

CIRCUIT COURT

The Circuit Court is the highest trial court in the County, hearing major civil and criminal cases and conducting all jury trials. In civil cases, the court tries claims for money damages as well as equity matters such as divorce cases, disputes involving wills and estates, and controversies involving property. In criminal cases, the court hears all felony cases and some misdemeanor cases. The Circuit Court also exercises appellate jurisdiction over cases coming to it from General District Court, Juvenile and Domestic Relations Court, and certain state and local agencies, boards, and commissions.

The Circuit Court is in session every business day in the Judicial Center. In addition, a second court is in session for twelve days a month in the old (restored) circuit courtroom. The Circuit Court schedule is determined by the presiding judge. The State approved additional judges in both the Circuit and Juvenile and Domestic Relations Courts in 2005, and both the Circuit and General District Courts in 2006.

BUDGET SUMMARY:

	FY 2006 Actuals	FY 2007 Adopted	FY 2007 Amended	FY 2008 Requested	FY 2008 Approved
Costs					
Personnel	\$1,418	\$0	\$0	\$0	\$85,937
Operating	\$122,109	\$122,209	\$122,209	\$130,871	\$40,138
Capital	\$0	\$0	\$0	\$0	\$0
Total Budget	\$123,527	\$122,209	\$122,209	\$130,871	\$126,075
Total Associated Revenues	\$0	\$0	\$0	\$0	\$0
Net Tax Supported	\$123,527	\$122,209	\$122,209	\$130,871	\$126,075

Percent Change in Total Budget	3.2%
Percent Change in Net Tax Supported	3.2%
Percent of Services Mandated by State/Federal Government	100%

Budget Description

The approved FY 08 Circuit Court budget of \$126,075 represents an increase of \$3,866, or 3.2 percent, as compared to the FY 07 adopted budget. The increase is attributable to salary increases for the administrative staff.

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GENERAL DISTRICT COURT

The General District Court processes, docket, hears, and follows through with any subsequent action on traffic infractions, misdemeanors, civil and mental hearings, and preliminary hearings of felony cases. The court has exclusive jurisdiction over traffic infractions, misdemeanors, and civil actions up to \$15,000. Court staff responds to various inquiries from the public, attorneys, and other agencies in addition to performing duties related to processing case papers. The Clerk's office processes all new cases received by the court, prepares court dockets, and collects fines and costs. Court staff processes warrants for County ordinance violations and summonses for contested parking tickets. The State approved additional judges in both the Circuit and General District Courts in 2006.

BUDGET SUMMARY:

	FY 2006 Actuals	FY 2007 Adopted	FY 2007 Amended	FY 2008 Requested	FY 2008 Approved
Costs					
Personnel	\$0	\$0	\$0	\$0	\$0
Operating	\$23,805	\$34,484	\$34,484	\$34,484	\$37,484
Capital	\$0	\$0	\$0	\$3,000	\$0
Total Budget	\$23,805	\$34,484	\$34,484	\$37,484	\$37,484
Total Associated Revenues	\$0	\$0	\$0	\$0	\$0
Net Tax Supported	\$23,805	\$34,484	\$34,484	\$37,484	\$37,484

Percent Change in Total Budget	8.7%
Percent Change in Net Tax Supported	8.7%
Percent of Services Mandated by State/Federal Government	100%

Budget Description

The approved FY 08 General District Court budget of \$37,484 represents an increase of \$3,000, or 8.7 percent, as compared to the FY 07 adopted budget. The increase is attributable to the request for a new copier.

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MAGISTRATE

The Magistrates Office, located at 2706 Lafayette Boulevard, serves the City of Fredericksburg and Spotsylvania County. The current site is under temporary lease arrangements while the City and the County explore the feasibility of placing a modular unit adjacent to the Animal Control office. The Magistrates issue search and arrest warrants and ensure the prompt release of persons entitled to bail once the proper bond has been posted. Personnel costs are funded by the State. Operational costs are shared by Spotsylvania (57.5%) and Fredericksburg (42.5%). All operational expenditures are paid through Spotsylvania County and then billed to Fredericksburg for reimbursement of their share. Along with our share of the operational costs, Spotsylvania's General Services Department provides maintenance services to the Magistrate's office.

