

**CONSTITUTIONAL OFFICERS OF
HAMILTON COUNTY, TENNESSEE**

FINANCIAL REPORT

Fiscal Year Ending June 30, 2022



OFFICE OF INTERNAL AUDIT
455 N. HIGHLAND PARK AVENUE
CHATTANOOGA, TENNESSEE 37404

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Weston Wamp
County Mayor

Board of Commissioners
D.C. (Chip) Baker
Greg Beck
Mike Chauncey
Jeff Eversole
Joe Graham
Lee Helton
Steve Highlander
Warren Mackey
David Sharpe
Gene-o Shipley
Ken Smith



Jenneth Randall, CPA, CGFM, CCFO
County Auditor

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Assistant County Auditor

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Austin Durall, CFE, CGFM, CCFO
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Roger Kincer, CCFO
Maricela Madera
Johnetta Truss, CCFO

Hamilton County, Tennessee

Office of Internal Audit

TO: Weston Wamp, County Mayor
Chip Baker, Chairman – Hamilton County Commission
Hamilton County Board of Commissioners

DATE: January 24, 2023

SUBJECT: Audit of the Financial Statements of the Hamilton County Constitutional Officers
for the Fiscal Year Ended June 30, 2022

AUDIT SCOPE

Our test work at the offices of the Circuit Court Clerk, Clerk and Master, County Clerk, Criminal Court Clerk, Juvenile Court Clerk, Register, Sheriff, and Trustee for fiscal year 2022 was performed in conjunction with the County's external auditors Mauldin & Jenkins, LLC.

AUDIT OBJECTIVES

The objectives of our audit procedures were:

- to determine that internal control procedures are adequate to ensure that the revenue and expenditure activities of the office are properly recorded in all material respects and that its assets were safeguarded against waste, loss, or misappropriation;
- to determine that the office's procedures were performed in accordance with County policy and applicable laws;
- to determine the propriety of billings for the services performed;
- to determine, in conjunction with the work performed by the external auditors, that the offices' financial statements as of and for the fiscal year ended June 30, 2022, are fairly stated in all material respects.

AUDIT PROCEDURES

Our procedures consisted of the following:

- review of office procedures, internal controls, and tests of compliance with such controls to determine that the accounting system is adequate to ensure that revenues and expenditures are properly recorded in all material respects;
- detail tests of certain transactions during the fiscal year ended June 30, 2022, to ensure that charges and fees or commissions were properly computed based upon the service performed and were recorded correctly in all material respects;
- preparation of the June 30, 2022, trial balance and supporting schedules based on the accounting records maintained by the office.

AUDITORS' OPINION

Mauldin & Jenkins, LLC, in their Independent Auditors' Report on the County's Annual Comprehensive Financial Report (ACFR) stated that, in their opinion, the financial statements of Hamilton County, Tennessee (inclusive of component units, major funds, and the remaining aggregate funds) as of June 30, 2022, and for the year then ended are fairly presented in all material respects.

The County's ACFR includes a summarized version of the financial statements for each constitutional office. The financial information included herein shows additional detail on the financial operations of each respective constitutional officer. All amounts included in the attached financial statements agree with the financial information reported in the FY 2022 ACFR. As part of our examination, we evaluated internal controls as required by Governmental Auditing Standards.

We appreciate the help of all the Hamilton County constitutional officers' staff in assisting us during our audit. Please get in touch with us if we can be of assistance.



Jenneth Randall, County Auditor

CIRCUIT COURT CLERK

The Hamilton County, Circuit Court Clerk, acts as an agent for the Circuit Court and the Civil Division of General Sessions Court. The Clerk's office is divided into two major divisions: the Circuit Court Division and the Sessions Court Division. The primary functions of the Circuit Court and Sessions Court divisions are to maintain court records and collect and disburse litigation taxes, court costs, fines, fees, restitution, child support, etc., as ordered by the respective court.

Larry L. Henry was elected to the Hamilton County Circuit Court Clerk position, assumed his duties on September 1, 2014, and has served continuously since.

CIRCUIT COURT CLERK - LARRY L. HENRY
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
BALANCE SHEET AND
STATEMENT OF FIDUCIARY NET POSITION
June 30, 2022
(With comparative totals for 2021)

	Governmental Fund Type	Fiduciary Fund Type	Totals	
	General Fund	Custodial Funds	2022	2021
ASSETS				
Cash and cash equivalents	\$ 12,040	\$ 3,720,953	\$ 3,732,993	\$ 4,850,694
Savings accounts and investments made on behalf of litigants and beneficiaries	-	2,492,551	2,492,551	2,905,534
Prepaid expense	-	-	-	53,864
Investment	5,343	-	5,343	-
Due from others	-	-	-	1,115
Total assets	<u>\$ 17,383</u>	<u>\$ 6,213,504</u>	<u>\$ 6,230,887</u>	<u>\$ 7,811,207</u>
LIABILITIES, FUND BALANCE AND NET POSITION				
Liabilities				
Due to State of Tennessee	\$ -	\$ 27,917	\$ 27,917	\$ 24,816
Due to Hamilton County	11,365	-	11,365	63,458
Due to others	-	77,043	77,043	65,947
Accrued and other liabilities	89,587	-	89,587	60,308
Total liabilities	<u>100,952</u>	<u>104,960</u>	<u>205,912</u>	<u>214,529</u>
Fund Balance/Net Position				
Unassigned	(83,569)	-	(83,569)	330,241
Restricted for Litigants and Beneficiaries	-	6,108,544	6,108,544	7,266,437
Total fund balance/net position	<u>(83,569)</u>	<u>6,108,544</u>	<u>6,024,975</u>	<u>7,596,678</u>
TOTAL LIABILITIES, FUND BALANCE AND NET POSITION	<u>\$ 17,383</u>	<u>\$ 6,213,504</u>	<u>\$ 6,230,887</u>	<u>\$ 7,811,207</u>

The Notes to Financial Statements are an integral part of this statement.

CIRCUIT COURT CLERK - LARRY L. HENRY
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE OF ALL GOVERNMENTAL FUNDS
Year Ended June 30, 2022
(With comparative totals for 2021)

	2022	2021
REVENUES		
Fees and commissions (other than Data Processing)		
Circuit Division	\$ 726,124	\$ 872,799
General Sessions - Civil Division	992,426	953,579
Data processing fees		
Circuit Division	8,884	8,534
General Sessions - Civil Division	44,124	35,640
Interest	(1,580)	8,948
Total revenues	<u>1,769,978</u>	<u>1,879,500</u>
EXPENDITURES		
Circuit Court Clerk's salary	136,038	130,806
Other salaries		
Circuit Division	1,128,325	1,093,066
General Sessions - Civil Division	770,940	741,154
Employee benefits	1,095,907	1,065,301
Purchased services	56,364	34,613
Materials, supplies and repair	33,177	32,060
Rent, insurance and other	224,819	206,021
Capital outlay	-	2,702
Total expenditures	<u>3,445,570</u>	<u>3,305,723</u>
Revenues over (under) expenditures	(1,675,592)	(1,426,223)
OTHER FINANCING SOURCES/(USES)		
Appropriation from Hamilton County	2,973,771	3,442,297
Fees Transferred to Hamilton County	(1,711,989)	(1,806,650)
Total other financing sources/(uses)	<u>1,261,782</u>	<u>1,635,647</u>
Net change in Fund Balance	(413,810)	209,424
Fund Balance at Beginning of Year	<u>330,241</u>	<u>120,817</u>
Fund Balance at End of Year	<u>\$ (83,569)</u>	<u>\$ 330,241</u>

The Notes to Financial Statements are an integral part of this statement.

