

*Compensation Board ♦ December 1, 2019*

# FY19 FINES & FEES REPORT



Court Clerks **VIRGINIA** Commonwealth's Attorneys

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# FY19 FINES AND FEES REPORT

## EXECUTIVE SUMMARY

### Court Clerks

- In FY19, Court Clerks assessed \$468.5M and collected \$296.2M in fines and fees.
- Court assessments between FY18 and FY19 decreased by \$1.2M.
- Collections by Court Clerks between FY18 and FY19 decreased by \$1.2M.

### Commonwealth's Attorneys

- In FY19, total assessments<sup>1</sup> of delinquent fines and fees were \$200.2M.
- Assessments of delinquent restitution amounts sent to collections were \$33.6M.
- Net assessments<sup>2</sup> of delinquent fines and fees were \$116.1M.
- Net assessments<sup>2</sup> of delinquent fines and fees between FY18 and FY19 decreased by \$70.5M.
- Total collections<sup>3</sup> of delinquent fines and fees by Commonwealth's Attorneys were \$63.5M.
- Restitution collections in FY19 totaled \$6.0M, and collections of fee offset amounts totaled \$6.5M.
- Net collections<sup>4</sup> by Commonwealth's Attorneys in FY19 were \$62.8M.
- Net collections<sup>4</sup> by Commonwealth's Attorneys between FY18 and FY19 decreased by \$2.9M.

<sup>1</sup> Total assessments exclude restitution, but include an assessed amount to offset collections fees as of FY14.

<sup>2</sup> Net assessments include restitution assessments as of FY14.

<sup>3</sup> Total collections exclude both restitution and offset fee amounts collected.

<sup>4</sup> Net collections include restitution collections and offset fee amounts collected as of FY14, and deduct collection fees.

### Trend Data for Assessments and Collections

#### Court Clerks

- Court assessments were:
  - \$281.5M in FY98;
  - \$501.2M in FY14; and
  - \$468.5M in FY19.
- Court collections were:
  - \$192.2M in FY98;
  - \$258.6M in FY14; and
  - \$296.2M in FY19.

## FY19 FINES AND FEES REPORT

### Trend Data for Assessments and Collections (continued)

#### Commonwealth's Attorneys

- Commonwealth's Attorneys' net assessments<sup>1</sup> were:
  - \$95.5M in FY98;
  - \$169.2M in FY14; and
  - \$116.1M in FY19.
- Commonwealth's Attorneys' total collections<sup>2</sup> were:
  - \$29.2M in FY98;
  - \$64.4M in FY14; and
  - \$63.5M in FY19.
- Commonwealth's Attorneys' net collections<sup>3</sup> were:
  - \$23.0M in FY98;
  - \$54.8M in FY14; and
  - \$62.8M in FY19.

<sup>1</sup> Net assessments include restitution assessments for FY14 and FY19, but not FY98.

<sup>2</sup> Total collections exclude both restitution and offset fee amounts collected for all years.

<sup>3</sup> Net collections include restitution collections and offset fee amounts collected for FY14 and FY19, but not FY98. Net collections deduct collection fees for all years.

### Collection Agents

- In FY19, Commonwealth's Attorneys contracted with twelve private collection agents, six localities and one state agency for the collection of delinquent fines and fees.
- Collection fee percentages ranged from 17 percent to 35 percent.
- There was one change in collection method in FY19:

LOCALITY	FY18 COLLECTION METHOD	FY19 COLLECTION METHOD
WYTHE	Taxation (General District)	Penn Credit (General District)

### In-House Collection Programs

- In FY19, sixteen Commonwealth's Attorneys collected delinquent fines and fees in-house.
- Collection fee percentages ranged from 30 percent to 35 percent.

# FY19 FINES AND FEES REPORT

## COLLECTION OF FINES AND FEES

### Authority for the Collection of Fines and Fees

In the Code of Virginia, § 19.2-349 requires that Court Clerks collect on the fines, costs, forfeitures, and penalties, including court-ordered restitution, assessed within their court. If payment or a payment arrangement has not been made in ninety<sup>1</sup> days, the account becomes delinquent. Ninety<sup>1</sup> days are allowed for the appeals process, after which the delinquent account becomes the responsibility of the Commonwealth's Attorney. The Commonwealth's Attorney is then responsible for the collection of the delinquent fines, costs, penalties, forfeitures, and restitution. Appendix G of this report contains the entire text of § 19.2-349 and a listing of relevant *Code* sections and Appropriation Act references.

<sup>1</sup> *Note that Chapters 802 and 806 from the 2017 Session of the General Assembly increased the timeframe after which accounts become delinquent from 30 days to 90 days, effective 7/1/2017.*

### History of Fines and Fees Reporting

The 1994 General Assembly adopted legislation directing the Compensation Board and the Department of Taxation to report to the Governor and the General Assembly regarding assessment and collection of fines, costs, forfeitures, penalties and restitution, as well as those fines and fees which remain unsatisfied or do not meet the conditions of § 19.2-354 by each circuit and district court. Pursuant to § 19.2-349.C, the Fines and Fees Report includes procedures established by the Department of Taxation and the Compensation Board pursuant to this section and a plan for increasing the collection of unpaid fines, costs, forfeitures, and penalties.

The compilation of information for the fines and fees report began in August 1995 with the receipt of collection rates from the Supreme Court of Virginia (SCV) for all Court Clerks in Virginia. The Compensation Board had met previously with representatives of the Virginia Association of Commonwealth's Attorneys, SCV, Department of Taxation and a private collection agency to determine a reporting mechanism that would accurately reflect the collection efforts of Commonwealth's Attorneys. The task force developed a fines and fees collection form, approved by the Compensation Board, to be sent to all Commonwealth's Attorneys in July of each year requesting collection data from the previous fiscal year.

### Purpose of Fines and Fees Reporting

Part A of the FY19 Fines and Fees Report tracks delinquent and non-delinquent fines and fees assessments and collections by all courts and Commonwealth's Attorneys. The collection method (individually selected collection agents) for each Commonwealth's Attorney is also listed. Part B compares delinquent and non-delinquent collections made in FY19 to collections made in FY18 and displays the variance percentage. This report does not compare collection methods chosen by Commonwealth's Attorneys or draw conclusions as to the effectiveness of any Clerk or Commonwealth's Attorney. The manner in which the data is collected does not allow for meaningful comparisons to be made between collection methods or individual offices. As the data for this report is supplied by numerous sources, to include the Supreme Court of Virginia, Commonwealth's Attorneys and their contracted collections agents, and the Fairfax Circuit Court Clerk, the Compensation Board does not attest to the accuracy of the data presented in this report.

# FY19 FINES AND FEES REPORT

## COLLECTION TOPICS

### **Source of Courts Data**

The FY19 Final BR22 Report (June 30, 2019) from the Supreme Court of Virginia's Financial Management System was the source document for courts data contained within this report. The courts data tracked assessments and collections by court within each locality. Account codes included in determining assessments and collections are those codes normally found on receivable accounts, which arise from a conviction in a traffic or criminal case, or penalties and costs assessed in a civil matter. Excluded costs are those normally associated with non-judicial financial activities such as taxes and fees assessed in a land transfer. The Supreme Court of Virginia supplied the methodology for including or excluding account codes used in determining assessments and collections in the BR22 Report for the FY19 Fines and Fees Report. The FY19 Final BR22 Report did not report assessments and collections made by the Fairfax County Circuit Court. This court reported directly to the Compensation Board the local assessments and collections made in FY19.

### **Current and Prior-Year Assessments and Collections**

The courts data presented in the FY19 Fines and Fees Report does not examine individual accounts to match assessed data with collected data, but instead focuses on court-wide activity. The Supreme Court's Financial Management System was designed as an accounting system, not a collections system. Consequently, the Compensation Board cannot determine if the collection was made on a current or prior-year assessment. The Supreme Court's Financial Management System does not track the age of the account on which a collection payment is made. For this reason, the FY19 Fines and Fees Report does not contain actual collection rates. Collections data are not comparable to assessment data because of the numerous variables impacting the collectability of some fines, costs, forfeitures, and penalties in the year in which they are assessed. In addition, collections may include both current and prior year assessments. Finally, restitution amounts sent to collections in FY14 included outstanding restitution amounts due from earlier years that had not been previously sent for collections.

### **Assessments and Collections Made by Commonwealth's Attorneys**

Assessments of delinquent fines, costs, forfeitures, penalties, and restitution supplied by Commonwealth's Attorneys represent amounts that have been forwarded from the Clerk's office of that locality. These assessment amounts also include the assessed increase rate/offset amount on top of the delinquent amount (which is intended to offset the costs of collections) that was newly established in FY14. The amount of delinquent assessments in the Clerk's office may not match the delinquent amounts assessed that were sent to collections in the Commonwealth's Attorney's office. In General District Courts, differences may be attributed to timing in the reporting, such as using assessment information from June 1, 2018 to May 31, 2019 to represent fiscal year 2019 data. The Clerk's office may mark an account delinquent in June but the Commonwealth's Attorney may not collect upon it until July. The Compensation Board specifically requested assessment and collection figures for the time period of July 1, 2018 through June 30, 2019.

## FY19 FINES AND FEES REPORT

### **Assessments and Collections Made by Commonwealth's Attorneys (Continued)**

The net assessments for Commonwealth's Attorneys are the total (gross) delinquent fines, fees, costs, and penalties assessed for the fiscal year (including the addition of the increase rate/offset amount), minus any accounts that were manually removed by Court Clerks, minus any accounts that were reported paid through the Department of Taxation's Debt Set-Off Program, and plus assessments of restitution sent for collections. The collections for Debt Setoff in FY19 may contain amounts collected for prior year assessments. However, such amounts have not been previously reported. As a result of the potential adjustments, it is possible that the net assessments reported for a given year reflect a "negative" amount. Net collections for Commonwealth's Attorneys are the gross collections of fines, fees, costs, and penalties, plus collections of restitution amounts and collections of an increase rate/offset amount to offset some of the costs of collections, minus any fee for services by the collection agent.

### **Collection Methods**

The Commonwealth's Attorney chooses the collection method noted in the data. The Clerk of each court may have a different collection method than that of the Commonwealth's Attorney. The Compensation Board does not report the collection method of Court Clerks, because per § 19.2-349, Code of Virginia, the Commonwealth's Attorney chooses the collection method of delinquent fines and fees accounts.

## FY19 FINES AND FEES REPORT

### IMPROVING THE COLLECTION OF FINES AND FEES

Issue	FY19 Efforts	FY20 Recommendations
<b>Accessibility of Fines and Fees Data</b>	The Compensation Board agency website provides access to fines and fees data reporting.	The Compensation Board will continue to post the annual fines and fees report to the agency website. The Compensation Board may pursue making this data available through the Commonwealth's data portal.
<b>Priority of Fines and Fees Assessment and Collection</b>	Addressed the importance of fines and fees collection with all newly elected and appointed Circuit Court Clerks and Commonwealth's Attorneys at the agency-sponsored New Officer Training held in December 2018.	Giving priority to fines and fees assessment and collection data is a standard component of Compensation Board training for new Constitutional Officers.
<b>Adherence to Fines and Fees Policy</b>	The Compensation Board required that all Commonwealth's Attorneys and Circuit Court Clerks review the Fines and Fees Compensation Board Policy Document and sign and date the policy statement certifying compliance.	The certification of Compensation Board fines and fees policy is an annual requirement of Court Clerks and Commonwealth's Attorneys.
<b>Notice of Collection Method</b>	The Compensation Board required that all Commonwealth's Attorneys sign and date an election form regarding their collection method and increase rate for offsetting collection costs.	Commonwealth's Attorneys are required to annually elect their collection method.
<b>Partnerships to Improve the Reporting of Fines and Fees</b>	A collective effort was undertaken by the Supreme Court, Office of the Attorney General, Compensation Board and Department of Taxation to evolve and improve the Master Guidelines and model form for contracts between Commonwealth's Attorneys and collection agents.	The Compensation Board will work with other participants, including Clerks, Commonwealth's Attorneys, the Supreme Court, Department of Taxation and collection agents to examine other reporting issues that arise, such as: 1) ensuring new guidelines are followed to ensure compliance with the recent years' changes and other future changes; 2) verify changes and other improvements to BR22 reporting and other collection agent reporting to ensure accurate accounting of increase rate/offset amounts and restitution assessed and collected.
<b>Best Practices and Efforts for Collection of Fines and Fees</b>	The Master Guidelines include a performance measurement component to contracts between Commonwealth's Attorneys and their collection agents whereby collection agents must report annually on their collection efforts to the Commonwealth's Attorney, who will provide such reports to the Compensation Board.	The Compensation Board will consolidate reports received on collection agent efforts and provide information to the Supreme Court and Commonwealth's Attorneys for their evaluation and consideration in the implementation of future collections contracts.



## FY19 FINES AND FEES REPORT

### FY19 STATEWIDE ASSESSMENT AND COLLECTION OF FINES AND FEES

Assessment and collection efforts of Court Clerks and Commonwealth's Attorneys in FY19 for Circuit, General District and Juvenile & Domestic Relations Courts (or Combined General District and Juvenile & Domestic Relations Courts) are reported by locality and are found in Part A of this report. The Supreme Court of Virginia, through the Financial Management System, compiles the collection efforts of Circuit Court Clerks (excluding the Fairfax County Circuit Court, which since FY05 has sent their information directly to the Compensation Board). The Compensation Board gathers delinquent collection data from Commonwealth's Attorneys, as reported in the fines and fees collection form.

The following data represent statewide assessment and collection efforts as reported for FY19.

#### Assessments and Collections in FY19

<b>FY19</b>	<b>Court Assessments</b>	<b>Court Assessments Decrease from FY18</b>	<b>Court Collections</b>	<b>Court Collections Decrease from FY18</b>
<b>Court Clerks</b>	\$468,490,358.39	(\$1,242,576.73)	\$296,200,260.23	(\$1,182,854.63)

<b>FY19</b>	<b>TOTAL Assessments</b>	<b>TOTAL Assessments Increase from FY18</b>	<b>Net Assessments</b>	<b>Net Assessments Decrease from FY18</b>
<b>Commonwealth's Attorneys</b>	\$200,182,049.32	\$29,045,058.08	\$116,083,435.20	(\$70,488,137.82)

<b>FY19</b>	<b>Gross Collections</b>	<b>Gross Collections Decrease from FY18</b>	<b>Net Collections</b>	<b>Net Collections Decrease from FY18</b>
<b>Commonwealth's Attorneys</b>	\$63,521,339.18	(\$3,492,683.21)	\$62,816,228.97	(\$2,920,116.98)

An unpaid fine, cost, penalty and forfeiture goes delinquent 90 days after it has been assessed by the court. Delinquent assessments are passed to the Commonwealth's Attorney on a monthly basis from the Supreme Court. These amounts comprise Total Assessments. In FY19, the Total Assessments also include the added "increase rate" (or "offset amount"), which is a percentage increase applied to the delinquent amount when sent for collections, as a means to offset a portion of the collection agent's fee for collections. Since FY15 the increase rate has been fixed at 17 percent, unless the collection agent fee is less than 17%, then the increase rate matches the collection agent fee percentage. Accounts manually removed or deleted and accounts reported paid by the Department of Taxation are subtracted from Total Assessments, and restitution amounts sent for collections in FY19 are added to calculate Net Assessments.

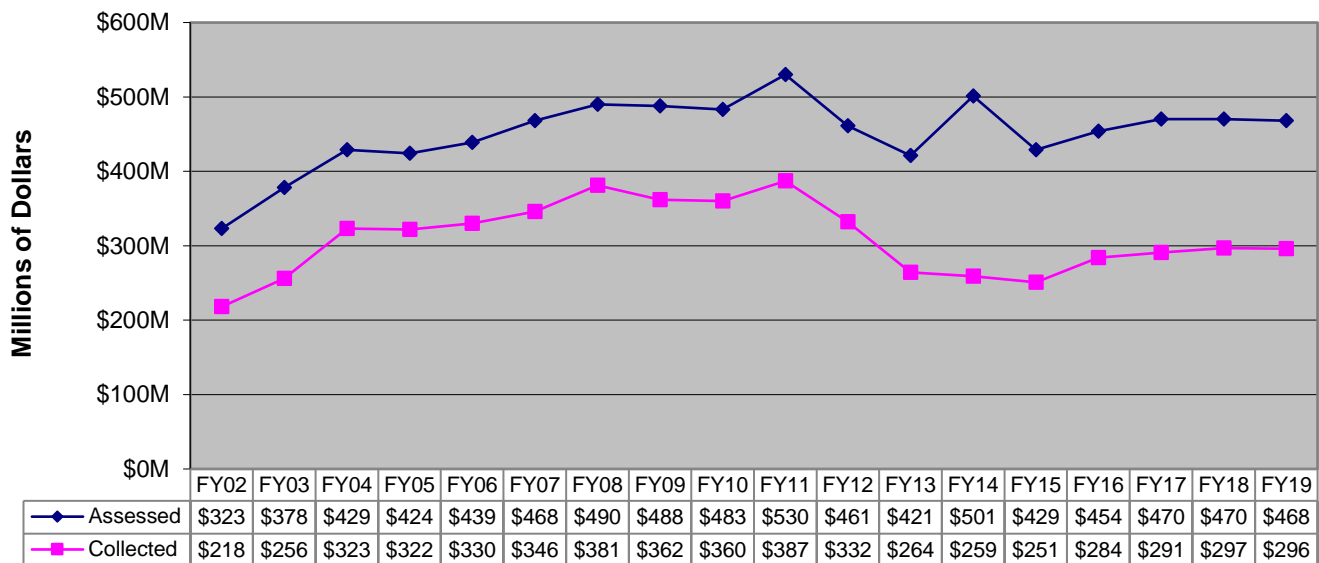
Gross Collections is the total amount collected of fines, costs, penalties and forfeitures. In FY19, collections of restitution and collections of the offset amounts are added, and then the collection fee (17 percent to 35 percent) of the collection agent is subtracted. The resulting amount is Net Collections.

## FY19 FINES AND FEES REPORT

### Assessments and Collections in FY19 (Continued)

Note that the 2017 Virginia General Assembly increased the timeframe after which accounts become delinquent from 30 days to 90 days, effective 7/1/2017, which resulted in a drop in total assessments and gross collections of delinquent fines and fees in FY18 only, as there was a 60-day period during which accounts that would have previously become delinquent did not. The total assessments and gross collections for FY19 reflect a return to accounts becoming delinquent every month during the year following the 60-day gap in FY18.

### Assessments and Collections by Court Clerks from FY02 to FY19



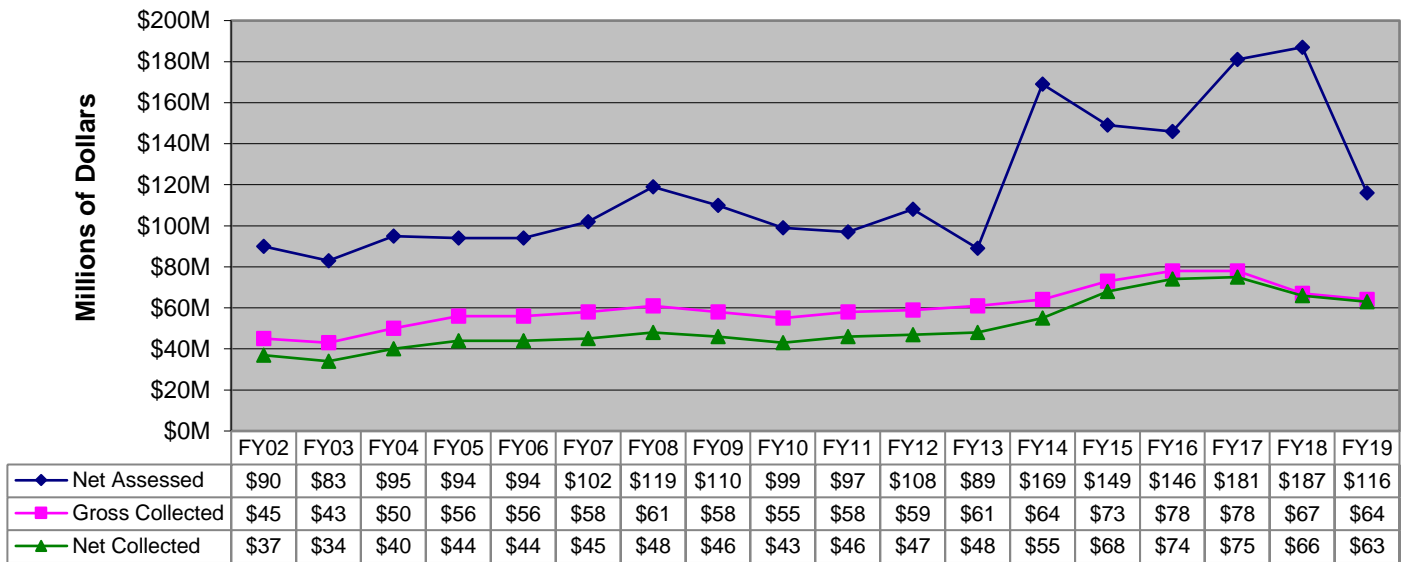
Assessment and collection data are rounded to the nearest million dollars. Assessments by Court Clerks have risen from \$323M in FY02 to \$468M in FY19 (+ \$145M), a 44.8 percent increase over the period. Collections by Court Clerks have risen from \$218M in FY02 to a peak of \$387M in FY11 (+169M since FY02) and have since fallen to \$296M in FY19 (+\$78M since FY02), with a cumulative total of a 35.6 percent increase in the same period.

### Court Assessments and Collections by Type of Court in FY19

COURT	Assessments	%	Collections	%
Circuit	\$169,545,296.29	36.2%	\$83,397,069.38	28.2%
General District	\$246,917,531.50	52.7%	\$177,003,870.74	59.8%
Juvenile & Domestic Relations	\$10,208,565.65	2.2%	\$3,959,076.93	1.3%
Combined	\$41,818,964.95	8.9%	\$31,840,243.18	10.7%
<b>ALL COURTS</b>	<b>\$468,490,358.39</b>	<b>100%</b>	<b>\$296,200,260.23</b>	<b>100%</b>

## FY19 FINES AND FEES REPORT

### Assessments and Collections by Commonwealth's Attorneys from FY02 to FY19



Assessed and collected data are rounded to the nearest million dollars. Statewide net assessments of delinquent fines and fees by Commonwealth's Attorneys have increased from \$90M in FY02 to \$116M (\$26M) in FY19, a 27.1 percent increase over the period. A significant drop in net assessments in FY19 is attributed to a large number of account write-offs occurring when the 20 year statute of limitations on delinquent accounts is reached. Note, however, that the above chart includes assessments of restitution beginning in FY14, including \$64M in FY14, and averaging approximately \$35M per year in FY15-FY19. Excluding restitution, statewide net assessments have decreased \$8M (8.4%) over this same time period. Gross collections have increased from \$45M in FY02 to \$64M in FY19 (+\$19M), a 41.1 percent increase over the period. Net collections have increased from \$37M in FY02 to \$63M in FY19 (+\$26M), increasing 70.8 percent during the period. Note, however, that in FY19, net collections included \$6.0M in restitution and \$6.5M in collection offset amounts, where these amounts have only been sent for collection since FY14. Excluding restitution and offset amounts, statewide net collections have increased \$13M (21.5%) since FY02.

### Commonwealth's Attorneys Assessments and Collections by Type of Court in FY19

COURT	Net Assessments	%	Gross Collections	%	Net Collections	%
Circuit	\$59,984,215.60	51.7%	\$22,809,487.29	35.9%	\$24,926,873.81	39.7%
General District	\$47,506,147.38	40.9%	\$33,390,017.13	52.6%	\$30,816,873.04	49.1%
Juvenile & Domestic Relations	\$3,761,449.56	3.2%	\$2,502,491.17	3.9%	\$2,485,776.21	3.9%
Combined	\$4,831,622.66	4.2%	\$4,819,343.59	7.6%	\$4,586,705.91	7.3%
<b>ALL COURTS</b>	<b>\$116,083,435.20</b>	<b>100%</b>	<b>\$63,521,339.18</b>	<b>100%</b>	<b>\$62,816,228.97</b>	<b>100%</b>

# FY19 FINES AND FEES REPORT

## Trend Data for Assessments and Collections from FY98 to FY19

Fiscal Year	Court Clerks		Commonwealth's Attorneys			
	Court Assessments	Court Collections	TOTAL Assessments	Net Assessments	Gross Collections	Net Collections
FY98	\$281,520,488	\$192,214,094	\$99,289,193	\$95,451,224	\$29,226,310	\$22,987,624
FY99	\$293,495,030	\$205,990,674	\$91,046,200	\$86,501,581	\$33,510,222	\$25,977,702
FY00	\$301,848,434	\$204,960,594	\$85,186,780	\$80,421,251	\$37,151,100	\$29,359,671
FY01	\$310,747,359	\$208,572,022	\$93,463,464	\$87,898,534	\$38,473,776	\$30,502,483
FY02	\$323,494,376	\$218,486,164	\$101,556,401	\$89,979,085	\$45,012,077	\$36,785,628
FY03	\$377,717,346	\$255,986,405	\$107,121,508	\$82,930,849	\$42,961,117	\$34,193,718
FY04	\$429,237,880	\$322,856,778	\$123,411,501	\$95,291,503	\$50,084,608	\$39,500,885
FY05	\$423,513,600	\$321,716,259	\$126,412,887	\$94,157,912	\$56,079,755	\$44,259,680
FY06	\$438,877,634	\$329,814,073	\$129,750,928	\$94,064,514	\$56,046,773	\$43,736,597
FY07	\$467,983,288	\$345,639,311	\$139,964,530	\$102,212,586	\$57,884,824	\$45,362,882
FY08	\$489,788,957	\$381,315,784	\$163,050,235	\$119,243,176	\$60,613,433	\$47,782,939
FY09	\$488,447,154	\$361,780,621	\$155,702,792	\$109,829,822	\$58,110,662	\$45,837,671
FY10	\$482,969,101	\$360,488,137	\$148,342,573	\$99,015,972	\$54,903,331	\$43,311,067
FY11	\$529,695,081	\$387,005,349	\$155,722,620	\$97,088,170	\$57,793,125	\$45,600,442
FY12	\$461,175,948	\$331,908,856	\$169,143,456	\$108,466,763	\$59,158,766	\$46,634,092
FY13	\$420,745,147	\$263,927,274	\$154,812,160	\$88,920,802	\$61,137,557	\$48,360,012
FY14	\$501,243,954	\$258,601,272	\$192,938,932	\$169,208,024*	\$64,438,950	\$54,847,774
FY15	\$429,296,117	\$251,443,093	\$186,255,412	\$149,367,589	\$72,955,270	\$68,151,463
FY16	\$454,429,801	\$284,164,087	\$188,824,063	\$145,825,673	\$78,044,271	\$73,817,921
FY17	\$470,394,463	\$290,968,109	\$201,493,164	\$181,042,287	\$77,738,630	\$75,452,025
FY18	\$469,732,935	\$297,383,115	\$171,136,991**	\$186,571,573	\$67,014,022	\$65,736,346
FY19	\$468,490,358	\$296,200,260	\$200,182,049	\$116,083,435***	\$63,521,339	\$62,816,229

\* Note that net assessments include restitution beginning in FY14.

\*\* Note that lower total assessments and gross collections by Commonwealth's Attorneys in FY18 result from a change in timeframe from 30 days to 90 days before accounts become delinquent, beginning 7/1/2017.

\*\*\* Reductions in net assessments are attributed to the writing off of delinquent accounts once a 20-year statute of limitations has been met.

Assessment and collection data are rounded to the nearest whole number. Delinquent assessments of unpaid fines, costs, penalties and forfeitures sent to the Commonwealth's Attorney on a monthly basis from the Supreme Court comprise Total Assessments. Accounts manually removed or deleted and accounts reported paid by the Department of Taxation are subtracted from Total Assessments. Restitution amounts sent to collections are added, and the remaining amount is Net Assessments.

## FY19 FINES AND FEES REPORT

### Trend Data for Assessments and Collections from FY98 to FY19 (Continued)

Gross Collections is the total amount of fines, costs, penalties and forfeitures collected before the collection fee (17 percent to 35 percent) of the collection agent is subtracted. Restitution collected and offset amounts collected are added, and the remaining amount is Net Collections.

Court assessments have risen from \$281.5M in FY98 to \$468.5M in FY19 (+\$187.0M), a 66.4 percent increase since FY98, but a 6.5 percent decrease since FY14.

Court collections have risen from \$192.2M in FY98 to \$296.2 in FY19 (+\$104.0M), a 54.1 percent increase since FY98, and a 14.5 percent increase since FY14.

Total assessments for Commonwealth's Attorneys have risen from \$99.3M in FY98 to \$200.2M in FY19 (+\$100.9M), an increase of 101.6 percent since FY98, and a 3.8 percent increase since FY14.

Net assessments for Commonwealth's Attorneys have decreased from \$95.5M in FY98 to \$116.1M in FY19 (\$20.6M), a 21.6 percent increase since FY98, but a 31.4 percent decrease since FY14.

Gross collections by Commonwealth's Attorneys have risen from \$29.2M in FY98 to \$63.5M in FY19 (+\$34.3M), a 117.3 percent increase since FY98, but a 1.4 percent decrease since FY14.

Net collections by Commonwealth's Attorneys have risen from \$23.0M in FY98 to \$62.8M in FY19 (+\$39.8M), a 173.3 percent increase since FY98, and a 14.5 percent increase since FY14.

### FY19 Collection Agents for Delinquent Fines and Fees

In FY19, Commonwealth's Attorneys from 125 localities contracted with twelve private agents, six localities (four County Treasurers and two City Treasurers) and a state agency (Department of Taxation) for the collection of delinquent fines and fees. Sixteen Commonwealth's Attorneys chose to collect fines and fees through in-house programs. Collection fees ranged from 17 to 35 percent.

Collection Agent	Locality	Net Assessments	Gross Collections	Collection Fee (\$)	Net Collections	Collection Fee (%)
Ballato	087*	\$8,962,306.02	\$2,762,919.76	\$506,997.26	\$2,615,496.65	18.4%
David S. Hudson	127	\$658,762.76	\$251,960.66	\$60,862.84	\$247,112.06	24.2%
Fines Management	195	\$1,164,037.49	\$321,044.50	\$112,365.59	\$304,198.22	35.0%
Glasser and Glasser	710	\$6,023,348.64	\$2,512,500.21	\$487,887.20	\$2,314,339.48	19.4%
Newsome	081	\$2,123,552.91	\$516,979.52	\$133,165.48	\$475,700.48	25.8%

# FY19 FINES AND FEES REPORT

## FY19 Collection Agents for Delinquent Fines and Fees (Continued)

Collection Agent	Locality	Net Assessments	Gross Collections	Collection Fee (\$)	Net Collections	Collection Fee (%)
Parrish & Lebar	760	\$7,504,857.00	\$2,133,153.00	\$335,244.00	\$1,973,992.00	15.7%
Poole Brooke Plumlee	550, and 740	\$5,902,175.58	\$2,760,329.72	\$752,988.15	\$2,587,493.12	27.3%
Quadros & Associates	700**	\$1,377,416.76	\$957,840.42	\$233,703.20	\$826,580.62	24.4%
Anthony Kostelecky	153	\$7,391,633.44	\$2,139,911.92	\$534,977.99	\$2,130,411.82	25.0%
Godwin-Jones & Price	057	\$239,130.45	\$94,489.94	\$16,657.47	\$88,186.81	17.6%
Taxing Authority Consulting Services	027 and 089	\$1,412,074.68	\$300,612.80	\$74,003.02	\$300,010.22	24.6%
Penn Credit	197***	\$933,572.75	\$377,973.00	\$63,624.67	\$355,666.43	16.8%
In-House Programs	003****, 009, 023, 105, 121, 137, 143, 165, 169, 175*****, 191, 590, 680, 770 and 775	\$23,694,029.77	\$5,342,292.78	\$1,774,804.11	\$5,074,725.76	33.2%
Locality (City and County Treasurers)	013/610, 061,107,179, 650 and 810	\$34,078,947.68	\$8,608,691.80	\$2,567,394.97	\$7,587,376.62	29.8%
Dept. of Taxation	92 Localities	\$14,617,589.27	\$34,440,639.15	\$5,585,836.12	\$35,934,938.68	16.2%

- \* Henrico: Private agent collected for Circuit and General District only. The Department of Taxation collected for Juvenile & Domestic Relations Courts.
- \*\* Newport News: Private agent collected for General District Court only. The Department of Taxation collected for Circuit and Juvenile & Domestic Relations Courts.
- \*\*\* Wythe: Private agent collected for General District Court only. The Department of Taxation collected for Circuit and Juvenile & Domestic Relations Courts.
- \*\*\*\* Albemarle: In-House collected for Circuit and General District only. The Department of Taxation collected for Juvenile & Domestic Relations Courts.
- \*\*\*\*\* Southampton: In-House collected for Circuit Court only. The Department of Taxation collected for Combined Courts.

