



# SHERRY WITT

## KNOX COUNTY CLERK

*"Dedicated to Serving You"*

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To  
Glenn Jacobs  
County Mayor

County Clerk

Period Ended

February 2024

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 02/29/2024.

  
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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 7<sup>th</sup> day of March, 2024.

  
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Notary Public

My Commission Expires

2/7/2026



County Clerk  
Bank Reconcilations  
FirstBank  
February 2024

Per Bank Statements:

FirstBank - Main Account	\$ 4,117,318.50
FirstBank - State Account/Credit Cards	\$ 5,243,933.72
Total Per Bank Statements	<u>\$ 9,361,252.22</u>

Add Deposits in Transit FirstBank - Main Account:	Total	<u>236,084.09</u>
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455 checks outstanding as of 02/29/2024	<u>\$ 71,200.81</u>
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Total	<u>71,200.81</u>
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Balance per County Clerk's Books	<u>\$ 9,526,135.50</u>
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County Clerk  
Assets and Liabilities  
February 2024

Assets	Beginning Balance 02/01/2024	Debits	Credits	Balance As of 02/29/2024
Cash on Hand	10,239.99	5,154,161.17	5,154,114.17	10,286.99
FirstBank	3,354,695.69	7,627,098.98	6,699,592.89	4,282,201.78
FirstBank	5,010,941.77	2,733,005.95	2,500,014.00	5,243,933.72
Credit Card Receivables	707,028.56	2,716,243.80	2,658,511.82	764,760.54
<b>Total Assets</b>	<b>9,082,906.01</b>	<b>18,230,509.90</b>	<b>17,012,232.88</b>	<b><u>10,301,183.03</u></b>

Liabilities	Beginning Balance 02/01/2024	Debits	Credits	Balance As of 02/029/2024
Due to State	4,070,076.25	4,410,006.30	4,947,055.80	4,607,125.75
Due to County	2,221,377.83	2,426,300.14	2,519,147.11	2,314,224.80
Due to Litigants, Heirs, Others	189,949.56	613,417.72	784,156.61	360,688.45
Due to Out of State Contractors	136,000.00	500.00	1,000.00	136,500.00
Clerk-Fee Commission Account	2,465,502.37	359,993.51	777,135.17	2,882,644.03
<b>Total Liabilities</b>	<b>9,082,906.01</b>	<b>7,810,217.67</b>	<b>9,028,494.69</b>	<b><u>10,301,183.03</u></b>

County Clerk  
 Receipts and Disbursements  
 Financial Transaction-Due to County-Due to State  
 February 2024

	RECEIPTS	DUE TO COUNTY	DUE TO STATE	CLERK FEES
Beer Tax	153,745.79	146,058.50		7,687.29
Marriage License - County	2,060.00	1,957.00		103.00
Wheel Tax	1,324,038.00	1,257,836.10		66,201.90
Hotel, Motel Tax	913,301.68	895,035.65		18,266.03
Beer Privilege Fee	3,892.00	3,697.40		194.60
Beer Fines	8,000.00	7,600.00		400.00
Liquor Privilege Tax	1,500.00	1,425.00		75.00
Helping Schools	140.15	140.15		
Beer Permit Applications	500.00	475.00		25.00
Marriage License - State	3,090.00		2,935.50	154.50
State Premarital Training - Marriage License	10,980.00		10,980.00	
State & Local Sales Tax Autos	2,449,803.71		2,327,313.52	122,490.19
State & Local Sales Tax Boats	57,130.64		54,274.11	2,856.53
MVD Renewals & Registrations	2,113,279.07		2,113,279.07	
Organ Donor	1,302.55		1,302.55	
MFG Home Installation Permits	629.00		629.00	
<b>Totals</b>	<b>7,043,392.59</b>	<b>2,314,224.80</b>	<b>4,510,713.75</b>	<b>218,454.04</b>

**County Clerk  
Fee Account  
February 2024**

**Clerk's Fee Account**

**Beginning Balance 02/01/2024** **2,465,502.37**

**Additions:** **765,286.32**

Passports	43,130.00
Interest	37,382.89
EIVS	6,930.00
Mail Fee	27,324.00
Marriage License	2,575.00
Business License	6,300.00
Miscellaneous Receipts	6,204.09
Renewals	70,545.50
Titles	130,997.25
State Payment Business Taxes	107,269.06
State Payment Title Printing	22,626.00
Clerk Fees Driver License	17,336.00
Clerk Percent Fees-County/State	218,454.04
Returned Checks funds received	10,495.93
Earmarked funds received-Computer Equip	8,196.55
Earmarked funds title fee-Motor Vehicle	48,696.00
CAC/VMC/KnoxWorx/CONNECT/KARM	824.00
Motor Vehicle Sales Tax Check Clearing	0.01

**Disbursements:** **348,144.66**

Knox County-Payroll	313,997.65
Earmarked funds title fee-payroll	29,167.46
TeleCheck Fee	2,169.00
Excess Fees	
Returned Checks funds due	640.00
Mail Fees	164.20
Computer equip/cameras earmarked funds	880.00
Receivable CAC/VMC/Knoxworx/CONNECT	1,010.00
Payment for Positive Pay	90.00
Clerk errors	26.35

**Ending Balance 02/29/2024** **2,882,644.03**

County Clerk

Statistical Data on Salaries

February 2024

	Authorized By Salary Suit	Actual
Number of Regular Employees	90	70
Total Salaries, Regular Employees	\$ 484,427.72	\$ 340,159.11
Number of Extra employees	As Needed	6
Total Salaries, Extra Employees	\$ 30,000.00	\$ 7,110.66