56 percent increase).

# FY07 TTF Progress Report

From FY03 to FY07, the number of Clerks that reported to having back scanned continuous years of **judgments / liens indices** increased from 105 to 119 (13 percent increase). The number of Clerks that reported to having back scanned continuous years of **judgments / liens images** increased from 87 to 114 (31 percent increase).

From FY03 to FY07, the number of Clerks that reported to having back scanned continuous years of **financing statements indices** increased from 102 to 115 (13 percent increase). The number of Clerks that reported to having back scanned continuous years of **financing statements images** increased from 69 to 96 (39 percent increase).

From FY03 to FY07, the number of Clerks that reported to having back scanned continuous years of **wills / fiduciary indices** increased from 97 to 110 (13 percent increase). The number of Clerks that reported to having back scanned continuous years of **wills / fiduciary images** increased from 85 to 110 (29 percent increase).

## Average Year of Continuous Years of Electronic Indices and Images Reported by Clerks

| Electronic Indices and Images |                        | Average |      |      |      |      |
|-------------------------------|------------------------|---------|------|------|------|------|
|                               |                        | FY03    | FY04 | FY05 | FY06 | FY07 |
| Indices                       | Deeds / Deeds of Trust | 1982    | 1976 | 1977 | 1972 | 1967 |
|                               | Plats / Maps           | 1983    | 1977 | 1978 | 1988 | 1974 |
|                               | Judgments / Liens      | 1989    | 1991 | 1994 | 1988 | 1993 |
|                               | Financing Statements   | 1994    | 1993 | 1996 | 1993 | 1996 |
|                               | Wills / Fiduciary      | 1986    | 1988 | 1990 | 1996 | 1986 |
| Images                        | Deeds / Deeds of Trust | 1990    | 1978 | 1978 | 1976 | 1958 |
|                               | Plats / Maps           | 1987    | 1971 | 1963 | 1992 | 1997 |
|                               | Judgments / Liens      | 1997    | 1998 | 1998 | 1991 | 2000 |
|                               | Financing Statements   | 1999    | 1999 | 1999 | 1998 | 1985 |
|                               | Wills / Fiduciary      | 1997    | 1991 | 1995 | 1999 | 1985 |

From FY03 to FY07, the average age of **deeds / deeds of trust indices** reported by Clerks increased from 21 years old to 40 years old; the average age of **plats / maps indices** reported by Clerks increased from 20 years old to 33 years old; the average age of **judgments / liens indices** reported by Clerks remained the same at 14 years old; the average age of **financing statement indices** reported by Clerks increased from 9 years old to 11 years old; and the average age of **wills / fiduciary indices** reported by Clerks increased from 17 years old to 21 years old.

# F407 TTF Progress Report

From FY03 to FY07, the average age of **deeds / deeds of trust images** reported by Clerks increased from 13 years old to 49 years old; the average age of **plats / maps images** decreased from 16 years old to 10 years old (because the number of reporting Clerks rose from 55 to 86); the average age of **judgment images** increased from six years old to seven years old; the average age of **financing statement images** increased from four years old to 22 years old; and the average age of **wills / fiduciary images** increased from six years old to 22 years old.

## Oldest Continuous Year of Electronic Indices and Images Reported by Clerks

| Electronic Indices and Images |                        | FY04        |              | FY05        |              | FY06        |              | FY07        |              |
|-------------------------------|------------------------|-------------|--------------|-------------|--------------|-------------|--------------|-------------|--------------|
|                               |                        | Oldest Year | Locality     |
| Indices                       | Deeds / Deeds of Trust | 1653        | Westmoreland | 1653        | Westmoreland | 1653        | Westmoreland | 1653        | Westmoreland |
|                               | Plats / Maps           | 1815        | Scott        | 1742        | Fairfax      | 1742        | Fairfax      | 1742        | Fairfax      |
|                               | Judgments / Liens      | 1838        | Greene       | 1939        | Chesterfield | 1939        | Chesterfield | 1939        | Chesterfield |
|                               | Financing Statements   | 1838        | Greene       | 1985        | Alexandria   | 1984        | Scott        | 1985        | Alexandria   |
|                               | Wills / Fiduciary      | 1726        | King George  | 1726        | King George  | 1726        | King George  | 1749        | Chesterfield |
| Images                        | Deeds / Deeds of Trust | 1721        | King George  |
|                               | Plats / Maps           | 1742        | Fairfax      | 1742        | Fairfax      | 1742        | Fairfax      | 1742        | Fairfax      |
|                               | Judgments / Liens      | 1981        | Southampton  | 1980        | King George  | 1979        | Russell      | 1979        | King George  |
|                               | Financing Statements   | 1987        | Tazewell     | 1987        | Tazewell     | 1984        | King George  | 1987        | Tazewell     |
|                               | Wills / Fiduciary      | 1726        | King George  | 1726        | King George  | 1726        | King George  | 1653        | Westmoreland |

In FY07, the **oldest continuous year of indices and images** was reported to be 1653 (Deed / Deed of Trust and Wills / Fiduciary, respectively) in Westmoreland County.

## Access to Electronic Land Records

Clerks answered questions about providing onsite and remote access for electronic indices and onsite and secure remote access (SRA) to electronic images.

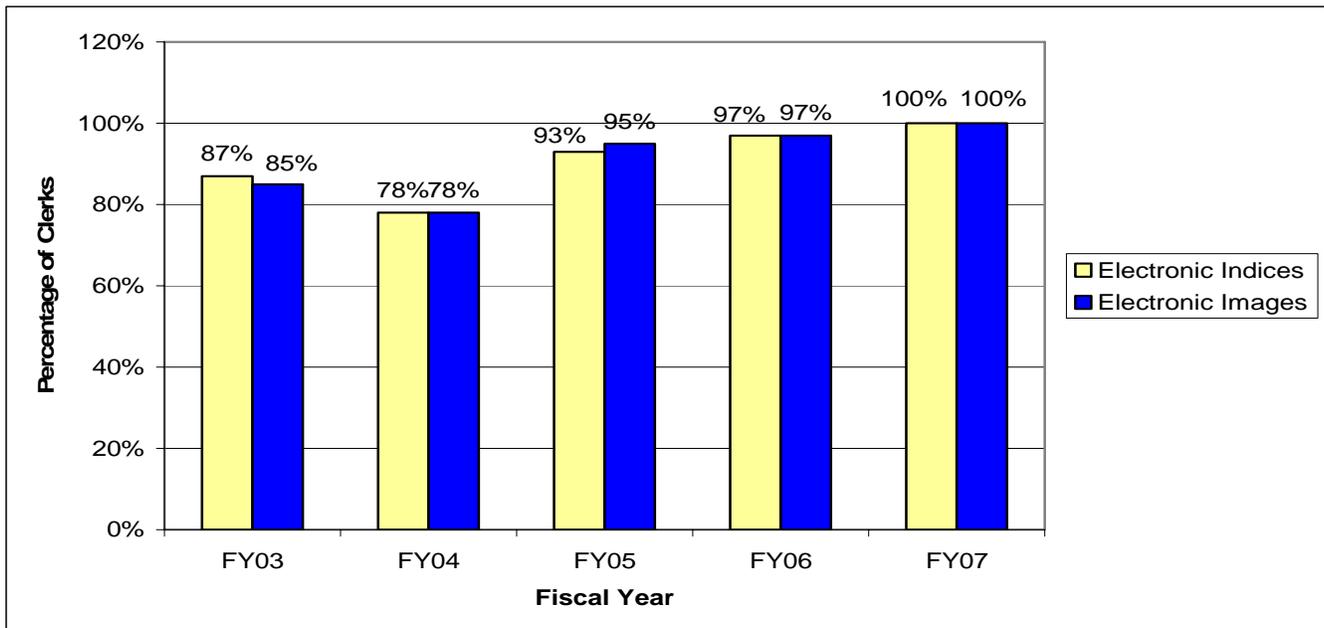
# FY07 TTF Progress Report

## Clerks Reporting Onsite and Remote Access to Electronic Indices and Images

| Onsite and Remote Access |                      | FY03 |     | FY04 |     | FY05 |     | FY06 |     | FY07 |      |
|--------------------------|----------------------|------|-----|------|-----|------|-----|------|-----|------|------|
|                          |                      | n    | %   | n    | %   | n    | %   | n    | %   | n    | %    |
| Electronic Indices       | Onsite Access        | 104  | 87% | 93   | 78% | 112  | 93% | 116  | 97% | 120  | 100% |
|                          | Remote Access        | 32   | 27% | 30   | 25% | 35   | 29% | 67   | 56% | 96   | 80%  |
| Electronic Images        | Onsite Access        | 102  | 85% | 93   | 78% | 114  | 95% | 116  | 97% | 120  | 100% |
|                          | Secure Remote Access | 18   | 15% | 14   | 12% | 22   | 18% | 59   | 49% | 86   | 72%  |
|                          | Cover Sheet          | 12   | 10% | 13   | 11% | 14   | 12% | 4    | 3%  | 15   | 13%  |
|                          | Unique PIN Number    | 77   | 64% | 75   | 63% | 74   | 62% | 14   | 12% | 65   | 54%  |
|                          | Electronic Filing    | 4    | 3%  | 7    | 6%  | 2    | 2%  | 59   | 49% | 7    | 6%   |

In FY07, 120 Clerks (100 percent) reported to having onsite access to electronic indices and images. Ninety-six Clerks (80 percent) reported to provide remote access to electronic indices and 86 Clerks (72 percent) reported to provide SRA to electronic images. From the previous fiscal year, the number of Clerks reporting to provide secure remote access to land records' images increased 59 to 86 (46 percent).

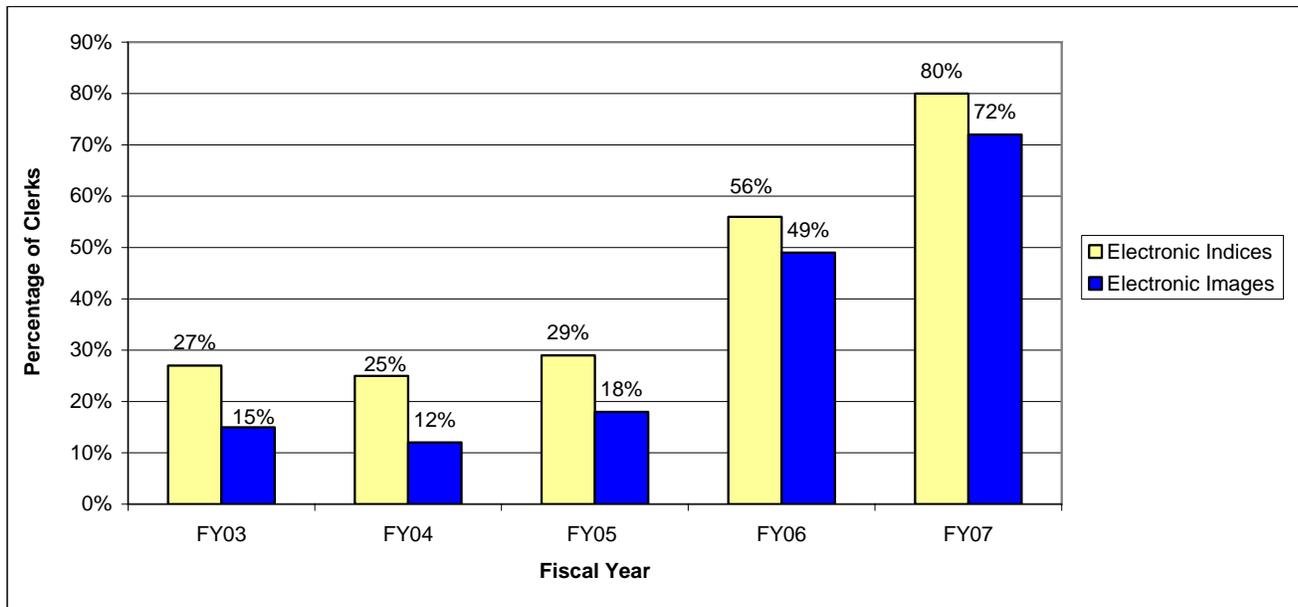
## Percentage of Clerks Reporting to Provide Onsite Access to Electronic Land Records



In the FY07 Progress Survey, 100 percent of Clerks reported onsite access to both electronic land records' indices and images.

# FY07 TTF Progress Report

## Percentage of Clerks Reporting to Provide Remote Access to Electronic Land Records



In FY07, 80 percent of Clerks reported remote access to electronic land records' indices and 72 percent of Clerks reported secure remote access to electronic land records' images.

# FY07 TTF Progress Report

## Land Records Images Reported by Clerks Available Onsite and through SRA

| Locality        | LR Images  |            | Locality         | LR Images  |            |
|-----------------|------------|------------|------------------|------------|------------|
|                 | Onsite     | SRA        |                  | Onsite     | SRA        |
| Accomack        | 612,000    | 612,000    | Montgomery       | 1,505,000  | 1,505,000  |
| Albemarle       | 2,266,972  | 2,266,972  | New Kent         | 54,000     | 44,000     |
| Alleghany       | 297,527    | 297,527    | Northampton      | 213,000    | 213,000    |
| Amelia          | 215,000    | 215,000    | Nottoway         | 192,500    | 192,500    |
| Amherst         | 9,354      | 9,354      | Orange           | 813,000    | 813,000    |
| Appomattox      | 235,400    | 235,400    | Page             | 500,000    | 500,000    |
| Arlington       | 2,000,000  | 2,000,000  | Pittsylvania     | 205,000    | 205,000    |
| Bath            | 24,629     | 24,629     | Powhatan         | 575,700    | 575,700    |
| Bedford         | 1,515,659  | 1,515,659  | Prince Edward    | 332,800    | 332,800    |
| Bland           | 47,482     | 47,482     | Prince George    | 395,299    | 395,299    |
| Brunswick       | 364,705    | 364,705    | Prince William   | 7,500,000  | 7,500,000  |
| Buchanan        | 25,000     | 25,000     | Pulaski          | 481,025    | 481,025    |
| Caroline        | 1,000,000  | 900,000    | Rappahannock     | 201,724    | 201,724    |
| Carroll         | 628,937    | 628,937    | Richmond Co      | 210,000    | 210,000    |
| Charles City Co | 3,201      | 3,201      | Rockingham       | 1,500,000  | 1,500,000  |
| Charlotte       | 10,000     | 10,000     | Russell          | 580,000    | 580,000    |
| Clarke          | 447,810    | 447,810    | Scott            | 589,405    | 589,405    |
| Culpeper        | 628,864    | 628,864    | Shenandoah       | 579,338    | 579,338    |
| Cumberland      | 121,900    | 121,900    | Smyth            | 153,369    | 153,369    |
| Dickenson       | 18,921     | 18,921     | Southampton      | 631,236    | 631,236    |
| Dinwiddie       | 4,300      | 4,300      | Spotsylvania     | 3,800,000  | 3,800,000  |
| Essex           | 27,025     | 27,025     | Stafford         | 397,844    | 397,844    |
| Fairfax County  | 33,690,287 | 33,690,287 | Surry            | 365,000    | 265,000    |
| Fauquier        | 17,772,000 | 17,772,000 | Sussex           | 152,000    | 152,000    |
| Floyd           | 279,592    | 278,592    | Warren           | 812,655    | 812,655    |
| Fluvanna        | 582,000    | 582,000    | Washington       | 613,650    | 613,650    |
| Franklin Co     | 382,150    | 382,150    | Wise             | 720,507    | 720,507    |
| Frederick Co    | 2,236,775  | 2,236,775  | Wythe            | 336,000    | 336,000    |
| Giles           | 19,440     | 19,440     | Bristol          | 125,200    | 125,200    |
| Gloucester      | 697,000    | 697,000    | Buena Vista      | 56,383     | 56,383     |
| Goochland       | 267,557    | 267,557    | Chesapeake       | 6,000,000  | 6,000,000  |
| Grayson         | 2,874      | 2,874      | Colonial Heights | 279,000    | 269,000    |
| Greensville     | 121,428    | 121,428    | Danville         | 594,481    | 594,481    |
| Highland        | 9,800      | 9,800      | Fredericksburg   | 228,267    | 226,515    |
| Isle of Wight   | 770,676    | 770,676    | Hampton          | 2,301,775  | 2,301,775  |
| James City Co   | 2,215,526  | 2,215,526  | Martinsville     | 482,631    | 482,631    |
| King George     | 685,000    | 685,000    | Newport News     | 3,560,000  | 3,560,000  |
| King William    | 26,212     | 26,212     | Norfolk          | 4,464,781  | 4,464,781  |
| Lancaster       | 224,019    | 128,200    | Portsmouth       | 2,067,766  | 2,067,766  |
| Lee             | 484,590    | 484,590    | Radford          | 83,500     | 83,500     |
| Loudoun         | 6,000,000  | 6,000,000  | Suffolk          | 2,500,000  | 2,500,000  |
| Louisa          | 799,563    | 799,563    | Virginia Beach   | 20,000,000 | 20,000,000 |
| Madison         | 173,700    | 173,700    | Winchester       | 447,350    | 447,350    |

In FY07, 120 Clerks reported the total number of electronic land records' images available onsite at the Clerks' offices was 172,350,691. Only those Clerks who reported to be providing SRA to land records' images are listed above. Those 86 Clerks reported the total number of electronic land records' images available through SRA was 129,227,490. Only seven Clerks (highlighted in gray) reported a difference between electronic images available onsite and images available through SRA.

