

To

Tim Burchett

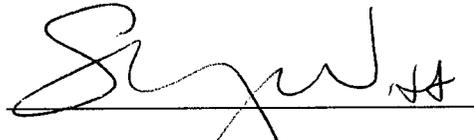
County Mayor

Register of Deeds

Period Ended December 31, 2011

Tim Burchett  
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 12-31-11.

  
Sherry Witt, Register of Deeds

STATE OF TENNESSEE  
COUNTY OF KNOX

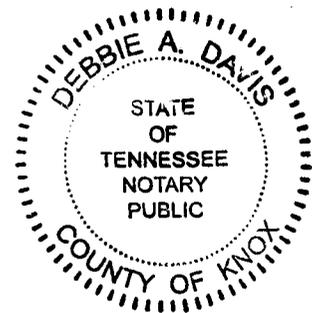
Personally appeared before me, in the county aforesaid, Sherry Witt, Register of Deeds of said county, who makes oath in due form of law that the foregoing report is full, true and correct to the best of her knowledge and belief.

Sworn and subscribed to before me this 10<sup>th</sup> day of January, 20 12



Notary Public

My Commission Expires 4-1-13



Register of Deeds  
Statistical Data on Salaries

December 2011

	Authorized By Court	Actual
Number of Regular Employees	29	23
Total Salaries, Regular Employees	\$111,879	\$86,066.28
Number of Extra Employees	As Needed	5
Total Salaries, Extra Employees	\$20,000	\$7,135.58

**Knox Co. Register of Deeds**  
Employees as of December 2011

Salaried Employees

Name	Amount
Linda Barber	\$ 4,120.00
Richard Beeler	6,406.00
Michelle Black	3,246.00
William Bright	4,752.00
Rose Browning	4,416.00
Beverly Campbell	4,966.00
Penny Carter	3,394.00
Debbie Davis	2,682.00
Steve Hall	5,522.00
Barbara Hartsell	4,870.00
Michael Lynch	3,280.00
James N. McBride	6,406.00
Sandra Merryman	4,234.00
Lisa Reidy	3,892.00
Cheri Wilson	3,504.00
Sharon Yarbrough	3,024.00
Margaret Taylor	2,896.00
Benjamin Padgett	3,020.00
Brandy Schaad	2,698.14
John Hitt	2,698.14
Susan Chesney	2,270.76
Michael Payne	1,923.08
Heather Wheeler	1,846.16

Hourly Employees

Edna Fraker	1,934.60
Joan Dozier	2,000.44
Levera Whitehead	1,194.60
Kent Carringer	905.50
Adrian Nelson	1,100.40

BANK RECONCILIATION REGISTER

ACTIVITY FROM: 07/01/11 TO: 12/31/11

BANK CODE: A Payroll Account

DEPOSITS AND ADJUSTMENTS:

DATE	TYP	REFERENCE	COMMENT	DEBITS	CREDITS	CLR
08/12/11	DEP	deeds			30.00	N
08/12/11	DEP	tax comm		.72		N
12/30/11	DEP	DEEDS			6,230.00	N
12/30/11	DEP	MAPS			50.00	N
12/30/11	DEP	COPIES			9,778.65	N
12/30/11	DEP	NOTICES			10.00	N
12/30/11	DEP	DPF			468.00	N
12/30/11	DEP	COMM			1,184.96	N
TOTAL OF 8 POSTINGS:				.72	17,751.61	

CHECKS:

CHECK NUMBER	DATE	SRC	REFERENCE	PAYEE NAME	AMOUNT	CLR
027471	12/31/11	AP	00TRUSTEE	Knox County Trustee	12,538.00	N
TOTAL OF 1 CHECK:					12,538.00	

RECONCILIATION SUMMARY FOR BANK A FROM 07/01/11 TO 12/31/11:

G/L CASH ACCOUNT NUMBER: 3992

BANK STATEMENT BALANCE	435,409.00
PLUS 8 DEPOSITS IN TRANSIT TOTALING	17,750.89
LESS 0 ADJUSTMENTS TOTALING	.00
LESS 1 CHECKS OUTSTANDING TOTALING	12,538.00
ADJUSTED BANK BALANCE	440,621.89

