

# TAKE CHARGE BOOKKEEPING, LLC

CALLIE D. IVERSEN, CPA

415 S PIERRE ST.

PIERRE, SD 57501

CDM8@LIVE.COM

PH. 605-494-0344

FAX 605-223-2349

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November 3, 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: \$1,179,217.94.

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**  
**October 2021**

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	<u>Oct 21</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4299006 - Locate Fees	130,017.96
<b>Total Income</b>	<u>130,017.96</u>
<b>Expense</b>	
5203 - Travel	
52031380 - Non-employment Trave	934.83
<b>Total 5203 - Travel</b>	<u>934.83</u>
5204 - Contractual Services	
52040980 - Consultant Fee, Mgmt	17,202.00
52041800 - Computer Svcs-State	199.85
52047400 - Bank/Lockbox Fees	200.00
52049680 - Other Contractual	89,417.44
<b>Total 5204 - Contractual Services</b>	<u>107,019.29</u>
5205 Supplies	
52050480 - Ed & Instr Supplies	2,250.00
<b>Total 5205 Supplies</b>	<u>2,250.00</u>
<b>Total Expense</b>	<u>110,204.12</u>
<b>Net Ordinary Income</b>	<u>19,813.84</u>
<b>Net Income</b>	<u><u>19,813.84</u></u>

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

	Jul - Oct 21
Ordinary Income/Expense	
Income	
4299006 - Locate Fees	452,993.52
4391000 - Fines	5,500.00
4491000 - Interest	17,752.83
Total Income	476,246.35
Expense	
5101010 - Salaries & Benefits	229.76
5203 - Travel	
52031380 - Non-employment Trave	1,853.13
Total 5203 - Travel	1,853.13
5204 - Contractual Services	
52040280 - Dues/Membership Fees	5,311.28
52040880 - Consultant Fee Legal	6,310.20
52040980 - Consultant Fee, Mgmt	68,508.00
52041800 - Computer Svcs-State	199.85
52042000 - Central Services	12.76
52045180 - Rents Other	452.97
52047400 - Bank/Lockbox Fees	800.00
52049680 - Other Contractual	229,721.40
Total 5204 - Contractual Services	311,316.46
5205 Supplies	
52050480 - Ed & Instr Supplies	2,250.00
Total 5205 Supplies	2,250.00
5206 - Sponsorships & Grants	
52060600 - Scholarships	2,400.00
Total 5206 - Sponsorships & Grants	2,400.00
Total Expense	318,049.35
Net Ordinary Income	158,197.00
Net Income	158,197.00

**SOUTH DAKOTA ONE CALL  
Expenditure Detail By Account  
October 2021**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>5203 - Travel</b>							
<b>52031380 - Non-employment Trave</b>							
Check	10/07/2021	262200000025	Lloyd Rave	August Board Meeting Travel	215.04		215.04
Check	10/07/2021	262200000026	Danni Kaiser	August Board Meeting Travel	207.20		422.24
Check	10/07/2021	262200000027	Mark Meier	August Board Meeting Travel	161.70		583.94
Check	10/28/2021	262200000032	Danni Kaiser	Reimburse Interviews in Mitchell	64.80		648.74
Check	10/28/2021	262200000033	Mark Meier	Reimburse Interviews in Mitchell	116.88		765.62
Check	10/28/2021	262200000034	Fay Jandreau	Reimburse Interviews in Mitchell	169.21		934.83
Total 52031380 - Non-employment Trave					934.83	0.00	934.83
Total 5203 - Travel					934.83	0.00	934.83
<b>5204 - Contractual Services</b>							
<b>52040980 - Consultant Fee, Mgmt</b>							
Check	10/07/2021	262200000030	Larry Janes		10,300.00		10,300.00
Check	10/28/2021	10.2021	Codi Gregg		6,902.00		17,202.00
Total 52040980 - Consultant Fee, Mgmt					17,202.00	0.00	17,202.00
<b>52041800 - Computer Svcs-State</b>							
Check	10/28/2021	DP207124	SD BIT	Lan & Tech Access Fee - August	66.33		66.33
Check	10/28/2021	DP208125	SD BIT	Lan & Tech Access Fee - September	67.16		133.49
Check	10/28/2021	DP209125	SD BIT	Lan & Tech Access Fee - October	66.36		199.85
Total 52041800 - Computer Svcs-State					199.85	0.00	199.85
<b>52047400 - Bank/Lockbox Fees</b>							
Check	10/12/2021	D2622D0004	LockBox Fee		200.00		200.00
Total 52047400 - Bank/Lockbox Fees					200.00	0.00	200.00
<b>52049680 - Other Contractual</b>							
Check	10/07/2021	262200000023	First District	Q3 Billing	21,670.00		21,670.00
Check	10/07/2021	262200000024	Texas Excavation	SD21-0020	791.67		22,461.67
Check	10/07/2021	262200000028	Take Charge Bookkee...	SD21-0021	1,175.00		23,636.67
Check	10/12/2021	262200000031	Texas Excavation	Website Maint Invoices 896 & 902	63,830.77		87,467.44
Check	10/28/2021	262200000035	Jonathan Yetter		1,950.00		89,417.44
Total 52049680 - Other Contractual					89,417.44	0.00	89,417.44
Total 5204 - Contractual Services					107,019.29	0.00	107,019.29
<b>5205 Supplies</b>							
<b>52050480 - Ed &amp; Instr Supplies</b>							
Check	10/07/2021	262200000029	Planet Underground In...	Digging Dangers 2022 Order 13220	2,250.00		2,250.00
Total 52050480 - Ed & Instr Supplies					2,250.00	0.00	2,250.00
Total 5205 Supplies					2,250.00	0.00	2,250.00
<b>TOTAL</b>					<b>110,204.12</b>	<b>0.00</b>	<b>110,204.12</b>

