

To

Tim Burchett

County Mayor

Register of Deeds

Period Ended July 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 07-31-13.


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 14th day of August, 2013.



Notary Public



My Commission Expires 2-5-17

Register of Deeds
Statistical Data on Salaries

July 2013

	Authorized By Court	Actual
Number of Regular Employees	29	21
Total Salaries, Regular Employees	\$117,555	\$84,935.44
Number of Extra Employees	As Needed	7
Total Salaries, Extra Employees	\$20,000	\$9,142.02

Knox Co. Register of Deeds
Employees as of July 2013

Salaried Employees

Name		Amount
Linda Barber	\$	4,707.70
Richard Beeler		6,890.76
Michelle Black		3,567.16
William Bright		4,992.46
Rose Browning		4,796.30
Beverly Campbell		5,374.22
Penny Carter		3,565.78
Susan Chesney		3,286.00
Debbie Davis		2,900.00
Steve Hall		5,801.40
Barbara Hartsell		5,116.38
John Hitt		2,909.40
Tonya Lawson-Grant		3,094.00
Michael Lynch		3,445.92
James N. McBride		6,890.76
Benjamin Padgett		3,172.84
Michael Payne		2,058.44
Lisa Reidy		4,245.84
Brandy Schaad		3,003.54
Heather Wheeler		1,939.54
Sharon Yarbrough		3,177.00

Hourly Employees

Edna Fraker	2,322.10
Hunter Branch	588.50
Patrick Fleming	1,631.04
Katherine Davis	2,202.08
Ann Dorman	1,042.70
Laura Haun	905.80
Maggie Smith	449.80

BANK RECONCILIATION REGISTER

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

BANK CODE: A Payroll Account

DEPOSITS AND ADJUSTMENTS:

DATE	TYP	REFERENCE	COMMENT	DEBITS	CREDITS	CLR
07/31/13	DEP	DEEDS			5,014.90	N
07/31/13	DEP	MAPS			45.00	N
07/31/13	DEP	COPIES			9,320.10	N
07/31/13	DEP	NOTICES			50.00	N
07/31/13	DEP	DPF			440.00	N
07/31/13	DEP	COMM			809.27	N
TOTAL OF 6 POSTINGS:				.00	15,679.27	

CHECKS:

CHECK NUMBER	DATE	SRC	REFERENCE	PAYEE NAME	AMOUNT	CLR
027586	07/31/13	AP	00TRUSTEE	Knox County Trustee	15,736.00	N
TOTAL OF 1 CHECK:					15,736.00	

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

G/L CASH ACCOUNT NUMBER: 3992

BANK STATEMENT BALANCE	314,679.00
PLUS 6 DEPOSITS IN TRANSIT TOTALING	15,679.27
LESS 0 ADJUSTMENTS TOTALING	.00
LESS 1 CHECKS OUTSTANDING TOTALING	15,736.00
ADJUSTED BANK BALANCE	314,622.27

BANK RECONCILIATION REGISTER

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

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
07/31/13	DEP	ST TAX			32,910.21	N
TOTAL OF 2 POSTINGS:				14.00	32,910.21	

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

G/L CASH ACCOUNT NUMBER: 3993

BANK STATEMENT BALANCE	1,316,787.00
PLUS 2 DEPOSITS IN TRANSIT TOTALING	32,896.21
LESS 0 ADJUSTMENTS TOTALING	.00
LESS 0 CHECKS OUTSTANDING TOTALING	.00
ADJUSTED BANK BALANCE	1,349,683.21

Register of Deeds
Financial Transactions – Fee Account

Month of July 2013

Code	Account Name	Credits (Receipts)	Debits (Disbursements)	Totals To Date
3911	Recording of Deeds	192,782.00		192,782.00
3912	Recording of Sec. Liens	80.00		80.00
3913	Copies	14,067.20		14,067.20
3914	Charters & Maps	979.50		979.50
3915	Interest Earned	600.98		600.98
3916	Notices of Completion	1,095.00		1,095.00
3917	Data Processing Fees	15,736.00		15,736.00
3918	State Tax Commission	31,722.13		31,722.13
		31,722.13		31,722.13
		288,784.94		
3941	Salary – Register		8,547.73	8,547.73
3942	Salary – Clerks		89,281.16	89,281.16
3943	FICA Expense		7,062.36	7,062.36
3944	Attorney Fees			
3945	Surety Bonds			
3946	County Officials Tax		31,722.13	31,722.13
3947	Employer Hosp./Ret.		22,964.37	22,964.37
3948	Office Expense		0.00	0.00
3980	Excess Fees Beginning			(570,779.86)
3981	Disbursements to Trustee		309,236.00	309,236.00
			468,813.75	
3991	Petty Cash			4,000.00
3992	Cash in Bank	437,737.76	253,247.61	363,913.15
3994	Accounts Receivable	5,417.95	9,233.15	22,191.76
3995	Car Allowance		646.14	646.14
	TOTALS	\$ 731,940.65	731,940.65	0.00

Register of Deeds

Receipts, Disbursements & Transfers

Month of July 2013

Code	Account Name	Credits	Debits	Transfers To	Transfers From	Net Transfers
3410	Due to State					
3411	Conveyance Tax	1,290,032.26	1,039,700.74		31,722.13	(31,722.13)
3510	Register's Fee Account					
3511	Fees & Commissions	288,784.94	469,177.16	31,722.13	31,358.72	363.41
3512	Fed. Income Tax		10,686.39	10,686.39		10,686.39
3513	FICA Withheld		5,723.76	5,723.76		5,723.76
3514	Hosp. Withheld		3,148.00	3,148.00		3,148.00
3515	Pension Withheld		8,558.93	8,558.93		8,558.93
3516	Misc. Insurance		2,428.10	2,428.10		2,428.10
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	1,509,160.63	1,543,279.87			
3613	Fed. Revenue Stamps					
3614	Accounts Receivable	5,417.95	9,233.15			
	Car Allowance		646.14			
	TOTALS	\$ 3,093,395.78	3,093,395.78	63,080.95	63,080.95	0.00