



**Sherry Witt**  
KNOX COUNTY CLERK

TO


GLENN JACOBS  
KNOX COUNTY MAYOR

September 2019

County Clerk  
Period Ended September 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 9/30/2019.

  
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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 11<sup>th</sup> day of October, 2019.

  
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Notary Public

My Commission Expires

10-1-2022



County Clerk

Statistical Data on Salaries

September 2019

	Authorized By Salary Suit	Actual
Number of Regular Employees	87	80
Total Salaries, Regular Employees	\$ 446,807.41	\$ 340,313.07
Number of Extra employees	As Needed	3
Total Salaries, Extra Employees	\$ 20,000.00	\$ 8,956.43

County Clerk  
Assets and Liabilities  
September 2019

Assets	Beginning Balance 9/1/2019	Debits	Credits	Balance As of 9/30/2019
Cash on Hand	46,838.55	4,492,467.04	4,432,858.76	106,446.83
First Tennessee Commercial Bank	24,583.98	-	-	24,583.98
FirstBank	763.10	1,412.78	-	2,175.88
FirstBank	2,361,353.54	7,041,552.03	6,866,991.87	2,535,913.70
FirstBank	5,205,670.16	1,729,535.19	2,533,545.58	4,401,659.77
Credit Card Receivables	555,124.09	1,723,246.55	1,820,256.27	458,114.37
Accounts Rec-TeleCheck	-			-
<b>Total Assets</b>	<b>8,194,333.42</b>	<b>14,988,213.59</b>	<b>15,653,652.48</b>	<b>7,528,894.53</b>

Liabilities	Beginning Balance 9/1/2019	Debits	Credits	Balance As of 9/30/2019
Due to State	3,711,348.09	3,799,569.09	3,184,579.50	3,096,358.50
Due to County	2,336,239.55	2,750,629.41	2,606,066.24	2,191,676.38
Due to Litigants, Heirs, Others	90,717.23	232,109.37	196,654.90	55,262.76
Due to Out of State Contractors	99,000.00	-	-	99,000.00
Clerk-Fee Commission Account	1,957,028.55	739,649.54	869,169.88	2,086,548.89
<b>Total Liabilities</b>	<b>8,194,333.42</b>	<b>7,521,957.41</b>	<b>6,856,470.52</b>	<b>7,528,846.53</b>

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

	RECEIPTS	DUE TO COUNTY	DUE TO STATE	CLERK FEES
Beer Tax	209,594.93	199,115.18		10,479.75
Marriage License - County	3,800.00	3,610.00		190.00
Wheel Tax	1,227,516.00	1,166,140.20		61,375.80
Hotel, Motel Tax	836,906.71	820,168.58		16,738.13
Beer Privilege Fee	634.00	602.30		31.70
Beer Fines	-	-		-
Liquor Privilege Tax	1,750.00	1,662.50		87.50
Helping Schools	140.12	140.12		-
Beer Permit Applications	250.00	237.50		12.50
Marriage License - State	5,700.00		5,415.00	285.00
State Premarital Training - Marriage License	16,740.00		16,740.00	-
State & Local Sales Tax Autos	1,339,702.22		1,272,717.12	66,985.10
State & Local Sales Tax Boats	57,168.77		54,310.33	2,858.44
Dogs on Patios	-			-
MVD Renewals & Registrations	1,617,551.87		1,617,551.87	
Organ Donor	1,615.37		1,615.37	-
MFG Home Installation Permits				
<b>Totals</b>	<b>5,319,069.99</b>	<b>2,191,676.38</b>	<b>2,968,349.69</b>	<b>159,043.92</b>

County Clerk  
Fee Account  
September 2019

<b>Clerk's Fee Account</b>	<b>Beginning Balance 9/1/2019</b>	<b>1,957,060.55</b>
	Additions:	<b>481,505.84</b>
	Passports (\$26,305.00)	
	Interest (\$12,810.82)	
	EIVS (\$1,365.00)	
	Mail Fees (\$19,935.25)	
	Marriage License (\$4,750.00)	
	Business License (\$3,900.00)	
	Miscellaneous Receipts (\$6,374.77)	
	Renewals (\$67,531.50)	
	Titles (\$122,220.00)	
	State Payment Business Taxes (\$30,413.58)	
	State Payment Title Printing (\$0.00)	
	Returned Checks/Funds Collected (\$20.00)	
	Clerk Fees Driver License (\$23,804.00)	
	Clerk Percent Fees-County/State (\$159,043.92)	
	Earmarked funds received (\$3,032.00)	
	Disbursements	<b>351,969.50</b>
	Knox County-Payroll (\$349,269.50)	
	TeleCheck Fee (\$2,700.00)	
	<b>Ending Balance 9/30/2019</b>	<b>2,086,596.89</b>

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

Per Bank Statements:

FirstBank - Main Account	\$	2,285,125.78
FirstBank - State Account/Credit Cards	\$	4,401,659.77
Commercial Bank-Main Account	\$	10,892.20
First Tennessee Bank	\$	<u>24,583.98</u>
Total Per Bank Statements	\$	<u><u>6,722,261.73</u></u>

Remote Capture correction		(265.00)
Add Deposits in Transit FirstBank -Main Account:	\$	<u>268,637.34</u>
Total		<u><u>268,372.34</u></u>

Deduct Outstanding Checks FirstBank-Main Account:		
104 checks outstanding as of 9/30/2019	\$	17,584.42
Deduct Outstanding Checks Commercial Bank-Main Account:		
112 checks outstanding as of 8/31/2019	\$	8,716.32
		<u>26,300.74</u>

Balance per County Clerk's Books	\$	<u><u>6,964,333.33</u></u>
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