Note: calculated collection fee percentages based upon gross collections and collection fees paid may appear slightly higher than the actual percentage; in addition to the commission rate for gross collections, the collection fee includes increase rate/offset amounts applied to restitution collected.

# FY19 FINES & FEES REPORT

## FY19 In-House Collection Programs of Commonwealth's Attorneys

Locality	Net Assessments (\$)	Gross Collections (\$)	Collection Fee (\$)	Net Collections (\$)	Collection Expenses (\$)	Collection Fee Surplus (\$)	Locality / State Split (\$)	Collection Fee (%)	Collection Cost (%)
Albemarle*	\$2,376,421.10	\$306,212.55	\$101,918.93	\$321,107.93	\$5,000.00	\$96,918.93	\$48,459.47	33.3%	1.6%
Amherst County	\$1,004,118.39	\$178,996.16	\$65,770.56	\$146,473.47	\$0.00	\$65,770.56	\$32,885.28	36.7%	0.0%
Botetourt County	\$669,052.09	\$225,867.29	\$79,053.55	\$175,093.41	\$1,029.00	\$78,024.55	\$39,012.28	35.0%	0.5%
Floyd County	\$226,805.24	\$69,667.64	\$23,186.89	\$68,940.43	\$0.00	\$23,186.89	\$11,593.45	33.3%	0.0%
Lee County	\$1,113,858.00	\$161,482.77	\$49,157.50	\$168,542.08	\$0.00	\$49,157.50	\$24,578.75	30.4%	0.0%
Montgomery County	\$2,236,497.00	\$571,360.00	\$190,014.00	\$543,358.00	\$21.00	\$189,993.00	\$94,996.50	33.3%	0.0%
Orange County	\$716,760.14	\$161,105.55	\$33,832.16	\$162,968.07	\$11,805.00	\$22,027.16	\$11,013.58	21.0%	7.3%
Pittsylvania County	\$1,473,061.45	\$251,000.53	\$82,636.36	\$249,074.39	\$0.00	\$82,636.36	\$41,318.18	32.9%	0.0%
Rockingham County	\$2,504,895.06	\$762,102.92	\$248,853.16	\$746,911.10	\$123,732.00	\$125,121.16	\$62,560.58	32.7%	16.2%
Scott County	\$1,315,590.48	\$256,603.35	\$83,386.02	\$240,939.46	\$0.00	\$83,386.02	\$41,693.01	32.5%	0.0%
Southampton County**	\$1,063,540.90	\$150,248.22	\$43,960.00	\$169,706.09	\$5,004.04	\$38,955.96	\$19,477.98	29.3%	3.3%
Washington County	\$1,182,009.03	\$423,884.33	\$137,926.83	\$413,874.24	\$45,520.00	\$92,406.83	\$46,203.42	32.5%	10.7%
Danville City	\$2,587,906.94	\$554,947.74	\$187,595.42	\$541,448.81	\$78,607.53	\$108,987.89	\$54,493.95	33.8%	14.2%
Lynchburg City	\$1,813,301.90	\$456,699.08	\$158,221.36	\$391,960.77	\$60,158.00	\$98,063.36	\$49,031.68	34.6%	13.2%
Roanoke City	\$2,750,944.71	\$611,763.59	\$223,632.04	\$545,302.58	\$84,700.00	\$138,932.04	\$69,466.02	36.6%	13.8%
Salem City	\$659,267.34	\$200,351.06	\$65,659.33	\$189,024.93	\$1,136.00	\$64,523.33	\$32,261.67	32.8%	0.6%
<b>TOTAL</b>	<b>\$23,694,029.77</b>	<b>\$5,342,292.78</b>	<b>\$1,774,804.11</b>	<b>\$5,074,725.76</b>	<b>\$416,712.57</b>	<b>\$1,358,091.54</b>	<b>\$679,045.77</b>	<b>33.2%</b>	<b>7.8%</b>
* Albemarle: In House collected for the Circuit and General District Court only. The Department of Taxation collected for the Juvenile & Domestic Relations Courts									
** Southampton County: In-House collected for the Circuit Court only. The Department of Taxation collected for the General District and Juvenile & Domestic Relations Courts.									

Collection Cost % = Collection Expenses / Gross Collections

## FY19 FINES AND FEES REPORT

### FY19 In-House Collection Programs of Commonwealth's Attorneys (Continued)

In FY19, sixteen Commonwealth's Attorneys collected fines and fees through in-house programs. In-House collection fee percentages ranged from 30 to 35 (collection cost percentage is calculated by dividing collection expenses by gross collections). Note that although in-house collection fees range up to 35 percent, the proceeds from the collection fee surplus (the amount that collection fees exceed actual collection expenses) are split equally between the locality and the Commonwealth.

Note: calculated collection fee percentage based upon gross collections and collection indicate commission rates above 35% for Amherst County; it appears that the in-house collections amounts may be under-reported, as these Commonwealth's Attorneys charge commission rates of 35% or less. The collection fee percentages also indicate a commission rate marginally above 35% for the City of Roanoke; in addition to the commission rate of 35% or less for gross collections, the collection fee includes increase rate/offset amounts applied to restitution collected.

### FY19 Locality Collections of Delinquent Fines and Fees

The Commonwealth's Attorneys representing the localities of Arlington/Falls Church, Fauquier, Loudoun, Stafford, City of Hampton and City of Virginia Beach all contracted with the local Treasurer to collect delinquent fines and fees. As of FY16, the collections program proceeds of local Treasurers are handled in the same manner as the in-house collections programs of Commonwealth's Attorneys, where the proceeds from the collection fee surplus (the amount that collection fees exceed actual collection expenses) are split equally between the locality and the Commonwealth.

Locality	Net Assessments (\$)	Gross Collections (\$)	Collection Fee (\$)	Net Collections (\$)	Collection Expenses (\$)	Collection Fee Surplus (\$)	Locality / State Split (\$)	Collection Fee (%)	Collection Cost (%)
Arlington/Falls Church	\$11,751,955.05	\$1,116,163.99	\$351,413.14	\$1,003,351.99	\$353,832.00	\$0.00	\$0.00	31.5%	31.7%
Fauquier	\$1,245,248.35	\$516,278.19	\$141,598.87	\$470,897.63	\$99,056.00	\$42,542.87	\$21,271.44	27.4%	19.2%
Loudoun	\$3,970,351.28	\$957,111.56	\$306,589.96	\$946,822.22	\$172,351.00	\$134,238.96	\$67,119.48	32.0%	18.0%
Stafford	\$4,289,759.45	\$1,111,421.97	\$371,148.12	\$1,080,873.34	\$289,622.00	\$81,526.12	\$40,763.06	33.4%	26.1%
Hampton	\$4,149,295.34	\$1,374,412.75	\$446,610.96	\$1,139,307.12	\$302,416.00	\$144,194.96	\$72,097.48	32.5%	22.0%
Virginia Beach	\$8,672,338.21	\$3,533,303.34	\$950,033.92	\$2,946,124.32	\$563,329.00	\$386,704.92	\$193,352.46	26.9%	15.9%
<b>TOTAL</b>	<b>\$34,078,947.68</b>	<b>\$8,608,691.80</b>	<b>\$2,567,394.97</b>	<b>\$7,587,376.62</b>	<b>\$1,780,606.00</b>	<b>\$786,788.97</b>	<b>\$393,394.49</b>	<b>29.8%</b>	<b>20.7%</b>



# FY19 FINES & FEES REPORT

## PART A – FY19 ASSESSMENTS AND COLLECTIONS OF FINES AND FEES

Part A of this report details collection efforts of Court Clerks and Commonwealth's Attorneys. This section reports assessments and collections for each Court (Circuit, General District, Juvenile & Domestic Relations, and Combined General District / Juvenile & Domestic Relations Courts) by locality. The data include delinquent assessments sent to the Commonwealth's Attorneys and collections by the collection agent chosen by the Commonwealth's Attorneys.

The Supreme Court of Virginia compiles data for the Court Clerks (excluding the Fairfax County Circuit Court, which since FY05 has sent their information directly to the Compensation Board).

The Compensation Board collects data from each Commonwealth's Attorney for delinquent accounts. The net assessments for Commonwealth's Attorneys are the total (gross) delinquent fines, fees, costs, and penalties assessed for the fiscal year, minus any accounts that were manually removed by Court Clerks, minus any accounts that were reported paid through the Department of Taxation's Debt Set-Off Program, plus any restitution amounts sent for collections. The collections for Debt Set-off in FY19 may contain amounts collected for prior year assessments. However, such amounts have not been previously reported. As a result of the potential adjustments, it is possible that the net assessments reported for a given year reflect a "negative" amount. Net collections for Commonwealth's Attorneys are the gross collections of fines, fees, costs, and penalties minus any fee for services by the collection agent, plus amounts collected for restitution and collections fee offset amounts (increase rate). Note that increase rate/offset amounts collected are included as a component of net collections, but are also shown separately for informational purposes in Part A reporting.

The FY19 Fines and Fees Report does not contain actual collection rates. Collections data are not comparable to assessment data because of the numerous variables impacting the collectability of some fines, costs, forfeitures, penalties and restitution in the year in which they are assessed. In addition, collections may include both current and prior year assessments.

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
<b>001</b>								
ACCOMACK								
	CIRCUIT	\$940,631.94	\$479,005.13	(\$25,215.95)	\$112,250.63	\$125,266.12	\$11,095.26	Taxation
	GEN DISTRICT	\$1,861,106.62	\$1,344,615.81	(\$108,007.15)	\$223,208.92	\$218,774.96	\$26,020.21	Taxation
	J & DR	\$48,106.21	\$17,625.54	(\$25,184.67)	\$16,376.93	\$15,396.47	\$1,432.23	Taxation
	COMBINED							
<b>003</b>								
ALBEMARLE								
	CIRCUIT	\$1,346,981.84	\$618,953.02	\$1,942,917.46	\$133,420.26	\$177,250.66	\$16,065.08	In-House
	GEN DISTRICT	\$1,896,165.45	\$1,510,393.01	\$433,503.64	\$172,792.29	\$143,857.27	\$18,973.97	In-House
	J & DR	\$71,370.71	\$36,839.67	\$13,507.19	\$24,464.19	\$26,029.75	\$3,323.96	Taxation
	COMBINED							
<b>005</b>								
ALLEGHANY								
	CIRCUIT	\$573,479.85	\$167,774.62	\$247,260.15	\$134,450.88	\$167,115.25	\$14,733.02	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$1,002,541.54	\$762,104.16	\$13,775.04	\$132,787.76	\$130,285.95	\$14,401.08	Taxation

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
<b>007</b>								
AMELIA								
	CIRCUIT	\$243,822.18	\$102,692.44	(\$183,155.85)	\$60,008.52	\$65,045.73	\$4,443.65	Taxation
GEN DISTRICT								
	J & DR							
	COMBINED	\$376,521.57	\$280,750.23	\$15,691.83	\$69,647.23	\$66,322.86	\$7,304.12	Taxation
<b>009</b>								
AMHERST								
	CIRCUIT	\$1,020,786.87	\$604,743.76	\$631,549.73	\$53,972.64	\$47,547.93	\$14,361.04	In-House
	GEN DISTRICT	\$1,272,895.35	\$1,038,577.95	\$294,056.61	\$116,222.27	\$90,284.34	\$15,427.32	In-House
	J & DR	\$75,269.36	\$28,824.59	\$78,512.05	\$8,801.25	\$8,641.20	\$3,459.51	In-House
	COMBINED							
<b>011</b>								
APPOMATTOX								
	CIRCUIT	\$349,450.02	\$110,757.73	\$60,112.28	\$39,281.66	\$44,140.62	\$3,707.85	Taxation
	GEN DISTRICT	\$459,445.98	\$356,263.66	\$20,052.94	\$76,336.54	\$72,571.81	\$7,888.49	Taxation
	J & DR	\$23,899.78	\$8,628.14	\$9,190.88	\$6,193.38	\$5,948.77	\$691.41	Taxation
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks	DELINQUENT FINES AND FEES - Commonwealth's Attorneys					
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
013								
ARLINGTON / FALLS CHURCH								
	CIRCUIT	\$2,952,419.56	\$2,363,558.25	\$4,438,134.82	\$272,313.24	\$296,337.65	\$21,757.31	County Treasurer
	GEN DISTRICT	\$6,775,911.94	\$5,252,629.23	\$6,787,708.92	\$778,961.34	\$653,289.55	\$92,894.90	County Treasurer
	J & DR	\$85,179.81	\$56,900.11	\$89,748.68	\$13,578.91	\$12,347.60	\$1,753.77	County Treasurer
	COMBINED	\$435,391.16	\$364,540.05	\$436,362.63	\$51,310.50	\$41,377.19	\$5,818.62	County Treasurer
015								
AUGUSTA								
	CIRCUIT	\$1,297,794.00	\$541,486.50	\$653,950.82	\$169,829.16	\$195,243.43	\$17,525.01	Taxation
	GEN DISTRICT	\$2,304,149.80	\$1,656,576.92	\$300,224.88	\$279,755.50	\$279,401.50	\$34,155.09	Taxation
	J & DR	\$164,236.15	\$57,398.19	\$62,458.47	\$41,211.82	\$47,463.50	\$6,287.83	Taxation
	COMBINED							
017								
BATH								
	CIRCUIT	\$49,610.57	\$15,184.24	\$48,173.87	\$12,156.16	\$14,119.98	\$1,766.05	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$213,195.28	\$186,843.55	\$18,615.77	\$14,760.28	\$14,486.52	\$2,041.33	Taxation

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
<b>019</b>								
BEDFORD								
	CIRCUIT	\$918,617.92	\$362,934.29	\$664,889.81	\$140,282.87	\$149,990.79	\$13,382.56	Taxation
	GEN DISTRICT	\$1,382,657.47	\$979,267.67	\$113,130.71	\$190,761.36	\$191,136.97	\$22,279.15	Taxation
	J & DR	\$134,126.07	\$62,817.66	\$28,735.75	\$27,382.67	\$28,589.83	\$3,606.80	Taxation
	COMBINED							
<b>021</b>								
BLAND								
	CIRCUIT	\$364,016.12	\$328,855.68	\$129,195.31	\$17,620.74	\$20,371.55	\$1,967.95	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$1,381,287.09	\$1,160,914.65	\$9,941.88	\$92,331.36	\$91,315.37	\$11,961.71	Taxation
<b>023</b>								
BOTETOURT								
	CIRCUIT	\$806,301.29	\$493,519.48	\$233,531.98	\$84,446.03	\$63,705.92	\$8,816.00	In-House
	GEN DISTRICT							
	J & DR							
	COMBINED	\$1,651,921.68	\$1,291,437.75	\$435,520.11	\$141,421.26	\$111,387.49	\$19,463.67	In-House

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				COLLECTION METHOD
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	
<b>025</b>								
BRUNSWICK								
	CIRCUIT	\$2,053,895.60	\$1,730,483.51	\$253,094.51	\$122,404.69	\$163,510.01	\$12,192.58	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$3,996,466.13	\$3,232,268.36	\$286,279.57	\$402,244.48	\$392,470.73	\$48,001.73	Taxation
<b>027</b>								
BUCHANAN								
	CIRCUIT	\$533,464.70	\$105,703.35	\$687,206.86	\$92,931.24	\$130,039.20	\$8,572.93	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$579,693.79	\$390,227.50	\$239,123.50	\$86,351.90	\$78,835.47	\$8,733.66	Taxing Authority Consulting Services
<b>029</b>								
BUCKINGHAM								
	CIRCUIT	\$249,989.37	\$87,877.75	\$115,664.57	\$46,891.07	\$51,647.01	\$4,531.00	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$386,925.22	\$267,118.01	\$30,558.25	\$57,301.60	\$54,956.57	\$6,088.62	Taxation

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				COLLECTION METHOD
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	
<b>031</b>								
CAMPBELL								
	CIRCUIT	\$1,059,703.39	\$204,814.26	\$355,526.48	\$207,266.98	\$249,115.07	\$17,650.92	Taxation
	GEN DISTRICT	\$853,511.67	\$568,609.40	\$89,563.31	\$142,610.15	\$139,621.69	\$16,421.68	Taxation
	J & DR	\$108,705.52	\$38,103.06	\$33,984.49	\$35,174.75	\$34,499.72	\$4,196.77	Taxation
	COMBINED							
<b>033</b>								
CAROLINE								
	CIRCUIT	\$942,209.12	\$666,982.28	\$362,019.17	\$96,031.05	\$107,291.09	\$10,495.91	Taxation
	GEN DISTRICT	\$2,021,838.38	\$1,603,050.59	\$36,646.00	\$234,351.91	\$227,746.71	\$27,192.57	Taxation
	J & DR	\$70,399.78	\$20,578.30	\$11,345.02	\$17,625.49	\$19,269.78	\$2,243.33	Taxation
	COMBINED							
<b>035</b>								
CARROLL								
	CIRCUIT	\$3,024,668.82	\$2,167,752.08	\$612,983.54	\$157,114.22	\$205,875.95	\$17,886.39	Taxation
	GEN DISTRICT	\$4,687,732.39	\$3,666,796.81	\$715,893.03	\$328,641.28	\$323,660.04	\$41,686.40	Taxation
	J & DR	\$96,075.44	\$41,324.51	\$30,337.09	\$32,360.57	\$31,832.01	\$4,249.63	Taxation
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks	DELINQUENT FINES AND FEES - Commonwealth's Attorneys					
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
036								
CHARLES CITY COUNTY								
	CIRCUIT	\$223,020.10	\$53,982.39	(\$315,783.10)	\$25,839.22	\$32,271.87	\$2,578.76	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$134,226.84	\$107,372.44	\$9,312.72	\$12,902.14	\$12,279.98	\$1,296.74	Taxation
037								
CHARLOTTE								
	CIRCUIT	\$446,735.25	\$270,387.02	(\$38,462.27)	\$25,374.14	\$31,555.47	\$2,164.32	Taxation
	GEN DISTRICT	\$713,057.51	\$574,690.84	\$35,898.72	\$67,973.64	\$66,263.51	\$7,975.40	Taxation
	J & DR	\$9,254.76	\$2,314.84	\$3,792.68	\$3,151.19	\$2,928.46	\$267.52	Taxation
	COMBINED							
041								
CHESTERFIELD								
	CIRCUIT	\$5,366,931.98	\$2,185,108.17	\$1,864,525.43	\$1,293,159.94	\$1,422,294.96	\$122,961.61	Taxation
	GEN DISTRICT	\$8,147,886.16	\$5,291,818.99	\$770,259.10	\$1,586,919.90	\$1,532,118.48	\$173,573.90	Taxation
	J & DR	\$477,956.80	\$201,787.59	\$95,701.87	\$149,183.42	\$147,852.37	\$18,040.70	Taxation
	COMBINED							



## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				COLLECTION METHOD
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	
<b>043</b>								
CLARKE								
	CIRCUIT	\$491,631.24	\$409,061.07	\$58,755.45	\$39,874.53	\$37,584.98	\$3,763.65	Taxation
	GEN DISTRICT	\$926,512.30	\$826,085.26	\$69,480.72	\$76,381.01	\$73,790.78	\$8,900.88	Taxation
	J & DR	\$38,476.95	\$14,363.62	\$2,148.38	\$8,280.41	\$8,322.76	\$1,042.76	Taxation
	COMBINED							
<b>045</b>								
CRAIG								
	CIRCUIT	\$63,268.65	\$18,455.29	\$37,117.36	\$17,001.90	\$17,650.06	\$1,587.71	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$100,314.32	\$76,131.47	(\$3,766.89)	\$14,796.57	\$14,273.79	\$1,761.80	Taxation
<b>047</b>								
CULPEPER								
	CIRCUIT	\$762,754.32	\$346,243.99	\$690,836.06	\$92,426.33	\$107,884.67	\$10,238.27	Taxation
	GEN DISTRICT	\$1,678,335.04	\$1,273,901.88	\$158,558.69	\$248,306.16	\$248,245.80	\$28,046.98	Taxation
	J & DR	\$130,014.40	\$77,555.70	\$21,079.33	\$29,672.71	\$32,710.68	\$3,984.50	Taxation
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				COLLECTION METHOD
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	
<b>049</b>								
CUMBERLAND								
	CIRCUIT	\$243,945.58	\$164,048.57	\$36,090.55	\$20,967.73	\$22,134.00	\$1,640.36	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$494,359.66	\$408,750.92	\$47,554.74	\$60,407.10	\$58,563.87	\$6,836.91	Taxation
<b>051</b>								
DICKENSON								
	CIRCUIT	\$206,987.13	\$59,952.36	(\$2,067,770.08)	\$49,606.15	\$73,708.76	\$6,384.84	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$397,694.03	\$260,993.92	(\$823,252.04)	\$60,586.20	\$61,264.89	\$6,376.88	Taxation
<b>053</b>								
DINWIDDIE								
	CIRCUIT	\$1,219,417.79	\$858,750.78	\$238,082.23	\$132,424.37	\$163,402.98	\$8,850.38	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$2,365,499.74	\$1,686,843.24	(\$186,532.29)	\$263,122.45	\$251,413.80	\$27,558.19	Taxation

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				COLLECTION METHOD
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	
<b>057</b>								
ESSEX								
	CIRCUIT	\$211,211.39	\$143,135.19	\$107,282.18	\$20,951.02	\$18,907.76	\$1,617.86	Godwin-Jones & Price
	GEN DISTRICT							
	J & DR							
	COMBINED	\$817,106.39	\$660,110.75	\$131,848.27	\$73,538.92	\$69,279.05	\$8,736.48	Godwin-Jones & Price
<b>059</b>								
FAIRFAX / FAIRFAX CITY								
	CIRCUIT	\$17,344,086.32	\$9,680,260.95	\$0.00	\$406,733.59	\$337,588.88	\$0.00	Taxation
	GEN DISTRICT	\$34,759,242.43	\$26,321,785.31	(\$387,749.31)	\$4,742,048.10	\$4,604,260.53	\$528,114.56	Taxation
	J & DR	\$442,084.06	\$303,725.54	\$5,299.73	\$112,336.15	\$126,471.26	\$15,320.88	Taxation
	COMBINED							
<b>061</b>								
FAUQUIER								
	CIRCUIT	\$1,282,634.78	\$924,027.03	\$582,571.34	\$142,325.67	\$137,611.44	\$15,384.71	County Treasurer
	GEN DISTRICT	\$2,757,588.08	\$2,147,196.33	\$626,992.71	\$348,027.53	\$311,893.12	\$41,895.76	County Treasurer
	J & DR	\$79,520.12	\$46,394.73	\$35,684.30	\$25,924.99	\$21,393.07	\$2,261.48	County Treasurer
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				COLLECTION METHOD
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	
<b>063</b>								
FLOYD								
	CIRCUIT	\$183,734.25	\$68,577.15	\$156,412.26	\$47,163.29	\$51,383.29	\$6,581.75	In-House
	GEN DISTRICT							
	J & DR							
	COMBINED	\$224,648.73	\$162,084.03	\$70,392.98	\$22,504.35	\$17,557.14	\$2,206.83	In-House
<b>065</b>								
FLUVANNA								
	CIRCUIT	\$275,991.56	\$150,223.95	\$18,172.87	\$38,105.63	\$40,313.03	\$3,095.00	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$501,166.03	\$378,393.79	\$60,335.71	\$85,522.36	\$85,130.58	\$10,396.77	Taxation
<b>067</b>								
FRANKLIN COUNTY								
	CIRCUIT	\$1,067,785.45	\$354,514.42	\$521,776.12	\$127,976.21	\$169,560.25	\$14,121.81	Taxation
	GEN DISTRICT	\$1,137,778.07	\$772,833.24	\$94,564.90	\$186,222.74	\$177,826.43	\$19,529.13	Taxation
	J & DR	\$78,185.79	\$29,073.61	(\$8,799.86)	\$15,530.34	\$14,711.82	\$1,521.50	Taxation
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				COLLECTION METHOD
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	
<b>069</b>								
FREDERICK								
	CIRCUIT	\$1,415,620.47	\$543,907.56	\$436,838.21	\$342,033.77	\$317,401.33	\$27,371.76	Taxation
	GEN DISTRICT	\$2,479,834.37	\$1,754,099.87	\$197,074.03	\$334,605.75	\$331,682.45	\$39,808.67	Taxation
	J & DR	\$119,911.61	\$58,627.50	\$51,516.16	\$36,974.34	\$37,990.64	\$4,720.65	Taxation
	COMBINED							
<b>071</b>								
GILES								
	CIRCUIT	\$670,316.41	\$357,363.36	\$216,590.62	\$168,055.30	\$204,183.89	\$20,852.42	Taxation
	GEN DISTRICT	\$901,243.94	\$819,193.42	\$87,596.41	\$102,994.91	\$97,825.66	\$10,657.33	Taxation
	J & DR	\$160,907.67	\$8,336.33	(\$5,741.40)	\$5,269.53	\$5,388.10	\$599.80	Taxation
	COMBINED							
<b>073</b>								
GLOUCESTER								
	CIRCUIT	\$551,667.77	\$193,983.06	\$321,433.50	\$169,451.40	\$216,796.10	\$21,066.22	Taxation
	GEN DISTRICT	\$1,045,645.33	\$694,973.10	\$154,185.31	\$164,093.36	\$160,663.96	\$19,276.30	Taxation
	J & DR	\$66,012.78	\$20,636.23	(\$13,838.03)	\$27,339.94	\$28,090.20	\$3,518.75	Taxation
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
075								
GOOCHLAND								
	CIRCUIT	\$219,304.95	\$128,075.66	(\$211,720.65)	\$28,291.77	\$32,275.69	\$2,809.39	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$808,614.73	\$634,754.86	\$76,648.62	\$98,637.61	\$94,675.13	\$10,921.26	Taxation
077								
GRAYSON / GALAX								
	CIRCUIT	\$519,864.65	\$185,994.92	\$62,028.97	\$63,411.95	\$72,666.54	\$6,678.24	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$631,968.41	\$389,215.10	\$30,120.84	\$129,022.68	\$125,651.57	\$13,527.23	Taxation
079								
GREENE								
	CIRCUIT	\$322,667.11	\$119,165.23	\$126,675.52	\$39,514.29	\$43,862.60	\$3,633.70	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$519,326.01	\$404,899.10	\$12,599.03	\$67,153.70	\$66,378.81	\$7,951.00	Taxation

## Part A - FY19 Fines and Fees Assessments and Collections

	COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				
	COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
<b>081</b>							
GREENSVILLE / EMPORIA							
CIRCUIT	\$3,270,343.53	\$2,901,885.85	\$812,719.51	\$92,055.11	\$101,242.83	\$8,530.13	Newsome
GEN DISTRICT							
J & DR							
COMBINED	\$6,356,513.50	\$4,974,310.22	\$1,310,833.40	\$424,924.41	\$374,457.65	\$50,225.94	Newsome
<b>083</b>							
HALIFAX							
CIRCUIT	\$753,799.01	\$270,212.98	(\$129,164.71)	\$140,299.23	\$177,790.72	\$12,658.72	Taxation
GEN DISTRICT	\$1,062,506.09	\$696,257.97	\$186,647.74	\$202,787.64	\$196,253.76	\$21,286.97	Taxation
J & DR	\$28,441.09	\$7,429.48	\$3,657.64	\$11,964.26	\$12,353.60	\$1,447.89	Taxation
COMBINED							
<b>085</b>							
HANOVER							
CIRCUIT	\$2,355,473.70	\$972,133.54	\$901,642.74	\$442,849.22	\$459,589.97	\$35,085.27	Taxation
GEN DISTRICT	\$3,792,202.89	\$2,381,535.20	\$427,691.57	\$787,980.55	\$757,267.42	\$87,090.44	Taxation
J & DR	\$110,746.50	\$59,661.22	\$46,452.74	\$43,774.46	\$43,565.91	\$5,643.52	Taxation
COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				COLLECTION METHOD
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	
<b>087</b>								
HENRICO								
	CIRCUIT	\$7,759,935.82	\$2,798,486.24	\$4,290,552.07	\$1,135,556.37	\$1,084,718.99	\$78,944.67	Ballato
	GEN DISTRICT	\$10,910,890.80	\$6,906,241.79	\$4,671,753.95	\$1,627,363.39	\$1,530,777.66	\$171,014.13	Ballato
	J & DR	\$499,015.54	\$153,516.90	(\$160,666.64)	\$183,846.82	\$188,727.24	\$14,873.69	Taxation
	COMBINED							
<b>089</b>								
HENRY								
	CIRCUIT	\$1,238,971.10	\$296,934.75	\$1,172,951.18	\$214,260.90	\$221,174.75	\$17,940.17	Taxing Authority Consulting Services
	GEN DISTRICT	\$1,185,582.43	\$696,973.98	(\$15,453.42)	\$193,474.72	\$183,682.70	\$18,779.22	Taxation
	J & DR	\$103,078.63	\$29,685.06	(\$6,867.07)	\$28,623.88	\$28,280.02	\$2,871.84	Taxation
	COMBINED							
<b>091</b>								
HIGHLAND								
	CIRCUIT	\$21,778.89	\$11,984.11	\$9,242.25	\$5,471.99	\$6,319.09	\$775.47	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$162,008.95	\$154,012.91	\$5,227.97	\$2,379.58	\$2,294.52	\$273.05	Taxation



## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks	DELINQUENT FINES AND FEES - Commonwealth's Attorneys					
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
093								
ISLE OF WIGHT								
	CIRCUIT	\$687,506.96	\$377,723.10	\$273,289.17	\$122,920.51	\$151,779.83	\$10,908.45	Taxation
	GEN DISTRICT	\$1,143,871.90	\$867,773.89	\$156,103.97	\$216,252.50	\$210,684.78	\$25,916.63	Taxation
	J & DR	\$69,018.76	\$26,940.99	\$11,984.89	\$18,914.50	\$18,465.10	\$2,369.94	Taxation
	COMBINED							
095								
JAMES CITY CO / WILLIAMSBURG								
	CIRCUIT	\$1,329,003.44	\$692,702.80	\$166,955.99	\$203,177.72	\$210,030.11	\$12,815.20	Taxation
	GEN DISTRICT	\$1,902,482.62	\$1,450,350.86	\$176,843.00	\$268,202.17	\$263,750.66	\$30,923.44	Taxation
	J & DR	\$140,709.42	\$60,580.88	(\$3,954.00)	\$47,923.72	\$50,109.86	\$5,879.96	Taxation
	COMBINED							
097								
KING & QUEEN								
	CIRCUIT	\$325,032.53	\$281,099.02	\$53,036.51	\$20,924.26	\$23,264.01	\$2,838.90	Taxation
	GEN DISTRICT	\$680,009.83	\$564,846.74	\$63,965.01	\$59,886.84	\$58,557.57	\$6,799.85	Taxation
	J & DR	\$11,893.37	\$7,114.27	\$2,307.54	\$4,340.69	\$5,038.87	\$681.69	Taxation
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				COLLECTION METHOD
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	
<b>099</b>								
KING GEORGE								
	CIRCUIT	\$394,560.11	\$221,998.95	\$123,645.79	\$58,954.02	\$69,277.64	\$6,348.87	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$854,782.79	\$645,985.83	\$34,516.20	\$116,041.84	\$114,531.61	\$14,160.51	Taxation
<b>101</b>								
KING WILLIAM								
	CIRCUIT	\$231,557.40	\$143,438.11	\$102,417.63	\$35,602.82	\$49,967.16	\$4,446.72	Taxation
	GEN DISTRICT	\$315,964.63	\$258,685.91	(\$16,130.62)	\$47,694.69	\$51,067.80	\$5,699.45	Taxation
	J & DR	\$33,297.54	\$11,778.24	\$2,694.23	\$8,595.15	\$10,127.68	\$1,339.20	Taxation
	COMBINED							
<b>103</b>								
LANCASTER								
	CIRCUIT	\$181,803.61	\$48,392.59	(\$559,072.92)	\$48,513.82	\$69,219.20	\$3,347.57	Taxation
	GEN DISTRICT	\$204,682.80	\$152,997.32	(\$2,292.30)	\$36,000.36	\$34,411.03	\$3,874.57	Taxation
	J & DR	\$16,906.47	\$5,924.61	\$10,939.23	\$6,849.08	\$6,585.63	\$714.64	Taxation
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				COLLECTION METHOD
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	
<b>105</b>								
LEE								
	CIRCUIT	\$347,049.15	\$108,857.44	\$678,051.75	\$92,038.48	\$103,633.25	\$10,691.48	In-House
	GEN DISTRICT	\$420,939.95	\$326,352.34	\$298,676.24	\$48,511.69	\$46,433.72	\$5,626.36	In-House
	J & DR	\$149,108.25	\$6,231.06	\$9,146.98	\$1,173.59	\$876.78	\$84.40	In-House
	COMBINED			\$127,983.03	\$19,759.01	\$17,598.33	\$2,463.91	In-House
<b>107</b>								
LOUDOUN								
	CIRCUIT	\$3,073,116.76	\$2,125,452.55	\$2,391,371.63	\$225,466.88	\$326,098.37	\$38,065.44	County Treasurer
	GEN DISTRICT	\$7,680,619.41	\$6,248,058.35	\$1,505,066.60	\$699,465.92	\$591,833.60	\$90,197.05	County Treasurer
	J & DR	\$165,063.89	\$119,757.54	\$73,913.05	\$32,178.76	\$28,890.25	\$4,270.26	County Treasurer
	COMBINED							
<b>109</b>								
LOUISA								
	CIRCUIT	\$491,930.49	\$217,290.98	\$7,767.14	\$66,879.48	\$77,256.22	\$6,247.54	Taxation
	GEN DISTRICT	\$811,239.95	\$580,617.51	(\$8,967.72)	\$103,640.94	\$107,218.33	\$11,509.47	Taxation
	J & DR	\$105,475.39	\$48,924.33	\$17,009.62	\$25,639.05	\$25,506.81	\$3,060.23	Taxation
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				COLLECTION METHOD
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	
<b>111</b>								
LUNENBURG								
	CIRCUIT	\$169,342.20	\$71,800.66	(\$55,763.84)	\$43,083.57	\$53,824.56	\$3,615.09	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$296,905.87	\$212,092.95	\$44,299.41	\$49,424.01	\$47,779.40	\$5,427.77	Taxation
<b>113</b>								
MADISON								
	CIRCUIT	\$292,408.89	\$206,320.01	\$5,639.57	\$18,079.91	\$20,423.11	\$1,174.74	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$546,462.68	\$464,076.95	\$9,471.17	\$52,598.63	\$50,736.36	\$6,052.43	Taxation
<b>115</b>								
MATHEWS								
	CIRCUIT	\$121,560.67	\$70,996.33	\$21,846.32	\$14,383.10	\$26,056.38	\$1,899.25	Taxation
	GEN DISTRICT	\$189,726.38	\$146,977.51	\$18,199.91	\$19,176.76	\$18,018.01	\$1,850.17	Taxation
	J & DR	\$18,301.77	\$6,492.87	\$1,302.00	\$6,771.93	\$6,608.93	\$844.67	Taxation
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
<b>117</b>								
MECKLENBURG								
	CIRCUIT	\$1,341,262.63	\$863,034.57	\$113,511.32	\$148,633.41	\$174,015.84	\$12,923.93	Taxation
	GEN DISTRICT	\$2,470,579.43	\$1,894,768.30	(\$8,505.97)	\$263,186.72	\$253,765.31	\$29,568.10	Taxation
	J & DR	\$39,107.28	\$11,500.38	\$2,618.86	\$12,930.74	\$12,286.13	\$1,326.38	Taxation
	COMBINED							
<b>119</b>								
MIDDLESEX								
	CIRCUIT	\$121,786.91	\$32,795.27	\$145,149.92	\$32,046.78	\$45,837.93	\$4,022.11	Taxation
	GEN DISTRICT	\$187,137.20	\$152,328.24	(\$18,020.97)	\$19,015.05	\$18,454.67	\$2,077.61	Taxation
	J & DR	\$10,726.22	\$3,901.62	\$4,252.88	\$4,286.18	\$4,101.18	\$434.37	Taxation
	COMBINED							
<b>121</b>								
MONTGOMERY								
	CIRCUIT	\$1,885,004.42	\$501,474.29	\$1,330,074.00	\$278,322.00	\$304,362.00	\$23,540.00	In-House
	GEN DISTRICT	\$2,775,520.02	\$1,952,818.82	\$820,691.00	\$273,661.00	\$221,161.00	\$31,215.00	In-House
	J & DR	\$104,105.97	\$38,678.78	\$85,732.00	\$19,377.00	\$17,835.00	\$1,263.00	In-House
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				COLLECTION METHOD
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	
<b>125</b>								
NELSON								
	CIRCUIT	\$351,747.67	\$128,179.65	\$91,378.98	\$37,429.55	\$38,231.83	\$3,764.50	Taxation
	GEN DISTRICT	\$422,696.55	\$335,474.54	\$18,249.59	\$54,719.33	\$56,154.71	\$6,678.38	Taxation
	J & DR	\$26,662.38	\$12,909.29	(\$88,797.38)	\$6,741.12	\$6,338.90	\$610.08	Taxation
	COMBINED							
<b>127</b>								
NEW KENT								
	CIRCUIT	\$489,386.05	\$315,039.89	\$396,114.58	\$70,613.44	\$86,900.75	\$6,339.03	David S. Hudson
	GEN DISTRICT	\$1,232,195.57	\$900,099.57	\$250,438.35	\$176,852.98	\$155,030.56	\$20,778.78	David S. Hudson
	J & DR	\$19,023.99	\$8,483.38	\$12,209.83	\$4,494.24	\$5,180.75	\$574.82	David S. Hudson
	COMBINED							
<b>131</b>								
NORTHAMPTON								
	CIRCUIT	\$2,144,175.56	\$1,905,432.52	\$152,190.20	\$89,673.95	\$101,023.64	\$6,874.56	Taxation
	GEN DISTRICT	\$4,151,317.39	\$3,534,722.47	\$261,317.19	\$297,058.57	\$289,655.76	\$35,585.09	Taxation
	J & DR	\$14,760.78	\$4,303.66	(\$11,801.92)	\$6,656.85	\$6,089.11	\$481.98	Taxation
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
<b>133</b>								
	NORTHUMBERLAND							
	CIRCUIT	\$152,090.12	\$56,847.33	\$55,243.37	\$36,529.12	\$43,350.19	\$3,324.56	Taxation
	GEN DISTRICT	\$190,712.69	\$130,365.37	\$980.04	\$33,081.04	\$32,233.52	\$3,422.63	Taxation
	J & DR	\$15,320.90	\$4,666.35	\$2,833.56	\$4,221.44	\$4,039.48	\$457.84	Taxation
	COMBINED							
<b>135</b>								
	NOTTOWAY							
	CIRCUIT	\$282,833.59	\$85,133.94	(\$62,828.14)	\$63,726.98	\$72,214.67	\$5,273.32	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$595,999.82	\$398,127.74	\$35,806.99	\$87,840.57	\$83,830.03	\$9,232.08	Taxation
<b>137</b>								
	ORANGE							
	CIRCUIT	\$700,788.57	\$487,668.37	\$435,984.68	\$36,762.29	\$45,390.70	\$5,015.09	In-House
	GEN DISTRICT	\$1,253,462.22	\$988,787.44	\$237,204.04	\$112,741.34	\$103,077.50	\$12,438.35	In-House
	J & DR	\$74,003.95	\$55,960.81	\$43,571.42	\$11,601.92	\$14,499.87	\$2,047.97	In-House
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

### COURT FINES AND FEES - Court Clerks

### DELINQUENT FINES AND FEES - Commonwealth's Attorneys

	COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
<b>139</b>							
PAGE							
CIRCUIT	\$513,107.08	\$168,284.22	\$504,219.44	\$91,572.45	\$120,893.53	\$9,906.55	Taxation
GEN DISTRICT	\$617,434.62	\$420,834.57	\$97,493.81	\$100,886.96	\$98,168.00	\$10,896.13	Taxation
J & DR	\$53,663.34	\$16,686.68	(\$2,803.77)	\$14,140.85	\$18,203.83	\$1,876.96	Taxation
COMBINED							
<b>141</b>							
PATRICK							
CIRCUIT	\$362,290.76	\$166,823.26	\$18,176.75	\$103,749.08	\$115,849.38	\$7,724.38	Taxation
GEN DISTRICT	\$330,000.88	\$209,793.20	\$38,752.72	\$63,545.48	\$61,653.67	\$6,550.98	Taxation
J & DR	\$24,603.51	\$8,917.94	\$1,319.82	\$5,920.37	\$5,674.07	\$651.74	Taxation
COMBINED							
<b>143</b>							
PITTSLYVANNA							
CIRCUIT	\$759,149.80	\$227,874.37	\$1,162,833.56	\$118,092.94	\$141,921.47	\$13,434.37	In-House
GEN DISTRICT	\$1,098,704.63	\$810,320.92	\$273,878.69	\$120,388.09	\$97,509.50	\$13,406.46	In-House
J & DR	\$59,200.11	\$21,540.44	\$36,349.20	\$12,519.50	\$9,643.42	\$1,162.32	In-House
COMBINED							



## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				COLLECTION METHOD
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	
<b>145</b>								
POWHATAN								
	CIRCUIT	\$178,477.71	\$215,064.21	(\$298,329.14)	\$31,135.45	\$40,646.06	\$5,450.14	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$598,748.28	\$473,895.52	\$57,567.89	\$87,714.27	\$86,379.75	\$10,775.47	Taxation
<b>147</b>								
PRINCE EDWARD								
	CIRCUIT	\$758,655.22	\$375,446.61	\$112,174.81	\$123,575.68	\$124,196.92	\$9,134.90	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$1,110,444.49	\$857,107.28	\$23,505.41	\$160,194.52	\$155,895.61	\$17,882.94	Taxation
<b>149</b>								
PRINCE GEORGE								
	CIRCUIT	\$869,695.29	\$441,084.62	\$497,397.07	\$120,905.94	\$152,690.36	\$13,959.18	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$1,704,243.88	\$1,110,571.78	\$248,456.47	\$234,701.26	\$228,692.34	\$27,717.61	Taxation

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks	DELINQUENT FINES AND FEES - Commonwealth's Attorneys					
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
153								
PRINCE WILLIAM / MANASSAS / MANASSAS PARK								
	CIRCUIT	\$6,413,311.02	\$4,256,710.21	\$3,543,729.54	\$422,971.77	\$617,508.53	\$79,182.57	Anthony Kostecky
	GEN DISTRICT	\$14,711,289.58	\$11,352,550.33	\$3,487,242.05	\$1,644,848.03	\$1,442,566.74	\$189,944.96	Anthony Kostecky
	J & DR	\$538,193.02	\$282,681.39	\$360,661.85	\$72,092.12	\$70,336.55	\$8,237.69	Anthony Kostecky
	COMBINED							
155								
PULASKI								
	CIRCUIT	\$1,109,254.95	\$490,408.09	\$118.47	\$175,580.19	\$209,149.50	\$14,282.99	Taxation
	GEN DISTRICT	\$2,229,153.98	\$1,619,596.10	\$51,620.99	\$222,420.45	\$214,243.91	\$24,709.02	Taxation
	J & DR	\$89,691.50	\$22,915.23	(\$2,560.08)	\$20,743.15	\$19,293.86	\$1,828.78	Taxation
	COMBINED							
157								
RAPPAHANNOCK								
	CIRCUIT	\$184,155.63	\$146,870.17	\$61,220.37	\$10,139.05	\$11,928.28	\$1,332.42	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$541,073.91	\$458,743.22	\$38,103.69	\$35,141.73	\$33,377.63	\$3,486.44	Taxation

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
<b>159</b>								
	RICHMOND COUNTY							
	CIRCUIT	\$183,799.56	\$106,390.47	\$97,425.38	\$31,627.49	\$36,690.50	\$3,037.38	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$352,205.21	\$293,203.89	\$26,657.28	\$40,789.84	\$40,655.77	\$5,410.08	Taxation
<b>161</b>								
	ROANOKE COUNTY							
	CIRCUIT	\$1,828,333.31	\$968,714.77	\$591,900.53	\$164,788.89	\$204,957.76	\$16,019.05	Taxation
	GEN DISTRICT	\$2,713,191.74	\$1,775,376.56	\$296,583.51	\$379,063.41	\$366,019.85	\$41,248.40	Taxation
	J & DR	\$149,811.58	\$59,405.45	\$38,047.29	\$39,191.12	\$38,490.13	\$4,804.54	Taxation
	COMBINED							
<b>163</b>								
	ROCKBRIDGE							
	CIRCUIT	\$1,261,970.82	\$801,009.37	\$477,608.00	\$116,296.35	\$141,982.07	\$12,435.82	Taxation
	GEN DISTRICT	\$2,145,995.00	\$1,630,320.25	\$205,119.29	\$277,281.30	\$269,048.06	\$32,814.45	Taxation
	J & DR	\$48,920.76	\$22,337.32	\$22,479.74	\$8,643.40	\$8,564.33	\$924.35	Taxation
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks	DELINQUENT FINES AND FEES - Commonwealth's Attorneys					
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
165								
ROCKINGHAM / HARRISONBURG								
	CIRCUIT	\$2,255,668.17	\$1,369,185.56	\$1,367,924.16	\$315,469.16	\$358,638.81	\$41,055.89	In-House
	GEN DISTRICT	\$4,027,496.43	\$2,860,952.44	\$966,223.48	\$410,719.84	\$357,590.55	\$49,823.83	In-House
	J & DR	\$460,158.15	\$110,604.74	\$170,747.42	\$35,913.92	\$30,681.74	\$4,296.11	In-House
	COMBINED							
167								
RUSSELL								
	CIRCUIT	\$468,503.80	\$137,093.57	\$206,847.05	\$161,769.59	\$234,437.67	\$27,187.75	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$720,324.78	\$527,024.65	\$153,069.80	\$108,601.20	\$105,719.85	\$12,841.87	Taxation
169								
SCOTT								
	CIRCUIT	\$1,366,330.05	\$229,356.29	\$1,024,471.75	\$142,930.38	\$146,890.25	\$15,171.09	In-House
	GEN DISTRICT							
	J & DR							
	COMBINED	\$920,793.00	\$486,053.62	\$291,118.73	\$113,672.97	\$94,049.21	\$12,639.12	In-House

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
<b>171</b>								
SHENANDOAH								
	CIRCUIT	\$724,573.46	\$222,263.12	\$262,878.59	\$133,323.16	\$187,673.93	\$15,062.41	Taxation
	GEN DISTRICT	\$1,677,379.49	\$1,230,136.79	\$77,362.56	\$195,518.38	\$189,683.46	\$22,541.68	Taxation
	J & DR	\$68,237.03	\$35,942.46	\$66,990.81	\$40,195.28	\$39,959.16	\$5,110.97	Taxation
	COMBINED							
<b>173</b>								
SMYTH								
	CIRCUIT	\$1,709,369.33	\$1,164,902.51	\$335,571.92	\$115,638.99	\$134,466.27	\$14,596.26	Taxation
	GEN DISTRICT	\$3,605,430.12	\$2,581,497.00	\$502,991.22	\$406,498.13	\$401,670.04	\$48,257.78	Taxation
	J & DR	\$65,538.36	\$19,436.45	\$30,387.95	\$15,807.13	\$15,372.88	\$1,843.73	Taxation
	COMBINED							
<b>175</b>								
SOUTHAMPTON / FRANKLIN CITY								
	CIRCUIT	\$1,262,505.38	\$845,024.94	\$1,063,540.90	\$150,248.22	\$169,706.09	\$12,390.63	In-House
	GEN DISTRICT							
	J & DR							
	COMBINED	\$2,310,585.91	\$1,807,368.64	\$199,526.37	\$306,989.18	\$299,680.71	\$35,618.22	Taxation

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				COLLECTION METHOD
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	
<b>177</b>								
SPOTSLYVANNIA								
	CIRCUIT	\$2,228,904.51	\$705,644.01	\$1,445,551.53	\$421,011.00	\$499,890.57	\$47,396.79	Taxation
	GEN DISTRICT	\$2,507,259.45	\$1,897,649.73	(\$2,662.51)	\$392,089.43	\$380,522.60	\$40,168.96	Taxation
	J & DR	\$323,965.08	\$135,275.28	\$115,493.46	\$88,734.13	\$93,244.87	\$12,058.61	Taxation
	COMBINED							
<b>179</b>								
STAFFORD								
	CIRCUIT	\$2,529,094.00	\$832,388.68	\$3,131,171.86	\$616,575.15	\$669,988.54	\$69,690.77	Stafford County Treasurer
	GEN DISTRICT	\$3,128,861.20	\$2,328,677.94	\$935,237.17	\$435,979.23	\$354,426.16	\$47,373.31	Stafford County Treasurer
	J & DR	\$329,562.37	\$137,075.29	\$223,350.42	\$58,867.59	\$56,458.64	\$8,635.24	Stafford County Treasurer
	COMBINED							
<b>181</b>								
SURRY								
	CIRCUIT	\$108,745.28	\$82,164.89	\$11,575.25	\$7,528.92	\$14,454.93	\$1,065.30	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$239,178.15	\$192,160.52	\$38,307.34	\$27,824.92	\$28,633.64	\$3,089.97	Taxation

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
<b>183</b>								
SUSSEX								
	CIRCUIT	\$1,539,421.62	\$1,406,997.77	(\$40,579.13)	\$60,953.22	\$76,424.14	\$5,224.37	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$3,272,957.42	\$2,499,151.99	\$295,952.38	\$391,499.14	\$386,069.39	\$49,721.98	Taxation
<b>185</b>								
TAZEWELL								
	CIRCUIT	\$1,110,903.35	\$455,909.90	(\$1,369,165.47)	\$331,975.65	\$369,721.05	\$55,964.07	Taxation
	GEN DISTRICT	\$1,410,991.03	\$873,927.62	\$90,516.03	\$198,828.55	\$189,895.70	\$19,521.46	Taxation
	J & DR	\$93,851.77	\$36,347.52	\$23,462.10	\$23,068.44	\$22,768.60	\$2,482.75	Taxation
	COMBINED							
<b>187</b>								
WARREN								
	CIRCUIT	\$1,087,666.64	\$502,065.53	(\$2,599,587.78)	\$91,719.07	\$117,523.51	\$11,834.36	Taxation
	GEN DISTRICT	\$1,691,823.40	\$1,196,289.31	\$154,901.31	\$214,388.45	\$215,929.66	\$25,261.50	Taxation
	J & DR	\$71,454.29	\$30,621.84	\$11,244.13	\$17,141.25	\$17,158.53	\$2,025.39	Taxation
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
<b>191</b>								
WASHINGTON								
	CIRCUIT	\$1,778,327.88	\$1,127,452.49	\$244,464.23	\$148,486.22	\$175,133.23	\$1,851.32	In-House
	GEN DISTRICT	\$3,457,255.69	\$2,712,658.17	\$905,753.36	\$267,816.45	\$231,479.06	\$32,233.94	In-House
	J & DR	\$47,491.98	\$22,337.09	\$31,791.44	\$7,581.66	\$7,261.95	\$941.81	In-House
	COMBINED							
<b>193</b>								
WESTMORELAND								
	CIRCUIT	\$407,338.08	\$242,218.74	\$174,343.24	\$60,999.64	\$75,527.85	\$8,111.46	Taxation
	GEN DISTRICT	\$637,546.80	\$526,948.47	\$24,739.99	\$74,929.73	\$75,638.73	\$9,222.69	Taxation
	J & DR	\$26,108.76	\$13,466.80	\$19,383.35	\$12,019.84	\$11,978.60	\$1,574.60	Taxation
	COMBINED							
<b>195</b>								
WISE								
	CIRCUIT	\$734,064.16	\$263,443.58	\$629,752.25	\$112,284.38	\$136,689.44	\$18,614.96	Fines Management
	GEN DISTRICT	\$1,388,632.64	\$890,379.03	\$516,791.40	\$200,108.00	\$161,259.11	\$20,383.64	Fines Management
	J & DR	\$28,733.35	\$16,369.96	\$17,493.84	\$8,652.12	\$6,249.67	\$455.30	Fines Management
	COMBINED							



## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
<b>197</b>								
WYTHE								
	CIRCUIT	\$2,113,672.69	\$1,574,732.14	\$366,788.43	\$105,994.10	\$120,011.09	\$9,796.01	Taxation
	GEN DISTRICT	\$3,748,100.74	\$2,861,563.19	\$933,572.75	\$377,973.00	\$355,666.43	\$41,241.25	Penn Credit
	J & DR	\$61,492.93	\$22,109.94	(\$18,799.36)	\$17,501.72	\$17,159.96	\$1,961.82	Taxation
	COMBINED							
<b>199</b>								
YORK / POQUOSON								
	CIRCUIT	\$1,159,229.57	\$535,257.01	\$193,988.48	\$179,425.69	\$208,903.46	\$15,597.08	Taxation
	GEN DISTRICT	\$2,109,933.65	\$1,675,728.15	\$147,529.35	\$241,783.41	\$235,647.42	\$27,913.50	Taxation
	J & DR	\$36,731.72	\$24,066.66	\$9,147.77	\$16,866.18	\$19,633.73	\$2,243.79	Taxation
	COMBINED							
<b>510</b>								
ALEXANDRIA								
	CIRCUIT	\$1,754,665.82	\$926,425.65	(\$4,430,978.46)	\$227,488.70	\$292,235.45	\$15,987.05	Taxation
	GEN DISTRICT	\$2,941,387.03	\$2,321,931.74	(\$229,331.68)	\$355,734.14	\$350,833.34	\$41,925.54	Taxation
	J & DR	\$56,343.50	\$20,323.51	\$8,951.00	\$15,545.70	\$18,631.55	\$2,316.08	Taxation
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
520								
BRISTOL								
	CIRCUIT	\$1,167,829.90	\$426,074.61	\$495,737.75	\$164,713.11	\$201,214.77	\$17,959.93	Taxation
	GEN DISTRICT	\$1,246,153.30	\$857,953.36	(\$104,757.80)	\$180,842.49	\$173,824.35	\$18,704.78	Taxation
	J & DR	\$38,606.42	\$15,504.73	(\$8,512.84)	\$9,863.02	\$11,478.83	\$1,271.44	Taxation
	COMBINED							
530								
BUENA VISTA								
	CIRCUIT	\$208,487.76	\$65,861.29	\$170,135.88	\$33,137.06	\$61,017.31	\$5,403.65	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$205,443.47	\$125,916.43	\$26,714.93	\$30,435.85	\$30,512.37	\$3,837.25	Taxation
540								
CHARLOTTESVILLE								
	CIRCUIT	\$535,939.10	\$274,282.26	\$45,380.09	\$124,252.86	\$126,104.20	\$4,656.88	Taxation
	GEN DISTRICT	\$967,790.43	\$719,966.59	(\$81,098.77)	\$128,900.46	\$127,902.27	\$13,628.20	Taxation
	J & DR	\$47,078.82	\$10,828.47	\$23,136.25	\$18,689.35	\$18,819.90	\$2,111.37	Taxation
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks	DELINQUENT FINES AND FEES - Commonwealth's Attorneys					
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
550								
CHESAPEAKE								
	CIRCUIT	\$5,308,048.20	\$2,216,988.82	\$2,353,206.93	\$512,177.74	\$661,590.76	\$56,815.03	Poole Brooke Plumlee
	GEN DISTRICT	\$6,325,584.09	\$4,568,382.15	\$1,584,104.81	\$1,004,241.79	\$787,960.82	\$46,071.48	Poole Brooke Plumlee
	J & DR	\$308,779.12	\$107,546.15	\$154,367.85	\$39,847.50	\$43,147.24	\$6,559.30	Poole Brooke Plumlee
	COMBINED							
570								
COLONIAL HEIGHTS								
	CIRCUIT	\$911,010.75	\$326,247.28	\$273,070.83	\$227,858.86	\$263,933.41	\$23,328.56	Taxation
	GEN DISTRICT	\$1,214,173.66	\$696,311.75	\$98,528.51	\$301,215.08	\$293,146.31	\$34,254.90	Taxation
	J & DR	\$50,646.82	\$12,344.09	\$23,592.05	\$12,244.63	\$12,404.35	\$1,395.45	Taxation
	COMBINED							
590								
DANVILLE								
	CIRCUIT	\$1,658,199.22	\$312,943.99	\$1,715,525.03	\$338,059.79	\$364,447.36	\$19,983.86	In-House
	GEN DISTRICT	\$1,611,662.19	\$927,925.64	\$783,078.35	\$201,056.71	\$163,105.34	\$28,670.17	In-House
	J & DR	\$118,140.68	\$24,905.01	\$89,303.56	\$15,831.24	\$13,896.11	\$2,483.25	In-House
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks	DELINQUENT FINES AND FEES - Commonwealth's Attorneys					
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
630								
FREDERICKSBURG								
	CIRCUIT	\$1,314,819.97	\$393,082.20	\$628,491.55	\$328,107.98	\$407,742.14	\$36,278.47	Taxation
	GEN DISTRICT	\$1,754,510.28	\$1,383,628.18	\$8,615.64	\$179,625.00	\$173,013.89	\$18,618.31	Taxation
	J & DR	\$50,711.79	\$22,146.44	\$13,010.57	\$14,397.62	\$13,997.13	\$1,610.74	Taxation
	COMBINED							
650								
HAMPTON								
	CIRCUIT	\$2,487,220.55	\$1,035,797.37	\$2,235,410.10	\$423,230.04	\$378,081.85	\$26,159.68	City Treasurer
	GEN DISTRICT	\$4,825,838.08	\$3,333,994.09	\$1,717,313.83	\$872,618.02	\$691,160.87	\$85,964.96	City Treasurer
	J & DR	\$219,061.01	\$84,826.45	\$196,571.41	\$78,564.69	\$70,064.40	\$8,608.62	City Treasurer
	COMBINED							
670								
HOPEWELL								
	CIRCUIT	\$1,733,359.96	\$1,398,746.89	\$161,791.98	\$161,719.96	\$177,157.68	\$14,260.04	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$2,657,010.49	\$2,011,579.79	\$598,121.30	\$376,539.84	\$374,048.64	\$44,822.42	Taxation

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
<b>680</b>								
LYNCHBURG								
	CIRCUIT	\$1,405,397.73	\$451,664.51	\$1,215,219.75	\$219,323.89	\$191,152.57	\$20,509.39	In-House
	GEN DISTRICT	\$1,739,890.85	\$1,028,325.43	\$491,325.68	\$208,845.23	\$176,191.30	\$25,559.45	In-House
	J & DR	\$115,329.82	\$25,212.36	\$106,756.47	\$28,529.96	\$24,616.90	\$3,103.85	In-House
	COMBINED							
<b>690</b>								
MARTINSVILLE								
	CIRCUIT	\$826,020.47	\$196,570.39	\$59,416.66	\$221,318.15	\$231,081.64	\$14,376.28	Taxation
	GEN DISTRICT	\$607,581.92	\$311,327.84	\$80,576.46	\$109,679.38	\$111,053.13	\$11,290.44	Taxation
	J & DR	\$31,042.82	\$9,159.66	(\$12,023.35)	\$10,803.29	\$10,402.93	\$818.40	Taxation
	COMBINED							
<b>700</b>								
NEWPORT NEWS								
	CIRCUIT	\$3,272,528.96	\$1,444,766.06	(\$36,308.16)	\$835,256.71	\$900,418.29	\$56,415.84	Taxation
	GEN DISTRICT	\$6,470,487.34	\$4,259,525.74	\$1,377,416.76	\$957,840.42	\$826,580.62	\$94,499.66	Quadros & Assoc.
	J & DR	\$272,463.23	\$82,628.67	\$10,635.56	\$91,137.51	\$90,700.25	\$10,394.34	Taxation
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
<b>710</b>								
NORFOLK								
	CIRCUIT	\$4,683,391.66	\$1,206,344.50	\$3,457,138.45	\$1,302,634.62	\$1,170,792.57	\$73,135.06	Glasser and Glasser
	GEN DISTRICT	\$7,807,090.67	\$4,616,093.42	\$2,302,070.48	\$1,129,693.16	\$1,071,610.51	\$126,039.50	Glasser and Glasser
	J & DR	\$368,081.71	\$101,701.77	\$264,139.71	\$80,172.43	\$71,936.40	\$9,813.17	Glasser and Glasser
	COMBINED							
<b>730</b>								
PETERSBURG								
	CIRCUIT	\$1,222,194.38	\$577,217.65	(\$1,713,381.17)	\$211,295.65	\$240,443.46	\$14,533.22	Taxation
	GEN DISTRICT	\$2,938,675.33	\$1,973,766.14	\$472,208.91	\$451,420.64	\$438,257.19	\$51,783.13	Taxation
	J & DR	\$58,746.00	\$13,310.22	(\$13,525.52)	\$32,071.09	\$31,468.47	\$3,306.06	Taxation
	COMBINED							
<b>740</b>								
PORTSMOUTH								
	CIRCUIT	\$2,390,242.19	\$473,768.93	\$1,092,429.56	\$652,906.71	\$586,072.48	\$29,239.97	Poole Brooke Plumlee
	GEN DISTRICT	\$3,044,431.17	\$1,451,880.73	\$604,995.74	\$526,866.71	\$486,696.86	\$55,036.53	Poole Brooke Plumlee
	J & DR	\$139,030.99	\$35,792.36	\$113,070.69	\$24,289.27	\$22,024.96	\$2,437.43	Poole Brooke Plumlee
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
<b>750</b>								
RADFORD								
	CIRCUIT	\$476,023.90	\$213,799.55	\$102,798.73	\$91,898.80	\$126,761.68	\$4,125.41	Taxation
	GEN DISTRICT							
	J & DR							
	COMBINED	\$460,767.22	\$361,635.05	(\$2,385.12)	\$95,977.91	\$91,196.81	\$9,687.91	Taxation
<b>760</b>								
RICHMOND CITY								
	CIRCUIT	\$4,613,329.51	\$925,515.29	\$4,453,117.00	\$737,835.00	\$658,049.00	\$34,393.00	Parrish & Lebar
	GEN DISTRICT	\$7,220,006.76	\$4,624,079.41	\$2,886,353.00	\$1,353,570.00	\$1,270,703.00	\$122,853.00	Parrish & Lebar
	J & DR	\$142,297.74	\$29,418.36	\$165,387.00	\$41,748.00	\$45,240.00	\$3,873.00	Parrish & Lebar
	COMBINED							
<b>770</b>								
ROANOKE CITY								
	CIRCUIT	\$1,964,006.90	\$694,601.97	\$1,205,519.48	\$183,984.22	\$212,478.68	\$22,799.25	In-House
	GEN DISTRICT	\$3,773,576.71	\$2,315,822.51	\$1,405,405.08	\$401,299.32	\$307,376.99	\$42,283.48	In-House
	J & DR	\$144,529.50	\$38,189.77	\$140,020.15	\$26,480.05	\$25,446.91	\$3,140.10	In-House
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				COLLECTION METHOD
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	
<b>775</b>								
SALEM								
	CIRCUIT	\$554,875.47	\$212,085.97	\$301,629.59	\$80,408.60	\$86,365.40	\$10,290.59	In-House
	GEN DISTRICT							
	J & DR							
	COMBINED	\$893,646.78	\$681,470.32	\$357,637.75	\$119,942.46	\$102,659.53	\$13,427.91	In-House
<b>790</b>								
STAUNTON								
	CIRCUIT	\$839,679.73	\$288,169.03	\$368,789.96	\$116,631.64	\$147,160.70	\$14,189.71	Taxation
	GEN DISTRICT	\$1,003,238.02	\$654,392.40	\$96,799.78	\$135,300.36	\$131,224.81	\$14,625.41	Taxation
	J & DR	\$80,589.18	\$23,896.01	\$23,908.29	\$29,858.34	\$28,842.14	\$3,310.58	Taxation
	COMBINED							
<b>800</b>								
SUFFOLK								
	CIRCUIT	\$2,061,627.09	\$793,588.48	\$177,354.01	\$416,857.93	\$555,028.33	\$38,204.62	Taxation
	GEN DISTRICT	\$2,338,722.67	\$1,673,772.56	\$288,653.50	\$331,488.91	\$319,610.39	\$37,324.98	Taxation
	J & DR	\$155,873.47	\$62,502.88	\$85,827.57	\$28,799.87	\$32,858.36	\$3,475.41	Taxation
	COMBINED							



## Part A - FY19 Fines and Fees Assessments and Collections

		COURT FINES AND FEES - Court Clerks		DELINQUENT FINES AND FEES - Commonwealth's Attorneys				
		COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
<b>810</b>								
VIRGINIA BEACH								
	CIRCUIT	\$7,294,870.32	\$3,532,268.52	\$3,520,482.79	\$1,185,384.38	\$912,650.05	\$66,181.80	City Treasurer
	GEN DISTRICT	\$13,001,411.09	\$9,050,418.31	\$4,531,311.21	\$2,122,819.14	\$1,829,480.98	\$215,846.99	City Treasurer
	J & DR	\$892,541.13	\$354,231.85	\$620,544.21	\$225,099.82	\$203,993.29	\$27,154.35	City Treasurer
	COMBINED							
<b>820</b>								
WAYNESBORO								
	CIRCUIT	\$643,638.20	\$114,364.99	\$431,175.30	\$141,957.98	\$147,794.89	\$12,756.12	Taxation
	GEN DISTRICT	\$576,477.72	\$387,604.45	(\$9,737.01)	\$91,001.60	\$86,499.29	\$8,814.99	Taxation
	J & DR	\$45,807.10	\$11,688.43	\$8,283.26	\$15,172.89	\$16,444.21	\$2,001.33	Taxation
	COMBINED							
<b>840</b>								
WINCHESTER								
	CIRCUIT	\$879,699.34	\$273,499.75	(\$376,600.08)	\$186,663.94	\$244,957.70	\$10,631.04	Taxation
	GEN DISTRICT	\$1,225,482.09	\$771,175.12	(\$15,423.64)	\$178,923.39	\$177,616.50	\$20,502.50	Taxation
	J & DR	\$60,993.33	\$18,484.08	\$15,800.72	\$20,006.77	\$19,842.27	\$1,973.66	Taxation
	COMBINED							

## Part A - FY19 Fines and Fees Assessments and Collections

### COURT FINES AND FEES - Court Clerks

### DELINQUENT FINES AND FEES - Commonwealth's Attorneys

	COURT ASSESSMENTS	COURT COLLECTIONS	NET ASSESSMENTS	GROSS COLLECTIONS	NET COLLECTED	INCREASE RATE COLL	COLLECTION METHOD
GRAND TOTAL	\$468,490,358.39	\$296,200,260.23	\$116,083,435.20	\$63,521,339.18	\$62,816,228.97	\$6,489,987.58	

**Courts Fines and Fees Data** - Assessment and collection data is provided for all courts by the Supreme Court of Virginia in the Financial Management System's Final FY19 BR22 Report (excluding Fairfax County, which provided assessment and collection information directly to the Compensation Board, beginning in FY05). Some collection data is reported separately by the Supreme Court for the cities of Emporia, Fairfax, Falls Church, Franklin, and Galax. The Supreme Court of Virginia reports combined fines and fees assessment and collection efforts for James City County and Williamsburg, Prince William County and Manassas and Manassas Park, Wise County and Norton, Rockingham County and Harrisonburg.

