

# TAKE CHARGE BOOKKEEPING, LLC

CALLIE D. IVERSEN, CPA

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June 7, 2021

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: \$1,133,925.90.

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**  
**May 2021**

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|  | <u>May 21</u>     |
|--|-------------------|
| Ordinary Income/Expense                  |                   |
| Income                                   |                   |
| 4299006 - Locate Fees                    | 61,114.82         |
| <b>Total Income</b>                      | <b>61,114.82</b>  |
| Expense                                  |                   |
| 5204 - Contractual Services              |                   |
| 52040980 - Consultant Fee, Mgmt          | 16,902.00         |
| 52042000 - Central Services              | 7.64              |
| 52047400 - Bank/Lockbox Fees             | 600.00            |
| 52049680 - Other Contractual             | 70,180.23         |
| <b>Total 5204 - Contractual Services</b> | <b>87,689.87</b>  |
| 5205 Supplies                            |                   |
| 52050480 - Ed & Instr Supplies           | 9.41              |
| <b>Total 5205 Supplies</b>               | <b>9.41</b>       |
| <b>Total Expense</b>                     | <b>87,699.28</b>  |
| <b>Net Ordinary Income</b>               | <b>-26,584.46</b> |
| <b>Net Income</b>                        | <b>-26,584.46</b> |

**SOUTH DAKOTA ONE CALL**  
**Stmt of Revenues & Expenditures**  
 July 2020 through May 2021

|   | Jul '20 - May 21 |
|---|------------------|
| <b>Ordinary Income/Expense</b>                |                  |
| <b>Income</b>                                 |                  |
| 4299006 - Locate Fees                         | 862,418.73       |
| 4391000 - Fines                               | 40,950.00        |
| 4491000 - Interest                            | 27,793.82        |
| <b>Total Income</b>                           | 931,162.55       |
| <b>Expense</b>                                |                  |
| 5101010 - Salaries & Benefits                 | 834.00           |
| <b>5204 - Contractual Services</b>            |                  |
| 52040180 - Subscriptions                      | 275.00           |
| 52040280 - Dues/Membership Fees               | 7,849.83         |
| 52040880 - Consultant Fee Legal               | 26,805.20        |
| 52040980 - Consultant Fee, Mgmt               | 184,580.64       |
| 52041800 - Computer Svcs-State                | 713.41           |
| 52042000 - Central Services                   | 4,023.70         |
| 52045180 - Rents Other                        | 733.00           |
| 52045300 - Telecomm thru purcha               | 62.00            |
| 52045900 - Insurance (00)                     | 724.02           |
| 52047400 - Bank/Lockbox Fees                  | 2,400.00         |
| 52049680 - Other Contractual                  | 626,404.96       |
| <b>Total 5204 - Contractual Services</b>      | 854,571.76       |
| <b>5205 Supplies</b>                          |                  |
| 52050280 - Office Supplies                    | 309.27           |
| 52050480 - Ed & Instr Supplies                | 20,468.87        |
| 52053100 - Printing-State                     | 5.32             |
| 52053280 - Printing Commercial                | 670.63           |
| 52053580 - Postage                            | 1,348.48         |
| <b>Total 5205 Supplies</b>                    | 22,802.57        |
| <b>5206 - Sponsorships &amp; Grants</b>       |                  |
| 52060600 - Scholarships                       | 7,500.00         |
| <b>Total 5206 - Sponsorships &amp; Grants</b> | 7,500.00         |
| <b>Total Expense</b>                          | 885,708.33       |
| <b>Net Ordinary Income</b>                    | 45,454.22        |
| <b>Net Income</b>                             | 45,454.22        |

