

# Judicial Administration

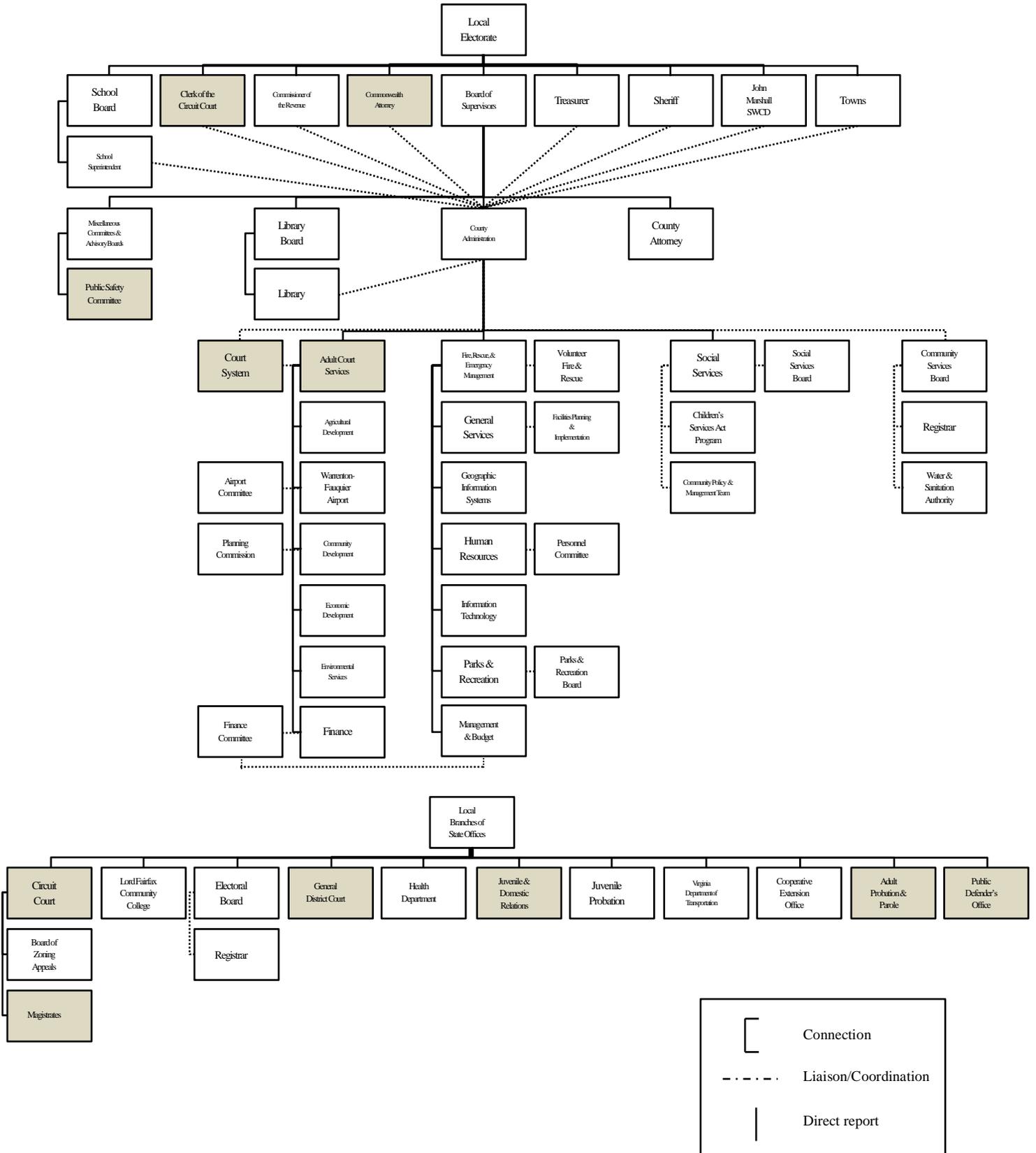
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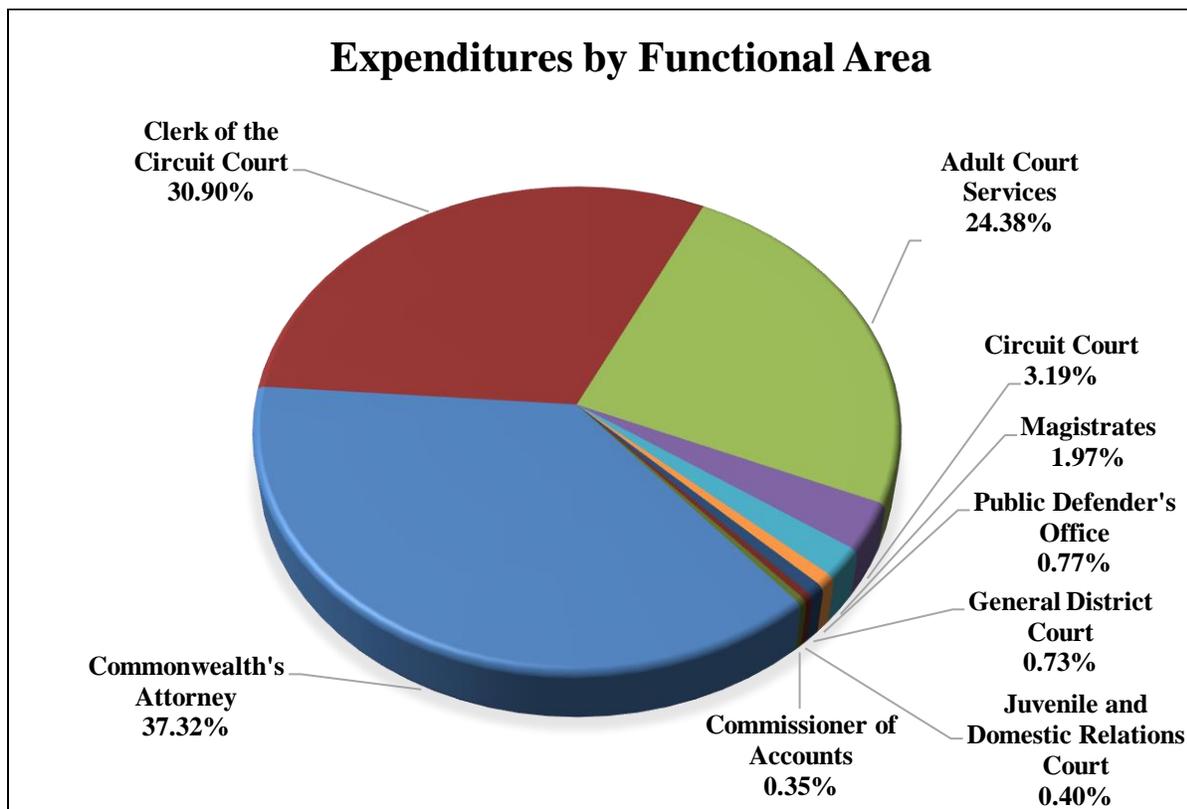
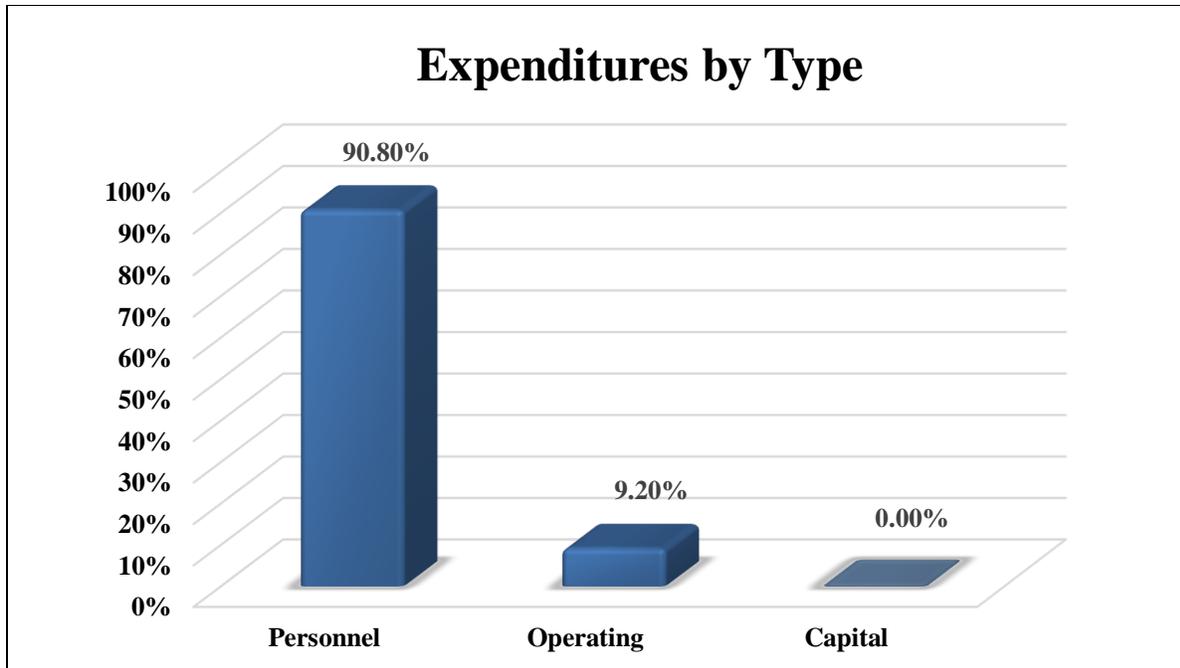
**Old Courthouse  
Warrenton, Virginia**

