

Report on the Study of Circuit Court Clerks' Salaries
in Relation to District Court Clerks' Salaries

Compensation Board

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Introduction

The Compensation Board is pleased to present this report summarizing the review of circuit court clerks' salaries in relation to district court clerks and deputy clerks staff salaries, pursuant to Chapter 2 of the 2018 Virginia Acts of Assembly. This report includes findings of the comparison of the classification and pay plans, salary increase history, and average state supported salaries and locality supplements of circuit court clerks and employees of the district court system. As directed by the General Assembly, specific emphasis has been given to jurisdictions where locally funded supplements to salaries by a local governing body are not provided for these positions.

The Compensation Board would like to thank the Office of the Executive Secretary of the Supreme Court of Virginia for their participation and the technical assistance provided by staff. Questions or comments regarding this report should be directed to Robyn M. de Socio, Executive Secretary for the Compensation Board, at (804) 225-3439 or via email at robyn.desocio@scb.virginia.gov, or to Charlotte W. Lee, Budget Manager for the Compensation Board, at (804) 225-3366 or via email at charlotte.lee@scb.virginia.gov.

Background of Circuit and District Court Compensation

There are 120 elected circuit court clerks in Virginia. The Compensation Board compensates localities for salaries and benefits of 117 elected circuit court clerks and 1,083 deputy circuit court clerks and administrative positions. The Compensation Board spent \$46.38 million in FY18 on compensation for salaries and benefits of state-supported circuit court clerks and their employees.

The salary of the elected circuit court clerk is prescribed in the Appropriation Act (2018 General Assembly, Special Session I, Chapter 2, Item 71, A.1) and is based on the population of the locality served. There are 8 population brackets with a current salary range of \$78,553 to \$145,897. All circuit court clerks' salaries may be supplemented locally.

The salaries of staff positions in circuit court clerks' offices are set based on the Compensation Board's approved pay bands and pay practices, which are similar to the Commonwealth's Department of Human Resource Management salary structure, with each pay band comprised of classifications with a single minimum and maximum salary range. Circuit court clerk staff position classifications fall within 5 pay bands, with salaries that range from an administrative pay band with an entry level salary of \$21,278 to a supervisory/management pay band with a maximum salary of \$124,677 (the highest state paid salary within this range is \$112,608); Compensation Board salary structure does not include a salary differential for Northern Virginia localities. All circuit court clerks' staff salaries may be supplemented locally, however, no staff position's salary can exceed 90% of the salary of the circuit court clerk.

Circuit court clerks are delegated the authority to use Compensation Board authorized budgeted funds to affect the salaries of their employees within the compensation and pay plan and pay practices established by the Compensation Board, modeled after the pay plans and practices used for state employees in Executive Branch agencies. Although the information on local supplements is self-reported, most circuit courts report that they receive supplements to some or all of their Compensation Board funded positions. However, there are currently 17 offices that report no local supplementing of any Compensation Board funded circuit court clerk's office positions.

The Office of the Executive Secretary provides centralized personnel support for 76 general district courts, 72 juvenile and domestic relations courts, and 44 combined courts (general district and juvenile and domestic relations courts combined in one court). Employees in the district court system participate in an independent judicial personnel system and are classified as one of three general classifications: clerk of court, supervising deputy clerk, or deputy clerk. Within each of these classifications, there are multiple pay grades with entry-step salaries.

The current statewide range of entry-step salaries for a clerk of court is between \$36,915 and \$60,325, depending on pay grade, with the maximum state paid salary in this classification of \$120,121. The statewide range of entry-step salaries for a supervising deputy clerk is between \$34,536 and \$48,683, depending on pay grade, with the maximum state paid salary in this classification of \$81,267. The statewide range of entry-step salaries for a deputy clerk is between \$29,839 and \$32,575, depending on pay grade, with the maximum state paid salary in this classification of \$60,379.

The district court salary and classification plan includes a salary differential of approximately 22% for five Northern Virginia districts, applied to courts in seven localities (Alexandria, Arlington, Fairfax County, Fairfax City, Falls Church, Loudoun and Prince William). The current Northern Virginia salary range for a clerk of court is between \$44,945 and \$73,407 (maximum paid \$97,029), supervising deputy clerk between \$41,996 and \$59,246 (maximum paid \$89,081), and deputy clerk between \$36,292 and \$39,640 (maximum paid \$69,697).

It is important to note that while the lowest grade for a newly hired deputy clerk is grade 7, with an entry-step salary of \$29,839, or \$36,292 in Northern Virginia, there currently remain 13 positions statewide at a lower, grade 6, classification level with an entry-step salary of \$28,427, or \$34,571 in Northern Virginia. This classification level will soon be eliminated through attrition and/or targeted salary actions.

There are currently only 8 of 76 general district courts, 7 of 72 juvenile and domestic relations courts, and 4 of 44 combined courts that have state-funded salaries supplemented locally either by a fixed dollar amount or a fixed percentage above the state-funded salary.

Comparison of Circuit and District Court Compensation

There are several notable differences between the Compensation Board's classification and pay plan and the district court systems' salary and classification plan that make their comparison challenging.

The Compensation Board's classification and pay band structure was established to group positions with similar levels of responsibility and compensation, but each pay band includes a variety of classifications based on the varied responsibilities of their offices. For example, the administrative pay band includes the classifications of microfilm technician, general office clerk, and clerk typist. The senior administrative pay band includes the classification of entry level deputy clerk, as well as cashier, bookkeeper, and senior clerk typist. Many employees of circuit court clerks are also classified separately based on their office's or locality's pay plan where some staff salaries are also supplemented locally.

Compensation Board funded circuit court clerk budgeted funds were subject to previous budget reductions, which reduced or eliminated non-personal services funds, and resulted in the reduction of salaries in some offices where non-personal services funding was insufficient to meet across-the-board budget reduction requirements. As a result, the Compensation Board funded salary and classification of some positions may not accurately reflect their hierarchy and level of responsibility within their office. For example, a Compensation Board administrative pay band, general office clerk position may be classified as a deputy clerk on their local pay plan and receive a local salary supplement based on their locality's pay plan or to make up for a reduction in state salary funding. In some cases, the Compensation Board classification of positions was forced downward to keep them on the pay scale when the office had to reduce staff salaries.

Additionally, there are currently 22 unfunded staff positions and another 114 positions with salaries that are below the entry level salary of their classification's pay band. The reduced salaries (but not the unfunded positions) are reflected in the Compensation Board's average salary used in this comparison. Some localities provide salary supplements to offset all or part

of the salaries affected by budget reductions. Again, this is reflected in the average local salary of a Compensation Board funded position used in comparison with the average salary of an employee of the District Court System.

The pay grades within the District Court Salary and Classification Plan overlap the pay bands in the Compensation Board's state-funded Classification and Pay Plan. Although there is no administrative (clerical) classification in the District Court System, the salary grades and responsibilities of a deputy clerk in the District Court System fall within the salary range of the senior administrative and professional pay bands of the Circuit Court staff pay plan (for low- to mid-level deputy clerks). The salary grades and responsibilities of a supervising deputy clerk in the District Court System fall within the senior professional and supervisory/management pay bands of the Circuit Court staff pay plan (for mid- to upper-level deputy clerks) and the salary grades of a clerk in the District Court System fall within the salary range of the supervisory/management pay bands of the Circuit Court staff pay plan (for upper-level/chief deputies), and into the pay ranges established for elected Circuit Court Clerks by the General Assembly and specified in the Appropriation Act.

While the pay bands in the Compensation Board's Classification and Pay Plan are quite broad and extend far upward, as they were modeled after the pay band structure implemented for Executive Branch agency state employees to encompass multiple classification levels and replace multiple grade levels, almost all circuit court clerk employees' state-funded salaries fall below the mid-points of their pay bands. Of 1,083 budgeted circuit court clerk employees, only 8 positions (0.70%) have Compensation Board funded salaries above the mid-points of their pay bands, while most have Compensation Board funded salaries that are clustered close to the entry-level of the pay band, such that the average salary within each pay band is significantly less than the mid-point.

Table 1 – State Funded Classification and Pay Structure

Circuit Court Classification and Pay Plan (excl unfunded)									District Court Salary and Classification Plan (excl part-time staff)											
Pay Band	Role	Classifications	Minimum of Band	Midpoint of Band	Maximum of Band	Total Funded Positions	Positions Paid Less than Midpoint of Pay Band	Maximum Current State Supported Salary	Role	Pay Grade	Non-NOVA Minimum Grade/ Step	Non-NOVA Maximum Salary	NOVA Minimum Grade/ Step	NOVA Maximum Salary						
1	Administrative	Microfilm Technician	21,278	30,663	40,047	59	59	28,684												
		General Office Clerk																		
		Clerk Typist II																		
2	Sr. Administrative	Deputy Clerk I	25,422	37,180	48,937	365	364	40,305												
		Cashier																		
		Bookkeeper																		
		Senior Clerk Typist																		
4	Professional	Accounting Technician	30,393	46,446	62,498	420	415	48,960	Deputy Clerk	(6) 7 - 9	29,839	60,379	36,292	69,697						
		Deputy Clerk II																		
		Deputy Clerk III																		
		Administrative Assistant																		
7	Sr. Professional	Deputy Clerk IV	36,312	58,970	81,627	167	166	68,866	Supervising Deputy Clerk	10 - 14	34,536	81,267	41,996	89,081						
		Accountant																		
		Assistant Chief Deputy																		
8	Supervisory/ Management	Chief Deputy Clerk I	47,214	85,946	124,677	72	71	112,608	Clerk of Court	10-15	36,915	120,121	44,946	97,029						
		Comptroller																		
		Chief Deputy Clerk II																		
		Chief Deputy Clerk III																		
Elected Clerk of Court		Salary set by GA Per Locality Population	78,553	112,225	145,896	120	75	145,896												

*State funded salaries for the elected Circuit Court Clerks are established in the Appropriation Act and are set based upon locality population served, and do not reside within a pay band structure

Table 2 - Position Distribution and Average Salaries

Circuit Court Clerk Classification and Pay Plan (excl unfunded pos)						District Court Salary and Classification Plan (Incl NOVA; excl part-time staff)					
Pay Band	Role	Position Count	Percent of Positions	Average Comp Bd Salary	Average Total Salary	Role	Pay Grade	Position Count	Percent of Positions	Average Supreme Court Salary	Average Total Salary
1	Administrative	59	5%	21,782	32,728						
2	Sr. Administrative	365	30%	26,095	35,158						
4	Professional	420	35%	32,880	40,842	Deputy Clerk	(6) 7 - 9	1,175	76%	34,272	35,204
7	Sr. Professional	167	14%	40,588	48,960	Supervising Deputy Clerk	10 - 14	174	11%	45,427	47,281
8	Supervisory/ Management	72	6%	55,912	71,138	Clerk of Court	10-15	192	12%	54,152	54,867
Elected Clerk of Court		120	10%	112,581	118,677						
TOTAL		1,203		40,676	49,424	TOTAL		1,541		38,943	40,009

*There are 22 unfunded positions in Circuit Court Clerks' offices that are excluded from the position count and calculated average salaries.

