

Mission Statement

The Sheriff's Office, in partnership with elected leaders, staff, and citizens will help to ensure a safe and secure Judicial Complex. The Sheriff's Office will serve all legal proceedings, judiciary processes, and provide mandated transports of prisoners, and mental health patients. The Sheriff's Office will continue to provide law enforcement services while developing and enhancing collaboration with partners to meet community needs. The Sheriff's Office's unwavering commitment to those served now and in unprecedented times will remain with the emphasis on putting citizens first.

Quadrant Area

% of Safe & Secure Community

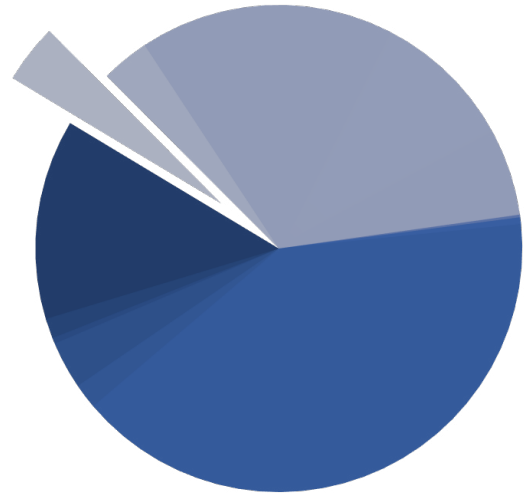
4.0%

Quadrant Expenditure Budget:

\$563,936,869

Programs

Operations	\$4,931,893
Court Services	\$12,756,997
Office of Professional Standards	\$2,180,761
Support Services	\$2,831,346
Agency Expenditure Budget:	\$22,700,997



Mandates

The Code of Virginia mandates several activities that must be carried out by the Sheriff's Office. Primary among these is the provision of 24-hour continuous security at the Judicial Complex. Other mandates include service of all civil processes, including subpoenas, levies, seizures, and evictions; internal affairs; and training.

State Code: [15.2-1603](#) (Appointment of Deputies; their powers; how removed), [1606](#) (Defense of Constitutional Officers; appointment of counsel), [1609](#) (Sheriff), [1636.14](#) (Proportion borne by Commonwealth and by localities), [1711](#) (Providing legal fees and expenses for law-enforcement officers; repayment to locality of two-thirds of amount by Compensation Board), [2.2-1840](#) (Blanket surety bond plan for state and local employees), [1841](#) (Blanket surety bond plan for moneys under control of court), [15.2-1527](#) (Bonds of officers), [1528](#) (Penalties of bonds of sheriffs, clerks of the circuit court and commissioners of the revenue), [19.2-80](#) (Duty of arresting officer; bail), [37.2-808](#) (Emergency custody; issuance and execution of order), [809](#) (Involuntary temporary detention; issuance and execution of order) [8.01-293](#) (Authorization to serve process, capias or show cause order; execute writ of possession or eviction and levy upon property), [53.1-67.5](#) (Director to prescribe standards), [113](#) (Transportation of prisoners to jail or jail farm), [19.2-182.9](#) (Emergency custody of conditionally released acquittee), [310.2](#) (Blood, saliva, or tissue sample required for DNA analysis upon conviction of certain crimes; fee)

County Code: [Chapter 16-17](#) (Riots and unlawful assemblies)

Expenditure and Revenue Summary



Expenditure by Program	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Adopted	% Change Budget FY26/ Budget FY27
Operations	\$4,000,567	\$4,295,725	\$4,490,839	\$4,443,326	\$4,931,893	11.00%
Court Services	\$7,963,228	\$8,596,361	\$9,261,215	\$10,484,820	\$12,756,997	21.67%
Office of Professional Standards	\$1,852,954	\$2,228,963	\$2,448,772	\$2,105,902	\$2,180,761	3.55%
Support Services	\$1,871,788	\$1,980,044	\$2,234,434	\$2,561,451	\$2,831,346	10.54%
Total Expenditures	\$15,688,538	\$17,101,092	\$18,435,261	\$19,595,499	\$22,700,997	15.85%