# F407 TTF Progress Report

## Clerks Reporting Date SRA First Provided or Told SRA Capable by Vendor

| Clerks Providing SRA | Date SRA Provided | Clerks Providing SRA | Date SRA Provided | Clerks Not Providing SRA | Told SRA Capable by Vendor |
|----------------------|-------------------|----------------------|-------------------|--------------------------|----------------------------|
| Accomack             | July 2006         | Montgomery           | July 2007         | Augusta                  | Yes (SCV)                  |
| Albemarle            | July 2007         | New Kent             | July 2006         | Botetourt                | Yes (SCV)                  |
| Alleghany            | July 2007         | Northampton          | March 2006        | Buckingham               | Yes (ILS)                  |
| Amelia               | November 2006     | Nottoway             | July 2006         | Campbell                 | Yes (SCV)                  |
| Amherst              | June 2007         | Orange               | July 2006         | Chesterfield             | Yes (Logan)                |
| Appomattox           | May 2007          | Page                 | July 2006         | Craig                    | No (SCV)                   |
| Arlington            | January 2000      | Pittsylvania         | August 2007       | Greene                   | Yes (Cott)                 |
| Bath                 | December 2006     | Powhatan             | July 2006         | Halifax                  | No (SCV)                   |
| Bedford              | November 2007     | Prince Edward        | May 2007          | Hanover                  | No (AmCad)                 |
| Bland                | August 2007       | Prince George        | January 2006      | Henrico                  | Yes (ILS)                  |
| Brunswick            | July 2006         | Prince William       | December 2001     | Henry                    | Yes (SCV)                  |
| Buchanan             | January 2007      | Pulaski              | September 1998    | King and Queen           | Yes (SCV)                  |
| Caroline             | July 2006         | Rappahannock         | July 2007         | Lunenburg                | Yes (SCV)                  |
| Carroll              | February 2002     | Richmond Co          | July 2006         | Mathews                  | Yes (SCV)                  |
| Charles City Co      | February 2007     | Rockingham           | October 2006      | Mecklenburg              | Yes (SCV)                  |
| Charlotte            | January 2007      | Russell              | July 2007         | Middlesex                | Yes (SCV)                  |
| Clarke               | December 2005     | Scott                | July 2006         | Nelson                   | Yes (SCV)                  |
| Culpeper             | September 2006    | Shenandoah           | January 2007      | Northumberland           | Yes (ILS)                  |
| Cumberland           | May 2007          | Smyth                | March 2006        | Patrick                  | Yes (SCV)                  |
| Dickenson            | July 2007         | Southampton          | June 2006         | Roanoke Co               | Yes (SCV)                  |
| Dinwiddie            | December 2006     | Spotsylvania         | July 2006         | Rockbridge               | Yes (SCV)                  |
| Essex                | March 2006        | Stafford             | April 2006        | Tazewell                 | Yes (SCV)                  |
| Fairfax County       | May 1999          | Surry                | July 2006         | Westmoreland             | No (AmCad)                 |
| Fauquier             | July 2006         | Sussex               | July 2006         | York                     | Yes (York Co)              |
| Floyd                | July 2006         | Warren               | May 2004          | Alexandria               | Yes (No Vendor)            |
| Fluvanna             | June 2006         | Washington           | August 2007       | Charlottesville          | Yes (No Vendor)            |
| Franklin Co          | August 2007       | Wise                 | November 1998     | Hopewell                 | Yes (SCV)                  |
| Frederick Co         | July 2006         | Wythe                | April 2006        | Lynchburg                | Yes (SCV)                  |
| Giles                | June 2006         | Bristol              | July 2006         | Petersburg               | Yes (ILS)                  |
| Gloucester           | November 2007     | Buena Vista          | July 2007         | Richmond City            | Yes (Cott)                 |
| Goochland            | July 2006         | Chesapeake           | June 2007         | Roanoke City             | Yes (SCV)                  |
| Grayson              | August 2007       | Colonial Heights     | February 2007     | Salem                    | Yes (SCV)                  |
| Greensville          | July 2006         | Danville             | January 2005      | Staunton                 | Yes (SCV)                  |
| Highland             | July 2007         | Fredericksburg       | July 2006         | Waynesboro               | Yes (SCV)                  |
| Isle of Wight        | July 2006         | Hampton              | May 2006          |                          |                            |
| James City Co        | July 2006         | Martinsville         | November 2002     |                          |                            |
| King George          | Ju1y 2006         | Newport News         | July 2000         |                          |                            |
| King William         | January 2007      | Norfolk              | July 2005         |                          |                            |
| Lancaster            | July 2006         | Portsmouth           | October 2006      |                          |                            |
| Lee                  | April 2006        | Radford              | June 2006         |                          |                            |
| Loudoun              | February 2004     | Suffolk              | August 2006       |                          |                            |
| Louisa               | August 2007       | Virginia Beach       | July 2002         |                          |                            |
| Madison              | July 2007         | Winchester           | July 2006         |                          |                            |

Eighty-six Clerks reported the month and year they began providing SRA to land records' images. Two Clerks reported to provide SRA in 1998; one Clerk in 1999; two Clerks in 2000; one Clerk in 2001; three Clerks in 2002; no Clerks in 2003; two Clerks in 2004; three Clerks in 2005; 44 Clerks in 2006; and 28 Clerks in 2007. The remaining 34 Clerks (who are not providing SRA) reported whether or not they had been informed by their vendor that their system was SRA capable. All but four Clerks reported that their vendor had informed them that their system was SRA capable.

# FY07 TTF Progress Report

## SRA Subscription

In the FY07 TTF Progress Survey, only those Clerks who had previously answered YES to currently providing secure remote access to land records' images to public (non-governmental) subscribers were allowed to answer questions about the SRA subscription process in their offices.

Seventy-eight out of the 86 Clerks (91 percent) reported that their office approves all applications for subscription to SRA. Eight Clerks indicated that they did not approve all subscriptions. Eighty-five out of 86 Clerks (99 percent) reported to be currently accepting public (non-governmental) subscribers to SRA. One Clerk (Charlotte County) indicated NO to accepting public subscribers.

Eighty-four out of 85 Clerks (99 percent) reported a fee schedule for SRA subscription. The subscription fees ranged from \$50 a quarter (\$200 per year) to \$200 per month (\$2,400 per year). The most frequent answers were \$25 per month (11 Clerks), \$80 per month (13 Clerks), \$100 per month (21 Clerks), and \$50 per month (22 Clerks). Eleven Clerks differentiated fees for individual users and corporate (business) users. Nine of these 11 Clerks set \$200 per month as the corporate subscription fee (allowing between four to five users per corporate account). One Clerk (Dinwiddie County) had not yet established a fee schedule for SRA subscription.

### Paid Subscribers for SRA Reported by Clerks

|                 |       |                |     |                  |     |
|-----------------|-------|----------------|-----|------------------|-----|
| Accomack        | 8     | Gloucester     | 0   | Russell          | 1   |
| Albemarle       | 8     | Goochland      | 0   | Scott            | 5   |
| Alleghany       | 2     | Grayson        | 0   | Shenandoah       | 21  |
| Amelia          | 0     | Greensville    | 0   | Smyth            | 6   |
| Amherst         | 2     | Highland       | 0   | Southampton      | 10  |
| Appomattox      | 0     | Isle of Wight  | 13  | Spotsylvania     | 31  |
| Arlington       | 300   | James City Co  | 0   | Stafford         | 34  |
| Bath            | 0     | King George    | 23  | Surry            | 0   |
| Bedford         | 0     | King William   | 0   | Sussex           | 0   |
| Bland           | 0     | Lancaster      | 3   | Warren           | 38  |
| Brunswick       | 1     | Lee            | 17  | Washington       | 0   |
| Buchanan        | 1     | Loudoun        | 205 | Wise             | 46  |
| Caroline        | 10    | Louisa         | 2   | Wythe            | 7   |
| Carroll         | 38    | Madison        | 0   | Bristol          | 0   |
| Charles City Co | 0     | Montgomery     | 1   | Buena Vista      | 0   |
| Charlotte       | N/A   | New Kent       | 0   | Chesapeake       | 16  |
| Clarke          | 21    | Northampton    | 80  | Colonial Heights | 0   |
| Culpeper        | 9     | Nottoway       | 0   | Danville         | 17  |
| Cumberland      | 0     | Orange         | 15  | Fredericksburg   | 4   |
| Dickenson       | 0     | Page           | 7   | Hampton          | 0   |
| Dinwiddie       | 0     | Pittsylvania   | 2   | Martinsville     | 12  |
| Essex           | 0     | Powhatan       | 0   | Newport News     | 3   |
| Fairfax County  | 2,194 | Prince Edward  | 0   | Norfolk          | 340 |
| Fauquier        | 22    | Prince George  | 0   | Portsmouth       | 23  |
| Floyd           | 5     | Prince William | 810 | Radford          | 0   |
| Fluvanna        | 0     | Pulaski        | 10  | Suffolk          | 15  |
| Franklin Co     | 0     | Rappahannock   | 0   | Virginia Beach   | 900 |
| Frederick Co    | 106   | Richmond Co    | 0   | Winchester       | 60  |
| Giles           | 0     | Rockingham     | 406 |                  |     |

Eighty-five Clerks reported the number of paid subscribers they had registered as of August 1, 2007. The total number of registered public (non-governmental) subscribers was 5,910. One Clerk (Charlotte County) reported the question as not-applicable.

# FY07 TTF Progress Report

## SRA Publicity

In the FY07 TTF Progress Survey, only those Clerks who had previously answered YES to providing SRA to land record's images could answer Yes/No to the questions concerning publicity (86 Clerks).

### Clerks Reporting Publicity of SRA to Land Records' Images

| SRA Publicity   |   | FY07 |    |     |
|-----------------|---|------|----|-----|
|                 |   | Yes  | No | N/A |
| General         | My office has publicized the availability of SRA to land records' images. | 70   | 16 | 34  |
|                 | My office has publicized SRA on my court's website.                       | 37   | 32 | 51  |
|                 | Other Publicity   | 49   | 21 | 50  |
| Specific Groups | Bar Association   | 48   | 22 | 50  |
|                 | Realtors  | 56   | 14 | 50  |
|                 | Surveyors   | 57   | 13 | 50  |
|                 | Title Companies   | 61   | 9  | 50  |
|                 | Financial Institutions  | 47   | 23 | 50  |
|                 | Public  | 51   | 19 | 50  |
|                 | Other Groups  | 25   | 42 | 53  |

In FY07, 70 out of the 86 Clerks (81 percent) who provide SRA reported that they had publicized the availability of SRA to land records' images.

Forty-nine Clerks made comments in the space provided for the question, "Other Publicity". In order of frequency, the comments consisted of:

- Posting in the main office / posting in the records room;
- Memo / letter / Notice to specific groups;
- Word of mouth;
- Handouts / fliers to the public or put in mailboxes;
- Advertised on court website;
- Personal contact with business people during office hours;
- Announced at public meetings;
- Advertised on public TV or local channel; and
- Testing SRA with two land surveyors.

# FY07 TTF Progress Report

Twenty-five Clerks made comments in the space provided for the question, “Other Groups”. In order of frequency, the comments consisted of:

- Local attorneys;
- Office business people;
- Genealogists;
- Posted in main office / record room;
- Advertised on court website;
- Government offices;
- Historians;
- Appraisers;
- Hospitals;
- Credit agencies;
- Civic Leagues;
- Community groups; and
- Newspaper / media.

## Linkages with Automated Systems

As in previous years, Clerks answered questions about linkages of their land records system with other automated systems.

### Clerks Reporting Automated Systems Linked to Land Records System

| Automated Systems                   | FY03 |     | FY04 |     | FY05 |     | FY06 |     | FY07 |     |
|-------------------------------------|------|-----|------|-----|------|-----|------|-----|------|-----|
|                                     | n    | %   | n    | %   | n    | %   | n    | %   | n    | %   |
| Tax Assessment Records              | 12   | 10% | 15   | 13% | 17   | 14% | 19   | 16% | 19   | 16% |
| Title Transfer History              | 5    | 4%  | 2    | 2%  | 16   | 13% | 18   | 15% | 20   | 17% |
| Delinquent Real Estate Taxes        | 6    | 5%  | 5    | 4%  | 15   | 13% | 13   | 12% | 14   | 12% |
| Building Permits                    | 3    | 3%  | 4    | 3%  | 3    | 3%  | 4    | 3%  | 4    | 3%  |
| Geological Information System (GIS) | 6    | 5%  | 11   | 9%  | 5    | 4%  | 6    | 5%  | 9    | 8%  |

In FY07, 19 Clerks (16 percent) reported to have linked their land records system with tax assessment records; 20 Clerks (17 percent) have linked title transfers to land records; 14 Clerks (12 percent) have linked delinquent real estate taxes with land records; four Clerks (three percent) have linked building permits with land records; and nine Clerks (eight percent) have linked their GIS with land records.

# FY07 TTF Progress Report

## Technology Vendors

In the FY07 TTF Progress Survey, Clerks were asked to identify technology vendors for five specific areas: 1) land records management system, 2) SRA internet hosting, 3) equipment, software and maintenance needs, 4) services for the redaction of social security numbers, and 5) back scanning of images / conversion services. Clerks could report more than one vendor per area.

### Clerks Naming Technology Vendors for Specific Areas

| Vendor        | LR Management System | SRA Internet Hosting | Equipment, Software & Maintenance | Redaction of Social Security Numbers | Back Scanning of Images / Conversion |
|---------------|----------------------|----------------------|-----------------------------------|--------------------------------------|--------------------------------------|
| AmCad         | 6                    | 6                    | 6                                 | 6                                    | 6                                    |
| BIS           | 1                    | 1                    | 1                                 | 1                                    | 1                                    |
| City / County | 1                    | 1                    | 1                                 | 1                                    | 1                                    |
| Cott          | 5                    | 5                    | 5                                 | 5                                    | 5                                    |
| CW Warthen    | 0                    | 0                    | 0                                 | 0                                    | 0                                    |
| DTS           | 2                    | 2                    | 2                                 | 2                                    | 2                                    |
| Eagle         | 2                    | 2                    | 2                                 | 2                                    | 2                                    |
| In-House      | 0                    | 0                    | 0                                 | 2                                    | 6                                    |
| ILS           | 18                   | 18                   | 18                                | 18                                   | 18                                   |
| Logan         | 10                   | 10                   | 10                                | 10                                   | 10                                   |
| Meadows       | 0                    | 0                    | 0                                 | 0                                    | 0                                    |
| Mixnet        | 0                    | 0                    | 0                                 | 0                                    | 0                                    |
| SCV           | 70                   | 70                   | 70                                | 70                                   | 70                                   |
| Sutton        | 2                    | 2                    | 2                                 | 2                                    | 2                                    |
| Other         | 6                    | 6                    | 6                                 | 6                                    | 6                                    |
| No Vendor     | 2                    | 9                    | 3                                 | 24                                   | 32                                   |

In FY07, 118 Clerks (98 percent) reported they have contracted with a vendor for their land records management system; 111 Clerks (93 percent) reported they have contracted with a vendor for SRA internet hosting; 117 Clerks (98 percent) reported they have contracted with a vendor for equipment, software and maintenance needs; 96 Clerks (80 percent) reported they have contracted with a vendor for the redaction of social security numbers; and 88 Clerks (73 percent) have reported they have contracted with a vendor for back scanning and conversion services.

Vendors were listed in the "Other" category if no more than one Clerk listed them. "Other" vendors are listed below, in no particular order:

Image Vision  
 Document Management Services  
 Nortel Government Solutions  
 ESI  
 Inego  
 Govolution  
 GTSI  
 Carasoft

Input  
 Accel  
 NGS  
 A & E Supply  
 Data Agents  
 Image X  
 Databanks  
 Board of Supervisors

Image Acceptance  
 ACS  
 M & W Printers  
 Reams  
 Unity Business Systems  
 Rogers Technology  
 W.R. Systems  
 Alternative Image Services

# FY07 TTF Progress Report

## Clerks Reporting Technology Vendors for SRA Internet Hosting

| Locality        | SRA Vendor          | Locality       | SRA Vendor  | Locality         | SRA Vendor          |
|-----------------|---------------------|----------------|-------------|------------------|---------------------|
| Accomack        | ILS                 | Halifax        | SCV         | Scott            | BIS                 |
| Albemarle       | Cott, County        | Hanover        | No Vendor   | Shenandoah       | SCV                 |
| Alleghany       | SCV                 | Henrico        | ILS         | Smyth            | SCV                 |
| Amelia          | ILS                 | Henry          | SCV         | Southampton      | SCV                 |
| Amherst         | Cott                | Highland       | SCV         | Spotsylvania     | ILS                 |
| Appomattox      | ILS                 | Isle of Wight  | SCV         | Stafford         | Logan               |
| Arlington       | County, ImageVision | James City Co  | SCV         | Surry            | Logan               |
| Augusta         | SCV                 | King and Queen | SCV         | Sussex           | Logan               |
| Bath            | SCV                 | King George    | AmCad       | Tazewell         | SCV                 |
| Bedford         | SCV                 | King William   | SCV         | Warren           | SCV                 |
| Bland           | SCV                 | Lancaster      | SCV         | Washington       | SCV                 |
| Botetourt       | SCV                 | Lee            | SCV         | Westmoreland     | AmCad, M&W Printers |
| Brunswick       | SCV                 | Loudoun        | DTS         | Wise             | SCV, Mixnet         |
| Buchanan        | SCV                 | Louisa         | Cott        | Wythe            | SCV                 |
| Buckingham      | No Vendor           | Lunenburg      | SCV         | York             | County              |
| Campbell        | SCV                 | Madison        | SCV         | Alexandria       | No Vendor           |
| Caroline        | Logan               | Mathews        | No Vendor   | Bristol          | SCV                 |
| Carroll         | Logan               | Mecklenburg    | SCV         | Buena Vista      | SCV                 |
| Charles City Co | SCV                 | Middlesex      | SCV         | Charlottesville  | No Vendor           |
| Charlotte       | SCV                 | Montgomery     | ILS         | Chesapeake       | Logan               |
| Chesterfield    | No Vendor           | Nelson         | SCV         | Colonial Heights | AmCad               |
| Clarke          | Logan               | New Kent       | Logan       | Danville         | SCV                 |
| Craig           | No Vendor           | Northampton    | SCV         | Fredericksburg   | SCV                 |
| Culpeper        | SCV                 | Northumberland | ILS         | Hampton          | SCV                 |
| Cumberland      | ILS                 | Nottoway       | ILS         | Hopewell         | SCV                 |
| Dickenson       | SCV                 | Orange         | SCV         | Lynchburg        | SCV                 |
| Dinwiddie       | SCV                 | Page           | ILS         | Martinsville     | Rogers Tech         |
| Essex           | SCV                 | Patrick        | SCV         | Newport News     | SCV                 |
| Fairfax County  | County, In-House    | Pittsylvania   | SCV         | Norfolk          | SCV                 |
| Fauquier        | Cott, County        | Powhatan       | ILS         | Petersburg       | No Vendor           |
| Floyd           | SCV                 | Prince Edward  | ILS         | Portsmouth       | SCV                 |
| Fluvanna        | Logan               | Prince George  | SCV         | Radford          | ILS                 |
| Franklin Co     | SCV                 | Prince William | DTS, County | Richmond City    | SCV, Cott           |
| Frederick       | SCV                 | Pulaski        | Eagle, SCV  | Roanoke City     | SCV                 |
| Giles           | ILS                 | Rappahannock   | SCV         | Salem            | SCV                 |
| Gloucester      | SCV                 | Richmond Co    | ILS         | Staunton         | SCV                 |
| Goochland       | SCV                 | Roanoke Co     | SCV         | Suffolk          | AmCad               |
| Grayson         | SCV                 | Rockbridge     | SCV         | Virginia Beach   | AmCad               |
| Greene          | No Vendor           | Rockingham     | ACS         | Waynesboro       | SCV                 |
| Greensville     | SCV                 | Russell        | ILS         | Winchester       | SCV                 |

In FY07, 111 Clerks (93 percent) have a contract with a vendor to provide SRA to land records' images. The remaining nine Clerks report "No Vendor" for the area of SRA Internet Hosting (highlighted above).