<u>Department/Agency</u>	<u>Amount</u>
Adult Court Services	\$ 1,088,485
Circuit Court	142,363
Clerk of the Circuit Court	1,379,666
Commissioner of Accounts	15,600
Commonwealth's Attorney	1,666,431
General District Court	32,700
Juvenile and Domestic Relations Court	17,726
Magistrates	87,773
<u>Public Defender's Office</u>	<u>34,467</u>
<b>Total</b>	<b>\$ 4,465,211</b>

# Judicial Administration



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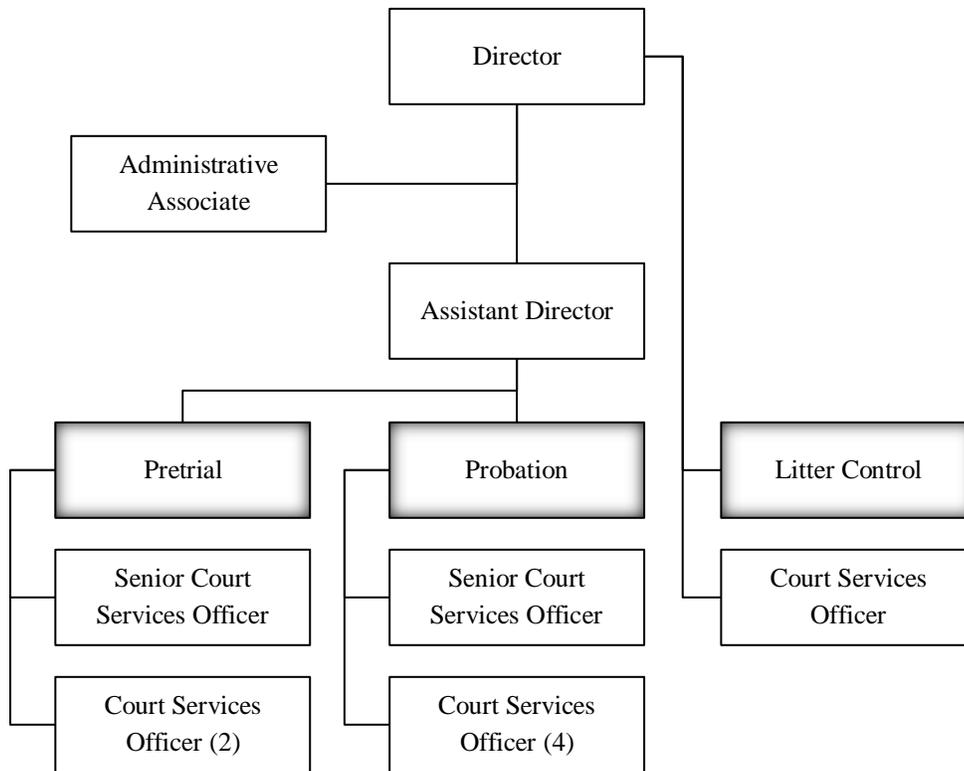


# Adult Court Services

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## ORGANIZATIONAL PURPOSE:

The Office of Adult Court Services enhances public safety, reduces jail overcrowding, and increases accountability of criminal offenders by providing criminal justice services to the local courts and the community. These services include, but are not limited to, probation services, pretrial investigation and supervision services, litter control programs, criminal justice grant administration, staff support for the Fauquier/Rappahannock Community Criminal Justice Board, staff support for the Board of Supervisors' Public Safety Committee, and collection and analysis of system data to assess the need for new programs and services, as well as the effectiveness of current services.



