



Sherry Witt
KNOX COUNTY CLERK

TO

GLENN JACOBS

KNOX COUNTY MAYOR

April 2020

County Clerk
Period Ended April 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 4/30/2020.



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 12th day of May, 2020.



Notary Public

My Commission Expires 10-1-2022

County Clerk

Statistical Data on Salaries

April 2020

	Authorized By Salary Suit	Actual
Number of Regular Employees	87	79
Total Salaries, Regular Employees	\$ 446,807.41	\$ 343,802.29
Number of Extra employees	As Needed	3
Total Salaries, Extra Employees	\$ 20,000.00	\$ 6,530.62

County Clerk
Assets and Liabilities
April 2020

Assets	Beginning Balance 4/1/2020	Debits	Credits	Balance As of 4/30/2020
Cash on Hand	108,690.86	1,706,032.68	1,705,144.71	109,578.83
First Tennessee	24,583.98	-	-	24,583.98
FirstBank	1,316,999.01	5,051,549.49	5,326,707.23	1,041,841.27
FirstBank	5,192,497.17	1,383,076.67	3,350,000.00	3,225,573.84
Credit Card Receivables	166,861.34	1,452,225.28	1,355,929.04	263,157.58
Total Assets	6,809,632.36	9,592,884.12	11,737,780.98	4,664,735.50

Liabilities	Beginning Balance 4/1/2020	Debits	Credits	Balance As of 4/30/2020
Due to State	2,763,571.37	2,894,140.93	1,557,759.23	1,427,189.67
Due to County	1,696,345.97	1,761,029.24	1,418,640.61	1,353,957.34
Due to Litigants, Heirs, Others	82,073.29	72,787.57	101,308.68	110,594.40
Due to Out of State Contractors	105,500.00	-	1,500.00	107,000.00
Clerk-Fee Commission Account	2,162,141.73	852,561.91	356,414.27	1,665,994.09
Total Liabilities	6,809,632.36	5,580,519.65	3,435,622.79	4,664,735.50

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

	RECEIPTS	DUE TO COUNTY	DUE TO STATE	CLERK FEES
Beer Tax	181,170.33	172,111.81		9,058.52
Marriage License - County	1,090.00	1,035.50		54.50
Wheel Tax	860,496.00	817,471.20		43,024.80
Hotel, Motel Tax	368,972.28	361,592.83		7,379.45
Beer Privilege Fee				
Beer Fines				
Liquor Privilege Tax	1,800.00	1,710.00		90.00
Helping Schools	36.00	36.00		
Beer Permit Applications				
Marriage License - State	1,635.00		1,553.25	81.75
State Premarital Training - Marriage License	4,980.00		4,980.00	
State & Local Sales Tax Autos	333,307.78		316,642.40	16,665.38
State & Local Sales Tax Boats	11,760.57		11,172.54	588.03
Dogs on Patios				
MVD Renewals & Registrations	1,090,468.01		1,090,468.01	
Organ Donor	1,632.66		1,632.66	
MFG Home Installation Permits	-			
Totals	2,857,348.63	1,353,957.34	1,426,448.86	76,942.43

County Clerk
Fee Account
April 2020

Clerk's Fee Account	Beginning Balance 4/1/2020	2,162,141.73
	Additions:	353,442.37
	Passports (\$0.00)	
	Interest (\$1,260.64.)	
	EIVS (\$940.00)	
	Mail Fees (\$42,617.57)	
	Marriage License (\$1,362.50)	
	Business License (\$3,180.00)	
	Miscellaneous Receipts (\$2,484.00)	
	Renewals (\$55,064.50)	
	Returned Checks collected (\$1,301.67)	
	Titles (\$46,143.00)	
	State Payment Business Taxes (\$86,066.26)	
	State Payment Title Printing (\$24,856.00)	
	Clerk Fees Driver License (\$0.00)	
	Clerk Percent Fees-County/State (\$76,942.43)	
	Earmarked funds received (\$11,223.80)	
	Disbursements	849,590.01
	Knox County-Payroll (\$350,332.91)	
	TeleCheck Fee (\$2,700.00)	
	Clerk Errors (\$0.00)	
	Excess Fees (\$494,633.77)	
	Returned Checks (\$0.00)	
	Computer equip/supplies earmarked funds (\$1,923.33)	
	Ending Balance 4/30/2020	1,665,994.09

County Clerk
Bank Reconcilations
First Horizon Bank, FirstBank
April 2020

Per Bank Statements:

FirstBank - Main Account	\$ 1,066,897.38
FirstBank - State Account/Credit Cards	\$ 3,225,573.84
First Horizon Bank	<u>\$ 24,583.98</u>

Total Per Bank Statements	<u><u>\$ 4,317,055.20</u></u>
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Bank cleared check \$.20 over, correct May	\$ 0.20
Deposit on bank, posted \$18 short in GL	\$ (18.00)
Add Deposits in Transit FirstBank - Main Account:	<u>\$ 97,874.73</u>

Total	<u><u>97,856.93</u></u>
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Deduct Outstanding Checks FirstBank - Main Account:

146 checks outstanding as of 4/30/2020	<u>\$ 122,913.04</u>
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Total	<u><u>122,913.04</u></u>
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Balance per County Clerk's Books	<u><u>\$ 4,291,999.09</u></u>
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