**Average total salary amounts include the state funded salary plus the local salary supplement.

*** District Court Clerk of Court total includes two part-time FTE (Franklin County GDC and Pittsylvania County GDC)

Table 3: State Salary Increase History & Entry Level Salaries

		CIRCUIT COURT CLASSIFICATION AND PAY PLAN						DISTRICT COURT SYSTEM SALARY/CLASS PLAN (excl NOVA)				
		PAY BAND	1	2	4	7	8		PAY GRADES	(4-5)/(6) 7-9	10-14	10-15
Fiscal Year	Date	Salary Increase	Admin	Sr. Admin	Professional	Sr. Professional	Supervisory/ Management	Date	Salary Increase	Deputy Clerk	Supervisory Deputy Clerk	Clerk of Court
FY2008	12/1/2007	4.00%	19,856	23,723	28,362	33,885	44,058	11/25/2007	8.00%	20,464	29,562	31,028
FY2009								11/25/2008	2.00%	20,464	29,562	31,028
FY2010												
FY2011								12/10/2010	3% bonus			
FY2012								7/10/2011	5% Incr to offset 5% VRS contribution	20,464	29,562	31,028
FY2013								12/10/2012	3% bonus			
FY2014	8/1/2013	3.00%	20,452	24,435	29,213	34,902	45,380	7/25/2013	2% plus \$65/year of service	20,873	30,153	31,649
FY2015												
FY2016	9/1/2015	2.00%	20,861	24,924	29,797	35,600	46,288	8/10/2015	2% plus \$65/year of service; add'l 2% for Deputy Clerks (Grades 6-8)	25,783	30,756	32,282
FY2017												
FY2018	8/1/2017	2.00%	21,278	25,422	30,393	36,312	47,214	7/10/2017	3.00%	26,556	31,679	33,250
								9/10/2017	\$2.8M Total Increases	29,839	34,536	36,915

*State entry-level salaries exclude local salary supplements

**FY 2018 salary increase cost for district court clerks totaled to the appropriated amount of \$3.5 million, including salary and associated fringe benefit costs

Findings and Fiscal Impact of Addressing Disparities

There is no classification in the district court salary and classification system comparable to the elected circuit court clerk.

For salary comparison, clerks within the district court system more closely resemble the supervisory/management pay band within the Compensation Board's classification and pay plan based on their average salary. Similar to other employees in the district court system, these positions are advertised through the Human Resources department of the Supreme Court's Office of the Executive Secretary and they are appointed and serve at the pleasure of the chief judge. As elected constitutional officers, the salaries of circuit court clerks are statutorily established by the General Assembly and prescribed in the appropriation act.

While the responsibilities of a court clerk in the district court system are more narrowly defined, circuit court clerks are elected constitutional officers and provide a wide-ranging array of other services that include: land records management, probate and fiduciary duties, issuing of marriage licenses, concealed weapons permits and processing of notary public commissions, custodian and official record keeper of election ballots, and maintaining a public law library. Elected circuit court clerks are responsible for making all personnel decisions for staffing in their offices, within their Compensation Board authorized budget and within the parameters established in Compensation Board approved pay practices, and their employees serve at their will.

The district court salary and classification plan has phased out the pay grades most comparable to the Compensation Board's administrative pay band.

Prior to FY16, the district court pay plan included three pay grades below the current, entry level, grade 7 deputy clerk classification, with an entry level salary that was within 3% of the entry level salary of the Compensation Board's administrative pay band. However, two of these pay grades (grades 4 and 5) were eliminated. In addition, Grade 6, which is made up of only 13 positions statewide, will soon be eliminated. Newly hired deputies are provided a salary amount no less than the entry step of a Grade 7, which is currently \$29,839 (or \$36,292 in Northern Virginia). The elimination of these lower classifications was based on increased duties and responsibilities, as well as phasing out of employees in these lowest pay grades over time through attrition, changing job descriptions and targeted salary increases.

The current entry level salary of a Compensation Board funded administrative (clerical) position, which is classified as an administrative role or pay band 1, is \$21,278. However, due to unrestored budget reductions, the average Compensation Board funded salary of an administrative position just barely hovers above the entry level salary, at \$21,782. There are currently 59 Compensation Board funded circuit court employees in the administrative pay band of the Compensation Board's Classification and Pay Plan. The entry level salary of the senior administrative pay band (containing entry level deputy clerks) is \$25,422, which is \$4,144 or 19.48% more than the entry-level salary of an administrative position. The cost to eliminate the administrative pay band and bring these salaries up to the **current** salary level of the senior administrative pay band (entry-level deputy clerk) would be \$241,960.

The Compensation Board's entry level salary for a deputy circuit court clerk is significantly lower than the state-funded entry level deputy clerk salary in the District Court System.

The current entry level salary of a Compensation Board funded deputy clerk, which is classified as a senior administrative role or pay band 2, is \$25,422 as compared to the entry level salary of \$29,839 of a deputy clerk, pay grade 7, in the District Court System, a difference of \$4,417 or 17.37%.

Prior to the increases to district court staff salaries implemented in September 2017, that distributed \$3.5 million (\$2.8 million in salary dollars) primarily to positions that were below the newly established grade minimums and increased the entry-level salary of a district court deputy clerk by 7%, the salary of an entry-level deputy clerk in the district court plan had not been more than 4.5% above the Compensation Board funded entry-level salary of a deputy clerk of the circuit court.

There are currently 365 Compensation Board funded circuit court employees in the senior administrative pay band (deputy circuit court clerks) of the Compensation Board's Classification and Pay Plan. Their average Compensation Board funded salary is currently \$26,095, a difference of \$3,744 or 14.35% below the entry-level salary of \$29,839 for a state-funded District Court System deputy clerk, with 338 positions (93%) having individual Compensation Board funded salaries below this entry-level.

When local salary supplements are considered, the average total salary of a Compensation Board funded position in the senior administrative pay band is \$35,158, which more closely aligns with the salaries of deputy clerks in the district courts. However, a total of 149 (41%) of the 365 employees in this pay band either do not receive a local supplement, or receive a local supplement but still have salaries below \$29,839, the entry-level salary of a deputy district court clerk. Local salary supplements for deputy circuit court clerks in Northern Virginia, where the Compensation Board is not funded to provide for a salary differential, tend to be higher, and drive up the average statewide total salary.

The cost to increase the Compensation Board salaries of 338 deputy circuit court clerk positions having state salaries below the entry-level salary of \$29,839 for a deputy clerk in the District Court System, plus 5 deputy circuit court clerk positions in higher pay bands that also have state salaries below \$29,839, to get to that minimum, would be \$1,543,347.

Often recommendations to increase the base salaries of Compensation Board funded employees in any constitutional office have been met with reservations due to a variety of reasons, including the impact of local salary supplements on base salary levels funded by the Compensation Board. However, it is important to note that there is no requirement that localities continue to fund local supplements for any given position at any time. While it is the Commonwealth's obligation to fund the salaries of state-supported positions in circuit court clerks' offices, most localities have provided local supplements to the salaries of Compensation Board funded deputy circuit court clerk positions in response to a series of budget reductions over the past decade that have required elected Clerks to cut the state-funded salaries of their staff in order to meet mandated state general fund reductions, and then to further compensate for several years when no state-funded salary increases were provided to state-supported local employees. Localities are known to reduce supplements when the local fiscal climate dictates, and there is no guarantee that a supplement provided to one deputy clerk will be continued if

that individual leaves and a new deputy is hired, nor is there any guarantee that a new deputy clerk position allocated to an office due to workload increases would receive a supplement just because one or more deputies in that office already receive a supplement. It is also important to note that when the Commonwealth is able to fund salary increases to these constitutional officer employees, localities often absorb these increases to offset funds they have provided up front to allow salaries to be increased at the same time as increases for locality employees, with knowledge that the state-funded increase is forthcoming, or to offset local supplements that were provided to make up for a cut to state funding. Overall compensation for the employee may not actually increase, but state funding moves closer to levels that are appropriate to support these offices.

If choosing to consider local supplements as a component of total salaries, the cost to provide a Compensation Board funded increase in the total salary, to achieve the entry-level of \$29,839 when including the existing local supplement, would be \$532,622 for the 149 deputy circuit court clerk positions in the senior administrative pay band and 5 deputy circuit court clerk positions in higher pay bands with total salaries below this level. While this may be considered a lower-cost alternative to the Commonwealth, as noted above, there is no guarantee that the local supplement would be maintained, and would likely result in individual deputy clerks' total salaries falling below the "new" entry-level as individual supplements are reduced or eliminated, maintaining ongoing parity problems. Also, if parity is to be achieved, new Compensation Board funded deputy circuit court clerk positions should be established at a state-funded entry-level salary that matches the salary provided for a deputy clerk in the district courts, but parity problems could continue if an existing position in the same office were to lose a local supplement. Ultimately, what is most appropriate is that the Commonwealth provides a comparable state-funded salary structure for both court systems, leaving local supplements to provide aid in areas where cost-of-living dictates (such as Northern Virginia, where the district court system provides a salary differential but the circuit court system through the Compensation Board does not, or in other areas of the state where localities provide supplements in both court systems to maintain competitive salary offerings), and defraying some of the state costs that have been pushed to localities in recent years in many forms beyond just compensating for lower salaries.

Alternative Considerations for Positions in the Administrative pay band

In the Compensation Board pay plan, there is currently a difference of 19.48% between the entry-level salary of the administrative (clerical) pay band, at \$21,278, and the entry-level salary of the senior administrative (entry-level deputy clerk) pay band, at \$25,422. In the District Court System, comparable positions were upgraded to the deputy salary level with lower classification levels eliminated, and proposed costs to do likewise for these positions in circuit court clerks' offices were cited earlier in this report. In the absence of the promotion of these positions to a deputy clerk level (from the administrative pay band to the senior administrative pay band), it would still be necessary to provide a comparable increase along with any salary parity action to address state-funded salaries of deputies in circuit court clerks. An increase to the Compensation Board funded entry-level salary of the administrative pay band by the same 17.37% difference as currently exists between circuit court and district court entry-level deputy salaries would result in an increase to the entry-level salary of the administrative pay band from \$21,278 to \$24,975, and would result in a cost of \$215,943 to bring 53 of the 59 positions in the pay band up to the higher entry-level salary.

The average state-supported salaries of circuit court clerk employees overall is 15.0% less than the average state-supported salaries of employees in the district court salary and pay plan, when Northern Virginia courts receiving the salary differential are excluded. However, this variance is lower than for entry-level deputies, as local salary supplements even out salaries in the higher classification levels.

When examining all salaries of circuit court clerk employees at all levels in comparison with all salaries of district court employees, excluding Northern Virginia (where district court employee salaries include a differential, and circuit court clerk employee salaries tend to be supplemented locally at higher levels), there are still overall differences between the two courts in average state-funded salaries. While the greatest differences exist with entry-level deputies, higher level deputy salaries and supervisory level deputy salaries also vary between the two systems at the state-funded level. The average state supported salary of a district court employee is \$37,566 as compared with the average salary of \$32,654 in a Compensation Board supported circuit court clerk staff position, a difference of \$4,912 or 15.0%. However, when local supplements are included, the average total salary of a district court employee is \$38,038 as compared with the average total salary of \$38,127 in a circuit court clerk staff position, a difference of (\$89) or (0.23%).

The average state-supported salary of a circuit court clerk employee in a locality that does not provide salary supplements is \$32,232, or 16.52% below the average statewide salary of an employee in the district court salary and pay plan, when Northern Virginia courts receiving a salary differential are excluded.

