



Courts

Courts' Programs

The Courts serve the public through support of the judicial system of Loudoun County by providing an independent, accessible, and responsive forum for the just resolution of disputes. Both the State Constitution and the Code of Virginia require the County to provide suitable facilities for the Courts, including the Circuit Court, General District Court, the Juvenile and Domestic Relations Court, and the Magistrates, although the County is not required to provide any personnel or related expenses. The County provides employees for the Circuit Court while the Commonwealth of Virginia provides the employees to staff the General District Court, Juvenile and Domestic Relations Court, and the Magistrates Office. The Commonwealth of Virginia also provides the judges for the courts.

Circuit Court

Serves as the court of record with original jurisdiction (the General District Court has exclusive authority to hear civil cases with claims of \$4,500 or less and shares authority with the Circuit Court to hear cases with claims between \$4,500 and \$25,000, and up to \$50,000 in civil cases for personal injury and wrongful death). The Circuit Court tries civil cases involving divorces, wills and estates, contracts, real property, administrative determinations, felonies, and indicted misdemeanors. The Circuit Court also hears criminal and civil appeals from the General District Court and the Juvenile and Domestic Relations Courts.

General District Court

Tries criminal, civil, and traffic court cases and arrests; holds mental health hearings; conducts community relations and community services programs. The General District Court also conducts a weekly Mental Health Docket and a Veterans Treatment Docket.

Juvenile and Domestic Relations Court

Hears delinquent and civil cases for any person under the age of 18, as well as juvenile civil commitment hearings and adult domestic relations criminal and civil cases.

Magistrates

Conduct probable cause and bail hearings; commit and release offenders to and from jail; issue arrest warrants, search warrants, emergency custody orders, temporary detention orders, medical emergency detention orders, and emergency protective orders.

**Budget Analysis****Department Financial and FTE Summary¹**

	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2025 Projected
Expenditures					
Personnel	\$1,280,529	\$1,505,749	\$1,713,315	\$1,781,586	\$1,835,034
Operating and Maintenance	292,975	251,907	398,834	350,562	354,068
Capital Outlay	0	0	0	20,000	0
Total – Expenditures	\$1,573,504	\$1,757,655	\$2,112,149	\$2,152,148	\$2,189,101
Revenues					
Recovered Costs	\$5,724	\$3,932	\$20,768	\$4,000	\$4,000
Total – Revenues	\$5,724	\$3,932	\$20,768	\$4,000	\$4,000
Local Tax Funding	\$1,567,781	\$1,753,724	\$2,091,381	\$2,148,148	\$2,185,101
FTE²	11.00	11.00	11.00	11.00	11.00

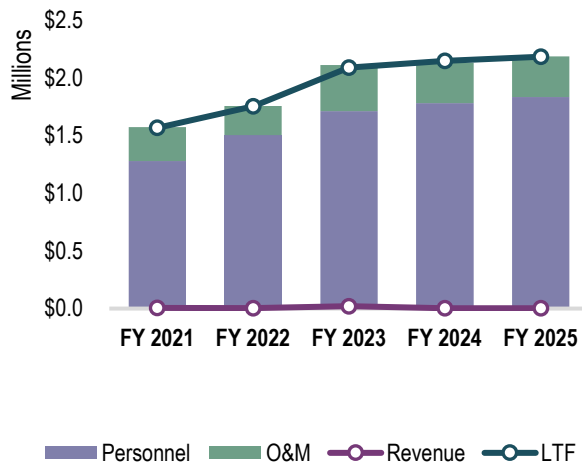
¹ Sums may not equal due to rounding.

² FTE presented are for County positions only. Commonwealth of Virginia positions are not presented.



Courts

Revenue and Expenditure History



additional staffing as outlined in the Staffing/FTE History section and compensation increases, including merit increases for the general workforce in each fiscal year and including County salary supplements for some state staff in the courts in each fiscal year.

