

# TAKE CHARGE BOOKKEEPING, LLC

CALLIE D. IVERSEN, CPA

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February 7, 2022

South Dakota One Call  
Board of Directors

RE: Monthly Reports Packet

Please find enclosed the monthly financials for SDOC. Reports include:

- Statement of Revenues & Expenditures for the month just ended: This report shows totals, by account, of all income and expenditures for the current month.
- Statement of Revenues & Expenditures for the fiscal year to date: This report shows totals, by account, of all income and expenditures for the current fiscal year to date.
- Expenditure Detail by Account: This report is a breakdown for the month of expenditures into their respective accounts.
- Recap of fines collected and scholarships paid year-to-date.
- Budget vs Actual: This report shows you where you are at for the Year to Date compared with the annual budget.
- Bank Reconciliation.
- Cash Balance: \$1,243,926.52.

I have retained copies of the above reports for my records. Please let me know if you have any questions.

Sincerely,

  
Callie D. Iversen, CPA

**SOUTH DAKOTA ONE CALL**  
**Stmnt of Revenues & Expenditures**  
**January 2022**

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	Jan 22
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4299006 - Locate Fees	52,117.52
4391000 - Fines	4,000.00
<b>Total Income</b>	56,117.52
<b>Expense</b>	
5101010 - Salaries & Benefits	49.96
<b>5204 - Contractual Services</b>	
52040180 - Subscriptions	275.00
52040880 - Consultant Fee Legal	5,905.50
52040980 - Consultant Fee, Mgmt	9,708.33
52041800 - Computer Svcs-State	71.53
52047400 - Bank/Lockbox Fees	200.00
52049680 - Other Contractual	23,635.63
<b>Total 5204 - Contractual Services</b>	39,795.99
<b>5205 Supplies</b>	
52050280 - Office Supplies	89.22
52050480 - Ed & Instr Supplies	9.23
52053580 - Postage	159.00
52053980 - Foodstuffs	245.97
<b>Total 5205 Supplies</b>	503.42
<b>Total Expense</b>	40,349.37
<b>Net Ordinary Income</b>	15,768.15
<b>Net Income</b>	15,768.15

**SOUTH DAKOTA ONE CALL**  
**Stmnt of Revenues & Expenditures**  
July 2021 through January 2022

	Jul '21 - Jan 22
Ordinary Income/Expense	
Income	
4299006 - Locate Fees	714,834.26
4391000 - Fines	18,500.00
4491000 - Interest	17,752.83
Total Income	751,087.09
Expense	
5101010 - Salaries & Benefits	333.74
5203 - Travel	
52031380 - Non-employment Trave	2,667.03
Total 5203 - Travel	2,667.03
5204 - Contractual Services	
52040180 - Subscriptions	275.00
52040280 - Dues/Membership Fees	6,311.28
52040880 - Consultant Fee Legal	12,215.70
52040980 - Consultant Fee, Mgmt	115,426.66
52041800 - Computer Svcs-State	406.51
52042000 - Central Services	1,445.89
52044180 - Advertising Misc	650.00
52045180 - Rents Other	843.65
52047400 - Bank/Lockbox Fees	1,400.00
52049680 - Other Contractual	364,034.21
Total 5204 - Contractual Services	503,008.90
5205 Supplies	
52050280 - Office Supplies	1,068.99
52050480 - Ed & Instr Supplies	2,259.23
52053580 - Postage	609.00
52053780 - Clothing	300.56
52053980 - Foodstuffs	245.97
Total 5205 Supplies	4,483.75
5206 - Sponsorships & Grants	
52060600 - Scholarships	2,400.00
Total 5206 - Sponsorships & Grants	2,400.00
Total Expense	512,893.42
Net Ordinary Income	238,193.67
Net Income	238,193.67