There are currently 17 circuit court clerks' offices with a total of 81 staff positions that report that their locality provides no local salary supplements to their Compensation Board funded employee positions. While this represents only 14% of offices, it represents over 22% of administrative and deputy positions. The average statewide salary of a Compensation Board supported circuit court clerk staff position in a locality that does not provide salary supplements to staff is \$32,232, a difference of \$5,324 or 16.52% less than the average statewide salary of a district court employee of \$37,566 (excluding salaries of district court employees in Northern Virginia). The average statewide salary of a Compensation Board funded circuit court clerk staff position in these non-supplementing localities is \$4,354 less, or 13.51% less, than the average salary of a district court employee of \$36,586 in these same districts.

While many localities do supplement the Compensation Board funded salaries of deputies and other employees in circuit court clerks' offices, they supplement these offices significantly less than other employees in other constitutional offices. Of the 103 localities that supplement at least one salary in a circuit court clerk's office, the overall supplement amounts range from 1% to 282% (an outlier) above the state funded amount, with 4 localities supplementing 100% or more and 57 offices supplementing 10% or less. Overall, the average of all supplements is 21% and the median is 11%. As the Compensation Board does not fund a salary differential for offices or employees in Northern Virginia, these localities tend to supplement by a greater degree, with an average supplement amount of 70% above the Compensation Board salary amount; however one Northern Virginia locality, the City of Alexandria, supplements only 11%.

Finally, while one of the barriers to increasing state-funded base salary levels for employees in constitutional offices is often that localities are already funding supplemental amounts to increase employees' overall salaries, these supplements vary and change over time, and are in

no way required. Seventeen localities choose not to supplement their clerks' offices at all, and any locality could choose to reduce or discontinue supplementing at any time. In the areas where little to no supplements are provided, employees in these offices do receive significantly lower salaries on average than their counterparts in the District Court System, and a base increase to state-funded salary levels for employees in circuit court clerks' offices would be appropriate in order to achieve parity.

The September 2017 investment of \$3.5 million (including salary and benefit costs) to increase the salaries of clerks and deputies in the District Court System provided a much-needed boost to low salary levels in these offices. A similar investment for deputy clerks and employees in Circuit Court Clerks' offices could provide for up to a 10% increase in base state-funded salaries of Compensation Board funded positions, would relieve localities from the need to provide local supplements to make up for significant cuts in state funding, and would more closely align the state-funded salaries of positions within the court system overall, most notably in offices where local salary supplements are not provided and in the lower pay bands where the greatest variation exists.

The annualized cost to provide each 1% of salary increase (including salary and benefit costs) to the 1,083 Compensation Board funded administrative and deputy positions in circuit court clerks' offices is \$344,475. Varied options focused on the lower pay bands can also be considered, with the annualized cost to provide each 1% of salary increase to the base salary levels of positions according to their pay band classification level as follows:

Circuit Court Clerk Employees' Funded Salary Base and Increase Cost (excl unfunded)					
Pay Band	Role	Position Count	Percent of Positions	Compensation Board Funded Salary Base 7/2019	Annualized Cost 1% Increase to Salary Base
1	Administrative	59	5%	\$1,282,732	\$13,688
2	Sr. Administrative	365	34%	\$9,281,645	\$99,041
4	Professional	420	39%	\$12,439,193	\$132,734
7	Sr. Professional	167	15%	\$5,712,504	\$60,956
8	Supervisory/ Management	72	7%	\$3,566,446	\$38,056
TOTAL		1,083		\$32,282,520	\$344,475

Note that all costs cited in this report for providing specified increases exclude positions that are currently unfunded by the Compensation Board due to previous budget reductions. Also excluded from the cost are the salaries of positions in the Cities of Newport News, Richmond and Roanoke that are budgeted by the Compensation Board, but expenses are not reimbursed, as these Circuit Court Clerks collect and maintain all fees locally to pay expenses budgeted by the Compensation Board. Positions budgeted but not funded in these cities would also be included in any approved salary changes, so they are included in the count of positions affected in all scenarios.

Appendix A – Authority for the Study

Chapter 2, Item 71, paragraph N. (2018 Virginia Acts of Assembly)

“N. The Compensation Board, in consultation with the Executive Secretary of the Supreme Court shall conduct a study of circuit court clerk salaries in relation to district court clerks and deputy clerks staff salaries in all jurisdictions, with specific emphasis in jurisdiction where locally funded supplements to salaries by a local governing body are not provided for these positions. The study shall include a detail report on the salary disparities by each jurisdiction, the total fiscal impact of addressing such disparities, and recommendations for state adjustment, if any. Copies of the study shall be provided by October 1, 2018, to the Secretary of Administration, the Secretary of Finance, Director, Department of Planning and Budget, and the Chairmen of the House Appropriations and Senate Finance Committees.”

Appendix B – Side-by-side Comparison of Court Compensation by Locality

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
001 ACCOMACK									
	Senior Administrative	1	27,000	27,000	0				
	Professional	4	33,299	34,367	1,068	Deputy Clerk	5.0	33,016	33,016
	Supervisory/Management					Clerk	2.0	46,583	46,583
	Elected Officer	1	110,825	110,825	0				
		5	32,039	32,894	855		7.0	36,892	36,892
003 ALBEMARLE									
	Administrative	1	17,978	31,161	13,183				
	Senior Administrative	4	26,404	32,484	6,080				
	Professional	1	30,393	33,219	2,826	Deputy Clerk	14.5	31,229	31,229
	Senior Professional	3	39,629	48,821	9,192				
	Supervisory/Management					Supervising Deputy Clerk	2.0	37,247	37,247
						Clerk	2.0	52,418	52,418
	Elected Officer	1	137,476	137,476	0				
		9	30,319	37,865	7,545		18.5	34,170	34,170
005 ALLEGHANY									
	Senior Administrative	1	27,360	28,360	1,000				
	Professional	2	33,047	33,547	500	Deputy Clerk	5.5	32,255	32,255
	Senior Professional	1	42,759	45,833	3,074				
	Supervisory/Management	1	47,214	50,503	3,289	Clerk	1.0	47,197	47,197
	Elected Officer	1	110,825	118,142	7,317				
		5	36,685	38,358	1,673		6.5	34,554	34,554
007 AMELIA									
	Administrative	1	25,210	29,025	3,815				
	Senior Administrative	1	25,481	29,034	3,553				
	Professional	1	33,015	38,012	4,997	Deputy Clerk	2.0	34,238	34,238
	Supervisory/Management					Clerk	1.0	49,640	49,640
	Elected Officer	1	96,795	96,795	0				
		3	27,902	32,024	4,122		3.0	39,372	39,372

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
009 AMHERST									
	Senior Administrative	3	28,042	32,203	4,161				
	Professional	1	36,335	38,422	2,087	Deputy Clerk	5.8	33,553	33,553
	Senior Professional	1	43,860	43,860	0				
	Supervisory/Management					Clerk	2.0	50,893	50,893
	Elected Officer	1	110,825	117,198	6,373				
		5	32,864	35,778	2,914		7.8	37,999	37,999
011 APPOMATTOX									
	Administrative	1	21,278	26,828	5,550				
	Senior Administrative	2	23,617	29,160	5,543				
	Professional					Deputy Clerk	2.0	31,226	31,226
	Supervisory/Management					Clerk	2.0	45,273	45,273
	Elected Officer	1	96,795	106,154	9,359				
		3	22,837	28,383	5,545		4.0	38,249	38,249
013 ARLINGTON/ FALLS CHURCH	(COMBINED ARLINGTON/FALLS CHURCH)					(NOVA DIFFERENTIAL AND 15% LOCAL SUPPLEMENT)			
	Senior Administrative	9	28,498	51,860	23,362				
	Professional	7	38,464	65,422	26,958	Deputy Clerk	23.5	39,670	45,620
	Senior Professional	1	47,553	92,960	45,407				
	Supervisory/Management	3	54,161	95,375	41,214	Supervising Deputy Clerk	4.0	46,894	53,928
						Clerk	3.0	67,272	77,363
	Elected Officer	1	145,896	173,564	27,668				
		20	36,788	65,189	28,401		30.5	43,332	49,832
015 AUGUSTA									
	Senior Administrative	5	26,437	34,383	7,946				
	Professional	2	36,993	48,240	11,247	Deputy Clerk	10.0	31,606	31,606
	Senior Professional	1	40,702	57,047	16,345				
	Supervisory/Management					Supervising Deputy Clerk	1.0	38,438	38,438
						Clerk	2.0	49,451	49,451
	Elected Officer	1	137,992	137,992	0				
		8	48,108	57,929	9,821		13.0	34,877	34,877

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
017 BATH									
	Senior Administrative	1	27,518	27,853	335				
	Professional	1	31,556	35,548	3,992	Deputy Clerk	1.0	31,350	31,350
	Supervisory/Management					Clerk	1.0	39,305	39,305
	Elected Officer	1	85,858	85,858	0				
		2	29,537	31,701	2,164		1.0	31,350	31,350
019 BEDFORD									
	Senior Administrative	1	26,667	41,630	14,963				
	Professional	5	35,473	41,594	6,121	Deputy Clerk	11.5	33,008	33,008
	Senior Professional	2	40,584	53,699	13,116				
	Supervisory/Management					Supervising Deputy Clerk	1.0	41,307	41,307
						Clerk	2.0	54,112	54,112
	Elected Officer	1	137,992	145,337	7,345				
		8	35,650	44,625	8,975		14.5	36,491	36,491
021 BLAND									
	Administrative	1	24,812	24,812	0				
	Professional	1	30,393	33,205	2,812	Deputy Clerk	2.5	32,535	32,535
	Supervisory/Management					Clerk	1.0	57,402	57,402
	Elected Officer	1	78,553	85,822	7,269				
		2	27,603	29,009	1,406		2.5	32,535	32,535
023 BOTETOURT									
	Senior Administrative	2	32,355	32,355	0				
	Professional	2	38,150	38,150	0	Deputy Clerk	5.5	31,227	31,227
	Senior Professional	1	40,812	40,812	0				
	Supervisory/Management					Clerk	1.0	47,197	47,197
	Elected Officer	1	110,825	110,825	0				
		5	36,364	36,364	0		6.5	33,684	33,684

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
025 BRUNSWICK									
	Professional	2	31,808	31,808	0	Deputy Clerk	4.5	33,007	33,007
	Senior Professional	1	40,648	40,648	0				
	Supervisory/Management					Supervising Deputy Clerk	1.0	37,008	37,008
						Clerk	1.0	47,010	47,010
	Elected Officer	1	96,795	96,795	0				
		3	34,754	34,754	0		6.5	35,777	35,777
027 BUCHANAN									
	Administrative	1	21,278	25,018	3,740				
	Senior Administrative	3	27,245	29,979	2,734				
	Professional	1	32,779	37,462	4,683	Deputy Clerk	5.6	32,200	32,200
	Senior Professional	1	41,055	45,489	4,434				
	Supervisory/Management					Clerk	1.0	47,387	47,387
	Elected Officer	1	110,825	116,987	6,162				
		6	29,475	32,984	3,510		6.6	34,501	34,501
029 BUCKINGHAM									
	Administrative	1	10,685	32,752	22,067				
	Professional					Deputy Clerk	2.8	34,335	34,335
	Senior Professional	2	36,312	43,776	7,464				
	Supervisory/Management					Clerk	1.0	39,560	39,560
	Elected Officer	1	96,795	108,671	11,876				
		3	27,770	40,101	12,332		3.8	35,710	35,710
031 CAMPBELL									
	Administrative	1	21,278	21,278	0				
	Senior Administrative	2	25,484	32,104	6,621				
	Professional	2	30,148	34,765	4,617	Deputy Clerk	8.0	32,140	32,140
	Senior Professional	2	38,729	44,809	6,081				
	Supervisory/Management					Clerk	2.0	48,855	48,855
	Elected Officer	1	116,435	130,362	13,927				
		7	30,000	34,948	4,948		10.0	35,483	35,483

