

To

Tim Burchett

County Mayor

Register of Deeds

Receipts, Disbursements & Transfers

Month of August 2013

Code	Account Name	Credits	Debits	Transfers To	Transfers From	Net Transfers
3410	Due to State					
3411	Conveyance Tax	1,401,931.63	1,255,558.54		34,473.74	(34,473.74)
3510	Register's Fee Account					
3511	Fees & Commissions	280,183.87	229,441.23	34,473.74	46,479.52	(12,005.78)
3512	Fed. Income Tax		16,084.19	16,084.19		16,084.19
3513	FICA Withheld		8,633.31	8,633.31		8,633.31
3514	Hosp. Withheld		4,722.00	4,722.00		4,722.00
3515	Pension Withheld		13,040.30	13,040.30		13,040.30
3516	Misc. Insurance		3,186.18	3,186.18		3,186.18
3517	Dental Insurance		813.54	813.54		813.54
3518	Register's Ret.		0.00	0.00		0.00
3610	Assets					
3611	Petty Cash					
3612	Cash in Banks	1,497,974.76	1,649,262.01			
3613	Fed. Revenue Stamps					
3614	Accounts Receivable	7,227.40	5,607.15			
	Car Allowance		969.21			
	TOTALS	\$ 3,187,317.66	3,187,317.66	80,953.26	80,953.26	0.00

Register of Deeds

Period Ended August 31, 2013

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 08-31-13.



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 11 day of September, 20 13.



Notary Public

My Commission Expires 02-14-2017



Register of Deeds  
Statistical Data on Salaries

August 2013

	Authorized By Court	Actual
Number of Regular Employees	29	21
Total Salaries, Regular Employees	\$117,555	\$127,631.88*
Number of Extra Employees	As Needed	9
Total Salaries, Extra Employees	\$20,000	\$13,046.98*

\*Reflects 3 pay periods

## Register of Deeds

Employees as of August 2013

(Figures reflect 3 pay periods)

<b>Name</b>	<b>Amount</b>
Linda Barber	7,061.55
Richard Beeler	10,336.14
Michelle Black	5,350.74
William Bright	7,488.69
Rose Browning	7,194.45
Beverly Campbell	8,061.33
Penny Carter	5,348.67
Debbie Davis	4,350.00
Steve Hall	8,702.10
Barbara Hartsell	7,674.57
Tonya Lawson-Grant	4,641.00
Michael Lynch	5,168.88
James N. McBride	10,336.14
Lisa Reidy	6,368.76
Sharon Yarbrough	4,765.50
Benjamin Padgett	4,759.26
Brandy Schaad	4,505.31
John Hitt	4,364.10
Susan Chesney	4,929.00
Michael Payne	3,316.38
Heather Wheeler	2,909.31

### Parttime

Edna Fraker	3,489.20
Hunter Branch	965.10
Patrick Fleming	2,466.48
Katherine Davis	3,341.60
Brunett, Dane	75.80
Dorman, Ann	1,346.30
Haun, Laura	681.80
Myers, Jessica	303.20
Smith, Maggie	377.50

BANK RECONCILIATION REGISTER

ACTIVITY FROM: 07/01/13 TO: 08/31/13

BANK CODE: A Payroll Account

DEPOSITS AND ADJUSTMENTS:

DATE	TYP	REFERENCE	COMMENT	DEBITS	CREDITS	CLR
08/30/13	DEP	DEEDS			6,516.05	N
08/30/13	DEP	MAPS			70.00	N
08/30/13	DEP	COPIES			10,294.90	N
08/30/13	DEP	NOTICES			20.00	N
08/30/13	DEP	DPF			508.00	N
08/30/13	DEP	COMM			4,088.35	N
TOTAL OF 6 POSTINGS:				.00	21,497.30	

CHECKS:

CHECK NUMBER	DATE	SRC	REFERENCE	PAYEE NAME	AMOUNT	CLR
027591	08/30/13	AP	00TRUSTEE	Knox County Trustee	62,422.67	N
027592	08/30/13	AP	00TRUSTEE	Knox County Trustee	1,343.09	N
027593	08/30/13	AP	00TRUSTEE	Knox County Trustee	14,646.00	N
TOTAL OF 3 CHECKS:					78,411.76	

RECONCILIATION SUMMARY FOR BANK A FROM 07/01/13 TO 08/31/13:

G/L CASH ACCOUNT NUMBER: 3992

BANK STATEMENT BALANCE	410,442.00
PLUS 6 DEPOSITS IN TRANSIT TOTALING	21,497.30
LESS 0 ADJUSTMENTS TOTALING	.00
LESS 3 CHECKS OUTSTANDING TOTALING	78,411.76
ADJUSTED BANK BALANCE	353,527.54

BANK RECONCILIATION REGISTER

ACTIVITY FROM: 07/01/13 TO: 08/31/13

BANK CODE: B Transfer Account

DEPOSITS AND ADJUSTMENTS:

DATE	TYP	REFERENCE	COMMENT	DEBITS	CREDITS	CLR
07/31/13	DEP	DEPOSIT	CASH RECEIPT DEPOSI	14.00		N
08/30/13	DEP	ST TAX			166,259.56	N
TOTAL OF 2 POSTINGS:				14.00	166,259.56	

RECONCILIATION SUMMARY FOR BANK B FROM 07/01/13 TO 08/31/13:

G/L CASH ACCOUNT NUMBER: 3993

BANK STATEMENT BALANCE	1,295,737.00
PLUS 2 DEPOSITS IN TRANSIT TOTALING	166,245.56
LESS 0 ADJUSTMENTS TOTALING	.00
LESS 0 CHECKS OUTSTANDING TOTALING	.00
<b>ADJUSTED BANK BALANCE</b>	<b>1,461,982.56</b>

Register of Deeds  
Financial Transactions – Fee Account

Month of August 2013

Code	Account Name	Credits (Receipts)	Debits (Disbursements)	Totals To Date
3911	Recording of Deeds	178,616.50		371,398.50
3912	Recording of Sec. Liens	13.00		93.00
3913	Copies	15,219.30		29,286.50
3914	Charters & Maps	1,211.50		2,191.00
3915	Interest Earned	555.09		1,156.07
3916	Notices of Completion	975.00		2,070.00
3917	Data Processing Fees	14,646.00		30,382.00
3918	State Tax Commission	34,473.74		66,195.87
		34,473.74		66,195.87
		<b>280,183.87</b>		
3941	Salary – Register		13,110.45	21,658.18
3942	Salary – Clerks		133,484.41	222,765.57
3943	FICA Expense		10,652.37	17,714.73
3944	Attorney Fees			
3945	Surety Bonds			
3946	County Officials Tax		34,473.74	66,195.87
3947	Employer Hosp./Ret.		35,080.04	58,044.41
3948	Office Expense		0.00	0.00
3980	Excess Fees Beginning			(570,779.86)
3981	Disbursements to Trustee		14,646.00	323,882.00
			<b>241,447.01</b>	
3991	Petty Cash			4,000.00
3992	Cash in Bank	207,942.48	247,330.38	403,301.05
3994	Accounts Receivable	7,227.40	5,607.15	20,571.51
3995	Car Allowance		969.21	1,615.35
	<b>TOTALS</b>	<b>\$ 495,353.75</b>	<b>495,353.75</b>	<b>0.00</b>