# Adult Court Services

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## GOALS:

- Provide probation/pretrial services to more than 1,100 court-referred offenders.
- Investigate at least 325 pretrial detainees and supervise at least 400 offenders.
- Place and monitor at least 5,300 hours of free community service labor for the County.
- Continue programs to reduce Driving Under the Influence (DUI) recidivism, mainly the Victim Impact Panel.
- Reduce litter in the County by maintaining the litter control program and implement education programs that discourage littering.

## KEY PROJECTS FOR FY 2021 & FY 2022:

- Provide court-ordered probation to offenders in lieu of costly jail detention.
- Provide pretrial investigation services to the judiciary in order to ensure better informed bail-making decisions.
- Provide pretrial supervision and monitoring of defendants released to the custody of the department while awaiting trial, preserving bed space at the local jail which reduces jail costs.
- Place and monitor court-ordered community service labor in Fauquier and Rappahannock Counties.
- Manage a litter control program, utilizing court ordered community service workers.
- Collect court costs, fines, and restitution to the victims of crime.
- Act as lead staff and planner for the Fauquier/Rappahannock Community Criminal Justice Board, its subcommittees and task forces.

## BUDGET SUMMARY:

	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted	FY 2022 Projected
Expenditure Summary:					
Personnel	\$897,120	\$938,197	\$947,332	\$1,007,903	\$1,013,627
Operating	71,012	68,888	80,524	80,582	80,652
Capital	0	0	0	0	0
<b>Total</b>	<b>\$968,132</b>	<b>\$1,007,085</b>	<b>\$1,027,856</b>	<b>\$1,088,485</b>	<b>\$1,094,279</b>
Revenue	\$517,561	\$518,093	\$518,093	\$530,097	\$530,097
<b>Net Local Revenue</b>	<b>\$450,571</b>	<b>\$488,992</b>	<b>\$509,763</b>	<b>\$558,388</b>	<b>\$564,182</b>
<b>Full-time Equivalent</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>

# Adult Court Services

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## BUDGET ANALYSIS:

The FY 2021 Adopted Budget for Adult Court Services includes an adjustment in personnel expenditures due to changes in benefit costs and FY 2020 2.0% compensation increase, salary scale, and compression adjustments for permanent staff. The FY 2022 Projected Budget anticipates personnel expenditure increases due to rising benefit costs. In addition, the FY 2021 Adopted Budget includes increased revenue based on adjustments from the state's funding allocation.

### PROGRAM 1: *Local Probation*

The Local Probation program provides probationary supervision of court-referred, convicted offenders in lieu of jail detention. This includes the preparation of court reports, court room testimony, and investigations as ordered. Local Probation also places and monitors court-ordered community service labor. Additional functions include, drug screening offenders to ensure compliance with court-imposed conditions, as well as the collection of fines, costs and restitution for the victims of crime. Offenders are also referred to the appropriate remedial resources such as drug treatment and other intervention programs.

SERVICE VOLUME	FY 2018 Actual	FY 2019 Actual	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
Community service hours performed	5,500	5,420	5,000	5,300	5,300
Fines, costs, restitution monitored collected	\$150,000	\$101,500	\$110,000	\$105,00	\$105,000
Average daily caseload	350	322	325	325	325
Cases closed	650	746	625	700	700

## OBJECTIVES:

- Maintain successful closure rate of probation cases.

OUTCOME MEASURES	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal	FY 2021 Goal	FY 2022 Goal
Rate of successful closure	75%	72%	75%	75%	75%
Referrals to Probation	650	707	650	675	675

### PROGRAM 2: *Pretrial Services*

The Pretrial Services program conducts pretrial investigations on defendants awaiting trial in the Courts. They also prepare pretrial reports and recommendations to the courts prior to arraignment. Supervision of pretrial defendants is provided to those who are released to the custody of the department. This supervision consists of monitoring the general and special conditions of bail and reporting any violations of such to the courts. In some cases, applying for arrest warrants is necessary if potential safety risk or flight risk from prosecution exists. Indigence verifications for court-appointed counsel are also conducted as part of the investigation process.

## Adult Court Services

SERVICE VOLUME	FY 2018 Actual	FY 2019 Actual	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
Pretrial investigations	350	310	325	325	325
Average daily caseload	100	104	95	100	100
Indigence verifications	300	260	300	300	300

**OBJECTIVES:**

- Maintain rate of successful pretrial placements.

OUTCOME MEASURES	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal	FY 2021 Goal	FY 2022 Goal
Pretrial placements	425	342	425	400	400
Successful pretrial placements	85%	89%	85%	85%	85%

**PROGRAM 3: Litter Control**

The Litter Control Program utilizes court-ordered community service workers to collect litter. They reduce the amount of trash on the County’s roadways by providing cost effective litter services. The Litter Control Program targets “problem” areas in the County that have increased litter control needs. They also implement education programs in the local schools to deter future litter.

SERVICE VOLUME	FY 2018 Actual	FY 2019 Actual	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
Community service workers utilized	105	86	120	100	100
Number of occasions Community Service workers reported for Litter Control	319	384	320	325	325

**OBJECTIVES:**

- Reduce litter in the County by increasing community service hours assigned and completed.

OUTCOME MEASURES	FY 2018 Actual	FY 2019 Actual <sup>1</sup>	FY 2020 Goal	FY 2021 Goal	FY 2022 Goal
Litter retrieved (tons)	21.0	16.0	45.0	45.0	45.0
Community Service Hours completed	2,750	1,750	2,500	2,000	2,000

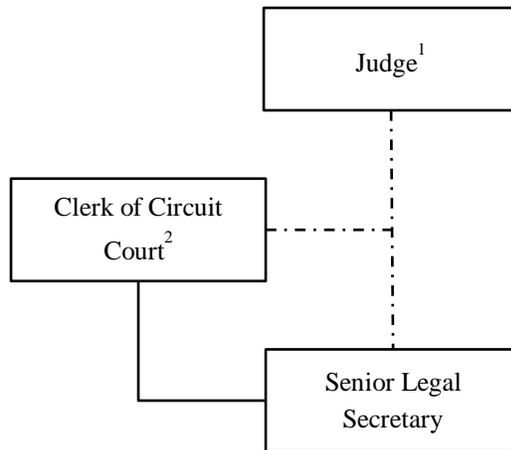
<sup>1</sup>The Litter Control Coordinator position was vacant from mid-May to June 2019.