CIRCUIT COURT CLERK - LARRY L. HENRY
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
Year Ended June 30, 2022

ADDITIONS:	<u>Custodial Funds</u>
Circuit Division:	
Judgments for litigants and beneficiaries	\$ 6,066,015
State litigation taxes	70,145
Child support and alimony	9,800
Miscellaneous	81,052
Other	11,090
General Sessions - Civil Division:	
Judgments for litigants and beneficiaries	4,207,370
State litigation taxes	195,818
Miscellaneous	366,365
Total Additions	<u>11,007,655</u>
DEDUCTIONS:	
Circuit Division:	
Judgments for litigants and beneficiaries	\$ 7,297,008
State litigation taxes	70,145
Child support and alimony	9,800
Miscellaneous	81,052
Other	11,090
General Sessions - Civil Division:	
Judgments for litigants and beneficiaries	4,134,270
State litigation taxes	195,818
Miscellaneous	366,365
Total Deductions	<u>12,165,548</u>
Net Increase (decrease) in fiduciary net position	(1,157,893)
Net position, beginning of year	<u>7,266,437</u>
Net position, end of year	<u>\$ 6,108,544</u>

The Notes to Financial Statements are an integral part of this statement.

CLERK & MASTER

The Hamilton County Clerk & Master serves in the dual role of Clerk of the Chancery Court and the Master in Chancery. As Clerk of the Chancery Court, she exercises all the duties and powers conferred upon clerks of court generally; the role is almost exclusively clerical, and law or orders of the court strictly define the powers exercised. As the Master in Chancery, she is a judicial officer clothed with many of the powers of a Chancellor. There is no question of Law of Equity, or disputed fact, which the Clerk & Master may not have an occasion to decide or to report her opinion to the court. The office is divided into six major divisions.

The Equity Division maintains court records and collects and disburses litigation taxes, court costs, judgments, fees, etc., on actions filed in Chancery Court. The Delinquent Property Tax Division maintains court records and collects and disburses delinquent property taxes, attorney fees, court costs, and other fees. This division also sells property on actions filed by local governments against property owners delinquent in property taxes. The Probate Division oversees the administration of the estates of deceased persons. The Guardian Division handles adoptions, supervises conservatorships and guardianships of incompetent persons, and collects and disburses the fees on these cases. The Finance Division maintains and supervises investments of monies held in the court's registry. The General Services Division supports the courts through court officers, process servers, law clerks, judicial clerks for motions and appeals, and information systems.

Robin Miller was appointed Hamilton County Clerk & Master in September 2015 and has served continuously since.

CLERK & MASTER - ROBIN MILLER
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
BALANCE SHEET AND
STATEMENT OF FIDUCIARY NET POSITION
June 30, 2022
(With comparative totals for 2021)

	Governmental Fund Type	Fiduciary Fund Type	Totals	
	General Fund	Custodial Funds	2022	2021
ASSETS				
Cash and cash equivalents	\$ 1,976,720	\$ 26,616,283	\$ 28,593,003	\$ 23,045,876
Savings accounts and investments made on behalf of litigants and beneficiaries	-	8,226,293	8,226,293	7,704,934
Prepaid expense	1,177	-	1,177	39,378
Total assets	<u>\$ 1,977,897</u>	<u>\$ 34,842,576</u>	<u>\$ 36,820,473</u>	<u>\$ 30,790,188</u>
LIABILITIES, FUND BALANCE AND NET POSITION				
Liabilities:				
Due to Hamilton County	\$ 438,541	\$ -	\$ 438,541	\$ 592,304
Due to municipalities	-	440,344	440,344	384,692
Due to back tax attorneys	-	62,777	62,777	68,825
Due to others	-	8,027,984	8,027,984	6,037,062
Accrued and other liabilities	690	-	690	44,056
Total liabilities	<u>439,231</u>	<u>8,531,105</u>	<u>8,970,336</u>	<u>7,126,939</u>
Fund Balance/Net Position				
Restricted for computer-related purchases	233,919	-	233,919	-
Unassigned	1,304,747	-	1,304,747	1,858,396
Restricted for Litigants and Beneficiaries	-	26,311,471	26,311,471	21,804,853
Total fund balance/net position	<u>1,538,666</u>	<u>26,311,471</u>	<u>27,850,137</u>	<u>23,663,249</u>
TOTAL LIABILITIES, FUND BALANCE AND NET POSITION	<u>\$ 1,977,897</u>	<u>\$ 34,842,576</u>	<u>\$ 36,820,473</u>	<u>\$ 30,790,188</u>

The Notes to Financial Statements are an integral part of this statement.

CLERK & MASTER - ROBIN MILLER
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE FOR ALL GOVERNMENTAL FUNDS
Year Ended June 30, 2022
(With comparative totals for 2021)

	2022	2021
REVENUES		
Chancery Court division	\$ 171,981	\$ 204,938
Delinquent tax division	1,800,081	2,324,643
Probate division	352,218	322,904
Interest	35,985	21,015
Total revenues	<u>2,360,265</u>	<u>2,873,500</u>
EXPENDITURES		
Clerk & Master's salary	135,517	130,806
Commissions paid to Clerk & Master	5,000	5,000
Other salaries and wages	1,398,418	1,459,460
Office equipment, maintenance and rentals	26,923	46,470
Computer Expenses	1,290	14,968
Miscellaneous	57,019	41,260
Total expenditures	<u>1,624,167</u>	<u>1,697,964</u>
Revenues over expenditures	736,098	1,175,536
OTHER FINANCING SOURCES/(USES)		
Excess fees remitted to Hamilton County	(1,055,828)	(973,343)
Total other financing sources/(uses)	<u>(1,055,828)</u>	<u>(973,343)</u>
Net change in Fund Balance	(319,730)	202,193
Fund Balance at Beginning of Year	1,858,396	1,656,203
Fund Balance at End of Year	<u>\$ 1,538,666</u>	<u>\$ 1,858,396</u>

The Notes to Financial Statements are an integral part of this statement.

CLERK & MASTER - ROBIN MILLER
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
Year Ended June 30, 2022

	Custodial Funds
ADDITIONS:	
State Funds - Litigation taxes	\$ 46,198
Judgments for litigants and beneficiaries	31,448,753
Delinquent property taxes, penalties and interest for municipalities	3,399,915
Attorneys' fees	598,227
Back tax sales	5,955,630
Other	8,317,498
Total additions	\$ 49,766,221
DEDUCTIONS:	
State Funds - Litigation taxes	\$ 46,198
Judgments for litigants and beneficiaries	26,942,135
Delinquent property taxes, penalties and interest for municipalities	3,399,915
Attorneys' fees	598,227
Back tax sales	5,955,630
Other	8,317,498
Total deductions	45,259,603
Net increase (decrease) in fiduciary net position	4,506,618
Net position, beginning of year	21,804,853
Net position, end of year	\$ 26,311,471

The Notes to Financial Statements are an integral part of this statement.