BUDGET SUMMARY:

	FY 2006 Actuals	FY 2007 Adopted	FY 2007 Amended	FY 2008 Requested	FY 2008 Approved
Costs					
Personnel	\$0	\$0	\$0	\$0	\$0
Operating	\$11,309	\$11,200	\$11,200	\$11,984	\$12,668
Capital	\$0	\$4,400	\$4,400	\$56,200	\$6,200
Total Budget	\$11,309	\$15,600	\$15,600	\$68,184	\$18,868
Associated Revenue					
Reimbursement - Fredericksburg	\$4,806	\$6,630	\$6,630	\$28,978	\$8,019
Total Associated Revenues	\$4,806	\$6,630	\$6,630	\$28,978	\$8,019
Net Tax Supported	\$6,503	\$8,970	\$8,970	\$39,206	\$10,849

Percent Change in Total Budget	20.9%
Percent Change in Net Tax Supported	20.9%
Percent of Services Mandated by State/Federal Government	100%

Budget Description

The approved FY 08 Magistrates budget of \$18,868 represents an increase of \$3,268, or 20.9 percent, as compared to the FY 07 adopted budget. The increase is attributable to increases in several line items due to historical usage.

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JUVENILE AND DOMESTIC RELATIONS COURT

The Juvenile and Domestic Relations Court has jurisdiction in cases involving children and family members. These cases involve juvenile delinquency, juvenile traffic offenses, runaways and truants, child abuse or neglect, spousal abuse, support enforcement, visitation and custody of minor children, abandoned children, foster care, crimes committed by one family member against another and crimes committed by a minor. Beginning March 1, 2005, court was held nine sessions per week, which includes a second presiding judge who will hold court four days per week. In addition, mediation is held every Friday in an attempt to eliminate the need for a court trial. The State approved additional judges in both the Circuit and Juvenile and Domestic Relations Courts in 2005.

BUDGET SUMMARY:

	FY 2006 Actuals	FY 2007 Adopted	FY 2007 Amended	FY 2008 Requested	FY 2008 Approved
Costs					
Personnel	\$0	\$0	\$0	\$0	\$0
Operating	\$46,785	\$38,300	\$38,300	\$41,472	\$41,229
Capital	\$2,472	\$5,118	\$5,118	\$4,800	\$4,800
Total Budget	\$49,257	\$43,418	\$43,418	\$46,272	\$46,029
Total Associated Revenues	\$0	\$0	\$0	\$0	\$0
Net Tax Supported	\$49,257	\$43,418	\$43,418	\$46,272	\$46,029

Percent Change in Total Budget	6.0%
Percent Change in Net Tax Supported	6.0%
Percent of Services Mandated by State/Federal Government	100%

