

To

Tim Burchett

County Mayor

Register of Deeds

Period Ended November 30, 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 11-30-13.


Sherry Witt, Register of Deeds

STATE OF TENNESSEE
COUNTY OF KNOX

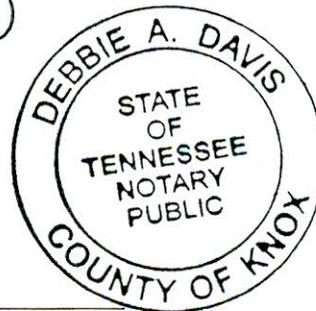
Personally appeared before me, in the county aforesaid, Sherry Witt, Register of Deeds of said county, who makes oath in due form of law that the foregoing report is full, true and correct to the best of her knowledge and belief.

Sworn and subscribed to before me this 9th day of December, 2013.



Notary Public

My Commission Expires 2-5-17



Register of Deeds
Statistical Data on Salaries

November 2013

	Authorized By Court	Actual
Number of Regular Employees	29	21
Total Salaries, Regular Employees	\$117,555	\$84,928.62
Number of Extra Employees	As Needed	8
Total Salaries, Extra Employees	\$20,000	\$11,423.60

Knox Co. Register of Deeds
Employees as of November 2013

Salaried Employees

Name	Amount
Linda Barber	\$ 4,707.70
Richard Beeler	6,890.76
Michelle Black	3,388.80
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	2,229.98
Lisa Reidy	4,245.84
Brandy Schaad	3,003.54
Heather Wheeler	1,939.54
Sharon Yarbrough	3,177.00

Hourly Employees

Edna Fraker	2,125.86
Patrick Fleming	1,640.28
Katherine Davis	2,385.12
Sandra Merryman	2,476.54
Ann Dorman	331.30
Jessica Myers	1,285.60
Andrew Moyers	605.60
Dane Brunett	573.30

BANK RECONCILIATION REGISTER

ACTIVITY FROM: 07/01/13 TO: 11/30/13

BANK CODE: A Payroll Account

DEPOSITS AND ADJUSTMENTS:

DATE	TYP	REFERENCE	COMMENT	DEBITS	CREDITS	CLR
11/27/13	DEP	DEEDS			8,606.80	N
11/27/13	DEP	MAPS			55.00	N
11/27/13	DEP	COPIES			9,210.70	N
11/27/13	DEP	NOTICES			110.00	N
11/27/13	DEP	DPF			710.00	N
11/27/13	DEP	COMM			1,666.42	N
TOTAL OF 6 POSTINGS:				.00	20,358.92	

CHECKS:

CHECK NUMBER	DATE	SRC	REFERENCE	PAYEE NAME	AMOUNT	CLR
027607	11/27/13	AP	00TRUSTEE	Knox County Trustee	71,690.06	N
027608	11/27/13	AP	00TRUSTEE	Knox County Trustee	1,378.42	N
027609	11/30/13	AP	00TRUSTEE	Knox County Trustee	11,786.00	N
TOTAL OF 3 CHECKS:					84,854.48	

RECONCILIATION SUMMARY FOR BANK A FROM 07/01/13 TO 11/30/13:

G/L CASH ACCOUNT NUMBER: 3992

BANK STATEMENT BALANCE	359,683.00
PLUS 6 DEPOSITS IN TRANSIT TOTALING	20,358.92
LESS 0 ADJUSTMENTS TOTALING	.00
LESS 3 CHECKS OUTSTANDING TOTALING	84,854.48
ADJUSTED BANK BALANCE	295,187.44

BANK RECONCILIATION REGISTER

ACTIVITY FROM: 07/01/13 TO: 11/30/13

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
11/27/13	DEP	ST TAX			67,767.60	N
TOTAL OF 2 POSTINGS:				14.00	67,767.60	

RECONCILIATION SUMMARY FOR BANK B FROM 07/01/13 TO 11/30/13:

G/L CASH ACCOUNT NUMBER: 3993

BANK STATEMENT BALANCE	937,636.00
PLUS 2 DEPOSITS IN TRANSIT TOTALING	67,753.60
LESS 0 ADJUSTMENTS TOTALING	.00
LESS 0 CHECKS OUTSTANDING TOTALING	.00
ADJUSTED BANK BALANCE	1,005,389.60

Register of Deeds
Financial Transactions – Fee Account

Month of November 2013

Code	Account Name	Credits (Receipts)	Debits (Disbursements)	Totals To Date
3911	Recording of Deeds	133,910.00		806,613.50
3912	Recording of Sec. Liens	52.00		263.00
3913	Copies	11,236.90		70,301.45
3914	Charters & Maps	975.50		5,062.00
3915	Interest Earned	484.70		2,677.04
3916	Notices of Completion	775.00		4,525.00
3917	Data Processing Fees	11,786.00		67,820.00
3918	State Tax Commission	23,216.22		135,069.14
		23,216.22		135,069.14
		205,652.54		
3941	Salary – Register		8,740.30	47,879.08
3942	Salary – Clerks		98,055.92	501,904.42
3943	FICA Expense		7,748.37	39,810.14
3944	Attorney Fees			
3945	Surety Bonds			
3946	County Officials Tax		23,216.22	135,069.14
3947	Employer Hosp./Ret.		23,875.50	128,827.87
3948	Office Expense		0.00	0.00
3980	Excess Fees Beginning			(570,779.86)
3981	Disbursements to Trustee		11,786.00	571,320.00
			173,422.31	
3991	Petty Cash			4,000.00
3992	Cash in Bank	150,852.23	177,672.77	345,455.35
3994	Accounts Receivable	4,715.20	9,478.75	20,360.36
3995	Car Allowance		646.14	3,553.77
	TOTALS	\$ 361,219.97	361,219.97	0.00

Register of Deeds

Receipts, Disbursements & Transfers

Month of November 2013

Code	Account Name	Credits	Debits	Transfers To	Transfers From	Net Transfers
3410	Due to State					
3411	Conveyance Tax	944,126.87	861,091.61		23,216.22	(23,216.22)
3510	Register's Fee Account					
3511	Fees & Commissions	205,652.54	161,049.62	23,216.22	35,588.91	(12,372.69)
3512	Fed. Income Tax		11,979.97	11,979.97		11,979.97
3513	FICA Withheld		7,748.37	7,748.37		7,748.37
3514	Hosp. Withheld		3,148.00	3,148.00		3,148.00
3515	Pension Withheld		9,417.95	9,417.95		9,417.95
3516	Misc. Insurance		2,481.08	2,481.08		2,481.08
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	1,035,160.06	1,121,799.64			
3613	Fed. Revenue Stamps					
3614	Accounts Receivable	4,715.20	9,478.75			
	Car Allowance		646.14			
	TOTALS	\$ 2,189,654.67	2,189,654.67	58,805.13	58,805.13	0.00