**SOUTH DAKOTA ONE CALL**  
**Expenditure Detail By Account**  
 January through July 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>5101010 - Salaries &amp; Benefits</b>							
Check	01/15/2022	CGEX211230	cindy Kernnitz		49.96		49.96
Total 5101010 - Salaries & Benefits					49.96	0.00	49.96
<b>5204 - Contractual Services</b>							
<b>52040180 - Subscriptions</b>							
Check	01/07/2022	2620000060	Codi Gregg	Arcustech 2022 Subscription	275.00		275.00
Total 52040180 - Subscriptions					275.00	0.00	275.00
<b>52040880 - Consultant Fee Legal</b>							
Check	01/07/2022	26220000056	May Adam Gerdes ...	7525.00 & 7525.13	5,905.50		5,905.50
Total 52040880 - Consultant Fee Legal					5,905.50	0.00	5,905.50
<b>52040980 - Consultant Fee, Mgmt</b>							
Check	01/24/2022	B	Codi Gregg		9,708.33		9,708.33
Total 52040980 - Consultant Fee, Mgmt					9,708.33	0.00	9,708.33
<b>52041800 - Computer Svcs-State</b>							
Check	01/07/2022	DP212125	SD BIT	Lan & Tech Access Fees December 2021	71.53		71.53
Total 52041800 - Computer Svcs-State					71.53	0.00	71.53
<b>52047400 - Bank/Lockbox Fees</b>							
Check	01/07/2022	D2622D0007	LockBox Fee		200.00		200.00
Total 52047400 - Bank/Lockbox Fees					200.00	0.00	200.00
<b>52049680 - Other Contractual</b>							
Check	01/07/2022	2620000057	Take Charge Bookk...		925.00		925.00
Check	01/07/2022	2620000058	Texas Excavation	SD21-0027	21,893.96		22,818.96
Check	01/07/2022	2620000059	Texas Excavation	SD21-0026	816.67		23,635.63
Total 52049680 - Other Contractual					23,635.63	0.00	23,635.63
Total 5204 - Contractual Services					39,795.99	0.00	39,795.99
<b>5205 Supplies</b>							
<b>52050280 - Office Supplies</b>							
Check	01/07/2022	2620000060	Codi Gregg	Zoom cloud storage 2 months	85.20		85.20
Check	01/07/2022	PM212079	State of SD		4.02		89.22
Total 52050280 - Office Supplies					89.22	0.00	89.22
<b>52050480 - Ed &amp; Instr Supplies</b>							
Check	01/07/2022	PM212079	State of SD		9.23		9.23
Total 52050480 - Ed & Instr Supplies					9.23	0.00	9.23

**SOUTH DAKOTA ONE CALL**  
**Expenditure Detail By Account**  
 January through July 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>52053580 - Postage</b>							
Check	01/07/2022	2620000060	Codi Gregg		159.00		159.00
Total 52053580 - Postage					159.00	0.00	159.00
<b>52053980 - Foodstuffs</b>							
Check	01/07/2022	2620000060	Codi Gregg	Cattlemans and Red Rossa	245.97		245.97
Total 52053980 - Foodstuffs					245.97	0.00	245.97
Total 5205 Supplies					503.42	0.00	503.42
<b>TOTAL</b>					<b>40,349.37</b>	<b>0.00</b>	<b>40,349.37</b>