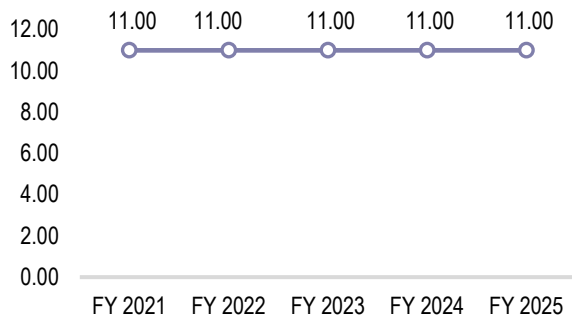
Revenue/Local Tax Funding

As shown, the Courts Department is primarily funded by local tax funding (over 98 percent). Program-generated revenues are limited to the General District Court’s recovered costs for court appointed attorney fees.

Expenditure

The majority of the expenditure budget is dedicated to personnel costs, including the County employees of the Circuit Court Judges’ office and the County salary supplements for the qualifying state employees of the General District Court, Juvenile and Domestic Relations Court, and one remaining magistrate grandfathered in before the state prohibited local government supplements for magistrates. Major drivers of personnel increases are

Staffing/FTE History



The Circuit Court Judges’ office is the only entity in this Department with County positions. Staffing increased by 1.00 FTE in FY 2021. State positions in the General District Court, Juvenile and Domestic Relations Court, and the Magistrate’s office are not presented in the Staffing/FTE History chart.

FY 2021: 1.00 FTE chief of staff position was approved for the Circuit Court Judges’ office.

The Department’s FY 2024 expenditures have increased primarily because of personnel costs, which make up most of the Department’s expenditures. The overall personnel costs increased primarily due to compensation increases¹, County salary supplements for state positions increases for additional positions provided by the state, and funding for the summer law clerks for the Circuit Court Judges. Personnel costs consist of salary and fringe benefits for the County employees of the Circuit Court Judges’ office and the County salary supplements for the state employees of the General District Court, Juvenile and Domestic Relations Court, and the state employee grandfathered in the Magistrates office. The operating and maintenance expenditures budget increased primarily due to increased books expenditures for the Circuit Court Judges office and increased expenditures for the credit card terminals for the new General District Court building. Overall, the Courts’ total operating and maintenance expenditures decreased due to lower budget amounts needed for central telephone expenditures. Capital outlay expenditures were budgeted for FY 2024 for the polycom equipment needed for the new General District Court building.

¹ See summary of merit increases in Non-Departmental Expenditures section 6-2.



Courts

The General District Court and to a lesser extent, the Juvenile and Domestic Relations District Court, collect a variety of revenues, including County revenue for traffic fines and tickets written by Loudoun County Sheriff's Office's (LCSO) deputies, fees for courthouse maintenance and security, court fines, and interest on delinquent fines. These revenues are budgeted and recorded in the departments and programs that generate these revenues (e.g., LCSO budgets revenue for traffic fines). In addition, the General District Court collects revenue for traffic tickets written by police officers for the towns of Leesburg, Middleburg, and Purcellville and remits those revenues back to each respective town. The Court also collects revenue on behalf of the Metropolitan Washington Airports Authority Police at Washington Dulles International Airport and the Virginia State Police, remitting those revenues to the Commonwealth of Virginia.

The Adult Drug Court, a specialty docket in the Circuit Court serves up to 25 participants. This program is a cooperative effort involving the Circuit Court; the Clerk of the Circuit Court; the Department of Community Corrections; the Office of the Commonwealth's Attorney; County Administration; the Department of Mental Health, Substance Abuse, and Developmental Services (MHSADS); Loudoun County Sheriff's Office (LCSO); and the Loudoun County Public Defender's Office.

The Mental Health (MH) Docket of the General District Court serves up to 25 participants. The goal of the program is to increase public safety, reduce recidivism among high-risk individuals, divert individuals with serious mental illness from further progressing through the criminal justice system, and improve clinical outcomes for individuals with serious mental illness by connecting them with evidence-based treatment. This specialty docket is a collaborative effort between the departments of Community Corrections and MHSADS. Other partner agencies include LCSO, the Office of the Commonwealth's Attorney, and the Office of the Public Defender.

The General District Court implemented the Veterans Treatment Docket to serve up to five participants in December 2022 after the Virginia Supreme Court approved Loudoun County's application to establish a Veterans Treatment Docket in November 2022. Veterans Treatment Dockets are specialized court dockets led by the General District Court within the existing structure of Virginia's court system that offer substance use and mental health treatment to eligible defendants. Loudoun's specialty docket will serve justice-involved veterans of the U.S. military branches who have mental illness or co-occurring disorders. The initial maximum number of participants for the Veterans Treatment Docket will be five per year for the 12-month program. To start the new docket, no additional funds are needed. In the future, when the program grows, additional funds may be needed.