# Circuit Court

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## ORGANIZATIONAL PURPOSE:

The Circuit Court is the trial court with the broadest powers in Virginia. The Circuit Court handles all civil cases with claims exceeding \$25,000. In addition to adjudicating all felonies, the Circuit Court hears cases appealed from the General District Court, the Juvenile and Domestic Relations District Court, administrative agencies, and the Board of Zoning Appeals. The Circuit Court handles family matters, including divorce, equity matters, and condemnations. The Circuit Court Judge supervises Grand Jury proceedings within the County. The Judge of the Circuit Court also makes appointments to various Boards.



<sup>1</sup>State-funded position.

<sup>2</sup>Position funded in Clerk of Circuit Court budget.

## GOALS:

- Administer justice in Fauquier County in a fair, efficient, and timely manner to all litigants, according to law.
- Conduct court hearings openly, except as provided by statute.
- Schedule the trial of cases and close cases in accordance with the timelines set out by the Supreme Court of Virginia.

## KEY PROJECTS FOR FY 2021 & FY 2022:

- Conversion of courtroom to permit Judges access to the electronic files.
- Implement court security plan
- Oversee selection of the jury pool for the trial of civil and criminal cases and maintain the list of grand jurors to consider indictments
- Issue legal opinions for a variety of matters before the Court based upon the review of legal precedents
- Administer the neutral case evaluation program—designed to resolve cases without the time and expense of a trial, and thereby relieve the civil trial docket—and review other options for referral of cases to mediation

# Circuit Court

- Schedule the trial of cases and close cases in accordance with the timelines set out by the Supreme Court of Virginia.
- Submit requests for payment of judges designate to the Office of the Executive Secretary of the Supreme Court of Virginia

## BUDGET SUMMARY:

	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Projected</b>
Expenditure Summary:					
Personnel	\$75,842	\$81,808	\$82,382	\$84,363	\$84,840
Operating	66,097	37,334	58,000	58,000	58,500
Capital	0	0	0	0	0
<b>Total</b>	<b>\$141,939</b>	<b>\$119,142</b>	<b>\$140,382</b>	<b>\$142,363</b>	<b>\$143,340</b>
Revenue	\$50,943	\$26,998	\$36,500	\$31,500	\$31,500
<b>Net Local Revenue</b>	<b>\$90,996</b>	<b>\$92,144</b>	<b>\$103,882</b>	<b>\$110,863</b>	<b>\$111,840</b>
<b>Full-time Equivalents</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

## BUDGET ANALYSIS:

The FY 2021 Adopted Budget for the Circuit Court includes an adjustment to personnel expenditures due to changes in benefit costs and FY 2020 2.0% compensation increase, salary scale, and compression adjustments for permanent staff. Revenue for the Circuit Court has been adjusted to reflect the cessation of supplemental funding for the Fauquier 20<sup>th</sup> Circuit office from Loudoun County. The FY 2022 Projected Budget anticipates personnel expenditure increases due to rising benefit costs.

## PROGRAM 1: *Circuit Court*

The Circuit Court enters orders for all civil and criminal cases. The Court must review petitions and evidence to make various types of judicial determinations. Cases are heard by the Court before the Judge or before a jury. The Court meets with counsel to review the issues of the cases to be tried and to assist with reaching settlements without trial, when possible.

<b>SERVICE VOLUME</b>	<b>CY 2018 Actual</b>	<b>CY 2019 Est.</b>	<b>CY 2020 Projected</b>	<b>CY 2021 Projected</b>	<b>CY 2022 Projected</b>
Civil cases completed	849	600	600	700	700
Miscellaneous petitions/applications reviewed	298	280	300	300	300
Criminal cases completed	861	860	900	1,000	1,000
Criminal defendants	471	500	500	500	500
Jury days	28	25	40	45	50
Cases ended by trial before Judge	544	520	500	550	550
Settlement conferences	62	50	50	55	55

# Circuit Court

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## OBJECTIVES:

- Reduce costs of trial to Court and to litigants through the Neutral Case Evaluation Program, a program designed to assist litigants in settling cases prior to trial.

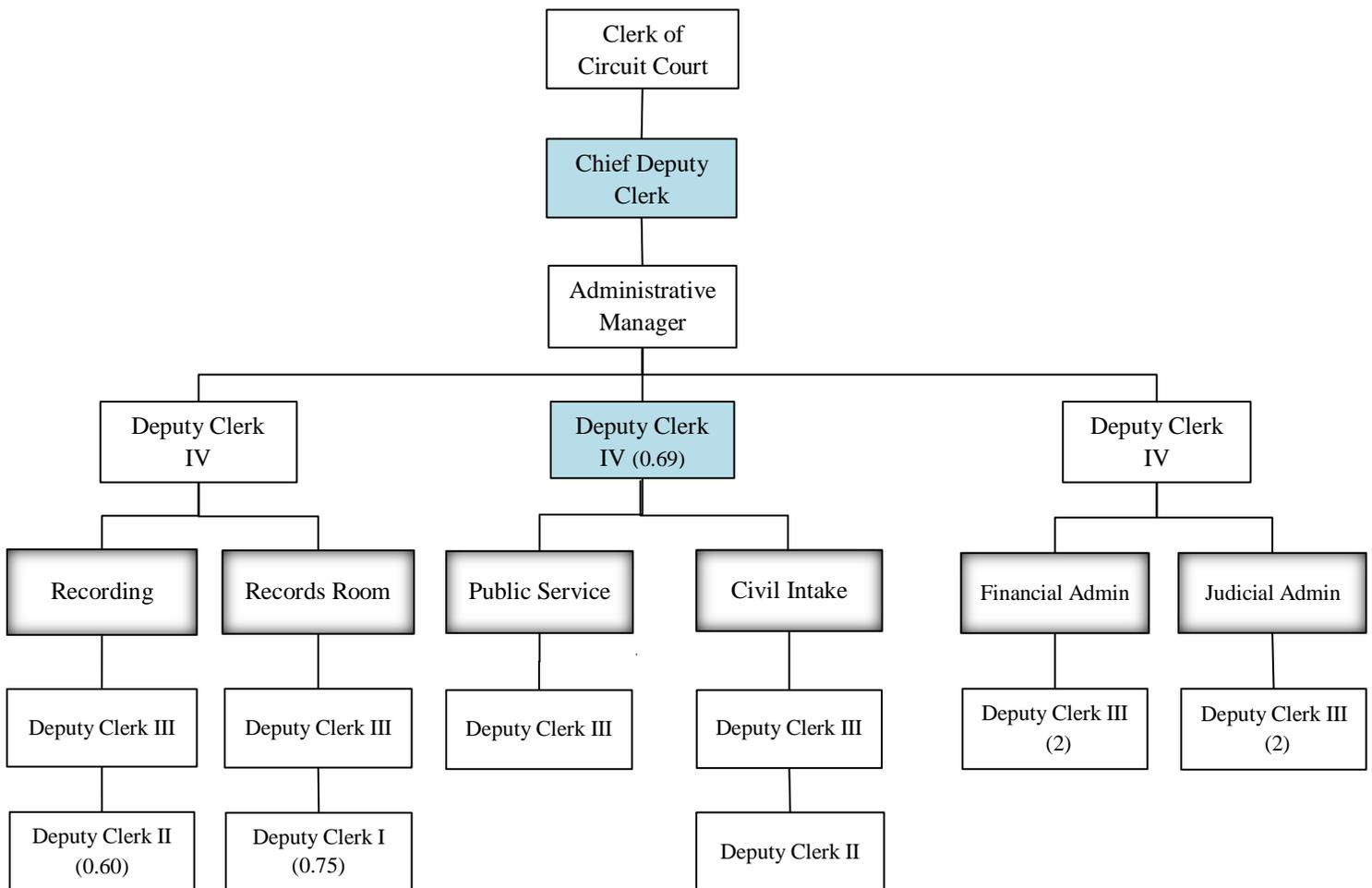
<b>OUTCOME MEASURES</b>	<b>CY 2018 Actual</b>	<b>CY 2019 Est.</b>	<b>CY 2020 Goal</b>	<b>CY 2021 Goal</b>	<b>CY 2022 Goal</b>
Cases referred to Neutral Case Evaluation	27	20	25	25	25
Cases heard by Neutral Case Evaluation	10	10	20	20	20
Cases settled by Neutral Case Evaluation	9	8	15	15	15

