



**Sherry Witt**  
KNOX COUNTY CLERK

TO

GLENN JACOBS


KNOX COUNTY MAYOR

July 2019

County Clerk  
Period Ended July 2019

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 7/31/2019.

  
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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 August, 2019.

  
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Notary Public

My Commission Expires

10-1-2022



County Clerk

Statistical Data on Salaries

July 2019

	Authorized By Salary Suit	Actual
Number of Regular Employees	87	80
Total Salaries, Regular Employees	\$ 446,807.41	\$ 345,845.42
Number of Extra employees	As Needed	3
Total Salaries, Extra Employees	\$ 20,000.00	\$ 32,495.31 *

\* Included in salaries - Employee payout for "Voluntary Workforce Reduction and Early Retirement"

County Clerk  
Assets and Liabilities  
July 2019

Assets	Beginning Balance 7/1/2019	Debits	Credits	Balance As of 7/31/2019
Cash on Hand	4,500.00	4,694,827.72	4,694,456.13	4,871.59
First Tennessee Commercial Bank	24,583.98	-	-	24,583.98
FirstBank	702.18	0.46	-	702.64
FirstBank	2,421,163.12	8,524,790.35	9,429,263.06	1,516,690.41
FirstBank	4,980,655.03	2,141,044.54	1,500,000.00	5,621,699.57
Credit Card Receivables	625,608.79	2,075,530.01	2,141,639.89	559,498.91
Accounts Rec-TeleCheck	150,251.97	-	150,251.97	-
<b>Total Assets</b>	<b>8,207,465.07</b>	<b>17,436,193.08</b>	<b>17,915,611.05</b>	<b>7,728,047.10</b>

Liabilities	Beginning Balance 7/1/2019	Debits	Credits	Balance As of 7/31/2019
Due to State	3,310,091.76	3,399,943.95	3,526,002.36	3,436,150.17
Due to County	2,156,131.43	4,424,571.56	4,657,922.49	2,389,482.36
Due to Litigants, Heirs, Others	62,468.53	180,171.99	183,821.74	66,118.28
Due to Out of State Contractors	96,500.00	-	1,000.00	97,500.00
Clerk-Fee Commission Account	2,582,273.35	1,414,446.00	570,968.94	1,738,796.29
<b>Total Liabilities</b>	<b>8,207,465.07</b>	<b>9,419,133.50</b>	<b>8,939,715.53</b>	<b>7,728,047.10</b>

County Clerk  
 Receipts and Disbursements  
 Financial Transaction-Due to County-Due to State  
 July 2019

	<b>RECEIPTS</b>	<b>DUE TO COUNTY</b>	<b>DUE TO STATE</b>	<b>CLERK FEES</b>
Beer Tax	180,236.94	171,225.09		9,011.85
Marriage License - County	2,900.00	2,755.00		145.00
Wheel Tax	1,490,048.50	1,415,546.08		74,502.42
Hotel, Motel Tax	811,343.20	795,116.34		16,226.86
Beer Privilege Fee	117.00	111.15		5.85
Beer Fines				
Liquor Privilege Tax	3,900.00	3,705.00		195.00
Helping Schools	311.20	311.20		
Beer Permit Applications	750.00	712.50		37.50
Marriage License - State	4,350.00		4,132.50	217.50
State Premarital Training - Marriage License	13,020.00		13,020.00	
State & Local Sales Tax Autos	1,394,315.13		1,324,599.37	69,715.76
State & Local Sales Tax Boats	138,945.41		131,998.14	6,947.27
Dogs on Patios				
MVD Renewals & Registrations	1,856,282.49		1,856,282.49	
Organ Donor	1,920.86		1,920.86	
MFG Home Installation Permits	-			
<b>Totals</b>	<b>5,898,440.73</b>	<b>2,389,482.36</b>	<b>3,331,953.36</b>	<b>177,005.01</b>
	5,898,440.73			

County Clerk  
Fee Account  
July 2019

Clerk's Fee Account

<b>Beginning Balance 7/1/2019</b>	<b>2,582,273.35</b>
Additions:	<b>566,008.58</b>
Passports (\$34,465.00)	
Interest (15,688.11)	
EIVS (\$1,345.00)	
Mail Fees (25,042.37)	
Marriage License (\$3,625.00)	
Business License (\$4,620.00)	
Miscellaneous Receipts (\$7,319.80)	
Renewals (\$85,531.00)	
Titles (\$128,395.50)	
State Payment Business Taxes (\$29,563.14)	
State Payment Title Printing (\$34,590.15)	
Returned Checks/Funds Collected (\$254.00)	
Clerk Fees Driver License (\$18,564.00)	
Clerk Percent Fees-County/State (177,005.01)	
Disbursements	<b>1,409,481.64</b>
Knox County-Payroll (\$378,340.73)	
Knox County-Excess Fees 4th qtr. FY19 (\$1,013,718.78)	
TeleCheck Fee (\$2,733.10)	
Transaction errors (\$11.09)	
Printers/scanners/decal paper (\$14,677.94)	
<b>Ending Balance 7/31/2019</b>	<b>1,738,800.29</b>

County Clerk  
Bank Reconciliations  
Commercial Bank, First Tennessee Bank, FirstBank  
July 2019

Per Bank Statements:

FirstBank - Main Account	\$ 1,513,868.00
FirstBank - State Account/Credit Cards	\$ 5,621,699.57
Commercial Bank-Main Account	\$ 10,896.29
First Tennessee Bank	\$ 24,583.98

Total Per Bank Statements	<u>\$ 7,171,047.84</u>
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Add monies in bank, not on books-TeleCheck funding issue	(156.00)
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Add Deposits in Transit FirstBank -Main Account:	<u>\$ 227,345.50</u>
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Total	<u><u>227,189.50</u></u>
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Deduct Outstanding Checks Commercial Bank-Main Account:

80 checks outstanding as of 7/31/2019	\$ 224,367.09
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Deduct Outstanding Checks FirstBank-Main Account:

90 checks outstanding as of 7/31/2019	\$ 10,193.65
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<u>234,560.74</u>
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Balance per County Clerk's Books

<u><u>\$ 7,163,676.60</u></u>
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