**SOUTH DAKOTA ONE CALL**  
**Profit & Loss Budget vs. Actual**  
**July 2021 through June 2022**

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income	752,546.38	0.00	752,546.38	100.0%
Expense				
5101010 - Salaries & Benefits	333.74	3,042.00	-2,708.26	11.0%
5203 - Travel				
52031000 - Lodging	0.00	0.00	0.00	0.0%
52031380 - Non-employment Trave	2,667.03	48,500.00	-45,832.97	5.5%
52032680 - OOS Air Comm Carrier	0.00	0.00	0.00	0.0%
52033380 - OOS Non-Emp Travel	0.00	0.00	0.00	0.0%
5203 - Travel - Other	0.00	0.00	0.00	0.0%
<b>Total 5203 - Travel</b>	<b>2,667.03</b>	<b>48,500.00</b>	<b>-45,832.97</b>	<b>5.5%</b>
5204 - Contractual Services				
52040180 - Subscriptions	275.00	0.00	275.00	100.0%
52040280 - Dues/Membership Fees	6,311.28	2,500.00	3,811.28	252.5%
52040380 - Leagl Doc Fees	0.00	500.00	-500.00	0.0%
52040880 - Consultant Fee Legal	12,215.70	36,000.00	-23,784.30	33.9%
52040980 - Consultant Fee, Mgmt	115,426.66	215,832.00	-100,405.34	53.5%
52041680 - Workshop Registratio	0.00	10,000.00	-10,000.00	0.0%
52041800 - Computer Svcs-State	406.51	450.00	-43.49	90.3%
52041980 - Comp Svcs-Private	0.00	0.00	0.00	0.0%
52042000 - Central Services	1,445.89	6,200.00	-4,754.11	23.3%
52043100 - Audit Svcs-State	0.00	3,000.00	-3,000.00	0.0%
52043680 - Advertising Newspape	0.00	1,000.00	-1,000.00	0.0%
52044180 - Advertising Misc	650.00	5,000.00	-4,350.00	13.0%
52045180 - Rents Other	843.65	7,000.00	-6,156.35	12.1%
52045300 - Telecomm thru purcha	0.00	0.00	0.00	0.0%
52045380 - Telecommunications	0.00	600.00	-600.00	0.0%
52045900 - Insurance (00)	0.00	2,800.00	-2,800.00	0.0%
52047400 - Bank/Lockbox Fees	1,400.00	2,400.00	-1,000.00	58.3%
52049680 - Other Contractual	364,034.21	750,000.00	-385,965.79	48.5%
<b>Total 5204 - Contractual Services</b>	<b>503,008.90</b>	<b>1,043,282.00</b>	<b>-540,273.10</b>	<b>48.2%</b>
5205 Supplies				
52050280 - Office Supplies	1,068.99	3,200.00	-2,131.01	33.4%
52050480 - Ed & Instr Supplies	2,259.23	22,000.00	-19,740.77	10.3%
52053100 - Printing-State	0.00	100.00	-100.00	0.0%
52053280 - Printing Commercial	0.00	12,000.00	-12,000.00	0.0%
52053580 - Postage	609.00	2,000.00	-1,391.00	30.5%
52053780 - Clothing	300.56	1,500.00	-1,199.44	20.0%
52053980 - Foodstuffs	245.97	3,000.00	-2,754.03	8.2%
<b>Total 5205 Supplies</b>	<b>4,483.75</b>	<b>43,800.00</b>	<b>-39,316.25</b>	<b>10.2%</b>
5206 - Sponsorships & Grants				
52060600 - Scholarships	2,400.00	20,000.00	-17,600.00	12.0%
<b>Total 5206 - Sponsorships &amp; Grants</b>	<b>2,400.00</b>	<b>20,000.00</b>	<b>-17,600.00</b>	<b>12.0%</b>
5207 - Cap Outlay,Comp Hdwr	0.00	1,000.00	-1,000.00	0.0%
<b>Total Expense</b>	<b>512,893.42</b>	<b>1,159,624.00</b>	<b>-646,730.58</b>	<b>44.2%</b>
<b>Net Ordinary Income</b>	<b>239,652.96</b>	<b>-1,159,624.00</b>	<b>1,399,276.96</b>	<b>-20.7%</b>
<b>Net Income</b>	<b>239,652.96</b>	<b>-1,159,624.00</b>	<b>1,399,276.96</b>	<b>-20.7%</b>

7:36 AM

02/07/22

**SOUTH DAKOTA ONE CALL**  
**Reconciliation Summary**  
3128 Fund Balance, Period Ending 01/31/2022

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	<u>Jan 31, 22</u>
<b>Beginning Balance</b>	1,231,188.82
<b>Cleared Transactions</b>	
Checks and Payments - 8 items	-39,384.20
Deposits and Credits - 26 items	52,121.90
<b>Total Cleared Transactions</b>	<u>12,737.70</u>
<b>Cleared Balance</b>	<u><u>1,243,926.52</u></u>
<b>Uncleared Transactions</b>	
Checks and Payments - 2 items	-965.17
Deposits and Credits - 7 items	15,987.11
<b>Total Uncleared Transactions</b>	<u>15,021.94</u>
<b>Register Balance as of 01/31/2022</b>	<u><u>1,258,948.46</u></u>
<b>New Transactions</b>	
Deposits and Credits - 6 items	1,702.35
<b>Total New Transactions</b>	<u>1,702.35</u>
<b>Ending Balance</b>	<u><u>1,260,650.81</u></u>



