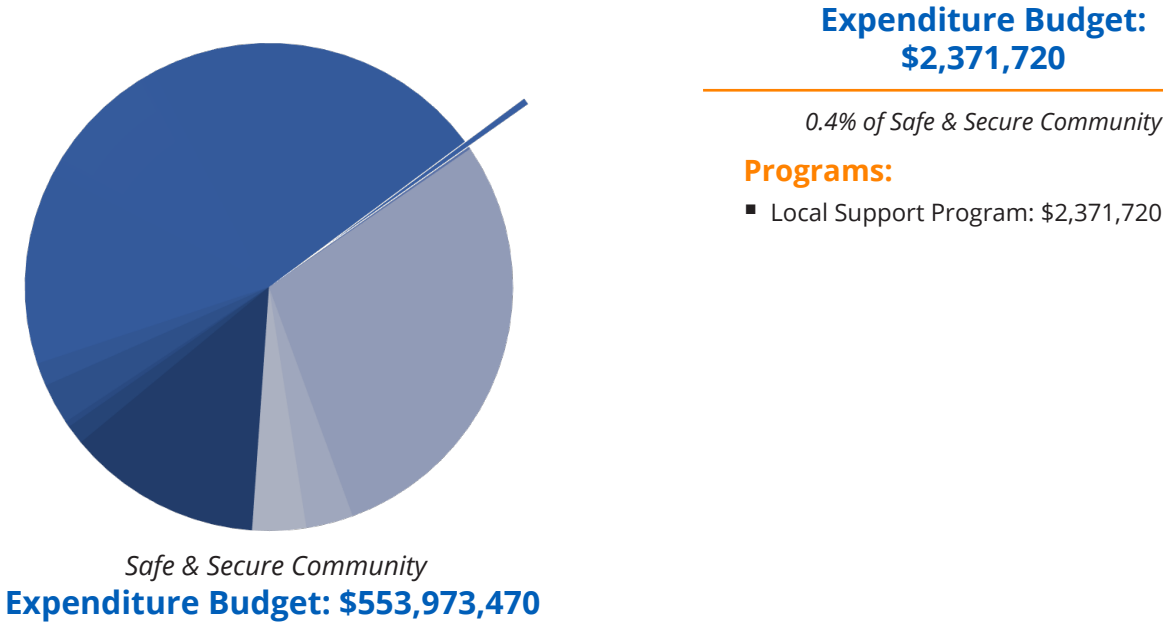


# General District Court

## 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.



## Mandates

The 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	FY22 Actuals	FY23 Actuals	FY24 Actuals	FY25 Adopted	FY26 Adopted	% Change Budget FY25/ Budget FY26
Local Support Program	\$590,388	\$1,039,682	\$1,489,744	\$2,080,517	\$2,371,720	14.00%
<b>Total Expenditures</b>	<b>\$590,388</b>	<b>\$1,039,682</b>	<b>\$1,489,744</b>	<b>\$2,080,517</b>	<b>\$2,371,720</b>	<b>14.00%</b>

### Expenditure by Classification

Salaries & Benefits	\$473,101	\$818,470	\$1,309,348	\$1,764,006	\$1,991,309	12.89%
Contractual Services	\$14,866	\$43,930	\$79,983	\$112,688	\$112,688	0.00%
Internal Services	\$48,597	\$36,856	\$30,220	\$23,105	\$23,105	0.00%
Purchase of Goods & Services	\$45,542	\$134,055	\$62,777	\$167,912	\$231,812	38.06%
Leases & Rentals	\$8,282	\$6,372	\$7,416	\$14,552	\$14,552	0.00%
Reserves & Contingencies	\$0	\$0	\$0	(\$1,746)	(\$1,746)	0.00%
<b>Total Expenditures</b>	<b>\$590,388</b>	<b>\$1,039,682</b>	<b>\$1,489,744</b>	<b>\$2,080,517</b>	<b>\$2,371,720</b>	<b>14.00%</b>