COUNTY CLERK

The Hamilton County Clerk acts as an agent in collecting County taxes (other than real and personal property) and serves as an agent for the State in collecting taxes and fees for automobile tag renewals, registrations, and licenses. The office is divided into two major divisions: the Motor Vehicle Division and the County Division.

The Motor Vehicle Division is primarily responsible for issuing driver's licenses, vehicle license tags, and vehicle titles. Subsequently, the Clerk collects and disburses these fees and taxes to the appropriate agency.

The County Division is primarily responsible for issuing business licenses, marriage licenses, game and fish licenses, etc. Subsequently, the Clerk collects and disburses these fees and taxes to the appropriate agency.

The County Clerk also serves as secretary to the Hamilton County Commission.

William F. Knowles was elected to the position of Hamilton County Clerk in 1974 and has served continuously since.

COUNTY CLERK - WILLIAM F. KNOWLES
 A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
 BALANCE SHEET AND
 STATEMENT OF FIDUCIARY NET POSITION
 June 30, 2022
 (With comparative totals for 2021)

	Governmental Fund Type	Fiduciary Fund Type	Totals	
	General Fund	Custodial Funds	2022	2021
ASSETS				
Cash and cash equivalents	\$ 2,333,732	\$ 5,387,087	\$ 7,720,819	\$ 5,885,683
Accounts receivable	-	3,624	3,624	339
Total assets	<u>\$ 2,333,732</u>	<u>\$ 5,390,711</u>	<u>\$ 7,724,443</u>	<u>\$ 5,886,022</u>
LIABILITIES, FUND BALANCE AND NET POSITION				
Liabilities:				
Due to State of Tennessee	\$ -	\$ 5,268,473	\$ 5,268,473	\$ 3,921,037
Due to City of Chattanooga	-	45,300	45,300	42,730
Due to Hamilton County	110,035	-	110,035	101,197
Accrued and other liabilities	101,389	-	101,389	92,069
Total liabilities	<u>211,424</u>	<u>5,313,773</u>	<u>5,525,197</u>	<u>4,157,033</u>
Fund Balance/Net Position				
Restricted for insurance verification	55,765	-	55,765	36,065
Restricted for organ donor program	1,248	-	1,248	1,248
Restricted for computer-related purchases	565,944	-	565,944	458,707
Unassigned	1,499,351	-	1,499,351	1,124,441
Restricted net position	<u>-</u>	<u>76,938</u>	<u>76,938</u>	<u>108,528</u>
Total fund balance/net position	<u>2,122,308</u>	<u>76,938</u>	<u>2,199,246</u>	<u>1,728,989</u>
TOTAL LIABILITIES, FUND BALANCE AND NET POSITION	<u>\$ 2,333,732</u>	<u>\$ 5,390,711</u>	<u>\$ 7,724,443</u>	<u>\$ 5,886,022</u>

The Notes to Financial Statements are an integral part of this statement.

COUNTY CLERK - WILLIAM F. KNOWLES
 A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
 STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCE OF ALL GOVERNMENTAL FUNDS
 Year Ended June 30, 2022
 (With comparative totals for 2021)

	2022	2021
REVENUES		
Motor vehicle fees	\$ 4,608,079	\$ 3,983,125
Business license fees	952,993	1,041,950
Motor vehicle online renewal fees	111,036	101,760
Marriage license fees	49,835	48,370
Boat registration fees	82,083	82,655
Notary fees	12,110	11,610
Computer fees	128,227	126,409
Insurance verification fees	19,700	15,310
Miscellaneous	30,802	31,570
Interest	10,180	3,756
Total revenues	<u>6,005,045</u>	<u>5,446,515</u>
EXPENDITURES		
County Clerk's salary	136,038	130,806
Other salaries	2,939,607	2,843,596
Contracted wages - temporary services	5,477	21,683
Computer equipment and supplies	20,989	21,972
Miscellaneous	31,087	25,747
Total expenditures	<u>3,133,198</u>	<u>3,043,804</u>
Revenues over expenditures	2,871,847	2,402,711
OTHER FINANCING SOURCES/(USES)		
Excess fees remitted to Hamilton County	<u>(2,370,000)</u>	<u>(1,922,000)</u>
Net change in Fund Balance	501,847	480,711
Fund Balance at Beginning of Year	<u>1,620,461</u>	<u>1,139,750</u>
Fund Balance at End of Year	<u>\$ 2,122,308</u>	<u>\$ 1,620,461</u>

The Notes to Financial Statements are an integral part of this statement.

COUNTY CLERK - WILLIAM F. KNOWLES
 A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
 STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
 Year Ended June 30, 2022

	Custodial Funds
ADDITIONS:	
State Funds	
Motor vehicle registration	\$ 20,271,389
Sales and use tax	23,322,694
Notary commissions	8,645
Marriage privilege tax	175,000
Other	7,047
Totals - State Funds	43,784,775
Funds Held For Others	
City of Chattanooga - Motor vehicle renewals	480,285
Contractor - tenant escrow	298
Dealer Escrow	361,800
Refunds	249,169
Totals - Funds Held For Others	1,091,552
Total additions	44,876,327
DEDUCTIONS:	
State Funds	
Motor vehicle registration	\$ 20,271,389
Sales and use tax	23,322,694
Notary commissions	8,645
Marriage privilege tax	175,000
Other	7,047
Totals - State Funds	43,784,775
Funds Held For Others	
City of Chattanooga - Motor vehicle renewals	480,285
Contractor - tenant escrow	30,080
Dealer Escrow	363,608
Refunds	249,169
Totals - Funds Held For Others	1,123,142
Total deductions	44,907,917
Net increase (decrease) in fiduciary net position	(31,590)
Net position, beginning of year	108,528
Net position, end of year	\$ 76,938

The Notes to Financial Statements are an integral part of this statement.

CRIMINAL COURT CLERK

The Hamilton County, Criminal Court Clerk, acts as an agent for the Criminal Court and the Criminal Division of General Sessions Court. The office is divided into three major divisions: the Criminal Court Division, the Sessions Court Division, and the Delinquent Collections Division. The primary functions of the Criminal and Sessions divisions are to maintain court records and to collect and disburse litigation taxes, court costs, judgments, fines, fees, etc., on cases tried in the respective court. The primary function of the Delinquent Collections Division is to collect delinquent litigation taxes, fines, costs, and fees due to the Criminal Court Clerk.

Vince Dean was sworn in as the Hamilton County Criminal Court Clerk position on September 1, 2014, and has served continuously since.