# FY07 TTF Progress Report

## Redaction of Social Security Numbers

In the FY07 TTF Progress Survey, Clerks were asked to indicate their progress in the redaction of social security numbers (SSN) from their electronic land records' images.

### Clerks Reporting Progress in Redaction of SSN

| Redaction of SSN   | FY07         |     |
|--|--------------|-----|
|  | Yes          | No  |
| My office has contracted with a vendor for back-file redaction | 64           | 56  |
| My office has decided to perform back-file redaction in-house. | 11           | 109 |
| My vendor / office staff have begun back-file redaction.       | 21           | 99  |
| Average reported span of years for redacted images.            | 1970 to 2007 |     |

In FY07, 64 Clerks (53 percent) reported to have contracted with a vendor for back-file (historical) redaction services; 11 Clerks (nine percent) reported to performing back-file redaction in-house; 21 Clerks (18 percent) indicated that they have begun back-file redaction; and the average span of years for redacted images reported by those 21 Clerks was 1970 to 2007.

# FY07 TTF Progress Report

## Obstacles to Providing SRA

As in FY05 and FY06, Clerks were asked to report obstacles in providing SRA to land records' images. All Clerks answered either Yes or No to a set of seven obstacles. The Clerks were also given an opportunity to write in an obstacle not provided in the list of seven.

### Clerks Reporting Obstacles to Providing SRA

| Obstacles  | FY05 |     | FY06 |     | FY07 |     |
|--|------|-----|------|-----|------|-----|
|  | n    | %   | n    | %   | n    | %   |
| Funding is insufficient                            | 59   | 49% | 35   | 29% | 47   | 39% |
| Privacy or liability issues                        | 57   | 48% | 42   | 35% | 48   | 40% |
| Vendor problems                                    | 8    | 7%  | 7    | 6%  | 9    | 8%  |
| Timing issues                                      | 36   | 30% | 26   | 22% | 27   | 23% |
| Office staff is insufficient for SRA workload      | 62   | 52% | 44   | 37% | 46   | 38% |
| Local support lacking                              | 37   | 31% | 34   | 28% | 42   | 35% |
| Number of paid subscribers for SRA is insufficient | 35   | 29% | 29   | 24% | 45   | 38% |
| Other obstacles                                    | 6    | 5%  | 11   | 9%  | 17   | 14% |

Circuit Court Clerks could choose more than one obstacle. In the three-year period, from FY05 to FY07, the number of Clerks reporting:

- Insufficient funding as an obstacle decreased from 59 to 47 (20 percent decrease);
- Privacy or liability issues as an obstacle decreased from 57 to 48 (16 percent decrease);
- Vendor problems as an obstacle increased from 8 to 9 (13 percent increase);
- Timing issues as an obstacle decreased from 36 to 27 (25 percent decrease);
- Insufficient office staff to handle SRA workload as an obstacle decreased from 62 to 46 (26 percent decrease);
- Local support lacking as an obstacle increased from 37 to 42 (14 percent increase); and
- Insufficient number of paid subscribers for SRA as an obstacle increased from 35 to 45 (29 percent increase).

In the FY07 survey, the number one reported obstacle reported by Clerks was privacy or liability issues (48 Clerks), followed closely by insufficient funding (47 Clerks), insufficient office staff for SRA workload (46 Clerks), and insufficient number of paid subscribers (45 Clerks).

# F407 TTF Progress Report

Sixteen Clerks (13 percent) reported “Other” obstacles.

## **Other Obstacles**

- Concern that SRA user fees will not equal copy fees
- Local searchers cannot afford fees
- Release also pending legislative authority/mandate
- Redaction will be completed by 6/30/08
- Vendor problems with Cott
- Task complete
- Number of subscribers & available funding varies / cannot project
- If we don't receive trust funds requested
- Currently provide, will continue to provide
- Number of subscribers is unknown at present time
- I will need \$1 funding to assist in redaction
- Office space limits due to courthouse renovation
- Redaction of social security numbers
- Lack of interest
- Time span is not enough for title search
- Number of subscribers & available funding varies / cannot project

Thirty-seven Clerks (31 percent) choose no obstacles to providing SRA to land records' images and made no comment in the “Other Obstacles” section.

# FY07 TTF Progress Report

## FY08 Secure Remote Access Certification

The Code of Virginia, § 17.1-279 B, requires Circuit Court Clerks to submit to the Compensation Board a written certification that the Clerk's proposed technology improvements of his land records will provide SRA to land records on or before July 1, 2008. In the FY08 TTF Budget Request process, the Compensation Board required Clerks to certify their current status regarding providing SRA to land records' images on a website or system owned and operated by their court or operated by a public or private agent.

### Clerks Who Certify to Currently Providing SRA to Land Records' Images

|                 |                |                |                  |
|-----------------|----------------|----------------|------------------|
| Accomack        | Fairfax County | New Kent       | Sussex           |
| Albemarle       | Fauquier       | Northampton    | Warren           |
| Alleghany       | Floyd          | Nottoway       | Washington       |
| Amelia          | Fluvanna       | Orange         | Wise             |
| Amherst         | Franklin Co    | Page           | Wythe            |
| Appomattox      | Frederick Co   | Pittsylvania   | Bristol          |
| Arlington       | Giles          | Powhatan       | Buena Vista      |
| Bath            | Gloucester     | Prince Edward  | Chesapeake       |
| Bedford         | Goochland      | Prince George  | Colonial Heights |
| Bland           | Grayson        | Prince William | Danville         |
| Brunswick       | Greensville    | Pulaski        | Fredericksburg   |
| Buchanan        | Highland       | Rappahannock   | Hampton          |
| Caroline        | Isle of Wight  | Richmond Co    | Martinsville     |
| Carroll         | James City Co  | Rockingham     | Newport News     |
| Charles City Co | King George    | Russell        | Norfolk          |
| Charlotte       | King William   | Scott          | Portsmouth       |
| Clarke          | Lancaster      | Shenandoah     | Radford          |
| Culpeper        | Lee            | Smyth          | Suffolk          |
| Cumberland      | Loudoun        | Southampton    | Virginia Beach   |
| Dickenson       | Louisa         | Spotsylvania   | Winchester       |
| Dinwiddie       | Madison        | Stafford       |                  |
| Essex           | Montgomery     | Surry          |                  |

### Clerks Who Certify to Not Currently Providing SRA to Land Records' Images

|              |                |                 |               |
|--------------|----------------|-----------------|---------------|
| Augusta      | Henrico        | Patrick         | Lynchburg     |
| Botetourt    | Henry          | Roanoke Co      | Petersburg    |
| Buckingham   | King and Queen | Rockbridge      | Richmond City |
| Campbell     | Lunenburg      | Tazewell        | Roanoke City  |
| Chesterfield | Mathews        | Westmoreland    | Salem         |
| Craig        | Mecklenburg    | York            | Staunton      |
| Greene       | Middlesex      | Alexandria      | Waynesboro    |
| Halifax      | Nelson         | Charlottesville |               |
| Hanover      | Northumberland | Hopewell        |               |

In FY08, at the date of this report, 86 Clerks (72 percent) certified to currently providing SRA to land records' images. Thirty-four Clerks (28 percent) certified to not currently providing SRA to land records' images.

## *FY08 VITA Secure Remote Access Standards Certification*

The Code of Virginia, § 17.1-279 D, requires Circuit Court Clerks to certify compliance with secure remote access standards established by the Virginia Information Technologies Agency (VITA).

In the FY08 TTF Budget Request process, the 86 Circuit Court Clerks (72 percent) that certified to currently providing secure remote access to land records further certified their compliance with the VITA document, "Security Standards for Remote Access to Court Documents on Court-Controlled Websites" (ITRM Standrad SEC503-02), effective March 28, 2005, and any subsequent revisions. They also certified that:

***"my website or remote access system are in compliance and any proposed technology improvement to land records will accommodate SRA."***

The 34 Clerks who certified to not currently providing SRA to land records nonetheless certified that:

***"my website or remote access system will be in compliance and my request for TTF monies is made in order to provide SRA to land records on or before July 1, 2008".***

See Appendix 4 for the FY08 TTF Budget Request certification screens in COIN.

# F407 TTF Progress Report

## *F408 \$4 Approvals for Areas of the Court Not Related to Land Records*

In accordance with § 17.1-279 F, Code of Virginia, if a Circuit Court Clerk provides SRA to land records on or before July 1, 2008, then that clerk may apply to the Compensation Board for an allocation from the Technology Trust Fund for automation and technology improvements in areas of his/her court not related to land records. Such requests cannot exceed the deposits into the trust fund credited to the locality (\$4 funds).

### FY08 \$4 Approvals for Areas of the Court Not Related to Land Records

| Locality         | Equipment / Services Description  | Vendor                                 | Amount             |
|------------------|---|--|--------------------|
| Albemarle        | Services – Case Imaging System (CIS)  | SCV                                    | \$44,600           |
| Bedford          | Services – CIS software   | SCV                                    | \$5,000            |
| Culpeper         | Services – CIS  | SCV                                    | \$24,965           |
| Fairfax County   | Services – Case Management System (CMS) Interface   | Nortel                                 | \$75,000           |
| Fauquier         | Services – CIS  | SCV                                    | \$68,565           |
| Franklin County  | Services – CIS  | SCV                                    | \$18,621           |
| Gloucester       | Services - CIS  | SCV                                    | \$16,596           |
| Isle of Wight    | Equipment - Laptop; Services – Scan Civil Indexes, Scanners, Monitors, Maintenance                          | SCV; ACS                               | \$27,757           |
| Loudoun          | Services – CMS, Warrant, License, Software, System Register, Internet Access, Legal Periodical Subscription | AmCad; DTS; ScanSoft; Westlaw; ComCast | \$1,200,850        |
| Orange           | Services – CIS, Monitors, Printers  | SCV                                    | \$19,030           |
| Prince George    | Services – CIS, Scanners  | SCV                                    | \$10,700           |
| Prince William   | Services – CMS Integration  | Praetorian; Prince William County IT   | \$523,124          |
| Rockingham       | Services – CIS, Monitors, Scanners, Server  | SCV                                    | \$59,623           |
| Southampton      | Services – CIS  | SCV                                    | \$14,750           |
| Spotsylvania     | Services – Docket System  | Infax, Inc.                            | \$30,000           |
| Surry            | Equipment – Personal Computer   | None listed                            | \$1,500            |
| Warren           | Services – PCs and Printers   | SCV                                    | \$8,360            |
| Washington       | Services – CIS Interface  | SCV                                    | \$5,000            |
| Wise             | Services – Civil Document Conversion  | SCV; Data Ensure                       | \$22,245           |
| Wythe            | Equipment – PC; Services – Monitor  | SCV                                    | \$2,500            |
| Fredericksburg   | Services – CIS  | SCV                                    | \$13,909           |
| Hampton          | Services – CMS, Maintenance, Scanners   | SCV                                    | \$39,400           |
| Newport News     | Services – CIS  | SCV                                    | \$10,100           |
| Virginia Beach   | Services – AICMS Software / Services  | AmCad                                  | \$280,805          |
| <b>24 Clerks</b> |   |  | <b>\$2,523,000</b> |

In FY08, as of October 31, 2007, 24 out of 86 Clerks (28 percent) who certified to currently providing SRA to land records' images were approved \$4 requests for areas of the court not related to land records totaling \$2,523,000.

# F407 TTF Progress Report

## F408 \$4 Approvals for Equipment and Services

### \$4 Available Balance and Clerks' Total Approvals and Expenditures

| \$4                            | FY03               | FY04               | FY05               | FY06                | FY07                | FY08*               |
|--------------------------------|--------------------|--------------------|--------------------|---------------------|---------------------|---------------------|
| <b>\$4 Available Balance</b>   | \$5,280,784        | \$5,674,725        | \$9,923,541        | \$10,230,355        | \$13,437,799        | \$14,501,993        |
| <b>Equipment Budgets</b>       | \$655,855          | \$1,160,091        | \$1,500,884        | \$893,571           | \$192,843           | \$105,034           |
| <b>Services Budgets</b>        | \$3,847,210        | \$3,722,214        | \$3,565,234        | \$9,107,464         | \$11,613,105        | \$12,719,218        |
| <b>Total \$4 Budgeted</b>      | <b>\$4,503,065</b> | <b>\$4,882,305</b> | <b>\$5,066,118</b> | <b>\$10,001,035</b> | <b>\$11,805,948</b> | <b>\$12,824,252</b> |
| <b>Year-End Expenditures**</b> | <b>\$4,802,609</b> | <b>\$3,384,769</b> | <b>\$4,385,883</b> | <b>\$6,755,772</b>  | <b>\$8,630,100</b>  |                     |

\* As of October 31, 2007.

In FY03, Clerks were approved \$4.5M out of the total \$4 available balance of \$5.3M (85 percent). In FY04, Clerks were approved \$4.9M out of the total \$4 available balance of \$5.7M (86 percent). In FY05, Clerks were approved \$5.1M out of the total \$4 available balance of \$9.9M (51 percent). In FY06, Clerks were approved \$10.0M out of the total \$4 available balance of \$10.2M (98 percent). In FY07, Clerks were approved \$11.8M out of the total \$4 available balance of \$13.4M (88 percent). In FY08, Clerks were approved \$12.8M out of the total \$4 available balance of \$14.5M (88 percent). In the six-year period, the average amount approved was \$8.2M, or 84 percent of the average \$4 available balance of \$9.8M.

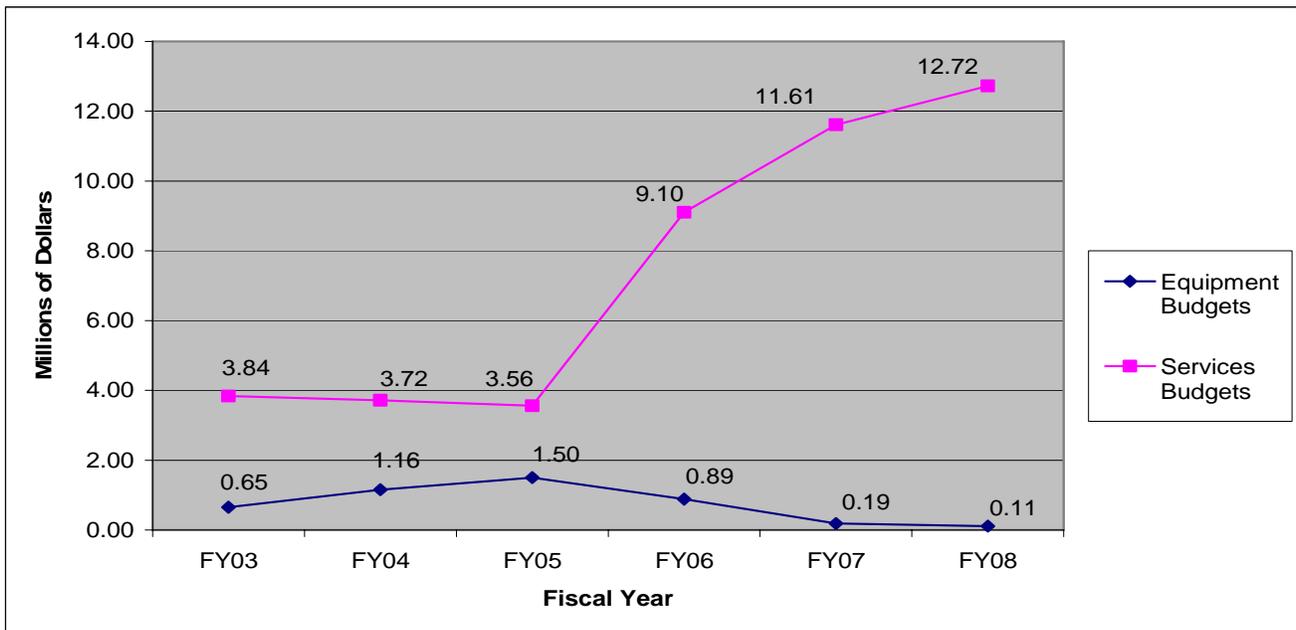
In FY03, Clerks expended \$4.8M out of the total budgeted \$4.5M (107 percent). FY03 expenditures exceed the FY03 budgeted total due to a June FY02 reimbursement processed in July 2002 (FY03). In FY04, Clerks expended \$3.4M out of the total budgeted \$4.9M (69 percent). In FY05, Clerks expended \$4.4M out of the total budgeted \$5.1M (87 percent). In FY06, Clerks expended \$6.8M out of the total budgeted \$10.0M (68 percent). In FY07, Clerks expended \$8.6M out of the total budgeted \$11.8M (73 percent). In the five-year period, the average amount expended was \$5.6M, or 77 percent of the average budgeted amount of \$7.3M.

In the six-year period, from FY03 to FY08, **Equipment budgets** have decreased from \$655K to \$105K (\$550,821) or 84 percent. In the same time period, **Services budgets** have increased from \$3.8M to \$12.7M (\$8,872,008), or 231 percent. In the six-year period, total budgeted amounts have increased from \$4.5M to \$12.8M (\$8,321,187), or 185 percent. In the five-year period, from FY03 to FY07, year-end expenditures have increased from \$4.8M to \$8.6M (\$3,827,491), or 80 percent.

\*\*Note: Due to a budget reduction strategy implemented in FY02, shifting reimbursement of June expenditures to the following fiscal year, expenditures are reported for the 12-month period of June through May. This is a change in presentation from previous TTF Progress Reports.

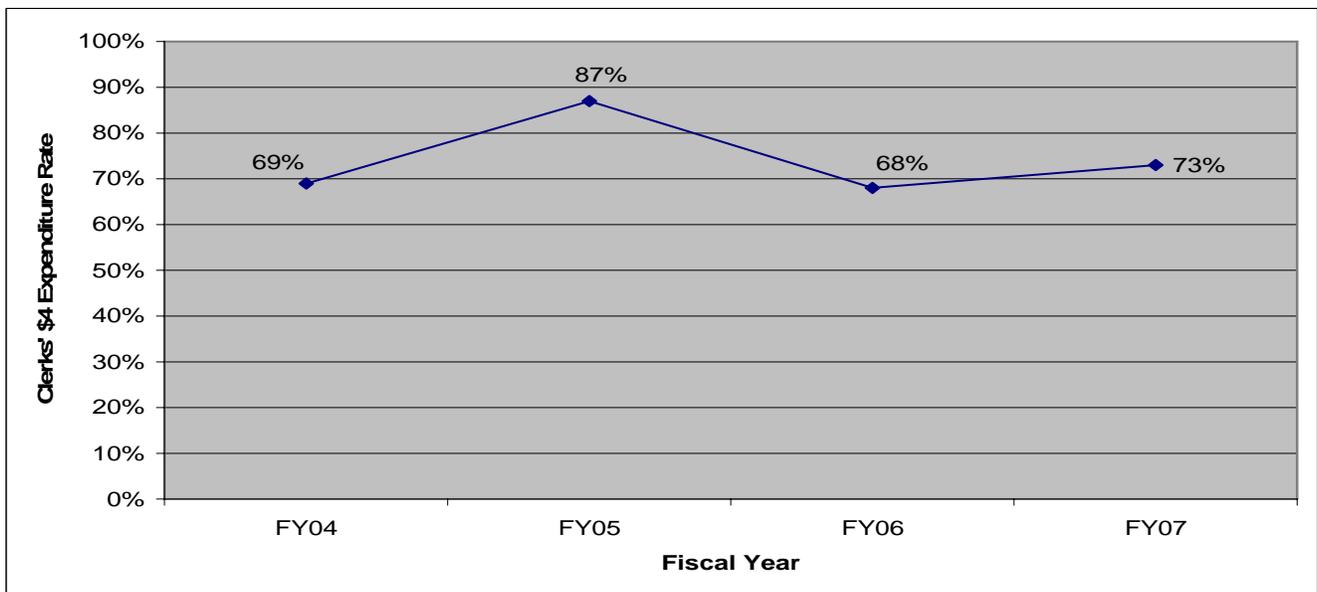
# FY07 TTF Progress Report

## \$4 Equipment and Services Requests from FY03 to FY08



In the six-year period, from FY03 to FY08, **Equipment budgets** have decreased from \$655K to \$105K (\$550,821), or 84 percent. In the same time period, **Services budgets** have increased from \$3.8M to \$12.7M (\$8,872,008), or 231 percent.