# Clerk of Circuit Court

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## ORGANIZATIONAL PURPOSE:

The Clerk’s Office is the custodian of the Fauquier County land records dating from 1759, the time this county was formed, and the Circuit Court records. The Clerk of the Circuit Court is a Constitutional Officer elected by the voters of Fauquier County for a term of eight years. The Clerk performs roles in the areas of public safety, court administration, land records, public service, and records preservation. The Clerk collects various State and County taxes set by law and transfers revenue to the State and localities. The Clerk has authority to issue marriage licenses, probate wills, grant administrations of estates, and appoint guardians for a minor’s personal estate.



<sup>1</sup> FY 2021 Adopted Budget includes the conversion of the Chief Deputy Clerk position from (0.69) FTE to (1.0) FTE and the conversion of (1.0) FTE Deputy Clerk IV to (0.69) FTE in mid-FY 2020.

# Clerk of Circuit Court

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## GOALS:

- Record, index, and maintain various kinds of land records filings, including deeds, deeds of trust, certificates of satisfaction, plats, covenants, and easements.
- Probate wills and record various estate documents, such as lists of heirs, inventories, and accounts; prepare various legal documents.
- Collect recordation taxes and fees for deeds and wills.
- Issue marriage licenses and prepare orders of appointment for marriage celebrants.
- Maintain complete and accurate court records—civil and criminal--in an electronic format, trial records.
- Collect fees for filing many types of civil cases.
- Issue initial process for new civil cases; issue civil process for records and for witnesses.
- Schedule court hearings and summon jurors and witnesses to provide earliest possible resolution of cases.
- File new criminal cases transferred from the lower court or received from the grand jury.
- Maintain trial records, i.e. retain exhibits for appeals or other civil action.
- Provide support to the judge in the courtroom to track jurors, exhibits, pleadings, and witnesses.
- Maintain jury pools for regular trial juries and for grand jury, and for special grand jury and multi-jurisdictional grand jury, as required, and select jurors for service.
- Promote public safety by issuing warrants of arrest for defendants on new indictments from grand jury, for defendants in violation of the terms of their recognizance or for probationers who have serious violations of the terms of their release.
- Prepare court orders for criminal cases; enter data for electronic transmission to Virginia State Police, Department of Motor Vehicles, and the Department of Corrections to convey information regarding convictions, incarceration, probation, and suspension of operator's licenses.
- Provide support to the Circuit Court by coordinating the roles of law enforcement and prosecutors in criminal cases.
- Communicate with prosecutors, public defenders, probation officers, court security, the detention center, and court reporters regarding daily court dockets for receipt of required reports and appearance of probationers and transport of prisoners.
- Accept, review and issue concealed handgun permits in coordination with Sheriff's Office investigation.
- Communicate with lower courts and appeals courts regarding the transmission of records between courts for hearing.
- Docket judgments for collection actions.
- Provide web access to case information and hearings.
- Scan older court files to improve access to records.
- Maintain court deposits of bonds, garnishments, escrow funds, tax sales, condemnation funds, and restitution and distribution according to court order.
- Calculate criminal costs and collect fines, costs, and restitution for distribution to victims; set up payment plans for new criminal accounts.
- Transmit list of unpaid criminal accounts to Treasurer and Commonwealth's Attorney for collection action.

# Clerk of Circuit Court

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- Provide remote access to land records.
- Provide public service to the county’s citizens by responding promptly to customer inquiries and requests.
- Preserve permanent records in an appropriate environment for current and future use.
- Maintain close contact with many agencies, State and local, to work together to receive and provide better services.
- Accept post-election materials for safekeeping and coordinate administration of oaths to elected officials for the county and towns.

**KEY PROJECTS FOR FY 2021 & FY 2022:**

- Re-organize positions and cross-train staff to accommodate retirement of senior-level employees.
- Review the plan for scheduling court cases and rotation of assignments of judges and judges designate with Loudoun and Rappahannock Counties.
- Continue to provide remote access to land records and to court records by paid subscription.
- Coordinate review of pending court cases to meet case processing guidelines.
- Continue archival records preservation plan.
- Review and plan for storage needs for court and fiduciary files.
- Purge records as dictated by retention schedules set out by the Library of Virginia.
- Continue cross-training of staff and document procedures for training purposes.