**SOUTH DAKOTA ONE CALL**  
**Reconciliation Detail**  
**3128 Fund Balance, Period Ending 01/31/2022**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						1,231,188.82
<b>Cleared Transactions</b>						
<b>Checks and Payments - 8 Items</b>						
Check	01/07/2022	262000...	Texas Excavation	X	-21,893.96	-21,893.96
Check	01/07/2022	262200...	May Adam Gerdes & ...	X	-5,905.50	-27,799.46
Check	01/07/2022	262000...	Take Charge Bookkee...	X	-925.00	-28,724.46
Check	01/07/2022	262000...	Texas Excavation	X	-816.67	-29,541.13
Check	01/07/2022	DP212...	SD BIT	X	-71.53	-29,612.66
Check	01/07/2022	PM212...	State of SD	X	-13.25	-29,625.91
Check	01/15/2022	CGEX...	cindy Kemnitz	X	-49.96	-29,675.87
Check	01/24/2022	B	Codi Gregg	X	-9,708.33	-39,384.20
Total Checks and Payments					-39,384.20	-39,384.20
<b>Deposits and Credits - 26 Items</b>						
Deposit	12/17/2021			X	17.85	17.85
Deposit	12/28/2021			X	10,498.25	10,516.10
Deposit	12/29/2021			X	220.92	10,737.02
Deposit	12/30/2021			X	472.85	11,209.87
Deposit	12/31/2021			X	39.90	11,249.77
Deposit	12/31/2021			X	740.67	11,990.44
Deposit	01/01/2022			X	1.05	11,991.49
Deposit	01/03/2022			X	1,549.38	13,540.87
Deposit	01/04/2022			X	204.75	13,745.62
Deposit	01/05/2022			X	3,722.88	17,468.50
Deposit	01/06/2022			X	402.64	17,871.14
Deposit	01/07/2022			X	3,500.00	21,371.14
Deposit	01/07/2022			X	4,868.78	26,239.92
Deposit	01/10/2022			X	53.55	26,293.47
Deposit	01/10/2022			X	3,432.67	29,726.34
Deposit	01/11/2022			X	150.15	29,876.49
Deposit	01/12/2022			X	2,981.51	32,858.00
Deposit	01/13/2022			X	500.00	33,358.00
Deposit	01/13/2022			X	8,866.29	42,244.29
Deposit	01/14/2022			X	1,293.88	43,538.17
Deposit	01/15/2022			X	17.85	43,556.02
Deposit	01/18/2022			X	5,230.32	48,786.34
Deposit	01/19/2022			X	171.15	48,957.49
Deposit	01/20/2022			X	1,140.43	50,097.92
Deposit	01/21/2022			X	90.30	50,188.22
Deposit	01/21/2022			X	1,933.68	52,121.90
Total Deposits and Credits					52,121.90	52,121.90
Total Cleared Transactions					12,737.70	12,737.70
Cleared Balance					12,737.70	1,243,926.52
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 2 Items</b>						
Check	01/07/2022	262000...	Codi Gregg		-765.17	-765.17
Check	01/07/2022	D2622...	LockBox Fee		-200.00	-965.17
Total Checks and Payments					-965.17	-965.17
<b>Deposits and Credits - 7 Items</b>						
Deposit	01/24/2022				9,818.64	9,818.64
Deposit	01/25/2022				14.42	9,833.06
Deposit	01/26/2022				469.35	10,302.41
Deposit	01/27/2022				103.95	10,406.36
Deposit	01/27/2022				179.55	10,585.91
Deposit	01/28/2022				3,002.79	13,588.70
Deposit	01/31/2022				2,398.41	15,987.11
Total Deposits and Credits					15,987.11	15,987.11
Total Uncleared Transactions					15,021.94	15,021.94
Register Balance as of 01/31/2022					27,759.64	1,258,948.46
<b>New Transactions</b>						
<b>Deposits and Credits - 6 items</b>						
Deposit	02/01/2022				157.50	157.50
Deposit	02/01/2022				243.06	400.56
Deposit	02/02/2022				406.14	806.70
Deposit	02/03/2022				477.05	1,283.75
Deposit	02/04/2022				42.00	1,325.75
Deposit	02/04/2022				376.60	1,702.35
Total Deposits and Credits					1,702.35	1,702.35
Total New Transactions					1,702.35	1,702.35
<b>Ending Balance</b>					<b>29,461.99</b>	<b>1,260,650.81</b>