## \$4 Expenditure Rate from FY04 to FY07



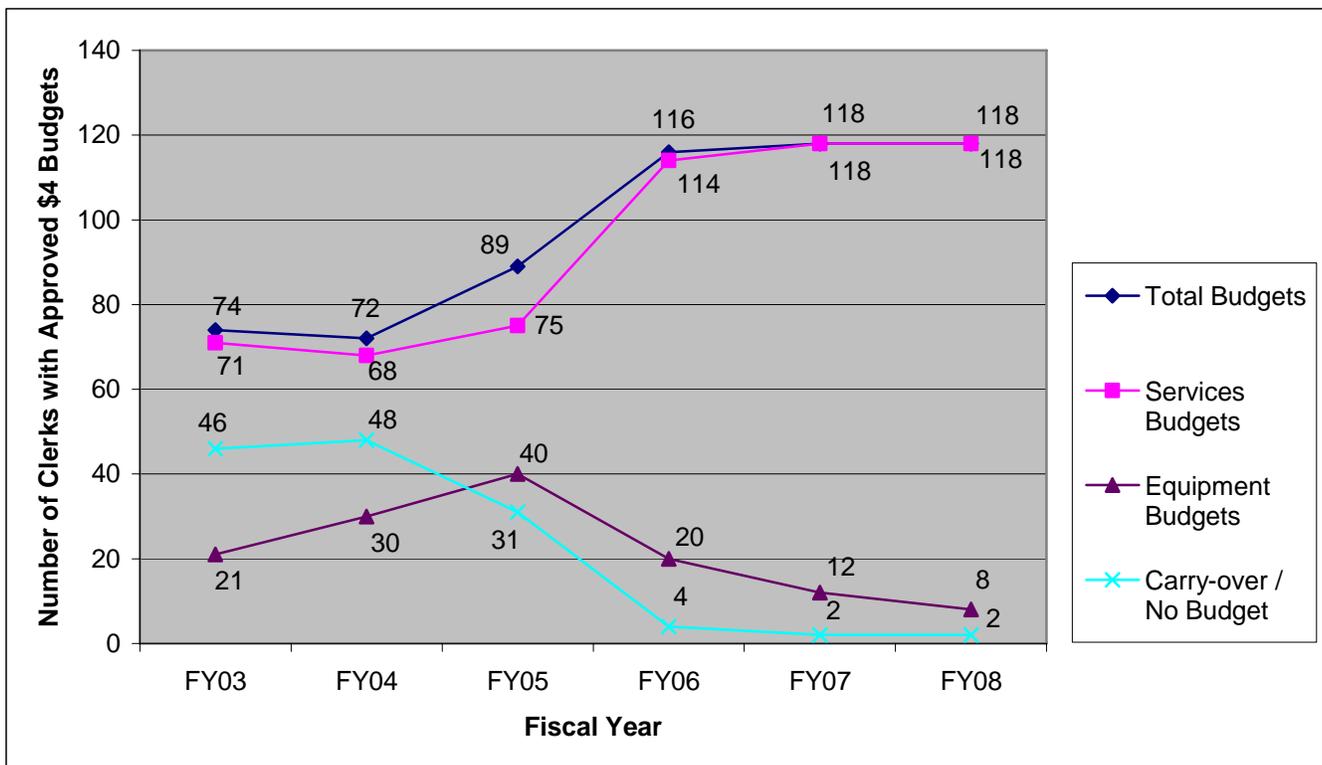
Over the four-year period, from FY04 to FY07, the \$4 expenditure rate increased from 69 to 73 percent.

# FY07 TTF Progress Report

## Number of Clerks with Approved \$4 Equipment and Services Budgets

| \$4 Approved Budgets                    | FY03 | FY04 | FY05 | FY06 | FY07 | FY08 |
|---|------|------|------|------|------|------|
| TTF Budgets                             | 74   | 72   | 89   | 116  | 118  | 118  |
| Equipment Budgets                       | 21   | 30   | 40   | 20   | 12   | 8    |
| Services Budgets                        | 71   | 68   | 75   | 114  | 118  | 118  |
| Carryover Request or No Budget Provided | 46   | 48   | 31   | 4    | 2    | 2    |

In FY07, 120 Circuit Court Clerks (100 percent) completed the TTF Budget Request Process. One hundred and eighteen Clerks (98 percent) were approved a \$4 services budget and eight Clerks (7 percent) were approved a \$4 equipment budget. Two Clerks (2 percent) carried-over their \$4 available balance to a future fiscal year. The James City County Clerk carried-over \$147,830 in \$4 available money and the Charlottesville City Clerk carried-over \$74,422 in \$4 available money.



From FY03 to FY08, total approved budgets from Clerks have increased from 74 to 118 (59 percent). Equipment budgets from Clerks have decreased from 21 to 8 (62 percent). Services budgets from Clerks increased 71 to 118 (66 percent). Carry-over requests from Clerks or not providing a budget decreased from 46 to 2 (96 percent).

# FY07 TTF Progress Report

## *FY08 \$1 Fund Approvals for Equipment and Services*

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

| \$1 Fund           | FY06 |             | FY07 |             | FY08* |             |
|--------------------|------|-------------|------|-------------|-------|-------------|
|                    | #    | \$          | #    | \$          | #     | \$          |
| Available Balance  |      | \$1,961,821 |      | \$3,164,943 |       | \$2,543,602 |
| Equipment Requests | 12   | \$95,058    | 1    | \$7,394     | 4     | \$15,282    |
| Services Requests  | 64   | \$1,388,207 | 60   | \$2,842,259 | 63    | \$1,612,447 |
| Total Approved     | 66   | \$1,483,265 | 60   | \$2,849,653 | 63    | \$1,627,729 |
| Expenditures       | 44   | \$816,002   | 47   | \$2,080,638 |       |             |
| Total Unspent      | 31   | \$667,263   | 31   | \$769,014   |       |             |

\* As of October 31, 2007.

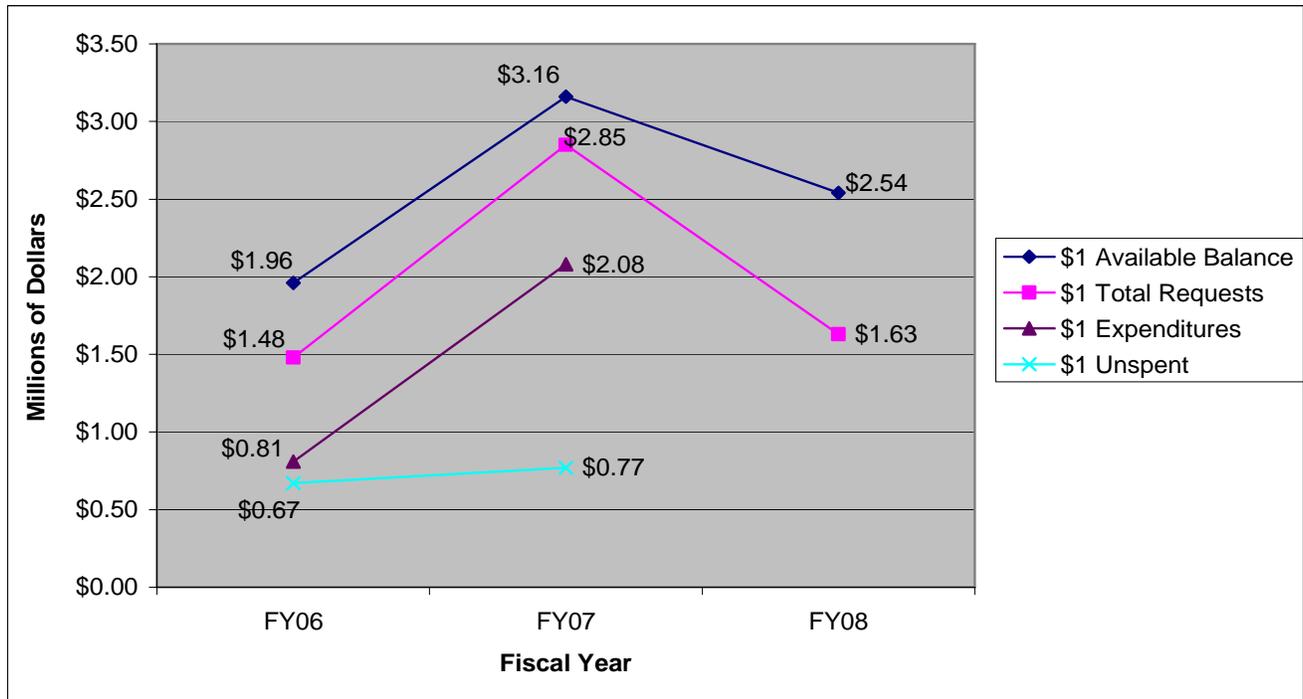
In FY06, the total available in the \$1 Fund was \$1.9M. During the annual budget period in August, eligibility to request from the \$1 Fund was confined to the 105 Circuit Court Clerks who certified to not currently providing secure remote access to land records. Clerks making a \$1 request were asked 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 2005, 66 out of the 105 Circuit Court Clerks (63 percent) requested a total of \$1.48M from the \$1 Fund. Twelve out of the 66 Clerks (18 percent) made an equipment request and 64 out of the 66 Clerks (97 percent) made a services request. Forty-four Clerks expended \$816,002 in FY06 and 31 Clerks had \$667,263 in unspent \$1 Fund monies.

In FY07, the total available in the \$1 Fund was \$3.2M. During the annual budget period in August, eligibility to request from the \$1 Fund was confined to the 61 Circuit Court Clerks who certified to not currently providing secure remote access to land records, but mid-year in FY07 the \$1 Fund was open to all Clerks. A total of 60 Clerks (50 percent) requested \$2.9M from the \$1 Fund in FY07. One Clerk made an equipment requests for \$7,394. All 60 Clerks (100 percent) made a services request, totaling \$2.8M. Forty-seven Clerks expended \$2.1M in FY07 and 32 Clerks had \$769K in unspent \$1 Fund monies.

In FY08, the total available in the \$1 Fund was \$2.5M. During the annual budget period in August, eligibility to request from the \$1 Fund was open to all 120 Circuit Court Clerks, regardless of whether they certified to currently providing secure remote access to land records' images. In August 2007, 63 out of 120 Clerks (53 percent) requested a total of \$1.6M from the \$1 Fund. Four out of 120 Clerks (3 percent) made an equipment request from the \$1 Fund, totaling \$15,282. Sixty-three out of 120 Clerks (53 percent) made a services request from the \$1 Fund, totaling \$1.6M.

# FY07 TTF Progress Report

## \$1 Fund Available Balance and Clerks' Total Approvals and Expenditures



In FY06, requests from the \$1 Fund that were approved totaled 76 percent of the \$1 Fund Available Balance and \$1 Fund expenditures were 55 percent of \$1 Fund requests that were approved.

In FY07, requests from the \$1 Fund that were approved totaled 90 percent of the \$1 Fund Available Balance and \$1 Fund expenditures were 73 percent of \$1 Fund requests that were approved.

During the FY08 TTF Budget Request process in August 2007, requests from the \$1 Fund that were approved totaled 64 percent of the \$1 Fund Available Balance.

## *TTF Approvals for Redaction of Social Security Numbers*

In October 2006, the Virginia Information Technologies Agency (VITA) Redaction Workgroup published the *Methods for the Redaction of Social Security Numbers from Electronic Land Record Documents Report*. The Redaction Workgroup was made up of representatives from the Virginia Court Clerks' Association, Virginia Information Technologies Agency, Virginia Bar Association, real estate brokers, mortgage lenders, bankers, technology vendors, and the Compensation Board. In FY07, the Compensation Board approved requests for funding the redaction of social security numbers (SSN) using the recommendations of this report, which included:

- The use of software (Optical Character Recognition-OCR) plus one manual review for quality control and assurance is a reliable method of redaction.
- Redaction is limited to SSN and performed on a back-file (historical) basis from 1935 to the present as one project and day-forward redaction, at least annually, as a separate project.
- Plan for an estimated average redaction cost of 4 cents per image for back-file redaction and a similar cost for day-forward redaction. This estimate average cost is based on information VITA received from three vendors (AmCad, ILS, and Logan) regarding their pricing structure for the software redaction system and employee responsibilities attendant to running the software redaction system.
- Redaction should never result in permanent removal of text from an original document, only copies, and is achieved by removing the text containing the SSN and overlaying the space with a graphical element such as a black rectangle.
- At least a 95 percent level of accuracy can be expected with the OCR plus one manual pass method.

# FY07 TTF Progress Report

## Clerks Approved for Back-file Redaction Services in FY07

| Clerk             | Vendor | Span of Years | Number of Images  | Cost per Image | \$4 Approval    | \$1 Fund Approval  |
|-------------------|--------|---------------|-------------------|----------------|-----------------|--------------------|
| Appomattox        | ILS    | 1973-2006     | 229,307           | 3 cents        | \$6,879         | \$0                |
| Buckingham        | ILS    | 1973-2007     | 21,800            | 3 cents        | \$6,540         | \$0                |
| Caroline          | Logan  | 1967-2007     | 668,000           | 4 cents        | \$0             | \$26,720           |
| Carroll           | Logan  | 1967-2007     | 585,000           | 4 cents        | \$0             | \$23,400           |
| Cumberland        | ILS    | 1993-2007     | 116,920           | 3 cents        | \$0             | \$3,508            |
| Fluvanna          | Logan  | 1967-2007     | 605,000           | 4 cents        | \$0             | \$24,200           |
| Giles             | ILS    | 1977-2007     | 253,194           | 3 cents        | \$0             | \$7,596            |
| King George       | AmCad  | 1930-2007     | 427,417           | 4 cents        | \$0             | \$17,097           |
| Loudoun           | DTS    | 1967-1988     | 2,800,000         | 4 cents        | \$0             | \$112,000          |
| Montgomery        | ILS    | 1976-2006     | 1,388,857         | 3 cents        | \$32,082        | \$0                |
| New Kent          | Logan  | 1935-1966     | 436,000           | 4 cents        | \$0             | \$17,440           |
| Northampton       | AmCad  | 1997-2008     | 490,909           | 4 cents        | \$0             | \$19,636           |
| Page              | ILS    | 1977-2006     | 459,039           | 3 cents        | \$0             | \$12,271           |
| Powhatan          | ILS    | 1976-2006     | 553,631           | 3 cents        | \$0             | \$16,609           |
| Prince Edward     | ILS    | 1941-2006     | 324,452           | 3 cents        | \$0             | \$9,734            |
| Richmond Co       | ILS    | 1935-2006     | 192,823           | 3 cents        | \$0             | \$5,785            |
| Russell           | ILS    | 1935-2006     | 516,134           | 3 cents        | \$0             | \$15,484           |
| Stafford          | Logan  | 1935-2007     | 3,418,000         | 4 cents        | \$0             | \$134,093          |
| Surry             | Logan  | 1967-2007     | 189,000           | 4 cents        | \$0             | \$7,560            |
| Wise              | Mixnet | 1945-2007     | 854,501           | 4 cents        | \$0             | \$34,180           |
| Chesapeake        | Logan  | 1935-2007     | 5,817,000         | 4 cents        | \$0             | \$226,425          |
| Colonial Heights  | AmCad  | 1948-2007     | 400,000           | 4 cents        | \$0             | \$16,000           |
| Radford           | ILS    | 1985-2006     | 159,219           | 3 cents        | \$0             | \$4,777            |
| Suffolk           | AmCad  | 1974-2006     | 2,189,820         | 4 cents        | \$0             | \$87,593           |
| Virginia Beach    | AmCad  | 1981-2007     | 11,381,468        | 4 cents        | \$0             | \$455,259          |
| <b>25 - TOTAL</b> |        |               | <b>34,477,491</b> |                | <b>\$45,501</b> | <b>\$1,277,367</b> |

AmCad – Amercian Cadastre  
DTS – Document Technology Systems  
ILS – International Land Systems  
Logan – Logan Systems  
Mixnet – Mixnet Corporation

In FY07, requests for back-file redaction were approved for 25 Clerks who certified to currently providing SRA to land records. All approvals were for the method of OCR plus one manual pass. The total number of images to be redacted were 34,477,491. Approvals for redaction in FY07 totaled \$45,501 in \$4 money and \$1,277,367 from the \$1 Fund.