CRIMINAL COURT CLERK - VINCE DEAN
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
BALANCE SHEET AND
STATEMENT OF FIDUCIARY NET POSITION
June 30, 2022
(With comparative totals for 2021)

	Governmental Fund Type	Fiduciary Fund Type	Totals	
	General Fund	Custodial Funds	2022	2021
ASSETS				
Cash and cash equivalents	\$ (7,509,377)	\$ 749,172	\$ (6,760,205)	\$ (1,908,103)
Net equity in investment pool	24,195	-	24,195	11,352
Due from Hamilton County	470,055	-	470,055	20,362
Due from State of Tennessee	36,338	-	36,338	29,217
Other assets	139,331	-	139,331	200,198
Interfund receivable	116,066	(1)	116,065	-
Total assets	<u>\$ (6,723,392)</u>	<u>\$ 749,171</u>	<u>\$ (5,974,221)</u>	<u>\$ (1,646,974)</u>
LIABILITIES, FUND BALANCE AND NET POSITION				
Liabilities:				
Due to Hamilton County	\$ -	\$ -	\$ -	\$ 1,398,220
Miscellaneous	-	3,213	3,213	398
Cash deficit	-	-	-	137,877
Accrued and other liabilities	227,660	-	227,660	259,830
Interfund payable	116,066	-	116,066	-
Total liabilities	<u>343,726</u>	<u>3,213</u>	<u>346,939</u>	<u>1,796,325</u>
Fund Balance/Net Position				
Unassigned	(7,067,118)	-	(7,067,118)	(4,020,670)
Restricted for appearance bonds	-	745,958	745,958	577,371
Total fund balance/net position	<u>(7,067,118)</u>	<u>745,958</u>	<u>(6,321,160)</u>	<u>(3,443,299)</u>
TOTAL LIABILITIES, FUND BALANCE AND NET POSITION	<u>\$ (6,723,392)</u>	<u>\$ 749,171</u>	<u>\$ (5,974,221)</u>	<u>\$ (1,646,974)</u>

The Notes to Financial Statements are an integral part of this statement.

CRIMINAL COURT CLERK - VINCE DEAN
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE OF ALL GOVERNMENTAL FUNDS
Year Ended June 30, 2022
(With comparative totals for 2021)

	2022	2021
REVENUES		
Fees and commissions		
Criminal Division	\$ 491,988	\$ 535,037
General Sessions - Criminal Division	382,623	339,239
Delinquent Collections Division	442,742	-
Interest	(16,343)	(1,784)
Total revenues	1,301,010	872,492
EXPENDITURES		
Criminal Court Clerk's salary	136,038	130,806
Other salaries		
Criminal Division	1,115,826	890,130
General Sessions - Criminal Division	1,382,464	1,599,394
Delinquent Collections Division	201,016	145,999
Employee benefits	1,399,383	1,451,451
Purchased services	50,883	42,927
Materials, supplies, etc.	45,192	52,223
Rent Insurance and Other	13,180	10,362
Capital outlay	3,476	6,602
Total expenditures	4,347,458	4,329,894
Revenues over (under) expenditures	(3,046,448)	(3,457,402)
OTHER FINANCING SOURCES/(USES)		
Appropriation from Hamilton County	7,510,178	-
Total other financing sources	7,510,178	-
Net change in Fund Balance	4,463,730	(3,457,402)
Fund Balance at Beginning of Year	(4,020,670)	(563,268)
Fund Balance at End of Year	\$ 443,060	\$ (4,020,670)

The Notes to Financial Statements are an integral part of this statement.

CRIMINAL COURT CLERK - VINCE DEAN
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
Year Ended June 30, 2022

ADDITIONS:	<u>Custodial Funds</u>
Criminal Division - State and Other Governmental Units	
State Department of Revenue	\$ 109,331
State Department of Safety	2,565
Other State Departments	47,898
Drug fines	8,108
Municipal costs	48,436
General Sessions - Criminal Division - State and Other Governmental Units	
State Department of Revenue	210,483
State Department of Safety	140,062
Other State Departments	254,958
Drug fines	22,896
Municipal costs	82,400
Totals - State and Other Govt. Units	<u>927,137</u>
Criminal Division - Funds Held for Others	
Appearance bonds	636,091
Miscellaneous	22,810
General Sessions - Criminal Division - Funds Held for Others	
Appearance bonds	759,162
Victims' restitution	48,101
Miscellaneous	67,060
Totals - Funds Held for Others	<u>1,533,224</u>
Total additions	<u>2,460,361</u>
DEDUCTIONS:	
Criminal Division - State and Other Governmental Units	
State Department of Revenue	\$ 109,331
State Department of Safety	2,565
Other State Departments	47,898
Drug fines	8,108
Municipal costs	48,436
General Sessions - Criminal Division - State and Other Governmental Units	
State Department of Revenue	210,483
State Department of Safety	140,062
Other State Departments	254,958
Drug fines	22,896
Municipal costs	82,400
Totals - State and Other Govt. Units	<u>927,137</u>
Criminal Division - Funds Held for Others	
Appearance bonds	526,750
Miscellaneous	22,810
General Sessions - Criminal Division - Funds Held for Others	
Appearance bonds	699,916
Victims' restitution	48,101
Miscellaneous	67,060
Totals - Funds Held for Others	<u>1,364,637</u>
Total deductions	<u>2,291,774</u>
Net increase (decrease) in fiduciary net position	<u>168,587</u>
Net position, beginning of year	<u>577,371</u>
Net position, end of year	<u>\$ 745,958</u>

The Notes to Financial Statements are an integral part of this statement.

JUVENILE COURT CLERK

The Hamilton County, Juvenile Court Clerk, acts as an agent for the Juvenile Court. The office is divided into two major divisions: Administrative and Child Support. The primary functions of the Administrative Division are to maintain court records and to collect and disburse court costs, judgments, restitution, bonds, fees, fines, etc., on cases tried in the Juvenile Court. The Child Support Division is primarily responsible for maintaining court records and processing all legal documents for child support, paternity, consent, etc., on child support cases processed through the Juvenile Court system.

Gary D. Behler was elected to the Hamilton County Juvenile Court Clerk position in 2010 and has served continuously since.

JUVENILE COURT CLERK - GARY D. BEHLER
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
BALANCE SHEET AND
STATEMENT OF FIDUCIARY NET POSITION
June 30, 2022
(With comparative totals for 2021)

	Governmental Fund Type	Fiduciary Fund Type	Totals	
	General Fund	Custodial Funds	2022	2021
ASSETS				
Cash and cash equivalents	\$ 2,200	\$ 58,834	\$ 61,034	\$ 71,834
Net equity in investment pool	3,221,523	75,579	3,297,102	2,873,262
Savings accounts and investments made on behalf of others	-	460,448	460,448	465,520
Due from State of Tennessee	26,249	-	26,249	22,909
Other assets	3,445	-	3,445	6,179
Total assets	\$ 3,253,417	\$ 594,861	\$ 3,848,278	\$ 3,439,704
LIABILITIES, FUND BALANCE AND NET POSITION				
Liabilities:				
Accrued and other liabilities	\$ 99,679	\$ -	\$ 99,679	\$ 86,851
Due to Others	252	-	252	65,574
Child support	-	58,834	58,834	57,340
Restitution	-	1,081	1,081	1,545
Other	-	6,710	6,710	1,475
Total liabilities	99,931	66,625	166,556	212,785
Fund Balance/Net Position				
Unassigned	3,153,486	-	3,153,486	2,708,744
Restricted for court awards	-	527,986	527,986	518,175
Restricted for appearance bonds	-	250	250	-
Total fund balance/net position	3,153,486	528,236	3,681,722	3,226,919
TOTAL LIABILITIES, FUND BALANCE AND NET POSITION	\$ 3,253,417	\$ 594,861	\$ 3,848,278	\$ 3,439,704

The Notes to Financial Statements are an integral part of this statement.

