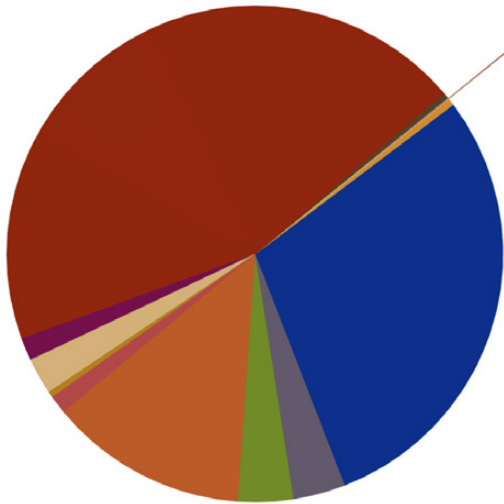


General District Court

Mission Statement

The mission of the General District Court is to assure that disputes are resolved justly, promptly, and economically through a court system unified in its structures and administration. Daily, General District Court strives to provide the most effective and efficient service in providing access to justice to the residents of Prince William County.



Public Safety Expenditure Budget:
\$472,166,990

Expenditure Budget:
\$1,764,678



0.4% of Public Safety

Programs:

- Local Support: \$1,764,678

Mandates

Code of Virginia mandates that every county shall provide a courthouse with suitable space and facilities to accommodate the various courts and officials serving the County.

State Code: [15.2-1638](#) (County or city governing body to provide courthouse, clerk's office, jail and suitable facilities for attorney for the Commonwealth; acquisition of land)

General District Court

Expenditure and Revenue Summary



Expenditure by Program	FY20 Actuals	FY21 Actuals	FY22 Actuals	FY23 Adopted	FY24 Adopted	% Change Budget FY23/ Budget FY24
Local Support Program	\$300,898	\$525,538	\$590,388	\$1,284,237	\$1,764,678	37.41%
Total Expenditures	\$300,898	\$525,538	\$590,388	\$1,284,237	\$1,764,678	37.41%

Expenditure by Classification

Salaries & Benefits	\$161,901	\$405,590	\$473,101	\$1,069,395	\$1,554,167	45.33%
Contractual Services	\$38,888	\$26,962	\$14,866	\$115,273	\$112,688	(2.24%)
Internal Services	\$34,898	\$36,157	\$48,597	\$23,106	\$23,105	0.00%
Purchase of Goods & Services	\$58,985	\$49,324	\$45,542	\$61,912	\$61,912	0.00%
Leases & Rentals	\$6,225	\$7,504	\$8,282	\$14,552	\$14,552	0.00%
Reserves & Contingencies	\$0	\$0	\$0	\$0	(\$1,746)	-
Total Expenditures	\$300,898	\$525,538	\$590,388	\$1,284,237	\$1,764,678	37.41%

Funding Sources

Fines & Forfeitures	\$1,922,934	\$1,206,400	\$927,337	\$2,327,430	\$2,327,430	0.00%
Use of Money & Property	\$28,579	\$39,703	\$27,824	\$17,000	\$17,000	0.00%
Miscellaneous Revenue	\$0	\$101	\$1	\$0	\$0	-
Charges for Services	\$21,599	\$22,446	\$11,055	\$25,500	\$25,500	0.00%
Revenue from Commonwealth	\$30,166	\$18,385	\$18,268	\$23,000	\$23,000	0.00%
Total Designated Funding Sources	\$2,003,278	\$1,287,036	\$984,485	\$2,392,930	\$2,392,930	0.00%
Net General Tax Support	(\$1,702,380)	(\$761,498)	(\$394,097)	(\$1,108,693)	(\$628,252)	(43.33%)
Net General Tax Support	(565.77%)	(144.90%)	(66.75%)	(86.33%)	(35.60%)	

Staff History by Program



Local Support Program	3.00	3.00	5.00	5.00	3.00
Full-Time Equivalent (FTE) Total	3.00	3.00	5.00	5.00	3.00

General District Court

Future Outlook

Expand Language Resources – General District Court (GDC) is facing similar challenges in providing diverse language resources that the other courts and departments are experiencing at the Judicial Center. The need of interpreter services is both in the courtrooms and the walk-up counters that serve residents. As the County population increases this deficit will have a great impact on the judicial services that are provided to the residents of the County. GDC is looking to use current resources to reclassify vacant positions to address this critical need.

