



Sherry Witt
KNOX COUNTY CLERK

TO

GLENN JACOBS

KNOX COUNTY MAYOR

November 2020

County Clerk
Period Ended November
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 11/30/2020.



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 10th day of December, 2020.



Notary Public

My Commission Expires 10-1-2022



County Clerk
Statistical Data on Salaries
November 2020

	Authorized By Salary Suit	Actual	
Number of Regular Employees	87	77	
Total Salaries, Regular Employees	\$ 446,807.41	\$ 431,829.31	*
Number of Extra employees	As Needed	2	
Total Salaries, Extra Employees	\$ 20,000.00	\$ 7,757.37	*

* Eligible employees - Longevity pay

* Eligible employees - One-time incentive pay

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

	RECEIPTS	DUE TO COUNTY	DUE TO STATE	CLERK FEES
Beer Tax	202,921.23	192,775.17		10,146.06
Marriage License - County	2,350.00	2,232.50		117.50
Wheel Tax	1,064,883.00	1,011,638.85		53,244.15
Hotel, Motel Tax	677,864.42	664,307.13		13,557.29
Beer Privilege Fee	34.00	32.30		1.70
Beer Fines				
Liquor Privilege Tax	1,750.00	1,662.50		87.50
Helping Schools	208.45	208.45		
Beer Permit Applications				
Marriage License - State	3,525.00		3,348.75	176.25
State Premarital Training - Marriage License	11,100.00		11,100.00	
State & Local Sales Tax Autos	1,460,377.20		1,387,358.34	73,018.86
State & Local Sales Tax Boats	42,511.15		40,385.59	2,125.56
Dogs on Patios				
MVD Renewals & Registrations	1,385,476.07		1,385,476.07	
Organ Donor	1,334.38		1,334.38	
MFG Home Installation Permits	740.00		740.00	
Totals	4,855,074.90	1,872,856.90	2,829,743.13	152,474.87

County Clerk
Assets and Liabilities
November 2020

Assets	Beginning Balance 11/1/2020	Debits	Credits	Balance As of 11/30/2020
Cash on Hand	9,757.58	3,569,175.11	3,576,016.98	2,915.71
First Tennessee	24,583.98	-	24,583.98	-
FirstBank	2,250,960.51	5,545,195.30	5,853,234.90	1,942,920.91
FirstBank	4,542,674.70	1,801,918.22	2,000,000.00	4,344,592.92
Credit Card Receivables	529,219.51	1,689,845.78	1,807,494.70	411,570.59
Total Assets	7,357,196.28	12,606,134.41	13,261,330.56	6,702,000.13

Liabilities	Beginning Balance 11/1/2020	Debits	Credits	Balance As of 11/30/2020
Due to State	3,368,960.85	3,464,522.82	2,990,816.10	2,895,254.13
Due to County	1,989,339.44	2,102,706.96	1,986,224.42	1,872,856.90
Due to Litigants, Heirs, Others	120,300.77	213,782.18	165,228.32	71,746.91
Due to Out of State Contractors	115,000.00	-	500.00	115,500.00
Clerk-Fee Commission Account	1,763,595.22	456,327.35	439,374.32	1,746,642.19
Total Liabilities	7,357,196.28	6,237,339.31	5,582,143.16	6,702,000.13

County Clerk
Bank Reconcilations
First Horizon Bank, FirstBank
November 2020

Per Bank Statements:

FirstBank - Main Account	\$ 2,021,187.55
FirstBank - State Account/Credit Cards	\$ 4,344,592.92
First Horizon Bank	<u>\$ -</u>

Total Per Bank Statements	<u><u>\$ 6,365,780.47</u></u>
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Add Deposits in Transit FirstBank - Main Account:	\$ 222,770.80
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Total	<u><u>222,770.80</u></u>
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Check cleared from 2018, remitted to the state to Unclaimed Property	(36.00)
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Deduct Outstanding Checks FirstBank - Main Account:

204 checks outstanding as of 11/30/2020	<u>\$ 301,073.44</u>
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Total	<u><u>301,037.44</u></u>
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Balance per County Clerk's Books	<u><u>\$ 6,287,513.83</u></u>
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*Account closed 11/30/2020, balance deposited to FirstBank main account.