

To

Tim Burchett

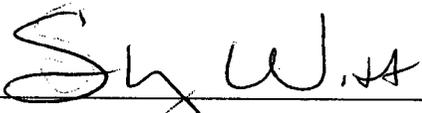
County Mayor

Register of Deeds

Period Ended November 30, 2012

Tim Burchett  
County Mayor of Knox County, Tennessee

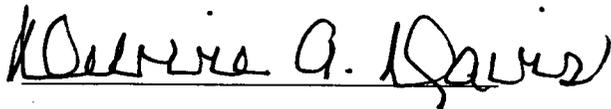
In compliance with the appropriate sections of the Tennessee Code Annotated, I respectfully submit the report of my office for the month ending 11-30-12.

  
Sherry Witt, Register of Deeds

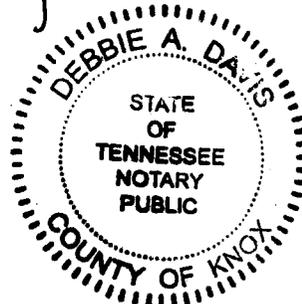
STATE OF TENNESSEE  
COUNTY OF KNOX

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 December 2012.



Notary Public



My Commission Expires 4-1-13

Register of Deeds  
Statistical Data on Salaries

November 2012

	Authorized By Court	Actual
Number of Regular Employees	29	22
Total Salaries, Regular Employees	\$115,225	\$86,240.25
Number of Extra Employees	As Needed	3
Total Salaries, Extra Employees	\$20,000	\$3,084.40

**Knox Co. Register of Deeds**  
Employees as of November 2012

Salaried Employees

Name	Amount
Linda Barber	\$ 4,615.40
Richard Beeler	6,598.16
Michelle Black	3,343.40
William Bright	4,894.54
Rose Browning	4,548.46
Beverly Campbell	5,115.00
Penny Carter	3,495.84
Debbie Davis	2,762.46
Steve Hall	5,687.70
Barbara Hartsell	5,016.08
Michael Lynch	3,378.38
James N. McBride	6,598.16
Sandra Merryman	4,361.00
Lisa Reidy	4,008.76
Sharon Yarbrough	2,958.95
Benjamin Padgett	3,110.60
Brandy Schaad	2,852.30
John Hitt	2,852.30
Susan Chesney	2,990.76
Tonya Lawson-Grant	3,032.60
Michael Payne	2,165.40
Heather Wheeler	1,854.00

Hourly Employees

Edna Fraker	1,624.20
Dane Brunett	582.70
Patrick Fleming	877.50

BANK RECONCILIATION REGISTER

ACTIVITY FROM: 07/01/12 TO: 11/30/12

BANK CODE: A Payroll Account

DEPOSITS AND ADJUSTMENTS:

DATE	TYP	REFERENCE	COMMENT	DEBITS	CREDITS	CLR
10/31/12	DEP	DEPOSIT	CASH RECEIPT DEPOSI	128.00		N
10/31/12	DEP	DEPOSIT	CASH RECEIPT DEPOSI	12.00		N
10/31/12	DEP	DEPOSIT	CASH RECEIPT DEPOSI	312.35		N
11/30/12	DEP	DEEDS			6,878.00	N
11/30/12	DEP	MAPS			50.00	N
11/30/12	DEP	COPIES			9,916.20	N
11/30/12	DEP	NOTICES			40.00	N
11/30/12	DEP	DPF			712.00	N
11/30/12	DEP	COMM			768.54	N
TOTAL OF 9 POSTINGS:				452.35	18,364.74	

CHECKS:

CHECK NUMBER	DATE	SRC	REFERENCE	PAYEE NAME	AMOUNT	CLR
027537	11/30/12	AP	00TRUSTEE	Knox County Trustee	13,646.00	N
TOTAL OF 1 CHECK:					13,646.00	

RECONCILIATION SUMMARY FOR BANK A FROM 07/01/12 TO 11/30/12:

G/L CASH ACCOUNT NUMBER: 3992

BANK STATEMENT BALANCE	414,355.00
PLUS 9 DEPOSITS IN TRANSIT TOTALING	17,912.39
LESS 0 ADJUSTMENTS TOTALING	.00
LESS 1 CHECKS OUTSTANDING TOTALING	13,646.00
ADJUSTED BANK BALANCE	418,621.39

BANK RECONCILIATION REGISTER

ACTIVITY FROM: 07/01/12 TO: 11/30/12

BANK CODE: B Transfer Account

DEPOSITS AND ADJUSTMENTS:

DATE	TYP	REFERENCE	COMMENT	DEBITS	CREDITS	CLR
09/30/12	DEP	DEPOSIT	CASH RECEIPT DEPOSI	22.00		N
11/30/12	DEP	ST TAX			31,254.13	N
TOTAL OF 2 POSTINGS:				22.00	31,254.13	

RECONCILIATION SUMMARY FOR BANK B FROM 07/01/12 TO 11/30/12:

G/L CASH ACCOUNT NUMBER: 3993

BANK STATEMENT BALANCE	958,471.00
PLUS 2 DEPOSITS IN TRANSIT TOTALING	31,232.13
LESS 0 ADJUSTMENTS TOTALING	.00
LESS 0 CHECKS OUTSTANDING TOTALING	.00
<b>ADJUSTED BANK BALANCE</b>	<b>989,703.13</b>

Register of Deeds  
Financial Transactions – Fee Account

Month of November 2012

Code	Account Name	Credits (Receipts)	Debits (Disbursements)	Totals To Date
3911	Recording of Deeds	180,096.00		914,542.85
3912	Recording of Sec. Liens	144.00		548.00
3913	Copies	16,807.90		74,279.80
3914	Charters & Maps	925.00		5,267.00
3915	Interest Earned	918.18		3,583.18
3916	Notices of Completion	690.00		3,730.00
3917	Data Processing Fees	13,646.00		71,698.00
3918	State Tax Commission	22,931.51		120,699.37
		22,931.51		120,699.37
		<b>259,090.10</b>		
3941	Salary – Register		8,355.16	45,887.57
3942	Salary – Clerks		90,631.92	498,848.88
3943	FICA Expense		7,165.70	39,367.24
3944	Attorney Fees			
3945	Surety Bonds			
3946	County Officials Tax		22,931.51	120,699.37
3947	Employer Hosp./Ret.		20,664.71	127,683.24
3948	Office Expense		0.00	122.85
3980	Excess Fees Beginning			(514,467.50)
3981	Disbursements to Trustee		13,646.00	503,570.00
			<b>163,395.00</b>	
3991	Petty Cash			4,000.00
3992	Cash in Bank	141,163.49	234,892.99	465,245.21
3994	Accounts Receivable	7,519.05	8,784.65	20,240.71
3995	Car Allowance		700.00	3,850.00
	<b>TOTALS</b>	<b>\$ 407,772.64</b>	<b>407,772.64</b>	<b>0.00</b>

Register of Deeds

Receipts, Disbursements & Transfers

Month of November 2012

Code	Account Name	Credits	Debits	Transfers To	Transfers From	Net Transfers
3410	Due to State					
3411	Conveyance Tax	932,543.71	860,141.66		22,931.51	(22,931.51)
3510	Register's Fee Account					
3511	Fees & Commissions	259,090.10	151,765.49	22,931.51	34,561.02	(11,629.51)
3512	Fed. Income Tax		11,650.12	11,650.12		11,650.12
3513	FICA Withheld		7,165.70	7,165.70		7,165.70
3514	Hosp. Withheld		3,084.00	3,084.00		3,084.00
3515	Pension Withheld		9,229.66	9,229.66		9,229.66
3516	Misc. Insurance		2,663.06	2,663.06		2,663.06
3517	Dental Insurance		768.48	768.48		768.48
3518	Register's Ret.		0.00	0.00		0.00
3610	Assets					
3611	Petty Cash					
3612	Cash in Banks	1,024,236.66	1,167,436.70			
3613	Fed. Revenue Stamps					
3614	Accounts Receivable	7,519.05	8,784.65			
	Car Allowance		700.00			
	TOTALS	\$ 2,223,389.52	2,223,389.52	57,492.53	57,492.53	0.00