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
033 CAROLINE									
	Senior Administrative	2	25,422	34,268	8,846				
	Professional	2	32,016	39,608	7,592	Deputy Clerk	7.5	32,507	32,507
	Senior Professional	1	37,542	43,103	5,561				
	Supervisory/Management					Clerk	2.0	54,963	54,963
	Elected Officer	1	110,825	113,375	2,550				
		5	30,484	38,171	7,687		9.5	37,234	37,234
035 CARROLL									
	Administrative	1	23,328	23,328	0				
	Senior Administrative	2	27,742	27,886	145				
	Professional	1	33,220	33,220	0	Deputy Clerk	6.5	32,019	32,019
	Senior Professional	1	40,690	40,690	0				
	Supervisory/Management					Clerk	2.0	47,139	47,139
	Elected Officer	1	110,825	110,825	0				
		5	30,544	30,602	58		8.5	35,576	35,576
036 CHARLES CITY									
	Professional	2	30,800	30,800	0				
	Supervisory/Management					Clerk	1.0	52,266	52,266
	Elected Officer	1	78,553	78,553	0				
		2	30,800	30,800	0		0.0	0	0
037 CHARLOTTE									
	Professional	2	40,293	43,182	2,889	Deputy Clerk	2.0	32,229	32,229
	Supervisory/Management					Clerk	2.0	42,259	42,259
	Elected Officer	1	96,795	104,506	7,711				
		2	40,293	43,182	2,889		4.0	37,244	37,244

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
041 CHESTERFIELD									
	Senior Administrative	14	23,973	48,851	24,878				
	Professional	15	29,647	49,918	20,272	Deputy Clerk	42.5	32,764	32,764
	Senior Professional	2	39,836	85,607	45,771				
	Supervisory/Management	2	57,358	109,315	51,958	Supervising Deputy Clerk	8.0	42,459	42,459
						Clerk	2.0	73,499	73,499
	Elected Officer	1	159,464	159,464	0				
		33	29,536	55,228	25,692		52.5	35,793	35,793
043 CLARKE									
	Senior Administrative	1	18,751	31,624	12,873				
	Professional	1	34,824	44,975	10,151	Deputy Clerk	2.0	31,223	31,223
	Supervisory/Management					Clerk	2.0	41,543	41,543
	Elected Officer	1	96,795	101,311	4,516				
		2	26,788	38,300	11,512		4.0	36,383	36,383
045 CRAIG									
	Senior Administrative	1	10,615	10,615	0				
	Professional					Deputy Clerk	1.0	30,342	30,342
	Senior Professional	1	40,945	40,945	0				
	Supervisory/Management					Clerk	1.0	40,228	40,228
	Elected Officer	1	85,858	85,858	0				
		2	25,780	25,780	0		2.0	35,285	35,285
047 CULPEPER									
	Administrative	1	1,696	32,080	30,384				
	Professional	3	31,390	40,695	9,305	Deputy Clerk	7.6	32,505	32,505
	Senior Professional	2	40,734	58,834	18,101				
	Supervisory/Management					Supervising Deputy Clerk	0.8	42,353	42,353
						Clerk	2.0	50,435	50,435
	Elected Officer	1	116,435	126,115	9,680				
		6	29,555	45,306	15,750		10.4	36,711	36,711

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
049 CUMBERLAND									
	Administrative	1	22,767	27,300	4,533				
	Professional					Deputy Clerk	1.0	33,329	33,329
	Senior Administrative	1	25,422	25,422	0				
	Supervisory/Management					Clerk	1.0	42,229	42,229
	Elected Officer	1	96,795	101,540	4,745				
		2	24,095	26,361	2,267		2.0	37,779	37,779
051 DICKENSON						(\$9,000 TOTAL LOCAL SUPPLEMENT)			
	Senior Administrative	2	29,775	29,775	0				
	Professional	1	33,052	33,052	0	Deputy Clerk	3.5	36,236	38,808
	Supervisory/Management					Clerk	1.0	61,180	61,180
	Elected Officer	1	96,795	96,795	0				
		3	30,867	30,867	0		3.5	36,236	38,808
053 DINWIDDIE									
	Senior Administrative	1	25,422	31,677	6,255				
	Professional	1	30,393	33,281	2,888	Deputy Clerk	5.0	32,672	32,672
	Senior Professional	1	39,689	41,563	1,874				
	Supervisory/Management	1	51,605	54,535	2,930	Supervising Deputy Clerk	1.0	35,302	35,302
						Clerk	1.0	53,705	53,705
	Elected Officer	1	110,825	117,022	6,197				
		4	36,777	40,264	3,487		7.0	36,053	36,053
057 ESSEX									
	Senior Administrative	1	26,648	26,648	0				
	Professional	1	39,289	45,131	5,842	Deputy Clerk	3.6	35,104	35,104
	Supervisory/Management					Clerk	1.0	48,188	48,188
	Elected Officer	1	96,795	110,000	13,205				
		2	32,969	35,890	2,921		4.6	37,948	37,948

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
059 FAIRFAX COUNTY	(COMBINED FAIRFAX CO/CITY)					(INCL FAIRFAX CITY; NOVA DIFF AND 15% LOCAL SUPP)			
	Administrative	13	22,866	49,460	26,594				
	Senior Administrative	28	25,858	56,255	30,396				
	Professional	29	32,416	63,961	31,545	Deputy Clerk	96.3	39,826	45,800
	Senior Professional	9	41,988	80,752	38,764				
	Supervisory/Management	3	54,597	111,476	56,879	Supervising Deputy Clerk	21.8	53,473	61,494
						Clerk	3.0	79,952	91,944
	Elected Officer	1	145,896	164,490	18,594				
		82	30,525	62,612	32,087		121.1	43,277	49,768
061 FAUQUIER									
	Professional	4	30,412	43,669	13,257	Deputy Clerk	8.0	32,735	32,735
	Senior Professional	5	40,291	51,833	11,542				
	Supervisory/Management					Clerk	2.0	48,770	48,770
	Elected Officer	1	116,435	137,406	20,971				
		9	35,900	48,204	12,304		10.0	35,942	35,942
063 FLOYD									
	Senior Administrative	1	14,366	28,044	13,678				
	Professional	2	36,273	40,014	3,741	Deputy Clerk	1.0	37,850	37,850
	Supervisory/Management					Clerk	1.0	50,215	50,215
	Elected Officer	1	96,795	106,766	9,971				
		3	28,971	36,024	7,053		2.0	44,033	44,033
065 FLUVANNA									
	Administrative	1	24,283	36,495	12,212				
	Professional	1	30,393	38,944	8,551	Deputy Clerk	2.6	31,946	31,946
	Senior Professional	2	38,825	49,134	10,309				
	Supervisory/Management					Clerk	1.0	45,055	45,055
	Elected Officer	1	110,825	125,719	14,894				
		4	33,082	43,427	10,345		3.6	35,587	35,587

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
067 FRANKLIN COUNTY									
	Professional	4	30,759	30,759	0	Deputy Clerk	9.5	32,374	32,374
	Senior Professional	3	37,497	37,497	0				
	Supervisory/Management					Clerk	1.5	53,419	53,419
	Elected Officer	1	116,435	116,435	0				
		7	33,647	33,647	0		11.0	35,244	35,244
069 FREDERICK									
	Senior Administrative	5	26,930	38,580	11,651				
	Professional	2	31,248	35,016	3,769	Deputy Clerk	13.5	32,090	32,090
	Senior Professional	1	41,208	42,962	1,754				
	Supervisory/Management					Supervising Deputy Clerk	3.0	43,121	43,121
						Clerk	2.0	72,190	72,190
	Elected Officer	1	126,251	155,897	29,646				
		8	29,794	38,237	8,443		18.5	38,214	38,214
840 WINCHESTER									
	Senior Administrative	2	29,056	29,056	0				
	Professional	4	33,969	34,132	163				
	Senior Professional	1	41,616	44,220	2,604				
	Elected Officer	1	110,825	114,108	3,283				
		7	33,657	34,123	465		0.0	0	0
071 GILES									
	Administrative	2	23,233	34,773	11,541				
	Professional	2	36,345	46,363	10,018	Deputy Clerk	3.0	33,847	33,847
	Supervisory/Management					Clerk	1.0	52,712	52,712
	Elected Officer	1	96,795	105,438	8,643				
		4	29,789	40,568	10,779		4.0	38,564	38,564

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
073 GLOUCESTER									
	Senior Administrative	3	27,273	30,945	3,672				
	Professional	1	31,044	35,736	4,692	Deputy Clerk	7.6	32,800	32,800
	Senior Professional	1	41,471	53,790	12,319				
	Supervisory/Management					Clerk	2.0	45,857	45,857
	Elected Officer	1	110,825	110,825	0				
		2	36,258	44,763	8,506		9.6	35,520	35,520
075 GOOCHLAND									
	Administrative	1	22,611	44,657	22,046				
	Professional					Deputy Clerk	3.0	36,251	36,251
	Senior Administrative	2	26,821	40,813	13,993				
	Senior Professional	1	36,951	54,570	17,619				
	Supervisory/Management					Clerk	1.0	61,747	61,747
	Elected Officer	1	110,825	119,884	9,059				
		4	28,301	45,213	16,913		4.0	42,625	42,625
077 GRAYSON									
	Senior Administrative	1	27,688	28,242	554				
	Professional	1	30,393	33,407	3,014	Deputy Clerk	1.0	31,350	31,350
	Senior Professional	1	40,194	44,458	4,264				
	Supervisory/Management					Clerk	1.0	43,777	43,777
	Elected Officer	1	121,132	134,356	13,224				
		3	32,758	35,369	2,611		2.0	37,564	37,564
079 GREENE									
	Administrative	1	14,976	30,538	15,562				
	Professional	1	32,453	33,998	1,545	Deputy Clerk	2.0	33,344	33,344
	Senior Professional	1	36,312	38,804	2,492				
	Supervisory/Management					Clerk	1.0	46,323	46,323
	Elected Officer	1	96,795	98,683	1,888				
		3	27,914	34,447	6,533		3.0	37,670	37,670

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
081 GREENSVILLE/ EMPORIA									
	Senior Administrative	2	19,031	19,031	0				
	Professional	1	32,776	34,132	1,356	Deputy Clerk	10.0	31,773	31,773
	Supervisory/Management	1	53,143	53,143	0	Supervising Deputy Clerk	2.0	40,724	40,724
						Clerk	1.0	56,078	56,078
	Elected Officer	1	96,795	101,634	4,839				
		4	30,995	31,334	339		13.0	35,020	35,020
083 HALIFAX									
	Senior Administrative	2	27,540	29,726	2,186				
	Professional	3	29,503	31,733	2,231	Deputy Clerk	6.5	31,496	31,496
	Senior Professional	1	40,063	46,818	6,755				
	Supervisory/Management					Clerk	2.0	50,662	50,662
	Elected Officer	1	110,825	118,388	7,563				
		6	30,609	33,578	2,970		8.5	36,006	36,006
085 HANOVER									
	Professional	10	33,791	46,434	12,643	Deputy Clerk	12.0	33,507	33,507
	Supervisory/Management	1	51,588	95,868	44,280	Supervising Deputy Clerk	2.0	37,481	37,481
						Clerk	2.0	57,863	57,863
	Elected Officer	1	137,476	165,654	28,178				
		11	35,409	50,928	15,519		16.0	37,048	37,048
087 HENRICO									
	Senior Administrative	13	26,415	36,164	9,748				
	Professional	16	30,898	37,797	6,899	Deputy Clerk	49.5	31,998	31,692
	Senior Professional	1	36,312	46,346	10,034				
	Supervisory/Management	4	53,569	61,608	8,039	Supervising Deputy Clerk	7.0	47,966	47,966
						Clerk	2.0	65,198	65,198
	Elected Officer	1	145,896	145,896	0				
		34	32,010	40,225	8,215		58.5	35,044	34,785

