

Our Mission: To administer justice in a fair, timely and efficient manner in the areas of criminal, traffic, civil, small claims and involuntary civil commitment

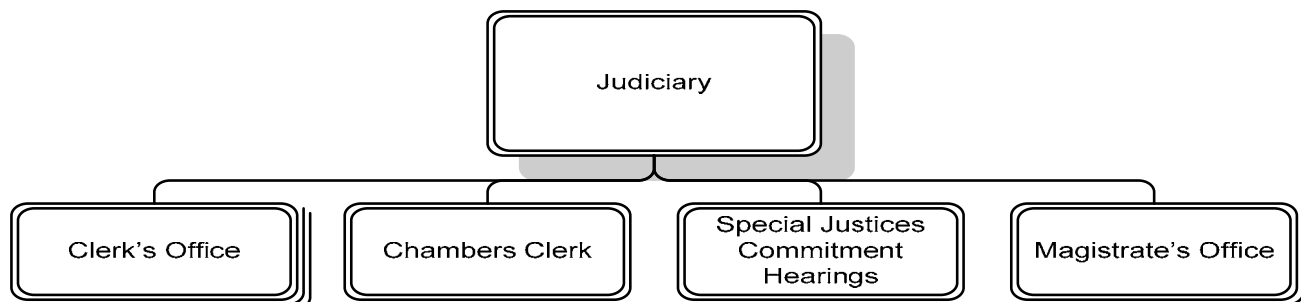
The General District Court is the court with the greatest public contact. It has the largest and most varied caseload of the three courts in Arlington County. The General District Court has five divisions: criminal, traffic, civil, small claims, and involuntary civil commitment.

The Court's responsibilities in criminal matters include arraignment of criminal defendants, bond hearings, trials of defendants charged with misdemeanors, preliminary hearings of defendants charged with felonies and probation violations. In addition, the Court issues protective orders to provide safety to victims of crime. The Court hears all traffic cases involving individuals eighteen years of age or older. The Court's civil jurisdiction is generally limited to matters when the amount in dispute is \$15,000 or less. The Court has jurisdiction for commercial landlord-tenant matters, regardless of the amount. The Court is responsible for conducting involuntary mental commitment hearings.

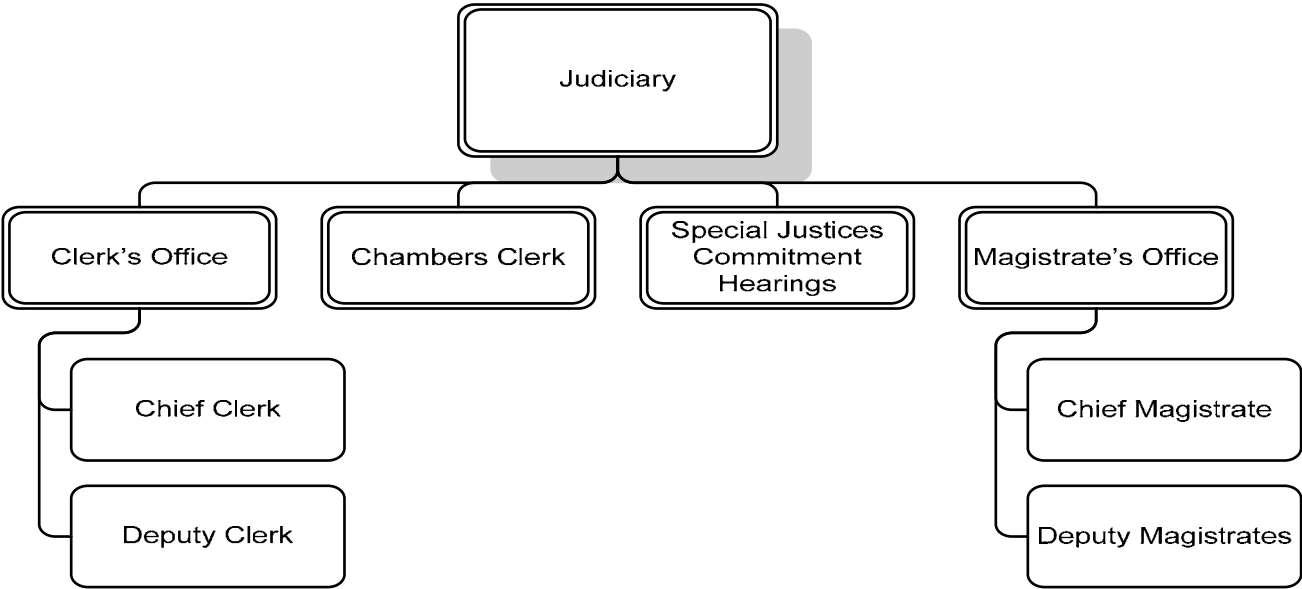
In fulfilling its responsibilities, the General District Court strives to assure courtesy, fairness, and efficiency, and to fulfill its responsibility to dispense justice appropriately in each case. The Court recognizes the challenges presented by its high case volume and continues to monitor its success in these goals.