SD One Call					
Recap of fines collected and scholarships granted					
FY2022-to-date					
	July	August	Sept	Oct	TOTAL
Fines collected	\$ -	\$ 1,250.00	\$ 4,250.00		\$ 5,500.00
Scholarships granted	\$ -	\$ -	\$ 2,400.00	\$ -	\$ 2,400.00

**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	229.76	3,042.00	-2,812.24	7.6%
5203 - Travel				
52031000 - Lodging	0.00	0.00	0.00	0.0%
52031380 - Non-employment Trave	1,853.13	48,500.00	-46,646.87	3.8%
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>1,853.13</b>	<b>48,500.00</b>	<b>-46,646.87</b>	<b>3.8%</b>
5204 - Contractual Services				
52040180 - Subscriptions	0.00	0.00	0.00	0.0%
52040280 - Dues/Membership Fees	5,311.28	2,500.00	2,811.28	212.5%
52040380 - Leagl Doc Fees	0.00	500.00	-500.00	0.0%
52040880 - Consultant Fee Legal	6,310.20	36,000.00	-29,689.80	17.5%
52040980 - Consultant Fee, Mgmt	68,508.00	215,832.00	-147,324.00	31.7%
52041680 - Workshop Registratio	0.00	10,000.00	-10,000.00	0.0%
52041800 - Computer Svcs-State	199.85	450.00	-250.15	44.4%
52041980 - Comp Svcs-Private	0.00	0.00	0.00	0.0%
52042000 - Central Services	12.76	6,200.00	-6,187.24	0.2%
52043100 - Audit Svcs-State	0.00	3,000.00	-3,000.00	0.0%
52043680 - Advertising Newspaper	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	452.97	7,000.00	-6,547.03	6.5%
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	800.00	2,400.00	-1,600.00	33.3%
52049680 - Other Contractual	229,721.40	750,000.00	-520,278.60	30.6%
<b>Total 5204 - Contractual Services</b>	<b>311,316.46</b>	<b>1,043,282.00</b>	<b>-731,965.54</b>	<b>29.8%</b>
5205 Supplies				
52050280 - Office Supplies	0.00	3,200.00	-3,200.00	0.0%
52050480 - Ed & Instr Supplies	2,250.00	22,000.00	-19,750.00	10.2%
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	0.00	2,000.00	-2,000.00	0.0%
52053780 - Clothing	0.00	1,500.00	-1,500.00	0.0%
52053980 - Foodstuffs	0.00	3,000.00	-3,000.00	0.0%
<b>Total 5205 Supplies</b>	<b>2,250.00</b>	<b>43,800.00</b>	<b>-41,550.00</b>	<b>5.1%</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>318,049.35</b>	<b>1,159,624.00</b>	<b>-841,574.65</b>	<b>27.4%</b>
<b>Net Ordinary Income</b>	<b>-318,049.35</b>	<b>-1,159,624.00</b>	<b>841,574.65</b>	<b>27.4%</b>
<b>Net Income</b>	<b>-318,049.35</b>	<b>-1,159,624.00</b>	<b>841,574.65</b>	<b>27.4%</b>