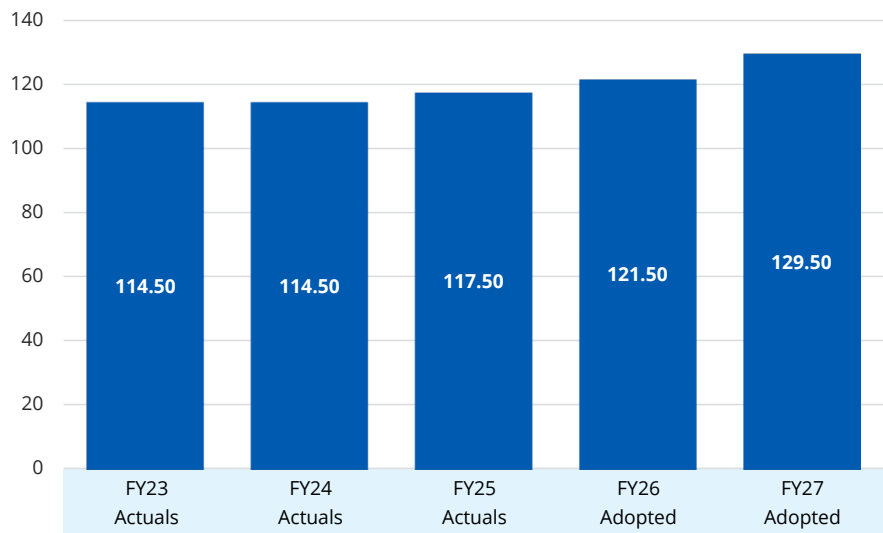
Expenditure by Classification

Salaries & Benefits	\$13,196,780	\$14,716,881	\$16,301,726	\$16,443,853	\$18,732,306	13.92%
Contractual Services	\$379,218	\$341,718	\$389,822	\$420,365	\$420,365	0.00%
Internal Services	\$1,401,367	\$1,594,942	\$1,634,720	\$1,440,505	\$1,783,252	23.79%
Purchase of Goods & Services	\$582,981	\$495,957	\$409,016	\$1,031,734	\$1,293,150	25.34%
Capital Outlay	\$125,764	\$57,608	\$90,754	\$206,134	\$419,014	103.27%
Leases & Rentals	\$14,225	\$14,706	\$14,317	\$8,400	\$8,400	0.00%
Reserves & Contingencies	(\$64,581)	(\$173,502)	(\$457,876)	(\$8,274)	(\$8,274)	0.00%
Transfers Out	\$52,783	\$52,783	\$52,783	\$52,783	\$52,783	0.00%
Total Expenditures	\$15,688,538	\$17,101,092	\$18,435,261	\$19,595,499	\$22,700,997	15.85%

Funding Sources

Revenue from Other Localities	\$1,486,317	\$1,584,744	\$1,633,991	\$1,671,479	\$1,700,185	1.72%
Miscellaneous Revenue	\$12,862	\$9,386	\$9,604	\$0	\$0	-
Charges for Services	\$436,584	\$688,093	\$1,008,912	\$585,834	\$943,084	60.98%
Revenue from Commonwealth	\$2,109,443	\$2,270,778	\$2,370,292	\$2,269,920	\$2,369,920	4.41%
Total Designated Funding Sources	\$4,045,206	\$4,553,001	\$5,022,799	\$4,527,234	\$5,013,190	10.73%
Net General Tax Support	\$11,643,332	\$12,548,092	\$13,412,462	\$15,068,266	\$17,687,807	17.38%
Net General Tax Support	74.22%	73.38%	72.75%	76.90%	77.92%	

Staff History by Program



Operations	35.35	30.85	27.85	26.85	26.85
Court Services	58.90	64.40	65.40	69.40	77.40
Office of Professional Standards	7.25	6.75	9.00	10.25	9.60
Support Services	13.00	12.50	15.25	15.00	15.65
Full-Time Equivalent (FTE) Total	114.50	114.50	117.50	121.50	129.50
Auth. Uniform Strength FTE Total	97.50	97.50	100.50	104.50	112.50

Future Outlook

The Prince William County (PWC) Sheriff's Office strives to uphold unprecedented levels of standards in all organizational functions. As the first Sheriff's Office in the Commonwealth of Virginia to receive accreditation by the Virginia Law Enforcement Professional Standards Commission, an exceptionally high standard is supported by teamwork and dedication to the community. The Sheriff's Office provides essential support to the public safety agencies of PWC, the cities of Manassas and Manassas Park, and the towns of Dumfries, Haymarket, Occoquan, and Quantico. As the Sheriff's Office strives to enhance quality of life, citizen satisfaction, and local law enforcement support, it is of utmost importance for the Sheriff's Office to meet the challenges of proper staffing, technology, and infrastructure.