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
089 HENRY									
	Senior Administrative	4	28,470	31,724	3,253				
	Professional	1	30,485	32,077	1,592	Deputy Clerk	13.5	33,116	32,002
	Senior Professional	3	38,131	44,784	6,653				
	Supervisory/Management	1	51,935	57,668	5,733	Clerk	2.0	49,821	49,821
	Elected Officer	1	116,435	128,480	12,045				
		9	34,522	38,999	4,477		15.5	35,272	34,301
091 HIGHLAND									
	Senior Administrative	1	28,152	28,152	0				
	Professional	1	30,393	30,393	0	Deputy Clerk	1.0	30,342	30,342
	Supervisory/Management					Clerk	1.0	39,797	39,797
	Elected Officer	1	78,553	78,553	0				
		2	29,273	29,273	0		2.0	35,070	35,070
093 ISLE OF WIGHT									
	Professional					Deputy Clerk	4.8	31,820	31,820
	Senior Professional	4	35,458	45,855	10,397				
	Supervisory/Management					Clerk	2.0	47,365	47,365
	Elected Officer	1	110,825	122,653	11,828				
		4	35,458	45,855	10,397		6.8	36,392	36,392
095 JAMES CITY WILLIAMSBURG									
	Senior Administrative	4	26,529	26,529	0				
	Professional	3	33,104	33,104	0	Deputy Clerk	8.5	31,581	31,581
	Senior Professional	2	37,583	37,583	0				
	Supervisory/Management	1	49,465	49,465	0	Supervising Deputy Clerk	1.0	37,263	37,263
						Clerk	2.0	48,814	48,814
	Elected Officer	1	126,251	126,251	0				
		10	33,006	33,006	0		11.5	35,072	35,072

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
097 KING AND QUEEN									
	Administrative	1	24,689	26,790	2,101				
	Professional	1	30,393	34,145	3,752	Deputy Clerk	3.0	35,946	35,946
	Supervisory/Management					Clerk	2.0	44,557	44,557
	Elected Officer	1	78,553	78,553	0				
		2	27,541	30,468	2,927		5.0	39,390	39,390
099 KING GEORGE									
	Administrative	1	11,256	33,059	21,803				
	Senior Administrative	2	26,647	39,220	12,573				
	Professional	1	32,051	54,000	21,949	Deputy Clerk	3.0	40,147	40,147
	Supervisory/Management					Clerk	1.0	52,057	52,057
	Elected Officer	1	110,825	110,825	0				
		4	24,150	41,375	17,225		4.0	43,124	43,124
101 KING WILLIAM									
	Administrative	1	21,278	21,278	0				
	Senior Administrative	1	27,185	27,762	577				
	Professional	1	37,264	40,588	3,324				
	Elected Officer	1	96,795	101,635	4,840				
		3	28,576	29,876	1,300		0.0	0	0
103 LANCASTER									
	Senior Administrative	2	21,056	26,271	5,216				
	Professional	1	30,643	38,347	7,704	Deputy Clerk	3.6	32,792	32,792
	Supervisory/Management					Clerk	2.0	41,661	41,661
	Elected Officer	1	105,797	120,657	14,860				
		3	24,251	30,296	6,045		5.6	35,960	35,960
105 LEE									
	Senior Administrative	3	17,462	17,462	0				
	Professional	3	30,392	30,393	1	Deputy Clerk	3.0	35,912	35,912
	Senior Professional	1	36,312	36,312	0				
	Supervisory/Management					Clerk	1.0	71,236	71,236
	Elected Officer	1	110,825	110,825	0				
		7	25,696	25,697	0		4.0	44,743	44,743

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
107 LOUDOUN						(NOVA DIFFERENTIAL AND 10% LOCAL SUPPLEMENT)			
	Senior Administrative	20	25,376	56,576	31,200				
	Professional	5	31,474	75,553	44,078	Deputy Clerk	17.5	38,597	42,457
	Senior Professional	2	40,968	74,332	33,365				
	Supervisory/Management	2	53,015	95,251	42,236	Supervising Deputy Clerk	4.0	48,235	53,059
						Clerk	2.0	69,401	76,341
	Elected Officer	1	145,896	145,896	0				
		29	29,409	63,739	34,331		23.5	42,859	47,145
109 LOUISA									
	Senior Administrative	3	26,564	26,564	0				
	Professional	1	33,056	33,056	0	Deputy Clerk	4.0	32,799	32,799
	Senior Professional	1	36,312	36,312	0				
	Supervisory/Management					Clerk	2.0	41,415	41,415
	Elected Officer	1	110,825	110,825	0				
		5	29,812	29,812	0		6.0	35,671	35,671
111 LUNENBURG									
	Administrative	1	23,257	23,257	0				
	Senior Administrative	1	29,262	29,262	0				
	Professional	1	33,220	33,220	0	Deputy Clerk	1.0	32,103	32,103
	Supervisory/Management					Clerk	1.0	40,660	40,660
	Elected Officer	1	105,797	105,797	0				
		3	28,580	28,580	0		2.0	36,382	36,382
113 MADISON									
	Administrative	1	24,948	28,673	3,725				
	Professional	1	30,393	34,276	3,883	Deputy Clerk	2.8	31,688	31,688
	Senior Professional	1	37,115	40,962	3,847				
	Supervisory/Management					Clerk	1.0	43,777	43,777
	Elected Officer	1	96,795	104,175	7,380				
		3	30,819	34,637	3,818		3.8	34,869	34,869

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
115 MATHEWS									
	Administrative	1	22,045	25,189	3,144				
	Professional	1	33,433	34,134	701	Deputy Clerk	1.0	31,852	31,852
	Supervisory/Management					Clerk	1.0	47,506	47,506
	Elected Officer	1	78,553	78,553	0				
		2	27,739	29,662	1,923		2.0	39,679	39,679
117 MECKLENBURG									
	Senior Administrative	2	28,541	32,941	4,400				
	Professional	5	31,896	45,947	14,051	Deputy Clerk	8.5	32,331	30,504
	Supervisory/Management					Clerk	2.0	53,480	53,480
	Elected Officer	1	110,825	115,702	4,877				
		7	30,938	42,231	11,294		10.5	36,359	34,881
119 MIDDLESEX									
	Administrative	1	21,278	21,278	0				
	Professional	2	29,420	29,420	0				
	Elected Officer	1	96,795	96,795	0				
		3	26,706	26,706	0		0.0	0	0
121 MONTGOMERY									
	Administrative	1	21,278	29,200	7,922				
	Senior Administrative	4	25,564	31,153	5,589				
	Professional	2	28,607	34,175	5,568	Deputy Clerk	12.0	33,230	33,230
	Senior Professional	2	41,674	51,062	9,388				
	Supervisory/Management					Supervising Deputy Clerk	1.0	47,151	47,151
						Clerk	2.0	57,214	57,214
	Elected Officer	1	126,251	126,251	0				
		9	29,344	36,032	6,688		15.0	37,356	37,356

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
125 NELSON									
	Professional	3	32,555	33,353	797	Deputy Clerk	2.0	31,350	31,350
	Supervisory/Management					Clerk	2.0	43,115	43,115
	Elected Officer	1	96,795	96,975	180				
		3	32,555	33,353	797		4.0	37,233	37,233
127 NEW KENT									
	Professional	2	29,260	33,443	4,183	Deputy Clerk	4.5	32,366	32,366
	Supervisory/Management	1	28,335	40,306	11,971	Clerk	2.0	51,580	51,580
	Elected Officer	1	110,825	110,825	0				
		3	28,952	35,731	6,779		6.5	38,278	38,278
131 NORTHAMPTON									
	Senior Administrative	1	29,131	30,288	1,157				
	Professional	2	30,521	32,000	1,480	Deputy Clerk	4.6	31,223	31,223
	Supervisory/Management					Clerk	2.0	50,786	50,786
	Elected Officer	1	96,795	100,638	3,843				
		3	30,057	31,429	1,372		6.6	37,151	37,151
133 NORTHUMBERLAND									
	Senior Administrative	1	25,422	25,422	0				
	Professional	2	31,807	33,705	1,898	Deputy Clerk	1.0	29,839	29,839
	Senior Professional	1	43,311	45,243	1,932				
	Supervisory/Management					Clerk	1.0	39,560	39,560
	Elected Officer	1	105,797	110,517	4,720				
		4	33,087	34,519	1,432		2.0	34,700	34,700
135 NOTTOWAY									
	Professional	1	30,393	30,393	0	Deputy Clerk	2.0	31,852	31,852
	Senior Professional	1	37,449	37,449	0				
	Supervisory/Management					Clerk	1.0	46,681	46,681
	Elected Officer	1	96,795	96,795	0				
		2	33,921	33,921	0		3.0	36,795	36,795

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
137 ORANGE									
	Senior Administrative	2	26,016	36,712	10,697				
	Professional	2	30,393	40,572	10,179	Deputy Clerk	3.0	32,715	32,715
	Senior Professional	1	36,312	52,487	16,175				
	Supervisory/Management					Clerk	2.0	45,766	45,766
	Elected Officer	1	110,825	119,270	8,445				
		5	29,826	41,411	11,585		5.0	37,935	37,935
139 PAGE									
	Professional	4	31,864	38,032	6,168	Deputy Clerk	5.1	31,962	31,962
	Supervisory/Management					Clerk	2.0	43,149	43,149
	Elected Officer	1	110,825	113,042	2,217				
		4	31,864	38,032	6,168		7.1	35,113	35,113
141 PATRICK									
	Administrative	1	21,278	24,768	3,490				
	Professional	1	37,166	40,980	3,814	Deputy Clerk	2.0	31,262	31,262
	Senior Professional	1	36,312	40,044	3,732				
	Supervisory/Management					Clerk	2.0	43,068	43,068
	Elected Officer	1	96,795	102,456	5,661				
		3	31,585	35,264	3,679		4.0	37,165	37,165
143 PITTSYLVANIA									
	Senior Administrative	4	28,346	28,346	0				
	Professional	2	32,620	32,620	0	Deputy Clerk	9.4	31,246	31,246
	Senior Professional	3	37,353	37,353	0				
	Supervisory/Management					Clerk	1.5	50,129	50,129
	Elected Officer	1	116,435	116,435	0				
		9	32,298	32,298	0		10.9	33,845	33,845
145 POWHATAN									
	Senior Administrative	1	8,808	30,393	21,585				
	Professional	2	30,393	32,389	1,996	Deputy Clerk	2.0	31,601	31,601
	Supervisory/Management	1	47,214	47,214	0	Clerk	1.0	43,525	43,525
	Elected Officer	1	110,825	110,825	0				
		4	29,202	35,596	6,394		3.0	35,576	35,576