**SOUTH DAKOTA ONE CALL**  
**Transaction Detail By Account**  
 May 2021

| Type                                      | Date       | Num         | Adj | Name                | Memo            | Debit            | Credit      | Balance          |
|---|------------|-------------|-----|---------------------|-----------------|------------------|-------------|------------------|
| <b>5204 - Contractual Services</b>        |            |             |     |                     |                 |                  |             |                  |
| <b>52040980 - Consultant Fee, Mgmt</b>    |            |             |     |                     |                 |                  |             |                  |
| Check                                     | 05/27/2021 | DB          |     | Codi Gregg          |                 | 6,902.00         |             | 6,902.00         |
| Check                                     | 05/27/2021 | DB          |     | Larry Janes         |                 | 10,000.00        |             | 16,902.00        |
| Total 52040980 - Consultant Fee, Mgmt     |            |             |     |                     |                 | 16,902.00        | 0.00        | 16,902.00        |
| <b>52042000 - Central Services</b>        |            |             |     |                     |                 |                  |             |                  |
| Check                                     | 05/15/2021 | FM103119    |     | SD Central Services | Monthly billing | 7.64             |             | 7.64             |
| Total 52042000 - Central Services         |            |             |     |                     |                 | 7.64             | 0.00        | 7.64             |
| <b>52047400 - Bank/Lockbox Fees</b>       |            |             |     |                     |                 |                  |             |                  |
| Check                                     | 05/15/2021 | D2621D0009  |     | LockBox Fee         | MARCH FEES      | 200.00           |             | 200.00           |
| Check                                     | 05/15/2021 | D2621D0010  |     | LockBox Fee         | APRIL FEES      | 200.00           |             | 400.00           |
| Check                                     | 05/27/2021 | DB          |     | LockBox Fee         |                 | 200.00           |             | 600.00           |
| Total 52047400 - Bank/Lockbox Fees        |            |             |     |                     |                 | 600.00           | 0.00        | 600.00           |
| <b>52049680 - Other Contractual</b>       |            |             |     |                     |                 |                  |             |                  |
| Check                                     | 05/05/2021 | 26210000060 |     | Take Charge Book... |                 | 950.00           |             | 950.00           |
| Check                                     | 05/05/2021 | 26200000061 |     | Texas Excavation    | SD21-0007       | 791.67           |             | 1,741.67         |
| Check                                     | 05/05/2021 | 26200000062 |     | Texas Excavation    | SD21-0006       | 68,363.56        |             | 70,105.23        |
| Check                                     | 05/05/2021 | 26210000063 |     | Texas Excavation    | SD21-0008       | 75.00            |             | 70,180.23        |
| Total 52049680 - Other Contractual        |            |             |     |                     |                 | 70,180.23        | 0.00        | 70,180.23        |
| Total 5204 - Contractual Services         |            |             |     |                     |                 | 87,689.87        | 0.00        | 87,689.87        |
| <b>5205 Supplies</b>                      |            |             |     |                     |                 |                  |             |                  |
| <b>52050480 - Ed &amp; Instr Supplies</b> |            |             |     |                     |                 |                  |             |                  |
| Check                                     | 05/15/2021 | PM103070    |     | SD Property Mgmt    | Q3 Property ... | 9.41             |             | 9.41             |
| Total 52050480 - Ed & Instr Supplies      |            |             |     |                     |                 | 9.41             | 0.00        | 9.41             |
| Total 5205 Supplies                       |            |             |     |                     |                 | 9.41             | 0.00        | 9.41             |
| <b>TOTAL</b>                              |            |             |     |                     |                 | <b>87,699.28</b> | <b>0.00</b> | <b>87,699.28</b> |



