



# SHERRY WITT

## KNOX COUNTY CLERK

*"Dedicated to Serving You"*

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To  
Glenn Jacobs  
County Mayor

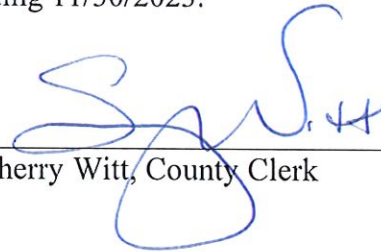
County Clerk

Period Ended

November 2023

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 11/30/2023.



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 8<sup>th</sup> day of December, 2023.

Carly Ferrell  
Notary Public

My Commission Expires

February 28, 2027



County Clerk  
Bank Reconciliations  
FirstBank  
November 2023

Per Bank Statements:

FirstBank - Main Account	\$	3,186,516.44
FirstBank - State Account/Credit Cards	\$	5,372,658.12
Total Per Bank Statements	\$	<u>8,559,174.56</u>

Add Deposits in Transit FirstBank - Main Account:	Total	<u>330,712.01</u>
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433 checks outstanding as of 11/30/2023	\$	<u>59,908.64</u>
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Total	<u>59,908.64</u>
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Balance per County Clerk's Books	\$	<u>8,829,977.93</u>
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County Clerk  
Assets and Liabilities  
November 2023

Assets	Beginning Balance 11/1/23	Debits	Credits	Balance As of 11/30/23
Cash on Hand	10,052.74	4,970,580.90	4,970,419.90	10,213.74
FirstBank	4,147,687.47	7,584,654.25	8,275,021.91	3,457,319.81
FirstBank	5,505,309.10	2,367,349.02	2,500,000.00	5,372,658.12
Credit Card Receivables	799,300.37	1,912,187.96	2,185,316.16	526,172.17
<b>Total Assets</b>	<b>10,462,349.68</b>	<b>16,834,772.13</b>	<b>17,930,757.97</b>	<b>9,366,363.84</b>

Liabilities	Beginning Balance 11/1/23	Debits	Credits	Balance As of 11/30/23
Due to State	4,799,824.99	4,919,177.36	3,887,535.70	3,768,183.33
Due to County	2,871,931.83	2,980,217.27	2,748,798.16	2,640,512.72
Due to Litigants, Heirs, Others	125,627.75	262,828.18	232,084.96	94,884.53
Due to Out of State Contractors	135,000.00	-	-	135,000.00
Clerk-Fee Commission Account	2,529,965.11	449,078.62	646,896.77	2,727,783.26
<b>Total Liabilities</b>	<b>10,462,349.68</b>	<b>8,611,301.43</b>	<b>7,515,315.59</b>	<b>9,366,363.84</b>

County Clerk  
Receipts and Disbursements  
Financial Transaction-Due to County-Due to State  
November 2023

	RECEIPTS	DUE TO COUNTY	DUE TO STATE	CLERK FEES
Beer Tax	195,312.85	185,547.21		9,765.64
Marriage License - County	2,420.00	2,299.00		121.00
Wheel Tax	1,007,881.12	957,487.06		50,394.06
Hotel, Motel Tax	1,516,823.21	1,486,486.75		30,336.46
Beer Privilege Fee	-	-		-
Beer Fines	4,500.00	4,275.00		225.00
Liquor Privilege Tax	3,970.00	3,771.50		198.50
Helping Schools	171.20	171.20		
Beer Permit Applications	500.00	475.00		25.00
Marriage License - State	3,630.00		3,448.50	181.50
State Premarital Training - Marriage License	12,240.00		12,240.00	
State & Local Sales Tax Autos	2,302,921.02		2,187,774.97	115,146.05
State & Local Sales Tax Boats	29,188.63		27,729.21	1,459.42
MVD Renewals & Registrations	2,013,610.40		2,013,610.40	
Organ Donor	1,194.41		1,194.41	
MFG Home Installation Permits	888.00		888.00	
<b>Totals</b>	<b>7,095,250.84</b>	<b>2,640,512.72</b>	<b>4,246,885.49</b>	<b>207,852.63</b>

**County Clerk  
Fee Account  
November 2023**

**Clerk's Fee Account**

<b>Beginning Balance 11/1/2023</b>		<b>2,529,965.11</b>
<b>Additions:</b>		<b>644,558.12</b>
Passports	31,031.00	
Interest	40,662.01	
EIVS	4,735.00	
Mail Fee	19,991.20	
Marriage License	3,025.00	
Business License	3,165.00	
Miscellaneous Receipts	4,812.80	
Renewals	53,238.00	
Titles	107,937.50	
State Payment Business Taxes	84,450.42	
State Payment Title Printing	29,546.00	
Clerk Fees Driver License	7,668.00	
Clerk Percent Fees-County/State	207,852.63	
Returned Checks funds received	-	
Earmarked funds received-Computer Equip	7,220.55	
Earmarked funds title fee-Motor Vehicle	38,511.00	
CAC/VMC/KnoxWorx/CONNECT/KARM	712.00	
Motor Vehicle Sales Tax Check Clearing	0.01	
<b>Disbursements:</b>		<b>446,739.97</b>
Knox County-Payroll	415,132.67	
Earmarked funds title fee-payroll	26,161.46	
TeleCheck Fee	2,700.00	
Excess Fees		
Returned Checks funds due	16.00	
Mail Fees	2.60	
Computer equip/cameras earmarked funds	1,980.24	
Receivable CAC/VMC/Knoxworx/CONNECT	592.00	
Payment for Positive Pay	90.00	
Clerk error	65.00	
<b>Ending Balance 11/30/2023</b>		<b>2,727,783.26</b>

County Clerk

Statistical Data on Salaries

November 2023

	Authorized By Salary Suit	Actual
Number of Regular Employees	90	71
Total Salaries, Regular Employees	\$ 484,427.72	\$ 441,294.13 *
Number of Extra employees	As Needed	6
Total Salaries, Extra Employees	\$ 30,000.00	\$ 11,172.22

\*Eligible employees Longevity & Bonus.