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
147 PRINCE EDWARD									
	Senior Administrative	1	25,422	33,349	7,927				
	Professional	2	32,650	37,644	4,994	Deputy Clerk	4.0	31,099	31,099
	Senior Professional	1	36,867	41,581	4,714				
	Supervisory/Management	1	48,156	58,609	10,453	Clerk	1.0	69,016	69,016
	Elected Officer	1	110,825	110,825	0				
		5	35,149	41,765	6,616		5.0	38,682	38,682
149 PRINCE GEORGE									
	Senior Administrative	2	29,706	36,500	6,794				
	Professional	2	31,913	45,910	13,997	Deputy Clerk	6.5	32,753	32,753
	Senior Professional	1	40,378	59,500	19,122				
	Supervisory/Management					Supervising Deputy Clerk	1.0	42,229	42,229
						Clerk	1.0	54,073	54,073
	Elected Officer	1	110,825	135,637	24,812				
		5	32,723	44,864	12,141		8.5	36,376	36,376
153 PRINCE WILLIAM/ MANASSAS/ MANASSAS PARK						(NOVA DIFFERENTIAL)			
	Senior Administrative	9	27,942	39,242	11,300				
	Professional	24	33,021	47,356	14,335	Deputy Clerk	48.0	40,012	40,012
	Senior Professional	3	33,472	49,222	15,749				
	Supervisory/Management	6	53,557	74,311	20,754	Supervising Deputy Clerk	8.0	55,949	55,949
						Clerk	2.0	73,921	73,921
	Elected Officer	1	145,896	146,000	104				
		42	34,899	49,601	14,703		58.0	43,379	43,379

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
155 PULASKI									
	Senior Administrative	1	1	1	0				
	Professional	2	33,220	33,220	0	Deputy Clerk	7.0	32,890	32,890
	Senior Professional	4	44,190	44,190	0				
	Supervisory/Management					Clerk	2.0	45,994	45,994
	Elected Officer	1	121,132	121,132	0				
		7	34,743	34,743	0		9.0	35,802	35,802
157 RAPPAHANNOCK									
	Professional	1	34,062	34,062	0	Deputy Clerk	1.0	35,558	35,558
	Senior Professional	1	44,211	44,211	0				
	Supervisory/Management					Clerk	1.0	54,474	54,474
	Elected Officer	1	78,553	99,155	20,602				
		2	39,137	39,137	0		2.0	45,016	45,016
159 RICHMOND COUNTY									
	Senior Administrative	1	26,074	29,899	3,825				
	Professional	1	30,470	34,519	4,049	Deputy Clerk	1.0	46,981	46,981
	Supervisory/Management					Clerk	1.0	75,130	75,130
	Elected Officer	1	78,553	78,553	0				
		2	28,272	32,209	3,937		2.0	61,056	61,056
161 ROANOKE COUNTY						(\$3,000 PER FTE LOCAL SUPPLEMENT)			
	Senior Administrative	1	25,422	32,480	7,058				
	Professional	7	31,864	37,857	5,993	Deputy Clerk	12.3	33,221	36,221
	Senior Professional	2	36,941	44,557	7,616				
	Supervisory/Management	1	51,935	73,671	21,736	Supervising Deputy Clerk	2.0	38,893	41,893
						Clerk	2.0	58,470	61,470
	Elected Officer	1	126,251	133,511	7,260				
		11	34,026	41,842	7,816		16.3	37,015	40,015

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
163 ROCKBRIDGE/ LEXINGTON									
	Professional	2	33,357	35,228	1,871	Deputy Clerk	6.5	33,040	33,040
	Senior Professional	2	37,241	39,330	2,089				
	Supervisory/Management					Clerk	2.0	50,407	50,407
	Elected Officer	1	110,825	110,825	0				
		4	35,299	37,279	1,980		8.5	37,126	37,126
165 ROCKINGHAM (COMBINED ROCKINGHAM/ HARRISONBURG)									
	Administrative	1	22,363	24,500	2,137				
	Senior Administrative	10	28,282	30,291	2,010				
	Professional	1	31,500	36,813	5,313	Deputy Clerk	16.0	32,537	32,537
	Senior Professional	1	42,864	44,528	1,664				
	Supervisory/Management	1	52,792	52,792	0	Supervising Deputy Clerk	3.0	45,118	45,118
						Clerk	2.0	57,037	57,037
	Elected Officer	1	137,476	150,159	12,683				
		14	30,881	32,968	2,086		21.0	36,668	36,668
167 RUSSELL									
	Administrative	1	21,278	21,278	0				
	Senior Administrative	3	20,548	20,548	0				
	Professional	2	32,347	34,862	2,515	Deputy Clerk	4.0	34,229	34,229
	Senior Professional	1	42,500	45,803	3,303				
	Supervisory/Management					Supervising Deputy Clerk	1.0	39,244	39,244
						Clerk	1.0	55,886	55,886
	Elected Officer	1	110,825	114,664	3,839				
		7	27,159	28,350	1,190		6.0	38,674	38,674

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
169 SCOTT									
	Senior Administrative	2	25,422	25,422	0				
	Professional	3	33,411	33,762	351	Deputy Clerk	3.0	31,936	31,936
	Senior Professional	1	38,097	38,097	0				
	Supervisory/Management					Clerk	1.0	44,366	44,366
	Elected Officer	1	110,825	110,825	0				
		6	31,529	31,705	176		4.0	35,043	35,043
171 SHENANDOAH									
	Senior Administrative	3	24,924	28,629	3,705				
	Professional	3	30,489	37,963	7,474	Deputy Clerk	6.0	32,693	32,693
	Supervisory/Management					Clerk	2.0	46,697	46,697
	Elected Officer	1	116,435	122,257	5,822				
		6	27,707	33,296	5,590		8.0	36,194	36,194
173 SMYTH									
	Administrative	1	25,422	25,422	0				
	Senior Administrative	3	27,930	31,093	3,163				
	Professional	2	33,752	38,026	4,275	Deputy Clerk	7.0	32,039	32,039
	Supervisory/Management					Clerk	2.0	46,411	46,411
	Elected Officer	1	121,132	127,012	5,880				
		6	29,453	32,459	3,006		9.0	35,233	35,233
175 SOUTHAMPTON/ FRANKLIN CITY	(COMBINED SOUTHAMPTON/ FRANKLIN CITY)								
	Senior Administrative	1	28,091	35,240	7,149				
	Professional	2	33,804	38,161	4,358	Deputy Clerk	5.0	35,044	35,044
	Senior Professional	1	40,992	46,212	5,220				
	Supervisory/Management	1	48,462	54,391	5,929	Clerk	2.0	45,857	45,857
	Elected Officer	1	110,825	118,626	7,801				
		5	37,030	42,433	5,403		7.0	38,133	38,133

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
177 SPOTSYLVANIA									
	Senior Administrative	4	27,329	34,529	7,201				
	Professional	6	33,171	41,535	8,365	Deputy Clerk	16.0	31,787	31,787
	Senior Professional	4	36,312	50,666	14,354				
	Supervisory/Management	1	47,214	63,028	15,814	Supervising Deputy Clerk	3.0	36,120	36,120
						Clerk	2.0	58,672	58,672
	Elected Officer	1	137,476	162,670	25,194				
		15	33,387	43,535	10,148		21.0	34,967	34,967
179 STAFFORD						(15% LOCAL SUPPLEMENT)			
	Senior Administrative	12	26,125	29,614	3,489				
	Professional	4	31,657	32,788	1,132	Deputy Clerk	15.0	31,853	36,630
	Senior Professional	2	38,502	38,502	0				
	Supervisory/Management					Supervising Deputy Clerk	4.0	37,707	43,363
						Clerk	2.0	63,008	72,459
	Elected Officer	1	137,476	156,603	19,127				
		18	28,729	31,307	2,578		21.0	35,935	41,325
181 SURRY									
	Senior Administrative	1	24,734	31,250	6,516				
	Professional					Deputy Clerk	1.0	32,103	32,103
	Supervisory/Management	1	38,531	45,267	6,736	Clerk	1.0	41,072	41,072
	Elected Officer	1	85,858	85,858	0				
		2	31,633	38,259	6,626		2.0	36,588	36,588
183 SUSSEX									
	Administrative	1	17,508	34,333	16,825				
	Senior Administrative	1	25,422	37,705	12,283				
	Professional	1	41,450	62,804	21,354	Deputy Clerk	4.0	31,413	31,413
	Supervisory/Management					Supervising Deputy Clerk	1.0	37,595	37,595
						Clerk	1.0	49,443	49,443
	Elected Officer	1	96,795	104,654	7,859				
		3	28,127	44,947	16,821		6.0	35,448	35,448

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
185 TAZEWELL									
	Senior Administrative	6	27,004	28,047	1,043				
	Professional	3	32,905	34,984	2,079	Deputy Clerk	7.0	33,145	33,145
	Supervisory/Management	1	54,184	54,184	0	Supervising Deputy Clerk	1.0	35,540	35,540
						Clerk	2.0	48,894	48,894
	Elected Officer	1	127,263	127,263	0				
		10	31,492	32,742	1,250		10.0	36,535	36,535
187 WARREN									
	Senior Administrative	4	25,696	26,995	1,299				
	Professional	1	30,393	30,914	521	Deputy Clerk	6.6	31,307	31,307
	Senior Professional	1	36,312	36,747	435				
	Supervisory/Management					Clerk	2.0	45,362	45,362
	Elected Officer	1	110,825	110,825	0				
		6	28,248	29,273	1,025		8.6	34,575	34,575
191 WISE/NORTON									
	Senior Administrative	4	24,155	29,823	5,668				
	Professional	1	32,058	36,936	4,878	Deputy Clerk	9.0	33,975	33,975
	Senior Professional	2	43,708	44,642	934				
	Supervisory/Management					Clerk	2.0	47,704	47,704
	Elected Officer	1	127,263	136,135	8,872				
		7	30,871	35,073	4,202		11.0	36,471	36,471
193 WESTMORELAND									
	Senior Administrative	1	30,539	37,909	7,370				
	Professional	1	32,172	41,249	9,077	Deputy Clerk	2.0	30,971	30,971
	Senior Professional	1	37,740	49,579	11,839				
	Supervisory/Management					Clerk	2.0	40,621	40,621
	Elected Officer	1	96,795	103,101	6,306				
		3	33,484	42,912	9,429		4.0	35,796	35,796

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
195 WASHINGTON									
	Administrative	2	24,423	31,365	6,942				
	Senior Administrative	1	27,786	34,809	7,023				
	Professional	4	37,067	41,901	4,834	Deputy Clerk	8.5	34,120	34,120
	Senior Professional	2	40,191	48,762	8,571				
	Supervisory/Management	1	52,438	63,894	11,456	Clerk	2.0	45,491	45,491
	Elected Officer	1	127,263	134,084	6,821				
		10	35,772	42,656	6,884		10.5	36,286	36,286
197 WYTHE									
	Senior Administrative	1	25,422	25,422	0				
	Professional	4	31,022	31,022	0	Deputy Clerk	9.5	33,532	33,532
	Supervisory/Management	1	47,214	47,214	0	Clerk	2.0	49,434	49,434
	Elected Officer	1	110,825	110,825	0				
		6	32,787	32,787	0		11.5	36,297	36,297
199 YORK									
	Administrative	1	21,278	32,678	11,400				
	Senior Administrative	2	25,662	29,828	4,166				
	Professional	5	30,785	34,559	3,774	Deputy Clerk	11.2	35,213	35,213
	Senior Professional	1	36,312	51,936	15,624				
	Supervisory/Management	1	47,685	62,968	15,283	Clerk	2.0	50,645	50,645
	Elected Officer	1	126,251	126,251	0				
		10	31,053	38,004	6,951		13.2	37,551	37,551
510 ALEXANDRIA						(NOVA DIFFERENTIAL AND 15% LOCAL SUPPLEMENT)			
	Professional	8	34,594	36,317	1,724	Deputy Clerk	14.0	38,952	44,794
	Senior Professional	5	42,996	48,573	5,577				
	Supervisory/Management	3	60,415	75,718	15,304	Supervising Deputy Clerk	4.0	51,474	59,195
						Clerk			
	Elected Officer	1	137,476	154,694	17,218				
		16	42,061	47,535	5,474		18.0	41,734	47,995