Judicial Complex and Campus Anti-Terrorism Measures – To help keep the Judicial Complex and campus safe from the threat posed by terrorism or other hostile activity, anti-terrorism measures such as non-removable barricades, permanent bollards, and chain fences around the exterior of the courthouse are a necessity. This will ensure a safe and secure environment while enhancing the quality of life for all citizens who utilize the Judicial Complex and campus, in conjunction with supporting the mission of all public safety partners within PWC and meeting strategic outcomes. Additionally, dedicated enhancements of information technology in officer safety programming will increase and promote accountability, reduce liability, and increase transparency and public trust.

Expansion of Multi-Purpose Complex for Citizen Services and Employees and Dedicated Space – To meet the ever-growing needs of the community, the Judicial Center Complex is expanding to provide necessary services. As the complex expands, there is growth in security needs in and around the judicial complex. As such, the Sheriff's Office must adapt, change, and grow to ensure proper service provision and safety in and around the judicial complex for citizens and staff members. To better meet the growing security needs at the judicial complex and in the community, a dedicated Sheriff's Office would provide multi-purpose benefits for citizens while doing so in a safe and secure environment. This facility expansion will provide the necessary space to handle the operational tempo of the day-to-day needs of the Sheriff's Office. A multi-purpose complex would provide ample space for the growing number of Sheriff services the community demands. A separation of services between the Judicial Complex and the Sheriff's Office will enhance the quality of life for the citizens and communities of PWC by providing a separate, established location for all Sheriff's Office responsibilities not requiring use of the Judicial Complex.

Ongoing Staff Need – To continue to meet the needs of the community and support the expansion of the Judicial Center Complex, the Sheriff's Office has an increased need for additional staff. Additional staff will allow the Sheriff's Office to maintain current levels of operational readiness with the ability to exceed expectations of service provided to the community and partners. The Sheriff's Office remains committed to enhancing citizen satisfaction within PWC, the cities of Manassas and Manassas Park and the towns of Dumfries, Haymarket, Occoquan, and Quantico. Additionally, increased staff will assist the Sheriff's Office in supporting PWC in meeting critical components of the strategic plan outcomes for Safe and Secure Community, while strengthening current partnerships with other law enforcement agencies and the public to maintain the highest level of service to the community.

Uniform Modernization – The Sheriff's Office will be implementing a comprehensive uniform modernization effort to enhance operational effectiveness, safety, and professional appearance across all divisions. As daily duties become increasingly diverse and physically demanding, deputies require uniforms designed with advanced materials that offer improved durability, breathability, and mobility. In addition to functionality, modernized uniforms contribute to a polished and consistent appearance that strengthens public trust and confidence. A contemporary, standardized look enhances the agency's public image and supports positive engagement with citizens, Judicial Complex stakeholders, and partner agencies. Uniform modernization will also create long-term fiscal benefits by reducing replacement frequency, streamlining procurement, and simplifying quartermaster inventory management. As the Sheriff's Office prepares for future growth and evolving service demands, this multi-year modernization initiative ensures personnel are equipped with reliable, purpose-built gear that enhances readiness, safety, and overall organizational performance.

General Overview

A. Removal of One-Time Costs – A total of \$616,104 has been removed from the Sheriff's Office FY27 budget for one-time costs (vehicles and equipment) associated with the addition of 4.00 FTEs (Sheriff's Deputy positions) for the Court Services program, added in accordance with service needs to maintain safety and operational readiness and provide staffing for the 6th General District Court Judge in the FY26 budget.

B. Revenue Adjustments for Criminal Court Fees and Compensation Board – A total of \$357,250 in revenues were added to the Sheriff's Office FY27 budget as a result of increased criminal court fees. Court fee caps were raised in the Commonwealth in 2023-2024. After implementation of the higher caps, the County has collected an average of \$357,225 in increased total revenues per year. FY27 revenue targets from criminal court fees are projected to surpass FY26 total budgeted amounts by nearly \$500K.

In addition, the FY27 budget includes a \$100,000 increase in base budget revenue from the Commonwealth to align with prior year actuals.

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 ISF 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, Sheriff's office technology bill increases by \$200,373. 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. Sheriff Deputy Staffing – Court Services

Expenditure	\$1,863,057
Revenue	\$0
General Fund Impact	\$1,863,057
FTE Positions	8.00

- a. Description** – This initiative provides funding for eight Sheriff's Deputy positions (8.00 FTEs) to support Court Services. Five positions (5.00 FTEs) will begin in July at the start of FY27. Funding includes \$484,833 in ongoing salaries and benefits, \$61,048 in ongoing technology and other operating costs, and \$653,600 in one-time costs for two vehicles, outfitting, uniforms, and other required public safety equipment.