The Veterans Treatment Docket adopts many elements from the existing Mental Health Docket, including frequent court appearances and individualized treatment plans. Substance use and mental health treatment are made available to justice-involved veterans as an alternative to traditional case processing. Participants receive regular and intense supervision from a team across public agencies that monitors the defendant's treatment and provides resources tailored to the defendant's particular needs. This approach helps keep the defendant on track toward illness management and recovery, reducing re-involvement in the criminal justice system. One element of the Veterans Treatment Docket model that sets it apart from the Mental Health Docket model is the participation of veterans who serve as peer mentors. The Veterans Treatment Docket provides support and services from a collaborative team of federal, state and county agencies, including:

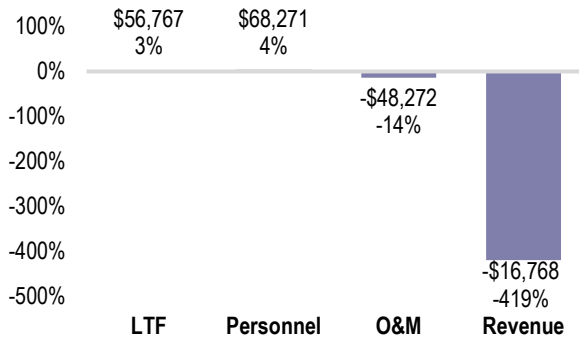
- Loudoun County Department of Community Corrections
- Loudoun County Department of Mental Health, Substance Abuse and Developmental Services
- Loudoun County General District Court
- Loudoun County Office of the Commonwealth's Attorney
- Loudoun County Sheriff's Office
- Loudoun Office of the Public Defender
- U.S. Department of Veterans Affairs
- Virginia Department of Veterans Services



Courts

While not included in the FY 2024 Proposed Budget, the Department has one resource request, focusing on the thematic area of judicial administration, described in an increase option in the Executive Summary.

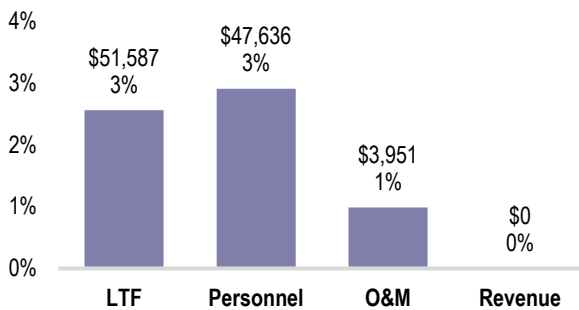
Percent Change from Adopted FY 2023 to Proposed FY 2024



Reasons for Change:

Personnel: ↑ General pay changes || **O&M:** ↓ Central telephone expenditures budget needed is lower than prior year || **Revenue:** ↓ Recovered costs for court appointed attorneys budget amount is lower to reflect actuals

Percent Change from Proposed FY 2024 to Projected FY 2025



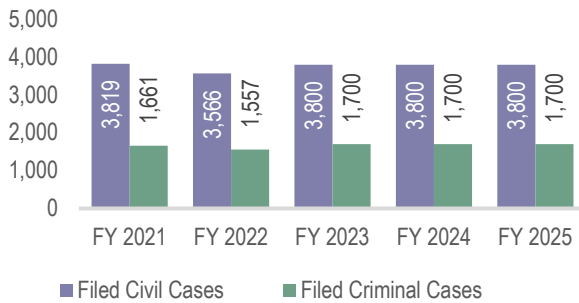
Reasons for Change:

Personnel: ↑ 3 percent || **O&M:** ↑ 1 percent || **Revenue:** ↔



Courts

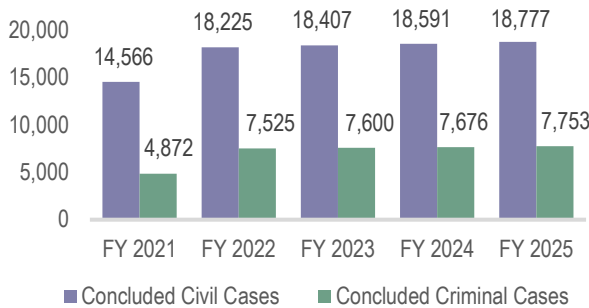
Key Measures



Objective: Maintain judicious, prompt, and efficient handling of Circuit Court cases by concluding cases.