# F407 TTF Progress Report

## FY08 Approvals for Back-file Redaction Services

| Clerk           | Vendor | Span of Years | Number of Images | Cost per Image | \$4 Approval | \$1 Fund Approval |
|-----------------|--------|---------------|------------------|----------------|--------------|-------------------|
| Accomack        | ILS    | 1984-2007     | 638,050          | 3 cents        | \$19,142     | \$0               |
| Albemarle       | Cott   | 1959-2002     | 1,193,255        | 4 cents        | \$47,730     | \$0               |
| Alleghany       | SCV    | 1980-2007     | 322,163          | 4 cents        | \$0          | \$12,887          |
| Augusta         | SCV    | 1992-2007     | 1,179,022        | 4 cents        | \$47,161     | \$0               |
| Augusta         | Logan  | 1935-1992     | 599,400          | 4 cents        | \$0          | \$23,976          |
| Bedford         | SCV    | 1993-2007     | 1,515,659        | 4 cents        | \$60,626     | \$0               |
| Bland           | SCV    | 2000-2007     | 47,482           | 4 cents        | \$0          | \$1,900           |
| Botetourt       | SCV    | 2000-2007     | 409,520          | 4 cents        | \$16,381     | \$0               |
| Brunswick       | SCV    | 1945-2007     | 167,471          | 4 cents        | \$14,545     | \$0               |
| Campbell        | SCV    | 1972-2007     | 713,024          | 4 cents        | \$28,521     | \$0               |
| Caroline        | Logan  | 1987-2007     | 28,500           | 4 cents        | \$1,140      | \$0               |
| Carroll         | Logan  | 1935-1965     | 126,500          | 4 cents        | \$0          | \$5,059           |
| Charles City Co | SCV    | 2000-2007     | 35,113           | 4 cents        | \$0          | \$1,405           |
| Charlotte       | SCV    | 2004-2007     | 38,615           | 4 cents        | \$1,545      | \$0               |
| Chesterfield    | Logan  | 1935-2007     | 8,936,050        | 4 cents        | \$346,538    | \$0               |
| Clarke          | Logan  | 1935-2008     | 391,000          | 4 cents        | \$0          | \$15,640          |
| Culpeper        | SCV    | 1996-2007     | 628,864          | 4 cents        | \$25,155     | \$0               |
| Dickenson       | SCV    | 2000-2007     | 102,615          | 4 cents        | \$320        | \$3,785           |
| Dinwiddie       | SCV    | 2006-2007     | 24,963           | 4 cents        | \$999        | \$0               |
| Essex           | SCV    | 2006-2007     | 32,574           | 4 cents        | \$1,303      | \$0               |
| Fauquier        | Cott   | 1976-2007     | 1,771,737        | 3.25 cents     | \$15,033     | \$42,548          |
| Floyd           | SCV    | 1983-2007     | 279,592          | 4 cents        | \$11,184     | \$0               |
| Fluvanna        | Logan  | 1935-1966     | 43,750           | 4 cents        | \$0          | \$1,750           |
| Franklin Co     | SCV    | 1993-2007     | 382,167          | 4 cents        | \$15,287     | \$0               |
| Frederick       | SCV    | 1983-2007     | 2,236,775        | 4 cents        | \$89,471     | \$0               |
| Gloucester      | SCV    | 1994-2007     | 696,964          | 4 cents        | \$27,879     | \$0               |
| Goochland       | SCV    | 2001-2007     | 267,557          | 4 cents        | \$10,702     | \$0               |
| Grayson         | SCV    | 1984-2007     | 287,439          | 4 cents        | \$0          | \$11,497          |
| Greensville     | SCV    | 1975-2007     | 121,428          | 4 cents        | \$4,857      | \$0               |
| Halifax         | SCV    | 1985-2007     | 397,447          | 4 cents        | \$15,897     | \$0               |
| Hanover         | AmCad  | 1935-2007     | 2,500,000        | 4 cents        | \$100,000    | \$0               |
| Henrico         | ILS    | 1935-2007     | 8,123,613        | 3 cents        | \$184,713    | \$0               |
| Henry           | SCV    | 2001-2007     | 390,629          | 4 cents        | \$15,626     | \$0               |
| Highland        | SCV    | 1993-2007     | 39,249           | 4 cents        | \$1,570      | \$0               |
| Isle of Wight   | SCV    | 1970-2007     | 770,676          | 4 cents        | \$30,828     | \$0               |
| King and Queen  | SCV    | 2005-2007     | 25,964           | 4 cents        | \$1,039      | \$0               |
| King George     | AmCad  | 1930-2007     | 247,700          | 4 cents        | \$0          | \$9,908           |
| King William    | SCV    | 1999-2007     | 26,212           | 4 cents        | \$1,048      | \$0               |
| Lancaster       | SCV    | 1989-2007     | 244,019          | 4 cents        | \$0          | \$9,761           |
| Lee             | SCV    | 1969-2007     | 484,590          | 4 cents        | \$19,384     | \$0               |
| Madison         | SCV    | 1993-2007     | 168,040          | 4 cents        | \$1,483      | \$5,263           |
| Mecklenburg     | SCV    | 1993-2007     | 524,148          | 4 cents        | \$20,966     | \$0               |
| Middlesex       | SCV    | 2006-2007     | 40,226           | 4 cents        | \$1,609      | \$0               |
| Montgomery      | ILS    | 1976-2006     | 1,622,500        | 3 cents        | \$48,675     | \$0               |
| Nelson          | SCV    | 1992-2007     | 386,509          | 4 cents        | \$15,460     | \$0               |
| New Kent        | Logan  | 1935-1966     | 48,000           | 4 cents        | \$0          | \$1,920           |

# F407 TTF Progress Report

## FY08 Approvals for Back-file Redaction Services, continued

| Clerk             | Vendor | Span of Years | Number of Images  | Cost per Image | \$4 Approval       | \$1 Fund Approval |
|-------------------|--------|---------------|-------------------|----------------|--------------------|-------------------|
| Northampton       | AmCad  | 1997-2008     | 490,909           | 4 cents        | \$19,636           | \$0               |
| Northumberland    | ILS    | 1987-2007     | 337,460           | 3 cents        | \$10,124           | \$0               |
| Nottoway          | ILS    | 1975-2007     | 208,700           | 3 cents        | \$0                | \$6,261           |
| Orange            | SCV    | 1961-2007     | 808,233           | 4 cents        | \$0                | \$37,740          |
| Patrick           | SCV    | 1999-2007     | 163,278           | 4 cents        | \$6,531            | \$0               |
| Pittsylvania      | SCV    | 2004-2007     | 156,314           | 4 cents        | \$0                | \$6,253           |
| Powhatan          | ILS    | 1976-2007     | 605,000           | 3 cents        | \$18,150           | \$0               |
| Prince George     | SCV    | 1996-2007     | 395,299           | 4 cents        | \$15,812           | \$0               |
| Rappahannock      | SCV    | 1987-2007     | 201,724           | 4 cents        | \$8,069            | \$0               |
| Roanoke Co        | SCV    | 2001-2007     | 1,019,239         | 4 cents        | \$40,769           | \$0               |
| Rockbridge        | SCV    | 1992-2007     | 436,773           | 4 cents        | \$17,471           | \$0               |
| Scott             | BIS    | 1985-2007     | 527,815           | 3 cents        | \$7,535            | \$8,300           |
| Shenandoah        | SCV    | 1999-2007     | 579,338           | 4 cents        | \$23,174           | \$0               |
| Smyth             | SCV    | 1990-2007     | 153,369           | 4 cents        | \$0                | \$6,135           |
| Southampton       | SCV    | 1953-2007     | 631,236           | 4 cents        | \$0                | \$25,249          |
| Tazewell          | SCV    | 1984-2007     | 808,892           | 4 cents        | \$0                | \$32,355          |
| Warren            | SCV    | 1994-2007     | 812,655           | 4 cents        | \$32,507           | \$0               |
| Washington        | SCV    | 1983-2007     | 613,650           | 4 cents        | \$24,546           | \$0               |
| Westmoreland      | M&W    | 1970-2007     | 390,000           | 4 cents        | \$15,600           | \$0               |
| York              | Logan  | 1935-2007     | 2,230,000         | 4 cents        | \$87,970           | \$0               |
| Alexandria        | AmCad  | 1935-2007     | 4,400,687         | 4 cents        | \$176,028          | \$0               |
| Bristol           | SCV    | 1974-2007     | 146,198           | 4 cents        | \$5,848            | \$0               |
| Buena Vista       | SCV    | 2001-2007     | 55,226            | 4 cents        | \$0                | \$2,209           |
| Chesapeake        | Logan  | 1935-2007     | 5,817,000         | 4 cents        | \$226,425          | \$0               |
| Danville          | SCV    | 1981-2007     | 594,481           | 4 cents        | \$29,271           | \$0               |
| Hampton           | SCV    | 2003-2007     | 2,301,775         | 4 cents        | \$92,071           | \$0               |
| Hopewell          | SCV    | 1984-2007     | 416,366           | 4 cents        | \$16,655           | \$0               |
| Lynchburg         | SCV    | 1985-2007     | 1,288,718         | 4 cents        | \$41,280           | \$10,269          |
| Martinsville      | City   | 1942-2007     | 757,331           | 4 cents        | \$0                | \$30,293          |
| Newport News      | SCV    | 1985-2007     | 550,000           | 4 cents        | \$22,000           | \$0               |
| Petersburg        | ILS    | 1970-2007     | 528,240           | 3 cents        | \$15,895           | \$648             |
| Richmond City     | SCV    | 1993-2007     | 3,580,688         | 4 cents        | \$143,228          | \$0               |
| Richmond City     | Cott   | 1935-1993     | 2,214,555         | 3.25 cents     | \$71,973           | \$0               |
| Salem             | SCV    | 2002-2007     | 223,481           | 4 cents        | \$8,940            | \$0               |
| Staunton          | SCV    | 1954-2007     | 577,318           | 4 cents        | \$0                | \$23,093          |
| Waynesboro        | SCV    | 1977-2007     | 311,882           | 4 cents        | \$12,475           | \$0               |
| Winchester        | SCV    | 1983-2007     | 447,355           | 4cents         | \$0                | \$17,894          |
| <b>81 - TOTAL</b> |        |               | <b>75,037,956</b> |                | <b>\$2,433,800</b> | <b>\$353,998</b>  |

AmCad – American Cadestre  
 BIS – Business Information Systems  
 Cott – Cott Systems  
 City – Locality of Martinsville City  
 ILS – International Land Systems  
 Logan – Logan Systems  
 M&W – M&W Printers  
 SCV – Supreme Court of Virginia

# FY07 TTF Progress Report

In FY08, as of October 31, 2007, requests for back-file redaction were approved for 81 Clerks. All approvals were for the method of OCR plus one manual pass (OCR+1X). The total number of images to be redacted are 75,037,956. Approvals for redaction services in FY08 totaled \$2,433,800 in \$4 money and \$353,998 from the \$1 Fund.

Vendors quoted the following accuracy rates for the OCR+1X method of redaction:

- AmCad no more than 95% to 3 out of 4 localities; 99.5% to 4<sup>th</sup> locality
- BIS high 90s%
- Cott 95 to 99%
- DTS 98.9 to 99.9%
- ILS 95 to 99%
- Logan 95 to 99% (determined on case-by-case basis with sample of 10,000 images)
- Martinsville City 99%
- M&W 98%
- Mixnet 98%
- SCV above 95% (will sub-contract out redaction services to undetermined vendor, at the date of this report)

# FY07 TTF Progress Report

## FY08 Approvals for Day-Forward Redaction Services

| Clerk             | Vendor | Span of Years | Number of Images | Cost per Image | \$4 Approval    | \$1 Fund Approval |
|-------------------|--------|---------------|------------------|----------------|-----------------|-------------------|
| Albemarle         | Cott   | FY08          | 187,000          | 4 cents        | \$7,480         | \$0               |
| Appomattox        | ILS    | 2007          | 17,850           | 3 cents        | \$0             | \$536             |
| Caroline          | Logan  | FY08          | 74,000           | 4 cents        | \$2,960         | \$0               |
| Carroll           | Logan  | FY08          | 43,000           | 4 cents        | \$0             | \$1,720           |
| Chesterfield      | Logan  | FY08          | 317,000          | 2.4 cents      | \$7,608         | \$0               |
| Cumberland        | ILS    | 2007          | 13,900           | 3 cents        | \$0             | \$417             |
| Fauquier          | Cott   | FY08          | 155,000          | 3.25 cents     | \$0             | \$5,038           |
| Fluvanna          | Logan  | FY08          | 59,000           | 4 cents        | \$0             | \$2,360           |
| New Kent          | Logan  | FY08          | 46,000           | 4 cents        | \$0             | \$1,840           |
| Prince Edward     | ILS    | 2007          | 24,000           | 3 cents        | \$0             | \$711             |
| York              | Logan  | FY08          | 280,000          | 2.5 cents      | \$7,000         | \$0               |
| Chesapeake        | Logan  | FY08          | 540,000          | 1.5 cents      | \$8,100         | \$0               |
| <b>12 - TOTAL</b> |        |               | <b>1,756,750</b> |                | <b>\$33,148</b> | <b>\$12,622</b>   |

In FY08, as of October 31, 2007, requests for day-forward redaction were approved for 12 Clerks. All approvals were for the method of OCR plus one manual pass. The Compensation Board approved day-forward redaction in which the vendor will run the images through the OCR software and then perform the manual review. The Board also approved day-forward redaction in which the Clerk will purchase the OCR software only and perform the manual review in-house. To the date of this report, the total number of day-forward images to be redacted in FY08 are 1,756,750. Approvals for redaction services in FY08 totaled \$33,148 in \$4 money and \$12,622 from the \$1 Fund.

# F407 TTF Progress Report

## F407 TTF Report Highlights and Actions for F408

### F407 TTF Financial Statement

#### FY07 Report Highlights:

- TTF annual collections by Circuit Court Clerks decreased from \$12.8M in FY06 to \$10.9M in FY07.
- TTF expenditures by Clerks increased from \$6.8M in FY06 to \$8.6M in FY07.

#### Action for FY08:

- TTF balances appear to be sufficient in FY08 to aid Circuit Court Clerks in meeting expectations of the General Assembly in § 17.1-279 C., Code of Virginia, to provide secure remote access to land records on or before July 1, 2008.
- FY08 TTF Budget requests, as of October 31, 2007, total \$14,451,981.

### SRA Certification in July 2007

#### FY07 Report Highlights:

- 32 out of 60 Clerks (53 percent) that made requests from the \$1 Fund in FY07 had unexpended \$1 Fund monies totaling \$769K (27 percent of \$2.8M in \$1 Fund approvals for FY07).

#### Action for FY08:

- During the FY08 TTF Budget Request process, 86 Clerks (72 percent) certified to currently providing SRA to land records' images to public subscribers.

### F407 TTF Progress Survey

#### FY07 Report Highlights:

- In FY07, 86 Circuit Court Clerks reported to be providing SRA to land records' images to public (non-governmental) subscribers. In FY06, 59 Clerks reported to be currently providing SRA to land records' images. This represents a 46 percent increase in SRA from FY06 to FY07.

#### Actions for FY08:

- The Code of Virginia, § 17.1-279, requires that all Circuit Court Clerks submit a written certification to the Compensation Board that the Clerk's proposed technology improvements of his land records will provide secure remote access to those land records on or before July 1, 2008.

# FY07 TTF Progress Report

## FY07 TTF Progress Survey, continued

### FY07 Report Highlights:

- In FY07, the reported average year of continuous years of electronic land records' images was 1958. In FY06, the average year was reported to be 1976. This represents an 18-year increase in back-scanned images from FY06 to FY07.
- In FY07, 84 Clerks reported 5,910 public (non-governmental) subscribers to SRA. In FY06, 31 Clerks reported 3,767 paid subscribers. This represents a 2,143 increase in subscribers (57 percent) from FY06 to FY07. Sixty-nine Clerks out of the 84 (82 percent) report to have publicized the availability of SRA.
- 48 Clerks (40 percent) reported privacy or liability issues as an obstacle in providing SRA to land records. 47, 46, and 45 Clerks reported insufficient funding, insufficient office staff, and insufficient paid subscribers, respectively, as an obstacle in providing SRA to land records.

### Actions for FY08:

- With the redaction of Social Security Numbers, it is anticipated that the number of continuous years of electronic land records' images will increase significantly.
- The number of public (non-governmental) subscribers to SRA is anticipated to increase in FY08 as all Clerks are required to provide SRA to electronic land records on or before July 1, 2008.
- The Code of Virginia, § 17.1-279 C., requires all Circuit Court Clerks to provide SRA to land records on or before July 1, 2008.

## FY08 SRA Certification

### FY07 Report Highlight:

- 86 Circuit Court Clerks certified YES to currently providing to public subscribers SRA to land records' images on a website or system owned and operated by the their court or operated by a public or private agent. 34 Clerks certified NO.

### Action for FY08:

- The Code of Virginia, § 17.1-279, requires that all Circuit Court Clerks submit a written certification to the Compensation Board that the Clerk's proposed technology improvements of his land records will provide secure remote access to those land records on or before July 1, 2008. The Compensation Board further clarified the definition of "secure remote access" in the FY08 TTF Budget Request process to include access to public (non-governmental) subscribers.

# FY07 TTF Progress Report

## FY08 \$4 Approvals for Areas of the Court Not Related to Land Records

### FY07 Report Highlight:

- In FY07, 15 Clerks were approved a \$4 request for Civil or Criminal Divisions of their court totaling \$1,605,438. In FY08, 24 Clerks were approved a \$4 request for areas of the court not related to land records totaling \$2,523,000. This represents a 60 percent increase in Clerks and 57 percent increase in \$4 "other area" requests.

### Action for FY08:

- As more Clerks provide secure remote access to land records' images, they may take advantage of the provision in § 17.1-279 F., Code of Virginia, that allows a Clerk to use TTF \$4 for areas of the court not related to land records.

## FY08 \$4 Approvals for Equipment and Services

### FY07 Report Highlight:

- From FY03 to FY07, the average amount approved was 84 percent of the total available balance. Total budgeted amounts have increased by 185 percent from FY03 to FY08.
- From FY03 to FY07, year-end expenditures increased from \$4.8M to \$8.6M (80 percent).

### Action for FY08:

- During the FY08 TTF budget period, \$12.8M was approved out of a total \$4 available balance of \$14.5M (88 percent).

## FY08 \$1 Fund Approvals for Equipment and Services

### FY07 Report Highlight:

- In FY07, 60 Clerks were approved \$2.9M from the \$1 Fund.

### Action for FY08:

- During the FY08 TTF budget period, 63 Circuit Court Clerks were approved \$1.6M from the \$1 Fund.

## TTF Approvals for Redaction of Social Security Numbers

### FY07 Report Highlight:

- In FY07, 25 Clerks were approved \$46K in \$4 funds and \$1.3M from the \$1 Fund for redaction services.

### Action for FY08:

- In FY08, as of October 31, 2007, 81 Circuit Court Clerks have been approved \$2.4M in \$4 funds and \$353K from the \$1 Fund for redaction services.