**BUDGET SUMMARY:**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted	FY 2022 Projected
Expenditure Summary:					
Personnel	\$1,134,086	\$1,182,249	\$1,181,783	\$1,259,192	\$1,267,102
Operating	90,422	91,669	120,474	120,474	120,474
Capital	0	0	0	0	0
<b>Total</b>	<b>\$1,224,508</b>	<b>\$1,273,918</b>	<b>\$1,302,257</b>	<b>\$1,379,666</b>	<b>\$1,387,576</b>
Revenue	\$2,386,567	\$2,316,641	\$2,440,709	\$2,494,202	\$2,584,821
<b>Net Local Revenue</b>	<b>(\$1,173,598)</b>	<b>(\$1,055,220)</b>	<b>(\$1,138,179)</b>	<b>(\$1,114,536)</b>	<b>(\$1,197,245)</b>
<b>Full-time Equivalents</b>	<b>16.04</b>	<b>16.04</b>	<b>16.04</b>	<b>16.04</b>	<b>16.04</b>

**BUDGET ANALYSIS:**

The FY 2021 Adopted Budget for the Clerk of the Circuit Court includes an adjustment to personnel expenditures due to changes in benefit costs, FY 2020 2.0% compensation increase, salary scale, and compression adjustment for permanent staff, and the conversions of (0.69) to (1.00) Chief Deputy Clerk of Circuit Court position and (1.00) to (0.69) Deputy Clerk position in mid-FY 2020. Revenue increases for the Clerk of the Circuit Court include increases in Compensation Board funding allocations based on the Commonwealth’s approved budget and other adjustments to more accurately reflect current revenue projections and historical collections.

# Clerk of Circuit Court

The FY 2022 Projected Budget anticipates personnel expenditure increases due to rising benefit costs.

## **PROGRAM 1: Clerk of Circuit Court**

The Clerk’s Office is responsible for recording documents in the deed books, probating wills and recording related estate filings. The Clerk’s Office issues marriage licenses and docket judgments, and records financing statements. The Clerk reviews applications for concealed handgun permits and issues permits for individuals meeting the statutory requirements. The Clerk receives and retains civil and criminal court cases and issues legal notices and copies of court orders.

<b>SERVICE VOLUME</b>	<b>CY 2018 Actual</b>	<b>CY 2019 Est.</b>	<b>CY 2020 Projected</b>	<b>CY 2021 Projected</b>	<b>CY 2022 Projected</b>
Deed Book recording	10,562	11,500	13,000	14,000	15,000
Wills and fiduciary filings	339	350	400	400	400
Marriages	471	430	460	450	450
Financing statements	150	170	150	150	150
Judgments	1,256	1,300	1,400	1,400	1,400
Civil cases filed	810	750	850	850	850
Criminal cases filed	861	850	900	1,000	1,000
Concealed handgun permits	1,534	1,200	1,200	1,400	1,400
Notary Public	354	350	350	350	350

### **OBJECTIVES:**

- Maintain revenue stream to maintain computer hardware & software.
- Provide access to land records through remote access subscriptions.
- Provide access to court records to lawyers through remote access subscriptions.
- Provide access to information about Clerk’s Office procedures by posting forms, calendars, and procedures on the County website.
- Provide docket information for court records online at [www.courts.state.va.us](http://www.courts.state.va.us) (Circuit Court Case Information).
- Convert microfilm and paper images to digital images to improve access to records to reduce storage requirements.

<b>OUTCOME MEASURES</b>	<b>CY 2018 Actual</b>	<b>CY 2019 Actual</b>	<b>CY 2020 Goal</b>	<b>CY 2021 Goal</b>	<b>CY 2022 Goal</b>
Paid subscriptions for remote access to land records	104	127	130	140	150
Paid subscriptions to remote access to court records	24	20	35	35	35

# Commissioner of Accounts

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## ORGANIZATIONAL PURPOSE:

The Commissioner of Accounts oversees the certification of wills by administrators and executors before being released for their qualifications, as courteously and expeditiously as possible.

## GOALS:

- Monitor and assist, as necessary, to facilitate the certification process.

## BUDGET SUMMARY:

	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Projected</b>
Expenditure Summary:					
Personnel	\$0	\$0	\$0	\$0	\$0
Operating	15,600	15,600	15,600	15,600	15,600
Capital	0	0	0	0	0
<b>Total</b>	<b>\$15,600</b>	<b>\$15,600</b>	<b>\$15,600</b>	<b>\$15,600</b>	<b>\$15,600</b>
Revenue	\$0	\$0	\$0	\$0	\$0
<b>Net Local Revenue</b>	<b>\$15,600</b>	<b>\$15,600</b>	<b>\$15,600</b>	<b>\$15,600</b>	<b>\$15,600</b>
<b>Full-time Equivalents</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## BUDGET ANALYSIS:

The FY 2021 Adopted Budget and the FY 2022 Projected Budget for the Commissioner of Accounts includes no budgetary adjustments in comparison to prior years.