The remaining three positions (3.00 FTEs) will begin on January 1, 2027. Funding includes \$145,450 in ongoing salaries and benefits, \$42,926 in ongoing technology and other operating costs, and \$475,200 in one-time costs for three vehicles, outfitting, uniforms, and other required public safety equipment.

The additional staffing allows the Sheriff's Office to effectively manage the growing public safety demands of the courthouse complex, as well as maintain current levels of operational readiness, coverage, and deployment.

- b. Service Level Impacts** – This initiative supports the County's [2025-2028 Strategic Plan](#), specifically the Service delivery and Safe and Secure Community strategic goals, by providing the Sheriff's Office with the staffing, equipment, and resources necessary to deliver accountable, high-quality service. The additional deputies will help meet increasing service demands, enhance coordination among public safety departments, and strengthen safety and security for the community.

Program Summary

Operations

The Operations division is dedicated to the safe, efficient, and legal service of court documents. The Civil Process section is responsible for the timely service of legal documents within PWC, the cities of Manassas and Manassas Park, and the towns of Dumfries, Haymarket, Occoquan, and Quantico. This section also supports all the above police departments with calls-for-service. The Transportation section provides prisoner transport to and from criminal justice facilities throughout Virginia. This section assists the PWC Police Department with mental health transports and transports as mandated by Virginia code. The Warrants section serves warrants for local, out-of-county, and out-of-state offenses relating to failure to pay child support and post-conviction. This section is responsible for conducting extraditions throughout the United States and assisting the U.S. Marshall Service Task Force when it operates within the County.

Key Measures	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Adopted
Prisoner escapes during transport	0	0	0	0	0
Police assist (Temporary Detention Order hours & associated overtime)	2,122	2,052	3,599	2,152	2,200
Documents served	64,920	65,773	73,552	66,000	68,000

Program Activities & Workload Measures (Dollar amounts expressed in thousands)	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Adopted
Civil Process	\$2,429	\$2,456	\$2,514	\$2,351	\$2,611
Evictions	2,664	2,458	3,091	2,700	2,800
Funeral escorts	390	338	333	300	330
Warrants	\$356	\$474	\$487	\$496	\$552
Extraditions completed	21	21	27	21	21
Police assist (warrants served, received, closed)	1,159	1,621	1,970	1,821	1,800
Sheriff Transportation	\$1,215	\$1,365	\$1,490	\$1,596	\$1,769
Civil transports	164	149	188	150	150
Prisoner transports	1,544	2,252	2,160	2,000	2,000
Total transport miles driven	198,421	251,456	239,581	225,000	225,000

Court Services

The Court Services division maintains the safety and security of the Judicial Complex. The program is comprised of four areas: Courtroom Security, Courthouse Security, Vertical Deployment, and Control Center Dispatch. The Courtroom Security section provides support services to judges, manages jurors in the courtroom, and other court related tasks and duties as required. Courthouse Security screens all individuals entering the courthouse. Deputies are first responders to calls-for-service and emergency situations in and around the Judicial Complex. Vertical Deployment escorts inmates to and from the courtrooms. Deputies in this section are responsible for intake processing for movement to the Adult Detention Center. This section collects DNA for state forensic labs, updates sex offender information for all law enforcement within PWC, and conducts criminal background checks for citizens applying for concealed weapon permits. Control Center Dispatch is responsible for monitoring security equipment, tracking of inmate movement within the Courthouse, Virginia Criminal Information Network and National Crime Information Center, and dispatching calls-for-service in the Judicial Complex.

Key Measures	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Adopted
Incidents requiring uniform presence to reduce injury to visitors & judicial	216	248	310	250	300
Security screenings conducted with magnetometer	283,400	295,908	305,937	300,000	310,000