- **Judges' Office** (\$189,447, 1.2 FTE): Along with handling the judiciary duties of the Court and cases within its jurisdiction, the Court also arranges for appointment of counsel for the indigent, facilitating civil involuntary mental commitment hearings, in cooperation with the Sheriff's Office and the Department of Human Services (DHS).
- **Clerk's Office** (\$76,711, 0.3 FTE): The General District Court Clerk's Office processes criminal warrants, traffic summonses, and civil cases. The Clerk's Office also processes pre-payments of traffic fines; collects fees, fines and court costs assessed in General District Traffic and Criminal Courts; and provides assistance to the public.
- **Magistrate's Office** (\$90,403): The Magistrates' Office issues warrants for the arrest of violators of state law and County ordinances; admits to bail or commits to jail all persons charged with offenses, subject to the limitations and in accordance with the general laws on bail; issues civil warrants; accepts pre-payments of traffic summonses when the Clerk's Office is closed; and issues temporary detention orders. The Magistrate administers oaths, takes acknowledgements, and acts as conservators for the peace.

DEPARTMENT DIVISIONS



DEPARTMENTAL ORGANIZATION CHART



FY 2007 PRIORITIES

- To continue to review court procedures to assure the needs of all parties with business before the court are met in the best way possible.
- To continue to provide the highest quality service from the Clerk’s Office and the Magistrate’s Office, processing criminal warrants, traffic summonses, fine payments, records, case filings and inquiries.
- To review expansion of the use of mediation as appropriate.
- To continue to improve access to services for non-English speaking clientele.
- To continue cooperation with County and non-profit agencies to serve the Court’s constituency.

DEPARTMENT FINANCIAL SUMMARY

	FY 2005 Actual	FY 2006 Adopted	FY 2007 Proposed	% Change '06 to '07
Personnel	\$73,016	\$92,386	\$174,696	89%
Non-Personnel	136,182	188,009	181,865	-3%
Total Expenditures	209,198	280,395	356,561	27%
Fees	2,265,316	1,989,705	1,996,217	-
Grants	-	-	-	-
Total Revenues	2,265,316	1,989,705	1,996,217	-
Net Tax Support	(\$2,056,118)	(\$1,709,310)	(\$1,639,656)	4%
Authorized FTEs	1.5	1.5	1.5	
Funded FTEs	1.5	1.5	1.5	

SIGNIFICANT BUDGET CHANGES

The FY 2007 proposed budget for General District Court is \$356,561, a twenty-seven percent increase over FY 2006. The proposed budget reflects:

- ↑ A two percent market pay line adjustment, a 10% increase in employer health insurance costs, and an increase in employer retirement contributions to maintain full funding of the retirement fund. It also reflects County supplements to Magistrates’ salaries approved in FY 2006 (\$71,921) after the budget was adopted.
- ↓ Decrease in non-personnel is due to an adjustment of telephone charges by DTS based on FY 2005 actual costs (\$6,144).
- ↑ Increase in revenue is due to Falls Church reimbursement calculated based on prior year actual and the Court’s FY 2007 budget (\$6,512).

PERFORMANCE MEASURES

	CY 2002 Actual	CY 2003 Actual	CY 2004 Actual	CY 2005 Actual	CY 2006 Estimate	CY 2007 Estimate	CY 2007 Goal
Traffic cases adjudicated	78,814	76,103	76,103	77,533	78,000	75,600	75,600
Criminal cases adjudicated	7,726	7,704	7,000	7,528	7,700	7,800	7,800
Civil cases adjudicated	9,920	10,132	9,500	9,974	10,000	10,150	10,150
Data entry defect rate	N/A	N/A	N/A	<1%	<1%	<1%	<1%
Percent favorable rating on customer service	N/A	N/A	N/A	80%	85%	85%	85%
Traffic cases filed	77,770	76,194	75,302	76,502	75,000	76,000	76,000
Criminal cases filed	6,468	5,340	6,407	6,407	6,500	6,600	6,600
Civil cases filed	9,574	7,206	9,051	9,051	9,500	9,575	9,575
Probable cause hearings	7,296	7,752	7,524	7,695	7,700	7,600	7,600
Bond hearings	11,717	12,025	11,871	11,986	12,000	12,200	12,200
Other processes	2,850	2,844	2,845	2,845	2,900	3,000	3,000
Percent of fines collected	87%	80%	84%	85%	85%	86%	86%