**SOUTH DAKOTA ONE CALL**  
**Profit & Loss Budget vs. Actual**  
**July 2020 through June 2021**

| Ordinary Income/Expense                       | Jul '20 - Jun 21   | Budget               | \$ Over Budget     | % of Budget  |
|---|--------------------|----------------------|--------------------|--------------|
| <b>Expense</b>                                |                    |                      |                    |              |
| 5101010 - Salaries & Benefits                 | 834.00             | 5,803.00             | -4,969.00          | 14.4%        |
| 5203 - Travel                                 |                    |                      |                    |              |
| 52031000 - Lodging                            | 0.00               | 0.00                 | 0.00               | 0.0%         |
| 52031380 - Non-employment Trave               | 0.00               | 48,500.00            | -48,500.00         | 0.0%         |
| 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>0.00</b>        | <b>48,500.00</b>     | <b>-48,500.00</b>  | <b>0.0%</b>  |
| 5204 - Contractual Services                   |                    |                      |                    |              |
| 52040180 - Subscriptions                      | 275.00             | 0.00                 | 275.00             | 100.0%       |
| 52040280 - Dues/Membership Fees               | 7,849.83           | 2,500.00             | 5,349.83           | 314.0%       |
| 52040380 - Leagl Doc Fees                     | 0.00               | 350.00               | -350.00            | 0.0%         |
| 52040880 - Consultant Fee Legal               | 26,805.20          | 60,000.00            | -33,194.80         | 44.7%        |
| 52040980 - Consultant Fee, Mgmt               | 184,580.64         | 200,000.00           | -15,419.36         | 92.3%        |
| 52041680 - Workshop Registratio               | 0.00               | 10,000.00            | -10,000.00         | 0.0%         |
| 52041800 - Computer Svcs-State                | 713.41             | 300.00               | 413.41             | 237.8%       |
| 52041980 - Comp Svcs-Private                  | 0.00               | 0.00                 | 0.00               | 0.0%         |
| 52042000 - Central Services                   | 4,023.70           | 6,169.00             | -2,145.30          | 65.2%        |
| 52043100 - Audit Svcs-State                   | 0.00               | 0.00                 | 0.00               | 0.0%         |
| 52043680 - Advertising Newspape               | 0.00               | 1,000.00             | -1,000.00          | 0.0%         |
| 52044180 - Advertising Misc                   | 0.00               | 5,000.00             | -5,000.00          | 0.0%         |
| 52045180 - Rents Other                        | 733.00             | 7,000.00             | -6,267.00          | 10.5%        |
| 52045300 - Telecomm thru purcha               | 62.00              | 1,275.00             | -1,213.00          | 4.9%         |
| 52045380 - Telecommunications                 | 0.00               | 0.00                 | 0.00               | 0.0%         |
| 52045900 - Insurance (00)                     | 724.02             | 2,500.00             | -1,775.98          | 29.0%        |
| 52047400 - Bank/Lockbox Fees                  | 2,400.00           | 2,400.00             | 0.00               | 100.0%       |
| 52049680 - Other Contractual                  | 626,404.96         | 615,077.00           | 11,327.96          | 101.8%       |
| <b>Total 5204 - Contractual Services</b>      | <b>854,571.76</b>  | <b>913,571.00</b>    | <b>-58,999.24</b>  | <b>93.5%</b> |
| 5205 Supplies                                 |                    |                      |                    |              |
| 52050280 - Office Supplies                    | 309.27             | 0.00                 | 309.27             | 100.0%       |
| 52050480 - Ed & Instr Supplies                | 20,468.87          | 22,000.00            | -1,531.13          | 93.0%        |
| 52053100 - Printing-State                     | 5.32               |                      |                    |              |
| 52053280 - Printing Commercial                | 670.63             | 12,000.00            | -11,329.37         | 5.6%         |
| 52053580 - Postage                            | 1,348.48           | 5,000.00             | -3,651.52          | 27.0%        |
| 52053780 - Clothing                           | 0.00               | 1,500.00             | -1,500.00          | 0.0%         |
| 52053980 - Foodstuffs                         | 0.00               | 2,600.00             | -2,600.00          | 0.0%         |
| <b>Total 5205 Supplies</b>                    | <b>22,802.57</b>   | <b>43,100.00</b>     | <b>-20,297.43</b>  | <b>52.9%</b> |
| 5206 - Sponsorships & Grants                  |                    |                      |                    |              |
| 52060600 - Scholarships                       | 7,500.00           | 20,000.00            | -12,500.00         | 37.5%        |
| <b>Total 5206 - Sponsorships &amp; Grants</b> | <b>7,500.00</b>    | <b>20,000.00</b>     | <b>-12,500.00</b>  | <b>37.5%</b> |
| <b>Total Expense</b>                          | <b>885,708.33</b>  | <b>1,030,974.00</b>  | <b>-145,265.67</b> | <b>85.9%</b> |
| <b>Net Ordinary Income</b>                    | <b>-885,708.33</b> | <b>-1,030,974.00</b> | <b>145,265.67</b>  | <b>85.9%</b> |
| <b>Net Income</b>                             | <b>-885,708.33</b> | <b>-1,030,974.00</b> | <b>145,265.67</b>  | <b>85.9%</b> |