Budget Description

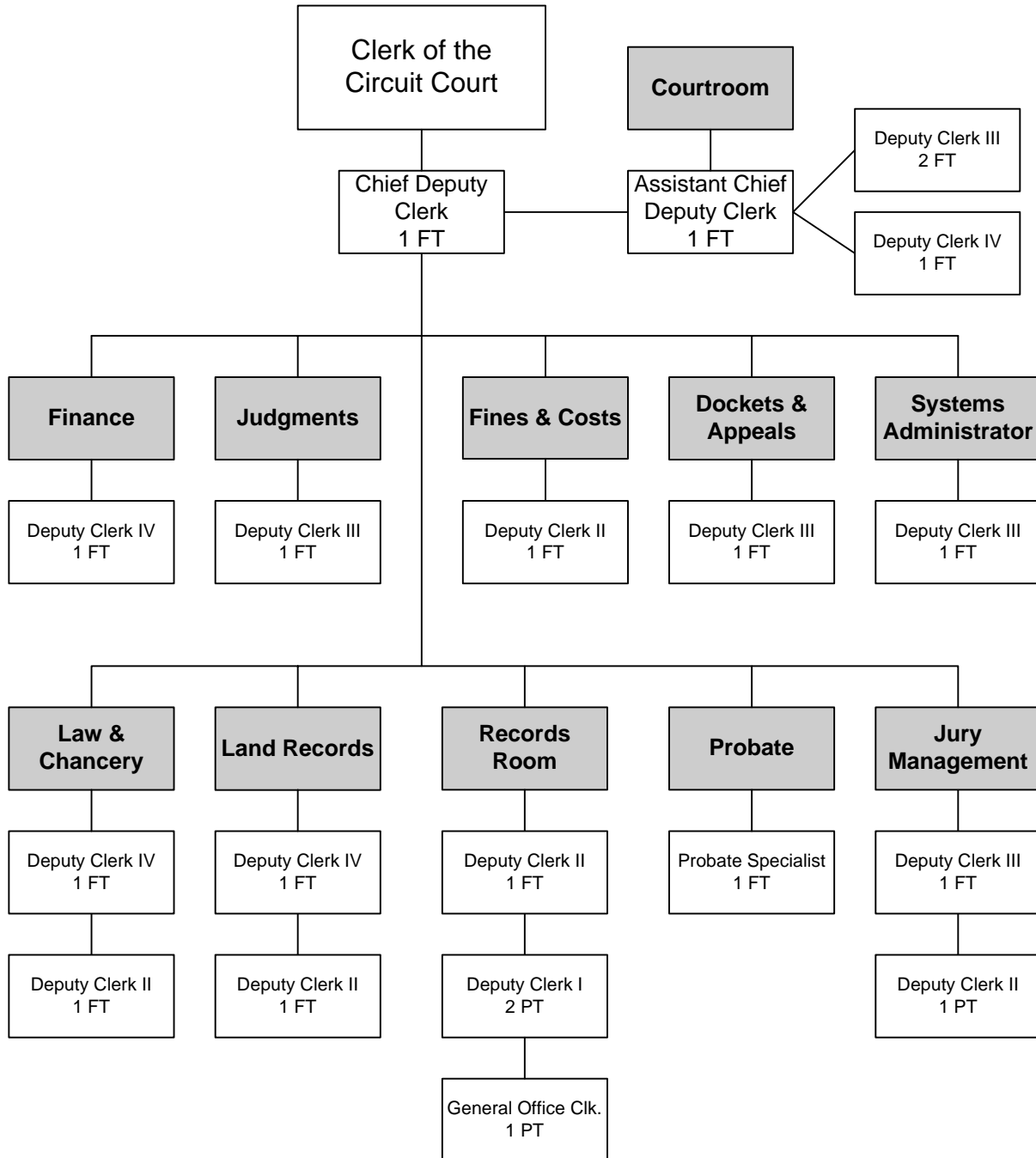
The approved FY 08 Juvenile and Domestic Relations Court budget of \$46,029 represents an increase of \$2,611, or 6.0 percent, as compared to the FY 07 adopted budget. The increase is attributable to increases in several line items to reflect historical usage.

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CLERK OF CIRCUIT COURT

Mission

To protect the property ownership rights of our citizens and uphold the criminal and civil justice systems by administering court and county records in an efficient, friendly, and courteous manner.



Department Summary: The Clerk of Circuit Court is a constitutional officer elected by the voters of Spotsylvania for a term of eight years. The Clerk performs four major functions: administrator of the court of record; registrar of deeds; probate official; and jury administrator. In addition, the Clerk issues licenses for marriage, concealed handgun permits and notaries.

The Clerk is mandated by the State to record all deeds, wills and other legal papers filed in the County. For criminal cases, the Clerk’s office maintains all files, summons juries and witnesses, attends all hearings, and computes fines and costs. The office maintains files on all wills, judgments, deeds and financing statements filed in the County. All fines and fees originating in the Clerk’s office are also collected and accounted for by the Clerk.