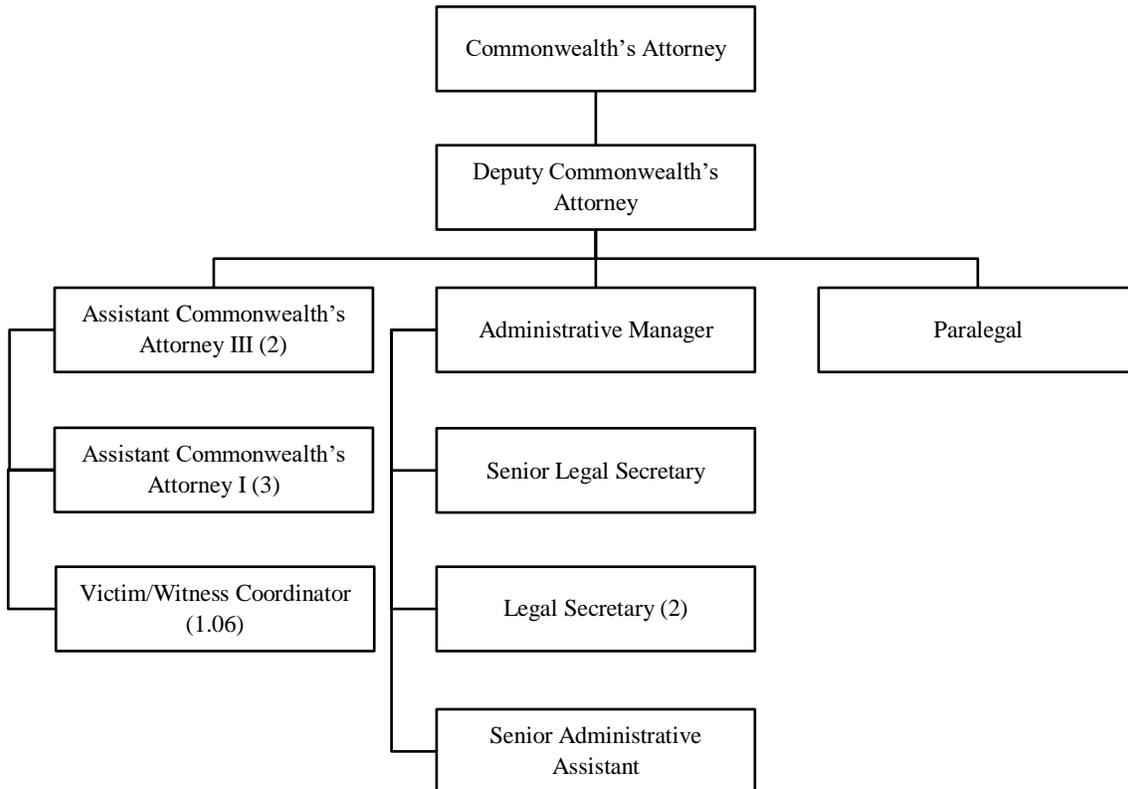
# Commonwealth's Attorney

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## ORGANIZATIONAL PURPOSE:

The Commonwealth's Attorney is a County-wide elected official whose office is created by the Constitution of Virginia. The Commonwealth's Attorney is charged by State law with the duty of prosecuting all felonies on behalf of the Commonwealth of Virginia which are committed within the geographic confines of Fauquier County, including the incorporated municipalities therein. The Commonwealth's Attorney may prosecute misdemeanors and traffic infractions on a discretionary basis. All of the above enumerated matters originate in three separate trial court systems where final orders are potentially appealed to two different appellate courts in Virginia. The Commonwealth's Attorney represents the Commonwealth in limited statutory appeals to the Virginia appellate courts, but in all cases provides the initial representation in appellate matters by serving as counsel during the appellate petition process by properly drafting and filing briefs in opposition to appeal in connection with the cases that we have successfully prosecuted in the trial court(s). In addition, the Commonwealth's Attorney is empowered to sue civilly for drug asset forfeiture in appropriate cases.

There are also over 400 additional statutorily mandated duties imposed upon the Commonwealth's Attorney. Among these are a variety of sundry matters such as advising and representing the local registrar and board of elections, giving binding conflicts of interest opinions to local officials, reviewing autopsy reports of all unattended deaths in the locality for irregularities, and many other matters.



# Commonwealth's Attorney

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**GOALS:**

- Maintain a high degree of professional competence, training and mission dedication of eight Assistant Commonwealth's Attorneys and a similarly competent support staff for such attorneys.
- Continually enhance the administration of justice.
- Continually promote enhanced law enforcement by partnering with policing agencies (the Fauquier County Sheriff's Office, Virginia State Police, and the Town of Warrenton).
- Bring new and innovative procedures, policies, training and techniques to case investigations which increase the likelihood of constitutionally correct apprehension, prosecution, and conviction of criminal suspects who have violated Virginia or local law.

**KEY PROJECTS FOR FY 2021 & FY 2022:**

- Continue to incorporate new technology to better illustrate cases in the courtroom and enhance the administration of justice.
- Bring prosecutor and staff salaries to a level that is commensurate with surrounding jurisdictions.

**BUDGET SUMMARY:**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted	FY 2022 Projected
Expenditure Summary:					
Personnel	\$1,425,059	\$1,520,173	\$1,539,872	\$1,594,516	\$1,602,261
Operating	56,656	69,476	71,915	71,915	71,915
Capital	0	0	0	0	0
<b>Total</b>	<b>\$1,481,715</b>	<b>\$1,589,649</b>	<b>\$1,611,787</b>	<b>\$1,666,431</b>	<b>\$1,674,176</b>
Revenue	\$535,209	\$537,822	\$553,956	\$578,856	\$575,849
<b>Net Local Revenue</b>	<b>\$946,506</b>	<b>\$1,051,827</b>	<b>\$1,057,831</b>	<b>\$1,087,575</b>	<b>\$1,098,327</b>
<b>Full-time Equivalents</b>	<b>16.07</b>	<b>16.07</b>	<b>16.07</b>	<b>16.00</b>	<b>16.00</b>

**BUDGET ANALYSIS:**

The FY 2021 Adopted Budget for the Commonwealth's Attorney includes an adjustment to personnel expenditures due to changes in benefit costs and FY 2020 2.0% compensation increase, salary scale, and compression adjustments for permanent staff. The FY 2022 Projected Budget includes an adjustment to personnel expenditures due to changes in benefit costs. Revenue increases for the Commonwealth's Attorney include increases in Compensation Board funding allocations based on the Commonwealth's approved budget.

# Commonwealth's Attorney

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## PROGRAM 1: *Court Appearances*

The Commonwealth's Attorney prepares for and appears in the General District Court, Juvenile and Domestic Relations District Court, and Circuit Court on all criminal matters. There also are some civil matters, i.e., Overweight Citations and Asset Forfeiture actions, which are prepared for and appeared on which are not reflected in these numbers.

<b>SERVICE VOLUME</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Projected</b>	<b>FY 2021 Projected</b>	<b>FY 2022 Projected</b>
Juvenile & Domestic Relations District Court (JDRDC) Cases Heard <sup>1</sup>	4,443	1,930	2,027	2,128	2,234
General District Court (GDC) Cases Heard	15,303	17,415	18,286	19,200	20,160
Circuit Court hearings ( <i>including</i> Bench Trials, Jury Trials, or Misdemeanor Appeals)	3,941	4,290	4,345	4,562	4,790
Circuit Court Jury Trials, Bench Trials, and Misdemeanor Appeals	241	332	349	367	385

<sup>1</sup>Current research is underway to determine the significant change in Juvenile & Domestic Relations District Court cases heard in FY 2019.

### OBJECTIVES:

- To employ a qualified and appropriately sized team of attorneys and staff members to effectively administer justice in Fauquier County as the number of court appearances increases.

<b>OUTCOME MEASURES</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Goal</b>	<b>FY 2021 Goal</b>	<b>FY 2022 Goal</b>
Effectively handled hearing volume	23,687	23,967	25,165	26,423	27,744

# General District Court

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## ORGANIZATIONAL PURPOSE:

The Fauquier County General District Court presides over all legal proceedings and assures the public is treated fairly and impartially in all of these proceedings before the court. There are three divisions that comprise the functions held in the court: civil, traffic and criminal.

## GOALS:

- Provide adequate space, safety, and professional help for the public at all times.

