

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.

Quadrant Area

% of Safe & Secure Community

0.4%

Quadrant Expenditure Budget:

\$563,936,869

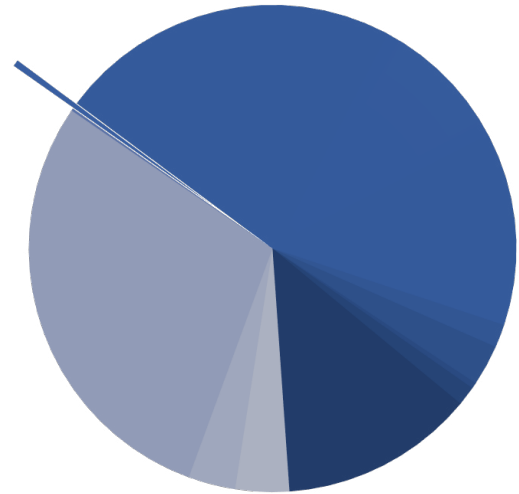
Programs

Local Support Program

\$2,516,530

Agency Expenditure Budget:

\$2,516,530



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	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Adopted	% Change Budget FY26/ Budget FY27
Local Support Program	\$1,039,682	\$1,489,744	\$1,712,107	\$2,371,720	\$2,516,530	6.11%
Total Expenditures	\$1,039,682	\$1,489,744	\$1,712,107	\$2,371,720	\$2,516,530	6.11%

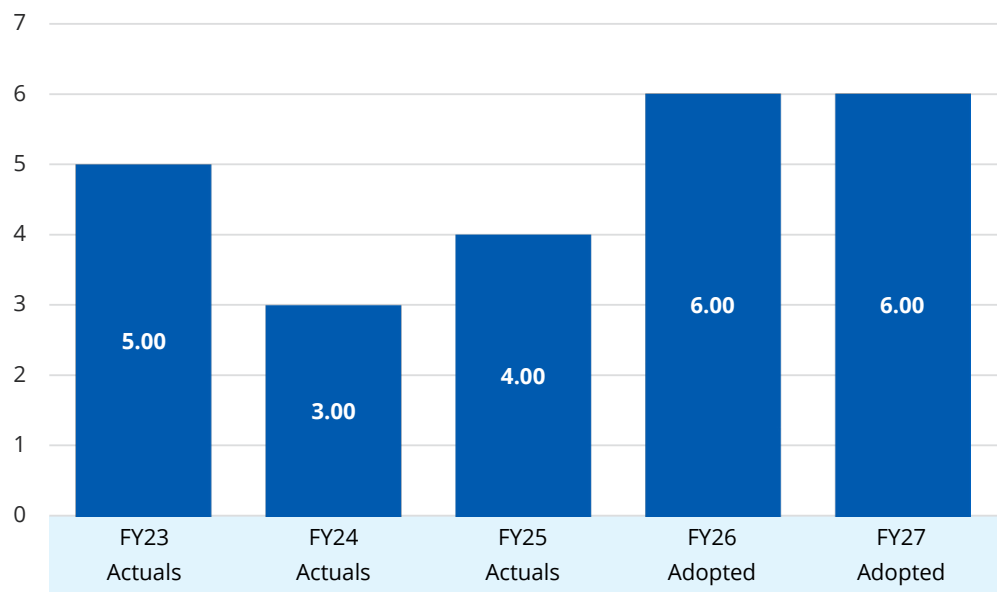
Expenditure by Classification

Salaries & Benefits	\$818,470	\$1,309,348	\$1,430,054	\$1,991,309	\$2,167,299	8.84%
Contractual Services	\$43,930	\$79,983	\$78,844	\$112,688	\$112,688	0.00%
Internal Services	\$36,856	\$30,220	\$31,032	\$23,105	\$29,125	26.05%
Purchase of Goods & Services	\$134,055	\$62,777	\$164,059	\$231,812	\$194,612	(16.05%)
Leases & Rentals	\$6,372	\$7,416	\$8,118	\$14,552	\$14,552	0.00%
Reserves & Contingencies	\$0	\$0	\$0	(\$1,746)	(\$1,746)	0.00%
Total Expenditures	\$1,039,682	\$1,489,744	\$1,712,107	\$2,371,720	\$2,516,530	6.11%

Funding Sources

Fines & Forfeitures	\$1,066,697	\$1,438,524	\$1,688,469	\$1,500,000	\$1,500,000	0.00%
Use of Money & Property	\$32,777	\$31,903	\$33,042	\$17,000	\$17,000	0.00%
Miscellaneous Revenue	\$5	\$45	\$82	\$0	\$0	-
Charges for Services	\$14,249	\$12,554	\$11,489	\$25,500	\$25,500	0.00%
Revenue from Commonwealth	\$21,621	\$31,149	\$31,085	\$23,000	\$23,000	0.00%
Total Designated Funding Sources	\$1,135,350	\$1,514,175	\$1,764,166	\$1,565,500	\$1,565,500	0.00%
Net General Tax Support	(\$95,668)	(\$24,432)	(\$52,060)	\$806,220	\$951,030	17.96%
Net General Tax Support	(9.20%)	(1.64%)	(3.04%)	33.99%	37.79%	