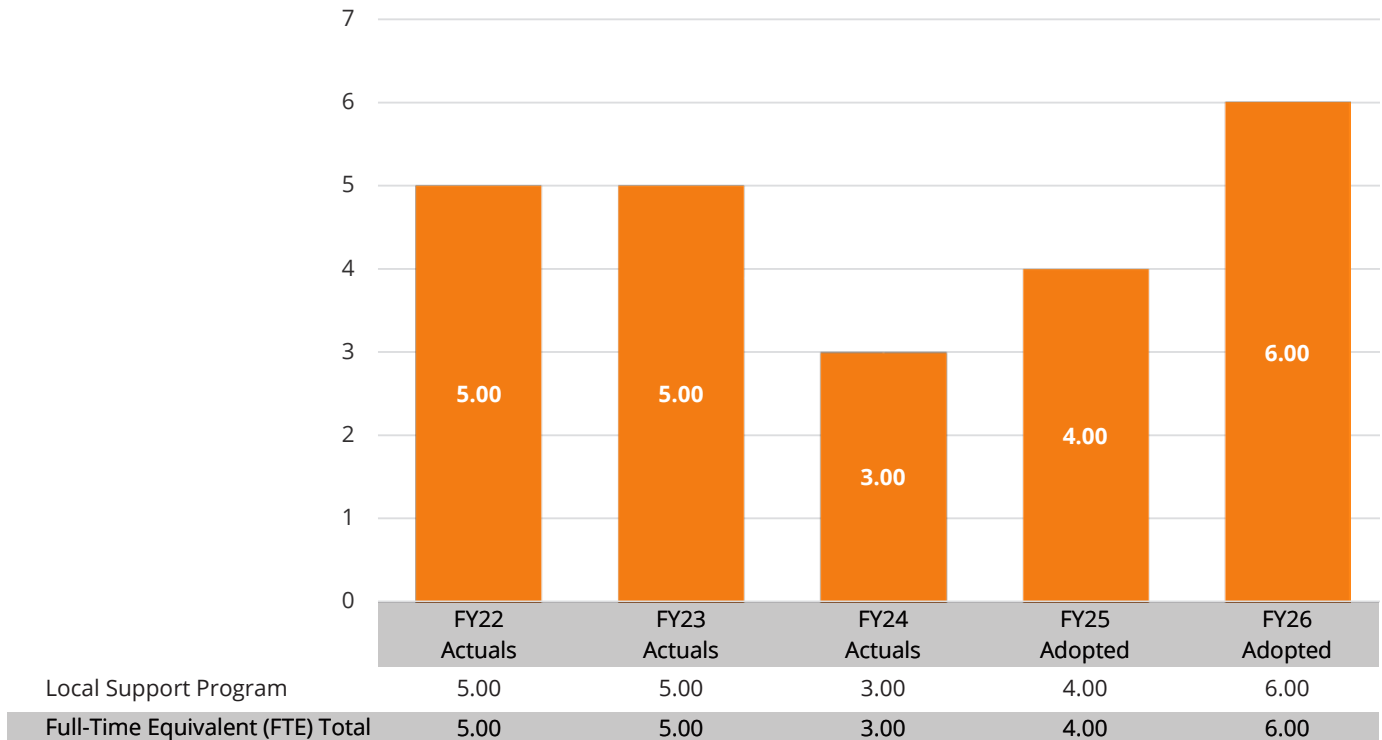
### Funding Sources

Fines & Forfeitures	\$927,337	\$1,066,697	\$1,438,524	\$1,500,000	\$1,500,000	0.00%
Use of Money & Property	\$27,824	\$32,777	\$31,903	\$17,000	\$17,000	0.00%
Miscellaneous Revenue	\$1	\$5	\$45	\$0	\$0	-
Charges for Services	\$11,055	\$14,249	\$12,554	\$25,500	\$25,500	0.00%
Revenue from Commonwealth	\$18,268	\$21,621	\$31,149	\$23,000	\$23,000	0.00%
<b>Total Designated Funding Sources</b>	<b>\$984,485</b>	<b>\$1,135,350</b>	<b>\$1,514,175</b>	<b>\$1,565,500</b>	<b>\$1,565,500</b>	<b>0.00%</b>
<b>Net General Tax Support</b>	<b>(\$394,097)</b>	<b>(\$95,668)</b>	<b>(\$24,432)</b>	<b>\$515,017</b>	<b>\$806,220</b>	<b>56.54%</b>
<b>Net General Tax Support</b>	<b>(66.75%)</b>	<b>(9.20%)</b>	<b>(1.64%)</b>	<b>24.75%</b>	<b>33.99%</b>	

# General District Court



## Staff History by Program



## Future Outlook

**Additional Judges** – Currently the number of judges General District Court (GDC) have are 5.00 FTEs to handle its traffic, criminal, and civil dockets daily. COVID-19 caused the GDC to revise its dockets to institute social distancing and other safety precautions to protect the public. GDC has returned to pre-Covid docket numbers, which will allow the court to handle cases in a more expeditious and efficient manner. Civil case filings continue to rise, and with the growing population of the county, traffic/criminal matters are on the rise as well. It will be necessary soon to acquire additional judges, as determined by the Commonwealth based on caseloads. It is reasonable to expect that the GDC could receive a 6th judge within the next two years and as early as July 2025 (FY26).

