

To

Tim Burchett

County Mayor

Register of Deeds

Period Ended February 29, 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 02-29-12.



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.

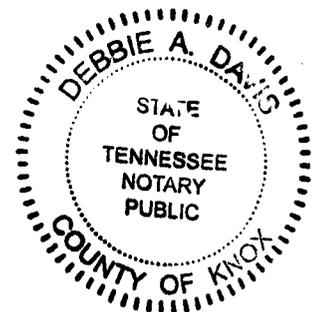
Sworn and subscribed to before me this 12th day of MARCH, 2012



Debbie A. Davis

Notary Public

My Commission Expires 4-1-13



Register of Deeds
Statistical Data on Salaries

February 2012

	Authorized By Court	Actual
Number of Regular Employees	29	23
Total Salaries, Regular Employees	\$115,225	\$88,549.19
Number of Extra Employees	As Needed	4
Total Salaries, Extra Employees	\$20,000	\$6,278.91

Knox Co. Register of Deeds
Employees as of February 2012

Salaried Employees

Name		Amount
Linda Barber	\$	4,243.62
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
Cheri Wilson		3,609.16
Sharon Yarbrough		3,114.68
Margaret Taylor		2,982.84
Benjamin Padgett		3,110.60
Brandy Schaad		2,779.08
John Hitt		2,779.08
Susan Chesney		2,338.92
Michael Payne		1,881.73
Heather Wheeler		1,901.54

Hourly Employees

Edna Fraker	1,734.00
Joan Dozier	2,080.00
Levera Whitehead	1,322.75
Adrian Nelson	1,142.16

BANK RECONCILIATION REGISTER

ACTIVITY FROM: 07/01/11 TO: 02/29/12

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
02/29/12	DEP	DEEDS			7,538.35	N
02/29/12	DEP	UCC			42.00	N
02/29/12	DEP	MAPS			10.00	N
02/29/12	DEP	COPIES			9,615.80	N
02/29/12	DEP	NOTICES			20.00	N
02/29/12	DEP	DPF			438.00	N
02/29/12	DEP	COMM			996.17	N
TOTAL OF 9 POSTINGS:				.72	18,690.32	

CHECKS:

CHECK NUMBER	DATE	SRC	REFERENCE	PAYEE NAME	AMOUNT	CLR
027483	02/29/12	AP	00TRUSTEE	Knox County Trustee	11,398.00	N
TOTAL OF 1 CHECK:					11,398.00	

RECONCILIATION SUMMARY FOR BANK A FROM 07/01/11 TO 02/29/12:

G/L CASH ACCOUNT NUMBER: 3992

BANK STATEMENT BALANCE	299,024.00
PLUS 9 DEPOSITS IN TRANSIT TOTALING	18,689.60
LESS 0 ADJUSTMENTS TOTALING	.00
LESS 1 CHECKS OUTSTANDING TOTALING	11,398.00
ADJUSTED BANK BALANCE	306,315.60

BANK RECONCILIATION REGISTER

ACTIVITY FROM: 07/01/11 TO: 02/29/12

BANK CODE: B Transfer Account

DEPOSITS AND ADJUSTMENTS:

DATE	TYP	REFERENCE	COMMENT	DEBITS	CREDITS	CLR
08/12/11	DEP	st tax		29.28		N
02/29/12	DEP	ST TAX			40,511.05	N
TOTAL OF 2 POSTINGS:				29.28	40,511.05	

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 02/29/12:

G/L CASH ACCOUNT NUMBER: 3993

BANK STATEMENT BALANCE	597,762.00
PLUS 2 DEPOSITS IN TRANSIT TOTALING	40,481.77
LESS 0 ADJUSTMENTS TOTALING	.00
LESS 1 CHECKS OUTSTANDING TOTALING	140.93
ADJUSTED BANK BALANCE	638,102.84

Register of Deeds
Financial Transactions – Fee Account

Month of February 2012

Code	Account Name	Credits (Receipts)	Debits (Disbursements)	Totals To Date
3911	Recording of Deeds	137,434.00		1,128,286.50
3912	Recording of Sec. Liens	55.00		1,205.00
3913	Copies	14,108.60		131,692.86
3914	Charters & Maps	731.00		7,722.00
3915	Interest Earned	490.53		5,080.69
3916	Notices of Completion	520.00		4,480.00
3917	Data Processing Fees	11,398.00		95,128.00
3918	State Tax Commission	14,360.19		186,384.33
		14,360.19		186,384.33
		193,457.51		
3941	Salary – Register		12,335.31	74,011.86
3942	Salary – Clerks		135,130.86	812,934.86
3943	FICA Expense		10,656.02	62,404.99
3944	Attorney Fees			
3945	Surety Bonds			
3946	County Officials Tax		14,360.19	186,384.33
3947	Employer Hosp./Ret.		34,641.37	216,224.81
3948	Office Expense		22.98	374.45
3980	Excess Fees Beginning			(273,186.66)
3981	Disbursements to Trustee		11,398.00	354,128.00
			218,544.73	
3991	Petty Cash			4,000.00
3992	Cash in Bank	205,234.54	179,433.67	285,124.26
3994	Accounts Receivable	6,957.90	6,621.55	17,662.81
3995	Car Allowance		1,050.00	6,300.00
	TOTALS	\$ 561,131.56	561,131.56	0.00

Register of Deeds

Receipts, Disbursements & Transfers

Month of February 2012

Code	Account Name	Credits	Debits	Transfers To	Transfers From	Net Transfers
3410	Due to State					
3411	Conveyance Tax	583,981.21	575,693.13		14,360.19	(14,360.19)
3510	Register's Fee Account					
3511	Fees & Commissions	193,457.51	180,532.23	14,360.19	52,372.69	(38,012.50)
3512	Fed. Income Tax		17,169.62	17,169.62		17,169.62
3513	FICA Withheld		10,656.02	10,656.02		10,656.02
3514	Hosp. Withheld		5,331.00	5,331.00		5,331.00
3515	Pension Withheld		14,286.60	14,286.60		14,286.60
3516	Misc. Insurance		3,524.43	3,524.43		3,524.43
3517	Dental Insurance		1,405.02	1,405.02		1,405.02
3518	Register's Ret.		0.00	0.00		0.00
3610	Assets					
3611	Petty Cash					
3612	Cash in Banks	795,287.86	763,414.88			
3613	Fed. Revenue Stamps					
3614	Accounts Receivable	6,957.90	6,621.55			
	Car Allowance		1,050.00			
	TOTALS	\$ 1,579,684.48	1,579,684.48	66,732.88	66,732.88	0.00