

# TAKE CHARGE BOOKKEEPING, LLC

CALLIE D. IVERSEN, CPA

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April 18, 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: \$1,268,967.46.

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**  
**March 2022**

|  | Mar 22            |
|--|-------------------|
| Ordinary Income/Expense                        |                   |
| Income   |                   |
| 4299006 - Locate Fees                          | 27,452.60         |
| <b>Total Income</b>                            | <b>27,452.60</b>  |
| Expense  |                   |
| 5101010 - Salaries & Benefits                  |                   |
| 51010100 - Salaries                            | 16.12             |
| <b>Total 5101010 - Salaries &amp; Benefits</b> | <b>16.12</b>      |
| 5204 - Contractual Services                    |                   |
| 52040980 - Consultant Fee, Mgmt                | 26,374.99         |
| 52041800 - Computer Svcs-State                 | 69.06             |
| 52045180 - Rents Other                         | 525.00            |
| 52047400 - Bank/Lockbox Fees                   | 200.00            |
| 52049680 - Other Contractual                   | 14,127.64         |
| <b>Total 5204 - Contractual Services</b>       | <b>41,296.69</b>  |
| 5205 Supplies                                  |                   |
| 52053280 - Printing Commercial                 | 3,996.08          |
| <b>Total 5205 Supplies</b>                     | <b>3,996.08</b>   |
| <b>Total Expense</b>                           | <b>45,308.89</b>  |
| <b>Net Ordinary Income</b>                     | <b>-17,856.29</b> |
| <b>Net Income</b>                              | <b>-17,856.29</b> |

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

|                                       | Jul '21 - Mar 22 |
|---------------------------------------|------------------|
| Ordinary Income/Expense               |                  |
| Income                                |                  |
| 4299006 - Locate Fees                 | 781,976.40       |
| 4391000 - Fines                       | 20,500.00        |
| 4491000 - Interest                    | 17,752.83        |
| Total Income                          | 820,229.23       |
| Expense                               |                  |
| 5101010 - Salaries & Benefits         |                  |
| 51010100 - Salaries                   | 25.85            |
| 5101010 - Salaries & Benefits - Other | 333.74           |
| Total 5101010 - Salaries & Benefits   | 359.59           |
| 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       | 6,611.28         |
| 52040880 - Consultant Fee Legal       | 12,215.70        |
| 52040980 - Consultant Fee, Mgmt       | 151,509.98       |
| 52041800 - Computer Svcs-State        | 545.46           |
| 52042000 - Central Services           | 2,922.96         |
| 52044180 - Advertising Misc           | 650.00           |
| 52045180 - Rents Other                | 1,368.65         |
| 52047400 - Bank/Lockbox Fees          | 1,800.00         |
| 52049680 - Other Contractual          | 380,228.52       |
| Total 5204 - Contractual Services     | 558,127.55       |
| 5205 Supplies                         |                  |
| 52050280 - Office Supplies            | 1,068.99         |
| 52050480 - Ed & Instr Supplies        | 2,259.23         |
| 52053280 - Printing Commercial        | 4,221.70         |
| 52053580 - Postage                    | 609.00           |
| 52053780 - Clothing                   | 300.56           |
| 52053980 - Foodstuffs                 | 245.97           |
| Total 5205 Supplies                   | 8,705.45         |
| 5206 - Sponsorships & Grants          |                  |
| 52060600 - Scholarships               | 2,400.00         |
| Total 5206 - Sponsorships & Grants    | 2,400.00         |
| Total Expense                         | 572,259.62       |
| Net Ordinary Income                   | 247,969.61       |
| Net Income                            | 247,969.61       |