**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 and current employees, but this will only provide a temporary solution for the Court. The Judicial Center Expansion project included in the [FY2025–2030 Capital Improvement Program](#) will be an important first step in addressing the critical long term space needs. It is the hope of GDC that the Judicial Center CIP project takes into consideration the needs of the Court.

## 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 FY2026 Budget for 52 state employees. The local salary supplement is \$448,851 which is a \$11,026 increase from FY25 based on a 3% 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.

# General District Court

- B. Local Salary Supplement for Office of the Public Defender (OPD) Employees** – Beginning in FY21, OPD state employees received a 15% local salary supplement. In FY24, the local salary supplement was increased to 25%. The supplement continues in the FY2026 Budget for 44 state employees. The local salary supplement is \$1,007,301 which is a \$58,271 increase from FY25 based on a 3% anticipated state salary increase. The County’s 25% local salary supplement remains unchanged. The intent of the local salary supplement is to assist OPD with retention and recruitment in the Northern Virginia labor market.
- C. Language Interpreter Funding Support for OPD** – In the FY25 budget the OPD received funding of \$106,000 for language interpreter services. The County has become more diverse in the last decade, and as a result the need for language translation skills has become a need. Spanish speaking clients represent 10% of OPD’s clients. Court-provided interpreters work only within the courthouse complex and are unavailable to translate in the OPD office. The funding continues in the FY2026 Budget to help provide translation needs include interpretation of body-worn camera footage, audio recordings, and translation of documents.

## Budget Initiatives

### A. Budget Initiatives

**1. Staffing Support for 6th GDC Judge – Local Support Program**

Expenditure	\$216,667
Revenue	\$0
General Fund Impact	\$216,667
FTE Positions	2.00

- a. Description** – The Virginia Supreme Court has recommended that GDC receive a new sixth judge for the Court, set to take effect in July 2025. This additional judge will help manage the increasing caseload, which is returning to pre-COVID levels. The initiative includes funding for two Deputy Clerk positions to support the newly appointed Judge (the new judge’s salary and benefits will be funded by the Commonwealth). The total initiative budget comprises \$165,477 in ongoing funding and \$51,200 in one-time funding. The state will also allocate resources for computer equipment and technology seat management. Additionally, the state will cover the estimated first-year cost of \$312,202 for a district court judgeship, which breaks down to \$294,307 for salary and benefits, \$14,595 for a substitute judge, and \$3,300 in one-time expenses for equipping chambers. For subsequent years, the estimated cost will be \$308,902. This initiative will raise the maximum number of authorized GDC judges in the Thirty-first Circuit to six judges.
- b. Service Level Impacts** – This initiative addresses the demand of the increased population and increased GDC caseload. Adding an additional judge will allow for an increase in cases that can be heard daily.

# General District Court

## Program Summary

### Local Support Program

GDC is 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 \$50,000. Examples of civil cases are landlord and tenant disputes, contract disputes, and personal injury actions. All GDC personnel are state employees except for six locally funded positions.

Key Measures	FY22 Actuals	FY23 Actuals	FY24 Actuals	FY25 Adopted	FY26 Adopted
Traffic, criminal, and civil cases	83,970	101,282	116,301	102,000	130,474
Final judgments	49,735	65,003	71,364	65,468	80,703
Cases Waived	27,055	31,587	36,658	31,296	40,453
Cases concluded	83,955	100,863	116,548	102,000	130,859
Cases concluded - %	100%	100%	100%	100%	100%

Program Activities & Workload Measures <i>(Dollar amounts expressed in thousands)</i>	FY22 Actuals	FY23 Actuals	FY24 Actuals	FY25 Adopted	FY26 Adopted
<b>Traffic and Criminal Case Management</b>	<b>\$240</b>	<b>\$562</b>	<b>\$790</b>	<b>\$1,025</b>	<b>\$1,258</b>
Traffic and criminal cases processed	61,307	75,244	88,311	82,191	99,050
<b>Civil Case Management</b>	<b>\$14</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Civil cases processed	21,577	25,064	27,990	24,809	31,424
<b>Office of the Public Defender Local Support</b>	<b>\$337</b>	<b>\$478</b>	<b>\$700</b>	<b>\$1,055</b>	<b>\$1,113</b>