DEPOSITS AND ADJUSTMENTS:

DATE	TYP	REFERENCE	COMMENT	DEBITS	CREDITS	CLR
08/12/11	DEP	st tax		29.28		N
12/30/11	DEP	ST TAX			48,188.37	N
TOTAL OF 2 POSTINGS:				29.28	48,188.37	

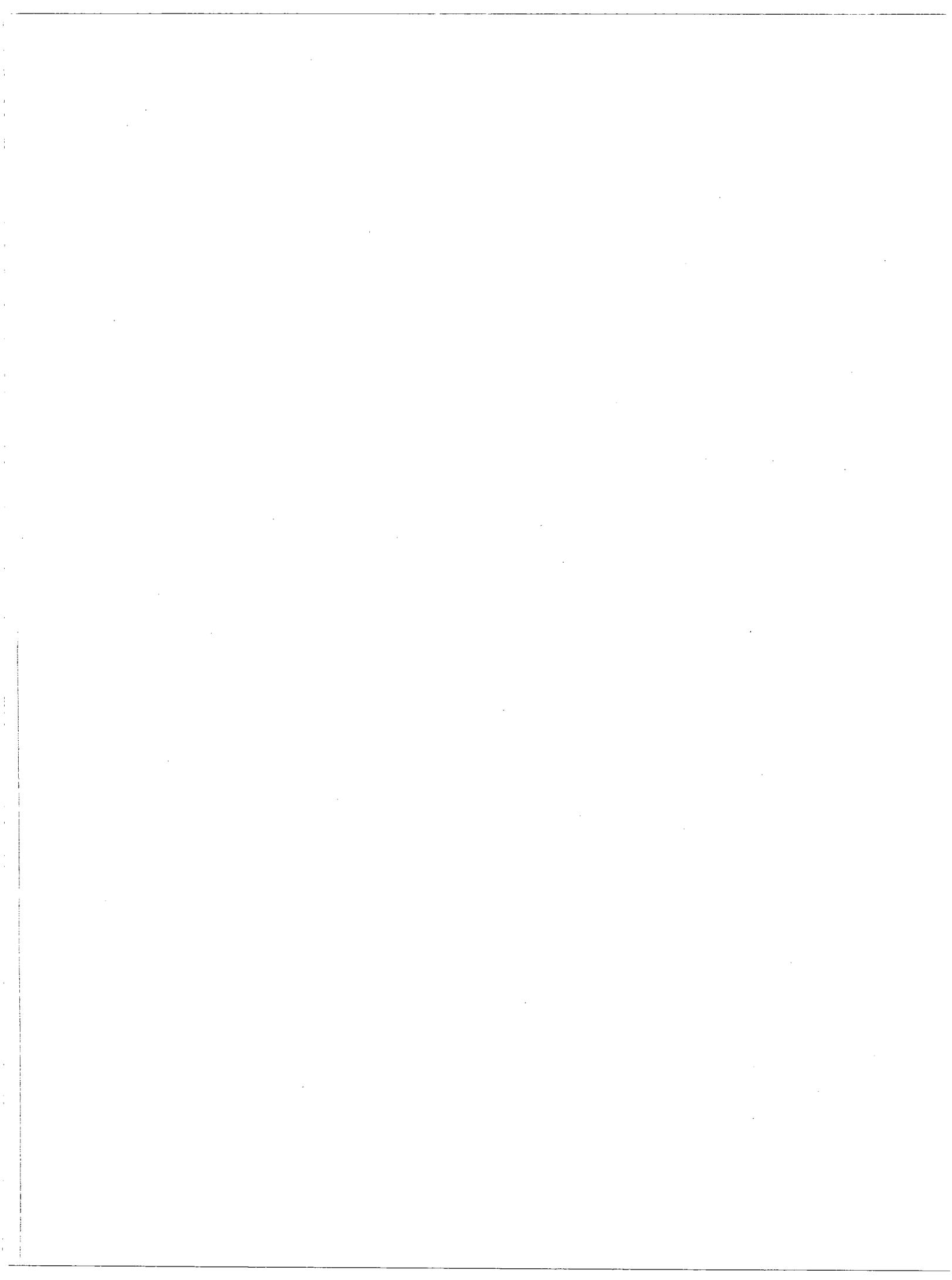
CHECKS:

CHECK NUMBER	DATE	SRC	REFERENCE	PAYEE NAME	AMOUNT	CLR
CK ORD	10/31/11	GL			140.93	N
TOTAL OF 1 CHECK:					140.93	

RECONCILIATION SUMMARY FOR BANK B FROM 07/01/11 TO 12/31/11:

G/L CASH ACCOUNT NUMBER: 3993

BANK STATEMENT BALANCE	1,391,820.00
PLUS 2 DEPOSITS IN TRANSIT TOTALING	48,159.09
LESS 0 ADJUSTMENTS TOTALING	.00
LESS 1 CHECKS OUTSTANDING TOTALING	140.93
<b>ADJUSTED BANK BALANCE</b>	<b>1,439,838.16</b>





Register of Deeds  
Financial Transactions – Fee Account

Month of December 2011

Code	Account Name	Credits (Receipts)	Debits (Disbursements)	Totals To Date
3911	Recording of Deeds	156,870.00		851,678.50
3912	Recording of Sec. Liens	117.00		966.00
3913	Copies	14,818.05		102,339.65
3914	Charters & Maps	1,078.50		5,906.50
3915	Interest Earned	742.16		3,899.94
3916	Notices of Completion	465.00		3,500.00
3917	Data Processing Fees	12,538.00		71,790.00
3918	State Tax Commission	34,091.90		157,514.65
		34,091.90		157,514.65
		<b>254,812.51</b>		
3941	Salary – Register		8,223.54	53,453.01
3942	Salary – Clerks		88,785.82	588,900.51
3943	FICA Expense		6,476.14	44,735.50
3944	Attorney Fees			
3945	Surety Bonds			
3946	County Officials Tax		34,091.90	157,514.65
3947	Employer Hosp./Ret.		23,852.00	156,596.39
3948	Office Expense		0.00	351.47
3980	Excess Fees Beginning			(273,186.66)
3981	Disbursements to Trustee		12,538.00	116,790.00
			<b>173,967.40</b>	
3991	Petty Cash			4,000.00
3992	Cash in Bank	140,575.50	221,611.76	483,620.36
3994	Accounts Receivable	7,948.45	7,057.30	17,784.66
3995	Car Allowance		700.00	4,550.00
	<b>TOTALS</b>	<b>\$ 403,336.46</b>	<b>403,336.46</b>	<b>0.00</b>

Register of Deeds

Receipts, Disbursements & Transfers

Month of December 2011

Code	Account Name	Credits	Debits	Transfers To	Transfers From	Net Transfers
3410	Due to State					
3411	Conveyance Tax	1,386,404.59	654,002.11		34,091.90	(34,091.90)
3510	Register's Fee Account					
3511	Fees & Commissions	254,812.51	174,354.72	34,091.90	33,704.58	387.32
3512	Fed. Income Tax		11,321.96	11,321.96		11,321.96
3513	FICA Withheld		6,476.14	6,476.14		6,476.14
3514	Hosp. Withheld		3,519.14	3,519.14		3,519.14
3515	Pension Withheld		9,099.14	9,099.14		9,099.14
3516	Misc. Insurance		2,108.52	2,108.52		2,108.52
3517	Dental Insurance		1,179.68	1,179.68		1,179.68
3518	Register's Ret.		0.00	0.00		0.00
3610	Assets					
3611	Petty Cash					
3612	Cash in Banks	828,669.51	1,608,016.35			
3613	Fed. Revenue Stamps					
3614	Accounts Receivable	7,948.45	7,057.30			
	Car Allowance		700.00			
	TOTALS	\$ 2,477,835.06	2,477,835.06	67,796.48	67,796.48	0.00