**Delinquent Fines and Fees Data** - A collection agent for each locality provides assessment and collection data for delinquent fines and fees. Such data is verified by the Commonwealth's Attorney and reported to the Compensation Board on an annual basis. The Commonwealth's Attorneys of the following counties and cities report combined fines and fees assessment and collection efforts: Fairfax County and Fairfax City, James City County and Williamsburg, Prince William County and Manassas and Manassas Park, Rockingham County and Harrisonburg, Southampton County and Franklin City, and Wise County and Norton. The Commonwealth's Attorneys for the counties and cities of Arlington County and Falls Church, Grayson County and Galax, and Greensville County and Emporia report fines and fees assessment and collection efforts separately.

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## PART B – COMPARISON OF FY18 AND FY19 COLLECTIONS

Part B is a comparison between FY18 and FY19 on collection activities for Court Clerks and Commonwealth's Attorneys. The comparison details the variance between the two offices for each of the four courts (Circuit, General District, Juvenile & Domestic Relations, and Combined General District / Juvenile & Domestic Relations Courts) shown by locality. The collection method chosen by the individual Commonwealth's Attorney is also shown in the Part B table.

LOCALITY	COURT	Court Clerks				Commonwealth's Attorneys				
		FY18 Collections	FY19 Collections	Variance FY18 to FY19	Percent Variance	FY18 Net Collections	FY19 Net Collections	Variance FY18 to FY19	Percent Variance	Collection Method
ACCOMACK	CIRCUIT	\$374,396.95	\$479,005.13	\$104,608.18	27.94%	\$131,918.91	\$125,266.12	(\$6,652.79)	-5.04%	Taxation
	DISTRICT	\$1,157,142.64	\$1,344,615.81	\$187,473.17	16.20%	\$243,894.26	\$218,774.96	(\$25,119.30)	-10.30%	
	JUVENILE	\$13,918.91	\$17,625.54	\$3,706.63	26.63%	\$19,350.26	\$15,396.47	(\$3,953.79)	-20.43%	
	COMBINED									
ALBEMARLE	CIRCUIT	\$626,462.67	\$618,953.02	(\$7,509.65)	-1.20%	\$172,990.18	\$177,250.66	\$4,260.48	2.46%	In-House Program
	DISTRICT	\$1,778,882.90	\$1,510,393.01	(\$268,489.89)	-15.09%	\$143,950.83	\$143,857.27	(\$93.56)	-0.06%	Taxation
	JUVENILE	\$46,581.13	\$36,839.67	(\$9,741.46)	-20.91%	\$37,681.63	\$26,029.75	(\$11,651.88)	-30.92%	
	COMBINED									
ALLEGHANY	CIRCUIT	\$238,707.11	\$167,774.62	(\$70,932.49)	-29.72%	\$126,501.56	\$167,115.25	\$40,613.69	32.11%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$867,996.71	\$762,104.16	(\$105,892.55)	-12.20%	\$141,429.96	\$130,285.95	(\$11,144.01)	-7.88%	
AMELIA	CIRCUIT	\$157,445.76	\$102,692.44	(\$54,753.32)	-34.78%	\$71,304.51	\$65,045.73	(\$6,258.78)	-8.78%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$365,216.47	\$280,750.23	(\$84,466.24)	-23.13%	\$74,151.95	\$66,322.86	(\$7,829.09)	-10.56%	
AMHERST	CIRCUIT	\$698,344.94	\$604,743.76	(\$93,601.18)	-13.40%	\$51,353.62	\$47,547.93	(\$3,805.69)	-7.41%	In-House Program
	DISTRICT	\$1,310,108.04	\$1,038,577.95	(\$271,530.09)	-20.73%	\$126,111.87	\$90,284.34	(\$35,827.53)	-28.41%	
	JUVENILE	\$33,517.42	\$28,824.59	(\$4,692.83)	-14.00%	\$15,518.17	\$8,641.20	(\$6,876.97)	-44.32%	
	COMBINED									
APPOMATTOX	CIRCUIT	\$86,885.72	\$110,757.73	\$23,872.01	27.48%	\$24,211.41	\$44,140.62	\$19,929.21	82.31%	Taxation
	DISTRICT	\$334,325.59	\$356,263.66	\$21,938.07	6.56%	\$73,433.91	\$72,571.81	(\$862.10)	-1.17%	
	JUVENILE	\$5,877.56	\$8,628.14	\$2,750.58	46.80%	\$9,876.77	\$5,948.77	(\$3,928.00)	-39.77%	
	COMBINED									
ARLINGTON / FALLS CHURCH	CIRCUIT	\$2,213,644.67	\$2,363,558.25	\$149,913.58	6.77%	\$276,796.84	\$296,337.65	\$19,540.81	7.06%	County Treasurer
	DISTRICT	\$4,687,034.18	\$5,252,629.23	\$565,595.05	12.07%	\$661,373.08	\$653,289.55	(\$8,083.53)	-1.22%	
	JUVENILE	\$46,472.19	\$56,900.11	\$10,427.92	22.44%	\$18,232.96	\$12,347.60	(\$5,885.36)	-32.28%	
	COMBINED	\$311,699.69	\$364,540.05	\$52,840.36	16.95%	\$43,492.19	\$41,377.19	(\$2,115.00)	-4.86%	

LOCALITY	COURT	Court Clerks				Commonwealth's Attorneys				
		FY18 Collections	FY19 Collections	Variance FY18 to FY19	Percent Variance	FY18 Net Collections	FY19 Net Collections	Variance FY18 to FY19	Percent Variance	Collection Method
AUGUSTA	CIRCUIT	\$470,345.85	\$541,486.50	\$71,140.65	15.13%	\$178,875.07	\$195,243.43	\$16,368.36	9.15%	Taxation
	DISTRICT	\$1,572,370.34	\$1,656,576.92	\$84,206.58	5.36%	\$274,879.78	\$279,401.50	\$4,521.72	1.64%	
	JUVENILE	\$53,392.95	\$57,398.19	\$4,005.24	7.50%	\$52,974.84	\$47,463.50	(\$5,511.34)	-10.40%	
	COMBINED									
BATH	CIRCUIT	\$15,391.33	\$15,184.24	(\$207.09)	-1.35%	\$15,663.67	\$14,119.98	(\$1,543.69)	-9.86%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$192,131.98	\$186,843.55	(\$5,288.43)	-2.75%	\$17,977.36	\$14,486.52	(\$3,490.84)	-19.42%	
BEDFORD	CIRCUIT	\$357,639.85	\$362,934.29	\$5,294.44	1.48%	\$138,936.25	\$149,990.79	\$11,054.54	7.96%	Taxation
	DISTRICT	\$1,023,590.74	\$979,267.67	(\$44,323.07)	-4.33%	\$188,306.87	\$191,136.97	\$2,830.10	1.50%	
	JUVENILE	\$56,297.11	\$62,817.66	\$6,520.55	11.58%	\$40,998.54	\$28,589.83	(\$12,408.71)	-30.27%	
	COMBINED									
BLAND	CIRCUIT	\$468,400.45	\$328,855.68	(\$139,544.77)	-29.79%	\$27,582.57	\$20,371.55	(\$7,211.02)	-26.14%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$1,581,740.49	\$1,160,914.65	(\$420,825.84)	-26.61%	\$140,700.28	\$91,315.37	(\$49,384.91)	-35.10%	
BOTETOURT	CIRCUIT	\$271,530.76	\$493,519.48	\$221,988.72	81.75%	\$51,835.46	\$63,705.92	\$11,870.46	22.90%	In-House Program
	DISTRICT									
	JUVENILE									
	COMBINED	\$1,483,432.16	\$1,291,437.75	(\$191,994.41)	-12.94%	\$131,398.15	\$111,387.49	(\$20,010.66)	-15.23%	
BRUNSWICK	CIRCUIT	\$1,599,207.89	\$1,730,483.51	\$131,275.62	8.21%	\$146,949.39	\$163,510.01	\$16,560.62	11.27%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$3,213,983.65	\$3,232,268.36	\$18,284.71	0.57%	\$430,421.94	\$392,470.73	(\$37,951.21)	-8.82%	
BUCHANAN	CIRCUIT	\$82,325.91	\$105,703.35	\$23,377.44	28.40%	\$148,745.44	\$130,039.20	(\$18,706.24)	-12.58%	Taxation
	DISTRICT									
	JUVENILE									T.A.C.S.
	COMBINED	\$311,827.63	\$390,227.50	\$78,399.87	25.14%	\$79,969.81	\$78,835.47	(\$1,134.34)	-1.42%	
BUCKINGHAM	CIRCUIT	\$74,627.45	\$87,877.75	\$13,250.30	17.76%	\$40,604.32	\$51,647.01	\$11,042.69	27.20%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$291,554.61	\$267,118.01	(\$24,436.60)	-8.38%	\$67,211.55	\$54,956.57	(\$12,254.98)	-18.23%	

LOCALITY	COURT	Court Clerks				Commonwealth's Attorneys				
		FY18 Collections	FY19 Collections	Variance FY18 to FY19	Percent Variance	FY18 Net Collections	FY19 Net Collections	Variance FY18 to FY19	Percent Variance	Collection Method
CAMPBELL	CIRCUIT	\$231,995.42	\$204,814.26	(\$27,181.16)	-11.72%	\$241,144.41	\$249,115.07	\$7,970.66	3.31%	Taxation
	DISTRICT	\$736,809.14	\$568,609.40	(\$168,199.74)	-22.83%	\$137,594.62	\$139,621.69	\$2,027.07	1.47%	
	JUVENILE	\$47,091.89	\$38,103.06	(\$8,988.83)	-19.09%	\$30,897.22	\$34,499.72	\$3,602.50	11.66%	
	COMBINED									
CAROLINE	CIRCUIT	\$755,767.44	\$666,982.28	(\$88,785.16)	-11.75%	\$112,566.57	\$107,291.09	(\$5,275.48)	-4.69%	Taxation
	DISTRICT	\$1,747,282.23	\$1,603,050.59	(\$144,231.64)	-8.25%	\$282,546.90	\$227,746.71	(\$54,800.19)	-19.40%	
	JUVENILE	\$18,330.43	\$20,578.30	\$2,247.87	12.26%	\$12,534.05	\$19,269.78	\$6,735.73	53.74%	
	COMBINED									
CARROLL	CIRCUIT	\$2,153,723.60	\$2,167,752.08	\$14,028.48	0.65%	\$185,887.57	\$205,875.95	\$19,988.38	10.75%	Taxation
	DISTRICT	\$3,927,572.28	\$3,666,796.81	(\$260,775.47)	-6.64%	\$328,613.07	\$323,660.04	(\$4,953.03)	-1.51%	
	JUVENILE	\$47,793.59	\$41,324.51	(\$6,469.08)	-13.54%	\$28,312.72	\$31,832.01	\$3,519.29	12.43%	
	COMBINED									
CHARLES CITY COUNTY	CIRCUIT	\$70,813.41	\$53,982.39	(\$16,831.02)	-23.77%	\$27,955.50	\$32,271.87	\$4,316.37	15.44%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$122,796.34	\$107,372.44	(\$15,423.90)	-12.56%	\$15,778.00	\$12,279.98	(\$3,498.02)	-22.17%	
CHARLOTTE	CIRCUIT	\$241,005.11	\$270,387.02	\$29,381.91	12.19%	\$39,867.87	\$31,555.47	(\$8,312.40)	-20.85%	Taxation
	DISTRICT	\$555,481.96	\$574,690.84	\$19,208.88	3.46%	\$67,751.90	\$66,263.51	(\$1,488.39)	-2.20%	
	JUVENILE	\$5,039.65	\$2,314.84	(\$2,724.81)	-54.07%	\$6,037.39	\$2,928.46	(\$3,108.93)	-51.49%	
	COMBINED									
CHESTERFIELD	CIRCUIT	\$2,251,671.71	\$2,185,108.17	(\$66,563.54)	-2.96%	\$1,512,753.74	\$1,422,294.96	(\$90,458.78)	-5.98%	Taxation
	DISTRICT	\$5,519,275.63	\$5,291,818.99	(\$227,456.64)	-4.12%	\$1,711,231.94	\$1,532,118.48	(\$179,113.46)	-10.47%	
	JUVENILE	\$178,918.57	\$201,787.59	\$22,869.02	12.78%	\$179,401.45	\$147,852.37	(\$31,549.08)	-17.59%	
	COMBINED									
CLARKE	CIRCUIT	\$437,343.69	\$409,061.07	(\$28,282.62)	-6.47%	\$48,924.04	\$37,584.98	(\$11,339.06)	-23.18%	Taxation
	DISTRICT	\$912,952.12	\$826,085.26	(\$86,866.86)	-9.51%	\$76,220.86	\$73,790.78	(\$2,430.08)	-3.19%	
	JUVENILE	\$15,352.48	\$14,363.62	(\$988.86)	-6.44%	\$7,105.48	\$8,322.76	\$1,217.28	17.13%	
	COMBINED									
CRAIG	CIRCUIT	\$11,206.54	\$18,455.29	\$7,248.75	64.68%	\$6,748.77	\$17,650.06	\$10,901.29	161.53%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$69,084.10	\$76,131.47	\$7,047.37	10.20%	\$10,099.34	\$14,273.79	\$4,174.45	41.33%	
CULPEPER	CIRCUIT	\$332,512.34	\$346,243.99	\$13,731.65	4.13%	\$118,840.39	\$107,884.67	(\$10,955.72)	-9.22%	Taxation
	DISTRICT	\$1,200,296.71	\$1,273,901.88	\$73,605.17	6.13%	\$242,347.50	\$248,245.80	\$5,898.30	2.43%	
	JUVENILE	\$77,903.06	\$77,555.70	(\$347.36)	-0.45%	\$27,636.66	\$32,710.68	\$5,074.02	18.36%	
	COMBINED									

LOCALITY	COURT	Court Clerks				Commonwealth's Attorneys				
		FY18 Collections	FY19 Collections	Variance FY18 to FY19	Percent Variance	FY18 Net Collections	FY19 Net Collections	Variance FY18 to FY19	Percent Variance	Collection Method
CUMBERLAND	CIRCUIT	\$175,419.31	\$164,048.57	(\$11,370.74)	-6.48%	\$14,272.06	\$22,134.00	\$7,861.94	55.09%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$464,879.90	\$408,750.92	(\$56,128.98)	-12.07%	\$51,253.31	\$58,563.87	\$7,310.56	14.26%	
DICKENSON	CIRCUIT	\$61,453.86	\$59,952.36	(\$1,501.50)	-2.44%	\$84,984.52	\$73,708.76	(\$11,275.76)	-13.27%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$221,447.56	\$260,993.92	\$39,546.36	17.86%	\$66,386.96	\$61,264.89	(\$5,122.07)	-7.72%	
DINWIDDIE	CIRCUIT	\$709,793.59	\$858,750.78	\$148,957.19	20.99%	\$143,512.83	\$163,402.98	\$19,890.15	13.86%	Newsome
	DISTRICT									
	JUVENILE									
	COMBINED	\$1,384,642.52	\$1,686,843.24	\$302,200.72	21.83%	\$314,372.58	\$251,413.80	(\$62,958.78)	-20.03%	
ESSEX	CIRCUIT	\$156,559.88	\$143,135.19	(\$13,424.69)	-8.57%	\$39,521.44	\$18,907.76	(\$20,613.68)	-52.16%	Godwin-Jones & Price
	DISTRICT									
	JUVENILE									
	COMBINED	\$716,365.98	\$660,110.75	(\$56,255.23)	-7.85%	\$73,329.73	\$69,279.05	(\$4,050.68)	-5.52%	
FAIRFAX / FAIRFAX CITY	CIRCUIT	\$9,702,690.05	\$9,680,260.95	(\$22,429.10)	-0.23%	\$454,594.18	\$337,588.88	(\$117,005.30)	-25.74%	Taxation
	DISTRICT	\$26,363,323.67	\$26,321,785.31	(\$41,538.36)	-0.16%	\$4,735,809.71	\$4,604,260.53	(\$131,549.18)	-2.78%	
	JUVENILE	\$282,235.90	\$303,725.54	\$21,489.64	7.61%	\$131,593.92	\$126,471.26	(\$5,122.66)	-3.89%	
	COMBINED									
FAUQUIER	CIRCUIT	\$1,057,998.03	\$924,027.03	(\$133,971.00)	-12.66%	\$118,443.38	\$137,611.44	\$19,168.06	16.18%	County Treasurer
	DISTRICT	\$2,487,183.30	\$2,147,196.33	(\$339,986.97)	-13.67%	\$380,892.07	\$311,893.12	(\$68,998.95)	-18.12%	
	JUVENILE	\$49,347.76	\$46,394.73	(\$2,953.03)	-5.98%	\$43,425.88	\$21,393.07	(\$22,032.81)	-50.74%	
	COMBINED									
FLOYD	CIRCUIT	\$70,697.80	\$68,577.15	(\$2,120.65)	-3.00%	\$53,599.53	\$51,383.29	(\$2,216.24)	-4.13%	In-House Program
	DISTRICT									
	JUVENILE									
	COMBINED	\$196,041.44	\$162,084.03	(\$33,957.41)	-17.32%	\$17,364.29	\$17,557.14	\$192.85	1.11%	
FLUVANNA	CIRCUIT	\$127,922.86	\$150,223.95	\$22,301.09	17.43%	\$65,388.21	\$40,313.03	(\$25,075.18)	-38.35%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$340,096.40	\$378,393.79	\$38,297.39	11.26%	\$87,070.75	\$85,130.58	(\$1,940.17)	-2.23%	
FRANKLIN COUNTY	CIRCUIT	\$357,620.02	\$354,514.42	(\$3,105.60)	-0.87%	\$202,346.25	\$169,560.25	(\$32,786.00)	-16.20%	Taxation
	DISTRICT	\$831,453.02	\$772,833.24	(\$58,619.78)	-7.05%	\$176,191.78	\$177,826.43	\$1,634.65	0.93%	
	JUVENILE	\$23,448.18	\$29,073.61	\$5,625.43	23.99%	\$18,355.62	\$14,711.82	(\$3,643.80)	-19.85%	
	COMBINED									

LOCALITY	COURT	Court Clerks				Commonwealth's Attorneys				
		FY18 Collections	FY19 Collections	Variance FY18 to FY19	Percent Variance	FY18 Net Collections	FY19 Net Collections	Variance FY18 to FY19	Percent Variance	Collection Method
FREDERICK	CIRCUIT	\$555,378.29	\$543,907.56	(\$11,470.73)	-2.07%	\$323,878.53	\$317,401.33	(\$6,477.20)	-2.00%	Taxation
	DISTRICT	\$1,887,305.61	\$1,754,099.87	(\$133,205.74)	-7.06%	\$380,597.58	\$331,682.45	(\$48,915.13)	-12.85%	
	JUVENILE	\$69,351.70	\$58,627.50	(\$10,724.20)	-15.46%	\$38,332.88	\$37,990.64	(\$342.24)	-0.89%	
	COMBINED									
GILES	CIRCUIT	\$350,918.88	\$357,363.36	\$6,444.48	1.84%	\$198,350.93	\$204,183.89	\$5,832.96	2.94%	Taxation
	DISTRICT		\$819,193.42	\$819,193.42	0.00%		\$97,825.66	\$97,825.66	0.00%	
	JUVENILE		\$8,336.33	\$8,336.33	0.00%		\$5,388.10	\$5,388.10	0.00%	
	COMBINED	\$831,317.51		(\$831,317.51)	-100.00%	\$120,598.81		(\$120,598.81)	-100.00%	
GLOUCESTER	CIRCUIT	\$217,741.52	\$193,983.06	(\$23,758.46)	-10.91%	\$197,106.74	\$216,796.10	\$19,689.36	9.99%	Taxation
	DISTRICT	\$689,608.82	\$694,973.10	\$5,364.28	0.78%	\$183,058.77	\$160,663.96	(\$22,394.81)	-12.23%	
	JUVENILE	\$24,591.76	\$20,636.23	(\$3,955.53)	-16.08%	\$23,240.08	\$28,090.20	\$4,850.12	20.87%	
	COMBINED									
GOOCHLAND	CIRCUIT	\$168,948.93	\$128,075.66	(\$40,873.27)	-24.19%	\$47,587.63	\$32,275.69	(\$15,311.94)	-32.18%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$592,023.71	\$634,754.86	\$42,731.15	7.22%	\$97,351.00	\$94,675.13	(\$2,675.87)	-2.75%	
GRAYSON / GALAX	CIRCUIT	\$206,746.10	\$185,994.92	(\$20,751.18)	-10.04%	\$91,591.27	\$72,666.54	(\$18,924.73)	-20.66%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$454,994.87	\$389,215.10	(\$65,779.77)	-14.46%	\$159,579.74	\$125,651.57	(\$33,928.17)	-21.26%	
GREENE	CIRCUIT	\$201,118.36	\$119,165.23	(\$81,953.13)	-40.75%	\$52,801.00	\$43,862.60	(\$8,938.40)	-16.93%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$475,696.98	\$404,899.10	(\$70,797.88)	-14.88%	\$74,707.39	\$66,378.81	(\$8,328.58)	-11.15%	
GREENSVILLE / EMPORIA	CIRCUIT	\$2,332,638.22	\$2,901,885.85	\$569,247.63	24.40%	\$109,528.42	\$101,242.83	(\$8,285.59)	-7.56%	Newsome
	DISTRICT									
	JUVENILE									
	COMBINED	\$4,113,983.93	\$4,974,310.22	\$860,326.29	20.91%	\$476,542.97	\$374,457.65	(\$102,085.32)	-21.42%	
HALIFAX	CIRCUIT	\$265,043.21	\$270,212.98	\$5,169.77	1.95%	\$181,613.28	\$177,790.72	(\$3,822.56)	-2.10%	Taxation
	DISTRICT	\$821,802.64	\$696,257.97	(\$125,544.67)	-15.28%	\$202,952.36	\$196,253.76	(\$6,698.60)	-3.30%	
	JUVENILE	\$9,765.46	\$7,429.48	(\$2,335.98)	-23.92%	\$13,828.92	\$12,353.60	(\$1,475.32)	-10.67%	
	COMBINED									
HANOVER	CIRCUIT	\$954,927.70	\$972,133.54	\$17,205.84	1.80%	\$433,866.76	\$459,589.97	\$25,723.21	5.93%	Taxation
	DISTRICT	\$2,416,661.96	\$2,381,535.20	(\$35,126.76)	-1.45%	\$867,103.83	\$757,267.42	(\$109,836.41)	-12.67%	
	JUVENILE	\$59,006.68	\$59,661.22	\$654.54	1.11%	\$41,303.91	\$43,565.91	\$2,262.00	5.48%	
	COMBINED									



LOCALITY	COURT	Court Clerks				Commonwealth's Attorneys				
		FY18 Collections	FY19 Collections	Variance FY18 to FY19	Percent Variance	FY18 Net Collections	FY19 Net Collections	Variance FY18 to FY19	Percent Variance	Collection Method
HENRICO	CIRCUIT	\$2,787,806.11	\$2,798,486.24	\$10,680.13	0.38%	\$963,427.43	\$1,084,718.99	\$121,291.56	12.59%	Ballato
	DISTRICT	\$6,581,646.70	\$6,906,241.79	\$324,595.09	4.93%	\$1,388,040.12	\$1,530,777.66	\$142,737.54	10.28%	
	JUVENILE	\$139,147.87	\$153,516.90	\$14,369.03	10.33%	\$229,027.46	\$188,727.24	(\$40,300.22)	-17.60%	Taxation
	COMBINED									
HENRY	CIRCUIT	\$294,760.75	\$296,934.75	\$2,174.00	0.74%	\$230,866.78	\$221,174.75	(\$9,692.03)	-4.20%	T.A.C.S.
	DISTRICT	\$614,630.60	\$696,973.98	\$82,343.38	13.40%	\$181,216.13	\$183,682.70	\$2,466.57	1.36%	Taxation
	JUVENILE	\$33,566.31	\$29,685.06	(\$3,881.25)	-11.56%	\$26,313.01	\$28,280.02	\$1,967.01	7.48%	
	COMBINED									
HIGHLAND	CIRCUIT	\$9,548.68	\$11,984.11	\$2,435.43	25.51%	\$4,076.03	\$6,319.09	\$2,243.06	55.03%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$74,376.26	\$154,012.91	\$79,636.65	107.07%	\$6,270.27	\$2,294.52	(\$3,975.75)	-63.41%	
ISLE OF WIGHT	CIRCUIT	\$404,629.58	\$377,723.10	(\$26,906.48)	-6.65%	\$129,313.99	\$151,779.83	\$22,465.84	17.37%	Taxation
	DISTRICT	\$980,427.66	\$867,773.89	(\$112,653.77)	-11.49%	\$233,611.44	\$210,684.78	(\$22,926.66)	-9.81%	
	JUVENILE	\$22,520.59	\$26,940.99	\$4,420.40	19.63%	\$17,766.88	\$18,465.10	\$698.22	3.93%	
	COMBINED									
JAMES CITY COUNTY / WILLIAMSBURG	CIRCUIT	\$631,009.24	\$692,702.80	\$61,693.56	9.78%	\$249,665.16	\$210,030.11	(\$39,635.05)	-15.88%	Taxation
	DISTRICT	\$1,277,662.42	\$1,450,350.86	\$172,688.44	13.52%	\$274,041.65	\$263,750.66	(\$10,290.99)	-3.76%	
	JUVENILE	\$50,286.96	\$60,580.88	\$10,293.92	20.47%	\$53,437.83	\$50,109.86	(\$3,327.97)	-6.23%	
	COMBINED									
KING & QUEEN	CIRCUIT	\$171,670.92	\$281,099.02	\$109,428.10	63.74%	\$27,957.30	\$23,264.01	(\$4,693.29)	-16.79%	Taxation
	DISTRICT	\$423,579.72	\$564,846.74	\$141,267.02	33.35%	\$50,444.45	\$58,557.57	\$8,113.12	16.08%	
	JUVENILE	\$6,271.56	\$7,114.27	\$842.71	13.44%	\$4,603.96	\$5,038.87	\$434.91	9.45%	
	COMBINED									
KING GEORGE	CIRCUIT	\$246,577.07	\$221,998.95	(\$24,578.12)	-9.97%	\$78,250.64	\$69,277.64	(\$8,973.00)	-11.47%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$733,215.73	\$645,985.83	(\$87,229.90)	-11.90%	\$120,003.53	\$114,531.61	(\$5,471.92)	-4.56%	
KING WILLIAM	CIRCUIT	\$143,213.92	\$143,438.11	\$224.19	0.16%	\$28,216.41	\$49,967.16	\$21,750.75	77.09%	Taxation
	DISTRICT	\$355,901.18	\$258,685.91	(\$97,215.27)	-27.32%	\$53,419.46	\$51,067.80	(\$2,351.66)	-4.40%	
	JUVENILE	\$16,558.61	\$11,778.24	(\$4,780.37)	-28.87%	\$17,488.97	\$10,127.68	(\$7,361.29)	-42.09%	
	COMBINED									
LANCASTER	CIRCUIT	\$62,680.67	\$48,392.59	(\$14,288.08)	-22.80%	\$72,045.60	\$69,219.20	(\$2,826.40)	-3.92%	Taxation
	DISTRICT	\$185,416.71	\$152,997.32	(\$32,419.39)	-17.48%	\$33,183.11	\$34,411.03	\$1,227.92	3.70%	
	JUVENILE	\$12,154.75	\$5,924.61	(\$6,230.14)	-51.26%	\$3,312.00	\$6,585.63	\$3,273.63	98.84%	
	COMBINED									