## *Appendix*

*Appendix 1 - TTF Non-General Fund Cash Transactions from F497 to F407*

*Appendix 2 - Total TTF Expenditures by Locality*

*Appendix 3 - F407 TTF Progress Survey Questions*

*Appendix 4 - F408 SRA, VITA, and Budget Certification Screens*

*Appendix 5 - F408 TTF \$4 and \$1 Fund Approvals for Equipment and Services*

*Appendix 6 - Code of Virginia - TTF Related Sections*

# FY07 TTF Progress Report

## Appendix 1 – TTF Non-General Fund Cash Transactions from FY97 to FY07

|   | Total Cash           | Clerks                        | Admin               |
|---|----------------------|-------------------------------|---------------------|
|   | \$3 (\$5 in FY05+)   | \$2 (\$4 in FY05+)<br>portion | \$1 portion of fee  |
| 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)      |
| <b>FY97 Year-End Available Cash</b>           | <b>3,990,979.42</b>  | <b>2,828,911.61</b>           | <b>1,162,067.81</b> |
| 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)         |
| <b>FY98 Year-End Available Cash</b>           | <b>7,909,378.11</b>  | <b>6,319,830.33</b>           | <b>1,589,547.78</b> |
| 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            | (354,296.85)         | -                             | (354,296.85)        |
| <b>FY99 Year-End Available Cash</b>           | <b>11,109,309.75</b> | <b>8,960,590.55</b>           | <b>2,148,719.20</b> |
| 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)         |
| <b>FY00 Year-End Available Cash</b>           | <b>13,594,040.44</b> | <b>9,804,024.19</b>           | <b>3,790,016.25</b> |
| 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)        |
| <b>FY01 Year-End Available Cash</b>           | <b>13,834,135.21</b> | <b>11,246,281.16</b>          | <b>2,587,854.05</b> |
| FY02 Expend - Clerk Reimbursements            | (5,141,600.61)       | (5,141,600.61)                | -                   |
| FY02 Cash Collections                         | 6,586,856.51         | 4,391,237.67                  | 2,195,618.84        |
| FY02 Expend - Administrative Costs            | (69,184.15)          | -                             | (69,184.15)         |

# FY07 TTF Progress Report

## TTF Non-General Fund Cash Transactions from FY97 to FY07, continued

|   | \$3 (\$5 in FY05+) | \$2 (\$4 in FY05+)<br>portion | \$1 portion of fee |
|---|--------------------|-------------------------------|--------------------|
| <b>FY02 Year-End Available Cash</b>                 | 15,210,206.96      | 10,495,918.22                 | 4,714,288.74       |
| 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 Expend - Clerk Reimbursements                  | (4,802,609.45)     | (4,802,609.45)                | -                  |
| FY03 Allocation of FY03 \$1 portion                 | -                  | 133,861.00                    | (133,861.00)       |
| FY03 Cash Collections                               | 7,921,175.89       | 5,280,783.93                  | 2,640,391.96       |
| FY03 Expend - Administrative Costs                  | (45,200.23)        | -                             | (45,200.23)        |
| FY03 Expend - COIN Costs                            | (25,175.50)        | -                             | (25,175.50)        |
| <b>FY03 Year-End Available Cash</b>                 | 9,063,708.83       | 7,375,903.70                  | 1,687,805.13       |
| 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)     | (1,487,142.46)                | (2,070.27)         |
| FY04 Expend - Clerk Reimbursements                  | (3,384,769.22)     | (3,384,769.22)                | -                  |
| FY04 Cash Collections                               | 8,512,088.24       | 5,674,725.49                  | 2,837,362.75       |
| FY04 Expend - COIN Costs                            | (130,901.00)       | -                             | (130,901.00)       |
| FY04 Expend - Administrative Costs                  | (23,504.69)        | -                             | (23,504.69)        |
| 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)           |
| <b>FY04 Year-End Available Cash</b>                 | 8,584,622.43       | 8,178,717.51                  | 405,904.92         |
| 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 Reappropriation  | 543,385.00         | 543,385.00                    | -                  |
| FY05 Expend - Clerk Reimbursements (incl. Reapprop) | (4,385,882.67)     | (4,385,882.67)                | -                  |
| FY05 Cash Collections                               | 12,404,426.50      | 9,923,541.20                  | 2,480,885.30       |
| FY05 Expend - COIN                                  | (427,254.47)       | -                             | (427,254.47)       |
| FY05 Expend - Administrative Costs                  | (31,846.09)        | -                             | (31,846.09)        |
| <b>FY05 Year-End Available Cash</b>                 | 14,966,844.70      | 12,772,618.31                 | 2,194,226.39       |
| FY06 Transfer to Clerks' GF Operating               | (1,489,213.00)     | (1,487,142.73)                | (2,070.27)         |
| FY06 Bud Red/Transfer to GF                         | (115,696.00)       | -                             | (115,696.00)       |
| FY06 Expend - Clerk Reimbursements                  | (6,755,771.76)     | (6,755,771.76)                | -                  |
| FY06 Allocation of \$1 Fee                          | -                  | 1,233,845.83                  | (1,233,845.83)     |
| FY06 Cash Collections                               | 12,787,943.26      | 10,230,354.61                 | 2,557,588.65       |
| FY06 Expend - COIN                                  | (80,669.47)        | -                             | (80,669.47)        |
| FY06 Expend - Administrative Costs                  | (34,399.23)        | -                             | (34,399.23)        |

# FY07 TTF Progress Report

## TTF Non-General Fund Cash Transactions from FY97 to FY07, continued

|   | \$3 (\$5 in FY05+) | \$2 (\$4 in FY05+)<br>portion | \$1 portion of fee |
|---|--------------------|-------------------------------|--------------------|
| <b>FY06 Year-End Available Cash</b>         | 19,279,038.50      | 15,993,904.26                 | 3,285,134.24       |
| FY07 Transfer to Clerks' GF Operating       | (1,489,212.98)     | (1,487,142.71)                | (2,070.27)         |
| FY07 Bud Red/Transfer to GF                 | (57,848.00)        | -                             | (57,848.00)        |
| FY07 Expend - Clerk Reimbursements          | (8,630,099.87)     | (8,630,099.87)                | -                  |
| FY07 Allocation of \$1 Fee                  | -                  | 2,762,488.70                  | (2,762,488.70)     |
| FY07 Cash Collections                       | 10,949,662.12      | 8,759,729.70                  | 2,189,932.42       |
| FY07 Expend - COIN/VITA Studies             | (75,989.25)        | (41,533.25)                   | (34,456.00)        |
| FY07 Expend - Administrative Costs          | (32,143.24)        | -                             | (32,143.24)        |
|   |                    |                               |                    |
| <b>FY07 Year-End Available Cash</b>         | 19,943,407.28      | 17,357,346.83                 | 2,586,060.45       |
| Recon to CARS402, B1                        | (388.14)           | -                             | (388.14)           |
| Adjusted FY07 Year-end Available Cash       | 19,943,019.14      | 17,357,346.83                 | 2,585,672.31       |
|   |                    |                               |                    |
| FY08 Obligations:                           |                    |                               |                    |
| FY08 Expend - June FY07 Clerks Expenditures | (1,397,570.95)     | (1,397,570.95)                | -                  |
| FY08 Transfer to Clerks' GF Operating       | (1,489,213.00)     | (1,487,142.73)                | (2,070.27)         |
| FY08 Expend - Administrative Costs          | (40,000.00)        | -                             | (40,000.00)        |
| FY08 Clerks TTF Budget Requests             | (14,451,981.00)    | (12,824,252.00)               | (1,627,729.00)     |
|   |                    |                               |                    |
| Anticipated Balance                         | 2,564,254.19       | 1,648,381.15                  | 915,873.04         |
|   |                    |                               |                    |

Note: The Clerks TTF Budget Request total for FY08 includes original budget requests in August and Mid-Year Docket requests as of October 31, 2007.

# F407 TTF Progress Report

## Appendix 2 – Total TTF Expenditures by Locality

| FIPS | LOCALITY     | FUNDS EXPENDED FY07 | TOTAL EXPENDED* | PERCENT OF TOTAL |
|------|--------------|---------------------|-----------------|------------------|
| 001  | ACCOMACK     | 18,680.00           | 132,733.49      | 0.31%            |
| 003  | ALBEMARLE    | 42,602.78           | 300,257.52      | 0.69%            |
| 005  | ALLEGHANY    | 17,620.50           | 139,991.50      | 0.32%            |
| 007  | AMELIA       | -                   | 110,369.14      | 0.25%            |
| 009  | AMHERST      | 22,786.10           | 36,113.53       | 0.08%            |
| 011  | APPOMATTOX   | 5,459.00            | 98,212.94       | 0.23%            |
| 013  | ARLINGTON    | 178,316.00          | 873,464.87      | 2.01%            |
| 015  | AUGUSTA      | 50,397.76           | 304,263.42      | 0.70%            |
| 017  | BATH         | 13,885.00           | 55,809.46       | 0.13%            |
| 019  | BEDFORD      | 27,061.25           | 279,371.12      | 0.64%            |
| 021  | BLAND        | 2,400.00            | 97,570.42       | 0.22%            |
| 023  | BOTETOURT    | 18,175.80           | 153,637.22      | 0.35%            |
| 025  | BRUNSWICK    | 11,622.25           | 102,849.31      | 0.24%            |
| 027  | BUCHANAN     | 63,125.00           | 149,429.60      | 0.34%            |
| 029  | BUCKINGHAM   | -                   | 98,079.97       | 0.23%            |
| 031  | CAMPBELL     | 74,134.75           | 248,659.45      | 0.57%            |
| 033  | CAROLINE     | 72,583.00           | 219,220.06      | 0.50%            |
| 035  | CARROLL      | 22,733.00           | 203,560.18      | 0.47%            |
| 036  | CHARLES CITY | 17,930.58           | 93,433.58       | 0.21%            |
| 037  | CHARLOTTE    | 4,500.00            | 37,030.05       | 0.09%            |
| 041  | CHESTERFIELD | 527,872.05          | 1,766,324.63    | 4.06%            |
| 043  | CLARKE       | 16,600.00           | 130,388.00      | 0.30%            |
| 045  | CRAIG        | 23,600.00           | 104,521.74      | 0.24%            |
| 047  | CULPEPER     | 30,519.51           | 181,100.89      | 0.42%            |
| 049  | CUMBERLAND   | -                   | 95,419.11       | 0.22%            |
| 051  | DICKENSON    | -                   | 110,858.00      | 0.25%            |
| 053  | DINWIDDIE    | 41,217.00           | 61,217.00       | 0.14%            |
| 057  | ESSEX        | 16,825.00           | 62,775.20       | 0.14%            |
| 059  | FAIRFAX      | 1,625,641.20        | 7,376,057.36    | 16.96%           |
| 061  | FAUQUIER     | 49,053.00           | 262,752.80      | 0.60%            |
| 063  | FLOYD        | -                   | 92,985.58       | 0.21%            |
| 065  | FLUVANNA     | 107,353.31          | 278,790.33      | 0.64%            |
| 067  | FRANKLIN     | 30,291.00           | 57,220.00       | 0.13%            |
| 069  | FREDERICK    | 52,077.17           | 328,326.55      | 0.75%            |
| 071  | GILES        | 21,623.24           | 107,404.24      | 0.25%            |
| 073  | GLOUCESTER   | -                   | 109,149.37      | 0.25%            |
| 075  | GOOCHLAND    | 2,400.00            | 97,551.28       | 0.22%            |
| 077  | GRAYSON      | 25,361.00           | 198,992.56      | 0.46%            |
| 079  | GREENE       | 43,021.00           | 43,021.00       | 0.10%            |
| 081  | GREENSVILLE  | 3,000.00            | 100,489.32      | 0.23%            |
| 083  | HALIFAX      | 5,165.94            | 146,226.52      | 0.34%            |
| 085  | HANOVER      | 78,223.75           | 547,030.86      | 1.26%            |
| 087  | HENRICO      | 84,281.69           | 951,515.23      | 2.19%            |

# F407 TTF Progress Report

## Total TTF Expenditures by Locality, continued

| FIPS | LOCALITY       | FUNDS EXPENDED FY07 | TOTAL EXPENDED* | PERCENT OF TOTAL |
|------|----------------|---------------------|-----------------|------------------|
| 089  | HENRY          | 12,726.00           | 153,895.65      | 0.35%            |
| 091  | HIGHLAND       | -                   | 41,924.00       | 0.10%            |
| 093  | ISLE OF WIGHT  | 14,016.53           | 141,970.45      | 0.33%            |
| 095  | JAMES CITY     | 135,173.00          | 710,294.60      | 1.63%            |
| 097  | KING AND QUEEN | 10,406.20           | 63,467.48       | 0.15%            |
| 099  | KING GEORGE    | 40,000.00           | 214,273.11      | 0.49%            |
| 101  | KING WILLIAM   | 27,652.00           | 127,444.16      | 0.29%            |
| 103  | LANCASTER      | 13,259.00           | 122,083.87      | 0.28%            |
| 105  | LEE            | 33,748.00           | 141,716.18      | 0.33%            |
| 107  | LOUDOUN        | 167,011.96          | 1,105,441.67    | 2.54%            |
| 109  | LOUISA         | -                   | 137,630.22      | 0.32%            |
| 111  | LUNENBURG      | 36,769.00           | 187,207.00      | 0.43%            |
| 113  | MADISON        | 11,038.00           | 97,827.05       | 0.22%            |
| 115  | MATHEWS        | -                   | 39,068.00       | 0.09%            |
| 117  | MECKLENBURG    | 50,558.42           | 185,019.96      | 0.43%            |
| 119  | MIDDLESEX      | -                   | 39,549.45       | 0.09%            |
| 121  | MONTGOMERY     | 13,112.00           | 215,487.50      | 0.50%            |
| 125  | NELSON         | 59,301.69           | 150,994.95      | 0.35%            |
| 127  | NEW KENT       | 57,597.00           | 167,512.26      | 0.39%            |
| 131  | NORTHAMPTON    | -                   | 137,107.58      | 0.32%            |
| 133  | NORTHUMBERLAND | -                   | 89,953.88       | 0.21%            |
| 135  | NOTTOWAY       | 18,603.02           | 103,260.83      | 0.24%            |
| 137  | ORANGE         | 24,050.14           | 228,934.79      | 0.53%            |
| 139  | PAGE           | -                   | 151,950.71      | 0.35%            |
| 141  | PATRICK        | 10,506.00           | 59,083.74       | 0.14%            |
| 143  | PITTSYLVANIA   | 22,847.50           | 148,971.50      | 0.34%            |
| 145  | POWHATAN       | 500.00              | 121,894.55      | 0.28%            |
| 147  | PRINCE EDWARD  | 20,764.00           | 126,143.33      | 0.29%            |
| 149  | PRINCE GEORGE  | 17,495.01           | 158,864.15      | 0.37%            |
| 153  | PRINCE WILLIAM | 722,751.00          | 3,296,403.80    | 7.58%            |
| 155  | PULASKI        | 65,406.76           | 251,834.54      | 0.58%            |
| 157  | RAPPAHANNOCK   | 19,256.91           | 85,391.34       | 0.20%            |
| 159  | RICHMOND       | 15,542.00           | 76,089.18       | 0.17%            |
| 161  | ROANOKE        | 115,555.00          | 438,808.74      | 1.01%            |
| 163  | ROCKBRIDGE     | 28,627.00           | 112,143.85      | 0.26%            |
| 165  | ROCKINGHAM     | 94,391.43           | 346,864.93      | 0.80%            |
| 167  | RUSSELL        | 93,597.00           | 336,487.81      | 0.77%            |
| 169  | SCOTT          | 98,095.00           | 293,847.55      | 0.68%            |
| 171  | SHENANDOAH     | 36,912.75           | 313,168.11      | 0.72%            |
| 173  | SMYTH          | 74,878.00           | 218,903.87      | 0.50%            |
| 175  | SOUTHAMPTON    | 42,005.00           | 152,757.30      | 0.35%            |
| 177  | SPOTSYLVANIA   | 226,858.66          | 922,980.09      | 2.12%            |
| 179  | STAFFORD       | 324,052.00          | 948,990.56      | 2.18%            |

# F407 TTF Progress Report

## Total TTF Expenditures by Locality, continued

| FIPS | LOCALITY         | FUNDS EXPENDED FY07   | TOTAL EXPENDED*        | PERCENT OF TOTAL |
|------|------------------|-----------------------|------------------------|------------------|
| 181  | SURRY            | 46,092.50             | 108,545.19             | 0.25%            |
| 183  | SUSSEX           | 29,663.00             | 76,476.30              | 0.18%            |
| 185  | TAZEWELL         | 22,354.00             | 170,881.66             | 0.39%            |
| 187  | WARREN           | 18,622.02             | 220,002.17             | 0.51%            |
| 191  | WASHINGTON       | 899.95                | 87,824.92              | 0.20%            |
| 193  | WESTMORELAND     | 25,697.00             | 175,588.27             | 0.40%            |
| 195  | WISE             | 74,279.00             | 279,020.49             | 0.64%            |
| 197  | WYTHE            | 35,027.94             | 194,807.12             | 0.45%            |
| 199  | YORK             | 71,122.50             | 527,258.23             | 1.21%            |
| 510  | ALEXANDRIA       | 83,076.71             | 680,168.11             | 1.56%            |
| 520  | BRISTOL          | 11,600.00             | 133,491.34             | 0.31%            |
| 530  | BUENA VISTA      | -                     | 25,211.95              | 0.06%            |
| 540  | CHARLOTTESVILLE  | -                     | 111,966.48             | 0.26%            |
| 550  | CHESAPEAKE       | 6,400.00              | 1,145,760.83           | 2.63%            |
| 560  | CLIFTON FORGE    | -                     | 29,364.00              | 0.07%            |
| 570  | COLONIAL HEIGHTS | -                     | 160,200.34             | 0.37%            |
| 590  | DANVILLE         | -                     | 141,398.36             | 0.33%            |
| 630  | FREDERICKSBURG   | 13,927.72             | 136,239.43             | 0.31%            |
| 650  | HAMPTON          | 15,467.85             | 432,730.54             | 1.00%            |
| 670  | HOPEWELL         | 2,000.00              | 107,073.46             | 0.25%            |
| 680  | LYNCHBURG        | 44,137.58             | 346,892.08             | 0.80%            |
| 690  | MARTINSVILLE     | 7,065.00              | 180,446.71             | 0.41%            |
| 700  | NEWPORT NEWS     | 67,414.07             | 639,481.30             | 1.47%            |
| 710  | NORFOLK          | 207,210.00            | 966,188.34             | 2.22%            |
| 730  | PETERSBURG       | -                     | 82,696.01              | 0.19%            |
| 740  | PORTSMOUTH       | 28,357.65             | 425,870.05             | 0.98%            |
| 750  | RADFORD          | 35,675.71             | 116,110.63             | 0.27%            |
| 760  | RICHMOND         | 25,604.07             | 446,747.42             | 1.03%            |
| 764  | RICHMOND         | -                     | -                      | 0.00%            |
| 770  | ROANOKE          | 125,787.67            | 406,430.37             | 0.93%            |
| 775  | SALEM            | -                     | 74,168.66              | 0.17%            |
| 790  | STAUNTON         | 49,726.00             | 207,438.27             | 0.48%            |
| 800  | SUFFOLK          | 103,778.32            | 421,449.91             | 0.97%            |
| 810  | VIRGINIA BEACH   | 1,161,711.00          | 3,755,403.40           | 8.64%            |
| 820  | WAYNESBORO       | 89,857.00             | 185,555.95             | 0.43%            |
| 840  | WINCHESTER       | 24,344.00             | 182,495.58             | 0.42%            |
|      | <b>TOTALS</b>    | <b>\$8,630,099.87</b> | <b>\$43,489,202.56</b> | <b>100.00%</b>   |

\*Total TTF expenditures include an unreconciled balance of \$3,533 due to fiscal year crossover expenditures.