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11/03/21

**SOUTH DAKOTA ONE CALL**  
**Reconciliation Summary**  
**3128 Fund Balance, Period Ending 10/31/2021**

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	<u>Oct 31, 21</u>
<b>Beginning Balance</b>	1,239,387.29
<b>Cleared Transactions</b>	
Checks and Payments - 13 items	-187,709.66
Deposits and Credits - 21 items	127,540.31
<b>Total Cleared Transactions</b>	<u>-60,169.35</u>
<b>Cleared Balance</b>	<u><u>1,179,217.94</u></u>
<b>Uncleared Transactions</b>	
Checks and Payments - 7 items	-2,500.74
Deposits and Credits - 2 items	2,477.65
<b>Total Uncleared Transactions</b>	<u>-23.09</u>
<b>Register Balance as of 10/31/2021</b>	<u><u>1,179,194.85</u></u>
<b>Ending Balance</b>	1,179,194.85

**SOUTH DAKOTA ONE CALL**  
**Reconciliation Detail**  
**3128 Fund Balance, Period Ending 10/31/2021**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						1,239,387.29
<b>Cleared Transactions</b>						
<b>Checks and Payments - 13 items</b>						
Check	09/23/2021	26220...	Texas Excavation	X	-69,706.28	-69,706.28
Check	09/29/2021	26220...	Larry Janes	X	-10,300.00	-80,006.28
Check	10/07/2021	26220...	First District	X	-21,670.00	-101,676.28
Check	10/07/2021	26220...	Larry Janes	X	-10,300.00	-111,976.28
Check	10/07/2021	26220...	Planet Underground ...	X	-2,250.00	-114,226.28
Check	10/07/2021	26220...	Take Charge Bookk...	X	-1,175.00	-115,401.28
Check	10/07/2021	26220...	Texas Excavation	X	-791.67	-116,192.95
Check	10/07/2021	26220...	Lloyd Rave	X	-215.04	-116,407.99
Check	10/07/2021	26220...	Danni Kaiser	X	-207.20	-116,615.19
Check	10/07/2021	26220...	Mark Meier	X	-161.70	-116,776.89
Check	10/12/2021	26220...	Texas Excavation	X	-63,830.77	-180,607.66
Check	10/12/2021	D2622...	LockBox Fee	X	-200.00	-180,807.66
Check	10/28/2021	10.2021	Codi Gregg	X	-6,902.00	-187,709.66
<b>Total Checks and Payments</b>					-187,709.66	-187,709.66
<b>Deposits and Credits - 21 items</b>						
Deposit	10/01/2021			X	221.55	221.55
Deposit	10/01/2021			X	919.80	1,141.35
Deposit	10/01/2021			X	8,008.70	9,150.05
Deposit	10/04/2021			X	13.65	9,163.70
Deposit	10/06/2021			X	1,001.91	10,165.61
Deposit	10/07/2021			X	4,069.87	14,235.48
Deposit	10/08/2021			X	369.60	14,605.08
Deposit	10/08/2021			X	1,096.06	15,701.14
Deposit	10/11/2021			X	4,029.62	19,730.76
Deposit	10/13/2021			X	9,806.93	29,537.69
Deposit	10/14/2021			X	6,866.09	36,403.78
Deposit	10/15/2021			X	1,830.29	38,234.07
Deposit	10/18/2021			X	6,375.62	44,609.69
Deposit	10/19/2021			X	5,246.22	49,855.91
Deposit	10/20/2021			X	5,779.63	55,635.54
Deposit	10/21/2021			X	1,541.63	57,177.17
Deposit	10/22/2021			X	17,494.75	74,671.92
Deposit	10/25/2021			X	19,220.25	93,892.17
Deposit	10/26/2021			X	2,425.50	96,317.67
Deposit	10/27/2021			X	3,824.24	100,141.91
Deposit	10/28/2021			X	27,398.40	127,540.31
<b>Total Deposits and Credits</b>					127,540.31	127,540.31
<b>Total Cleared Transactions</b>					-60,169.35	-60,169.35
<b>Cleared Balance</b>					-60,169.35	1,179,217.94
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 7 items</b>						
Check	10/28/2021	26220...	Jonathan Yetter		-1,950.00	-1,950.00
Check	10/28/2021	26220...	Fay Jandreau		-169.21	-2,119.21
Check	10/28/2021	26220...	Mark Meier		-116.88	-2,236.09
Check	10/28/2021	DP20...	SD BIT		-67.16	-2,303.25
Check	10/28/2021	DP20...	SD BIT		-66.36	-2,369.61
Check	10/28/2021	DP20...	SD BIT		-66.33	-2,435.94
Check	10/28/2021	26220...	Danni Kaiser		-64.80	-2,500.74
<b>Total Checks and Payments</b>					-2,500.74	-2,500.74
<b>Deposits and Credits - 2 items</b>						
Deposit	10/01/2021				36.75	36.75
Deposit	10/29/2021				2,440.90	2,477.65
<b>Total Deposits and Credits</b>					2,477.65	2,477.65
<b>Total Uncleared Transactions</b>					-23.09	-23.09
<b>Register Balance as of 10/31/2021</b>					-60,192.44	1,179,194.85