Key Measures	CY 2004	CY 2005	CY 2006
Percent of statutory & legal requirements met for criminal, civil, & probate filings	100%	100%	100%
Percent of land recordings officially filed within one day of receipt	100%	100%	100%
Percent of employees who have received professional training	11%	10%	15%

BUDGET SUMMARY:

	FY 2006 Actuals	FY 2007 Adopted	FY 2007 Amended	FY 2008 Requested	FY 2008 Approved
Costs					
Personnel	\$987,633	\$1,131,895	\$1,135,168	\$1,249,459	\$1,207,488
Operating	\$310,922	\$138,263	\$138,263	\$159,660	\$136,560
Capital	\$14,649	\$214,050	\$214,050	\$214,783	\$211,436
Total Budget	\$1,313,204	\$1,484,208	\$1,487,481	\$1,623,902	\$1,555,484
Associated Revenues					
Excess Fees of Clerks	\$1,101,794	\$1,329,000	\$1,329,000	\$1,200,000	\$1,200,000
State Compensation Board	\$676,769	\$701,838	\$801,286	\$821,433	\$825,735
Subscription Fees	\$0	\$60,000	\$60,000	\$60,000	\$60,000
Copying Fees	\$6,184	\$10,000	\$10,000	\$10,000	\$10,000
Total Associated Revenues	\$1,784,747	\$2,100,838	\$2,200,286	\$2,091,433	\$2,095,735
Net Tax Supported	(\$471,543)	(\$616,630)	(\$712,805)	(\$467,531)	(\$540,251)
Full-time Staff	17	18	18	19	18
Part-time Staff	2.64	2.64	2.64	2.64	3.52
Total Full-time Equivalents	19.64	20.64	20.64	21.64	21.52

Percent Change in Total Budget 4.8%
Percent Change in Net Tax Supported 12.4%
Percent of Services Mandated by State/Federal Government 100%

Budget Description

The approved FY 08 Clerk of Circuit Court budget of \$1,555,484 represents an increase of \$71,276 or 4.8 percent, as compared to the FY 07 adopted budget.

The increase is attributable to the following:

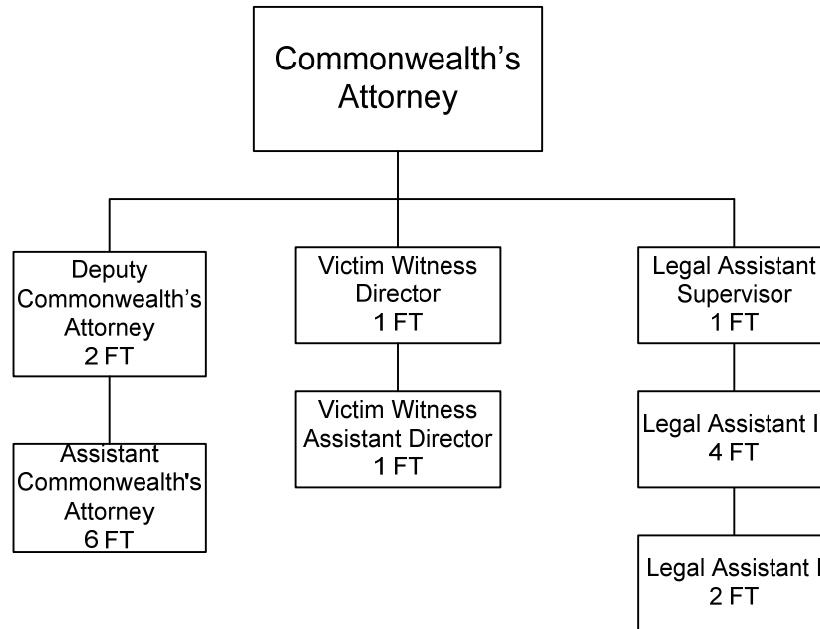
- ◆ Full year funding of 2.5% merits given in FY 07, 2% market adjustments effective July 1, 2007, and 2.5% merits on anniversary dates for employees meeting merit criteria in FY 08.
- ◆ Funding for the implementation of a compensation market study for General County employees. The compensation study for Public Safety employees was implemented July 1, 2006.
- ◆ Increase is offset by a reduction in health insurance costs because no overall increase in health insurance costs for FY 08 is anticipated, and in keeping with the Board of Supervisors' goal of employees paying a greater share of total health insurance costs, an increase in the employee's share as follows: employee only coverage from 9% to 11%; all other coverage from 16% to 18%.
- ◆ Increase is offset by decreases in several line items.