**SOUTH DAKOTA ONE CALL**  
**Expenditure Detail By Account**  
**March 2022**

| Type                                     | Date       | Num         | Name                | Memo                    | Debit            | Credit      | Balance          |
|--|------------|-------------|---------------------|-------------------------|------------------|-------------|------------------|
| <b>5101010 - Salaries &amp; Benefits</b> |            |             |                     |                         |                  |             |                  |
| <b>51010100 - Salaries</b>               |            |             |                     |                         |                  |             |                  |
| Check                                    | 03/15/2022 | CGEX220228  | cindy Kemnitz       |                         | 16.12            |             | 16.12            |
| Total 51010100 - Salaries                |            |             |                     |                         |                  |             |                  |
| Total 5101010 - Salaries & Benefits      |            |             |                     |                         |                  |             |                  |
| <b>5204 - Contractual Services</b>       |            |             |                     |                         |                  |             |                  |
| <b>52040980 - Consultant Fee, Mgmt</b>   |            |             |                     |                         |                  |             |                  |
| Check                                    | 03/15/2022 | 26220000069 | Larry James         |                         | 8,333.33         |             | 8,333.33         |
| Check                                    | 03/15/2022 | 26220000070 | Larry James         |                         | 8,333.33         |             | 16,666.66        |
| Check                                    | 03/25/2022 | DB          | Codi Gregg          |                         | 9,708.33         |             | 26,374.99        |
| Total 52040980 - Consultant Fee, Mgmt    |            |             |                     |                         |                  |             |                  |
| <b>52041800 - Computer Svcs-State</b>    |            |             |                     |                         |                  |             |                  |
| Check                                    | 03/22/2022 | DP202121    | SD BIT              |                         | 69.06            |             | 69.06            |
| Total 52041800 - Computer Svcs-State     |            |             |                     |                         |                  |             |                  |
| <b>52045180 - Rents Other</b>            |            |             |                     |                         |                  |             |                  |
| Check                                    | 03/31/2022 | 26220000071 | Americinn           |                         | 69.06            | 0.00        | 69.06            |
| Total 52045180 - Rents Other             |            |             |                     |                         |                  |             |                  |
| <b>52047400 - Bank/Lockbox Fees</b>      |            |             |                     |                         |                  |             |                  |
| Check                                    | 03/22/2022 | D2622D0009  | LockBox Fee         |                         | 200.00           | 0.00        | 200.00           |
| Total 52047400 - Bank/Lockbox Fees       |            |             |                     |                         |                  |             |                  |
| <b>52049680 - Other Contractual</b>      |            |             |                     |                         |                  |             |                  |
| Check                                    | 03/15/2022 | 26220000067 | Texas Excavation    |                         | 13,285.97        |             | 13,285.97        |
| Check                                    | 03/15/2022 | 26220000068 | Texas Excavation    |                         | 841.67           |             | 14,127.64        |
| Total 52049680 - Other Contractual       |            |             |                     |                         |                  |             |                  |
| Total 5204 - Contractual Services        |            |             |                     |                         |                  |             |                  |
| <b>5205 Supplies</b>                     |            |             |                     |                         |                  |             |                  |
| <b>52053280 - Printing Commercial</b>    |            |             |                     |                         |                  |             |                  |
| Check                                    | 03/31/2022 | 26220000072 | Goebel Printing Inc | 2000 OPERATIONS MANUALS | 3,996.08         |             | 3,996.08         |
| Total 52053280 - Printing Commercial     |            |             |                     |                         |                  |             |                  |
| Total 5205 Supplies                      |            |             |                     |                         |                  |             |                  |
| <b>TOTAL</b>                             |            |             |                     |                         | <b>45,308.89</b> | <b>0.00</b> | <b>45,308.89</b> |

| SD One Call                                       |      |          |          |      |          |          |          |          |      |       |           |
|---|------|----------|----------|------|----------|----------|----------|----------|------|-------|-----------|
| Recap of fines collected and scholarships granted |      |          |          |      |          |          |          |          |      |       |           |
| FY2022-to-date                                    |      |          |          |      |          |          |          |          |      |       |           |
|   | July | August   | Sept     | Oct  | Nov      | Dec      | Jan      | Feb      | Mar  | TOTAL |           |
| Fines collected                                   | \$ - | \$ 1,250 | \$ 4,250 |      | \$ 5,000 | \$ 4,000 | \$ 4,000 | \$ 2,000 |      |       | \$ 20,500 |
| Scholarships granted                              | \$ - | \$ -     | \$ 2,400 | \$ - | \$ -     | \$ -     | \$ -     | \$ -     | \$ - |       | \$ 2,400  |