## BUDGET SUMMARY:

	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Projected</b>
Expenditure Summary:					
Personnel	\$0	\$0	\$0	\$0	\$0
Operating	20,620	19,685	32,700	32,700	32,700
Capital	0	0	0	0	0
<b>Total</b>	<b>\$20,620</b>	<b>\$19,685</b>	<b>\$32,700</b>	<b>\$32,700</b>	<b>\$32,700</b>
Revenue	\$13,505	\$13,700	\$33,500	\$33,500	\$33,500
<b>Net Local Revenue</b>	<b>\$7,115</b>	<b>\$5,985</b>	<b>(\$800)</b>	<b>(\$800)</b>	<b>(\$800)</b>
<b>Full-time Equivalents</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## BUDGET ANALYSIS:

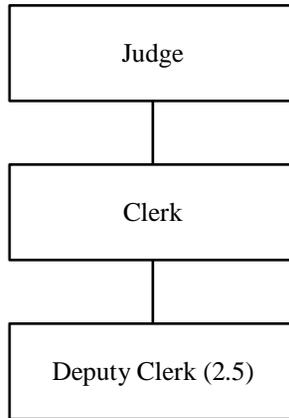
The FY 2021 Adopted and FY 2022 Projected Budget for the General District Court includes no budgetary adjustments in comparison to prior years.

# Juvenile and Domestic Relations Court

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## ORGANIZATIONAL PURPOSE:

The Fauquier County Juvenile and Domestic Relations District Court strives to be constantly aware of and address the ever-changing needs of the citizens of Fauquier County, especially the at-risk juveniles, troubled adults, and their families.



*All Juvenile and Domestic Relations Court positions are State-funded positions.*

## GOALS:

- Strive to save the at-risk youth and assist their families, in order for them to reach their maximum potential.
- Offer at-risk youth every available opportunity to succeed, as this is the right of every individual in our society.
- Protect the community from these troubled youth.

## KEY PROJECTS FOR FY 2021 & FY 2022:

- Work with at-risk youth and their families to help mitigate the threat these youth pose to themselves, as well as to the surrounding community.

# Juvenile and Domestic Relations Court

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**BUDGET SUMMARY:**

	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Projected</b>
Expenditure Summary:					
Personnel	\$0	\$0	\$0	\$0	\$0
Operating	11,884	14,019	17,726	17,726	17,726
Capital	0	0	0	0	0
<b>Total</b>	<b>\$11,884</b>	<b>\$14,019</b>	<b>\$17,726</b>	<b>\$17,726</b>	<b>\$17,726</b>
Revenue	\$399	\$222	\$250	\$250	\$250
<b>Net Local Revenue</b>	<b>\$11,485</b>	<b>\$13,797</b>	<b>\$17,476</b>	<b>\$17,476</b>	<b>\$17,476</b>
<b>Full-time Equivalents</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**BUDGET ANALYSIS:**

The FY 2021 Adopted Budget and FY 2022 Projected Budget for the Juvenile and Domestic Relations Court includes no budgetary adjustments in comparison to prior years.

# Magistrates

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## ORGANIZATIONAL PURPOSE:

Magistrates are appointed by chief circuit court judges for four year terms. The number of magistrates in each district is authorized by the Committee on District Courts. While magistrates do not possess trial jurisdiction, they are an integral part of the judicial system and are judicial officers of the Commonwealth of Virginia. The principal function of the magistrate is to provide an independent, unbiased review of complaints brought by police officers, sheriff deputies, and citizens. Magistrates are not police officers, nor do they provide law enforcement; magistrates are issuing officers who serve as a buffer between law enforcement and society. Magistrates may assist the public by providing information on the judicial system processes and procedures. Magistrates have no authority except that which has been expressly conferred by statute.

## GOALS:

- Provide services as required by the Supreme Court of Virginia to serve the citizens of Fauquier County.

## KEY PROJECTS FOR FY 2021 & FY 2022:

- Continue to be responsible for providing the law enforcement officers and citizens of Fauquier County with the best possible service Magistrates can offer.

## BUDGET SUMMARY:

	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Projected</b>
Expenditure Summary:					
Personnel	\$56,931	\$43,392	\$73,946	\$73,946	\$73,946
Operating	19,035	13,678	13,827	13,827	13,827
Capital	0	0	0	0	0
<b>Total</b>	<b>\$75,966</b>	<b>\$57,070</b>	<b>\$87,773</b>	<b>\$87,773</b>	<b>\$87,773</b>
Revenue	\$0	\$0	\$0	\$0	\$0
<b>Net Local Revenue</b>	<b>\$75,966</b>	<b>\$57,070</b>	<b>\$87,773</b>	<b>\$87,773</b>	<b>\$87,773</b>
<b>Full-time Equivalents</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## BUDGET ANALYSIS:

The FY 2021 Adopted Budget and the FY 2022 Projected Budget for Magistrates includes no budgetary adjustments in comparison to prior years.

# Public Defender's Office

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## ORGANIZATIONAL PURPOSE:

The Public Defender's Office protects the Constitutional right to counsel for members of Fauquier and Rappahannock County who cannot afford to hire their own lawyer. The Public Defender's Office represents defendants in circuit, general district and juvenile and domestic relations courts and strives to provide each client with high quality indigent defense services, a necessary component of a fair and reliable criminal justice system. The Public Defender's Office is directed by the Virginia Indigent Defense Commission (VDIC), established by Virginia General Assembly in 2004.

## GOALS:

- Continually improve criminal defense representation to vulnerable citizens of Fauquier and Rappahannock County who are not able to hire an attorney of their choosing.
- Comply with the Standards and Rules of Professional Conduct as set by the Virginia Indigent Defense Counsel.
- Administer resources efficiently in all office operations so that each client receives the service to which they are entitled by the Constitution of the United States.

## BUDGET SUMMARY:

	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Projected</b>
Expenditure Summary:					
Personnel	\$0	\$0	\$0	\$0	\$0
Operating	8,102	23,402	44,788	34,467	34,467
Capital	0	0	0	0	0
<b>Total</b>	<b>\$8,102</b>	<b>\$23,402</b>	<b>\$44,788</b>	<b>\$34,467</b>	<b>\$34,467</b>
Revenue	\$0	\$0	\$0	\$0	\$0
<b>Net Local Revenue</b>	<b>\$8,102</b>	<b>\$23,402</b>	<b>\$44,788</b>	<b>\$34,467</b>	<b>\$34,467</b>
<b>Full-time Equivalents</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## BUDGET ANALYSIS:

The FY 2021 Adopted Budget and FY 2022 Projected Budget for the Public Defender's Office includes a decrease in personnel expenditures to reflect current salary supplements based on State salary levels.