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COMMONWEALTH'S ATTORNEY

Mission

The office of the Commonwealth's Attorney serves the public by fairly and diligently prosecuting all felony cases and all serious misdemeanor cases filed in Spotsylvania County. In so doing, this office, in conjunction with the police and the courts, helps control the crime rate in Spotsylvania. Further, the CA's office and its grant funded Victim/Witness Program strive to advocate justice for crime victims, to help reduce their trauma, and to encourage victims' and witnesses' full participation in the criminal justice system. The CA's office also serves as legal advisor to all local law enforcement agencies.



Department Summary: The Commonwealth's Attorney is a Constitutional, law-enforcement official, elected for a four-year term by general election, independent in his duties from the County and State. His duties, responsibilities, and privileges are set out in the State Constitution, the Code of Virginia, and supplemented by local ordinances.

The Commonwealth's Attorney is responsible for coordinating the criminal prosecution in the County's three courts, as well as appeals to the Court of Appeals. The office maintains a file system to track these cases. Additionally, the office is responsible for investigating criminal histories, driving records, and general background information of persons being prosecuted, and for maintaining those files. The office is also responsible for subpoenaing witnesses and for arranging payment/reimbursement for witness expenses. In preparing for the prosecution of

criminal cases and appeals, the office is responsible for maintaining a comprehensive law library with emphasis on criminal law procedure. The office is also responsible for preparing actions/suits against individuals who are required to come to court for probation violations. This office also maintains a program to assist the Sheriff and the State Police in enforcing criminal drug forfeiture of property seized in drug offenses. The office receives a large number of telephone inquiries for general information on criminal law. The office also assists crime victims in applying for Crime Victim's Compensation and/or referring those victims to the various agencies that may assist them.

This office also administers the Victim-Witness Program, which is predominantly funded by the Department of Criminal Justice Services (DCJS). In FY 05, the number of victims served was 1,097, which included direct services such as face-to-face, continuous contact as well as generic services such as providing general procedural information. A regional victim-witness program brochure was created to include the counties of Spotsylvania, Caroline, King George, Stafford and the City of Fredericksburg. In addition, the directors of these localities along with representatives of DCJS, our grantor, meet every other month to discuss victimization issues, DCJS training, and other relevant topics. Training and presentations about victims' rights are provided to public and private organizations, which include Court Appointed Special Advocates (CASA), neighborhood watch groups, law enforcement officers with our local Sheriff's department as well as the Rappahannock Regional Criminal Justice Training Academy.

This office has also developed cooperative agreements with Spotsylvania Department of Social Services (Child Protective Services); Spotsylvania Juvenile Court Services, Adult Probation and Parole; the Magistrate's Office; Spotsylvania County Sheriff's Office; Rappahannock Regional Jail; Rappahannock Council on Domestic Violence (RCDV); Rappahannock Council Against Sexual Assault (RCASA); and Rappahannock Legal Services. The purpose of these agreements is to delineate the roles of the involved agencies, increase the program's network of referral sources, lessen likelihood for duplicated services, define gaps in existing services and initiate, develop and expand collaboration.