Program Activities & Workload Measures (Dollar amounts expressed in thousands)	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Adopted
Courthouse Security	\$3,294	\$3,536	\$3,826	\$4,516	\$4,552
Hours spent providing Judicial Complex security	71,464	-	78,352	85,000	85,000
Security escorts from court	121	133	172	150	150
Citizen assists (ADA & senior citizen)	38	34	42	40	40
Courtroom Security	\$3,743	\$4,165	\$4,300	\$4,865	\$7,055
Docketed court cases	183,217	230,759	240,211	230,000	230,000
Hours spent providing courtroom security	46,117	44,128	47,629	50,000	50,000
Prisoner escapes	0	0	0	0	0
Total prisoners escorted to and from courtroom	24,093	37,226	30,972	30,000	30,000
Vertical Deployment	\$614	\$635	\$780	\$729	\$792
Police assist livescan (sex offender registry, conviction mandates)	1,287	1,330	1,422	1,200	1,300
Background checks for concealed weapons permits	6,754	5,973	6,224	6,100	6,200
Prisoners escorted to and from courthouse	24,093	37,226	30,972	30,000	30,000
Control Center Dispatch	\$312	\$261	\$355	\$375	\$358
Calls for service (phone, radio, dispatch)	203	248	310	220	250
Inmates tracked through dispatch (off street, ADC, transports)	29,615	38,744	37,997	34,000	35,000
Security monitoring hours	4,395	3,601	4,818	4,000	4,200
Activated alarms	12,455	13,462	17,985	12,500	13,000

Office of Professional Standards

The Office of Professional Standards division provides the support required to ensure the Sheriff's Office meets the goals and mission of the agency. This program conducts background investigations on qualified applicants for hire and provides support for staff. This division is responsible for accreditation, internal affairs, training, and ensuring compliance with Department of Criminal Justice Service standards, in addition to unclaimed death investigations.

Key Measures	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Adopted
Maintain state law accreditation	Yes	Yes	Yes	Yes	Yes

Program Activities & Workload Measures <i>(Dollar amounts expressed in thousands)</i>	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Adopted
Accreditation	\$191	\$213	\$229	\$507	\$449
Maintain proof of compliance as determined by VLEPSC	100%	100%	100%	100%	100%
Human Resources	\$121	\$143	\$170	\$338	\$347
Applications received	50	55	353	50	75
Applicants processed for hire	14	40	37	30	25
Internal Affairs	\$1	\$8	\$66	\$139	\$95
Disciplinary actions as a result of internal affairs investigations	2	0	0	0	0
Training	\$738	\$852	\$908	\$974	\$1,159
Staff training hours	11,711	13,640	13,730	14,000	14,000
Decedent Investigations	\$81	\$86	\$117	\$148	\$129
Unclaimed bodies	40	15	14	40	25
Unclaimed no family - Sheriff's Office paid	9	4	3	5	4
Community Services*	\$80	\$95	\$98	\$0	\$0
Administrative Services*	\$640	\$832	\$861	\$0	\$0

* Based on department reorganization, these measures were moved to other programs in FY22. However, a mismatch in personnel allocations resulted in the reported FY23, FY24 and FY25 Actuals.

Support Services

The Support Services division supports the community by providing lifesaving programs such as Project Lifesaver, Senior Safe, and Safe at Home Safe Alone (a gun safety program) and supports the Sheriff's Office's culture of transparency and accountability by overseeing the officer safety program, consisting of 103 body-worn cameras. This includes oversight of all hardware, software, data storage, and evidence management. The Administration section improves quality of life for citizens by providing support in-person, over the phone, via mail or by electronic mail. The Information Technology section provides up-to-date and immediate technology support to the Judicial Complex. This support includes video arraignments, teleconferencing, mobile data terminals and troubleshooting, and oversight of all Judicial Complex information technology issues.

Key Measures	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Adopted
Students taught at Safe at Home, Safe Alone (Gun Safety Program)	4,496	4,445	5,090	4,500	4,500
Project Lifesaver clients	38	42	49	50	50

Program Activities & Workload Measures (Dollar amounts expressed in thousands)	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Adopted
Administration	\$928	\$1,241	\$1,148	\$1,258	\$1,311
Customers served at lobby service counter	18,006	18,700	19,773	19,500	19,500
Payment transactions	2,265	1,980	1,985	2,100	2,000
Community Service	\$455	\$472	\$549	\$612	\$819
Identification cards issued	2,772	3,391	4,067	3,250	3,350
Senior Safe clients	16	16	54	25	50
Project Lifesaver responders trained	32	18	26	50	25
Hours maintaining Project Lifesaver client safety	-	209	209	250	200
Information Technology	\$489	\$267	\$538	\$691	\$701
Service calls related to courts (installs, arraignments, courtroom tech setup)	73	57	43	70	40
Judicial Complex security system calls	6	7	31	15	25
Miscellaneous IT calls in Judicial Complex	15	29	25	50	25