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

|  | Jul '21 - Jun 22   | Budget               | \$ Over Budget     | % of Budget  |
|--|--------------------|----------------------|--------------------|--------------|
| <b>Ordinary Income/Expense</b>                 |                    |                      |                    |              |
| <b>Expense</b>                                 |                    |                      |                    |              |
| 5101010 - Salaries & Benefits                  |                    |                      |                    |              |
| 51010100 - Salaries                            | 25.85              |                      |                    |              |
| 5101010 - Salaries & Benefits - Other          | 333.74             | 3,042.00             | -2,708.26          | 11.0%        |
| <b>Total 5101010 - Salaries &amp; Benefits</b> | <b>359.59</b>      | <b>3,042.00</b>      | <b>-2,682.41</b>   | <b>11.8%</b> |
| 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                | 6,611.28           | 2,500.00             | 4,111.28           | 264.5%       |
| 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                | 151,509.98         | 215,832.00           | -64,322.02         | 70.2%        |
| 52041680 - Workshop Registratio                | 0.00               | 10,000.00            | -10,000.00         | 0.0%         |
| 52041800 - Computer Svcs-State                 | 545.46             | 450.00               | 95.46              | 121.2%       |
| 52041980 - Comp Svcs-Private                   | 0.00               | 0.00                 | 0.00               | 0.0%         |
| 52042000 - Central Services                    | 2,922.96           | 6,200.00             | -3,277.04          | 47.1%        |
| 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                         | 1,368.65           | 7,000.00             | -5,631.35          | 19.6%        |
| 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                   | 1,800.00           | 2,400.00             | -600.00            | 75.0%        |
| 52049680 - Other Contractual                   | 380,228.52         | 750,000.00           | -369,771.48        | 50.7%        |
| <b>Total 5204 - Contractual Services</b>       | <b>558,127.55</b>  | <b>1,043,282.00</b>  | <b>-485,154.45</b> | <b>53.5%</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                 | 4,221.70           | 12,000.00            | -7,778.30          | 35.2%        |
| 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>8,705.45</b>    | <b>43,800.00</b>     | <b>-35,094.55</b>  | <b>19.9%</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>572,259.62</b>  | <b>1,159,624.00</b>  | <b>-587,364.38</b> | <b>49.3%</b> |
| <b>Net Ordinary Income</b>                     | <b>-572,259.62</b> | <b>-1,159,624.00</b> | <b>587,364.38</b>  | <b>49.3%</b> |
| <b>Net Income</b>                              | <b>-572,259.62</b> | <b>-1,159,624.00</b> | <b>587,364.38</b>  | <b>49.3%</b> |

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04/18/22

**SOUTH DAKOTA ONE CALL**  
**Reconciliation Summary**  
3128 Fund Balance, Period Ending 03/31/2022

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|  | Mar 31, 22                 |
|--|----------------------------|
| Beginning Balance                        | 1,281,631.22               |
| <b>Cleared Transactions</b>              |                            |
| Checks and Payments - 10 items           | -41,057.70                 |
| Deposits and Credits - 27 items          | 30,183.69                  |
| <b>Total Cleared Transactions</b>        | <u>-10,874.01</u>          |
| <b>Cleared Balance</b>                   | <u><u>1,270,757.21</u></u> |
| <b>Uncleared Transactions</b>            |                            |
| Checks and Payments - 2 items            | -4,521.08                  |
| Deposits and Credits - 3 items           | 2,731.33                   |
| <b>Total Uncleared Transactions</b>      | <u>-1,789.75</u>           |
| <b>Register Balance as of 03/31/2022</b> | <u><u>1,268,967.46</u></u> |
| <b>Ending Balance</b>                    | 1,268,967.46               |