JUVENILE COURT CLERK - GARY D. BEHLER
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE OF ALL GOVERNMENTAL FUNDS
 Year ended June 30, 2022
 (With comparative totals for 2021)

	2022	2021
REVENUES		
Child support fees and commissions	\$ 169,462	\$ 165,557
Fines and court costs	134,167	130,040
Data processing fees	7,080	7,262
Miscellaneous	9,888	9,768
Interest	10,672	4,803
Total revenues	331,269	317,430
EXPENDITURES		
Juvenile Court Clerk's salary	136,038	130,806
Other salaries	1,659,446	1,481,894
Employee benefits	1,014,731	997,059
Purchased services	48,798	44,001
Materials and supplies	17,915	15,061
Rent	5,368	3,306
Capital outlay	8,271	-
Total expenditures	2,890,567	2,672,127
Revenues under expenditures	(2,559,298)	(2,354,697)
OTHER FINANCING SOURCES		
Appropriations from Hamilton County	3,004,040	2,791,072
Net change in Fund Balance	444,742	436,375
Fund Balance at Beginning of Year	2,708,744	2,272,369
Fund Balance at End of Year	\$ 3,153,486	\$ 2,708,744

The Notes to Financial Statements are an integral part of this statement.

JUVENILE COURT CLERK - GARY D. BEHLER
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
Year Ended June 30, 2022

	<u>Custodial Funds</u>
ADDITIONS:	
Child support	\$ 602,874
Court awards held for minors	75,084
Appearance bonds	11,510
Restitution	15,241
Other	11,721
Total additions	716,430
DEDUCTIONS:	
Child support	\$ 602,874
Court awards held for minors	65,273
Appearance bonds	11,260
Restitution	15,241
Other	11,721
Total deductions	706,369
Net increase (decrease) in fiduciary net position	10,061
Net position, beginning of year	518,175
Net position, end of year	\$ 528,236

The Notes to Financial Statements are an integral part of this statement.

REGISTER

The Hamilton County Register serves the State as the official recording agent for mortgages and deeds filed in Hamilton County. The office's primary function is to record various instruments such as deeds, mortgages, powers of attorney, plats, liens, etc. The office is also responsible for collecting certain taxes (realty transfer and mortgage taxes, mortgage probate taxes, and County official retirement taxes) and remittance of such collections to the State.

Marc Gravitt was sworn in as Hamilton County Register in September 2018.

REGISTER - MARC GRAVITT
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
BALANCE SHEET AND
STATEMENT OF FIDUCIARY NET POSITION
June 30, 2022
(With comparative totals for 2021)

	Governmental Fund Type	Fiduciary Fund Type	Totals	
	General Fund	Custodial Funds	2022	2021
ASSETS				
Cash and cash equivalents	\$ 723,022	\$ 2,194,874	\$ 2,917,896	\$ 3,590,509
Accounts receivable	-	1,081	1,081	1,778
Total Assets	<u>\$ 723,022</u>	<u>\$ 2,195,955</u>	<u>\$ 2,918,977</u>	<u>\$ 3,592,287</u>
LIABILITIES, FUND BALANCE AND NET POSITION				
Liabilities:				
Due to State of Tennessee	\$ -	\$ 2,195,955	\$ 2,195,955	\$ 2,820,194
Accrued liabilities	68,523	-	68,523	28,365
Total liabilities	<u>68,523</u>	<u>2,195,955</u>	<u>2,264,478</u>	<u>2,848,559</u>
Fund Balance/Net Position				
Unassigned	654,499	-	654,499	743,728
Total fund balance/net position	<u>654,499</u>	<u>-</u>	<u>654,499</u>	<u>743,728</u>
TOTAL LIABILITIES, FUND BALANCE AND NET POSITION	<u>\$ 723,022</u>	<u>\$ 2,195,955</u>	<u>\$ 2,918,977</u>	<u>\$ 3,592,287</u>

The Notes to Financial Statements are an integral part of this statement.

REGISTER - MARC GRAVITT
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE OF ALL GOVERNMENTAL FUNDS
Year ended June 30, 2022
(With comparative totals for 2021)

	2022	2021
REVENUES		
Commissions	\$ 684,218	\$ 553,722
Recording fees - deeds	278,755	253,960
Recording fees - mortgages	1,511,085	1,684,700
Recording fees - other	552,297	555,509
Probate fees	32,896	35,292
Data processing fees	155,056	162,236
Remote access fees	214,550	201,700
Interest	5,454	4,067
Miscellaneous	116,672	121,186
Total revenues	<u>3,550,983</u>	<u>3,572,372</u>
EXPENDITURES		
Register's salary	135,517	130,806
Other salaries	661,488	667,672
Reimbursement to GIS for document recording	4,355	3,673
Miscellaneous	720	1,232
Total expenditures	<u>802,080</u>	<u>803,383</u>
Revenues over expenditures	2,748,903	2,768,989
OTHER FINANCING SOURCES/(USES)		
Excess fees remitted to Hamilton County	(2,668,756)	(2,329,286)
Excess data entry fees remitted to Hamilton County	(169,376)	(159,976)
Total other financing sources/(uses)	<u>(2,838,132)</u>	<u>(2,489,262)</u>
Net change in Fund Balance	(89,229)	279,727
Fund Balance at Beginning of Year	743,728	464,001
Fund Balance at End of Year	<u>\$ 654,499</u>	<u>\$ 743,728</u>

The Notes to Financial Statements are an integral part of this statement.

REGISTER - MARC GRAVITT
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
Year Ended June 30, 2022

	Custodial Funds
ADDITIONS:	
State Funds	
State conveyance tax - deeds	\$ 20,247,991
State conveyance tax - mortgages	8,261,082
Total Additions	28,509,073
DEDUCTIONS:	
State Funds	
State conveyance tax - deeds	20,247,991
State conveyance tax - mortgages	8,261,082
Total Deductions	28,509,073
Net increase (decrease) in fiduciary net position	-
Net position, beginning of year	-
Net position, end of year	\$ -

The Notes to Financial Statements are an integral part of this statement.

SHERIFF

The Hamilton County Sheriff's office is a multifunction operation. The Sheriff is responsible for preserving the peace, operating the Silverdale Correctional Facility, courtroom security, and performing various other functions from which the Sheriff receives revenues. The primary function of preserving the peace is nonrevenue-producing; therefore, the County General Government provides an ex-officio appropriation for the operation of the office. Other primary revenues for the office are generated from fees charged by the court clerks for various civil processes and from the boarding of State and Federal prisoners in the Silverdale Correctional Facility. The Sheriff's primary expenditures are for payroll and employee benefits.