Judicial Center Space Issues – Space at the Judicial Center continues to be an issue as the Court has outgrown the current facility. Plans are currently being implemented to provide GDC with additional workspace for new employees, which is greatly appreciated. This will provide a temporary solution. The most recent proposals for constructing additional Judicial Center facilities are in the planning stages. Any new facility must consider the increasingly large numbers of cases that GDC handles daily, as well as the increasing population of Prince William County (PWC).

Additional Judges – Currently GDC has five (5.0) full-time judges to handle its traffic, criminal and civil dockets daily. COVID-19 caused the GDC to revise its dockets to consider social distancing and other safety precautions to protect the public. However, as the Court moves away from pandemic conditions, it is necessary to return the dockets to numbers that will allow the court to handle cases in a more expeditious and efficient manner. With the growing population in the County, civil case filings and traffic/criminal matters continue to increase. It will be necessary in the near future to acquire additional judges to assist with providing needed services to handle the caseloads of this court. The Judicial Center expansion project must be planned to accommodate future, additional judges to the GDC.

General Overview

A. Local Salary Supplement for GDC State Employees – Beginning in FY23, GDC state employees received a 15% local salary supplement, and the supplement continues in the FY2024 Budget for 52 state employees. The local salary supplement is \$425,000 which is a \$95,000 increase from FY23 based on anticipated state salary increase. The County's 15% local salary supplement remains unchanged. The intent of the local salary supplement is to assist GDC with retention and recruitment in the Northern Virginia labor market.

Budget Initiatives

A. Budget Initiatives

1. Increase Local Salary Supplement for Office of Public Defender – Local Support

Expenditure	\$357,838
Revenue	\$0
General Fund Impact	\$357,838
FTE Positions	0.00

a. Description – In FY21, the Commonwealth approved the new Office of the Public Defender for PWC. The initial initiative funded a local salary supplement for the Office at 15%. During the FY2024 Budget process the Board of County Supervisors approved raising the local salary supplement to 25% for 36 state employees. The total local salary supplement increases from \$374,000 at 15% in FY23 to \$897,838 at 25% in FY24. The \$523,838 increase in FY24 consists of \$357,838 to increase the local salary supplement to 25% and \$166,000 to maintain the supplement based on state salary increase included in state budget proposals. The intent of the local salary supplement is to assist the Office of Public Defender and recruitment in the Northern Virginia labor market.

b. Service Level Impacts – There are no service level impacts.

General District Court

B. Budget Reduction

1. Eliminate Long-Term Vacant GDC Administrative Specialist Positions

Expenditure	(\$148,618)
Revenue	\$0
General Fund Impact	(\$148,618)
FTE Position	(2.00)

- a. **Description** – After a review of vacant positions in the County, two long-term vacant Administrative Specialist positions were eliminated resulting in savings of \$148,618. As of December 1, 2022, each locally funded position was more than 500 days vacant as the GDC received 8 new state positions in FY23.
- b. **Service Level Impacts** – Existing service levels are maintained.

Program Summary

Local Support Program

There is a GDC in each city and county in Virginia. The GDC handles traffic violations, hears minor criminal cases known as misdemeanors, and conducts preliminary hearings for more serious criminal cases called felonies. GDC have exclusive authority to hear civil cases with claims of \$4,500 or less and share authority with the circuit courts to hear cases with claims between \$4,500 and \$25,000. Examples of civil cases are landlord and tenant disputes, contract disputes, and personal injury actions. All GDC personnel are state employees except for five locally funded positions.

Key Measures	FY20 Actuals	FY21 Actuals	FY22 Actuals	FY23 Adopted	FY24 Adopted
Traffic, criminal, and civil cases	107,510	75,812	83,970	92,832	91,708
Final judgments	52,109	51,151	49,735	50,340	55,327
Waived/Removed	37,439	27,997	27,055	31,500	29,473
Cases concluded	96,590	86,680	83,955	89,173	91,570
Cases concluded - %	90%	114%	100%	96%	100%

Program Activities & Workload Measures <i>(Dollar amounts expressed in thousands)</i>	FY20 Actuals	FY21 Actuals	FY22 Actuals	FY23 Adopted	FY24 Adopted
Traffic and Criminal Case Management	\$299	\$297	\$240	\$910	\$867
Traffic and criminal cases processed	79,681	53,897	61,307	67,074	68,298
Civil Case Management	\$2	\$229	\$14	\$0	\$0
Civil cases processed	26,569	29,140	21,577	23,971	23,410
Office of the Public Defender Local Salary Supplement	\$0	\$0	\$337	\$374	\$898