# FY07 TTF Progress Report

## Appendix 3 – FY07 TTF Progress Survey Questions

Items 1-3: Website or system for secure remote access (SRA) to land records' images. Enter Y for YES or N for NO.

- Website**
1. I have a website or system owned and operated by my court or operated by a public or private agent for the purpose of providing SRA to land records' images.
2. If YES to question 1: List the website address:
- \_\_\_\_\_
3. My website or system requires a user name and password for SRA.

Items 4-8: If your office provides electronic indexes of land records, indicate the oldest continuous year for these types of indexes. Type 0000 if no index of that type exists.

- Electronic Indexes**
- |    |                        |                      |
|----|------------------------|----------------------|
| 4. | Deeds / Deeds of Trust | <input type="text"/> |
| 5. | Plats / Maps           | <input type="text"/> |
| 6. | Judgements / Liens     | <input type="text"/> |
| 7. | Financing Statements   | <input type="text"/> |
| 8. | Wills / Fiduciary      | <input type="text"/> |

Items 9-10: Indicate if your office provides electronic indexes of land records. Enter Y for YES or N for NO.

- Index Access**
- |     |   |                      |
|-----|---|----------------------|
| 9.  | My office provides onsite access to electronic indexes of land records. | <input type="text"/> |
| 10. | My office provides remote access to electronic indexes of land records. | <input type="text"/> |

Items 11-16: If your office provides electronic images of land records, indicate the oldest continuous year for these types of images. Type 0000 if no image of that type exists.

- Electronic Images**
- |     |   |                      |
|-----|---|----------------------|
| 11. | Deeds / Deeds of Trust  | <input type="text"/> |
| 12. | Plats / Maps  | <input type="text"/> |
| 13. | Judgements / Liens  | <input type="text"/> |
| 14. | Financing Statements  | <input type="text"/> |
| 15. | Wills / Fiduciary   | <input type="text"/> |
| 16. | In my office, the total number of electronic images of land records is: | <input type="text"/> |
- \_\_\_\_\_

# FY07 TTF Progress Report

## FY07 TTF Progress Survey, continued

Items 17-18: Indicate the status of your office in providing access to land records' images. Enter Y for YES or N for NO.

- |            |   |  |
|------------|---|--|
| <b>SRA</b> | 17. My office provides onsite access to land records' images.   |  |
|            | 18. My office provides secure remote access (SRA) to land records' images to public (non-governmental) subscribers. |  |

Items 19-21: Indicate the status of your office in providing access to land records' images. Enter Y for YES or N for NO.

- |     |   |  |
|-----|---|--|
| SRA | 19. If YES to question 18: My total number of land records' images available through SRA is:  |  |
|     | _____   |  |
|     | 20. If YES to question 18: My office began providing SRA to land records' images to public (non-governmental) subscribers in (provide mm/yyyy): |  |
|     | 21. If NO to question 18: My technology vendor has informed me that I am SRA capable.   |  |

Items 22-25: Indicate how your office handles the SRA subscription process. Enter Y for YES, N for NO, or X for NOT APPLICABLE.

- |                         |  |  |
|-------------------------|--|--|
| <b>SRA Subscription</b> | 22. My office approves all applications for subscription to SRA.   |  |
|                         | 23. I am accepting public (non-governmental) subscribers to SRA.   |  |
|                         | 24. I charge SRA subscription fee(s) of:   |  |
|                         | _____  |  |
|                         | 25. In my office, as of August 1, 2007, the number of registered public (non-governmental) subscribers for SRA is: |  |
|                         | _____  |  |

Items 26-29: Indicate how your office has publicized the availability of SRA to land records' images to the public. Enter Y for YES, N for NO, or X for NOT APPLICABLE.

- |                             |   |  |
|-----------------------------|---|--|
| <b>SRA Publicity Part 1</b> | 26. My office has publicized the availability of SRA to land records' images. |  |
|                             | 27. My office has publicized SRA on my court's website.                       |  |
|                             | 28. Other publicity:  |  |
|                             | _____   |  |
|                             | _____   |  |
|                             | 29. My office has publicized SRA to the BAR Association.                      |  |

# FY07 TTF Progress Report

## FY07 TTF Progress Survey, continued

*Items 30-35: Indicate how your office has publicized the availability of SRA to land records' images to the public. Enter Y for YES, N for NO, or X for NOT APPLICABLE.*

|                             |   |  |
|-----------------------------|---|--|
| <b>SRA Publicity Part 2</b> | 30. My office has publicized SRA to realtors.               |  |
|                             | 31. My office has publicized SRA to surveyors.              |  |
|                             | 32. My office has publicized SRA to title companies.        |  |
|                             | 33. My office has publicized SRA to financial institutions. |  |
|                             | 34. My office has publicized SRA to the public.             |  |
| 35. Other groups:           |   |  |

---

*Items 36-38: Indicate your office procedures in providing electronic images of land records. Enter Y for YES or N for NO.*

|                          |  |  |
|--------------------------|--|--|
| <b>Office Procedures</b> | 36. My office offers the capability to e-file (electronically file) images of land records.                                  |  |
|                          | 37. My office requires the use of a cover sheet on electronic images.  |  |
|                          | 38. My office requires the use of a unique PIN (parcel identification number) to identify electronic images of land records. |  |

*Items 39-43: Indicate if these automated systems are linked to your land records system. Enter Y for YES or N for NO.*

|                 |   |  |
|-----------------|---|--|
| <b>Linkages</b> | 39. Tax Assessments                       |  |
|                 | 40. Title Transfers                       |  |
|                 | 41. Delinquent Real Estate Taxes          |  |
|                 | 42. Building Permits                      |  |
|                 | 43. Geographical Information System (GIS) |  |

# FY07 TTF Progress Report

## FY07 TTF Progress Survey, continued

Items 44-48: Indicate the technology vendors (including your locality) with whom you have signed a contract for the following services. Please spell out vendor names completely.

**Technology Vendors**

- 44. Land records automation system: \_\_\_\_\_
- 45. Secure remote access internet hosting: \_\_\_\_\_
- 46. Equipment, software, and maintenance: \_\_\_\_\_
- 47. Redaction of social security numbers: \_\_\_\_\_
- 48. Back scanning of images / conversion: \_\_\_\_\_

Items 49-52: Indicate your progress in the redaction of social security numbers (SSN) from your land records' images. Enter Y for YES or N for NO.

**SSN Redaction**

- 49. My office has contracted with a vendor for back-file redaction services.
- 50. My office has decided to perform back-file redaction in-house.
- 51. My vendor / my office staff have begun back-file redaction of SSN.
- 52. If YES to question 51: Indicate the span of years of your redacted images (as of August 1, 2007):

From: \_\_\_\_\_ To: \_\_\_\_\_

|  |
|--|
|  |
|  |
|  |

Items 53-60: Indicate obstacles in providing / continuing to provide SRA to land records' images on or before July 1, 2008. Enter Y for YES or N for NO.

**Obstacles**

- 53. Funding is insufficient.
- 54. Privacy or liability issues.
- 55. Vendor problems.
- 56. Timing issues.
- 57. Office staff for SRA workload is insufficient.
- 58. Local support is lacking.
- 59. Number of paid subscribers for SRA is insufficient.
- 60. Other:

\_\_\_\_\_  
\_\_\_\_\_

|  |
|--|
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|  |
|  |

# FY07 TTF Progress Report

## Appendix 4 – FY08 SRA, VITA, and Budget Certification Screens

| OPTION 2 – CERTIFICATION FOR SECURE REMOTE ACCESS TO LAND RECORDS  |                   |               |
|--|-------------------|---------------|
| My office currently provides to public subscribers secure remote access to land records' images on a website or system owned and operated by my court or operated by a public or private agent. Enter Y for YES or N for NO. |                   |               |
| Date:  | Officer Logon ID: | Officer Name: |

| OPTION 3 – CERTIFICATION FOR VITA SECURITY STANDARDS (If answer is YES to option 2)   |                   |               |
|---|-------------------|---------------|
| <b>CURRENTLY PROVIDING SRA TO LAND RECORDS.</b>   |                   |               |
| Pursuant to §§ 17.1-279 D and 17.1-294 A, <u>Code of Virginia</u> , and in accordance with the VITA document, "Security Standards for Remote Access to Court Documents on Court-Controlled Websites" (ITRM Standard SEC503-02), effective March 28, 2005, and any subsequent revisions, I certify that: |                   |               |
| <ol style="list-style-type: none"> <li>1) My website or remote access system are in compliance and</li> <li>2) Any proposed technology improvements to land records will accommodate SRA.</li> </ol>  |                   |               |
| To concur with the above statement, enter Y for YES or N for NO.  |                   |               |
| Date:   | Officer Logon ID: | Officer Name: |

| OPTION 3 – CERTIFICATION FOR VITA SECURITY STANDARDS (If answer is NO to option 2)  |                   |               |
|---|-------------------|---------------|
| <b>NOT CURRENTLY PROVIDING SRA TO LAND RECORDS.</b>   |                   |               |
| Pursuant to §§ 17.1-279 D and 17.1-294 A, <u>Code of Virginia</u> , and in accordance with the VITA document, "Security Standards for Remote Access to Court Documents on Court-Controlled Websites" (ITRM Standard SEC503-02), effective March 28, 2005, and any subsequent revisions, I certify that: |                   |               |
| <ol style="list-style-type: none"> <li>1) My website or remote access system will be in compliance and</li> <li>2) My request for TTF monies is made in order to provide SRA to land records on or before July 1, 2008.</li> </ol>  |                   |               |
| To concur with the above statement, enter Y for YES or N for NO.  |                   |               |
| Date:   | Officer Logon ID: | Officer Name: |

# F407 TTF Progress Report

## FY08 SRA, VITA, and Budget Certification Screens, continued

### OPTION 7 – CERTIFICATION FOR \$4 BUDGET REQUEST

I certify that the amount of my \$4 budget request for proposed automation and technology improvements will provide / continue to provide secure remote access to land records' images on or before July 1, 2008.

I certify to the best of my knowledge and belief that the process utilized to procure any equipment or services for which payment will be made using funds requested herein is in conformance with the Virginia Public Procurement Act, 11-35 et.seq., Code of Virginia.

I have provided / will provide my local governing body with a copy of all documentation and justification supplied to the Compensation Board.

Date:

Officer Logon ID:

Officer Name:

### OPTION 10 – CERTIFICATION FOR \$1 FUND BUDGET REQUEST

I certify that the amount of my request from the \$1 Fund is based upon a shortfall of \$4 funds needed to provide / continue to provide secure remote access to land records' images on or before July 1, 2008.

I certify to the best of my knowledge and belief that the process utilized to procure any equipment or services for which payment will be made using funds requested herein is in conformance with the Virginia Public Procurement Act, 11-35 et.seq., Code of Virginia.

I have provided / will provide my local governing body with a copy of all documentation and justification supplied to the Compensation Board.

Date:

Officer Logon ID:

Officer Name:

## FY07 TTF Progress Report

### Appendix 5 – FY08 TTF \$4 and \$1 Fund Approvals for Equipment and Services

| FY08 TTF \$4 and \$1 Fund Equipment and Services Approvals* |                 |             |                       |               |              |                    |                |               |              |                    |
|---|-----------------|-------------|-----------------------|---------------|--------------|--------------------|----------------|---------------|--------------|--------------------|
| FIPS  | Locality        | Certify SRA | \$4 Available Balance | \$4 Equipment | \$4 Services | \$4 TOTAL Approved | \$4 Unbudgeted | \$1 Equipment | \$1 Services | \$1 TOTAL Approved |
| 001   | ACCOMACK        | Y           | 63,129                | -             | 49,699       | 49,699             | 13,430         | -             | -            | -                  |
| 003   | ALBEMARLE       | Y           | 227,454               | -             | 227,454      | 227,454            | -              | -             | -            | -                  |
| 005   | ALLEGHANY       | Y           | 5,930                 | -             | 5,930        | 5,930              | -              | -             | 22,889       | 22,889             |
| 007   | AMELIA          | Y           | 8,962                 | -             | 8,962        | 8,962              | -              | -             | 21,318       | 21,318             |
| 009   | AMHERST         | Y           | 52,044                | -             | 52,044       | 52,044             | -              | -             | -            | -                  |
| 011   | APPOMATTOX      | Y           | 18,515                | -             | 18,515       | 18,515             | -              | -             | 11,936       | 11,936             |
| 013   | ARLINGTON       | Y           | 308,415               | -             | 308,415      | 308,415            | -              | -             | -            | -                  |
| 015   | AUGUSTA         | N           | 104,788               | -             | 104,788      | 104,788            | -              | -             | 206,091      | 206,091            |
| 017   | BATH            | Y           | 19,387                | -             | 19,387       | 19,387             | -              | -             | -            | -                  |
| 019   | BEDFORD         | N           | 155,344               | -             | 155,344      | 155,344            | -              | -             | 46,376       | 46,376             |
| 021   | BLAND           | Y           | 843                   | -             | 843          | 843                | -              | -             | 15,246       | 15,246             |
| 023   | BOTETOURT       | N           | 47,704                | -             | 47,547       | 47,547             | 157            | -             | -            | -                  |
| 025   | BRUNSWICK       | Y           | 27,222                | -             | 26,421       | 26,421             | 801            | -             | -            | -                  |
| 027   | BUCHANAN        | Y           | 14,265                | -             | 14,265       | 14,265             | -              | -             | 26,974       | 26,974             |
| 029   | BUCKINGHAM      | N           | 26,790                | -             | 26,790       | 26,790             | -              | 3,556         | 4,000        | 7,556              |
| 031   | CAMPBELL        | N           | 41,573                | -             | 41,138       | 41,138             | 435            | -             | -            | -                  |
| 033   | CAROLINE        | Y           | 35,628                | -             | 35,628       | 35,628             | -              | -             | 3,691        | 3,691              |
| 035   | CARROLL         | Y           | 21,039                | -             | 21,039       | 21,039             | -              | -             | 76,086       | 76,086             |
| 036   | CHARLES CITY CO | Y           | 9,259                 | -             | 9,259        | 9,259              | -              | -             | 35,119       | 35,119             |
| 037   | CHARLOTTE       | Y           | 37,536                | -             | 24,931       | 24,931             | 12,605         | -             | -            | -                  |
| 041   | CHESTERFIELD    | N           | 395,221               | -             | 395,221      | 395,221            | -              | -             | -            | -                  |
| 043   | CLARKE          | Y           | 10,856                | -             | 10,856       | 10,856             | -              | -             | 22,984       | 22,984             |
| 045   | CRAIG           | N           | 880                   | -             | 880          | 880                | -              | -             | 48,104       | 48,104             |
| 047   | CULPEPER        | Y           | 111,953               | -             | 99,668       | 99,668             | 12,285         | -             | -            | -                  |
| 049   | CUMBERLAND      | Y           | 17,247                | -             | 17,247       | 17,247             | -              | 3,200         | 2,417        | 5,617              |
| 051   | DICKENSON       | Y           | 8,900                 | -             | 8,900        | 8,900              | -              | -             | 3,785        | 3,785              |
| 053   | DINWIDDIE       | Y           | 41,158                | -             | 34,192       | 34,192             | 6,966          | -             | -            | -                  |

# FY07 TTF Progress Report

## FY08 TTF \$4 and \$1 Fund Approvals for Equipment and Services, continued

| FY08 TTF \$4 and \$1 Fund Equipment and Services Approvals* |                   |             |                       |                   |              |                    |                |               |              |                    |  |
|---|-------------------|-------------|-----------------------|-------------------|--------------|--------------------|----------------|---------------|--------------|--------------------|--|
| FIPS  | Locality          | Certify SRA | \$4 Available Balance | \$4 Equipment     | \$4 Services | \$4 TOTAL Approved | \$4 Unbudgeted | \$1 Equipment | \$1 Services | \$1 TOTAL Approved |  |
| 057   | ESSEX             | Y           | 61,231                | -                 | 41,676       | 41,676             | 19,555         | -             | -            | -                  |  |
| 059   | FAIRFAX COUNTY    | Y           | 988,959               | -                 | 988,959      | 988,959            | -              | -             | -            | -                  |  |
| 061   | FAUQUIER          | Y           | 120,126               | -                 | 120,126      | 120,126            | -              | -             | 47,586       | 47,586             |  |
| 063   | FLOYD             | Y           | 19,961                | -                 | 19,961       | 19,961             | -              | 2,800         | 4,129        | 6,929              |  |
| 065   | FLUVANNA          | Y           | 24,581                | -                 | 24,581       | 24,581             | -              | -             | 42,005       | 42,005             |  |
| 067   | FRANKLIN COUNTY   | Y           | 262,585               | -                 | 197,920      | 197,920            | 64,665         | -             | -            | -                  |  |
| 069   | FREDERICK         | Y           | 221,972               | -                 | 191,127      | 191,127            | 30,845         | -             | -            | -                  |  |
| 071   | GILES             | Y           | 65,527                | -                 | 65,527       | 65,527             | -              | -             | -            | -                  |  |
| 073   | GLOUCESTER        | N           | 115,123               | -                 | 95,875       | 95,875             | 19,248         | -             | -            | -                  |  |
| 075   | GOOCHLAND         | Y           | 47,423                | -                 | 47,423       | 47,423             | -              | -             | 10,000       | 10,000             |  |
| 077   | GRAYSON           | Y           | 9,516                 | -                 | 9,516        | 9,516              | -              | -             | 20,429       | 20,429             |  |
| 079   | GREENE            | N           | 39,419                | -                 | 39,419       | 39,419             | -              | -             | 6,117        | 6,117              |  |
| 081   | GREENSVILLE       | Y           | 56,380                | -                 | 18,733       | 18,733             | 37,647         | -             | -            | -                  |  |
| 083   | HALIFAX           | N           | 71,682                | -                 | 71,682       | 71,682             | -              | -             | -            | -                  |  |
| 085   | HANOVER           | N           | 178,566               | 8,422             | 170,144      | 178,566            | -              | -             | -            | -                  |  |
| 087   | HENRICO           | N           | 740,782               | 31,226            | 709,556      | 740,782            | -              | -             | -            | -                  |  |
| 089   | HENRY             | N           | 67,530                | -                 | 67,530       | 67,530             | -              | -             | 7,500        | 7,500              |  |
| 091   | HIGHLAND          | Y           | 40,357                | -                 | 40,357       | 40,357             | -              | -             | 7,297        | 7,297              |  |
| 093   | ISLE OF WIGHT     | Y           | 78,295                | 1,500             | 76,795       | 78,295             | -              | -             | -            | -                  |  |
| 095   | JAMES CITY COUNTY | Y           | 147,830               | C A R R Y O V E R |              |                    |                |               |              |                    |  |
| 097   | KING AND QUEEN    | N           | 18,975                | -                 | 18,975       | 18,975             | -              | -             | 17,888       | 17,888             |  |
| 099   | KING GEORGE       | Y           | 38,034                | 30,000            | 8,034        | 38,034             | -              | -             | 9,908        | 9,908              |  |
| 101   | KING WILLIAM      | Y           | 29,372                | -                 | 29,372       | 29,372             | -              | -             | 7,777        | 7,777              |  |
| 103   | LANCASTER         | Y           | 10,810                | -                 | 10,810       | 10,810             | -              | -             | 11,941       | 11,941             |  |
| 105   | LEE               | Y           | 55,200                | -                 | 32,260       | 32,260             | 22,940         | -             | -            | -                  |  |
| 107   | LOUDOUN           | Y           | 1,699,796             | 3,000             | 1,671,850    | 1,674,850          | 24,946         | -             | -            | -                  |  |
| 109   | LOUISA            | Y           | 119,335               | -                 | 55,092       | 55,092             | 64,243         | -             | -            | -                  |  |