**SOUTH DAKOTA ONE CALL**  
**Reconciliation Detail**  
**3128 Fund Balance, Period Ending 03/31/2022**

| Type                                     | Date       | Num      | Name                | Clr | Amount            | Balance             |
|--|------------|----------|---------------------|-----|-------------------|---------------------|
| <b>Beginning Balance</b>                 |            |          |                     |     |                   | 1,281,631.22        |
| <b>Cleared Transactions</b>              |            |          |                     |     |                   |                     |
| <b>Checks and Payments - 10 Items</b>    |            |          |                     |     |                   |                     |
| Check                                    | 02/22/2022 | D2622... | LockBox Fee         | X   | -200.00           | -200.00             |
| Check                                    | 02/22/2022 | DP20...  | SD BIT              | X   | -69.89            | -269.89             |
| Check                                    | 03/15/2022 | 26220... | Texas Excavation    | X   | -13,285.97        | -13,555.86          |
| Check                                    | 03/15/2022 | 26220... | Larry Janes         | X   | -8,333.33         | -21,889.19          |
| Check                                    | 03/15/2022 | 26220... | Larry Janes         | X   | -8,333.33         | -30,222.52          |
| Check                                    | 03/15/2022 | 26220... | Texas Excavation    | X   | -841.67           | -31,064.19          |
| Check                                    | 03/15/2022 | CGEX...  | cindy Kernitz       | X   | -16.12            | -31,080.31          |
| Check                                    | 03/22/2022 | D2622... | LockBox Fee         | X   | -200.00           | -31,280.31          |
| Check                                    | 03/22/2022 | DP20...  | SD BIT              | X   | -69.06            | -31,349.37          |
| Check                                    | 03/25/2022 | DB       | Codi Gregg          | X   | -9,708.33         | -41,057.70          |
| <b>Total Checks and Payments</b>         |            |          |                     |     | -41,057.70        | -41,057.70          |
| <b>Deposits and Credits - 27 Items</b>   |            |          |                     |     |                   |                     |
| Deposit                                  | 02/24/2022 |          |                     | X   | 3,857.25          | 3,857.25            |
| Deposit                                  | 02/25/2022 |          |                     | X   | 676.06            | 4,533.31            |
| Deposit                                  | 02/28/2022 |          |                     | X   | 929.11            | 5,462.42            |
| Deposit                                  | 03/01/2022 |          |                     | X   | 1.05              | 5,463.47            |
| Deposit                                  | 03/01/2022 |          |                     | X   | 8.40              | 5,471.87            |
| Deposit                                  | 03/01/2022 |          |                     | X   | 54.74             | 5,526.61            |
| Deposit                                  | 03/01/2022 |          |                     | X   | 67.20             | 5,593.81            |
| Deposit                                  | 03/02/2022 |          |                     | X   | 6,086.71          | 11,680.52           |
| Deposit                                  | 03/03/2022 |          |                     | X   | 131.46            | 11,811.98           |
| Deposit                                  | 03/04/2022 |          |                     | X   | 414.68            | 12,226.66           |
| Deposit                                  | 03/07/2022 |          |                     | X   | 2,261.63          | 14,488.29           |
| Deposit                                  | 03/08/2022 |          |                     | X   | 4.20              | 14,492.49           |
| Deposit                                  | 03/09/2022 |          |                     | X   | 1,297.62          | 15,790.11           |
| Deposit                                  | 03/10/2022 |          |                     | X   | 1,136.10          | 16,926.21           |
| Deposit                                  | 03/10/2022 |          |                     | X   | 1,472.10          | 18,398.31           |
| Deposit                                  | 03/11/2022 |          |                     | X   | 657.99            | 19,056.30           |
