

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

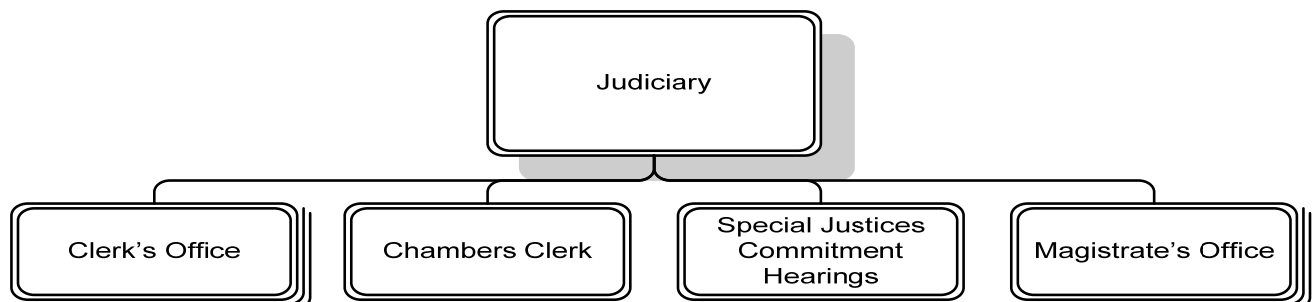
The General District Court is the court with the greatest public contact. It has the largest and most varied caseload of the three courts in Arlington County. The General District Court has five divisions: criminal, traffic, civil, small claims, and involuntary civil commitment.

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.

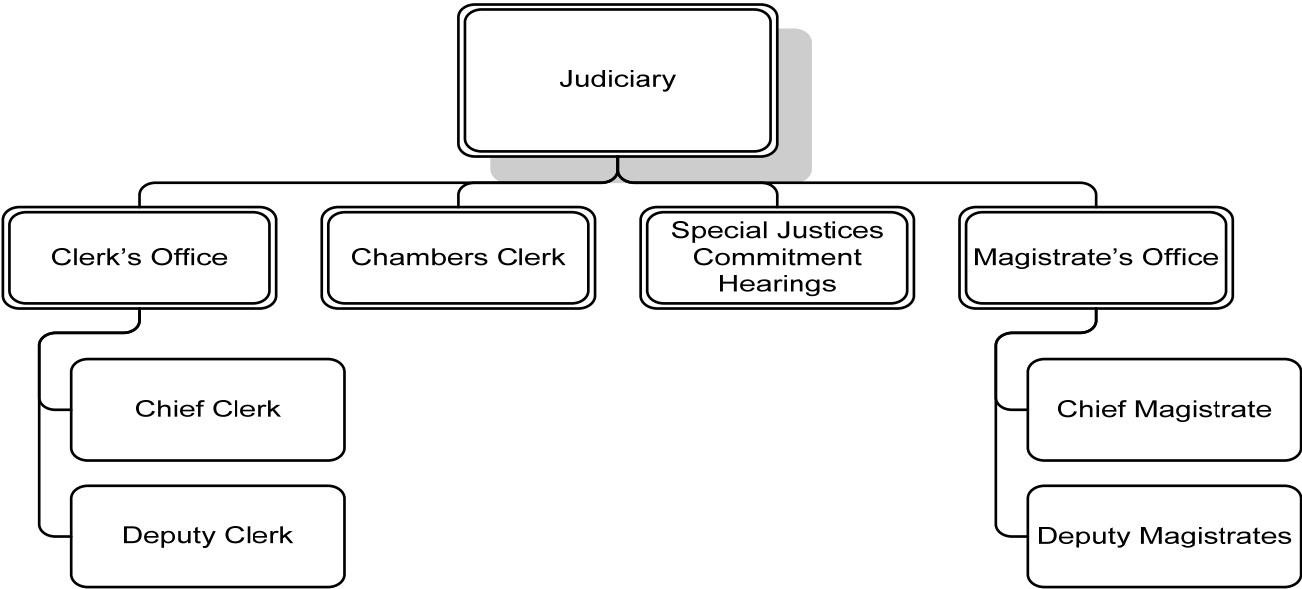
In fulfilling its responsibilities, the General District Court strives to assure courtesy, fairness, and efficiency, and to fulfill its responsibility to dispense justice appropriately in each case. The Court recognizes the challenges presented by its high case volume and continues to monitor its success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

- **Judges' Office** (\$195,494, 1.20 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** (\$62,985 0.30 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** (\$99,105): 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 2009 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 2007 Actual	FY 2008 Revised	FY 2009 Proposed	% Change '08 to '09
Personnel	\$140,586	\$168,473	\$175,499	4%
Non-Personnel	116,324	181,865	182,085	-
Total Expenditures	256,910	350,338	357,584	2%
Fees	26,700	14,968	10,397	-31%
Grants	-	-	-	-
Total Revenues*	26,700	14,968	10,397	-31%
Net Tax Support	\$230,210	\$335,370	\$347,187	4%
Permanent FTEs	1.5	1.50	1.50	
Temporary FTEs	-	-	-	
Total Authorized FTEs	1.5	1.50	1.50	

*Revenue from fines is no longer reflected in the revenue budget.

SIGNIFICANT BUDGET CHANGES

The FY 2009 proposed budget for General District Court is \$357,584, a two percent increase over the FY 2008 revised budget.

- ↑ Personnel expenditures include normal salary increases, an increase in employer retirement contributions to maintain full funding of the retirement fund, and a ten percent increase in health insurance.
- ↓ Decrease in revenue reflects Falls Church reimbursements calculated based on reconciliation of prior year Falls Church payments with the corresponding actual expenditures and making an adjustment in FY 2009 (\$4,571).

PERFORMANCE MEASURES

Critical Measures	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Estimate	FY 2009 Estimate	FY 2009 Target
Traffic cases adjudicated	76,103	77,533	62,292	52,248	65,407	66,061	66,061
Criminal cases adjudicated	7,704	7,528	6,718	5,160	7,053	7,123	7,123
Civil cases adjudicated	10,132	9,974	8,120	7,244	7,606	7,682	7,682
Data entry defect rate	N/A	<1%	<1%	<1%	<1%	<1%	<1%
Percent favorable rating on customer service	N/A	80%	90%	90%	90%	90%	90%
Traffic cases filed	75,302	76,502	85,340	73,120	73,850	74,589	74,589
Criminal cases filed	6,407	6,407	7,818	4,912	5,150	5,209	5,209
Civil cases filed	9,051	9,051	10,606	9,600	9,661	9,696	9,696
Probable cause hearings	7,695	7,695	5,068	5,100	5,200	5,151	5,151
Bond hearings	N/A	N/A	3,120	3,100	3,200	3,000	3,000
Other processes	2,845	2,845	2,850	2,450	2,500	2,500	2,500
Percent of fines collected	84%	85%	88%	88%	88%	86%	86%