Measure: Number of filed civil cases and criminal cases in the Circuit Court.¹

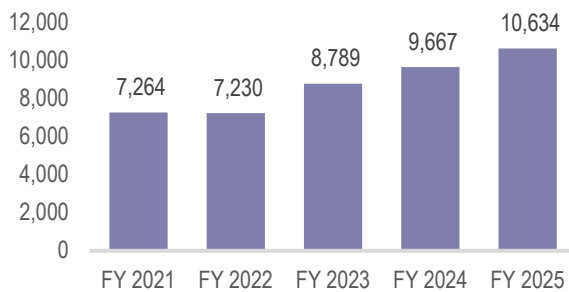
The number of Circuit Court cases filed, which increased in FY 2023, is expected to remain relatively stable.



Objective: Ensure General District Court cases are resolved promptly and efficiently by processing all court cases.

Measure: Number of concluded civil and criminal cases in the General District Court.

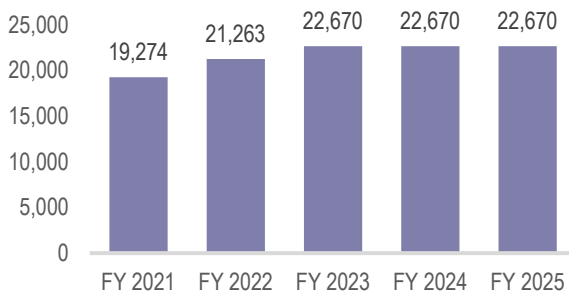
The number of General District Court cases increased in FY 2022 and is projected to be relatively stable in FY 2024.



Objective: Provide equitable services for juveniles and families in the judicial system for Loudoun County residents.

Measure: Number of Juvenile and Domestic Relations Court juvenile cases.

The number of Juvenile and Domestic Relations Court juvenile cases is expected to steadily increase to the historical trend, having decreased in FY 2022 due to the pandemic.



Objective: Provide judicial services and accomplish statutory responsibilities of the Magistrate's Office on a 24 hours per day/7 days per week/365 days per year basis.

Measure: Number of magistrate processes.

The number of magistrate processes increased in FY 2022 and is projected to remain stable through FY 2025. Position vacancies in the Magistrate's Office also affect this measure's data.

¹ Commenced civil cases include garnishments, civil cases filed, juvenile appeals, and adoptions filed. Commenced criminal cases include indictments, waivers, bench trials, misdemeanor appeals, criminal juvenile appeals, and capias/rules.



Courts

Department Programs

Department Financial and FTE Summary by Program¹

	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2025 Projected
Expenditures					
Circuit Court	\$1,268,343	\$1,487,749	\$1,622,383	\$1,637,618	\$1,683,592
Juvenile and Domestic Relations Court	96,917	81,430	136,570	134,994	137,885
General District Court	157,460	143,725	296,367	331,591	318,700
Magistrate's Office	50,784	44,750	56,829	47,945	48,924
Total - Expenditures	\$1,573,504	\$1,757,655	\$2,112,149	\$2,152,148	\$2,189,101
Revenues					
General District Court	\$5,724	\$3,932	\$20,768	\$4,000	\$4,000
Total - Revenues	\$5,724	\$3,932	\$20,768	\$4,000	\$4,000
Local Tax Funding					
Circuit Court	\$1,268,343	\$1,487,749	\$1,622,383	\$1,637,618	\$1,683,592
Juvenile and Domestic Relations Court	96,917	81,430	136,570	134,994	137,885
General District Court	151,736	139,794	275,599	327,591	314,700
Magistrate's Office	50,784	44,750	56,829	47,945	48,924
Total – Local Tax Funding	\$1,567,781	\$1,753,724	\$2,091,381	\$2,148,148	\$2,185,101
FTE					
Circuit Court	11.00	11.00	11.00	11.00	11.00
Total – FTE²	11.00	11.00	11.00	11.00	11.00

¹ Sums may not equal due to rounding.

² FTE presented are for County positions only. Commonwealth of Virginia positions are not presented.