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
520 BRISTOL									
	Senior Administrative	2	27,540	27,540	0				
	Professional	3	30,950	30,950	0	Deputy Clerk	5.0	32,908	32,908
	Supervisory/Management					Clerk	2.0	49,362	49,362
	Elected Officer	1	96,795	96,795	0				
		5	29,586	29,586	0		7.0	37,609	37,609
530 BUENA VISTA						(\$3,800 TOTAL LOCAL SUPPLEMENT)			
	Senior Administrative	1	22,275	30,188	7,913				
	Professional	1	25,521	35,062	9,541	Deputy Clerk	1.0	33,840	35,740
	Supervisory/Management					Clerk	1.0	59,201	61,101
	Elected Officer	1	78,553	78,553	0				
		2	23,898	32,625	8,727		2.0	46,521	48,421
540 CHARLOTTESVILLE									
	Senior Administrative	5	24,966	31,649	6,683				
	Professional	1	34,824	46,696	11,872	Deputy Clerk	5.0	32,838	32,838
	Supervisory/Management					Supervising Deputy Clerk	1.0	34,536	34,536
						Clerk	1.0	52,163	52,163
	Elected Officer	1	116,435	121,139	4,704				
		6	26,609	34,157	7,548		7.0	35,841	35,841
550 CHESAPEAKE									
	Administrative	1	21,278	21,278	0				
	Senior Administrative	10	26,426	27,213	787				
	Professional	11	32,831	36,138	3,307	Deputy Clerk	38.0	32,583	32,583
	Senior Professional	3	39,305	42,736	3,432				
	Supervisory/Management	5	53,384	55,281	1,897	Supervising Deputy Clerk	8.0	39,953	39,953
						Clerk	2.0	68,785	68,785
	Elected Officer	1	141,742	154,045	12,303				
		30	34,384	36,518	2,134		48.0	35,320	35,320

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
570 COLONIAL HEIGHTS									
	Senior Administrative	4	26,295	37,566	11,271				
	Professional	1	32,507	61,390	28,883	Deputy Clerk	5.0	32,949	32,949
	Supervisory/Management					Clerk	2.0	49,159	49,159
	Elected Officer	1	96,795	101,634	4,839				
		36	36,415	40,590	4,175		55.0	35,608	35,608
590 DANVILLE									
	Senior Administrative	5	22,019	27,464	5,445				
	Professional	4	33,527	35,204	1,677	Deputy Clerk	12.0	35,312	35,312
	Senior Professional	2	43,655	45,818	2,163				
	Supervisory/Management					Clerk	2.0	53,079	53,079
	Elected Officer	1	116,435	122,257	5,822				
		11	30,138	33,616	3,478		14.0	37,850	37,850
630 FREDERICKSBURG									
	Senior Administrative	4	23,970	34,875	10,905				
	Professional	3	26,911	33,135	6,224	Deputy Clerk	10.5	33,788	33,788
	Senior Professional	1	36,312	52,000	15,688				
	Supervisory/Management					Supervising Deputy Clerk	2.0	40,778	40,778
						Clerk	2.0	54,377	54,377
	Elected Officer	1	110,825	120,800	9,975				
		8	26,616	36,363	9,747		14.5	37,592	37,592
640 GALAX		(INCL BETWEEN CARROLL & GRAYSON)							
	Professional				0	Deputy Clerk	3.5	31,487	31,487
	Supervisory/Management				0	Clerk	1.0	43,275	43,275
		0	0	0	0		4.5	34,107	34,107

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
650 HAMPTON									
	Administrative	3	21,278	21,278	0				
	Senior Administrative	3	25,559	25,867	308				
	Professional	9	31,886	32,507	621	Deputy Clerk	26.6	33,732	33,732
	Senior Professional	3	41,319	41,319	0				
	Supervisory/Management	1	68,316	68,316	0	Supervising Deputy Clerk	5.0	44,092	44,092
						Clerk	2.0	66,359	66,359
	Elected Officer	1	137,476	142,477	5,001				
		19	32,619	32,962	343		33.6	37,216	37,216
670 HOPEWELL									
	Senior Administrative	1	5,433	33,742	28,309				
	Professional	2	31,850	40,255	8,406	Deputy Clerk	5.0	31,701	31,701
	Supervisory/Management	1	47,214	47,214	0	Supervising Deputy Clerk	1.0	35,524	35,524
						Clerk	1.0	66,335	66,335
	Elected Officer	1	110,825	123,490	12,665				
		4	29,087	40,367	11,280		7.0	37,195	37,195
680 LYNCHBURG									
	Senior Administrative	5	26,575	26,575	0				
	Professional	3	32,122	32,122	0	Deputy Clerk	13.0	33,935	33,935
	Senior Professional	3	37,214	37,214	0				
	Supervisory/Management	1	49,922	49,922	0	Supervising Deputy Clerk	3.0	44,149	44,149
						Clerk	2.0	57,313	57,313
	Elected Officer	1	126,251	126,251	0				
		12	32,567	32,567	0		18.0	38,235	38,235
690 MARTINSVILLE									
	Senior Administrative	1	27,786	29,213	1,427				
	Professional	2	33,262	34,933	1,671	Deputy Clerk	1.0	30,342	30,342
	Senior Professional	2	45,403	47,498	2,095				
	Supervisory/Management					Clerk	1.0	46,681	46,681
	Elected Officer	1	105,797	110,508	4,711				
		5	37,023	38,815	1,792		2.0	38,512	38,512

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
700 NEWPORT NEWS (BUDGETED NOT REIMBURSED PER §17.1-288 CODE OF VA)									
	Administrative	1	27,540	30,000	2,460				
	Senior Administrative	8	29,099	32,041	2,943				
	Professional	7	33,332	37,469	4,136	Deputy Clerk	37.0	34,164	34,164
	Senior Professional	9	45,438	52,712	7,274				
	Supervisory/Management	1	65,890	78,821	12,931	Supervising Deputy Clerk	6.0	42,332	42,332
						Clerk	2.0	68,223	68,223
	Elected Officer	1	141,742	148,616	6,874				
		26	37,250	42,379	5,129		45.0	36,767	36,767
710 NORFOLK									
	Administrative	4	23,024	25,486	2,461				
	Senior Administrative	15	26,029	26,174	146				
	Professional	19	31,411	33,291	1,880	Deputy Clerk	61.0	35,198	35,198
	Senior Professional	3	38,298	44,363	6,064				
	Supervisory/Management	7	58,899	79,306	20,407	Supervising Deputy Clerk	12.0	53,482	53,482
						Clerk	2.0	106,801	106,801
	Elected Officer	1	141,742	141,742	0				
		48	33,469	37,819	4,350		75.0	40,032	40,032
730 PETERSBURG									
	Administrative	1	21,997	21,997	0				
	Senior Administrative	4	25,027	29,156	4,129				
	Professional	2	29,945	29,945	0	Deputy Clerk	11.6	32,696	32,696
	Senior Professional	1	36,312	43,326	7,014				
	Supervisory/Management					Supervising Deputy Clerk	2.0	35,900	35,900
						Clerk	1.0	47,197	47,197
	Elected Officer	1	110,825	114,735	3,910				
		8	27,288	30,229	2,941		14.6	34,128	34,128

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
740 PORTSMOUTH						(9.5% LOCAL SUPPLEMENT)			
	Senior Administrative	8	27,313	29,339	2,027				
	Professional	8	33,704	34,865	1,161	Deputy Clerk	23.0	32,762	34,573
	Senior Professional	4	40,595	42,019	1,425				
	Supervisory/Management	1	73,099	73,099	0	Supervising Deputy Clerk	6.0	44,310	47,232
						Clerk	2.0	65,209	68,402
	Elected Officer	1	137,476	145,200	7,724				
		21	34,458	35,943	1,486		31.0	37,090	39,206
750 RADFORD									
	Administrative	1	21,661	32,578	10,917				
	Senior Administrative	1	25,422	30,113	4,691				
	Professional					Deputy Clerk	3.0	37,570	37,570
	Senior Professional	1	36,312	41,677	5,365				
	Supervisory/Management					Clerk	1.0	49,941	49,941
	Elected Officer	1	96,795	102,776	5,981				
		3	27,798	34,789	6,991		4.0	40,663	40,663
760 RICHMOND CITY (BUDGETED NOT REIMBURSED PER §17.1-288 CODE OF VA)									
	Senior Administrative	3	31,559	31,559	0				
	Professional	17	37,201	38,088	888	Deputy Clerk	59.0	35,127	35,127
	Senior Professional	15	44,764	46,360	1,597				
	Supervisory/Management	6	63,914	66,347	2,433	Supervising Deputy Clerk	15.0	45,548	45,548
						Clerk	4.0	71,843	71,843
	Elected Officer	1	141,742	148,830	7,088				
		41	43,464	44,772	1,308		78.0	39,014	39,014

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
770 ROANOKE CITY (BUDGETED NOT REIMBURSED PER CITY CHARTER)						(\$3,000 PER FTE LOCAL SUPPLEMENT)			
	Senior Administrative	3	32,509	32,652	143				
	Professional	20	37,421	37,593	172	Deputy Clerk	30.2	33,059	36,059
	Senior Professional	2	48,659	53,510	4,851				
	Supervisory/Management	1	79,763	79,763	0	Supervising Deputy Clerk	7.0	37,800	40,800
						Clerk	2.0	77,929	80,929
	Elected Officer	1	126,251	126,251	0				
		26	39,348	39,870	522		39.2	36,195	39,195
775 SALEM						(\$3,000 PER FTE LOCAL SUPPLEMENT)			
	Administrative	2	23,265	34,310	11,045				
	Senior Administrative	1	26,380	35,152	8,772				
	Professional					Deputy Clerk	5.6	33,388	36,066
	Supervisory/Management	1	47,214	65,166	17,952	Clerk	1.0	59,762	62,762
	Elected Officer	1	110,825	115,336	4,511				
		4	30,031	42,234	12,203		6.6	37,384	40,111
790 STAUNTON									
	Senior Administrative	1	27,302	31,827	4,525				
	Professional	2	37,819	43,782	5,963	Deputy Clerk	3.5	31,166	31,166
	Senior Professional	1	44,459	56,639	12,180				
	Supervisory/Management					Clerk	1.0	46,189	46,189
	Elected Officer	1	121,132	140,934	19,802				
		4	36,850	44,007	7,158		4.5	34,505	34,505

