



Sherry Witt
KNOX COUNTY CLERK

TO

GLENN JACOBS
KNOX COUNTY MAYOR

December 2019

County Clerk
Period Ended December 2019

Glenn Jacobs
County Mayor of Knox County, Tennessee

In compliance with the appropriate sections of the Tennessee Code Annotated, I respectfully submit the report of my office for the month ending 12/31/2019.



Sherry Witt, County Clerk

STATE OF TENNESSEE
COUNTY OF KNOX

Personally appeared before me, in the county aforesaid, Sherry Witt, County Clerk of said county, who makes oath in due form of law that the foregoing report is full, true, and correct to the best of her knowledge and belief.

Sworn and subscribed to before me this 14th day of January, 2020.



Notary Public

My Commission Expires 10-1-2022



County Clerk

Statistical Data on Salaries

December 2019

	Authorized By Salary Suit	Actual
Number of Regular Employees	87	79
Total Salaries, Regular Employees	\$ 446,807.41	\$ 338,688.79
Number of Extra employees	As Needed	4
Total Salaries, Extra Employees	\$ 20,000.00	\$ 6,843.01

County Clerk
Assets and Liabilities
December 2019

Assets	Beginning Balance 12/1/2019	Debits	Credits	Balance As of 12/31/2019
Cash on Hand	121,418.91	3,816,101.39	3,831,320.53	106,199.77
First Tennessee	24,583.98	-	-	24,583.98
FirstBank	2,152,968.44	8,690,482.33	6,069,109.45	4,774,341.32
FirstBank	4,164,584.18	1,380,779.85	4,000,240.50	1,545,123.53
Credit Card Receivables	260,158.58	1,639,045.21	1,404,913.18	494,290.61
Total Assets	6,723,714.09	15,526,408.78	15,305,583.66	6,944,539.21

Liabilities	Beginning Balance 12/1/2019	Debits	Credits	Balance As of 12/31/2019
Due to State	2,642,975.88	3,607,594.82	3,823,222.59	2,858,603.65
Due to County	2,086,485.52	2,211,985.99	2,069,441.64	1,943,941.17
Due to Litigants, Heirs, Others	44,537.84	186,527.73	207,703.32	65,713.43
Due to Out of State Contractors	101,500.00	-	500.00	102,000.00
Clerk-Fee Commission Account	1,848,214.85	532,697.90	658,764.01	1,974,280.96
Total Liabilities	6,723,714.09	6,538,806.44	6,759,631.56	6,944,539.21

County Clerk
 Receipts and Disbursements
 Financial Transaction-Due to County-Due to State
 December 2019

	RECEIPTS	DUE TO COUNTY	DUE TO STATE	CLERK FEES
Beer Tax	174,073.05	165,369.40		8,703.65
Marriage License - County	2,650.00	2,517.50		132.50
Wheel Tax	1,075,503.50	1,021,728.32		53,775.18
Hotel, Motel Tax	758,131.38	742,968.75		15,162.63
Beer Privilege Fee	9,800.00	9,310.00		490.00
Beer Fines				
Liquor Privilege Tax	1,400.00	1,330.00		70.00
Helping Schools	242.20	242.20		-
Beer Permit Applications	500.00	475.00		25.00
Marriage License - State	3,975.00		3,776.25	198.75
State Premarital Training - Marriage License	13,140.00		13,140.00	
State & Local Sales Tax Autos	1,290,774.49		1,226,235.77	64,538.72
State & Local Sales Tax Boats	24,623.29		23,392.13	1,231.16
Dogs on Patios	-			
MVD Renewals & Registrations	1,457,768.36		1,457,768.36	
Organ Donor	1,134.33		1,134.33	
MFG Home Installation Permits	-			
Totals	4,813,715.60	1,943,941.17	2,725,446.84	144,327.59

County Clerk
Fee Account
December 2019

Clerk's Fee Account	Beginning Balance 12/1/2019	1,848,214.85
	Additions:	474,369.91
	Passports (\$30,150.00)	
	Interest (\$9,230.32)	
	EIVS (\$1,465.00)	
	Mail Fees (\$18,353.30)	
	Marriage License (\$3,312.50)	
	Business License (\$2,820.00)	
	Miscellaneous Receipts (\$7,166.63)	
	Renewals (\$60,179.50)	
	Titles (\$116,251.50)	
	State Payment Business Taxes (\$20,822.60)	
	State Payment Title Printing (\$28,462.00)	
	Returned Checks/Funds Collected (\$511.50)	
	Clerk Fees Driver License (\$26,272.00)	
	Clerk Percent Fees-County/State (\$144,327.59)	
	Earmarked funds received (\$5,045.47)	
	Disbursements	348,303.80
	Knox County-Payroll (\$345,531.80)	
	TeleCheck Fee (\$2,700.00)	
	Clerk Errors (\$5.00)	
	Credit Card dispute (\$67.00)	
	Ending Balance 12/31/2019	1,974,280.96

County Clerk
Bank Reconciliations
First Tennessee Bank, FirstBank
December 2019

Per Bank Statements:

FirstBank - Main Account	\$ 4,744,312.35
FirstBank - State Account/Credit Cards	\$ 1,545,123.53
First Tennessee Bank	<u>\$ 24,583.98</u>

Total Per Bank Statements	<u>\$ 6,314,019.86</u>
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Add Deposits in Transit FirstBank - Main Account:	<u>\$ 228,829.99</u>
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Total	<u>228,829.99</u>
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Deduct Outstanding Checks FirstBank - Main Account:

134 checks outstanding as of 12/31/2019	<u>\$ 198,801.02</u>
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Total	<u>198,801.02</u>
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Balance per County Clerk's Books	<u>\$ 6,344,048.83</u>
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