

Mission Statement

The mission of the Magistrates' Office is to provide accessible, independent, and unbiased judicial services and accomplish statutory responsibilities to Prince William County, the Cities of Manassas and Manassas Park, and the Towns of Dumfries, Haymarket, Occoquan, and Quantico on a 24-hour per day, 365 days per year basis.

Quadrant Area

% of Safe & Secure Community

0.02%

Quadrant Expenditure Budget:

\$563,936,869

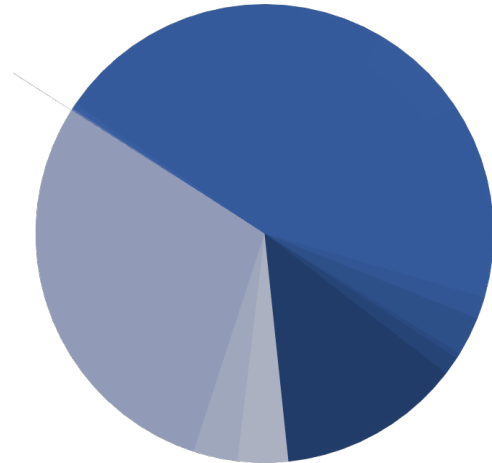
Programs

Magistrates Local Support

\$123,704

Agency Expenditure Budget:

\$123,704



Mandates

The Code of Virginia mandates that there will be as many magistrates as are necessary for the effective administration of justice. Magistrate positions are authorized by the state Committee on District Courts. The County shall also provide all furniture and other equipment necessary for the efficient operation of the office.

State Code: [19.2-34](#) (Number of magistrates), [19.2-48.1](#) (Quarters for magistrates), [16.1-69.33](#) (Committee on District Courts)

Expenditure and Revenue Summary



Expenditure by Program	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Adopted	% Change Budget FY26/ Budget FY27
Magistrates Local Support	\$119,217	\$115,655	\$116,027	\$118,589	\$123,704	4.31%
Total Expenditures	\$119,217	\$115,655	\$116,027	\$118,589	\$123,704	4.31%

Expenditure by Classification

Salaries & Benefits	\$92,144	\$88,731	\$88,731	\$88,732	\$88,732	0.00%
Contractual Services	\$0	\$0	\$0	\$1,250	\$1,250	0.00%
Internal Services	\$20,126	\$20,127	\$20,127	\$20,127	\$25,242	25.41%
Purchase of Goods & Services	\$6,330	\$4,561	\$4,252	\$7,162	\$7,162	0.00%
Leases & Rentals	\$616	\$2,236	\$2,917	\$1,402	\$1,402	0.00%
Reserves & Contingencies	\$0	\$0	\$0	(\$84)	(\$84)	0.00%
Total Expenditures	\$119,217	\$115,655	\$116,027	\$118,589	\$123,704	4.31%

Funding Sources

Charges for Services	\$100	\$0	\$0	\$0	\$0	-
Total Designated Funding Sources	\$100	\$0	\$0	\$0	\$0	-
Net General Tax Support	\$119,117	\$115,655	\$116,027	\$118,589	\$123,704	4.31%
Net General Tax Support	99.92%	100.00%	100.00%	100.00%	100.00%	

General Overview

A. 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, the Magistrates' technology bill increased by \$5,115. No technology service levels are changed, and there is no impact to the technology services individual agencies currently receive.

Program Summary

Local Support

Magistrates are independent judicial officers who work directly for the Supreme Court of Virginia, Office of the Executive Secretary. The principal function of the magistrate is to provide an independent, unbiased review of complaints of criminal conduct brought to the office by law enforcement or the general public. Magistrate duties include issuing various types of processes such as arrest warrants, summonses, bonds, search warrants, and medical detention orders. Magistrates also conduct bail hearings in instances in which an individual is arrested on a warrant charging him or her with a criminal offense. Magistrates provide services 24-hours per day, 365 days per year to Prince William County, the Cities of Manassas and Manassas Park, and the Towns of Dumfries, Haymarket, Occoquan, and Quantico.

Key Measures	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Adopted
Magistrates assigned to District 31 serving PWC, Manassas & Manassas Park	-	-	16	-	16
Magistrates receiving supplemental pay funded by PWC	-	-	31%	-	31%
Cost per criminal process handled (State and local budget)	\$137.71	NR	NR	\$143.52	-
Total criminal processes administered per Magistrate	2,341	NR	NR	2,440	-
Cost per civil process handled (State and local budget)	\$10.41	NR	NR	\$11.18	-
Total civil processes administered per Magistrate	177	NR	NR	190	-

Program Activities & Workload Measures (Dollar amounts expressed in thousands)	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Adopted
Magistrates Services	\$119	\$116	\$116	\$119	\$124
Average annual supplemental pay amount	-	-	\$16,485	-	\$16,485
Total criminal processes handled (warrants, bail process, search warrants)	39,814	NR	NR	43,469	-
Total civil processes handled (emergency protective orders, mental health orders, emergency medical orders)	2,992	NR	NR	2,244	-
Total hearing without processes issued (denials and referrals to other stakeholders)	905	NR	NR	900	-