Beginning January 1, 2021, the management and maintenance of Silverdale Correctional Facility was transferred from Core Civic of Tennessee to the Sheriff's Division. The downtown jail on Walnut Street was officially closed on June 1, 2021. All prisoners are now housed at Silverdale.

Sheriff Jim Hammond was sworn in as the 59th Sheriff of Hamilton County Sheriff's Office on September 1, 2008.

SHERIFF - JIM HAMMOND
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
BALANCE SHEET AND STATEMENT OF FIDUCIARY NET POSITION
June 30, 2022
(With comparative totals for 2021)

	Governmental Fund Type	Fiduciary Fund Type	Totals	
	General Fund	Custodial Funds	2022	2021
ASSETS				
Cash and cash equivalents	\$ (351,260)	\$ 146,512	\$ (204,748)	\$ (185,103)
Net equity in investment pool	36,803,463	-	36,803,463	24,196,140
Receivables:				
Due from Hamilton County	7,000	-	7,000	3,385
Due from other governmental units and agencies	269,587	-	269,587	987,999
Due from others	529,667	-	529,667	1,302,884
Total assets	<u>\$ 37,258,457</u>	<u>\$ 146,512</u>	<u>\$ 37,404,969</u>	<u>\$ 26,305,305</u>
LIABILITIES, FUND BALANCE AND NET POSITION				
Liabilities:				
Accrued and other liabilities	\$ 1,814,549	\$ -	\$ 1,814,549	\$ 1,986,151
Due to other governmental units and agencies	2,817,292	-	2,817,292	1,656,309
Total liabilities	<u>4,631,841</u>	<u>-</u>	<u>4,631,841</u>	<u>3,642,460</u>
Fund Balance/Net Position				
Restricted for special purpose	880,885	-	880,885	1,566,328
Assigned for public safety	31,745,731	-	31,745,731	20,933,029
Restricted confiscated & evidence	-	146,512	146,512	163,488
Total fund balance/net position	<u>32,626,616</u>	<u>146,512</u>	<u>32,773,128</u>	<u>22,662,845</u>
TOTAL LIABILITIES, FUND BALANCE AND NET POSITION	<u>\$ 37,258,457</u>	<u>\$ 146,512</u>	<u>\$ 37,404,969</u>	<u>\$ 26,305,305</u>

The Notes to Financial Statements are an integral part of this statement.

SHERIFF - JIM HAMMOND
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE OF ALL GOVERNMENTAL FUNDS
Year ended June 30, 2022
(With comparative totals for 2021)

	2022	2021
REVENUES		
Boarding prisoners - State of Tennessee	\$ 1,366,209	\$ 1,229,865
Boarding prisoners - Federal	1,083,085	2,900,837
Federal and State grants	619,307	915,011
Circuit Court Clerk	276,615	254,946
Criminal Court Clerk	98,863	81,826
Chancery Court	1,985	4,509
Sale of confiscated property	34,979	11,404
Award of confiscated funds	337,812	52,933
Contract services with Ham Co Dept of Education	-	120,369
Contract services with municipalities	135,000	127,000
Miscellaneous	1,663,041	975,947
Interest	111,307	36,721
Total revenues	5,728,203	6,711,368
EXPENDITURES		
Sheriff's salary	149,641	143,886
Other salaries and employee compensation	27,287,778	24,013,712
Employee benefits	14,641,007	13,138,162
Purchased services	8,249,320	13,551,347
Materials, supplies and repair parts	4,050,481	3,336,644
Rent, insurance and other	934,368	930,295
Capital outlay	880,456	2,488,904
Total expenditures	56,193,051	57,602,950
Revenues under expenditures	(50,464,848)	(50,891,582)
OTHER FINANCING SOURCES		
Appropriations from Hamilton County	60,506,437	59,412,558
Sale of capital assets	85,670	51,110
Total other financing sources	60,592,107	59,463,668
Net change in Fund Balance	10,127,259	8,572,086
Fund Balance at Beginning of Year	22,499,357	13,927,271
Fund Balance at End of Year	\$ 32,626,616	\$ 22,499,357

The Notes to Financial Statements are an integral part of this statement.

SHERIFF - JIM HAMMOND
 A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
 STATEMENT OF CHANGES IN
 FIDUCIARY NET POSITION
 Year Ended June 30, 2022

	Custodial Funds
ADDITIONS:	
Confiscated funds received	\$ 319,229
Evidence funds received	-
Total additions	319,229
DEDUCTIONS:	
Confiscated funds	\$ 335,712
Evidence funds	493
Total deductions	336,205
Net increase (decrease) in fiduciary net position	(16,976)
Net position, beginning of year	163,488
Net position, end of year	\$ 146,512

The Notes to Financial Statements are an integral part of this statement.

TRUSTEE

The Trustee serves as treasurer for all funds of the Hamilton County Government, including the Hamilton County School System. Most receipts and disbursements flow through the Trustee's office. In addition, the Trustee is responsible for collection and remittance of property tax, ad valorem tax, personalty tax, and hotel-motel tax for the County and municipalities.

Bill Hullander was elected to the position of Hamilton County Trustee in 2010 and has served continuously since.

TRUSTEE - BILL HULLANDER
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
BALANCE SHEET AND
STATEMENT OF FIDUCIARY NET POSITION
June 30, 2022
(With comparative totals for 2021)

	Governmental Fund Type	Fiduciary Fund Type	Totals	
	General Fund	Custodial Funds	2022	2021
ASSETS				
Cash and cash equivalents	\$ 42,769,648	\$ 1,118,900	\$ 43,888,548	\$ 32,827,697
Due from others	69,791	-	69,791	43,841
Prepaid asset	900	-	900	6,200
Total assets	<u>\$ 42,840,339</u>	<u>\$ 1,118,900</u>	<u>\$ 43,959,239</u>	<u>\$ 32,877,738</u>
LIABILITIES, FUND BALANCE AND NET POSITION				
Liabilities:				
Funds held for Hamilton County	\$ 41,848,694	\$ -	\$ 41,848,694	\$ 30,759,986
Due to other governmental units	-	995,741	995,741	853,052
Due to Hamilton County	20,663	-	20,663	-
Accrued and other liabilities	1,899	-	1,899	20,956
Total liabilities	<u>41,871,256</u>	<u>995,741</u>	<u>42,866,997</u>	<u>31,633,994</u>
Fund Balance/Net Position				
Unassigned	969,083	-	969,083	1,124,311
Restricted net position	-	123,159	123,159	119,433
Total fund balance/net position	<u>969,083</u>	<u>123,159</u>	<u>1,092,242</u>	<u>1,243,744</u>
TOTAL LIABILITIES, FUND BALANCE AND NET POSITION	<u>\$ 42,840,339</u>	<u>\$ 1,118,900</u>	<u>\$ 43,959,239</u>	<u>\$ 32,877,738</u>

The Notes to Financial Statements are an integral part of this statement.