LOCALITY	COURT	Court Clerks				Commonwealth's Attorneys				
		FY18 Collections	FY19 Collections	Variance FY18 to FY19	Percent Variance	FY18 Net Collections	FY19 Net Collections	Variance FY18 to FY19	Percent Variance	Collection Method
LEE	CIRCUIT	\$114,098.16	\$108,857.44	(\$5,240.72)	-4.59%	\$105,322.42	\$103,633.25	(\$1,689.17)	-1.60%	In-House Program
	DISTRICT		\$326,352.34	\$326,352.34	0.00%		\$46,433.72	\$46,433.72	0.00%	
	JUVENILE		\$6,231.06	\$6,231.06	0.00%		\$876.78	\$876.78	0.00%	
	COMBINED	\$326,914.16		(\$326,914.16)	-100.00%	\$50,143.38	\$17,598.33	(\$32,545.05)	-64.90%	
LOUDOUN	CIRCUIT	\$2,135,414.56	\$2,125,452.55	(\$9,962.01)	-0.47%	\$282,596.48	\$326,098.37	\$43,501.89	15.39%	County Treasurer
	DISTRICT	\$6,144,272.91	\$6,248,058.35	\$103,785.44	1.69%	\$548,642.25	\$591,833.60	\$43,191.35	7.87%	
	JUVENILE	\$112,932.65	\$119,757.54	\$6,824.89	6.04%	\$31,412.18	\$28,890.25	(\$2,521.93)	-8.03%	
	COMBINED									
LOUISA	CIRCUIT	\$196,385.45	\$217,290.98	\$20,905.53	10.65%	\$73,619.83	\$77,256.22	\$3,636.39	4.94%	Taxation
	DISTRICT	\$475,132.69	\$580,617.51	\$105,484.82	22.20%	\$110,876.61	\$107,218.33	(\$3,658.28)	-3.30%	
	JUVENILE	\$33,066.92	\$48,924.33	\$15,857.41	47.96%	\$34,234.72	\$25,506.81	(\$8,727.91)	-25.49%	
	COMBINED									
LUNENBURG	CIRCUIT	\$74,554.54	\$71,800.66	(\$2,753.88)	-3.69%	\$83,329.60	\$53,824.56	(\$29,505.04)	-35.41%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$194,628.46	\$212,092.95	\$17,464.49	8.97%	\$50,396.65	\$47,779.40	(\$2,617.25)	-5.19%	
MADISON	CIRCUIT	\$243,104.66	\$206,320.01	(\$36,784.65)	-15.13%	\$38,227.11	\$20,423.11	(\$17,804.00)	-46.57%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$531,467.55	\$464,076.95	(\$67,390.60)	-12.68%	\$64,487.45	\$50,736.36	(\$13,751.09)	-21.32%	
MATHEWS	CIRCUIT	\$73,554.04	\$70,996.33	(\$2,557.71)	-3.48%	\$31,345.71	\$26,056.38	(\$5,289.33)	-16.87%	Taxation
	DISTRICT	\$119,482.55	\$146,977.51	\$27,494.96	23.01%	\$23,691.30	\$18,018.01	(\$5,673.29)	-23.95%	
	JUVENILE	\$4,203.64	\$6,492.87	\$2,289.23	54.46%	\$4,287.03	\$6,608.93	\$2,321.90	54.16%	
	COMBINED									
MECKLENBURG	CIRCUIT	\$543,945.86	\$863,034.57	\$319,088.71	58.66%	\$145,747.62	\$174,015.84	\$28,268.22	19.40%	Taxation
	DISTRICT	\$1,690,996.18	\$1,894,768.30	\$203,772.12	12.05%	\$245,404.97	\$253,765.31	\$8,360.34	3.41%	
	JUVENILE	\$16,901.91	\$11,500.38	(\$5,401.53)	-31.96%	\$15,564.67	\$12,286.13	(\$3,278.54)	-21.06%	
	COMBINED									
MIDDLESEX	CIRCUIT	\$53,004.84	\$32,795.27	(\$20,209.57)	-38.13%	\$35,573.80	\$45,837.93	\$10,264.13	28.85%	Taxation
	DISTRICT	\$128,627.35	\$152,328.24	\$23,700.89	18.43%	\$32,286.13	\$18,454.67	(\$13,831.46)	-42.84%	
	JUVENILE	\$3,952.50	\$3,901.62	(\$50.88)	-1.29%	\$4,079.31	\$4,101.18	\$21.87	0.54%	
	COMBINED									

LOCALITY	COURT	Court Clerks				Commonwealth's Attorneys				
		FY18 Collections	FY19 Collections	Variance FY18 to FY19	Percent Variance	FY18 Net Collections	FY19 Net Collections	Variance FY18 to FY19	Percent Variance	Collection Method
MONTGOMERY	CIRCUIT	\$472,003.23	\$501,474.29	\$29,471.06	6.24%	\$318,316.00	\$304,362.00	(\$13,954.00)	-4.38%	In-House Program
	DISTRICT	\$2,055,475.29	\$1,952,818.82	(\$102,656.47)	-4.99%	\$247,163.00	\$221,161.00	(\$26,002.00)	-10.52%	
	JUVENILE	\$37,529.86	\$38,678.78	\$1,148.92	3.06%	\$10,938.00	\$17,835.00	\$6,897.00	63.06%	
	COMBINED									
NELSON	CIRCUIT	\$183,256.48	\$128,179.65	(\$55,076.83)	-30.05%	\$33,174.70	\$38,231.83	\$5,057.13	15.24%	Taxation
	DISTRICT	\$486,910.78	\$335,474.54	(\$151,436.24)	-31.10%	\$58,911.68	\$56,154.71	(\$2,756.97)	-4.68%	
	JUVENILE	\$13,483.00	\$12,909.29	(\$573.71)	-4.26%	\$11,832.62	\$6,338.90	(\$5,493.72)	-46.43%	
	COMBINED									
NEW KENT	CIRCUIT	\$335,764.93	\$315,039.89	(\$20,725.04)	-6.17%	\$85,995.33	\$86,900.75	\$905.42	1.05%	David S. Hudson
	DISTRICT	\$964,267.78	\$900,099.57	(\$64,168.21)	-6.65%	\$152,210.60	\$155,030.56	\$2,819.96	1.85%	
	JUVENILE	\$12,089.14	\$8,483.38	(\$3,605.76)	-29.83%	\$4,546.25	\$5,180.75	\$634.50	13.96%	
	COMBINED									
NORTHAMPTON	CIRCUIT	\$1,802,912.25	\$1,905,432.52	\$102,520.27	5.69%	\$101,237.08	\$101,023.64	(\$213.44)	-0.21%	Taxation
	DISTRICT	\$3,299,600.18	\$3,534,722.47	\$235,122.29	7.13%	\$361,794.16	\$289,655.76	(\$72,138.40)	-19.94%	
	JUVENILE	\$9,219.81	\$4,303.66	(\$4,916.15)	-53.32%	\$10,715.53	\$6,089.11	(\$4,626.42)	-43.17%	
	COMBINED									
NORTHUMBERLAND	CIRCUIT	\$73,010.39	\$56,847.33	(\$16,163.06)	-22.14%	\$43,314.60	\$43,350.19	\$35.59	0.08%	Taxation
	DISTRICT	\$169,979.73	\$130,365.37	(\$39,614.36)	-23.31%	\$40,027.06	\$32,233.52	(\$7,793.54)	-19.47%	
	JUVENILE	\$5,117.47	\$4,666.35	(\$451.12)	-8.82%	\$4,268.83	\$4,039.48	(\$229.35)	-5.37%	
	COMBINED									
NOTTOWAY	CIRCUIT	\$89,414.78	\$85,133.94	(\$4,280.84)	-4.79%	\$76,264.34	\$72,214.67	(\$4,049.67)	-5.31%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$422,236.38	\$398,127.74	(\$24,108.64)	-5.71%	\$87,065.69	\$83,830.03	(\$3,235.66)	-3.72%	
ORANGE	CIRCUIT	\$415,499.52	\$487,668.37	\$72,168.85	17.37%	\$40,626.85	\$45,390.70	\$4,763.85	11.73%	In-House Program
	DISTRICT	\$913,840.29	\$988,787.44	\$74,947.15	8.20%	\$89,297.11	\$103,077.50	\$13,780.39	15.43%	
	JUVENILE	\$27,630.66	\$55,960.81	\$28,330.15	102.53%	\$4,372.87	\$14,499.87	\$10,127.00	231.59%	
	COMBINED									
PAGE	CIRCUIT	\$140,758.97	\$168,284.22	\$27,525.25	19.55%	\$134,149.55	\$120,893.53	(\$13,256.02)	-9.88%	Taxation
	DISTRICT	\$464,990.75	\$420,834.57	(\$44,156.18)	-9.50%	\$98,464.79	\$98,168.00	(\$296.79)	-0.30%	
	JUVENILE	\$20,338.18	\$16,686.68	(\$3,651.50)	-17.95%	\$19,734.65	\$18,203.83	(\$1,530.82)	-7.76%	
	COMBINED									
PATRICK	CIRCUIT	\$146,295.79	\$166,823.26	\$20,527.47	14.03%	\$112,083.24	\$115,849.38	\$3,766.14	3.36%	Taxation
	DISTRICT	\$201,599.28	\$209,793.20	\$8,193.92	4.06%	\$55,522.42	\$61,653.67	\$6,131.25	11.04%	
	JUVENILE	\$7,421.00	\$8,917.94	\$1,496.94	20.17%	\$5,560.90	\$5,674.07	\$113.17	2.04%	
	COMBINED									

LOCALITY	COURT	Court Clerks				Commonwealth's Attorneys				
		FY18 Collections	FY19 Collections	Variance FY18 to FY19	Percent Variance	FY18 Net Collections	FY19 Net Collections	Variance FY18 to FY19	Percent Variance	Collection Method
PITTSYLVANIA	CIRCUIT	\$236,062.87	\$227,874.37	(\$8,188.50)	-3.47%	\$123,403.24	\$141,921.47	\$18,518.23	15.01%	In-House Program
	DISTRICT	\$837,932.27	\$810,320.92	(\$27,611.35)	-3.30%	\$110,269.55	\$97,509.50	(\$12,760.05)	-11.57%	
	JUVENILE	\$20,964.80	\$21,540.44	\$575.64	2.75%	\$6,598.98	\$9,643.42	\$3,044.44	46.14%	
	COMBINED									
POWHATAN	CIRCUIT	\$226,200.13	\$215,064.21	(\$11,135.92)	-4.92%	\$35,854.97	\$40,646.06	\$4,791.09	13.36%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$490,235.91	\$473,895.52	(\$16,340.39)	-3.33%	\$86,214.21	\$86,379.75	\$165.54	0.19%	
PRINCE EDWARD	CIRCUIT	\$379,156.95	\$375,446.61	(\$3,710.34)	-0.98%	\$103,525.67	\$124,196.92	\$20,671.25	19.97%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$861,105.02	\$857,107.28	(\$3,997.74)	-0.46%	\$162,247.62	\$155,895.61	(\$6,352.01)	-3.92%	
PRINCE GEORGE	CIRCUIT	\$459,180.92	\$441,084.62	(\$18,096.30)	-3.94%	\$156,337.31	\$152,690.36	(\$3,646.95)	-2.33%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$979,116.06	\$1,110,571.78	\$131,455.72	13.43%	\$241,447.69	\$228,692.34	(\$12,755.35)	-5.28%	
PRINCE WILLIAM & MANASSAS & MANASSAS PARK	CIRCUIT	\$4,793,556.94	\$4,256,710.21	(\$536,846.73)	-11.20%	\$485,433.82	\$617,508.53	\$132,074.71	27.21%	Anthony Kostecky
	DISTRICT	\$10,587,730.40	\$11,352,550.33	\$764,819.93	7.22%	\$1,502,485.11	\$1,442,566.74	(\$59,918.37)	-3.99%	
	JUVENILE	\$263,777.12	\$282,681.39	\$18,904.27	7.17%	\$71,157.18	\$70,336.55	(\$820.63)	-1.15%	
	COMBINED									
PULASKI	CIRCUIT	\$183,155.01	\$490,408.09	\$307,253.08	167.76%	\$283,400.18	\$209,149.50	(\$74,250.68)	-26.20%	Taxation
	DISTRICT	\$1,148,196.99	\$1,619,596.10	\$471,399.11	41.06%	\$201,808.25	\$214,243.91	\$12,435.66	6.16%	
	JUVENILE	\$29,269.25	\$22,915.23	(\$6,354.02)	-21.71%	\$20,748.80	\$19,293.86	(\$1,454.94)	-7.01%	
	COMBINED									
RAPPAHANNOCK	CIRCUIT	\$107,543.94	\$146,870.17	\$39,326.23	36.57%	\$9,032.22	\$11,928.28	\$2,896.06	32.06%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$460,054.10	\$458,743.22	(\$1,310.88)	-0.28%	\$36,318.43	\$33,377.63	(\$2,940.80)	-8.10%	
RICHMOND COUNTY	CIRCUIT	\$114,180.61	\$106,390.47	(\$7,790.14)	-6.82%	\$35,863.68	\$36,690.50	\$826.82	2.31%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$357,160.58	\$293,203.89	(\$63,956.69)	-17.91%	\$35,055.84	\$40,655.77	\$5,599.93	15.97%	
ROANOKE COUNTY	CIRCUIT	\$906,530.79	\$968,714.77	\$62,183.98	6.86%	\$168,202.44	\$204,957.76	\$36,755.32	21.85%	Taxation
	DISTRICT	\$1,833,138.00	\$1,775,376.56	(\$57,761.44)	-3.15%	\$369,415.19	\$366,019.85	(\$3,395.34)	-0.92%	
	JUVENILE	\$67,113.22	\$59,405.45	(\$7,707.77)	-11.48%	\$40,797.68	\$38,490.13	(\$2,307.55)	-5.66%	
	COMBINED									

LOCALITY	COURT	Court Clerks				Commonwealth's Attorneys				
		FY18 Collections	FY19 Collections	Variance FY18 to FY19	Percent Variance	FY18 Net Collections	FY19 Net Collections	Variance FY18 to FY19	Percent Variance	Collection Method
ROCKBRIDGE	CIRCUIT	\$921,555.32	\$801,009.37	(\$120,545.95)	-13.08%	\$135,173.76	\$141,982.07	\$6,808.31	5.04%	Taxation
	DISTRICT	\$2,008,100.51	\$1,630,320.25	(\$377,780.26)	-18.81%	\$258,148.94	\$269,048.06	\$10,899.12	4.22%	
	JUVENILE	\$21,343.49	\$22,337.32	\$993.83	4.66%	\$9,596.98	\$8,564.33	(\$1,032.65)	-10.76%	
	COMBINED									
ROCKINGHAM / HARRISONBURG	CIRCUIT	\$1,470,859.83	\$1,369,185.56	(\$101,674.27)	-6.91%	\$271,786.62	\$358,638.81	\$86,852.19	31.96%	In-House Program
	DISTRICT	\$2,854,997.86	\$2,860,952.44	\$5,954.58	0.21%	\$451,149.70	\$357,590.55	(\$93,559.15)	-20.74%	
	JUVENILE	\$92,823.71	\$110,604.74	\$17,781.03	19.16%	\$47,841.65	\$30,681.74	(\$17,159.91)	-35.87%	
	COMBINED									
RUSSELL	CIRCUIT	\$129,918.79	\$137,093.57	\$7,174.78	5.52%	\$242,594.15	\$234,437.67	(\$8,156.48)	-3.36%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$547,470.09	\$527,024.65	(\$20,445.44)	-3.73%	\$145,834.57	\$105,719.85	(\$40,114.72)	-27.51%	
SCOTT	CIRCUIT	\$211,295.41	\$229,356.29	\$18,060.88	8.55%	\$214,796.28	\$146,890.25	(\$67,906.03)	-31.61%	In-House Program
	DISTRICT									
	JUVENILE									
	COMBINED	\$525,736.26	\$486,053.62	(\$39,682.64)	-7.55%	\$104,208.83	\$94,049.21	(\$10,159.62)	-9.75%	
SHENANDOAH	CIRCUIT	\$245,837.82	\$222,263.12	(\$23,574.70)	-9.59%	\$203,969.39	\$187,673.93	(\$16,295.46)	-7.99%	Taxation
	DISTRICT	\$1,347,558.63	\$1,230,136.79	(\$117,421.84)	-8.71%	\$215,594.84	\$189,683.46	(\$25,911.38)	-12.02%	
	JUVENILE	\$56,012.32	\$35,942.46	(\$20,069.86)	-35.83%	\$34,661.25	\$39,959.16	\$5,297.91	15.28%	
	COMBINED									
SMYTH	CIRCUIT	\$1,011,410.64	\$1,164,902.51	\$153,491.87	15.18%	\$115,683.48	\$134,466.27	\$18,782.79	16.24%	Taxation
	DISTRICT	\$2,158,752.65	\$2,581,497.00	\$422,744.35	19.58%	\$419,948.82	\$401,670.04	(\$18,278.78)	-4.35%	
	JUVENILE	\$23,019.64	\$19,436.45	(\$3,583.19)	-15.57%	\$18,050.25	\$15,372.88	(\$2,677.37)	-14.83%	
	COMBINED									
SOUTHAMPTON / FRANKLIN CITY	CIRCUIT	\$878,340.82	\$845,024.94	(\$33,315.88)	-3.79%	\$147,526.93	\$169,706.09	\$22,179.16	15.03%	In-House Program
	DISTRICT									
	JUVENILE									Taxation
	COMBINED	\$1,723,478.08	\$1,807,368.64	\$83,890.56	4.87%	\$348,143.09	\$299,680.71	(\$48,462.38)	-13.92%	
SPOTSYLVANIA	CIRCUIT	\$661,003.31	\$705,644.01	\$44,640.70	6.75%	\$494,605.49	\$499,890.57	\$5,285.08	1.07%	Taxation
	DISTRICT	\$1,825,759.84	\$1,897,649.73	\$71,889.89	3.94%	\$426,953.08	\$380,522.60	(\$46,430.48)	-10.87%	
	JUVENILE	\$125,863.80	\$135,275.28	\$9,411.48	7.48%	\$103,840.89	\$93,244.87	(\$10,596.02)	-10.20%	
	COMBINED									
STAFFORD	CIRCUIT	\$915,177.32	\$832,388.68	(\$82,788.64)	-9.05%	\$624,160.02	\$669,988.54	\$45,828.52	7.34%	County Treasurer
	DISTRICT	\$2,387,795.59	\$2,328,677.94	(\$59,117.65)	-2.48%	\$381,126.92	\$354,426.16	(\$26,700.76)	-7.01%	
	JUVENILE	\$140,161.96	\$137,075.29	(\$3,086.67)	-2.20%	\$48,067.36	\$56,458.64	\$8,391.28	17.46%	
	COMBINED									

LOCALITY	COURT	Court Clerks				Commonwealth's Attorneys				
		FY18 Collections	FY19 Collections	Variance FY18 to FY19	Percent Variance	FY18 Net Collections	FY19 Net Collections	Variance FY18 to FY19	Percent Variance	Collection Method
SURRY	CIRCUIT	\$47,337.27	\$82,164.89	\$34,827.62	73.57%	\$16,235.48	\$14,454.93	(\$1,780.55)	-10.97%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$150,283.68	\$192,160.52	\$41,876.84	27.87%	\$28,640.84	\$28,633.64	(\$7.20)	-0.03%	
SUSSEX	CIRCUIT	\$1,411,506.42	\$1,406,997.77	(\$4,508.65)	-0.32%	\$84,236.59	\$76,424.14	(\$7,812.45)	-9.27%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$2,634,637.24	\$2,499,151.99	(\$135,485.25)	-5.14%	\$438,206.78	\$386,069.39	(\$52,137.39)	-11.90%	
TAZEWELL	CIRCUIT	\$451,566.43	\$455,909.90	\$4,343.47	0.96%	\$347,689.44	\$369,721.05	\$22,031.61	6.34%	Taxation
	DISTRICT	\$833,928.49	\$873,927.62	\$39,999.13	4.80%	\$200,336.07	\$189,895.70	(\$10,440.37)	-5.21%	
	JUVENILE	\$36,181.22	\$36,347.52	\$166.30	0.46%	\$27,038.84	\$22,768.60	(\$4,270.24)	-15.79%	
	COMBINED									
WARREN	CIRCUIT	\$440,394.86	\$502,065.53	\$61,670.67	14.00%	\$123,091.75	\$117,523.51	(\$5,568.24)	-4.52%	Taxation
	DISTRICT	\$1,023,800.32	\$1,196,289.31	\$172,488.99	16.85%	\$200,864.46	\$215,929.66	\$15,065.20	7.50%	
	JUVENILE	\$30,332.37	\$30,621.84	\$289.47	0.95%	\$24,600.96	\$17,158.53	(\$7,442.43)	-30.25%	
	COMBINED									
WASHINGTON	CIRCUIT	\$1,192,957.85	\$1,127,452.49	(\$65,505.36)	-5.49%	\$152,212.90	\$175,133.23	\$22,920.33	15.06%	In-House Program
	DISTRICT	\$2,856,107.32	\$2,712,658.17	(\$143,449.15)	-5.02%	\$248,764.45	\$231,479.06	(\$17,285.39)	-6.95%	
	JUVENILE	\$26,973.87	\$22,337.09	(\$4,636.78)	-17.19%	\$11,979.66	\$7,261.95	(\$4,717.71)	-39.38%	
	COMBINED									
WESTMORELAND	CIRCUIT	\$193,128.44	\$242,218.74	\$49,090.30	25.42%	\$67,470.87	\$75,527.85	\$8,056.98	11.94%	Taxation
	DISTRICT	\$473,899.72	\$526,948.47	\$53,048.75	11.19%	\$80,971.27	\$75,638.73	(\$5,332.54)	-6.59%	
	JUVENILE	\$17,210.66	\$13,466.80	(\$3,743.86)	-21.75%	\$11,617.80	\$11,978.60	\$360.80	3.11%	
	COMBINED									
WISE	CIRCUIT	\$326,621.65	\$263,443.58	(\$63,178.07)	-19.34%	\$140,752.28	\$136,689.44	(\$4,062.84)	-2.89%	Fines Management
	DISTRICT	\$1,082,351.79	\$890,379.03	(\$191,972.76)	-17.74%	\$160,441.33	\$161,259.11	\$817.78	0.51%	
	JUVENILE	\$18,390.91	\$16,369.96	(\$2,020.95)	-10.99%	\$6,936.89	\$6,249.67	(\$687.22)	-9.91%	
	COMBINED									
WYTHE	CIRCUIT	\$1,739,253.53	\$1,574,732.14	(\$164,521.39)	-9.46%	\$110,515.57	\$120,011.09	\$9,495.52	8.59%	Taxation
	DISTRICT	\$3,310,196.50	\$2,861,563.19	(\$448,633.31)	-13.55%	\$445,664.50	\$355,666.43	(\$89,998.07)	-20.19%	Penn Credit
	JUVENILE	\$22,386.85	\$22,109.94	(\$276.91)	-1.24%	\$14,759.97	\$17,159.96	\$2,399.99	16.26%	Taxation
	COMBINED									
YORK / POQUOSON	CIRCUIT	\$460,144.58	\$535,257.01	\$75,112.43	16.32%	\$197,047.00	\$208,903.46	\$11,856.46	6.02%	Taxation
	DISTRICT	\$1,440,857.38	\$1,675,728.15	\$234,870.77	16.30%	\$255,319.78	\$235,647.42	(\$19,672.36)	-7.70%	
	JUVENILE	\$37,116.76	\$24,066.66	(\$13,050.10)	-35.16%	\$12,636.73	\$19,633.73	\$6,997.00	55.37%	
	COMBINED									

LOCALITY	COURT	Court Clerks				Commonwealth's Attorneys				
		FY18 Collections	FY19 Collections	Variance FY18 to FY19	Percent Variance	FY18 Net Collections	FY19 Net Collections	Variance FY18 to FY19	Percent Variance	Collection Method
ALEXANDRIA	CIRCUIT	\$1,377,856.41	\$926,425.65	(\$451,430.76)	-32.76%	\$263,304.55	\$292,235.45	\$28,930.90	10.99%	Taxation
	DISTRICT	\$3,132,832.59	\$2,321,931.74	(\$810,900.85)	-25.88%	\$451,127.51	\$350,833.34	(\$100,294.17)	-22.23%	
	JUVENILE	\$23,169.09	\$20,323.51	(\$2,845.58)	-12.28%	\$23,024.48	\$18,631.55	(\$4,392.93)	-19.08%	
	COMBINED									
BRISTOL	CIRCUIT	\$392,719.28	\$426,074.61	\$33,355.33	8.49%	\$206,693.85	\$201,214.77	(\$5,479.08)	-2.65%	Taxation
	DISTRICT	\$816,508.06	\$857,953.36	\$41,445.30	5.08%	\$169,826.34	\$173,824.35	\$3,998.01	2.35%	
	JUVENILE	\$14,014.68	\$15,504.73	\$1,490.05	10.63%	\$8,434.87	\$11,478.83	\$3,043.96	36.09%	
	COMBINED									
BUENA VISTA	CIRCUIT	\$93,621.99	\$65,861.29	(\$27,760.70)	-29.65%	\$45,013.79	\$61,017.31	\$16,003.52	35.55%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$186,271.04	\$125,916.43	(\$60,354.61)	-32.40%	\$36,836.47	\$30,512.37	(\$6,324.10)	-17.17%	
CHARLOTTESVILLE	CIRCUIT	\$370,394.69	\$274,282.26	(\$96,112.43)	-25.95%	\$143,725.92	\$126,104.20	(\$17,621.72)	-12.26%	Taxation
	DISTRICT	\$979,206.44	\$719,966.59	(\$259,239.85)	-26.47%	\$143,094.09	\$127,902.27	(\$15,191.82)	-10.62%	
	JUVENILE	\$16,403.32	\$10,828.47	(\$5,574.85)	-33.99%	\$17,802.02	\$18,819.90	\$1,017.88	5.72%	
	COMBINED									
CHESAPEAKE	CIRCUIT	\$2,489,380.25	\$2,216,988.82	(\$272,391.43)	-10.94%	\$764,093.49	\$661,590.76	(\$102,502.73)	-13.41%	Poole Brooke Plumlee
	DISTRICT	\$5,131,007.70	\$4,568,382.15	(\$562,625.55)	-10.97%	\$880,051.27	\$787,960.82	(\$92,090.45)	-10.46%	
	JUVENILE	\$87,783.98	\$107,546.15	\$19,762.17	22.51%	\$55,606.52	\$43,147.24	(\$12,459.28)	-22.41%	
	COMBINED									
COLONIAL HEIGHTS	CIRCUIT	\$314,012.87	\$326,247.28	\$12,234.41	3.90%	\$239,320.08	\$263,933.41	\$24,613.33	10.28%	Taxation
	DISTRICT	\$810,755.76	\$696,311.75	(\$114,444.01)	-14.12%	\$359,556.66	\$293,146.31	(\$66,410.35)	-18.47%	
	JUVENILE	\$12,396.61	\$12,344.09	(\$52.52)	-0.42%	\$14,520.50	\$12,404.35	(\$2,116.15)	-14.57%	
	COMBINED									
DANVILLE	CIRCUIT	\$265,740.17	\$312,943.99	\$47,203.82	17.76%	\$373,727.23	\$364,447.36	(\$9,279.87)	-2.48%	In-House Program
	DISTRICT	\$845,808.86	\$927,925.64	\$82,116.78	9.71%	\$211,015.55	\$163,105.34	(\$47,910.21)	-22.70%	
	JUVENILE	\$25,262.13	\$24,905.01	(\$357.12)	-1.41%	\$24,735.36	\$13,896.11	(\$10,839.25)	-43.82%	
	COMBINED									
EMPORIA	CIRCUIT	-	-	-		-	-	-		Newsome
	DISTRICT	-	-	-		-	-	-		
	JUVENILE	-	-	-		-	-	-		
	COMBINED	-	-	-		-	-	-		
FAIRFAX CITY	CIRCUIT	-	-	-		-	-	-		Taxation
	DISTRICT	-	-	-		-	-	-		
	JUVENILE	-	-	-		-	-	-		
	COMBINED	-	-	-		-	-	-		

LOCALITY	COURT	Court Clerks				Commonwealth's Attorneys				
		FY18 Collections	FY19 Collections	Variance FY18 to FY19	Percent Variance	FY18 Net Collections	FY19 Net Collections	Variance FY18 to FY19	Percent Variance	Collection Method
FALLS CHURCH	CIRCUIT	-	-	-		-	-	-		Arlington Treasurer
	DISTRICT	-	-	-		-	-	-		
	JUVENILE	-	-	-		-	-	-		
	COMBINED	-	-	-		-	-	-		
FRANKLIN CITY	CIRCUIT	-	-	-		-	-	-		In-House Program
	DISTRICT	-	-	-		-	-	-		
	JUVENILE	-	-	-		-	-	-		Taxation
	COMBINED	-	-	-		-	-	-		
FREDERICKSBURG	CIRCUIT	\$369,438.44	\$393,082.20	\$23,643.76	6.40%	\$467,299.53	\$407,742.14	(\$59,557.39)	-12.75%	Taxation
	DISTRICT	\$1,488,872.22	\$1,383,628.18	(\$105,244.04)	-7.07%	\$172,007.68	\$173,013.89	\$1,006.21	0.58%	
	JUVENILE	\$21,255.79	\$22,146.44	\$890.65	4.19%	\$17,336.52	\$13,997.13	(\$3,339.39)	-19.26%	
	COMBINED									
GALAX	CIRCUIT	-	-	-		-	-	-		Taxation
	DISTRICT	-	-	-		-	-	-		
	JUVENILE	-	-	-		-	-	-		
	COMBINED	-	-	-		-	-	-		
HAMPTON	CIRCUIT	\$968,876.83	\$1,035,797.37	\$66,920.54	6.91%	\$371,401.56	\$378,081.85	\$6,680.29	1.80%	City Treasurer
	DISTRICT	\$3,486,474.15	\$3,333,994.09	(\$152,480.06)	-4.37%	\$731,126.96	\$691,160.87	(\$39,966.09)	-5.47%	
	JUVENILE	\$73,116.13	\$84,826.45	\$11,710.32	16.02%	\$106,616.34	\$70,064.40	(\$36,551.94)	-34.28%	
	COMBINED									
HOPEWELL	CIRCUIT	\$1,664,299.04	\$1,398,746.89	(\$265,552.15)	-15.96%	\$181,030.89	\$177,157.68	(\$3,873.21)	-2.14%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$2,489,856.38	\$2,011,579.79	(\$478,276.59)	-19.21%	\$435,917.99	\$374,048.64	(\$61,869.35)	-14.19%	
LYNCHBURG	CIRCUIT	\$490,569.24	\$451,664.51	(\$38,904.73)	-7.93%	\$187,693.86	\$191,152.57	\$3,458.71	1.84%	In-House Program
	DISTRICT	\$1,094,039.47	\$1,028,325.43	(\$65,714.04)	-6.01%	\$182,119.68	\$176,191.30	(\$5,928.38)	-3.26%	
	JUVENILE	\$22,675.76	\$25,212.36	\$2,536.60	11.19%	\$23,305.76	\$24,616.90	\$1,311.14	5.63%	
	COMBINED									
MARTINSVILLE	CIRCUIT	\$230,389.46	\$196,570.39	(\$33,819.07)	-14.68%	\$221,270.02	\$231,081.64	\$9,811.62	4.43%	Taxation
	DISTRICT	\$354,284.49	\$311,327.84	(\$42,956.65)	-12.12%	\$118,868.94	\$111,053.13	(\$7,815.81)	-6.58%	
	JUVENILE	\$9,344.06	\$9,159.66	(\$184.40)	-1.97%	\$13,653.61	\$10,402.93	(\$3,250.68)	-23.81%	
	COMBINED									
NEWPORT NEWS	CIRCUIT	\$1,396,381.43	\$1,444,766.06	\$48,384.63	3.47%	\$953,081.28	\$900,418.29	(\$52,662.99)	-5.53%	Taxation
	DISTRICT	\$4,186,697.15	\$4,259,525.74	\$72,828.59	1.74%	\$830,364.77	\$826,580.62	(\$3,784.15)	-0.46%	Quadros
	JUVENILE	\$83,175.90	\$82,628.67	(\$547.23)	-0.66%	\$101,788.43	\$90,700.25	(\$11,088.18)	-10.89%	Taxation
	COMBINED									



