

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.

Motary 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 | | 31,829.31 | * |
| | | | | |
| 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

| | | DUE TO | DUE TO | |
|--|--------------|--------------|--------------|------------|
| | RECEIPTS | COUNTY | 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 Fee Account November 2020

Clerk's Fee Accou Beginning Balance 11/1/2020

1,763,595.22

Additions:

433,960.26

Passports (\$8,935.00) Interest (\$1,543.67) EIVS (\$1,625.00) Mail Fees (\$22,547.30) Marriage License (\$2,917.32) Business License (\$4,167.57) Miscellaneous Receipts (\$4,143.06)

Renewals (\$58,115.50) Titles (\$97,829.90)

State Payment Business Taxes (\$30,894.44) State Payment Title Printing (\$28,124.00) Returned Checks Funds Recovered (191.93) Clerk Fees Driver License (\$13,268.00)

Clerk Percent Fees-County/State (\$152,474.87)

Earmarked funds received (\$6,854.70)

CAC/VMC (\$328.00)

Disbursements

450,913.29

Knox County-Payroll (\$439,586.68) TN Dept of Labor Unemployment (\$0.00)

State of TN Unclaimed Property held - Commercial Bank account closure (\$340.00)

TeleCheck Fee (\$2,700.00)

Excess Fees (\$)

Returned Checks (\$7,046.40)

Computer equip/supplies earmarked funds (\$1,012.21)

Receivable CAC/VMC (\$228.00)

Ending Balance 11/30/2020

1,746,642.19

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 | 22 | 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 | Banl | 7 5 | tate | men | te. |
|------|------|-----|------|--------|-----|
| 1 01 | Dan | 1 | uaic | 111011 | LO. |

| FirstBank - Main Account FirstBank - State Account/Credit Cards First Horizon Bank | \$ \$ \$ | 2,021,187.55 4,344,592.92 - |
|--|----------------|-----------------------------------|
| Total Per Bank | Statements \$ | 6,365,780.47 |
| Add Deposits in Transit FirstBank - Main Account: | \$ | 222,770.80 |
| Tot | tal | 222,770.80 |
| Check cleared from 2018, remitted to the state to Unclaimed Property Deduct Outstanding Checks FirstBank - Main Account: | | (36.00) |
| 204 checks outstanding as of 11/30/2020 | | 301,073.44 |
| Tot | tal | 301,037.44 |
| Balance per County Clerk's Books | \$ | 6,287,513.83 |

^{*}Account closed 11/30/2020, balance deposited to FirstBank main account.