**SOUTH DAKOTA ONE CALL**  
**Reconciliation Summary**  
**3128 Fund Balance, Period Ending 05/31/2021**

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|                                   | <u>May 31, 21</u>   |
|-----------------------------------|---------------------|
| Beginning Balance                 | 1,135,044.68        |
| Cleared Transactions              |                     |
| Checks and Payments - 11 items    | -105,396.48         |
| Deposits and Credits - 28 items   | 77,768.24           |
| Total Cleared Transactions        | <u>-27,628.24</u>   |
| Cleared Balance                   | <u>1,107,416.44</u> |
| Uncleared Transactions            |                     |
| Checks and Payments - 1 item      | <u>-75.00</u>       |
| Total Uncleared Transactions      | <u>-75.00</u>       |
| Register Balance as of 05/31/2021 | <u>1,107,341.44</u> |
| Ending Balance                    | <u>1,107,341.44</u> |

**SOUTH DAKOTA ONE CALL**  
**Reconciliation Detail**  
**3128 Fund Balance, Period Ending 05/31/2021**

| Type                                   | Date       | Num      | Name                 | Clr | Amount            | Balance             |
|--|------------|----------|----------------------|-----|-------------------|---------------------|
| <b>Beginning Balance</b>               |            |          |                      |     |                   | 1,135,044.68        |
| <b>Cleared Transactions</b>            |            |          |                      |     |                   |                     |
| <b>Checks and Payments - 11 items</b>  |            |          |                      |     |                   |                     |
| Check                                  | 04/30/2021 | 26210... | May Adam Gerdes ...  | X   | -17,772.20        | -17,772.20          |
| Check                                  | 05/05/2021 | 26200... | Texas Excavation     | X   | -68,363.56        | -86,135.76          |
| Check                                  | 05/05/2021 | 26210... | Take Charge Bookk... | X   | -950.00           | -87,085.76          |
| Check                                  | 05/05/2021 | 26200... | Texas Excavation     | X   | -791.67           | -87,877.43          |
| Check                                  | 05/15/2021 | D2621... | LockBox Fee          | X   | -200.00           | -88,077.43          |
| Check                                  | 05/15/2021 | D2621... | LockBox Fee          | X   | -200.00           | -88,277.43          |
| Check                                  | 05/15/2021 | PM10...  | SD Property Mgmt     | X   | -9.41             | -88,286.84          |
| Check                                  | 05/15/2021 | FM10...  | SD Central Services  | X   | -7.64             | -88,294.48          |
| Check                                  | 05/27/2021 | DB       | Larry Janes          | X   | -10,000.00        | -98,294.48          |
| Check                                  | 05/27/2021 | DB       | Codi Gregg           | X   | -6,902.00         | -105,196.48         |
| Check                                  | 05/27/2021 | DB       | LockBox Fee          | X   | -200.00           | -105,396.48         |
| Total Checks and Payments              |            |          |                      |     | -105,396.48       | -105,396.48         |
| <b>Deposits and Credits - 28 items</b> |            |          |                      |     |                   |                     |
| Deposit                                | 04/07/2021 |          |                      | X   | 15.75             | 15.75               |
| Deposit                                | 04/26/2021 |          |                      | X   | 165.90            | 181.65              |
| Deposit                                | 04/26/2021 |          |                      | X   | 11,292.75         | 11,474.40           |
| Deposit                                | 04/27/2021 |          |                      | X   | 37.17             | 11,511.57           |
| Deposit                                | 04/28/2021 |          |                      | X   | 821.31            | 12,332.88           |
| Deposit                                | 04/29/2021 |          |                      | X   | 2,427.88          | 14,760.76           |