LOCALITY	COURT	Court Clerks				Commonwealth's Attorneys				
		FY18 Collections	FY19 Collections	Variance FY18 to FY19	Percent Variance	FY18 Net Collections	FY19 Net Collections	Variance FY18 to FY19	Percent Variance	Collection Method
NORFOLK	CIRCUIT	\$1,292,339.70	\$1,206,344.50	(\$85,995.20)	-6.65%	\$1,330,570.55	\$1,170,792.57	(\$159,777.98)	-12.01%	Glasser and Glasser
	DISTRICT	\$4,700,479.15	\$4,616,093.42	(\$84,385.73)	-1.80%	\$1,073,312.86	\$1,071,610.51	(\$1,702.35)	-0.16%	
	JUVENILE	\$76,799.97	\$101,701.77	\$24,901.80	32.42%	\$137,730.60	\$71,936.40	(\$65,794.20)	-47.77%	
	COMBINED									
PETERSBURG	CIRCUIT	\$599,225.83	\$577,217.65	(\$22,008.18)	-3.67%	\$233,805.18	\$240,443.46	\$6,638.28	2.84%	Taxation
	DISTRICT	\$2,056,749.32	\$1,973,766.14	(\$82,983.18)	-4.03%	\$361,793.76	\$438,257.19	\$76,463.43	21.13%	
	JUVENILE	\$14,865.90	\$13,310.22	(\$1,555.68)	-10.46%	\$32,129.71	\$31,468.47	(\$661.24)	-2.06%	
	COMBINED									
PORTSMOUTH	CIRCUIT	\$470,222.77	\$473,768.93	\$3,546.16	0.75%	\$612,416.64	\$586,072.48	(\$26,344.16)	-4.30%	Poole Brooke Plumlee
	DISTRICT	\$1,404,025.40	\$1,451,880.73	\$47,855.33	3.41%	\$477,295.66	\$486,696.86	\$9,401.20	1.97%	
	JUVENILE	\$22,099.08	\$35,792.36	\$13,693.28	61.96%	\$18,268.90	\$22,024.96	\$3,756.06	20.56%	
	COMBINED									
RADFORD	CIRCUIT	\$230,360.35	\$213,799.55	(\$16,560.80)	-7.19%	\$103,593.93	\$126,761.68	\$23,167.75	22.36%	Taxation
	DISTRICT									
	JUVENILE									
	COMBINED	\$366,402.65	\$361,635.05	(\$4,767.60)	-1.30%	\$104,447.36	\$91,196.81	(\$13,250.55)	-12.69%	
RICHMOND CITY	CIRCUIT	\$893,148.26	\$925,515.29	\$32,367.03	3.62%	\$592,754.00	\$658,049.00	\$65,295.00	11.02%	Parrish & Lebar
	DISTRICT	\$4,670,135.95	\$4,624,079.41	(\$46,056.54)	-0.99%	\$1,567,933.00	\$1,270,703.00	(\$297,230.00)	-18.96%	
	JUVENILE	\$29,200.87	\$29,418.36	\$217.49	0.74%	\$56,260.00	\$45,240.00	(\$11,020.00)	-19.59%	
	COMBINED									
ROANOKE CITY	CIRCUIT	\$648,025.67	\$694,601.97	\$46,576.30	7.19%	\$218,528.59	\$212,478.68	(\$6,049.91)	-2.77%	In-House Program
	DISTRICT	\$2,251,884.82	\$2,315,822.51	\$63,937.69	2.84%	\$325,481.26	\$307,376.99	(\$18,104.27)	-5.56%	
	JUVENILE	\$32,690.99	\$38,189.77	\$5,498.78	16.82%	\$24,829.74	\$25,446.91	\$617.17	2.49%	
	COMBINED									
SALEM	CIRCUIT	\$291,078.47	\$212,085.97	(\$78,992.50)	-27.14%	\$85,668.25	\$86,365.40	\$697.15	0.81%	In-House Program
	DISTRICT									
	JUVENILE									
	COMBINED	\$824,372.65	\$681,470.32	(\$142,902.33)	-17.33%	\$106,035.84	\$102,659.53	(\$3,376.31)	-3.18%	
STAUNTON	CIRCUIT	\$190,097.35	\$288,169.03	\$98,071.68	51.59%	\$145,898.59	\$147,160.70	\$1,262.11	0.87%	Taxation
	DISTRICT	\$507,663.70	\$654,392.40	\$146,728.70	28.90%	\$122,391.53	\$131,224.81	\$8,833.28	7.22%	
	JUVENILE	\$21,101.36	\$23,896.01	\$2,794.65	13.24%	\$30,909.81	\$28,842.14	(\$2,067.67)	-6.69%	
	COMBINED									
SUFFOLK	CIRCUIT	\$813,482.39	\$793,588.48	(\$19,893.91)	-2.45%	\$585,779.60	\$555,028.33	(\$30,751.27)	-5.25%	Taxation
	DISTRICT	\$1,665,472.21	\$1,673,772.56	\$8,300.35	0.50%	\$336,744.72	\$319,610.39	(\$17,134.33)	-5.09%	
	JUVENILE	\$43,750.69	\$62,502.88	\$18,752.19	42.86%	\$35,396.38	\$32,858.36	(\$2,538.02)	-7.17%	
	COMBINED									

LOCALITY	COURT	Court Clerks				Commonwealth's Attorneys				
		FY18 Collections	FY19 Collections	Variance FY18 to FY19	Percent Variance	FY18 Net Collections	FY19 Net Collections	Variance FY18 to FY19	Percent Variance	Collection Method
VIRGINIA BEACH	CIRCUIT	\$3,250,700.10	\$3,532,268.52	\$281,568.42	8.66%	\$953,260.55	\$912,650.05	(\$40,610.50)	-4.26%	City Treasurer
	DISTRICT	\$8,565,721.51	\$9,050,418.31	\$484,696.80	5.66%	\$2,044,070.98	\$1,829,480.98	(\$214,590.00)	-10.50%	
	JUVENILE	\$320,431.36	\$354,231.85	\$33,800.49	10.55%	\$293,313.48	\$203,993.29	(\$89,320.19)	-30.45%	
	COMBINED									
WAYNESBORO	CIRCUIT	\$115,017.17	\$114,364.99	(\$652.18)	-0.57%	\$114,948.45	\$147,794.89	\$32,846.44	28.57%	Taxation
	DISTRICT	\$370,482.49	\$387,604.45	\$17,121.96	4.62%	\$95,503.68	\$86,499.29	(\$9,004.39)	-9.43%	
	JUVENILE	\$16,253.61	\$11,688.43	(\$4,565.18)	-28.09%	\$16,410.39	\$16,444.21	\$33.82	0.21%	
	COMBINED									
WINCHESTER	CIRCUIT	\$281,315.28	\$273,499.75	(\$7,815.53)	-2.78%	\$198,429.88	\$244,957.70	\$46,527.82	23.45%	Taxation
	DISTRICT	\$755,187.64	\$771,175.12	\$15,987.48	2.12%	\$197,903.57	\$177,616.50	(\$20,287.07)	-10.25%	
	JUVENILE	\$25,022.88	\$18,484.08	(\$6,538.80)	-26.13%	\$19,527.98	\$19,842.27	\$314.29	1.61%	
	COMBINED									
TOTAL		\$297,383,114.86	\$296,200,260.23	(\$1,182,854.63)	-0.40%	\$65,736,345.95	\$62,816,228.97	(\$2,920,116.98)	-4.44%	

**footnote 1**

**Courts Fines and Fees Data** - Assessment and collection data for courts is provided by the Supreme Court of Virginia in the Financial Management System's Final FY19 BR22 Report (excluding Fairfax County, which reports assessment and collection information directly).

**footnote 2**

**Delinquent Fines and Fees Data** - A collection agent for each locality provides assessment and collection data for delinquent fines and fees. Such data is certified by the Commonwealth's Attorney and reported to the Compensation Board for annual reporting.

## APPENDICES

### **Appendix A**

FY19 Collection of Fines and Fees Form

### **Appendix B**

Supreme Court Master Guidelines and Model Contract Governing Collection of Unpaid Delinquent Court-Ordered Fines and Costs, July 1, 2017

### **Appendix C**

Supreme Court Master Guidelines and Model Contract Governing Collection of Unpaid Delinquent Court-Ordered Fines and Costs, July 1, 2019

### **Appendix D**

FY20 Policy Statement for Fines and Fees: Commonwealth's Attorney

### **Appendix E**

FY20 Policy Statement for Fines and Fees: Clerk of the Circuit Court

### **Appendix F**

FY20 Election for the Collection Method of Fines and Fees: Commonwealth's Attorney

### **Appendix G**

Code of Virginia sections on the collection of fines and fees, including the full text of § 19.2-349.

## Appendix A: FY19 Collection of Fines and Fees Form

Pursuant to § 19.2-349, Code of Virginia, Commonwealth's Attorney's Report to the Compensation Board for July 1, 2018 through June 30, 2019

Commonwealth's Attorney for: \_\_\_\_\_ city/county Locality Code: \_\_\_\_\_ Page 1 of 2

COURT	<b>Column A</b> <b>Assessments</b> of delinquent fines, costs, forfeitures, penalties and interest sent for collections. <b>(Excluding Restitution)</b>	<b>Column B</b> Deleted or removed accounts	<b>Column C</b> PAID accounts as reported by Department of Taxation's Debt Set-Off Program	<b>Column D</b> <b>Assessments</b> of Restitution sent for collections.	<b>Column E</b> <b>Net Assessments</b>  <span style="color: red;">(A – B – C + D = E)</span>
Circuit	\$	\$	\$	\$	\$
General District	\$	\$	\$	\$	\$
J & DR	\$	\$	\$	\$	\$
Combined	\$	\$	\$	\$	\$
Totals	\$	\$	\$	\$	\$

*Based on information provided to me by the courts and my collection program, I certify that this report is a true and accurate statement of the total fines and costs collected and deposited by me or on my behalf for the period stated above.*

**Date:**

**Printed Name:**

**Signature:**

**\*FY19 Collection Agent:** (fill in at bottom-left of form on page 2)

☐ DEPARTMENT OF TAXATION   
☐ IN-HOUSE PROGRAM   
☐ CITY/COUNTY TREASURER  
☐ PRIVATE ATTORNEY (provide name)   
☐ PRIVATE COLLECTION AGENT (provide name)

**Collection Agent:** Please complete form fully and accurately and provide to Commonwealth's Attorney;

**Commonwealth's Attorney:** Please provide printed name of officer and locality, sign and date form.

**Fax completed and signed form to the attention of Mark Pellett, Compensation Board (804) 371-0235, not later than Friday, August 23, 2019.**

## Appendix A: FY19 Collection of Fines and Fees Form

Pursuant to § 19.2-349, Code of Virginia, Commonwealth's Attorney's Report to the Compensation Board for July 1, 2018 through June 30, 2019

Please **TYPE** information on form. Fill out one form per locality (do not combine data for separate localities).

The Commonwealth's Attorney has discretion to delegate preparation of the fines and fees collection form to the collection agent or an employee of the office, but ultimately the Commonwealth's Attorney is responsible for the content of the form. The Auditor of Public Accounts reviews these forms on an annual basis; therefore, all information used to prepare the form should be kept available.

*For General District Court reporting, please combine separate divisions into one general district court amount and submit one form.*

- Column A:** Enter the total amount of **assessments** for delinquent fines, costs, forfeitures, penalties and interest during this reporting period (information available on the Supreme Court of Virginia's Financial Management System BR022 report entitled Receivable Balances, Total Sent to Collections, and Collection Ratios", June 2019 report). Note that for FY19, the increase rate (intended to offset collections commission costs) applied to delinquent accounts prior to sending out for collection is included in the BR022 amount for YTD F/C/I sent to collections. Do not include any restitution amounts sent out for collection in this column.
- Column B:** Enter the amount of **accounts manually removed** by the Clerk of the Court. The Commonwealth's Attorney should approve amounts manually removed. Supporting documentation, including the reason for the removal, should be maintained for auditing purposes.
- Column C:** Enter the amount of **accounts reported as "paid"** by the Department of Taxation's Debt Set-Off program (provided by the Clerk of the Court).
- Column D:** Enter the total amount of **Restitution sent to Collections** during this reporting period (information available on the Supreme Court's Financial Management System BR022 June, 2019 report). Note that any increase rate applied to delinquent accounts prior to sending out for collection is **not** included in the BR022 amount. Note that any assessment of restitution interest is not included in the BR022 amount.
- Column E:** Enter the Subtotal. This subtotal represents **net assessments**. Column A minus Column B minus Column C plus Column D ( $A - B - C + D = E$ ).

**Collection Agent:** Please complete form fully and accurately and provide to Commonwealth's Attorney;  
**Commonwealth's Attorney:** Please provide printed name of officer and locality, sign and date form.

**Fax completed and signed form to the attention of Mark Pellett, Compensation Board (804) 371-0235, not later than Friday, August 23, 2019.**

## Appendix A: FY19 Collection of Fines and Fees Form

Pursuant to § 19.2-349, Code of Virginia, Commonwealth's Attorney's Report to the Compensation Board for July 1, 2018 through June 30, 2019

Commonwealth's Attorney for \_\_\_\_\_ city/county Locality Code: \_\_\_\_\_ Page 2 of 2

COURT	Column F Collections of delinquent fines, costs, forfeitures, penalties and interest during this period. (Excluding Restitution)	Column G Collections of Restitution during this period.	Column H Collections Offset Amount (increase rate) during this period.	Column I Collection Fee	Column J Net Collections  (F + G + H - I = J)
Circuit	\$	\$	\$	\$	\$
General District	\$	\$	\$	\$	\$
J & DR	\$	\$	\$	\$	\$
Combined	\$	\$	\$	\$	\$
Totals	\$	\$	\$	\$	\$

COURT	FY19 Collection Agent Name*	<u>IN-HOUSE Collections ONLY</u>	
Circuit		Total from Column I above	\$
General District		Less: Expenses for collection efforts	\$
J & DR		Surplus (deficit)	\$
Combined		Locality / State Split of Surplus	\$

**Collection Agent: Please complete form fully and accurately and provide to Commonwealth's Attorney;**

**Commonwealth's Attorney: Please provide printed name of officer and locality, sign and date form.**

**Fax completed and signed form to the attention of Mark Pellett, Compensation Board (804) 371-0235, not later than Friday, August 23, 2019.**

## Appendix A: FY19 Collection of Fines and Fees Form

Pursuant to § 19.2-349, Code of Virginia, Commonwealth's Attorney's Report to the Compensation Board for July 1, 2018 through June 30, 2019

Please **TYPE** information on form. Fill out one form **per locality** (do not combine data for separate localities).

The Commonwealth's Attorney has discretion to delegate preparation of the fines and fees collection form to the collection agent or an employee of the office, but ultimately the Commonwealth's Attorney is responsible for the content of the form. The Auditor of Public Accounts reviews these forms on an annual basis; therefore, all information used to prepare the form should be kept available.

*For General District Court reporting, please combine separate divisions into one general district court amount and submit one form.*

**Column F:** Enter the total amount of **collections** of delinquent fines, costs, forfeitures, penalties and interest collected by your office during this reporting period (as provided by the Department of Taxation, your In-House program, Treasurer or other local government entity, private attorney or private collection agent). Do not include any restitution amounts collected in this column. Note that any "increase rate" amounts collected are **not** included in the BR022 amount listed as debt collection receipts; these increase rate amounts collected are instead listed as Collection Fees Offset and will be reported in column H.

**Column G:** Enter the total amount of **collections of restitution** collected by your office during this reporting period (as provided by the Department of Taxation, your In-House program, Treasurer or other local government entity, private attorney or private collection agent). Note that any "increase rate" amounts collected are **not** included in the BR022 amount listed as restitution collections paid; these increase rate amounts collected are instead listed as Collection Fees Offset and will be reported in column H. Note that any collection of restitution interest is not included in the BR022 amount for restitution collections paid.

**Column H:** Enter the amount of the **Offset of Collection Fees** (proceeds from the "increase rate") during this reporting period (information available on the Supreme Court's Financial Management System BR022 June 2019 report, listed as Collection Fees Offset). This amount includes the "increase rate" portion of paid amounts for both fines, costs and interest, as well as restitution.

**Column I:** Enter the **fee for collection services**. If your office is charged a commission rate or fee for collecting delinquent fines and fees, enter the total amount paid to the collection agent for collection services on all amounts collected in this period. Include payments to the collection agent of the "increase rate" collected on restitution amounts collected.

**Column J:** Enter the **net collections** that were deposited to the court. Columns F plus G plus H minus Column I ( $F + G + H - I = J$ ). Reconcile to the Clerk of the Court's records.

**Collection Agent:** Please complete form fully and accurately and provide to Commonwealth's Attorney;

**Commonwealth's Attorney:** Please provide printed name of officer and locality, sign and date form.

**Fax completed and signed form to the attention of Mark Pellett, Compensation Board (804) 371-0235, not later than Friday, August 23, 2019.**

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**Appendix B: Supreme Court Master Guidelines Governing Collection of Unpaid Delinquent Court-Ordered Fines and Costs, July 1, 2017**

**MASTER GUIDELINES GOVERNING COLLECTION OF UNPAID DELINQUENT COURT-ORDERED FINES AND COSTS PURSUANT TO VIRGINIA CODE § 19.2-349**

July 1, 2017

**1. PURPOSE**

These guidelines (also referred to as the “Master Guidelines”) establish the terms upon which Commonwealth’s Attorneys may enter into an agreement with (i) private attorneys in good standing with the Virginia State Bar or private collection agencies, (ii) a local governing body, (iii) the county or city treasurer, or (iv) the Department of Taxation for the collection of unpaid fines, court costs, forfeitures, penalties, statutory interest,<sup>1</sup> restitution, and restitution interest. These guidelines are also designed to establish the roles of the courts, Commonwealth’s Attorneys, the contractors, or other collection agents (collectively referred to as “contractors”) to ensure fiscal accountability through timely and accurate reporting and crediting of payments.

**2. APPLICATION AND SCOPE**

These Master Guidelines are mandatory and apply to all contracts for the collection of all fines, court costs, forfeitures, penalties, statutory interest, restitution, and restitution interest entered into by the attorneys for the Commonwealth and contractors, local governing bodies, county or city treasurers, or the Department of Taxation. These Master Guidelines are authorized by Virginia Code § 19.2-349, which requires that all contracts must comply with guidelines promulgated by the Office of the Attorney General, the Executive Secretary of the Supreme Court, the Department of Taxation, and the Compensation Board. A Form for Contracts incorporating the guideline requirements is provided and shall be utilized. All contracts must, at a minimum, include the requirements contained in the Form for Contracts without limitation or exception. All contracts must include a provision rendering void and unenforceable any provision of the contract or any amendment thereof that conflicts with any provision of the Master Guidelines or Form for Contracts, as the same may be amended from time to time. The final form of contract entered into by a Commonwealth’s Attorney shall include any additional provisions required by

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<sup>1</sup> As used in these guidelines, “statutory interest” is that interest imposed pursuant to Virginia Code § 19.2-353.5 and does not include interest accruing on restitution.

law and may include any additional provisions which do not conflict with these Master Guidelines and are deemed by the Commonwealth's Attorney to be advantageous and appropriate to the collection services to be procured.

### **3. TERMS TO BE INCLUDED IN CONTRACT**

**A. Parties.** A contract made pursuant to Virginia Code § 19.2-349 is made between a contractor, either an attorney in private practice who is a member in good standing with the Virginia State Bar, a private collection agency, the Department of Taxation, a local governing body, or the county or city treasurer and the Commonwealth's Attorney for the local jurisdiction. The contractor shall be an independent contractor and not an agent of the Commonwealth's Attorney. The contractor shall make reasonable and diligent efforts by lawful means to collect unpaid fines, court costs, forfeitures, penalties, statutory interest, restitution, and restitution interest in cases referred to the contractor by the Commonwealth's Attorney.

**B. Subcontracts.** The contract is not assignable by the contractor, in whole or in part, to any subcontractor or other third party, except where (i) the debtor or the debtor's assets are located outside the Commonwealth of Virginia and (ii) the assignment or subcontract is approved in writing by the Commonwealth's Attorney. This provision does not prohibit the use of other attorneys and employees in the same business entity.

**C. Term of the Contract.** The period of the contract will be twelve months. It may be renewed, for no more than four additional twelve-month periods, provided such renewals are subject to the guidelines in effect at the time of renewal as promulgated and amended by the Office of the Attorney General, the Executive Secretary of the Supreme Court, the Department of Taxation and the Compensation Board.

**D. Compensation.** The contractor, except for a treasurer not being compensated on a contingency basis as of January 1, 2015, will be compensated in an amount negotiated between the Commonwealth's Attorney and the contractor. This amount shall not exceed 35 percent of all monies owed and actually collected through the contractor's efforts for unpaid fines, court costs, forfeitures, statutory interest, and penalties. Any treasurer not being compensated on a contingency basis as of January 1, 2015, shall be prohibited from being compensated on a contingency basis but shall instead be compensated \$35 for their

administrative cost pursuant to Virginia Code § 58.1-3958. The amounts owed for outstanding fines, court costs, forfeitures, penalties, and restitution, which become delinquent and are initially sent to collection on or after July 1, 2014, shall be increased by 17 percent, as shall be specified in the contract. However, if such increase rate would exceed the percentage rate allowed as compensation to the contractor under the terms of the contract, then the delinquent amounts owed shall be increased by the lower percentage rate allowed as compensation under the contract. The increase rate shall not, under any circumstances, exceed 17 percent. The increase rate shall not be applied to statutory interest or restitution interest. The amount of the increase rate collected for fines, court costs, forfeitures, and penalties shall not be part of the compensation due the contractor and shall not be considered when the compensation due the contractor is calculated. The compensation due the contractor for the collection of restitution and restitution interest shall be limited solely to the increase rate applied to the restitution collected (see Attachment A for examples of compensation calculation), and to administrative cost charged by a treasurer not being compensated on a contingency basis as of January 1, 2015.

It is the responsibility of the Commonwealth's Attorney to notify the Office of the Executive Secretary of the Supreme Court of the compensation percentage rate specified in the contract. Such notification shall occur within five business days of the effective date of the commencement, renewal, or amendment of the contract. If the debtor makes payment directly to the court, the compensation due to a private contractor shall be calculated at a rate which is three percentage points less than the amount agreed to by the Commonwealth's Attorney and the private contractor. The compensation due to any contractor shall not be reduced in the case of the Department of Motor Vehicles receiving a debtor's payment on behalf of the court.

**E. Clerk's responsibilities.** (i) The clerk of the appropriate court will provide to the Commonwealth's Attorney a list of cases having unpaid fines, court costs, forfeitures, penalties, statutory interest, restitution, or restitution interest, hereafter called "accounts," which will be in the form of a list of judgments resulting from such cases. The clerk will also provide two quarterly lists to the Commonwealth's Attorney; a list of defendants with an outstanding balance of restitution ordered by the court, and a list of accounts where more than 90 days have passed since the account was sent to collections and no payments have been made. These lists will be provided to the contractor by the Commonwealth's Attorney. The contractor will not be provided the file or copies of the files on a routine basis. However, the clerk will provide reasonable access to such files on a mutually convenient schedule with the contractor.

(ii) The Office of the Executive Secretary of the Supreme Court has established the following procedures for the clerks of all district and circuit courts to accept the remittance of unpaid delinquent court-ordered fines, court costs, forfeitures, statutory interest, penalties, restitution, restitution interest, and increase rate amounts:

On a weekly basis, the clerk of the appropriate court shall transmit to the contractor a record of all payments received during that period by the court directly from the debtor, or received by the Department of Motor Vehicles from the debtor on behalf of the court as reported by the Department of Motor Vehicles. On a weekly basis, the clerk will draw a check on the court's account made payable to the contractor which reflects all commissions due the contractor for payments receipted by the court or by the Department of Motor Vehicles on behalf of the court as reported by the Department of Motor Vehicles, or received by the collection agent and transmitted to the court during that period on accounts of the contractor and any necessary adjustments for items such as dishonored checks and disputed credit card payments. This check will be transmitted with the court's weekly report of payments received.

**F. Contractor responsibilities.** (i) The contractor has no authority whatsoever to compromise or settle a claim for less than the amount due, including the increase rate amounts assessed and any accrued interest. The contractor shall be responsible for calculating and collecting ongoing interest using interest tables provided by the appropriate court.

(ii) A contractor shall send reports with disbursements of all monies collected to the clerk of the appropriate court no less frequently than on a weekly basis. Each report, however, must be accompanied by a disbursement check to cover the monies collected by the contractor since the last report filed. A copy of these reports must be provided to the Commonwealth's Attorney for information purposes. The contractor is not authorized under any circumstances to withhold any monies, including the amounts owed to the contractor pursuant to the contract. The monies owed to the contractor shall be transmitted to the contractor by the clerk of the court as indicated in (3)(E)(ii) of these guidelines.

(iii) A contractor may wait for a period of no longer than two weekly reporting periods after receipt of a debtor's check to ensure payment on the debtor's check before reporting and disbursing these monies to the clerk. No refunds will be made by the clerk to the contractor for non-payment on a debtor's check.

(iv) A contractor must use forms which are approved by the Office of the Executive Secretary. The contractor must use the latest version of forms created by the Office of the Executive Secretary and cease using forms withdrawn by the Office of the Executive Secretary as such changes are implemented. A change in forms does not require amending the contract. Notification of form changes shall be sent to the contractor within five business days after receipt by the Commonwealth's Attorney.

(v) The contractor shall not engage in any unethical or illegal actions in the collection of these accounts. The contractor must also agree to retain all records for a period of at least five years and make the records available for inspection at any time by representatives of the Auditor of Public Accounts and/or the Commonwealth's Attorney.

**G. Transfer of Accounts.** Each account shall be transferred to the contractor at the time the contract is effective until the account is collected in full or until termination of the collection contract, whichever occurs first, subject to the provisions of Virginia Code § 19.2-341. The compensation due the contractor shall be calculated by the terms of the contract in effect at the time the payment is collected, even if the contractor had undertaken collection efforts on the account under a predecessor contract prior to the effective date of the current contract.

**H. Responsibilities upon termination.** Upon termination of the contract, within five days, the contractor shall promptly return all accounts to the Commonwealth's Attorney together with a report containing the account status, address, and employment information concerning each debtor, to the extent permitted by law. A copy of this report shall also be sent to the appropriate court. In addition, the contractor shall provide a schedule of all accounts which have been docketed in any circuit court. The contractor shall also file a final report in compliance with subparagraphs (3) (F) (ii) and (iii) of these guidelines. After the contract has terminated, the contractor may not accept payments from any debtor, and the contractor will not be compensated for any payments made to the court. Upon termination of the contract, the contractor may not begin collection efforts on any new accounts. Monies held by the contractor at the time of contract termination shall be forwarded in full to the clerk of the court within two weeks of termination.

**I. Amendment of the contract.** The contract may be amended at any time by written agreement signed by the Commonwealth's Attorney and the contractor; however any contract, as amended, shall contain a provision making the contract subject to the terms and provisions of the Master Guidelines, as

such Master Guidelines may be amended from time to time with the approval of the Office of the Attorney General, the Executive Secretary of the Supreme Court, the Department of Taxation, and the Compensation Board. The contract shall contain a provision that expressly provides that (i) the contract is deemed to conform to the Master Guidelines and (ii) any provision of the contract that conflicts with any provision of the Master Guidelines and Form for Contracts shall be void and unenforceable. However, should any such amendment required by or resulting from a change in the Master Guidelines be unacceptable to any party, that party may terminate the contract as provided herein. Amendments to the Master Guidelines will be sent to the contractor within five business days after receipt by the Commonwealth's Attorney. Either party may terminate the contract for any reason upon ninety days written notice. If the contract is terminated, the contractor must return all unused forms which have been provided to the contractor by the court for use pursuant to the contract.

**J. Liability and bond.** A private contractor must agree to bear the liability for any errors, damages, or injuries that occur during the course of the contract and as a result of the contractor's work. The Commonwealth of Virginia and the Commonwealth's Attorney must be held harmless for any such damages. At no additional cost to the Commonwealth of Virginia (including its courts and its Commonwealth's Attorneys), the contractor will bond or otherwise insure through licensed insurers or authorized government entities the faithful performance of all personnel in the contractor's office who may collect and disburse funds collected on unpaid fines, court costs, forfeitures, penalties, statutory interest, restitution, and restitution interest for at least \$10,000 each, or such higher sum as will provide coverage for collections, and shall provide documentary proof of such coverage to the Commonwealth's Attorney. The bond applicable to the Department of Taxation pursuant to Virginia Code § 58.1-201 shall satisfy this requirement.

**K. Department of Taxation.** In entering into contracts under these Guidelines, Commonwealth's Attorneys should note that, because the Department of Taxation is a state agency, it may not be subject to all the provisions of the Form for Contracts which has been developed pursuant to the Guidelines. For example, the Department of Taxation is prohibited from disclosing information obtained from the United States Internal Revenue Service.

#### **4. CONTRACTOR SELECTION**

**A.** Only one contractor shall be under contract with a particular Commonwealth's Attorney at any time to collect any unpaid fines, court costs, forfeitures, penalties, statutory interest, restitution, and restitution interest imposed by a particular court.

**B.** In selecting a contractor, the Commonwealth's Attorney should take into account the expertise of each potential contractor together with the fee for which each potential contractor is willing to perform services. There are a variety of ways in which such services can be obtained on a competitive basis, such as a Request for Proposal or competitive negotiations with several qualified potential contractors at the same time. All selections of contractors on a competitive basis shall be made in accordance with the applicable provisions of Chapter 43 of Title 2.2 of the Code of Virginia, § 2.2-4300 et seq., the Virginia Public Procurement Act.

**C.** Commonwealth's Attorneys who serve on a part-time basis may not contract with themselves in their private capacity to make collections for the various courts.

**D.** Parties to the contract should be aware that it may be a violation of the Virginia Rules of Professional Conduct for a contractor who is an attorney to represent defendants in criminal cases in the same jurisdiction in which the Commonwealth's Attorney prosecutes criminal cases.

#### **5. IMPLEMENTATION OF COLLECTION PROCEDURES**

**A.** The Commonwealth's Attorney shall provide to the clerk of the appropriate court a list of all accounts which have been referred to the contractor for collection by use of an appropriately marked copy of the list. A copy of any contract entered into by the Commonwealth's Attorney pursuant to Virginia Code § 19.2-349 shall be promptly filed after execution with the clerk of the court for which money is to be collected.

**B.** The contractor should be advised that the Commonwealth's Attorney has access to information from the Department of Motor Vehicles and/or the Virginia Employment Commission which could facilitate the collection process. The Commonwealth's Attorney should provide this information to the contractor when requested in a manner acceptable to the Commonwealth's Attorney. The contractor may

use this information only in furtherance of collection efforts under the terms of the contract and shall otherwise keep the information confidential.

C. The contractor must take appropriate steps to ensure that judgments are docketed in each jurisdiction wherein the debtor is known to own an interest in realty. The contractor should notify the clerk in writing when a judgment has been docketed in a jurisdiction other than that in which the fines, court costs, forfeitures, penalties, statutory interest, restitution, and restitution interest were originally imposed. The contractor must release any judgment obtained while under contract upon full payment at any time while the contractor retains the authority to do so under the terms of the contract.

## **6. PERFORMANCE MEASURES**

Annually, at the beginning of each Fiscal Year, the contractor responsible for the collection of fines, court costs, forfeitures, penalties, statutory interest, restitution, and restitution interest shall file with the Commonwealth's Attorney a report describing the collection efforts employed during the prior Fiscal Year. Within 15 days of receipt of such report, the Commonwealth's Attorney shall file the report with the Compensation Board and each court included in the report. The Compensation Board shall make this information available to the Executive Secretary of the Supreme Court and all Commonwealth's Attorneys for their evaluation and renegotiation of collection contracts pursuant to Virginia Code Section 19.2-349.



**FORM FOR CONTRACTS GOVERNING COLLECTION OF UNPAID DELINQUENT COURT-  
ORDERED FINES AND COSTS PURSUANT TO  
VIRGINIA CODE § 19.2-349**

July 1, 2016

\* \* \*

**Contract for Collection Services Pursuant to Va. Code §19.2-349**

The Commonwealth's Attorney for the City/County of \_\_\_\_\_ (hereafter referred to as "the Commonwealth's Attorney") and \_\_\_\_\_ (hereafter referred to as "the Contractor") agree to the following terms and conditions (collectively referred to as "the contract"):

1. PURPOSE: The purpose of this contract is to effect the Commonwealth's Attorney's interest in obtaining and the Contractor's interest in providing the collection services and expertise of the Contractor to collect such fines, court costs, forfeitures, penalties, statutory interest, restitution, and restitution interest as may be referred to the Contractor for collection and satisfaction. The Commonwealth's Attorney and the Contractor (collectively referred to as "the parties") agree that the Contractor is an independent contractor and not an employee or an agent of the Commonwealth's Attorney.

2. EFFORTS: The Contractor agrees to initiate proper proceedings for the collection and satisfaction of such fines, court costs, forfeitures, penalties, statutory interest, restitution, and restitution interest thereon as may be referred to the Contractor for collection and satisfaction. The Contractor agrees to make reasonable and diligent efforts by lawful means to collect all unpaid fines, court costs, forfeitures, penalties, interest pursuant to Virginia Code § 19.2-353.5 (hereafter "statutory interest"), restitution, and restitution interest in cases referred to the Contractor by the Commonwealth's Attorney. The Contractor's failure to make reasonable and diligent efforts may result in termination of the contract without prior notice, and within fourteen calendar days of the effective date of any such termination, the contractor must return to the Clerk of the \_\_\_\_\_ Court of \_\_\_\_\_ City/County all unused forms provided to the contractor by such Court for use in the performance of the Contractor's duties under this contract. Within the same fourteen day period, the Contractor shall: (i) also return all accounts to the Commonwealth's Attorney with a report containing the account status, address, and employment information concerning each debtor, to the extent permitted by law; and (ii) provide a schedule of all accounts which have been docketed in any circuit court. A copy of this report shall simultaneously be sent to the appropriate court(s).

3. ASSIGNMENT OF CONTRACT AND USE OF SUBCONTRACTORS: This contract is not assignable by the Contractor, in whole or in part, to any subcontractor or other third party, except where (i) the debtor or the debtor's assets are located outside the Commonwealth of Virginia and (ii) the assignment or subcontract is approved in writing by the Commonwealth's Attorney. This provision does not prohibit the use of other attorneys and employees in the same firm or professional corporation.

4. CONTRACT PERIOD: Subject to the following provisions, this contract is for the twelve-month period beginning \_\_\_\_\_ and ending \_\_\_\_\_.