## FY07 TTF Progress Report

### FY08 TTF \$4 and \$1 Fund Approvals for Equipment and Services, continued

| FY08 TTF \$4 and \$1 Fund Equipment and Services Approvals* |                 |             |                       |               |              |                    |                |               |              |                    |
|---|-----------------|-------------|-----------------------|---------------|--------------|--------------------|----------------|---------------|--------------|--------------------|
| FIPS  | Locality        | Certify SRA | \$4 Available Balance | \$4 Equipment | \$4 Services | \$4 TOTAL Approved | \$4 Unbudgeted | \$1 Equipment | \$1 Services | \$1 TOTAL Approved |
| 111   | LUNENBURG       | N           | 5,068                 | -             | 5,068        | 5,068              | -              | -             | 44,412       | 44,412             |
| 113   | MADISON         | Y           | 12,846                | -             | 12,846       | 12,846             | -              | -             | 6,914        | 6,914              |
| 115   | MATHEWS         | N           | 14,786                | -             | 11,400       | 11,400             | 3,386          | -             | -            | -                  |
| 117   | MECKLENBURG     | N           | 43,856                | -             | 40,613       | 40,613             | 3,243          | -             | -            | -                  |
| 119   | MIDDLESEX       | N           | 26,115                | -             | 26,115       | 26,115             | -              | -             | 5,687        | 5,687              |
| 121   | MONTGOMERY      | Y           | 201,150               | -             | 201,150      | 201,150            | -              | -             | 15,435       | 15,435             |
| 125   | NELSON          | N           | 22,676                | -             | 22,676       | 22,676             | -              | -             | 15,660       | 15,660             |
| 127   | NEW KENT        | Y           | 16,967                | -             | 16,967       | 16,967             | -              | -             | 63,115       | 63,115             |
| 131   | NORTHAMPTON     | Y           | 48,610                | -             | 48,610       | 48,610             | -              | -             | 120,708      | 120,708            |
| 133   | NORTHUMBERLAND  | N           | 54,391                | -             | 54,391       | 54,391             | -              | -             | -            | -                  |
| 135   | NOTTOWAY        | Y           | 12,144                | -             | 12,144       | 12,144             | -              | -             | 16,604       | 16,604             |
| 137   | ORANGE          | Y           | 68,395                | 4,250         | 64,145       | 68,395             | -              | -             | 37,740       | 37,740             |
| 139   | PAGE            | Y           | 17,000                | -             | 17,000       | 17,000             | -              | -             | 11,413       | 11,413             |
| 141   | PATRICK         | N           | 22,300                | -             | 22,300       | 22,300             | -              | -             | 5,137        | 5,137              |
| 143   | PITTSYLVANIA    | Y           | 46,573                | -             | 46,573       | 46,573             | -              | -             | 17,180       | 17,180             |
| 145   | POWHATAN        | Y           | 82,925                | -             | 37,200       | 37,200             | 45,725         | -             | -            | -                  |
| 147   | PRINCE EDWARD   | Y           | 9,757                 | -             | 9,757        | 9,757              | -              | -             | 14,765       | 14,765             |
| 149   | PRINCE GEORGE   | Y           | 45,668                | -             | 45,668       | 45,668             | -              | -             | 37,000       | 37,000             |
| 153   | PRINCE WILLIAM  | Y           | 523,124               | -             | 523,124      | 523,124            | -              | -             | -            | -                  |
| 155   | PULASKI         | Y           | 40,250                | -             | 40,250       | 40,250             | -              | -             | 5,270        | 5,270              |
| 157   | RAPPAHANNOCK    | Y           | 37,897                | -             | 37,897       | 37,897             | -              | -             | 34,011       | 34,011             |
| 159   | RICHMOND COUNTY | Y           | 2,354                 | -             | 2,354        | 2,354              | -              | -             | 16,583       | 16,583             |
| 161   | ROANOKE COUNTY  | N           | 75,679                | -             | 75,674       | 75,674             | 5              | -             | -            | -                  |
| 163   | ROCKBRIDGE      | N           | 30,770                | -             | 30,770       | 30,770             | -              | -             | 1,267        | 1,267              |
| 165   | ROCKINGHAM      | Y           | 617,981               | -             | 123,023      | 123,023            | 494,958        | -             | -            | -                  |
| 167   | RUSSELL         | Y           | 10,483                | -             | 10,483       | 10,483             | -              | -             | 38,817       | 38,817             |
| 169   | SCOTT           | Y           | 7,535                 | -             | 7,535        | 7,535              | -              | -             | 8,300        | 8,300              |

# FY07 TTF Progress Report

## FY08 TTF \$4 and \$1 Fund Approvals for Equipment and Services, continued

| FY08 TTF \$4 and \$1 Fund Equipment and Services Approvals* |                  |             |                       |                   |              |                    |                |               |              |                    |   |   |
|---|------------------|-------------|-----------------------|-------------------|--------------|--------------------|----------------|---------------|--------------|--------------------|---|---|
| FIPS  | Locality         | Certify SRA | \$4 Available Balance | \$4 Equipment     | \$4 Services | \$4 TOTAL Approved | \$4 Unbudgeted | \$1 Equipment | \$1 Services | \$1 TOTAL Approved |   |   |
| 171   | SHENANDOAH       | Y           | 68,749                | -                 | 68,749       | 68,749             | -              | -             | -            | -                  |   |   |
| 173   | SMYTH            | Y           | 35,515                | -                 | 35,515       | 35,515             | -              | -             | 15,132       | 15,132             |   |   |
| 175   | SOUTHAMPTON      | Y           | 15,574                | -                 | 15,574       | 15,574             | -              | -             | 39,811       | 39,811             |   |   |
| 177   | SPOTSYLVANIA     | Y           | 158,627               | -                 | 158,627      | 158,627            | -              | -             | -            | -                  |   |   |
| 179   | STAFFORD         | Y           | 131,449               | -                 | 131,449      | 131,449            | -              | -             | -            | -                  |   |   |
| 181   | SURRY            | Y           | 9,109                 | 1,500             | 7,609        | 9,109              | -              | -             | -            | -                  |   |   |
| 183   | SUSSEX           | Y           | 10,128                | -                 | 10,128       | 10,128             | -              | -             | 7,032        | 7,032              |   |   |
| 185   | TAZEWELL         | N           | 20,815                | -                 | 20,815       | 20,815             | -              | -             | 32,355       | 32,355             |   |   |
| 187   | WARREN           | Y           | 122,808               | -                 | 76,210       | 76,210             | 46,598         | -             | -            | -                  |   |   |
| 191   | WASHINGTON       | Y           | 195,489               | -                 | 149,396      | 149,396            | 46,093         | -             | -            | -                  |   |   |
| 193   | WESTMORELAND     | N           | 17,702                | -                 | 15,600       | 15,600             | 2,102          | -             | -            | -                  |   |   |
| 195   | WISE             | Y           | 37,256                | -                 | 37,256       | 37,256             | -              | -             | -            | -                  |   |   |
| 197   | WYTHE            | Y           | 85,104                | 1,000             | 84,104       | 85,104             | -              | -             | 45,000       | 45,000             |   |   |
| 199   | YORK             | N           | 242,218               | -                 | 242,218      | 242,218            | -              | -             | -            | -                  |   |   |
| 510   | ALEXANDRIA       | N           | 252,024               | -                 | 229,488      | 229,488            | 22,536         | -             | -            | -                  |   |   |
| 520   | BRISTOL          | Y           | 23,768                | -                 | 23,768       | 23,768             | -              | -             | 8,848        | 8,848              |   |   |
| 530   | BUENA VISTA      | Y           | 12,837                | -                 | 12,837       | 12,837             | -              | -             | 7,185        | 7,185              |   |   |
| 540   | CHARLOTTESVILLE  | N           | 74,422                | C A R R Y O V E R |              |                    |                |               |              |                    | - | - |
| 550   | CHESAPEAKE       | Y           | 529,341               | 5,500             | 523,841      | 529,341            | -              | -             | -            | -                  |   |   |
| 570   | COLONIAL HEIGHTS | Y           | 85,173                | -                 | 85,173       | 85,173             | -              | -             | 18,000       | 18,000             |   |   |
| 590   | DANVILLE         | Y           | 201,636               | -                 | 201,636      | 201,636            | -              | -             | -            | -                  |   |   |
| 630   | FREDERICKSBURG   | Y           | 13,909                | -                 | 13,909       | 13,909             | -              | -             | 12,728       | 12,728             |   |   |
| 650   | HAMPTON          | Y           | 253,510               | -                 | 253,510      | 253,510            | -              | -             | -            | -                  |   |   |
| 670   | HOPEWELL         | N           | 27,551                | -                 | 26,435       | 26,435             | 1,116          | -             | -            | -                  |   |   |
| 680   | LYNCHBURG        | N           | 59,470                | -                 | 59,470       | 59,470             | -              | -             | 10,269       | 10,269             |   |   |
| 690   | MARTINSVILLE     | Y           | 16,569                | -                 | 16,569       | 16,569             | -              | 5,726         | 41,281       | 47,007             |   |   |

## FY07 TTF Progress Report

### FY08 TTF \$4 and \$1 Fund Approvals for Equipment and Services, continued

| FY08 TTF \$4 and \$1 Fund Equipment and Services Approvals* |                |             |                       |               |              |                    |                |               |              |                    |
|---|----------------|-------------|-----------------------|---------------|--------------|--------------------|----------------|---------------|--------------|--------------------|
| FIPS  | Locality       | Certify SRA | \$4 Available Balance | \$4 Equipment | \$4 Services | \$4 TOTAL Approved | \$4 Unbudgeted | \$1 Equipment | \$1 Services | \$1 TOTAL Approved |
| 700   | NEWPORT NEWS   | Y           | 359,901               | 12,000        | 75,700       | 87,700             | 272,201        | -             | -            | -                  |
| 710   | NORFOLK        | Y           | 188,876               | -             | 188,876      | 188,876            | -              | -             | -            | -                  |
| 730   | PETERSBURG     | N           | 80,693                | -             | 80,693       | 80,693             | -              | -             | 648          | 648                |
| 740   | PORTSMOUTH     | Y           | 147,040               | 6,636         | 140,404      | 147,040            | -              | -             | -            | -                  |
| 750   | RADFORD        | Y           | 2,468                 | -             | 2,468        | 2,468              | -              | -             | 12,990       | 12,990             |
| 760   | RICHMOND CITY  | N           | 825,553               | -             | 764,201      | 764,201            | 61,352         | -             | -            | -                  |
| 770   | ROANOKE CITY   | N           | 196,759               | -             | 94,834       | 94,834             | 101,925        | -             | -            | -                  |
| 775   | SALEM          | N           | 69,765                | -             | 46,284       | 46,284             | 23,481         | -             | -            | -                  |
| 790   | STAUNTON       | N           | 14,518                | -             | 14,518       | 14,518             | -              | -             | 64,837       | 64,837             |
| 800   | SUFFOLK        | Y           | 120,968               | -             | 120,968      | 120,968            | -              | -             | -            | -                  |
| 810   | VIRGINIA BEACH | Y           | 525,327               | -             | 525,327      | 525,327            | -              | -             | -            | -                  |
| 820   | WAYNESBORO     | N           | 12,536                | -             | 12,536       | 12,536             | -              | -             | 18,524       | 18,524             |
| 840   | WINCHESTER     | Y           | 18,127                | -             | 18,127       | 18,127             | -              | -             | 22,196       | 22,196             |
| 122   |                | 84          | \$14,501,993          | \$105,034     | \$12,719,218 | \$12,824,252       | \$1,455,489    | \$15,282      | \$1,612,447  | \$1,627,729        |

\*Approved requests through October 31, 2007

**Appendix 6 – Code of Virginia – TTF Related Sections**

§ [17.1-279](#). Additional fee to be assessed by circuit court clerks for information technology.

A. 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 pursuant to § [17.1-294](#); (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, land records, consulting services, service contracts, redaction of social security numbers from land records, and system replacements or 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 provide secure remote access to those land records on or before July 1, 2008.

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 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 provide secure remote access to those land records on or before July 1, 2008.

**Code of Virginia – TTF Related Sections, continued**

D. 1. 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 secure remote access standards developed by the Virginia Information Technologies Agency pursuant to § [17.1-294](#) shall be certified by the individual circuit court clerks' offices to the Compensation Board. The individual circuit court clerk's office or its designated application service provider shall certify compliance with such secure remote access 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 secure remote access standards or redaction of social security numbers from land records.

2. If a circuit court clerk proceeds to accelerate the redaction of social security numbers from land records using local funds, the clerk may request reimbursement for such expenditures from the Technology Trust Fund in accordance with clause (iv) of subsection B to provide reimbursement to the locality for advancing such funds in the fiscal year in which such local expenditures are incurred. For local expenditures to accelerate the redaction of social security numbers from land records incurred in prior fiscal years for which reimbursement has not been previously made, the Compensation Board may approve payment to the locality in accordance with clause (iv) of subsection B upon certification by the locality that it has advanced such funds.

3. Every circuit court clerk shall provide secure remote access to land records pursuant to § [17.1-294](#) on or before July 1, 2008.

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. If a circuit court clerk provides secure remote access to land records on or before July 1, 2008, then that clerk may apply to the Compensation Board for an allocation from the Technology Trust Fund for automation and technology improvements in his office that are not related to land records. Such request shall not exceed the deposits into the trust fund credited to that locality.

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.

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. 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; 2006, c. 647; 2007, cc. 548, 626.)

**Code of Virginia – TTF Related Sections, continued**

§ [17.1-292](#). Applicability; definitions.

A. The provisions of § [17.1-293](#) of this article shall apply to clerks of the courts of record as defined in § [1-212](#) and courts not of record as defined in § [16.1-69.5](#).

B. As used in this article:

"Internet" means the international computer network of interoperable packet-switched data networks.

"Land records" means any writing authorized by law to be recorded on paper or in electronic format that the clerk records affecting title to real property, including but not limited to instruments, orders, or any other writings recorded under this title, Article 5 (§ [8.01-446](#) et seq.) of Chapter 17 of Title 8.01, Title 8.9A and Chapter 6 (§ [55-106](#) et seq.) of Title 55.

(2007, cc. 548, 626.)

§ [17.1-293](#). Posting and availability of certain information on the Internet; prohibitions.

A. Notwithstanding Chapter 37 (§ [2.2-3700](#) et seq.) of Title 2.2 or subsection B of this section, it shall be unlawful for any court clerk to disclose the social security number or other identification numbers appearing on driver's licenses or information on credit cards, debit cards, bank accounts, or other electronic billing and payment systems that was supplied to a court clerk for the purpose of paying fees, fines, taxes, or other charges collected by such court clerk. The prohibition shall not apply where disclosure of such information is required (i) to conduct or complete the transaction for which such information was submitted or (ii) by other law or court order.

B. Beginning January 1, 2004, no court clerk shall post on the Internet 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.

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

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

E. This section shall not apply to the following:

**Code of Virginia – TTF Related Sections, continued**

1. Providing access to any document among the land records via secure remote access pursuant to § [17.1-294](#);
  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 1907; and
  5. Providing secure remote access to any person and his counsel to documents filed in matters to which such person is a party.
- F. Nothing in this section shall prohibit the Supreme Court or any other court from providing online access to a case management system that may include abstracts of case filings and proceedings in the courts of the Commonwealth.
- G. The court clerk 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 July 1, 2005.

(2007, cc. 548, 626.)

§ [17.1-294](#). Secure remote access to land records.

- A. No circuit court clerk shall provide secure remote access to any land record that does not comply with the provisions of this section and the secure remote access 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, and users of land and other court records.
- B. 1. The original land record maintained by the clerk may contain a social security number if otherwise provided by law, but that original record shall not be made available via secure remote access unless it complies with this section.
2. Except in cases where the original record is required by law to contain a social security number, the attorney or party who prepares or submits the land record for recordation has the responsibility for ensuring that the social security number has been removed from the writing prior to the instrument's being submitted for recordation.

**Code of Virginia – TTF Related Sections, continued**

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

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

(2007, cc. 548, 626.)

Note: House Bill 2062 of the 2007 Session of the General Assembly issued an enactment clause that provided the following intent:

2. That any clerk of a circuit court shall have the authority to redact social security numbers from any land record made available via secure remote access pursuant to § 17.1-294 of the Code of Virginia, and that this declarative of existing law.
3. That any clerk of a circuit court may engage a vendor to redact social security numbers from all land records made available via secure remote access pursuant to § 17.1-294 of the Code of Virginia, using a software redaction system, for records beginning January 1, 1935, to the date of redaction, and that the redaction shall be completed on or before July 1, 2010.
4. That the provisions of subdivision B 1 of § 17.1-294 of the Code of Virginia of this act shall not become effective unless an appropriation of general fund effectuating the purpose of this act is included in a general appropriation act passed by the 2007 Session of the General Assembly, which becomes law.

**Code of Virginia – TTF Related Sections, continued**

§ [20-121.03](#). Identifying information confidential; separate addendum.

Any petition, pleading, motion, order, or decree filed under this chapter, including any agreements of the parties or transcripts, shall not contain the social security number of any party or of any minor child of any party, or any financial information of any party that provides identifying account numbers for specific assets, liabilities, accounts, or credit cards. Such information if required by law to be provided to a governmental agency or required to be recorded for the benefit or convenience of the parties, shall be contained in a separate addendum filed by the attorney or party. Such separate addendum shall be used to distribute the information only as required by law. Such addendum shall otherwise be made available only to the parties, their attorneys, and to such other persons as the court in its discretion may allow. The attorney or party who prepares or submits a petition, pleading, motion, agreement, order, or decree shall ensure that any information protected pursuant to this section is removed prior to filing with the clerk and that any separate addendum is incorporated by reference into the petition, pleading, motion, agreement, order or decree. The clerk has the authority to reject any petition, pleading, motion, agreement, order, or decree for recordation as a land record that does not comply with the provisions of this section.

(2005, c. 500; 2006, c. 734; 2007, cc. 548, 626.)