| Deposit                                | 04/30/2021 |          |                      | X   | 1,892.66          | 16,653.42           |
| Deposit                                | 05/01/2021 |          |                      | X   | 72.45             | 16,725.87           |
| Deposit                                | 05/03/2021 |          |                      | X   | 1,433.11          | 18,158.98           |
| Deposit                                | 05/05/2021 |          |                      | X   | 3.36              | 18,162.34           |
| Deposit                                | 05/06/2021 |          |                      | X   | 514.97            | 18,677.31           |
| Deposit                                | 05/07/2021 |          |                      | X   | 3,331.86          | 22,009.17           |
| Deposit                                | 05/10/2021 |          |                      | X   | 22.05             | 22,031.22           |
| Deposit                                | 05/10/2021 |          |                      | X   | 1,395.31          | 23,426.53           |
| Deposit                                | 05/11/2021 |          |                      | X   | 176.40            | 23,602.93           |
| Deposit                                | 05/12/2021 |          |                      | X   | 866.25            | 24,469.18           |
| Deposit                                | 05/13/2021 |          |                      | X   | 1,720.95          | 26,190.13           |
| Deposit                                | 05/14/2021 |          |                      | X   | 542.71            | 26,732.84           |
| Deposit                                | 05/17/2021 |          |                      | X   | 17,485.10         | 44,217.94           |
| Deposit                                | 05/18/2021 |          |                      | X   | 5,530.14          | 49,748.08           |
| Deposit                                | 05/19/2021 |          |                      | X   | 22.05             | 49,770.13           |
| Deposit                                | 05/19/2021 |          |                      | X   | 928.83            | 50,698.96           |
| Deposit                                | 05/20/2021 |          |                      | X   | 3,866.31          | 54,565.27           |
| Deposit                                | 05/21/2021 |          |                      | X   | 1,895.18          | 56,460.45           |
| Deposit                                | 05/24/2021 |          |                      | X   | 12,610.50         | 69,070.95           |
| Deposit                                | 05/25/2021 |          |                      | X   | 4,419.59          | 73,490.54           |
| Deposit                                | 05/26/2021 |          |                      | X   | 1,673.70          | 75,164.24           |
| Deposit                                | 05/27/2021 |          |                      | X   | 2,604.00          | 77,768.24           |
| Total Deposits and Credits             |            |          |                      |     | 77,768.24         | 77,768.24           |
| Total Cleared Transactions             |            |          |                      |     | -27,628.24        | -27,628.24          |
| Cleared Balance                        |            |          |                      |     | -27,628.24        | 1,107,416.44        |
| <b>Uncleared Transactions</b>          |            |          |                      |     |                   |                     |
| <b>Checks and Payments - 1 item</b>    |            |          |                      |     |                   |                     |
| Check                                  | 05/05/2021 | 26210... | Texas Excavation     |     | -75.00            | -75.00              |
| Total Checks and Payments              |            |          |                      |     | -75.00            | -75.00              |
| Total Uncleared Transactions           |            |          |                      |     | -75.00            | -75.00              |
| Register Balance as of 05/31/2021      |            |          |                      |     | -27,703.24        | 1,107,341.44        |
| <b>Ending Balance</b>                  |            |          |                      |     | <b>-27,703.24</b> | <b>1,107,341.44</b> |