TRUSTEE - BILL HULLANDER
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE OF ALL GOVERNMENTAL FUNDS
Year Ended June 30, 2022
(With comparative totals for 2021)

	2022	2021
REVENUES		
Commissions	\$ 10,464,070	\$ 10,090,457
Delinquent Tax fees	376,795	442,008
Contract income with City of East Ridge	35,000	35,000
Contract income with City of Red Bank	25,000	25,000
Contract income with City of Ridgeside	1,000	1,000
Interest	4,928	6,040
Total revenues	10,906,793	10,599,505
EXPENDITURES		
Trustee's salary	136,038	128,556
Other salaries	866,659	795,160
Attorney fees and other legal costs	45	999
Bank analysis and service fees	97,273	88,679
Security	19,781	18,325
Computer hardware and software	3,412	2,387
Building repair and renovations	29,961	2,207
Travel and dues	397	221
Office supplies and other	42,784	45,759
Total expenditures	1,196,350	1,082,293
Revenues over expenditures	9,710,443	9,517,212
OTHER FINANCING SOURCES/(USES)		
Excess fees remitted to Hamilton County	(9,865,671)	(9,282,280)
Net change in Fund Balance	(155,228)	234,932
Fund Balance at Beginning of Year	1,124,311	889,379
Fund Balance at End of Year	\$ 969,083	\$ 1,124,311

The Notes to Financial Statements are an integral part of this statement.

TRUSTEE - BILL HULLANDER
A CONSTITUTIONAL OFFICER OF HAMILTON COUNTY, TENNESSEE
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
Year Ended June 30, 2022

	Custodial Funds
ADDITIONS:	
Municipal property and personalty taxes	\$ 22,089,171
Chattanooga hotel-motel occupancy taxes	9,348,759
East Ridge hotel-motel occupancy taxes	717,232
Red Bank hotel-motel occupany taxes	8,806
Soddy Daisy hotel-motel occupany taxes	19,125
Collegedale hotel-motel occupancy taxes	132,975
East Ridge sanitation fees	1,527,598
Red Bank sanitation fees	985,998
Ridgeside sanitation fees	32,139
Red Bank stormwater fees	276,485
Total other governmental units	35,138,288
Due to Others	
Real property tax sale	200
Unappropriated property taxes/refunds	5,990,379
Prepaid County property taxes	193,762
Other	886
Total due to others	6,185,227
Total additions	41,323,515
DEDUCTIONS:	
Municipal property and personalty taxes	\$ 22,089,171
Chattanooga hotel-motel occupancy taxes	9,348,759
East Ridge hotel-motel occupancy taxes	717,232
Red Bank hotel-motel occupany taxes	8,806
Soddy Daisy hotel-motel occupany taxes	19,125
Collegedale hotel-motel occupancy taxes	132,975
East Ridge sanitation fees	1,527,598
Red Bank sanitation fees	985,998
Ridgeside sanitation fees	32,139
Red Bank stormwater fees	276,485
Total other governmental units	35,138,288
Due to Others	
Real property tax sale	200
Unappropriated property taxes/refunds	5,993,323
Prepaid County property taxes	187,539
Other	439
Total due to others	6,181,501
Total deductions	41,319,789
Net increase (decrease) in fiduciary net position	3,726
Net position, beginning of year	119,433
Net position, end of year	\$ 123,159

The Notes to Financial Statements are an integral part of this statement.

CONSTITUTIONAL OFFICERS OF HAMILTON COUNTY, TENNESSEE

NOTES TO FINANCIAL STATEMENTS

Fiscal Year Ending June 30, 2022

Note 1. Summary of Significant Accounting Policies

Reporting Entity

The Constitutional Officers of Hamilton County, Tennessee are established pursuant to the constitution of the State of Tennessee. The Circuit Court Clerk, County Clerk, Criminal Court Clerk, Juvenile Court Clerk, Register, Sheriff, and Trustee are independently elected officials, while the Clerk & Master is an appointed official. The officers' financial statements are included in the *Annual Comprehensive Financial Report* of Hamilton County, Tennessee. The Clerk & Master, County Clerk, Register, and Trustee are reported in the Special Revenue Funds and Custodial Funds. The Sheriff, Circuit Court Clerk, Criminal Court Clerk, and Juvenile Court Clerk are reported as part of the County General Fund and Custodial Funds.

The Constitutional Officers provide services to the public and are responsible for collecting and disbursement of monies to government agencies and third parties. Generally, each officer charges fees and/or commissions for their services in order to provide revenues for the operation of the office. In addition, Hamilton County expends funds on behalf of the Constitutional Officers for certain operating and capital expenses and to satisfy any deficits that may occur (see Notes 2, 3, 4, and 7). Fees and commissions collected by the Constitutional Officers, in excess of those required for the operation of the office, are remitted to Hamilton County.

Fund Accounting

The accounts of the Constitutional Officers are listed for reporting purposes as either governmental funds (General Fund) or fiduciary funds (Custodial Funds).

The General Fund accounts for the activities of each officer's Fee and Commission account. It is used to account for all revenue and certain expenditures applicable to the general operations of the officer. This fund measures financial position and changes in financial position, rather than focusing on net income.

Custodial Funds are assets held by the officers for distribution to government agencies and third parties. These funds are custodial in nature and do not involve the measurement of operations.

Comparative Data

Comparative total data for the prior year has been presented in the accompanying financial statements in order to provide an understanding of changes in each of the Constitutional Officer's financial position and operations.

Use of Estimates in the Preparation of Financial Statements

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, as well as the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Subsequent Events

The Constitutional Officers had evaluated subsequent events for potential recognition and disclosure through December 31, 2022, when the financial statements were available to be issued.

CONSTITUTIONAL OFFICERS OF HAMILTON COUNTY, TENNESSEE

NOTES TO FINANCIAL STATEMENTS

Fiscal Year Ending June 30, 2022

Note 1. Summary of Significant Accounting Policies (continued)

Basis of Accounting

The financial statements have been prepared using the modified accrual basis of accounting. Revenues are recorded when received in cash, except for certain revenues that are accrued when they are both measurable and available. Expenditures are generally recorded when the liability is incurred.

Reporting Model

Hamilton County has implemented the basic financial reporting model required by Government Accounting Standards Board (GASB) Statements 34, 84 and 87. Certain supplementary information required by GASB Statements 34 and 87 relative to the financial results for the Constitutional Officers is not included in the accompanying financial statements but is included in the *Annual Comprehensive Financial Report* of Hamilton County, Tennessee.