- a. The contract is renewable at the end of twelve months upon written agreement of the parties and subject to the Master Guidelines Governing Collection of Unpaid Delinquent Court-Ordered Fines and Costs Pursuant to Virginia Code § 19.2-349 (hereafter "Master Guidelines") promulgated by the Office of the Attorney General, the Executive Secretary of the Supreme Court, the Department of Taxation, and the Compensation Board, in effect at the time of renewal. After the initial term of the contract, the contract may not be renewed for more than four additional twelve-month periods.
- b. In the event the contract terminates, either due to non-renewal or termination by either or both parties pursuant to paragraph 2 or 7 of the contract, the Contractor must relinquish all accounts to the Commonwealth's Attorney. After the contract has terminated, the Contractor may not continue collection efforts on cases begun prior to the termination.
- c. After the contract has terminated, a Contractor may not accept payment from any debtor and the Contractor will not be compensated for any payments made to the court for an account which had been referred to the Contractor. Monies held by the Contractor at the time of contract termination shall be forwarded in full to the clerk of the court within two weeks of termination.

5. CONFORMITY WITH MASTER GUIDELINES; AMENDMENTS: This contract may be amended at any time by written agreement signed by the Commonwealth's Attorney and the Contractor; however, any contract, as amended, shall be subject to the terms and provisions of the Master Guidelines then in effect as approved by the Office of the Attorney General, the Office of the Executive Secretary of the Supreme Court, the Department of Taxation, and the Compensation Board. The contract and any amendment thereof shall be deemed to conform to the Master Guidelines, as such Master Guidelines may

be amended from time to time, and any provision of the contract that conflicts with any provision of the Master Guidelines, as such Master Guidelines may be amended from time to time, shall be void and unenforceable. However, should any such amendment effected by or resulting from a change in the Master Guidelines be unacceptable to any party, that party may terminate the contract as provided herein.

Amendments to the Master Guidelines will be sent to the Contractor within five business days after receipt by the Commonwealth's Attorney. If any such amendment is unacceptable to either party, that party may terminate the contract as provided in paragraph 7 of this contract.

6. ADHERENCE: The parties covenant and agree that they will at all times abide by the Master Guidelines, as such Master Guidelines may be amended from time to time with the approval of the Office of the Attorney General, the Executive Secretary of the Supreme Court, the Department of Taxation, and the Compensation Board.

7. TERMINATION: Either party has the right to terminate this contract upon ninety days written notice either for cause or for the convenience of either party. Upon termination, whether pursuant to this paragraph or to a failure to renew this contract in accordance with subparagraph 4(a), within fourteen calendar days of any such termination date, the contractor must return to the Clerk of the \_\_\_\_\_ Court of \_\_\_\_\_ City/County all unused forms provided to the contractor by such Court for use in the performance of the Contractor's duties under this contract. Within the same fourteen day period, the Contractor shall: (i) also return all accounts to the Commonwealth's Attorney with a report containing the account status, address, and employment information concerning each debtor, to the extent permitted by law; and (ii) provide a schedule of all accounts which have been docketed in any circuit court. A copy of this report shall simultaneously be sent to the appropriate court(s).

8. COMPENSATION:

- (a) The Contractor, except for a treasurer not being compensated on a contingency basis as of January 1, 2015, shall be compensated in the amount of \_\_\_\_\_ percent of all monies owed and actually collected through the Contractor's efforts for unpaid fines, court costs, forfeitures, statutory interest, and penalties. A treasurer not being compensated on a contingency basis as of January 1, 2015, shall be prohibited from being compensated on a contingency basis but shall instead be compensated \$35 for their administrative cost pursuant to Virginia Code § 58.1-3958. The amounts owed for outstanding fines, court costs, forfeitures, penalties, and restitution, which become delinquent and are initially sent to collection on or after July 1, 2014, shall be

increased by 17 percent, unless the percentage amount of compensation specified in this paragraph is less than 17 percent, in which case the delinquent amounts owed and initially sent to collection on or after July 1, 2014 shall be increased by the lesser percentage amount of compensation specified in this paragraph (“the increase rate”). The amount of the increase rate collected for fines, court costs, forfeitures, and penalties shall not be part of the compensation due the Contractor and shall not be considered when the compensation due the Contractor is calculated. The compensation due the Contractor for the collection of restitution and restitution interest shall be limited solely to the increase rate applied to the restitution collected and to the administrative cost allowed by Va. Code § 58.1-3958 and charged and directly collected by a treasurer not being compensated on a contingency basis as of January 1, 2015.

It is the responsibility of the Commonwealth’s Attorney to notify the Office of the Executive Secretary of the Supreme Court of the rate of compensation specified in the contract. Such notification shall occur within five business days of the effective date of the commencement, renewal, or amendment of this contract. The compensation due the Contractor shall be calculated by the terms of the contract in effect at the time the payment is collected, even if the Contractor had undertaken collection efforts on the account under a predecessor contract prior to the effective date of the current contract.

(b) For those payments made directly to the court on the Contractor’s accounts, the Contractor shall be compensated at a rate which is three percentage points less than the rate agreed to by the Commonwealth’s Attorney and the Contractor. (This subparagraph applies only to contracts with private contractors.) The compensation due to the Contractor shall not be reduced in the case of the Department of Motor Vehicles receiving a debtor’s payment on behalf of the court.

9. FORM OF REFERRAL: The clerk of the appropriate court will provide to the Commonwealth’s Attorney a list of unpaid fines, court costs, forfeitures, penalties, statutory interest, restitution and restitution interest. This list will contain the following:

- (1) the debtor’s name;
- (2) the debtor’s address according to the court’s record;
- (3) if known, the debtor’s social security number or driver’s license number;
- (4) the principal amount due; and

- (5) the date(s) from which any interest is calculated.

This information shall be used solely for collection activities and shall be otherwise kept confidential. This list will be provided to the Contractor by the Commonwealth's Attorney. The Contractor will not be provided the case files or copies of the files on a routine basis. Subject to the provisions of Virginia Code § 19.2-341, each account shall be transferred to the Contractor until the account is collected in full or until termination of the contract, whichever occurs first.

10. SETTLEMENT OF CLAIMS: The parties to this contract expressly covenant and agree that the Contractor has no authority whatsoever to compromise or otherwise settle any case for less than the amount of the judgment plus any accrued interest and any increase rate assessed.

11. REPORTING REQUIREMENTS: The Contractor shall make a weekly report of collections on approved forms to the clerk of the appropriate court. A copy of the weekly report also shall be sent to the Commonwealth's Attorney for information purposes.

12. DISBURSEMENT OF COLLECTIONS: The Contractor shall make weekly disbursements to the clerk of all the monies collected for each calendar week. The disbursement must be made by check drawn on an account of the Contractor, which is to be made payable to the clerk of the appropriate court. The disbursement check is to be filed simultaneously with the weekly report. The Contractor is not authorized under any circumstances to withhold any monies, including the amounts owed to the contractor pursuant to the contract. The clerk of the court shall deduct the compensation due the Contractor from the monies received from the Contractor or collected directly from debtors, and disburse the compensation due the Contractor on a weekly basis.

13. MANDATORY USE OF STATE FORMS AND DEFINITION OF TERMS: Because of the Commonwealth's need for uniform accounting and reporting procedures within its courts, the Contractor shall:

- (1) use forms approved by the Office of the Executive Secretary for handling and reporting the amounts collected in accordance with the instructions for using such forms provided through the clerk; and

- (2) use all new forms and the latest version of existing forms as they are promulgated in accordance with the instructions for using such forms, and cease using any form the use of which has been discontinued by the Office of the Executive Secretary.

As used in this contract:

- “Accounts” means all individual listings of unpaid fines, penalties, court costs, forfeitures, statutory interest, restitution, and restitution interest provided by the court.
- “Forms” means official forms approved by the Office of the Executive Secretary of the Supreme Court of Virginia;
- “Instructions” means the printed official directions for completing and distributing official forms. These instructions will be printed by the Office of the Executive Secretary of the Supreme Court of Virginia and distributed through the Clerk.
- “Clerk” means the Clerk of the Court for which the accounts are being collected by the Contractor.

14. INSPECTION AND RETENTION OF RECORDS: The Contractor expressly agrees to allow inspection and audit at any time by the Auditor of Public Accounts and/or the Commonwealth’s Attorney of all records and files pertaining to accounts referred under this contract. The Contractor further expressly agrees to retain the records of collection efforts and transactions under this contract for a period of no less than five years.

15. CIVIL LIABILITY:

- (a) The Contractor agrees not to engage in any unethical or illegal actions in the collection of these accounts.
- (b) The Contractor agrees to be responsible for the work, to indemnify, to defend, and to hold harmless the Commonwealth’s Attorney, the Commonwealth of Virginia, its officers, agents, and employees from the payment of all sums of money (including attorney fees and court costs) by reason of any claim against them arising out of any and all occurrences resulting in

damages, including but not limited to, claims for bodily or mental injury or property or monetary loss, and claims asserted under the Workers' Compensation Act that may occur in connection with and as a result of the Contractor's performance of the contract. The Contractor agrees, at all times, after completion of the work, to continue to be responsible for the work, and to indemnify, defend, and hold harmless the Commonwealth's Attorney, the Commonwealth of Virginia, its officers, agents, and employees from all liabilities (including attorney fees and court costs) resulting from bodily or mental injury or property or monetary damage directly or indirectly arising out of the performance or non-performance of the contract. (This subparagraph applies only to contracts with private contractors.)

16. PERFORMANCE BOND: The Contractor, at no additional cost to the Commonwealth of Virginia (including its courts and its Commonwealth's Attorneys) will bond or otherwise insure through third party insurers licensed to do business in Virginia the faithful performance of the Contractor and each person the Contractor employs, including all subcontractors and assignees, to collect and disburse any unpaid fines, court costs, and other sums which the Contractor was employed to collect. Each such person or entity shall be individually bonded or insured for at least \$10,000.00 or such higher sum as will provide coverage for collections, with the Commonwealth of Virginia listed as an additional insured. The Contractor shall provide documentary proof of such coverage to the Commonwealth's Attorney. The bond applicable to the Department of Taxation pursuant to Virginia Code § 58.1-201 shall satisfy this requirement.

17. ETHICS IN PUBLIC CONTRACTING: By entering into this contract, the Contractor certifies that the contract is made without collusion or fraud and that the Contractor has not offered or received any benefits or inducements (or "kickbacks") from anyone, including any other potential contractor in connection with the award of this contract, and the Contractor further certifies that the Contractor has not conferred upon, or promised to, any public employee having responsibility for making the award of this contract, any payment, loan, subscription, advance, deposit of money, services, or anything of more than nominal value.

18. APPLICABLE LAW AND COURTS: This contract shall be governed in all respects by the laws of the Commonwealth of Virginia and any litigation with respect thereto shall be brought in the courts of the Commonwealth. The parties agree to comply with any applicable federal, state, and local laws and regulations.

19. DEBARMENT STATUS: By entering into this contract, the Contractor certifies that the Contractor is not currently debarred from submitting bids/proposals on contracts by any agency of the Commonwealth of Virginia, nor is the Contractor an agent of any person or entity that is currently debarred from submitting bids/proposals on contracts by any agency of the Commonwealth of Virginia.

20. MEMBERSHIP IN VIRGINIA STATE BAR: By entering into this contract, the Contractor certifies that the Contractor is a member in good standing of the Virginia State Bar. (This provision applies only if the Contractor is an attorney.)

21. CONTRACTUAL CLAIMS: The Contractor shall submit any contractual claims, whether for money or other relief, to the Commonwealth's Attorney in writing no later than sixty days after final payment. Written notice of the Contractor's intention to file a claim shall be given to the Commonwealth's Attorney at the time of the occurrence or beginning of the work upon which the claim is based. The Commonwealth's Attorney shall issue a final decision in writing within thirty days after receipt of the written claim, and any failure to do so shall be deemed a final decision denying the claim. The above decision or deemed decision shall be final and conclusive unless the Contractor appeals within six months of the date of the decision by instituting legal action as provided in Virginia Code § 2.2 4364.

22. EMPLOYER IDENTIFICATION NUMBER: The Contractor shall provide the Commonwealth's Attorney with Contractor's federal employer identification number (unless Contractor is an individual, in which case Contractor shall provide his or her social security number in accordance with applicable federal tax laws).

23. PAYMENT OF SUBCONTRACTORS: Within seven days after receiving payment under this contract for work performed by a subcontractor, the Contractor shall either pay the subcontractor for the portion of the payment attributable to work performed by the subcontractor, or notify the Commonwealth's Attorney and subcontractor, in writing, of the Contractor's intention to withhold all or a part of the subcontractor's payment with the reason for nonpayment. The Contractor shall pay interest to the subcontractor on all amounts owed by Contractor that remain unpaid after the above period, except for amounts withheld as allowed in the previous sentence. Unless otherwise provided under the terms of this contract, such interest shall accrue at the rate of one percent per month. Contractor shall include in each subcontract under this contract a provision requiring each subcontractor to include or otherwise be subject



to the same payment and interest requirements with respect to each lower-tier subcontractor under this contract.

24. **NONDISCRIMINATION:** If this contract is for a sum in excess of \$10,000, during the performance of this contract, the Contractor agrees as follows: The Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. The Contractor, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, will state that such Contractor is an equal opportunity employer. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section. The Contractor will include the provisions of the foregoing sentences in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

25. **IMMIGRATION COMPLIANCE:** The Contractor does not, and shall not during the performance of this contract, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.

26. **AUTHORITY TO TRANSACT BUSINESS:** If the Contractor is organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership, the Contractor shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the Virginia Code or other law.

27. **DRUG-FREE WORKPLACE:** If this contract is for a sum in excess of \$10,000, during the performance of this contract, the Contractor agrees to (i) provide a drug-free workplace for the Contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations

or advertisements for employees placed by or on behalf of the Contractor that the Contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor. For the purposes of this section, "drug-free workplace" means a site for the performance of work done in connection with this contract, where the employees of the Contractor are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

28. NONDISCRIMINATION STATEMENT BY THE COMMONWEALTH'S ATTORNEY:

**"The Commonwealth's Attorney does not discriminate against faith-based organizations."**

IN WITNESS THEREOF the parties have caused the agreement to be executed by the following duly-authorized officials:

\_\_\_\_\_  
Commonwealth's Attorney for  
City/County of \_\_\_\_\_

(Date) \_\_\_\_\_

\_\_\_\_\_  
Contractor's Name and Title  
or Corporate Affiliation

(Date) \_\_\_\_\_

**Appendix C: Supreme Court Master Guidelines Governing Collection of Unpaid Delinquent Court-Ordered Fines and Costs, July 1, 2019**

**MASTER GUIDELINES GOVERNING COLLECTION OF UNPAID DELINQUENT COURT-ORDERED FINES AND COSTS PURSUANT TO VIRGINIA CODE § 19.2-349**

July 1, 2019

**1. PURPOSE**

These guidelines (also referred to as the “Master Guidelines”) establish the terms upon which Commonwealth’s Attorneys may enter into an agreement with (i) private attorneys in good standing with the Virginia State Bar or private collection agencies, (ii) a local governing body, (iii) the county or city treasurer, or (iv) the Department of Taxation for the collection of unpaid fines, court costs, forfeitures, penalties, statutory interest,<sup>2</sup> restitution, and restitution interest. These guidelines are also designed to establish the roles of the courts, Commonwealth’s Attorneys, the contractors, or other collection agents (collectively referred to as “contractors”) to ensure fiscal accountability through timely and accurate reporting and crediting of payments.

**2. APPLICATION AND SCOPE**

These Master Guidelines are mandatory and apply to all contracts for the collection of all fines, court costs, forfeitures, penalties, statutory interest, restitution, and restitution interest entered into by the attorneys for the Commonwealth and contractors, local governing bodies, county or city treasurers, or the Department of Taxation. These Master Guidelines are authorized by Virginia Code § 19.2-349, which requires that all contracts must comply with guidelines promulgated by the Office of the Attorney General, the Executive Secretary of the Supreme Court, the Department of Taxation, and the Compensation Board. A Form for Contracts incorporating the guideline requirements is provided and shall be utilized. All contracts must, at a minimum, include the requirements contained in the Form for Contracts without limitation or exception. All contracts must include a provision rendering void and unenforceable any provision of the contract or any amendment thereof that conflicts with any provision of the Master Guidelines or Form for Contracts, as the same may be amended from time to time. The final form of contract entered into by a Commonwealth’s Attorney shall include any additional provisions required by

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<sup>2</sup> As used in these guidelines, “statutory interest” is that interest imposed pursuant to Virginia Code § 19.2-353.5 and does not include interest accruing on restitution.

law and may include any additional provisions which do not conflict with these Master Guidelines and are deemed by the Commonwealth's Attorney to be advantageous and appropriate to the collection services to be procured.

### **3. TERMS TO BE INCLUDED IN CONTRACT**

**A. Parties.** A contract made pursuant to Virginia Code § 19.2-349 is made between a contractor, either an attorney in private practice who is a member in good standing with the Virginia State Bar, a private collection agency, the Department of Taxation, a local governing body, or the county or city treasurer and the Commonwealth's Attorney for the local jurisdiction. The contractor shall be an independent contractor and not an agent of the Commonwealth's Attorney. The contractor shall make reasonable and diligent efforts by lawful means to collect unpaid fines, court costs, forfeitures, penalties, statutory interest, restitution, and restitution interest in cases referred to the contractor by the Commonwealth's Attorney.

**B. Subcontracts.** The contract is not assignable by the contractor, in whole or in part, to any subcontractor or other third party, except where (i) the debtor or the debtor's assets are located outside the Commonwealth of Virginia and (ii) the assignment or subcontract is approved in writing by the Commonwealth's Attorney. This provision does not prohibit the use of other attorneys and employees in the same business entity.

**C. Term of the Contract.** The period of the contract will be twelve months. It may be renewed, for no more than four additional twelve-month periods, provided such renewals are subject to the guidelines in effect at the time of renewal as promulgated and amended by the Office of the Attorney General, the Executive Secretary of the Supreme Court, the Department of Taxation and the Compensation Board.

**D. Compensation.** The contractor, except for a treasurer not being compensated on a contingency basis as of January 1, 2015, will be compensated in an amount negotiated between the Commonwealth's Attorney and the contractor. This amount shall not exceed 35 percent of all monies owed and actually collected through the contractor's efforts for unpaid fines, court costs, forfeitures, statutory interest, and penalties. Any treasurer not being compensated on a contingency basis as of January 1, 2015, shall be prohibited from being compensated on a contingency basis but shall instead be compensated \$35 for their

administrative cost pursuant to Virginia Code § 58.1-3958. The amounts owed for outstanding fines, court costs, forfeitures, penalties, and restitution, which become delinquent and are initially sent to collection on or after July 1, 2014, shall be increased by 17 percent, as shall be specified in the contract. However, if such increase rate would exceed the percentage rate allowed as compensation to the contractor under the terms of the contract, then the delinquent amounts owed shall be increased by the lower percentage rate allowed as compensation under the contract. The increase rate shall not, under any circumstances, exceed 17 percent. The increase rate shall not be applied to statutory interest or restitution interest. The amount of the increase rate collected for fines, court costs, forfeitures, and penalties shall not be part of the compensation due the contractor and shall not be considered when the compensation due the contractor is calculated. The compensation due the contractor for the collection of restitution and restitution interest shall be limited solely to the increase rate applied to the restitution collected (see Attachment A for examples of compensation calculation), and to administrative cost charged by a treasurer not being compensated on a contingency basis as of January 1, 2015.

It is the responsibility of the Commonwealth's Attorney to notify the Office of the Executive Secretary of the Supreme Court of the compensation percentage rate specified in the contract. Such notification shall occur within five business days of the effective date of the commencement, renewal, or amendment of the contract. If the debtor makes payment directly to the court, the compensation due to a private contractor shall be calculated at a rate which is three percentage points less than the amount agreed to by the Commonwealth's Attorney and the private contractor. The compensation due to any contractor shall not be reduced in the case of the Department of Motor Vehicles receiving a debtor's payment on behalf of the court.

**E. Clerk's responsibilities.** (i) The clerk of the appropriate court will provide to the Commonwealth's Attorney a list of cases having unpaid fines, court costs, forfeitures, penalties, statutory interest, restitution, or restitution interest, hereafter called "accounts," which will be in the form of a list of judgments resulting from such cases. The clerk will also provide two quarterly lists to the Commonwealth's Attorney; a list of defendants with an outstanding balance of restitution ordered by the court, and a list of accounts where more than 90 days have passed since the account was sent to collections and no payments have been made. These lists will be provided to the contractor by the Commonwealth's Attorney. The contractor will not be provided the file or copies of the files on a routine basis. However, the clerk will provide reasonable access to such files on a mutually convenient schedule with the contractor.

(ii) The Office of the Executive Secretary of the Supreme Court has established the following procedures for the clerks of all district and circuit courts to accept the remittance of unpaid delinquent court-ordered fines, court costs, forfeitures, statutory interest, penalties, restitution, restitution interest, and increase rate amounts:

On a weekly basis, the clerk of the appropriate court shall transmit to the contractor a record of all payments received during that period by the court directly from the debtor, or received by the Department of Motor Vehicles from the debtor on behalf of the court as reported by the Department of Motor Vehicles. On a weekly basis, the clerk will draw a check on the court's account made payable to the contractor which reflects all commissions due the contractor for payments receipted by the court or by the Department of Motor Vehicles on behalf of the court as reported by the Department of Motor Vehicles, or received by the collection agent and transmitted to the court during that period on accounts of the contractor and any necessary adjustments for items such as dishonored checks and disputed credit card payments. This check will be transmitted with the court's weekly report of payments received.

**F. Contractor responsibilities.** (i) The contractor has no authority whatsoever to compromise or settle a claim for less than the amount due, including the increase rate amounts assessed and any accrued interest. The contractor shall be responsible for calculating and collecting ongoing interest using interest tables provided by the appropriate court.

(ii) A contractor shall send reports with disbursements of all monies collected to the clerk of the appropriate court no less frequently than on a weekly basis. Each report, however, must be accompanied by a disbursement check to cover the monies collected by the contractor since the last report filed. A copy of these reports must be provided to the Commonwealth's Attorney for information purposes. The contractor is not authorized under any circumstances to withhold any monies, including the amounts owed to the contractor pursuant to the contract. The monies owed to the contractor shall be transmitted to the contractor by the clerk of the court as indicated in (3)(E)(ii) of these guidelines.

(iii) A contractor may wait for a period of no longer than two weekly reporting periods after receipt of a debtor's check to ensure payment on the debtor's check before reporting and disbursing these monies to the clerk. No refunds will be made by the clerk to the contractor for non-payment on a debtor's check.

(iv) A contractor must use forms which are approved by the Office of the Executive Secretary. The contractor must use the latest version of forms created by the Office of the Executive Secretary and cease using forms withdrawn by the Office of the Executive Secretary as such changes are implemented. A change in forms does not require amending the contract. Notification of form changes shall be sent to the contractor within five business days after receipt by the Commonwealth's Attorney.

(v) The contractor shall not engage in any unethical or illegal actions in the collection of these accounts. The contractor must also agree to retain all records for a period of at least five years and make the records available for inspection at any time by representatives of the Auditor of Public Accounts and/or the Commonwealth's Attorney.

**G. Transfer of Accounts.** Each account shall be transferred to the contractor at the time the contract is effective until the account is collected in full or until termination of the collection contract, whichever occurs first, subject to the provisions of Virginia Code § 19.2-341. The compensation due the contractor shall be calculated by the terms of the contract in effect at the time the payment is collected, even if the contractor had undertaken collection efforts on the account under a predecessor contract prior to the effective date of the current contract.

**H. Responsibilities upon termination.** Upon termination of the contract, within five days, the contractor shall promptly return all accounts to the Commonwealth's Attorney together with a report containing the account status, address, and employment information concerning each debtor, to the extent permitted by law. A copy of this report shall also be sent to the appropriate court. In addition, the contractor shall provide a schedule of all accounts which have been docketed in any circuit court. The contractor shall also file a final report in compliance with subparagraphs (3) (F) (ii) and (iii) of these guidelines. After the contract has terminated, the contractor may not accept payments from any debtor, and the contractor will not be compensated for any payments made to the court. Upon termination of the contract, the contractor may not begin collection efforts on any new accounts. Monies held by the contractor at the time of contract termination shall be forwarded in full to the clerk of the court within two weeks of termination.

**I. Amendment of the contract.** The contract may be amended at any time by written agreement signed by the Commonwealth's Attorney and the contractor; however any contract, as amended, shall contain a provision making the contract subject to the terms and provisions of the Master Guidelines, as

such Master Guidelines may be amended from time to time with the approval of the Office of the Attorney General, the Executive Secretary of the Supreme Court, the Department of Taxation, and the Compensation Board. The contract shall contain a provision that expressly provides that (i) the contract is deemed to conform to the Master Guidelines and (ii) any provision of the contract that conflicts with any provision of the Master Guidelines and Form for Contracts shall be void and unenforceable. However, should any such amendment required by or resulting from a change in the Master Guidelines be unacceptable to any party, that party may terminate the contract as provided herein. Amendments to the Master Guidelines will be sent to the contractor within five business days after receipt by the Commonwealth's Attorney. Either party may terminate the contract for any reason upon ninety days written notice. If the contract is terminated, the contractor must return all unused forms which have been provided to the contractor by the court for use pursuant to the contract.

**J. Liability and bond.** A private contractor must agree to bear the liability for any errors, damages, or injuries that occur during the course of the contract and as a result of the contractor's work. The Commonwealth of Virginia and the Commonwealth's Attorney must be held harmless for any such damages. At no additional cost to the Commonwealth of Virginia (including its courts and its Commonwealth's Attorneys), the contractor will bond or otherwise insure through licensed insurers or authorized government entities the faithful performance of all personnel in the contractor's office who may collect and disburse funds collected on unpaid fines, court costs, forfeitures, penalties, statutory interest, restitution, and restitution interest for at least \$10,000 each, or such higher sum as will provide coverage for collections, and shall provide documentary proof of such coverage to the Commonwealth's Attorney. The bond applicable to the Department of Taxation pursuant to Virginia Code § 58.1-201 shall satisfy this requirement.

**K. Department of Taxation.** In entering into contracts under these Guidelines, Commonwealth's Attorneys should note that, because the Department of Taxation is a state agency, it may not be subject to all the provisions of the Form for Contracts which has been developed pursuant to the Guidelines. For example, the Department of Taxation is prohibited from disclosing information obtained from the United States Internal Revenue Service.



#### **4. CONTRACTOR SELECTION**

**A.** Only one contractor shall be under contract with a particular Commonwealth's Attorney at any time to collect any unpaid fines, court costs, forfeitures, penalties, statutory interest, restitution, and restitution interest imposed by a particular court.

**B.** In selecting a contractor, the Commonwealth's Attorney should take into account the expertise of each potential contractor together with the fee for which each potential contractor is willing to perform services. There are a variety of ways in which such services can be obtained on a competitive basis, such as a Request for Proposal or competitive negotiations with several qualified potential contractors at the same time. All selections of contractors on a competitive basis shall be made in accordance with the applicable provisions of Chapter 43 of Title 2.2 of the Code of Virginia, § 2.2-4300 et seq., the Virginia Public Procurement Act.

**C.** Commonwealth's Attorneys who serve on a part-time basis may not contract with themselves in their private capacity to make collections for the various courts.

**D.** Parties to the contract should be aware that it may be a violation of the Virginia Rules of Professional Conduct for a contractor who is an attorney to represent defendants in criminal cases in the same jurisdiction in which the Commonwealth's Attorney prosecutes criminal cases.

#### **5. IMPLEMENTATION OF COLLECTION PROCEDURES**

**A.** The Commonwealth's Attorney shall provide to the clerk of the appropriate court a list of all accounts which have been referred to the contractor for collection by use of an appropriately marked copy of the list. A copy of any contract entered into by the Commonwealth's Attorney pursuant to Virginia Code § 19.2-349 shall be promptly filed after execution with the clerk of the court for which money is to be collected.

**B.** The contractor should be advised that the Commonwealth's Attorney has access to information from the Department of Motor Vehicles and/or the Virginia Employment Commission which could facilitate the collection process. The Commonwealth's Attorney should provide this information to the contractor when requested in a manner acceptable to the Commonwealth's Attorney. The contractor may

use this information only in furtherance of collection efforts under the terms of the contract and shall otherwise keep the information confidential.

C. The contractor must take appropriate steps to ensure that judgments are docketed in each jurisdiction wherein the debtor is known to own an interest in realty. The contractor should notify the clerk in writing when a judgment has been docketed in a jurisdiction other than that in which the fines, court costs, forfeitures, penalties, statutory interest, restitution, and restitution interest were originally imposed. The contractor must release any judgment obtained while under contract upon full payment at any time while the contractor retains the authority to do so under the terms of the contract.

## **6. PERFORMANCE MEASURES**

Annually, at the beginning of each Fiscal Year, the contractor responsible for the collection of fines, court costs, forfeitures, penalties, statutory interest, restitution, and restitution interest shall file with the Commonwealth's Attorney a report describing the collection efforts employed during the prior Fiscal Year. Within 15 days of receipt of such report, the Commonwealth's Attorney shall file the report with the Compensation Board and each court included in the report. The Compensation Board shall make this information available to the Executive Secretary of the Supreme Court and all Commonwealth's Attorneys for their evaluation and renegotiation of collection contracts pursuant to Virginia Code Section 19.2-349.

**FORM FOR CONTRACTS GOVERNING COLLECTION OF UNPAID DELINQUENT COURT-  
ORDERED FINES AND COSTS PURSUANT TO  
VIRGINIA CODE § 19.2-349**

July 1, 2019

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**Contract for Collection Services Pursuant to Va. Code §19.2-349**

The Commonwealth's Attorney for the City/County of \_\_\_\_\_ (hereafter referred to as "the Commonwealth's Attorney") and \_\_\_\_\_ (hereafter referred to as "the Contractor") agree to the following terms and conditions (collectively referred to as "the contract"):

1. PURPOSE: The purpose of this contract is to effect the Commonwealth's Attorney's interest in obtaining and the Contractor's interest in providing the collection services and expertise of the Contractor to collect such fines, court costs, forfeitures, penalties, statutory interest, restitution, and restitution interest as may be referred to the Contractor for collection and satisfaction. The Commonwealth's Attorney and the Contractor (collectively referred to as "the parties") agree that the Contractor is an independent contractor and not an employee or an agent of the Commonwealth's Attorney.

2. EFFORTS: The Contractor agrees to initiate proper proceedings for the collection and satisfaction of such fines, court costs, forfeitures, penalties, statutory interest, restitution, and restitution interest thereon as may be referred to the Contractor for collection and satisfaction. The Contractor agrees to make reasonable and diligent efforts by lawful means to collect all unpaid fines, court costs, forfeitures, penalties, interest pursuant to Virginia Code § 19.2-353.5 (hereafter "statutory interest"), restitution, and restitution interest in cases referred to the Contractor by the Commonwealth's Attorney. The Contractor's failure to make reasonable and diligent efforts may result in termination of the contract without prior notice, and within fourteen calendar days of the effective date of any such termination, the contractor must return to the Clerk of the \_\_\_\_\_ Court of \_\_\_\_\_ City/County all unused forms provided to the contractor by such Court for use in the performance of the Contractor's duties under this contract. Within the same fourteen day period, the Contractor shall: (i) also return all accounts to the Commonwealth's Attorney with a report containing the account status, address, and employment information concerning each debtor, to the extent permitted by law; and (ii) provide a schedule of all accounts which have been docketed in any circuit court. A copy of this report shall simultaneously be sent to the appropriate court(s).

3. ASSIGNMENT OF CONTRACT AND USE OF SUBCONTRACTORS: This contract is not assignable by the Contractor, in whole or in part, to any subcontractor or other third party, except where (i) the debtor or the debtor's assets are located outside the Commonwealth of Virginia and (ii) the assignment or subcontract is approved in writing by the Commonwealth's Attorney. This provision does not prohibit the use of other attorneys and employees in the same firm or professional corporation.

4. CONTRACT PERIOD: Subject to the following provisions, this contract is for the twelve-month period beginning \_\_\_\_\_ and ending \_\_\_\_\_.

