



Sherry Witt
KNOX COUNTY CLERK

TO

GLENN JACOBS

KNOX COUNTY MAYOR

December 2018

County Clerk

Period Ended December 2018

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 12/31/2018.



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.

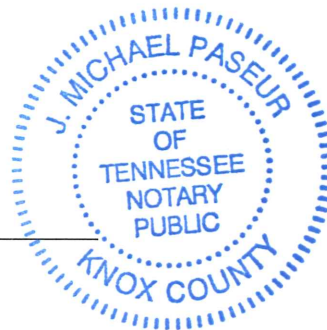
Sworn and subscribed to before me this 16TH day of January, 20 19.



Notary Public

My Commission Expires

10-1-2022



County Clerk

Statistical Data on Salaries

December 2018

	Authorized By Salary Suit	Actual
Number of Regular Employees	87	84
Total Salaries, Regular Employees	\$ 446,807.41	\$ 348,971.86
Number of Extra employees	As Needed	0
Total Salaries, Extra Employees	\$ 20,000.00	\$ -

County Clerk
Assets and Liabilities
December 2018

Assets	Beginning Balance 12/1/2018	Debits	Credits	Balance As of 12/31/2018
Cash on Hand	180,743.01	3,262,917.16	3,280,631.05	163,029.12
First Tennessee Commercial Bank	24,583.98	-	-	24,583.98
FirstBank	16,698.17	1.16	-	16,699.33
FirstBank	3,337,955.01	3,747,655.51	5,450,084.20	1,635,526.32
FirstBank	2,111,795.30	1,243,306.10	-	3,355,101.40
Credit Card Receivables	472,227.48	1,203,699.24	1,229,698.45	446,228.27
Total Assets	6,144,002.95	9,457,579.17	9,960,413.70	5,641,168.42

Liabilities	Beginning Balance 12/1/2018	Debits	Credits	Balance As of 12/31/2018
Due to State	2,563,415.01	3,070,410.41	2,867,375.87	2,360,380.47
Due to County	2,047,054.53	2,117,532.24	1,794,154.48	1,723,676.77
Due to Litigants, Heirs, Others	50,232.21	134,184.02	122,735.12	38,783.31
Due to Out of State Contrators	92,500.00	-	500.00	93,000.00
Clerk-Fee Commission Account	1,390,801.20	352,083.87	386,610.54	1,425,327.87
Total Liabilities	6,144,002.95	5,674,210.54	5,171,376.01	5,641,168.42

County Clerk
 Receipts and Disbursements
 Financial Transaction-Due to County-Due to State
 December 2018

	RECEIPTS	DUE TO COUNTY	DUE TO STATE	CLERK FEES
Beer Tax	174,846.40	166,104.08		8,742.32
Marriage License - County	2,470.00	2,346.50		123.50
Wheel Tax	903,710.70	858,525.16		45,185.54
Hotel, Motel Tax	702,174.52	688,131.03		14,043.49
Beer Privilege Fee	7,000.00	6,650.00		350.00
Liquor Privilege Tax	1,800.00	1,710.00		90.00
Helping Schools	210.00	210.00		-
Beer Permit Applications	-			-
Marriage License - State	3,705.00		3,519.75	185.25
State Premarital Training - Marriage License	11,700.00		11,700.00	-
State & Local Sales Tax Autos	1,111,306.01		1,055,740.71	55,565.30
State & Local Sales Tax Boats	18,518.68		17,592.75	925.93
MVD Renewals & Registrations	1,175,385.50		1,175,385.50	-
Organ Donor	979.45		979.45	-
MFG Home Installation Permits				-
Totals	4,113,806.26	1,723,676.77	2,264,918.16	125,211.33

County Clerk
Fee Account
December 2018

Clerk's Fee Account	Beginning Balance 12/1/2018	1,390,801.20
	Additions: \$ 386,598.54	
	Passports (\$22,730.00)	
	Interest (\$10,570.06)	
	EIVS (\$635.00)	
	Marriage License (\$3,087.50)	
	Business License (\$2,895.00)	
	Miscellaneous Receipts (\$4,111.48)	
	Renewals (\$60,747.50)	
	Titles (\$91,450.31)	
	State Payment Business Taxes (\$21,511.61)	
	State Payment Title Printing (\$26,872.75)	
	Clerk Fees Driver License (16,776.00)	
	Clerk Percent Fees-County/State (\$125,211.33)	
	Disbursements \$ 352,071.87	
	Knox County-Payroll (\$348,971.86)	
	BIS - Earmarked Funds (\$400.00)	
	TeleCheck Fee (\$2,700.00)	
	Balance State Sales Tax (\$.01)	
	Ending Balance 12/31/2018	1,425,327.87

County Clerk
Bank Reconcilations
Commercial Bank, First Tennessee Bank, FirstBank
December 2018

Per Bank Statements:

FirstBank - Main Account	\$ 1,573,851.16
FirstBank - State Account/Credit Cards	\$ 3,355,101.40
Commercial Bank-Main Account	\$ 27,190.55
First Tennessee Bank	\$ 24,583.98

Total Per Bank Statements \$ 4,980,727.09

Add Deposits in Transit Commercial Bank -Main Account: \$ -
Add Deposits in Transit FirstBank -Main Account: 77,479.14

Total 77,479.14

Deduct Outstanding Checks Commercial Bank-Main Account:
 159 checks outstanding as of 12/31/2018 \$ 10,491.22
Fee to be added back to Clerk's account January 2019 \$ (5.00)
Deduct Outstanding Checks FirstBank-Main Account:
 45 checks outstanding as of 12/31/2018 \$ 15,808.98

26,295.20

Balance per County Clerk's Books \$ 5,031,911.03