STATE OF SOUTH DAKOTA  
CASH CENTER BALANCES  
AS OF: 05/31/2021

AGENCY: 26 NOT ON TW700 FILE  
BUDGET UNIT: 2610 PAYABLE OFFSET

| COMPANY                        | CENTER      | ACCOUNT   | BALANCE      | DR/CR | CENTER DESCRIPTION                  |
|--------------------------------|-------------|-----------|--------------|-------|-------------------------------------|
| 2000                           | 2610000R19  | 114000000 | 6,307.56     | CR    | UPDATE DESCRIPTION                  |
| COMPANY/SOURCE TOTAL 2000 R19  |             |           | 6,307.56     | CR *  |                                     |
| COMP/BUDG UNIT TOTAL 2000 2610 |             |           | 6,307.56     | CR ** | PIPELINE SAFETY ACCOUNT             |
| 2016                           | 2610000869  | 1140000   | 54,172.37    | CR    |                                     |
| COMPANY/SOURCE TOTAL 2016 869  |             |           | 54,172.37    | CR *  |                                     |
| COMP/BUDG UNIT TOTAL 2016 2610 |             |           | 54,172.37    | CR ** | TELEPHONE SOLICITATION FUND         |
| 3014                           | 2610000876  | 1140000   | 56,601.03    | DR    |                                     |
| COMPANY/SOURCE TOTAL 3014 876  |             |           | 56,601.03    | DR *  |                                     |
| COMP/BUDG UNIT TOTAL 3014 2610 |             |           | 56,601.03    | DR ** | GRAIN & WAREHOUSE FUND              |
| 3128                           | 2610000757  | 1140000   | 250,843.22   | DR    |                                     |
| COMPANY/SOURCE TOTAL 3128 757  |             |           | 250,843.22   | DR *  | GROSS RECEIPTS TAX FUND             |
| COMP/BUDG UNIT TOTAL 3128 2610 |             |           | 2,412,629.65 | DR    |                                     |
| 3128                           | 2610000823  | 1140000   | 2,412,629.65 | DR    |                                     |
| COMPANY/SOURCE TOTAL 3128 823  |             |           | 2,412,629.65 | DR *  | PIPELINE SAFETY ACCOUNT             |
| COMP/BUDG UNIT TOTAL 3128 2610 |             |           | 2,712,482.98 | DR ** |                                     |
| 3128                           | 2610000869  | 1140000   | 48,953.40    | DR    |                                     |
| COMPANY/SOURCE TOTAL 3128 869  |             |           | 48,953.40    | DR *  | ONE-CALL NOTIFICATION FUND          |
| COMP/BUDG UNIT TOTAL 3128 2610 |             |           | 56.71        | DR *  |                                     |
| 8316                           | 2610000860  | 1140000   | 5,305.95     | DR    | RATE CASE/UTTL INVEST FUND          |
| COMPANY/SOURCE TOTAL 3128 882  |             |           | 1,128.90     | CR    | EL20-013 MERIDIAN WIND              |
| COMP/BUDG UNIT TOTAL 3128 2610 |             |           | 1,275.12     | CR    | 19 CIV20-21 CROWNED RIDGE TI APPEAL |
| 8316                           | 2610000860J | 1140000   | 74.98        | CR    | EL20-018 WILD SPRING SOLAR          |
| COMPANY/SOURCE TOTAL 3128 882  |             |           | 262.90       | CR    | EL20-026 XCEL ENERGY IRP            |
| COMP/BUDG UNIT TOTAL 3128 2610 |             |           | 2,565.73     | CR    | EL20-032 OTP TCR                    |
| 8316                           | 2610000860K | 1140000   | 550.02       | CR    | EL21-005 MIDAM TCR                  |
| COMPANY/SOURCE TOTAL 3128 882  |             |           | 287.95       | CR    | EL21-007 MDU IRR                    |
| COMP/BUDG UNIT TOTAL 3128 2610 |             |           |              |       |                                     |

STATE OF SOUTH DAKOTA  
CASH CENTER BALANCES  
AS OF: 05/31/2021

AGENCY: 26 NOT ON TM/00 FILE  
BUDGET UNIT: 2620 ONE CALL NOTIFICATION BOARD - INFO

| COMPANY              | CENTER     | ACCOUNT | BALANCE      | DR/CR   | CENTER DESCRIPTION            |
|----------------------|------------|---------|--------------|---------|-------------------------------|
| 3128                 | 2620000882 | 1140000 | 1,107,359.73 | DR      | SD ONE CALL NOTIFICATION FUND |
| COMPANY/SOURCE TOTAL |            |         | 1,107,359.73 | DR *    |                               |
| COMP/BUDG UNIT TOTAL |            |         | 1,107,359.73 | DR **   |                               |
| BUDGET UNIT TOTAL    |            |         | 1,107,359.73 | DR ***  |                               |
| AGENCY TOTAL         |            |         | 3,788,639.32 | DR **** |                               |