STATE OF SOUTH DAKOTA  
CASH CENTER BALANCES  
AS OF: 01/31/2022

AGENCY: 26 PUBLIC UTILITIES COMMISSION  
BUDGET UNIT: 2620 ONE CALL NOTIFICATION BOARD - INFO

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
3128	2620000882	1140000	1,243,869.81	DR	SD ONE CALL NOTIFICATION FUND
COMPANY/SOURCE TOTAL 3128 882			1,243,869.81	DR *	
COMP/BUDG UNIT TOTAL 3128 2620			1,243,869.81	DR **	
BUDGET UNIT TOTAL 2620			1,243,869.81	DR ***	
AGENCY TOTAL 26			3,932,085.96	DR ****	

Handwritten calculations:

+ 56.71

1,243,926.52

STATE OF SOUTH DAKOTA  
CASH CENTER BALANCES  
AS OF: 01/31/2022

AGENCY : 26 PUBLIC UTILITIES COMMISSION  
BUDGET UNIT : 2610 PUBLIC UTILITIES COMMISSION

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
2016	2610000869	1140000	94,082.92	CR	PIPELINE SAFETY ACCOUNT
COMPANY/SOURCE TOTAL 2016 869			94,082.92	CR *	
COMP/BUDG UNIT TOTAL 2016 2610			94,082.92	CR **	
3014	2610000876	1140000	44,866.99	DR	TELEPHONE SOLICITATION FUND
COMPANY/SOURCE TOTAL 3014 876			44,866.99	DR *	
COMP/BUDG UNIT TOTAL 3014 2610			44,866.99	DR **	
3128	2610000757	1140000	283,445.22	DR	GRAIN & WAREHOUSE FUND
COMPANY/SOURCE TOTAL 3128 757			283,445.22	DR *	
3128	2610000823	1140000	2,382,515.73	DR	GROSS RECEIPTS TAX FUND
COMPANY/SOURCE TOTAL 3128 823			2,382,515.73	DR *	
3128	2610000869	1140000	84,726.65	DR	PIPELINE SAFETY ACCOUNT
COMPANY/SOURCE TOTAL 3128 869			84,726.65	DR *	
3128	2610000882	1140000	56.71	DR	ONE-CALL NOTIFICATION FUND
COMPANY/SOURCE TOTAL 3128 882			56.71	DR *	
COMP/BUDG UNIT TOTAL 3128 2610			2,750,744.31	DR **	
8316	2610000860	1140000	4,171.62	DR	RATE CASE/UTIL INVEST FUND
8316	2610000860G	1140000	27.15	CR	EL20-018 WILD SPRING SOLAR
8316	2610000860D	1140000	707.71	CR	EL08-031 BUFFALO RIDGE II
8316	2610000860F	1140000	140.41	CR	EL21-017 OTP PHASE-IN RIDER RATE
8316	2610000860G	1140000	8,331.29	CR	EL21-018 NORTH BEND WIND
8316	2610000860H	1140000	235.74	CR	SC 29610 CRTI APPEAL
8316	2610000860I	1140000	2,301.83	CR	EL21-025 XCEL TCR
8316	2610000860J	1140000	3,752.96	CR	EL21-028 XCEL ENERGY IRR
8316	2610000860K	1140000	111.05	CR	EL21-031 OTP TCR
8316	2610000860L	1140000	806.57	DR	TC21-124
8316	261000086040	1140000	83.02	CR	HP14-002 DAKOTA ACCESS