Note 2. Expenditures Funded by Hamilton County

Hamilton County partially funds employee and operating expenses along with capital purchases on behalf of the Constitutional Officers. These expenditures are reflected in the *Annual Comprehensive Financial Report* of Hamilton County, Tennessee, and are not included in the accompanying financial statements of the Constitutional Officers. The expenditures funded by the Hamilton County General Fund in the fiscal year ended June 30, 2022, with comparative totals for 2021, are as follows:

	Compensation and Employee Benefits	Other Operating Expenditures	Capital Outlay	Total Expenditures 2022	Total Expenditures 2021
Clerk & Master	\$ 690,027	\$ 142,155	\$ -	\$ 832,182	\$ 914,511
County Clerk	1,667,352	735,095	-	2,402,448	2,437,236
Criminal Court Clerk	-	-	8,500	8,500	-
Register	475,717	67,226	-	542,943	567,618
Sheriff	-	-	1,696,759	1,696,759	2,421,581
Trustee	438,818	697,231	4,829	1,140,878	1,105,846

CONSTITUTIONAL OFFICERS OF HAMILTON COUNTY, TENNESSEE

NOTES TO FINANCIAL STATEMENTS

Fiscal Year Ending June 30, 2022

Note 3. Fixed Assets and Long-Term Liabilities

The Constitutional Officers operate in physical facilities provided by Hamilton County. Generally, all capital improvements or additions are funded through general obligation bonds or general revenues of Hamilton County. Accordingly, all fixed assets and the related long-term liabilities are reflected in the *Annual Comprehensive Financial Report* of Hamilton County, Tennessee, and are not included in the accompanying financial statements of the Constitutional Officers.

Note 4. Employee Retirement Benefit Plans

Substantially all employees of the Constitutional Officers are eligible to participate in retirement benefit plans established by either Hamilton County or the State of Tennessee. For fiscal years ended June 30, 2022, and 2021, the following Constitutional Officers contributed retirement funds from their budget allowance as follows:

	Total Pension	Legacy Plan	Hybrid Plan
Circuit Court Clerk – 2022	\$ 257,318	251,800	5,518
Circuit Court Clerk – 2021	266,057	258,928	7,129
Criminal Court Clerk - 2022	347,561	298,923	48,638
Criminal Court Clerk - 2021	337,311	297,533	39,785
Juvenile Court Clerk – 2022	243,546	225,093	18,453
Juvenile Court Clerk – 2021	222,173	208,811	13,362
Sheriff – 2022	3,383,094	2,358,027	1,025,067
Sheriff – 2021	3,148,817	2,629,326	519,491

Contributions in the fiscal years 2022 and 2021 on behalf of the other Constitutional Officers were funded by the Hamilton County General Fund (see Note 2) and are not included in the accompanying financial statements of the respective Constitutional Officer.

Appropriate note disclosures relative to the retirement benefit plans are included in the *Annual Comprehensive Financial Report* of Hamilton County, Tennessee.

CONSTITUTIONAL OFFICERS OF HAMILTON COUNTY, TENNESSEE

NOTES TO FINANCIAL STATEMENTS

Fiscal Year Ending June 30, 2022

Note 5. Investments Held For Others

The Circuit Court Clerk, Clerk & Master, and Juvenile Court Clerk are responsible for the investment of certain funds on behalf of litigants and beneficiaries. These funds are generally invested in interest-earning checking accounts, savings accounts, and certificates. These investments are recorded at cost plus accrued interest, which approximates market value.

Undistributed funds held for litigants and beneficiaries on June 30, 2022, with comparative totals for 2021, are as follows:

	Checking Accounts	Savings Accts, Certificates and Investments	Totals	
			2022	2021
Circuit Court Clerk	\$ 3,615,993	\$ 2,492,551	\$ 6,108,544	\$ 7,266,437
Clerk & Master	18,085,178	8,226,293	26,311,471	21,804,853
Juvenile Court Clerk	67,538	460,448	527,986	518,175

On June 30, 2022, substantially all funds held in the name of litigants and beneficiaries were covered by federal deposit insurance. Checking account balances for the Constitutional Officers are subject to State statutes requiring that all deposits with financial institutions be collateralized by securities whose market value equals 105% of the value of uninsured deposits. Collateral disclosures and other disclosures relative to the credit and market risk of the deposits and investments held by the Constitutional Officers are included in the *Annual Comprehensive Financial Report* of Hamilton County, Tennessee.

Note 6. Trustee's Collections and Disbursements

The Trustee acts in the capacity of treasurer for Hamilton County. Hamilton County's cash receipts and disbursements are processed through the Trustee's office. During the years ended June 30, 2022, and 2021, the Trustee processed the following collections and disbursements on behalf of Hamilton County:

CONSTITUTIONAL OFFICERS OF HAMILTON COUNTY, TENNESSEE

NOTES TO FINANCIAL STATEMENTS

June 30, 2022

Note 6. Trustee's Collections and Disbursements (continued)

	2022	2021
County funds collected		
Cash receipts and electronic fund transfers	\$ 1,684,976,962	\$ 2,164,082,261
Property and personalty taxes, including public utilities, in lieu of taxes, and stormwater fees	320,171,958	321,877,609
Cash transfers between County funds	1,167,775,339	1,064,405,014
Hotel/Motel occupancy taxes	10,839,931	7,392,275
Interest earnings	84,845	74,781
Total County funds collected	\$ 3,183,849,035	\$ 3,557,831,940
County funds disbursed:		
Checks and electronic fund transfers	\$ 2,005,601,802	\$ 2,485,350,905
Cash transfers between County funds	1,167,775,339	1,064,405,014
Total County funds disbursed	\$ 3,173,377,141	\$ 3,549,755,919

For purposes of reporting in the *Annual Comprehensive Financial Report* of Hamilton County, the above collections and disbursements are reported in the Trustee's Custodial Fund rather than as revenues and expenditures of the Trustee. Additionally, all cash held by the Trustee on behalf of Hamilton County on June 30, 2022, and 2021 is reported in the *Annual Comprehensive Financial Report* of Hamilton County.

Note 7. Funds Reserved for Data Processing Expenses

Tennessee State law authorizes certain Constitutional Officers to charge a data processing fee for services provided by the respective officer and requires that all proceeds from the fee be expended for the purchase of computer equipment, software, maintenance, and supplies for such officer, and certain other allowable expenses.

The Circuit Court Clerk, Criminal Court Clerk, Juvenile Court Clerk, and Sheriff remit all their data processing fees to the County General Fund. The Register sends their unspent data processing fees to the County General Fund, which is retained for later use on computer-related expenditures. The Clerk and Master and County Clerk's office keeps their unspent data processing fees for their respective computer-related expenditures.

CONSTITUTIONAL OFFICERS OF HAMILTON COUNTY, TENNESSEE

NOTES TO FINANCIAL STATEMENTS

June 30, 2022

Note 7. Funds Reserved for Data Processing Expenses (continued)

Data processing fees generated and the balance of unspent fees as of June 30, 2022, and 2021 are as follows:

	Data Processing Fees		Unspent Data Processing Fees at June 30	
	2022	2021	2022	2021
Circuit Court Clerk	\$ 53,008	\$ 44,174	\$ -	\$ -
Clerk & Master	39,440	46,119	233,919	198,425
County Clerk	128,227	126,409	565,944	458,707
Criminal Court Clerk	23,000	22,680	-	-
Juvenile Court Clerk	7,080	7,262	-	-
Register	155,056	159,976	861,266	767,064
Sheriff	5,226	7,624	-	-

CONSTITUTIONAL OFFICERS OF HAMILTON COUNTY, TENNESSEE

**SCHEDULE OF FINDINGS AND RESPONSES
FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

NONE