Staff History by Program



Local Support Program	5.00	3.00	4.00	6.00	6.00
Full-Time Equivalent (FTE) Total	5.00	3.00	4.00	6.00	6.00

Future Outlook

Judicial Center Space Issues – The most recent proposals presented for the Judicial Center Expansion project included in the [Capital Improvement Program](#) seem to address General District Courts (GDC) needs. Any new facility will need to consider the growth needs of the Court. The Court handles a large volume of cases daily which are increasing due to County population and growth in other County departments. As caseloads increase there is the potential for the state to provide additional staff to include new judges and clerk staff. It is important that the Judicial Center Expansion project addresses the critical current and long-term space needs.

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 FY2027 Budget for 52 state employees. The local salary supplement is \$460,000 which is a \$11,149 increase from FY26 based on a 2% 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.
- B. Removal of One Time Costs** – One-time costs of \$51,200 associated with the Deputy Clerk positions added in FY26 in support of the new GDC sixth (6th) judge have been removed in the FY2027 Budget. The one-time costs are associated with the purchase of office furniture and equipment.
- C. Redistribution of Internal Service Fund (ISF) Technology Budget** – The County allocates information technology (IT) costs to agencies through an ISF for all technology activities including computer support (hardware replacement, software licenses, and helpdesk customer services), IT security, business systems support (public safety communications, financial systems, human services systems, etc.), geographic information system, web services, capital equipment replacement, messaging, cloud storage, network and infrastructure services, telecommunications, and radios.

In FY26, funding was allocated in Non-Departmental to support the FY26 internal services fund billings for the Department of Information Technology, and in FY27 this funding is being reallocated to specific agencies to better represent the functional areas supported by these initiatives. In FY27, GDC's technology bill increased by \$6,019. No technology service levels are changed, and there is no impact to the technology services individual agencies currently receive.

Budget Initiatives

A. Budget Initiatives

1. Increase Local Salary Supplement for Office of the Public Defender (OPD) Employees – Local Program

Expenditure	\$169,313
Revenue	\$0
General Fund Impact	\$169,313
FTE Positions	0.00

- a. Description** – In the FY21 budget, OPD state employees received a 15% local salary supplement (supplement). This supplement increased to 25% in FY24 and this initiative increases the supplement to 30% for 42 state employees. The FY26 budget funded the 25% supplement at \$1,007,139. This initiative increases that base by \$169,313, bringing total General Fund support to \$1,176,452. The amount also includes a projected 2% state salary increase. The purpose of the local salary supplement is to support recruitment and retention efforts for OPD in the highly competitive Northern Virginia labor market.
- b. Service Level Impacts** – The supplement will help retain current staff, as well as recruit highly qualified candidates.

2. Increase Language Interpreter Funding Support for the OPD – Local Support Program

Expenditure	\$14,000
Revenue	\$0
General Fund Impact	\$14,000
FTE Positions	0.00

- a. Description** – In the FY25 Budget, the OPD received \$106,000 for language interpreter services. The FY2027 Budget increases this allocation by \$14,000, bringing the total to \$120,000. This increase will allow OPD to remain competitive in the recruitment and retention of a court-certified language specialist to support a growing case workload. Over the past decade, the County has become increasingly diverse, resulting in a greater demand for language translation services. Spanish-speaking clients now account for approximately 10% of OPD's client population. While court-provided interpreters are available within the courthouse, they are not available to support translation needs within the OPD office. The additional funding will support critical translation services, including interpretation of body-worn camera footage, audio recordings, and the translation of written documents.
- b. Service Level Impacts** – This initiative enables non-English speakers to access the judicial process. The ongoing funding will help the OPD to attract and retain language interpreter services. This initiative also supports the Safe and Secure Community goal's Key Objective and Strategy 3, in the County's [2025-2028 Strategic Plan](#).

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	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Adopted
Traffic, criminal, and civil cases	101,282	116,301	120,018	130,474	130,630
Final judgments	65,003	71,364	72,990	80,703	83,655
Cases Waived	31,587	36,658	37,418	40,453	38,909
Cases concluded	100,863	116,548	122,538	130,859	134,027
Cases concluded - %	100%	100%	100%	100%	100%

Program Activities & Workload Measures (Dollar amounts expressed in thousands)	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Adopted
Traffic, Criminal and Civil Case Management	\$562	\$790	\$811	\$1,258	\$1,220
Traffic and criminal cases processed	75,244	88,311	87,405	99,050	97,660
Civil cases processed	25,064	27,990	31,349	31,424	32,970
Office of the Public Defender Local Support	\$478	\$700	\$901	\$1,113	\$1,296