| Deposit                                  | 03/14/2022 |          |                     | X   | 1,131.48          | 20,187.78           |
| Deposit                                  | 03/16/2022 |          |                     | X   | 889.35            | 21,077.13           |
| Deposit                                  | 03/17/2022 |          |                     | X   | 968.57            | 22,045.70           |
| Deposit                                  | 03/18/2022 |          |                     | X   | 154.84            | 22,200.54           |
| Deposit                                  | 03/21/2022 |          |                     | X   | 3,740.94          | 25,941.48           |
| Deposit                                  | 03/22/2022 |          |                     | X   | 52.50             | 25,993.98           |
| Deposit                                  | 03/23/2022 |          |                     | X   | 100.80            | 26,094.78           |
| Deposit                                  | 03/24/2022 |          |                     | X   | 1,277.78          | 27,372.56           |
| Deposit                                  | 03/25/2022 |          |                     | X   | 526.89            | 27,899.45           |
| Deposit                                  | 03/28/2022 |          |                     | X   | 2,278.99          | 30,178.44           |
| Deposit                                  | 03/29/2022 |          |                     | X   | 5.25              | 30,183.69           |
| <b>Total Deposits and Credits</b>        |            |          |                     |     | 30,183.69         | 30,183.69           |
| <b>Total Cleared Transactions</b>        |            |          |                     |     | -10,874.01        | -10,874.01          |
| <b>Cleared Balance</b>                   |            |          |                     |     | -10,874.01        | 1,270,757.21        |
| <b>Uncleared Transactions</b>            |            |          |                     |     |                   |                     |
| <b>Checks and Payments - 2 items</b>     |            |          |                     |     |                   |                     |
| Check                                    | 03/31/2022 | 26220... | Goebel Printing Inc |     | -3,996.08         | -3,996.08           |
| Check                                    | 03/31/2022 | 26220... | AmericInn           |     | -525.00           | -4,521.08           |
| <b>Total Checks and Payments</b>         |            |          |                     |     | -4,521.08         | -4,521.08           |
| <b>Deposits and Credits - 3 items</b>    |            |          |                     |     |                   |                     |
| Deposit                                  | 03/30/2022 |          |                     |     | 61.74             | 61.74               |
| Deposit                                  | 03/30/2022 |          |                     |     | 1,269.45          | 1,331.19            |
| Deposit                                  | 03/31/2022 |          |                     |     | 1,400.14          | 2,731.33            |
| <b>Total Deposits and Credits</b>        |            |          |                     |     | 2,731.33          | 2,731.33            |
| <b>Total Uncleared Transactions</b>      |            |          |                     |     | -1,789.75         | -1,789.75           |
| <b>Register Balance as of 03/31/2022</b> |            |          |                     |     | -12,663.76        | 1,268,967.46        |
| <b>Ending Balance</b>                    |            |          |                     |     | <b>-12,663.76</b> | <b>1,268,967.46</b> |



STATE OF SOUTH DAKOTA  
CASH CENTER BALANCES  
AS OF: 03/31/2022

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

| COMPANY              | CENTER     | ACCOUNT | BALANCE      | DR/CR   | CENTER DESCRIPTION            |
|----------------------|------------|---------|--------------|---------|-------------------------------|
| 3128                 | 2620000882 | 1140000 | 1,270,700.50 | DR      | SD ONE CALL NOTIFICATION FUND |
| COMPANY/SOURCE TOTAL |            |         | 1,270,700.50 | DR *    |                               |
| COMP/BUDG UNIT TOTAL |            |         | 1,270,700.50 | DR **   |                               |
| BUDGET UNIT TOTAL    |            |         | 1,270,700.50 | DR ***  |                               |
| AGENCY TOTAL         |            |         | 3,523,976.01 | DR **** |                               |

*+ 5671 from All fund when under PIC*

1,270,757.21