- a. The contract is renewable at the end of twelve months upon written agreement of the parties and subject to the Master Guidelines Governing Collection of Unpaid Delinquent Court-Ordered Fines and Costs Pursuant to Virginia Code § 19.2-349 (hereafter "Master Guidelines") promulgated by the Office of the Attorney General, the Executive Secretary of the Supreme Court, the Department of Taxation, and the Compensation Board, in effect at the time of renewal. After the initial term of the contract, the contract may not be renewed for more than four additional twelve-month periods.
- b. In the event the contract terminates, either due to non-renewal or termination by either or both parties pursuant to paragraph 2 or 7 of the contract, the Contractor must relinquish all accounts to the Commonwealth's Attorney. After the contract has terminated, the Contractor may not continue collection efforts on cases begun prior to the termination.
- c. After the contract has terminated, a Contractor may not accept payment from any debtor and the Contractor will not be compensated for any payments made to the court for an account which had been referred to the Contractor. Monies held by the Contractor at the time of contract termination shall be forwarded in full to the clerk of the court within two weeks of termination.

5. CONFORMITY WITH MASTER GUIDELINES; AMENDMENTS: This contract may be amended at any time by written agreement signed by the Commonwealth's Attorney and the Contractor; however, any contract, as amended, shall be subject to the terms and provisions of the Master Guidelines then in effect as approved by the Office of the Attorney General, the Office of the Executive Secretary of the Supreme Court, the Department of Taxation, and the Compensation Board. The contract and any amendment thereof shall be deemed to conform to the Master Guidelines, as such Master Guidelines may

be amended from time to time, and any provision of the contract that conflicts with any provision of the Master Guidelines, as such Master Guidelines may be amended from time to time, shall be void and unenforceable. However, should any such amendment effected by or resulting from a change in the Master Guidelines be unacceptable to any party, that party may terminate the contract as provided herein. Amendments to the Master Guidelines will be sent to the Contractor within five business days after receipt by the Commonwealth's Attorney. If any such amendment is unacceptable to either party, that party may terminate the contract as provided in paragraph 7 of this contract.

6. ADHERENCE: The parties covenant and agree that they will at all times abide by the Master Guidelines, as such Master Guidelines may be amended from time to time with the approval of the Office of the Attorney General, the Executive Secretary of the Supreme Court, the Department of Taxation, and the Compensation Board.

7. TERMINATION: Either party has the right to terminate this contract upon ninety days written notice either for cause or for the convenience of either party. Upon termination, whether pursuant to this paragraph or to a failure to renew this contract in accordance with subparagraph 4(a), within fourteen calendar days of any such termination date, the contractor must return to the Clerk of the \_\_\_\_\_ Court of \_\_\_\_\_ City/County all unused forms provided to the contractor by such Court for use in the performance of the Contractor's duties under this contract. Within the same fourteen day period, the Contractor shall: (i) also return all accounts to the Commonwealth's Attorney with a report containing the account status, address, and employment information concerning each debtor, to the extent permitted by law; and (ii) provide a schedule of all accounts which have been docketed in any circuit court. A copy of this report shall simultaneously be sent to the appropriate court(s).

8. COMPENSATION:

- (a) The Contractor, except for a treasurer not being compensated on a contingency basis as of January 1, 2015, shall be compensated in the amount of \_\_\_\_\_ percent of all monies owed and actually collected through the Contractor's efforts for unpaid fines, court costs, forfeitures, statutory interest, and penalties. A treasurer not being compensated on a contingency basis as of January 1, 2015, shall be prohibited from being compensated on a contingency basis but shall instead be compensated \$35 for their administrative cost pursuant to Virginia Code § 58.1-3958. The amounts owed for outstanding fines, court costs, forfeitures, penalties, and restitution, which become delinquent and are initially sent to collection on or after July 1, 2014, shall be

increased by 17 percent, unless the percentage amount of compensation specified in this paragraph is less than 17 percent, in which case the delinquent amounts owed and initially sent to collection on or after July 1, 2014 shall be increased by the lesser percentage amount of compensation specified in this paragraph (“the increase rate”). The amount of the increase rate collected for fines, court costs, forfeitures, and penalties shall not be part of the compensation due the Contractor and shall not be considered when the compensation due the Contractor is calculated. The compensation due the Contractor for the collection of restitution and restitution interest shall be limited solely to the increase rate applied to the restitution collected and to the administrative cost allowed by Va. Code § 58.1-3958 and charged and directly collected by a treasurer not being compensated on a contingency basis as of January 1, 2015.

It is the responsibility of the Commonwealth’s Attorney to notify the Office of the Executive Secretary of the Supreme Court of the rate of compensation specified in the contract. Such notification shall occur within five business days of the effective date of the commencement, renewal, or amendment of this contract. The compensation due the Contractor shall be calculated by the terms of the contract in effect at the time the payment is collected, even if the Contractor had undertaken collection efforts on the account under a predecessor contract prior to the effective date of the current contract.

(b) For those payments made directly to the court on the Contractor’s accounts, the Contractor shall be compensated at a rate which is three percentage points less than the rate agreed to by the Commonwealth’s Attorney and the Contractor. (This subparagraph applies only to contracts with private contractors.) The compensation due to the Contractor shall not be reduced in the case of the Department of Motor Vehicles receiving a debtor’s payment on behalf of the court.

9. FORM OF REFERRAL: The clerk of the appropriate court will provide to the Commonwealth’s Attorney a list of unpaid fines, court costs, forfeitures, penalties, statutory interest, restitution and restitution interest. This list will contain the following:

- (1) the debtor’s name;
- (2) the debtor’s address according to the court’s record;
- (3) if known, the debtor’s social security number or driver’s license number;
- (4) the principal amount due; and

(5) the date(s) from which any interest is calculated.

This information shall be used solely for collection activities and shall be otherwise kept confidential. This list will be provided to the Contractor by the Commonwealth's Attorney. The Contractor will not be provided the case files or copies of the files on a routine basis. Subject to the provisions of Virginia Code § 19.2-341, each account shall be transferred to the Contractor until the account is collected in full or until termination of the contract, whichever occurs first.

10. SETTLEMENT OF CLAIMS: The parties to this contract expressly covenant and agree that the Contractor has no authority whatsoever to compromise or otherwise settle any case for less than the amount of the judgment plus any accrued interest and any increase rate assessed.

11. REPORTING REQUIREMENTS: The Contractor shall make a weekly report of collections on approved forms to the clerk of the appropriate court. A copy of the weekly report also shall be sent to the Commonwealth's Attorney for information purposes.

12. DISBURSEMENT OF COLLECTIONS: The Contractor shall make weekly disbursements to the clerk of all the monies collected for each calendar week. The disbursement must be made by check drawn on an account of the Contractor, which is to be made payable to the clerk of the appropriate court. The disbursement check is to be filed simultaneously with the weekly report. The Contractor is not authorized under any circumstances to withhold any monies, including the amounts owed to the contractor pursuant to the contract. The clerk of the court shall deduct the compensation due the Contractor from the monies received from the Contractor or collected directly from debtors, and disburse the compensation due the Contractor on a weekly basis.

13. MANDATORY USE OF STATE FORMS AND DEFINITION OF TERMS: Because of the Commonwealth's need for uniform accounting and reporting procedures within its courts, the Contractor shall:

- (1) use forms approved by the Office of the Executive Secretary for handling and reporting the amounts collected in accordance with the instructions for using such forms provided through the clerk; and

- (2) use all new forms and the latest version of existing forms as they are promulgated in accordance with the instructions for using such forms, and cease using any form the use of which has been discontinued by the Office of the Executive Secretary.

As used in this contract:

- “Accounts” means all individual listings of unpaid fines, penalties, court costs, forfeitures, statutory interest, restitution, and restitution interest provided by the court.
- “Forms” means official forms approved by the Office of the Executive Secretary of the Supreme Court of Virginia;
- “Instructions” means the printed official directions for completing and distributing official forms. These instructions will be printed by the Office of the Executive Secretary of the Supreme Court of Virginia and distributed through the Clerk.
- “Clerk” means the Clerk of the Court for which the accounts are being collected by the Contractor.

14. INSPECTION AND RETENTION OF RECORDS: The Contractor expressly agrees to allow inspection and audit at any time by the Auditor of Public Accounts and/or the Commonwealth’s Attorney of all records and files pertaining to accounts referred under this contract. The Contractor further expressly agrees to retain the records of collection efforts and transactions under this contract for a period of no less than five years.

15. CIVIL LIABILITY:

- (a) The Contractor agrees not to engage in any unethical or illegal actions in the collection of these accounts.
- (b) The Contractor agrees to be responsible for the work, to indemnify, to defend, and to hold harmless the Commonwealth’s Attorney, the Commonwealth of Virginia, its officers, agents, and employees from the payment of all sums of money (including attorney fees and court costs) by reason of any claim against them arising out of any and all occurrences resulting in



damages, including but not limited to, claims for bodily or mental injury or property or monetary loss, and claims asserted under the Workers' Compensation Act that may occur in connection with and as a result of the Contractor's performance of the contract. The Contractor agrees, at all times, after completion of the work, to continue to be responsible for the work, and to indemnify, defend, and hold harmless the Commonwealth's Attorney, the Commonwealth of Virginia, its officers, agents, and employees from all liabilities (including attorney fees and court costs) resulting from bodily or mental injury or property or monetary damage directly or indirectly arising out of the performance or non-performance of the contract. (This subparagraph applies only to contracts with private contractors.)

16. PERFORMANCE BOND: The Contractor, at no additional cost to the Commonwealth of Virginia (including its courts and its Commonwealth's Attorneys) will bond or otherwise insure through third party insurers licensed to do business in Virginia the faithful performance of the Contractor and each person the Contractor employs, including all subcontractors and assignees, to collect and disburse any unpaid fines, court costs, and other sums which the Contractor was employed to collect. Each such person or entity shall be individually bonded or insured for at least \$10,000.00 or such higher sum as will provide coverage for collections, with the Commonwealth of Virginia listed as an additional insured. The Contractor shall provide documentary proof of such coverage to the Commonwealth's Attorney. The bond applicable to the Department of Taxation pursuant to Virginia Code § 58.1-201 shall satisfy this requirement.

17. ETHICS IN PUBLIC CONTRACTING: By entering into this contract, the Contractor certifies that the contract is made without collusion or fraud and that the Contractor has not offered or received any benefits or inducements (or "kickbacks") from anyone, including any other potential contractor in connection with the award of this contract, and the Contractor further certifies that the Contractor has not conferred upon, or promised to, any public employee having responsibility for making the award of this contract, any payment, loan, subscription, advance, deposit of money, services, or anything of more than nominal value.

18. APPLICABLE LAW AND COURTS: This contract shall be governed in all respects by the laws of the Commonwealth of Virginia and any litigation with respect thereto shall be brought in the courts of the Commonwealth. The parties agree to comply with any applicable federal, state, and local laws and regulations.

19. DEBARMENT STATUS: By entering into this contract, the Contractor certifies that the Contractor is not currently debarred from submitting bids/proposals on contracts by any agency of the Commonwealth of Virginia, nor is the Contractor an agent of any person or entity that is currently debarred from submitting bids/proposals on contracts by any agency of the Commonwealth of Virginia.

20. MEMBERSHIP IN VIRGINIA STATE BAR: By entering into this contract, the Contractor certifies that the Contractor is a member in good standing of the Virginia State Bar. (This provision applies only if the Contractor is an attorney.)

21. CONTRACTUAL CLAIMS: The Contractor shall submit any contractual claims, whether for money or other relief, to the Commonwealth's Attorney in writing no later than sixty days after final payment. Written notice of the Contractor's intention to file a claim shall be given to the Commonwealth's Attorney at the time of the occurrence or beginning of the work upon which the claim is based. The Commonwealth's Attorney shall issue a final decision in writing within thirty days after receipt of the written claim, and any failure to do so shall be deemed a final decision denying the claim. The above decision or deemed decision shall be final and conclusive unless the Contractor appeals within six months of the date of the decision by instituting legal action as provided in Virginia Code § 2.2 4364.

22. EMPLOYER IDENTIFICATION NUMBER: The Contractor shall provide the Commonwealth's Attorney with Contractor's federal employer identification number (unless Contractor is an individual, in which case Contractor shall provide his or her social security number in accordance with applicable federal tax laws).

23. PAYMENT OF SUBCONTRACTORS: Within seven days after receiving payment under this contract for work performed by a subcontractor, the Contractor shall either pay the subcontractor for the portion of the payment attributable to work performed by the subcontractor, or notify the Commonwealth's Attorney and subcontractor, in writing, of the Contractor's intention to withhold all or a part of the subcontractor's payment with the reason for nonpayment. The Contractor shall pay interest to the subcontractor on all amounts owed by Contractor that remain unpaid after the above period, except for amounts withheld as allowed in the previous sentence. Unless otherwise provided under the terms of this contract, such interest shall accrue at the rate of one percent per month. Contractor shall include in each subcontract under this contract a provision requiring each subcontractor to include or otherwise be subject

to the same payment and interest requirements with respect to each lower-tier subcontractor under this contract.

24. **NONDISCRIMINATION:** If this contract is for a sum in excess of \$10,000, during the performance of this contract, the Contractor agrees as follows: The Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. The Contractor, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, will state that such Contractor is an equal opportunity employer. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section. The Contractor will include the provisions of the foregoing sentences in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

25. **IMMIGRATION COMPLIANCE:** The Contractor does not, and shall not during the performance of this contract, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.

26. **AUTHORITY TO TRANSACT BUSINESS:** If the Contractor is organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership, the Contractor shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the Virginia Code or other law.

27. **DRUG-FREE WORKPLACE:** If this contract is for a sum in excess of \$10,000, during the performance of this contract, the Contractor agrees to (i) provide a drug-free workplace for the Contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations

or advertisements for employees placed by or on behalf of the Contractor that the Contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor. For the purposes of this section, "drug-free workplace" means a site for the performance of work done in connection with this contract, where the employees of the Contractor are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

28. NONDISCRIMINATION STATEMENT BY THE COMMONWEALTH'S ATTORNEY:

**"The Commonwealth's Attorney does not discriminate against faith-based organizations."**

IN WITNESS THEREOF the parties have caused the agreement to be executed by the following duly-authorized officials:

\_\_\_\_\_  
Commonwealth's Attorney for  
City/County of \_\_\_\_\_

(Date) \_\_\_\_\_

\_\_\_\_\_  
Contractor's Name and Title  
or Corporate Affiliation

(Date) \_\_\_\_\_

## Appendix D: FY20 Policy Statement for Fines and Fees: Commonwealth's Attorney

Locality Code: \_\_\_\_\_

### Policy and Procedure

#### **Code of Virginia**

Pursuant to § 19.2-349, Code of Virginia, a Commonwealth's Attorney is required to cause proper proceedings to be instituted for the collection and satisfaction of all fines, costs, forfeitures, penalties and restitution. The Commonwealth's Attorney must follow collection guidelines promulgated by the Office of the Attorney General, the Executive Secretary of the Supreme Court in association with the Department of Taxation and Compensation Board.

If the Commonwealth's Attorney does not undertake collection, he shall contract with (i) private attorneys or private collection agencies, (ii) enter into an agreement with a local governing body, (iii) enter into an agreement with the county or city treasurer, or (iv) use the services of the Department of Taxation. The Commonwealth's Attorney provides for compensation of outside collection agents on a contingency fee basis out the proceeds of the amounts collected (except Treasurers not being compensated on a contingency fee basis as of January 1, 2015, compensated by the added fee to cover administrative cost provided for in Code § 58.1-3958).

The Department of Taxation and the Compensation Board shall establish procedures to be followed by court clerks, Commonwealth's Attorneys, other state agencies or local government entities and any private attorneys or collection agents. The Department of Taxation and the Compensation Board shall report annually to the Governor and the General Assembly the total fines, costs, forfeitures and penalties assessed, collected, and unpaid and those which remain unsatisfied by each circuit or district court.

Pursuant to Chapter 854, 2019 Acts of Assembly, delinquent amounts owed shall have added to them an increase rate fee of seventeen percent, to reflect the costs associated with employing or contracting with agencies or individuals for collections, unless such rate would exceed the collection agent's fees for collection, in which case the increase rate fee shall equal the collection agent's fees for collection. The increase rate fees are also paid on a contingency basis out of the proceeds of the amounts collected.

#### **Policy**

Prompt payment of fines and fees are ordered by the Court as a form of punishment for an offense committed, as well as a legitimate source of revenue for the locality and the Commonwealth. A Commonwealth's Attorney must take all measures under law to ensure that all fines, costs, penalties, forfeitures, and restitution as ordered by the Court are paid in full.

#### **Procedure**

A Commonwealth's Attorney must:

- Annually choose a collection method by completing and signing an Election for Collection Method of Fines and Fees: Commonwealth's Attorney and return by fax to the Compensation Board; and
- Annually receive assessment and collection totals from his collection agent and file a report with the Compensation Board using the *Collection of Fines and Fees Form*.

#### **Effective Date**

This policy was effective July 1, 2003 and amended on July 18, 2007, July 1, 2013, July 1, 2014 and July 1, 2015. Unless otherwise noted, it shall remain in effect until further amended. Any recommended amendments to this policy shall be communicated to and are subject to review by the Compensation Board.

### Certification

*I am in compliance with the requirements of § 19.2-349, Code of Virginia, Chapter 854, 2019 Acts of Assembly, Item 70. Paragraph H. and the Supreme Court Guidelines and Model Form for Contracts for the Collection of Unpaid Fines, Costs, Forfeitures, and Penalties by Contractors, dated July 1, 2019.*

\_\_\_\_\_  
Printed Name of Commonwealth's Attorney

\_\_\_\_\_  
Locality

\_\_\_\_\_  
Signature of Commonwealth's Attorney

\_\_\_\_\_  
Date

## Appendix E: FY20 Policy Statement for Fines and Fees: Clerk of the Circuit Court

Locality Code: \_\_\_\_\_

### Policy and Procedure

#### **Code of Virginia**

Pursuant to § 19.2-349A, Code of Virginia, the clerk of the circuit court and district court of every county and city shall submit to the judge of his court, the Department of Taxation, the State Compensation Board and the attorney for the Commonwealth of his county or city a monthly report of all fines, costs, forfeitures and penalties which are delinquent more than 90 days, including court-ordered restitution of a sum certain, imposed in his court for a violation of state law or a local ordinance which remain unsatisfied, including those which are delinquent in installment payments. The monthly report shall include the social security number or driver's license number of the defendant, if known, and such other information as the Department of Taxation and the Compensation Board deem appropriate. The Executive Secretary of the Supreme Court shall make the report required by this subsection on behalf of those clerks who participate in the Supreme Court's automated information system.

#### **Policy**

Prompt payment of fines and fees are ordered by the Court as a form of punishment for an offense committed, as well as a legitimate source of revenue for the locality and the Commonwealth. A Circuit Court Clerk must take all measures under the law to ensure that all fines, costs, penalties, forfeitures, and restitution as ordered by the Court are paid in full.

#### **Procedure**

Circuit Court Clerks must follow these procedures to ensure the collection of fines and fees:

- All costs and fines assessed by the Court are due and payable in full at the time the Court pronounces judgment unless the Judge directs otherwise;
- Payment is made in full at the time of sentencing or a deferred payment date or an installment plan is established; and
- If the debtor is unable to pay the total amount due, the court follows an established procedure to ensure that the debtor understands the total dollar amount owed, the mechanics of making payments and the consequences of failing to pay as agreed.

Actions if the debtor fails to pay as agreed:

- Unpaid costs and fines constitute a judgment against the debtor in favor of the Commonwealth and are docketed as such;
- If the debtor fails either to pay in full by the agreed upon due date or to meet the obligations of the installment payment plan, the Clerk will file an abstract with the Department of Motor Vehicles to effect a suspension of the debtor's drivers license and the registration certificate and license plates of any automobile registered solely in the name of the debtor;
- At any point past the final judgment date and the exhaustion of appeals, the outstanding debt should be forwarded to the Commonwealth's Attorney or his/her designee;
- No less frequently than quarterly:
  - i. all defendants with an outstanding balance of restitution, and
  - ii. all debts where more than 90 days have passed since an account was sent to collections and no payment has been madeare to be reported to the Commonwealth's Attorney and any probation agency that serves the appropriate county or city; and
- No less frequently than annually, all outstanding debts are to be referred to the Department of Taxation's Debt Set-off program.

#### **Effective Date**

This policy was effective July 1, 1997 and amended on July 18, 2007 and July 1, 2017. Unless otherwise noted, it shall remain in effect until further amended. Any recommended amendments to this policy shall be communicated to and are subject to review by the Compensation Board.

### Certification

*I am in compliance with the requirements of § 19.2-349, Code of Virginia, and the clerks' responsibilities and procedures to be followed by my court in the handling of delinquent fines and costs as specified in the Supreme Court Master Guidelines Governing Collection of Unpaid Delinquent Court-Ordered Fines and Costs, dated July 1, 2019.*

\_\_\_\_\_  
Printed Name of Clerk

\_\_\_\_\_  
Locality

\_\_\_\_\_  
Signature of Clerk

\_\_\_\_\_  
Date

## Appendix F: FY20 Election for the Collection Method of Fines and Fees: Commonwealth's Attorney

Locality Code: \_\_\_\_\_

In compliance with § 19.2-349, Code of Virginia, I elect the following as the collection method for delinquent fines, costs, penalties, and forfeitures and restitution for each court in my locality:

- Column A      Indicate if the Department of Taxation, In-House program, city/county Treasurer, private attorney, or private collection agent collects delinquent fines and fees for each of your courts; list contact information.
- Column B      For all collection methods (except the In-House program) please provide month and year of contract or Memorandum of Understanding.
- Column C      For all collection methods please provide the collection fee percentage (excludes restitution) or the fee amount for administrative cost for Treasurers not contracting on a contingency basis as of January 1, 2015.
- Column D      For all collection methods please provide the increase rate of 17% of the amount owed for outstanding fines **unless the Collection Commission Rate is less than 17%. If the Collection Commission Rate (column C) is less than 17%, then the Increase Rate and the Fee for Collection Services Percentages should match** (the increase rate where Treasurers were not contracting on a contingency basis as of January 1, 2015 should be 0%). Please note this is not considered compensation due the contractor except for restitution.

FY20				
Court	Collection Method	Contract or MOU		
	A: CHOOSE ONLY ONE PER COURT:	B:	C:	D:
	<ul style="list-style-type: none"> <li>Department of Taxation</li> <li>In-House Program</li> <li>Private Attorney (provide name/contact)</li> <li>Private Collection Agent (provide name/contact)</li> <li>City / County Treasurer or other Official</li> </ul> <p>Provide Name and Contact Information:</p>	Contract Date	Fee for Collection Services (Collection Commission Rate)	Increase Rate Fee applied to delinquent amounts (Increase Rate)
SAMPLE	County Treasurer - Jane G. Doe 804-555-1234; jane.doe@treasurer.gov	Month & Year: Jul 2019	Percentage: 21%	Percentage: 17%
Circuit				
General District				
Juvenile & Domestic Relations				
Combined				

\_\_\_\_\_  
Printed Name of Commonwealth's Attorney

\_\_\_\_\_  
Locality

\_\_\_\_\_  
Signature of Commonwealth's Attorney

\_\_\_\_\_  
Date

## Appendix G: Code of Virginia Sections on the Collection of Fines and Fees

§ 17.1-275.1-11	Fee collected by clerks of circuit courts; generally. Fixed felony fee. Fixed fee felony reduced to misdemeanor. Fixed felony revocation fee. Fixed misdemeanor reduced from felony revocation fee. Amounts to be added; judgment in favor of the Commonwealth. Fees collected from court report fund. Fixed misdemeanor fee. Fixed drug misdemeanor fee. Fixed misdemeanor revocation fee. Additional fee. Additional fee assessed for conviction of certain offenses.
§ 19.2-305.1	Restitution for property damage or loss; community service.
§ 19.2-305.2	Amount of restitution; enforcement.
§ 19.2-340	Fines; how recovered; in what name.
§ 19.2-341	Penalties other than fines; how recovered; in what name; limitation of actions.
§ 19.2-349	Responsibility for collections; clerks to report unsatisfied fines, etc; duty of Attorneys for Commonwealth; duties of Department of Taxation.
§ 19.2-349.1	Receipt of unpaid fines, costs, forfeitures, penalties, or restitution by Department of Motor Vehicles.
§ 19.2-353	Certain fines paid into Literary Fund.
§ 19.2-353.3	Acceptance of checks and credit or debit cards in lieu of money; additional fee.
§ 19.2-353.5	Interest on fines and costs.
§ 19.2-354	Authority of court to order payment of fine, costs, forfeitures, penalties or restitution in installments or upon other terms and conditions; community work in lieu of payment.
§ 19.2-356	Payment of fine or costs as condition of probation or suspension of sentence.
§ 19.2-357	Requiring that defendant be of peace and good behavior until fine and costs are paid.
§ 19.2-358	Procedure on default in deferred payment or installment payment of fine, costs, forfeiture, restitution or penalty.
§ 19.2-359	Official receipts to be given for fines.
§ 46.2-395	Suspension of license for failure or refusal to pay fines or costs.
§ 53.1-60	Extending limits of confinement of state prisoners for work and educational programs; disposition of wages; support of certain dependents; penalties for violations.
§ 53.1-131	Provision for release of prisoner from confinement for employment, educational or other rehabilitative programs; escape; penalty; disposition or earnings.
§ 53.1-131.1-2	Provision for sentencing of person to nonconsecutive days in jail; payment to defray costs; penalty. Assignment to a home/electronic incarceration program; payment to defray costs; escape; penalty.
§ 53.1-150	Contributions by persons on parole, probation, and work release.



## § 19.2-349. Responsibility for collections; clerks to report unsatisfied fines, etc.; duty of attorneys for Commonwealth; duties of Department of Taxation

A. The clerk of the circuit court and district court of every county and city shall submit to the judge of his court, the Department of Taxation, the State Compensation Board and the attorney for the Commonwealth of his county or city a monthly report of all fines, costs, forfeitures and penalties which are delinquent more than 90 days, including court-ordered restitution of a sum certain, imposed in his court for a violation of state law or a local ordinance which remain unsatisfied, including those which are delinquent in installment payments. The monthly report shall include the social security number or driver's license number of the defendant, if known, and such other information as the Department of Taxation and the Compensation Board deem appropriate. The Executive Secretary shall make the report required by this subsection on behalf of those clerks who participate in the Supreme Court's automated information system.

B. The clerk of the circuit court and district court of every county and city shall submit quarterly to the attorney for the Commonwealth of his county or city and any probation agency that serves such county or city:

1. A list of all defendants with an outstanding balance of restitution ordered by the court served by such clerk. Such report shall include the defendant's name, case number, total amount of restitution ordered, amount of restitution remaining due, and last date of payment; and
2. A list of all accounts where more than 90 days have passed since an account was sent to collections and no payments have been made toward fines, costs, forfeitures, penalties, or restitution. For accounts where restitution is owed, such report shall include the defendant's name, case number, and total amount of restitution and restitution interest due.

C. It shall be the duty of the attorney for the Commonwealth to cause proper proceedings to be instituted for the collection and satisfaction of all fines, costs, forfeitures, penalties and restitution. The attorney for the Commonwealth shall determine whether it would be impractical or uneconomical for such service to be rendered by the office of the attorney for the Commonwealth. If the defendant does not enter into an installment payment agreement under § [19.2-354](#), the attorney for the Commonwealth and the clerk may agree to a process by which collection activity may be commenced 90 days after judgment.

If the attorney for the Commonwealth does not undertake collection, he shall contract with (i) private attorneys or private collection agencies, (ii) enter into an agreement with a local governing body, (iii) enter into an agreement with the county or city treasurer, or (iv) use the services of the Department of Taxation, upon such terms and conditions as may be established by guidelines promulgated by the Office of the Attorney General, the Executive Secretary of the Supreme Court with the Department of

Taxation and the Compensation Board. If the attorney for the Commonwealth undertakes collection, he shall follow the procedures established by the Department of Taxation and the Compensation Board. Such guidelines shall not supersede contracts between attorneys for the Commonwealth and private attorneys and collection agencies when active collection efforts are being undertaken. As part of such contract, private attorneys or collection agencies shall be given access to the social security number of the defendant in order to assist in the collection effort. Any such private attorney shall be subject to the penalties and provisions of § [18.2-186.3](#).

The fees of any private attorneys or collection agencies shall be paid on a contingency fee basis out of the proceeds of the amounts collected. However, in no event shall such attorney or collection agency receive a fee for amounts collected by the Department of Taxation under the Setoff Debt Collection Act (§ [58.1-520](#) et seq.). A local treasurer undertaking collection pursuant to an agreement with the attorney for the Commonwealth may collect the administrative fee authorized by § [58.1-3958](#).

D. The Department of Taxation and the State Compensation Board shall be responsible for the collection of any judgment which remains unsatisfied or does not meet the conditions of § [19.2-354](#). Persons owing such unsatisfied judgments or failing to comply with installment payment agreements under § [19.2-354](#) shall be subject to the delinquent tax collection provisions of Title 58.1. The Department of Taxation and the State Compensation Board shall establish procedures to be followed by clerks of courts, attorneys for the Commonwealth, other state agencies and any private attorneys or collection agents and may employ private attorneys or collection agencies, or engage other state agencies to collect the judgment. The Department of Taxation and the Commonwealth shall be entitled to deduct a fee for services from amounts collected for violations of local ordinances.

The Department of Taxation and the State Compensation Board shall annually report to the Governor and the General Assembly the total of fines, costs, forfeitures and penalties assessed, collected, and unpaid and those which remain unsatisfied or do not meet the conditions of § [19.2-354](#) by each circuit and district court. The report shall include the procedures established by the Department of Taxation and the State Compensation Board pursuant to this section and a plan for increasing the collection of unpaid fines, costs, forfeitures and penalties. The Auditor of Public Accounts shall annually report to the Governor, the Executive Secretary of the Supreme Court and the General Assembly as to the adherence of clerks of courts, attorneys for the Commonwealth and other state agencies to the procedures established by the Department of Taxation and the State Compensation Board.

*Code 1950, § 19.1-341.2; 1960, c. 366; 1975, c. 495; 1979, c. 469; 1983, cc. 415, 499; 1988, cc. 742, 750, 770, 852; 1991, c. 202; 1992, c. 623; 1993, c. 269; 1994, cc. [841](#), [945](#); 2001, c. [414](#); 2003, c. [262](#); 2006, c. [359](#); 2007, c. [551](#); 2012, c. [615](#); 2017, cc. [786](#), [802](#), [806](#), [814](#), 2018, c. [724](#), [725](#).*

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**Chapter 854, 2019 Acts of Assembly (2019 Appropriation Act).**

Item 70. Compensation Board. Financial Assistance for Attorneys for the Commonwealth.

H. In accordance with the provisions of § [19.2-349](#), Code of Virginia, attorneys for the Commonwealth may employ individuals, or contract with private attorneys, private collection agencies, or other state or local agencies, to assist in collection of delinquent fines, costs, forfeitures, penalties, and restitution. If the attorney for the Commonwealth employs individuals, the costs associated with employing such individuals may be paid from the proceeds of the amounts collected provided that the cost is apportioned on a pro rata basis according to the amount collected which is due the state and that which is due the locality. If the

attorney for the Commonwealth does not undertake collection, the attorney for the Commonwealth shall, as soon as practicable, take steps to ensure that any agreement or contract with an individual, attorney or agency complies with the terms of the current Master Guidelines Governing Collection of Unpaid Delinquent Court-Ordered Fines and Costs Pursuant to Virginia Code § [19.2-349](#) promulgated by the Office of the Attorney General, the Executive Secretary of the Supreme Court, the Department of Taxation, and the Compensation Board ("the Master Guidelines"). Notwithstanding any other provision of law, the delinquent amounts owed shall be increased by seventeen (17) percent to help offset the costs associated with employing such individuals or contracting with such agencies or individuals. If such increase would exceed the contracted collection agent's fee, then the delinquent amount owed shall be increased by the percentage or amount of the collection agent's fee. Effective July 1, 2015, as provided in § [19.2-349](#), Code of Virginia, treasurers not being compensated on a contingency basis as of January 1, 2015 shall be prohibited from being compensated on a contingency basis but shall instead be compensated for administrative costs pursuant to § [58.1-3958](#), Code of Virginia. Treasurers currently collecting a contingency fee shall be eligible to contract on a contingency fee basis. Effective July 1, 2015, any treasurer collecting a contingency fee shall retain only the expenses of collection, and the excess collection shall be divided between the state and the locality in the same manner as if the collection had been done by the attorney for the Commonwealth. The attorneys for the Commonwealth shall account for the amounts collected and the fees and costs associated with the collections consistent with procedures issued by the Auditor of Public Accounts.

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