



**Sherry Witt**  
KNOX COUNTY CLERK

TO


GLENN JACOBS  
KNOX COUNTY MAYOR

September 2020

County Clerk  
Period Ended September  
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 9/30/2020.

  
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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 12<sup>th</sup> day of October, 2020.

  
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Notary Public

My Commission Expires 10-1-2022



County Clerk

Statistical Data on Salaries

September 2020

	Authorized By Salary Suit	Actual
Number of Regular Employees	87	78
Total Salaries, Regular Employees	\$ 446,807.41	\$ 335,549.86
Number of Extra employees	As Needed	2
Total Salaries, Extra Employees	\$ 20,000.00	\$ 5,244.97

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

	RECEIPTS	DUE TO COUNTY	DUE TO STATE	CLERK FEES
Beer Tax	215,307.02	204,541.67		10,765.35
Marriage License - County	3,810.00	3,619.50		190.50
Wheel Tax	1,225,491.00	1,164,216.45		61,274.55
Hotel, Motel Tax	560,262.17	549,056.93		11,205.24
Beer Privilege Fee				
Beer Fines				
Liquor Privilege Tax	2,200.00	2,090.00		110.00
Helping Schools	210.00	210.00		-
Beer Permit Applications	250.00	237.50		12.50
Marriage License - State	1,796.25		1,706.44	89.81
State Premarital Training - Marriage License	3,900.00		3,900.00	-
State & Local Sales Tax Autos	1,682,257.77		1,598,144.88	84,112.89
State & Local Sales Tax Boats	178,360.40		169,442.38	8,918.02
Dogs on Patios				
MVD Renewals & Registrations	1,563,285.75			
Organ Donor	1,325.45		1,325.45	
MFG Home Installation Permits	-			
<b>Totals</b>	<b>5,438,455.81</b>	<b>1,923,972.05</b>	<b>1,774,519.15</b>	<b>176,678.86</b>

County Clerk  
Fee Account  
September 2020

<b>Clerk's Fee Account</b>	<b>Beginning Balance 9/1/2020</b>	<b>2,373,206.38</b>
	<b>Additions:</b>	<b>494,220.62</b>
	Passports (\$12,520.00)	
	Interest (\$1,647.11)	
	EIVS (\$1,770.00)	
	Mail Fees (\$22,893.48)	
	Marriage License (\$4,762.50)	
	Business License (\$4,875.00)	
	Miscellaneous Receipts (\$5,731.65)	
	Renewals (\$66,168.00)	
	Titles (\$120,477.50)	
	State Payment Business Taxes (\$54,618.82)	
	State Payment Title Printing (\$0.00)	
	Returned Checks Funds Recovered (\$65.00)	
	Clerk Fees Driver License (\$19,716.00)	
	Clerk Percent Fees-County/State (\$176,678.86)	
	Earmarked funds received (\$1,965.00)	
	CAC/VMC (\$332.00)	
	<b>Disbursements</b>	<b>345,592.15</b>
	Knox County-Payroll (\$340,794.83)	
	TN Dept of Labor Unemployment (\$0.00)	
	TeleCheck Fee (\$2,700.00)	
	Excess Fees (\$)	
	Returned Checks (\$0.00)	
	Computer equip/supplies earmarked funds (\$1,885.32)	
	Receivable CAC/VMC (\$212.00)	
	<b>Ending Balance 9/30/2020</b>	<b>2,521,834.85</b>

County Clerk  
Assets and Liabilities  
September 2020

Assets	Beginning Balance 9/1/2020	Debits	Credits	Balance As of 9/30/2020
Cash on Hand	9,434.16	4,031,993.02	4,031,658.73	9,768.45
First Tennessee	24,583.98	-	-	24,583.98
FirstBank	2,231,442.51	6,456,232.79	6,164,002.51	2,523,672.79
FirstBank	5,452,807.79	2,011,087.12	2,500,000.00	4,963,894.91
Credit Card Receivables	618,155.63	2,048,159.99	2,085,097.42	581,218.20
<b>Total Assets</b>	<b>8,336,424.07</b>	<b>14,547,472.92</b>	<b>14,780,758.66</b>	<b>8,103,138.33</b>

Liabilities	Beginning Balance 9/1/2020	Debits	Credits	Balance As of 9/30/2020
Due to State	3,699,462.91	3,951,727.41	3,703,970.15	3,451,705.65
Due to County	2,069,342.37	2,199,060.01	2,053,689.69	1,923,972.05
Due to Litigants, Heirs, Others	80,412.41	159,501.15	170,214.52	91,125.78
Due to Out of State Contractors	114,000.00	-	500.00	114,500.00
Clerk-Fee Commission Account	2,373,206.38	353,645.65	502,274.12	2,521,834.85
<b>Total Liabilities</b>	<b>8,336,424.07</b>	<b>6,663,934.22</b>	<b>6,430,648.48</b>	<b>8,103,138.33</b>

County Clerk  
Bank Reconcilations  
First Horizon Bank, FirstBank  
September 2020

Per Bank Statements:

FirstBank - Main Account	\$ 2,320,183.28
FirstBank - State Account/Credit Cards	\$ 4,963,894.91
First Horizon Bank	<u>\$ 24,583.98</u>

Total Per Bank Statements	<u><u>\$ 7,308,662.17</u></u>
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Add Deposits in Transit FirstBank - Main Account:

\$ 225,241.73

Total	<u><u>225,241.73</u></u>
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Deduct Outstanding Checks FirstBank - Main Account:

208 checks outstanding as of 9/30/2020	<u>\$ 21,752.22</u>
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Total	<u><u>21,752.22</u></u>
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Balance per County Clerk's Books

\$ 7,512,151.68