KEY MEASURES	CY 2004	CY 2005	CY 2006
Annual crime rate	4%	4.8%	Data not yet available
Number of criminal cases prosecuted in all three courts	15,319	16,123	19,028
Ratio of prosecutors to Office of Sheriff's law enforcement officers	FY 2004 1 : 20.7	FY 2005 1 : 24.3	FY 2006 1 : 21.5
Annual caseload per prosecutor	FY 2004 404.8	FY 2005 425.5	Data not yet available
Number of crime victims served by Victim/Witness	918	1,000	1,097

BUDGET SUMMARY:

	FY 2006 Actuals	FY 2007 Adopted	FY 2007 Amended	FY 2008 Requested	FY 2008 Approved
Costs					
Personnel	\$1,178,749	\$1,374,924	\$1,389,288	\$1,648,457	\$1,616,205
Operating	\$78,014	\$100,168	\$112,333	\$123,430	\$119,178
Capital	\$23,590	\$8,718	\$8,718	\$5,909	\$5,658
Total Budget	\$1,280,353	\$1,483,810	\$1,510,339	\$1,777,796	\$1,741,041
Associated Revenues					
State Compensation Board	\$497,814	\$543,371	\$682,044	\$746,626	\$757,102
Victim/Witness Grant	\$132,019	\$103,975	\$103,975	\$93,577	\$93,577
Va Domestic Violence Grant	\$8,755	\$34,372	\$34,372	\$40,000	\$40,000
Commonwealth Attorney's Fees	\$4,993	\$5,600	\$5,600	\$5,600	\$5,600
Forfeiture/Seizure	\$29,783	\$0	\$0	\$0	\$0
Total Associated Revenues	\$673,364	\$687,318	\$825,991	\$885,803	\$896,279
Net Tax Supported	\$606,989	\$796,492	\$684,348	\$891,993	\$844,762
Full-time Staff	15	16	16	18	18
Part-time Staff	0	0	0	0.5	0.5
Total Full-time Equivalents	15	16	16	18.5	18.5

Percent Change in Total Budget 17.3%
Percent Change in Net Tax Supported 6.1%
Percent of Services Mandated by State/Federal Government 89%

Budget Description

The approved FY 08 Commonwealth Attorney budget of \$1,741,041 represents an increase of \$257,231, or 17.3 percent, as compared to the FY 07 adopted budget.

The increase is attributable to the following:

- ◆ Full year funding of 2.5% merits given in FY 07, 2% market adjustments effective July 1, 2007, and 2.5% merits on anniversary dates for employees meeting merit criteria in FY 08.
- ◆ Funding for the implementation of a compensation market study for General County employees. The compensation study for Public Safety employees was implemented July 1, 2006.
- ◆ Increase is offset by a reduction in health insurance costs because no overall increase in health insurance costs for FY 08 is anticipated, and in keeping with the Board of Supervisors' goal of employees paying a greater share of total health insurance costs, an increase in the employee's share as follows: employee only coverage from 9% to 11%; all other coverage from 16% to 18%.
- ◆ Funding for monthly cell phones service for cell phones that were purchased in FY 07 with forfeiture/seizure funds.
- ◆ Funding to upgrade existing postage meter.
- ◆ Funding for two replacement printers.

The increase is attributable to the following: *(continued)*

- ◆ Increases in several line items to reflect historical usage.
- ◆ Funding for two new positions: a full-time Legal Assistant I and a full-time Assistant Commonwealth's Attorney.
- ◆ The increase is also attributable to increases in funding for the following regional agencies that are included in the Victim Witness and Commonwealth Attorney's budgets:
 - *Rappahannock Council Against Sexual Assault* - non-profit agency committed to coordinating, organizing, and initiating services that aid survivors of sexual assault and their significant others; as well as education to the public on sexual assault issues.
 - *Rappahannock Legal Services, Inc.* – provide free legal assistance in an efficient and high quality manner to low-income individuals and families in Planning Districts 9, 16, 17, and 18.