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11/03/21

**SOUTH DAKOTA ONE CALL**  
**Reconciliation Detail**  
**3128 Fund Balance, Period Ending 10/31/2021**

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<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Ending Balance					<u>-60,192.44</u>	<u>1,179,194.85</u>

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

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
3128	2620000882	1140000	1,179,161.23	DR	SD ONE CALL NOTIFICATION FUND
COMPANY/SOURCE TOTAL 3128 882			1,179,161.23	DR *	
COMP/BUDG UNIT TOTAL 3128 2620			1,179,161.23	DR **	
BUDGET UNIT TOTAL 2620			1,179,161.23	DR ***	
AGENCY TOTAL 26			4,380,817.19	DR ****	

9,179,217.94

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

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
2016	2610000869	1140000	137,915.81	CR	PIPELINE SAFETY ACCOUNT
COMPANY/SOURCE TOTAL 2016 869					
COMP/BUDG UNIT TOTAL	2016	2610	137,915.81	CR **	
TELEPHONE SOLICITATION FUND					
3014	2610000876	1140000	38,492.46	DR	
COMPANY/SOURCE TOTAL 3014 876					
COMP/BUDG UNIT TOTAL	3014	2610	38,492.46	DR **	
GRAIN & WAREHOUSE FUND					
3128	2610000757	1140000	276,747.81	DR	
COMPANY/SOURCE TOTAL 3128 757					
3128	2610000823	1140000	276,747.81	DR *	
COMPANY/SOURCE TOTAL 3128 823					
3128	2610000869	1140000	2,940,843.00	DR	GROSS RECEIPTS TAX FUND
COMPANY/SOURCE TOTAL 3128 869					
3128	2610000882	1140000	2,940,843.00	DR *	
COMPANY/SOURCE TOTAL 3128 882					
COMP/BUDG UNIT TOTAL	3128	2610	108,619.80	DR	PIPELINE SAFETY ACCOUNT
ONE-CALL NOTIFICATION FUND					
8316	2610000860	1140000	108,619.80	DR *	
COMPANY/SOURCE TOTAL 8316 860					
8316	2610000860G	1140000	56.71	DR	
COMPANY/SOURCE TOTAL 8316 882					
8316	2610000860B	1140000	56.71	DR *	
COMPANY/SOURCE TOTAL 8316 882					
COMP/BUDG UNIT TOTAL	8316	2610	3,326,267.32	DR **	
RATE CASE/UTIL INVEST FUND					
8316	2610000860	1140000	4,301.18	DR	
COMPANY/SOURCE TOTAL 8316 860					
8316	2610000860G	1140000	18.12	CR	EL20-018 WILD SPRING SOLAR
COMPANY/SOURCE TOTAL 8316 860					
8316	2610000860B	1140000	3,744.95	CR	EL21-007 MDU IRR
COMPANY/SOURCE TOTAL 8316 860					
8316	2610000860D	1140000	2,457.26	CR	EL08-031 BUFFALO RIDGE II
COMPANY/SOURCE TOTAL 8316 860					
8316	2610000860E	1140000	794.86	CR	SC 29615 CHRISTENSON ROBISH VS CRII
COMPANY/SOURCE TOTAL 8316 860					
8316	2610000860F	1140000	19.14	CR	EL21-017 OTP PHASE-IN RIDER RATE
COMPANY/SOURCE TOTAL 8316 860					
8316	2610000860G	1140000	13,617.84	CR	EL21-018 NORTH BEND WIND
COMPANY/SOURCE TOTAL 8316 860					
8316	2610000860H	1140000	2,691.31	CR	SC 29610 CRII APPEAL
COMPANY/SOURCE TOTAL 8316 860					
8316	2610000860I	1140000	1,660.95	CR	EL21-025 XCEL TCR
COMPANY/SOURCE TOTAL 8316 860					
8316	2610000860J	1140000	364.77	CR	EL21-028 XCEL ENERGY IRR
COMPANY/SOURCE TOTAL 8316 860					
8316	2610000860A	1140000	286.63	CR	HP14-002 DAKOTA ACCESS