



**Sherry Witt**  
KNOX COUNTY CLERK

TO

GLENN JACOBS  
KNOX COUNTY MAYOR

December 2020

County Clerk  
Period Ended December  
2020

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 12/31/2020.

  
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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 12<sup>th</sup> day of January, 2021.

  
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Notary Public

My Commission Expires 10-1-2022



County Clerk

Statistical Data on Salaries

December 2020

	Authorized By Salary Suit	Actual
Number of Regular Employees	87	77
Total Salaries, Regular Employees	\$ 446,807.41	\$ 336,709.09
Number of Extra employees	As Needed	3
Total Salaries, Extra Employees	\$ 20,000.00	\$ 2,760.48

County Clerk  
 Receipts and Disbursements  
 Financial Transaction-Due to County-Due to State  
 December 2020

	<b>RECEIPTS</b>	<b>DUE TO COUNTY</b>	<b>DUE TO STATE</b>	<b>CLERK FEES</b>
Beer Tax	193,373.58	183,704.90		9,668.68
Marriage License - County	2,720.00	2,584.00		136.00
Wheel Tax	1,125,778.00	1,069,489.10		56,288.90
Hotel, Motel Tax	529,640.43	519,047.62		10,592.81
Beer Privilege Fee	7,200.00	6,840.00		360.00
Beer Fines	5,000.00	4,750.00		250.00
Liquor Privilege Tax	2,550.00	2,422.50		127.50
Helping Schools	175.00	175.00		
Beer Permit Applications	-			
Marriage License - State	4,080.00		3,876.00	204.00
State Premarital Training - Marriage License	13,080.00		13,080.00	
State & Local Sales Tax Autos	1,606,620.27		1,526,289.26	80,331.01
State & Local Sales Tax Boats	49,643.00		47,160.84	2,482.16
Dogs on Patios	-			
MVD Renewals & Registrations	1,450,828.10		1,450,828.10	
Organ Donor	1,272.88		1,272.88	
MFG Home Installation Permits	-			
<b>Totals</b>	<b>4,991,961.26</b>	<b>1,789,013.12</b>	<b>3,042,507.08</b>	<b>160,441.06</b>

County Clerk  
Fee Account  
December 2020

<b>Clerk's Fee Account</b>	<b>Beginning Balance 12/1/2020</b>	<b>1,746,642.19</b>
	<b>Additions:</b>	<b>491,398.14</b>
	Passports (\$9,105.00)	
	Interest (\$1,438.53)	
	EIVS (\$1,545.00)	
	Mail Fees (\$24,632.63)	
	Marriage License (\$3,400.00)	
	Business License (\$3,945.00)	
	Miscellaneous Receipts (\$4,849.30)	
	Renewals (\$61,411.50)	
	Titles (\$104,094.50)	
	State Payment Business Taxes (\$42,793.32)	
	State Payment Title Printing- (2 months) (\$49,236.00)	
	Returned Checks Funds Recovered (\$)	
	Clerk Fees Driver License (\$11,784.00)	
	Clerk Percent Fees-County/State (\$160,441.06)	
	Earmarked funds received (\$12,494.30)	
	CAC/VMC (\$228.00)	
	<b>Disbursements:</b>	<b>349,047.15</b>
	Knox County-Payroll (\$339,469.57)	
	TN Dept of Labor Unemployment (\$0.00)	
	TeleCheck Fee (\$2,926.60)	
	Excess Fees (\$)	
	Returned Checks (\$)	
	Computer equip/supplies earmarked funds (\$6,279.98)	
	Receivable CAC/VMC (\$335.00)	
	Check sent to unclaimed property cleared bank (\$36.00)	
	<b>Ending Balance 12/31/2020</b>	<b>1,888,993.18</b>

County Clerk  
Assets and Liabilities  
December 2020

Assets	Beginning Balance 12/1/2020	Debits	Credits	Balance As of 12/31/2020
Cash on Hand	2,915.71	3,530,581.84	3,530,510.03	2,987.52
FirstBank	1,942,920.91	5,545,230.99	5,158,524.86	2,329,627.04
FirstBank	4,344,592.92	1,742,677.16	2,000,000.00	4,087,270.08
Credit Card Receivables	411,570.59	1,811,799.51	1,700,101.35	523,268.75
<b>Total Assets</b>	<b>6,702,000.13</b>	<b>12,630,289.50</b>	<b>12,389,136.24</b>	<b>6,943,153.39</b>

Liabilities	Beginning Balance 12/1/2020	Debits	Credits	Balance As of 12/31/2020
Due to State	2,895,254.13	2,978,699.30	3,182,607.25	3,099,162.08
Due to County	1,872,856.90	1,955,262.53	1,871,418.75	1,789,013.12
Due to Litigants, Heirs, Others	71,746.91	202,656.81	181,394.91	50,485.01
Due to Out of State Contractors	115,500.00	-	-	115,500.00
Clerk-Fee Commission Account	1,746,642.19	351,429.15	493,780.14	1,888,993.18
<b>Total Liabilities</b>	<b>6,702,000.13</b>	<b>5,488,047.79</b>	<b>5,729,201.05</b>	<b>6,943,153.39</b>

County Clerk  
Bank Reconciliations  
First Horizon Bank, FirstBank  
December 2020

Per Bank Statements:

FirstBank - Main Account	\$ 2,296,999.06
FirstBank - State Account/Credit Cards	\$ 4,087,270.08

Total Per Bank Statements	<u>\$ 6,384,269.14</u>
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Add Deposits in Transit FirstBank - Main Account:	\$ 224,387.52
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Total	<u>224,387.52</u>
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Deduct Outstanding Checks FirstBank - Main Account:

180 checks outstanding as of 12/31/2020	<u>\$ 191,759.54</u>
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Total	<u>191,759.54</u>
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Balance per County Clerk's Books	<u>\$ 6,416,897.12</u>
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