



Sherry Witt
KNOX COUNTY CLERK

TO

GLENN JACOBS


KNOX COUNTY MAYOR

March 2019

County Clerk
Period Ended March 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 3/31/2019.



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 16th day of April, 20 19.



Notary Public

My Commission Expires

10-1-2022



County Clerk

Statistical Data on Salaries

March 2019

	Authorized By Salary Suit	Actual
Number of Regular Employees	87	80
Total Salaries, Regular Employees	\$ 446,807.41	\$ 337,747.09
Number of Extra employees	As Needed	3
Total Salaries, Extra Employees	\$ 20,000.00	\$ 7,121.71

County Clerk
Assets and Liabilities
March 2019

Assets	Beginning Balance 3/1/2019	Debits	Credits	Balance As of 3/31/2019
Cash on Hand	146,797.99	3,802,798.30	3,780,042.10	169,554.19
First Tennessee Commercial Bank	24,583.98	-	-	24,583.98
FirstBank	700.35	0.47	-	700.82
FirstBank	1,665,286.65	6,024,154.56	5,474,464.98	2,214,976.23
FirstBank	4,237,242.36	1,893,245.74	2,031,028.05	4,099,460.05
Credit Card Receivables	571,264.82	1,700,288.95	1,787,115.87	484,437.90
Total Assets	6,645,876.15	13,420,488.02	13,072,651.00	6,993,713.17

Liabilities	Beginning Balance 3/1/2019	Debits	Credits	Balance As of 3/31/2019
Due to State	2,867,849.61	2,927,994.08	3,061,300.42	3,001,155.95
Due to County	1,913,357.87	1,998,364.09	1,993,683.44	1,908,677.22
Due to Litigants, Heirs, Others	52,643.42	171,136.07	148,471.43	29,978.78
Due to Out of State Contractors	93,500.00	-	500.00	94,000.00
Clerk-Fee Commission Account	1,718,525.25	610,197.43	851,573.40	1,959,901.22
Total Liabilities	6,645,876.15	5,707,691.67	6,055,528.69	6,993,713.17

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

	RECEIPTS	DUE TO COUNTY	DUE TO STATE	CLERK FEES
Beer Tax	141,707.60	134,622.22		7,085.38
Marriage License - County	2,500.00	2,375.00		125.00
Wheel Tax	1,324,479.00	1,258,255.05		66,223.95
Hotel, Motel Tax	521,834.44	511,397.75		10,436.69
Beer Privilege Fee	284.00	269.80		14.20
Beer Fines				
Liquor Privilege Tax	1,350.00	1,282.50		67.50
Helping Schools	237.40	237.40		
Beer Permit Applications	250.00	237.50		12.50
Marriage License - State	3,750.00		3,562.50	187.50
State Premarital Training - Marriage License	11,520.00		11,520.00	
State & Local Sales Tax Autos	1,129,458.91		1,072,985.96	56,472.95
State & Local Sales Tax Boats	56,846.73		54,004.40	2,842.33
Dogs on Patios				
MVD Renewals & Registrations	1,751,412.10		1,751,412.10	
Organ Donor	1,699.18		1,699.18	
MFG Home Installation Permits				
Totals	4,947,329.36	1,908,677.22	2,895,184.14	143,468.00

County Clerk
Fee Account
March 2019

Clerk's Fee Account

Beginning Balance 3/1/2019

1,718,525.25

Additions:

Passports (\$55,405.00)
Interest (\$12,798.04)
EIVS (\$1,150.00)
Marriage License (\$3,125.00)
Business License (\$4,485.00)
Miscellaneous Receipts (\$7,535.10)
Renewals (\$91,367.91)
Titles (\$127,454.70)
State Payment Business Taxes (\$63,836.80)
State Payment Title Printing-Jan & Feb (\$59,444.25)
Clerk Fees Driver License (\$18,924.00)
Clerk Percent Fees-County/State (143,468.00)

Disbursements

Knox County-Payroll (\$344,868.80)
TeleCheck Fee (\$2,733.03)

Ending Balance 3/31/2019

1,959,917.22

County Clerk
Bank Reconcilations
Commercial Bank, First Tennessee Bank, FirstBank
March 2019

Per Bank Statements:

FirstBank - Main Account	\$	2,135,975.10
FirstBank - State Account/Credit Cards	\$	4,099,460.05
Commercial Bank-Main Account	\$	10,914.47
First Tennessee Bank	\$	<u>24,583.98</u>
Total Per Bank Statements	\$	<u><u>6,270,933.60</u></u>

Add Deposits in Transit Commercial Bank -Main Account:	\$	-
Add Deposits in Transit FirstBank -Main Account:	\$	<u>90,017.36</u>
Total		<u><u>90,017.36</u></u>

Deduct Outstanding Checks Commercial Bank-Main Account:		
124 checks outstanding as of 3/31/2019	\$	10,213.65
Deduct Outstanding Checks FirstBank-Main Account:		
83 checks outstanding as of 3/31/2019	\$	10,951.23
Deposit for TeleCheck return in bank 3/29, not booked GL		65.00
		<u>21,229.88</u>

Balance per County Clerk's Books	\$	<u><u>6,339,721.08</u></u>
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