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
800 SUFFOLK									
	Senior Administrative	4	25,681	45,174	19,493				
	Professional	5	30,427	47,496	17,069	Deputy Clerk	11.0	32,075	32,075
	Senior Professional	1	34,853	45,870	11,017				
	Supervisory/Management	1	49,666	91,983	42,317	Supervising Deputy Clerk	1.0	37,008	37,008
						Clerk	2.0	49,834	49,834
	Elected Officer	1	126,251	138,614	12,363				
		11	30,853	50,548	19,695		14.0	34,964	34,964
810 VIRGINIA BEACH									
	Senior Administrative	27	26,858	29,174	2,316				
	Professional	14	32,981	36,478	3,497	Deputy Clerk	72.0	33,015	33,015
	Senior Professional	5	43,410	47,130	3,720				
	Supervisory/Management	5	69,777	72,837	3,060	Supervising Deputy Clerk	18.0	44,396	44,396
						Clerk	2.0	78,516	78,516
	Elected Officer	1	145,896	164,103	18,207				
		51	34,369	37,220	2,851		92.0	36,231	36,231
820 WAYNESBORO									
	Administrative	2	23,136	29,220	6,084				
	Professional	1	31,352	36,552	5,200	Deputy Clerk	4.0	34,028	34,028
	Senior Professional	1	36,447	46,782	10,335				
	Supervisory/Management					Clerk	2.0	59,837	59,837
	Elected Officer	1	110,825	118,026	7,201				
		4	28,518	35,443	6,926		6.0	42,631	42,631

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
ALL OFFICES INCLUDING NOVA									
	Administrative	59	21,782	32,728	10,946				
	Senior Administrative	365	26,095	35,158	9,063				
	Professional	420	32,880	40,842	7,962	Deputy Clerk	1,217.8	34,212	35,103
	Senior Professional	167	40,588	48,960	8,371				
	Supervisory/Management	72	55,912	71,138	15,226	Supervising Deputy Clerk	175.6	45,411	47,236
						Clerk	192.0	54,153	54,890
	Elected Officer	120	112,581	118,677	6,095				
	TOTAL INCL CLERK	1,203	40,676	49,424	8,748	COMBINED ALL COURTS	1,585.4	37,867	38,843
	STAFF EXCL CLERK	1,083	32,708	41,750	9,042				
NOVA ONLY									
	Administrative	13	22,866	49,460	26,594				
	Senior Administrative	66	26,356	53,433	27,076				
	Professional	73	33,369	56,406	23,037	Deputy Clerk	14.0	38,952	44,794
	Senior Professional	20	41,139	67,946	26,807				
	Supervisory/Management	17	54,994	87,298	32,305	Supervising Deputy Clerk	89.0	39,643	41,973
						Clerk	100.3	40,291	46,334
	Elected Officer	5	144,212	156,929	12,717				
	TOTAL INCL CLERK	194	35,832	61,417	25,585	COMBINED ALL COURTS	203.3	39,915	44,319
	STAFF EXCL CLERK	189	32,965	58,890	25,925				
ALL OFFICES EXCLUDING NOVA									
	Administrative	46	21,475	27,999	6,524				
	Senior Administrative	299	26,037	31,124	5,087				
	Professional	347	32,777	37,567	4,791	Deputy Clerk	1,203.8	34,157	34,990
	Senior Professional	147	40,513	46,376	5,863				
	Supervisory/Management	55	56,196	66,143	9,948	Supervising Deputy Clerk	86.6	51,339	52,644
						Clerk	91.7	69,315	64,249
	Elected Officer	115	111,206	117,014	5,807				
	TOTAL INCL CLERK	1,009	41,607	47,118	5,511	COMBINED ALL COURTS	1,382.1	37,566	38,038
	STAFF EXCL CLERK	894	32,654	38,127	5,473				

NOTE: Average total salary amounts include the state funded salary plus the local salary supplement. District Court positions and salaries include part-time FTE.

Appendix C – Side-by-side Comparison – Non Supplementing Localities

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
023 BOTETOURT									
	Senior Administrative	2	32,355	32,355	0				
	Professional	2	38,150	38,150	0	Deputy Clerk	5.5	31,227	31,227
	Senior Professional	1	40,812	40,812	0				
	Supervisory/Management					Clerk	1.0	47,197	47,197
	Elected Officer	1	110,825	110,825	0				
		5	36,364	36,364	0		6.5	33,684	33,684
025 BRUNSWICK									
	Professional	2	31,808	31,808	0	Deputy Clerk	4.5	33,007	33,007
	Senior Professional	1	40,648	40,648	0				
	Supervisory/Management					Supervising Deputy Clerk	1.0	37,008	37,008
						Clerk	1.0	47,010	47,010
	Elected Officer	1	96,795	96,795	0				
		3	34,754	34,754	0		6.5	35,777	35,777
036 CHARLES CITY									
	Professional	2	30,800	30,800	0				
	Supervisory/Management					Clerk	1.0	52,266	52,266
	Elected Officer	1	78,553	78,553	0				
		2	30,800	30,800	0		1.0	52,266	52,266
045 CRAIG									
	Senior Administrative	1	10,615	10,615	0				
	Professional					Deputy Clerk	1.0	30,342	30,342
	Senior Professional	1	40,945	40,945	0				
	Supervisory/Management					Clerk	1.0	40,228	40,228
	Elected Officer	1	85,858	85,858	0				
		2	25,780	25,780	0		2.0	35,285	35,285

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
051 DICKENSON						(\$9,000 TOTAL LOCAL SUPPLEMENT)			
	Senior Administrative	2	29,775	29,775	0				
	Professional	1	33,052	33,052	0	Deputy Clerk	3.5	36,236	38,808
	Supervisory/Management					Clerk	1.0	61,180	61,180
	Elected Officer	1	96,795	96,795	0				
		3	30,867	30,867	0		4.5	41,779	43,779
091 HIGHLAND									
	Senior Administrative	1	28,152	28,152	0				
	Professional	1	30,393	30,393	0	Deputy Clerk	1.0	30,342	30,342
	Supervisory/Management					Clerk	1.0	39,797	39,797
	Elected Officer	1	78,553	78,553	0				
		2	29,273	29,273	0		2.0	35,070	35,070
095 JAMES CITY/ WILLIAMSBURG									
	Senior Administrative	4	26,529	26,529	0				
	Professional	3	33,104	33,104	0	Deputy Clerk	8.5	31,581	31,581
	Senior Professional	2	37,583	37,583	0				
	Supervisory/Management	1	49,465	49,465	0	Supervising Deputy Clerk	1.0	37,263	37,263
						Clerk	2.0	48,814	48,814
	Elected Officer	1	126,251	126,251	0				
		10	33,006	33,006	0		11.5	35,072	35,072
109 LOUISA									
	Senior Administrative	3	26,564	26,564	0				
	Professional	1	33,056	33,056	0	Deputy Clerk	4.0	32,799	32,799
	Senior Professional	1	36,312	36,312	0				
	Supervisory/Management					Clerk	2.0	41,415	41,415
	Elected Officer	1	110,825	110,825	0				
		5	29,812	29,812	0		6.0	35,671	35,671

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
111 LUNENBURG									
	Administrative	1	23,257	23,257	0				
	Senior Administrative	1	29,262	29,262	0				
	Professional	1	33,220	33,220	0	Deputy Clerk	1.0	32,103	32,103
	Supervisory/Management					Clerk	1.0	40,660	40,660
	Elected Officer	1	105,797	105,797	0				
		3	28,580	28,580	0		2.0	36,382	36,382
119 MIDDLESEX									
	Administrative	1	21,278	21,278	0				
	Professional	2	29,420	29,420	0				
	Elected Officer	1	96,795	96,795	0				
		3	26,706	26,706	0		0.0	0	0
135 NOTTOWAY									
	Professional	1	30,393	30,393	0	Deputy Clerk	2.0	31,852	31,852
	Senior Professional	1	37,449	37,449	0				
	Supervisory/Management					Clerk	1.0	46,681	46,681
	Elected Officer	1	96,795	96,795	0				
		2	33,921	33,921	0		3.0	36,795	36,795
143 PITTSYLVANIA									
	Senior Administrative	4	28,346	28,346	0				
	Professional	2	32,620	32,620	0	Deputy Clerk	9.4	31,246	31,246
	Senior Professional	3	37,353	37,353	0				
	Supervisory/Management					Clerk	1.5	50,129	50,129
	Elected Officer	1	116,435	116,435	0				
		9	32,298	32,298	0		10.9	33,845	33,845
155 PULASKI									
	Senior Administrative	1	1	1	0				
	Professional	2	33,220	33,220	0	Deputy Clerk	7.0	32,890	32,890
	Senior Professional	4	44,190	44,190	0				
	Supervisory/Management					Clerk	2.0	45,994	45,994
	Elected Officer	1	121,132	121,132	0				
		7	34,743	34,743	0		9.0	35,802	35,802

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
157 RAPPAHANNOCK									
	Professional	1	34,062	34,062	0	Deputy Clerk	1.0	35,558	35,558
	Senior Professional	1	44,211	44,211	0				
	Supervisory/Management					Clerk	1.0	54,474	54,474
	Elected Officer	1	78,553	99,155	20,602				
		2	39,137	39,137	0		2.0	45,016	45,016
197 WYTHE									
	Senior Administrative	1	25,422	25,422	0				
	Professional	4	31,022	31,022	0	Deputy Clerk	9.5	33,532	33,532
	Supervisory/Management	1	47,214	47,214	0	Clerk	2.0	49,434	49,434
	Elected Officer	1	110,825	110,825	0				
		6	32,787	32,787	0		11.5	36,297	36,297
520 BRISTOL									
	Senior Administrative	2	27,540	27,540	0				
	Professional	3	30,950	30,950	0	Deputy Clerk	5.0	32,908	32,908
	Supervisory/Management					Clerk	2.0	49,362	49,362
	Elected Officer	1	96,795	96,795	0				
		5	29,586	29,586	0		7.0	37,609	37,609
680 LYNCHBURG									
	Senior Administrative	5	26,575	26,575	0				
	Professional	3	32,122	32,122	0	Deputy Clerk	13.0	33,935	33,935
	Senior Professional	3	37,214	37,214	0				
	Supervisory/Management	1	49,922	49,922	0	Supervising Deputy Clerk	3.0	44,149	44,149
						Clerk	2.0	57,313	57,313
	Elected Officer	1	126,251	126,251	0				
		12	32,567	32,567	0		18.0	38,235	38,235

Locality	Circuit Court (excl unfunded pos; average excl elected officer)					All District Courts Combined			
	Role	Position Count	Average State Salary	Average Total Salary	Average Supplement	Classification	Position Count	Average State Salary	Average Total Salary
LOCALITIES NOT SUPPLEMENTING STAFF SALARIES									
	Administrative	2	22,268	22,268	0				
	Senior Administrative	27	26,106	26,106	0				
	Professional	31	32,220	32,220	0	Deputy Clerk	75.9	32,766	32,885
	Senior Professional	18	39,778	39,778	0				
	Supervisory/Management	3	48,867	48,867	0	Supervising Deputy Clerk	5.0	41,344	41,344
						Clerk	22.5	48,415	48,415
	Elected Officer	17	101,990	103,202	1,212				
	TOTAL INCL CLERK	98	44,333	44,544	210	COMBINED ALL COURTS	103.4	36,586	36,674
	STAFF EXCL CLERK	81	32,232	32,232					

NOTE: Average total salary amounts include the state funded salary plus the local salary supplement.