



CITY OF DOUBLE HORN
ANNUAL FINANCIAL AUDIT
(INTERNAL)
for
FISCAL YEAR 2025
(October 1, 2024 – September 30, 2025)

City of Double Horn Annual Financial Audit – FY2025

*****The purpose of this report is to focus on actions required to establish and maintain the appropriate control environment for the municipality and to comply with Texas Local Government Code Sections 103.001-103.004*****

Purpose:

As a standard, an audit report is designed to provide citizens with an overview of the city's finances and assess the financial processes in place that support the accuracy of reporting, transparency, and risk. The City Council reviewed and adopted the *City of Double Horn's Financial Policies and Procedures, Section 1 (Financial)* on July 11, 2024. Therefore, while the focus of this report is on compliance with these adopted policies it also evaluated what if any steps are required to enhance the control environment.

Audit Process:

The audit examined three aspects of the City of Double Horn's financial operations: (1) internal controls; (2) statements, records, and accounting transactions; and (3) compliance with statutory and budgetary requirements.

Audit Methodology:

The audit methodology included (1) end-to-end transaction review, (2) review of files and records, and (3) interviews with key personnel. The audit month for key transactions was selected by the City Council at the January 8, 2026, City Council Meeting. Audit month selected: May 2025.

This decision was documented in the January 8, 2025, City Council Meeting Minutes.

Audit Timing

The audit was conducted after the close of Fiscal Year 2025 and is based on events during Fiscal Year 2025.

Auditor:

The audit was performed by the City of Double Horn's Mayor, as chief executive officer of the city responsible for the financial health of the City. Mayor Sereno's education and work experience in finance for a Fortune 200 company provides the basis of the knowledge required and meets the statute requirement of a "qualified city employee".

Audit Type: Internal Audit

Currently, the city does not perform an independent third-party audit. The internal audit was focused on key areas as addressed in this report; it was not an exhaustive review of all processes.

INTERNAL AUDIT RESULTS

(1) Internal Controls

A. Key Personnel & Financial Responsibilities*

- | | |
|-------------------|--|
| 1) City Secretary | Open, Stamp & Distribute All Incoming Mail
Post Invoices to Online File (One Drive) & Email to Bookkeeper
Submit Time Sheet |
| 2) Bookkeeper | Reconcile Bank Accounts & Credit Card Statements
Record Receipts and Disbursements
Maintain Check & Expense Ledgers
Vendor Setup in QuickBooks
Compile Monthly Financial Reports
Process Payroll |
| 3) Treasurer | Vendor Setup Online File (One Drive) & Manage W9 Requests
Confirm all Invoices Paid per Terms & Posted Properly
Present Monthly Financial Reports at Council Meetings
Participate in the development of the Annual Budget |
| 4) Mayor | Review Monthly Reports
Authorized Signer on Bank Accounts / Signing Checks
Finalize & Present Annual Budget |

**This is not an exhaustive list but instead identifies the key responsibilities that were the basis of the findings and recommendations.*

Internal Audit Results & Recommendations: The City of Double Horn's Treasurer position has been an open position throughout the last two fiscal years. While the City has actively pursued filling the position a viable candidate has not been found. The FY2026 Budget changes this position to a part-time paid position to generate interest in the role. Until the position is filled, the Mayor has acted as the Treasurer. While the City Secretary's role as well as a professional Bookkeeper allows for some level of separation of duties it remains important to fill this position with a qualified individual.

B. Bookkeeping & Reporting System

- 1) QuickBooks Online was fully implemented for FY21 with the assistance of the city's accounting firm, JRBT. QuickBooks Online (QBO) remains the system of record for all financial transactions and reports. QuickBooks data entry and reporting is managed by Oliver Rainey & Wojtek LLP CPA bookkeeping services.

Internal Audit Results & Recommendations: QuickBooks Online (QBO) provides affordable pricing, built-in and custom reports, automatic backups, integration with bank feeds, reconciliation tools and a wide range of additional accounting features. QBO, managed by a third-party professional bookkeeping service, has significantly strengthened the control environment.

C. Documented Procedures

- 1) City of Double Horn Policy & Procedures (Financial)
- 2) Forms required for specific processes were identified and included:
 - a. Expense Reimbursement Form – (requires Treasurer or Mayor’s signature)
 - b. Time Sheet
 - c. Donation Receipt
 - d. WaterSmart Rebate (new)

Internal Audit Results & Recommendations: The City of Double Horn adopted standard financial policy and procedures on July 11, 2024. See *City of Double Horn Policy and Procedures Finance V1.0 Approved 072024*, location: OneDrive, CDH_Core, City Treasurer, 10 Documentation, City of Double Horn Policy & Procedures. This document was the basis of much of this review and report.

Standardized forms are used as a control procedure for specific financial processes and were used as required throughout the year. A new rebate program and form was introduced this fiscal year. The Policy & Procedures guide needs to be updated for this new program. There is a general understanding between key personnel on how each process is executed. Additionally, there exists a clear understanding of the importance of controls and the checks and balances that should be a part of every process.

D. Records – Safe Keeping

- 1) Documents are kept in locked cabinets located at the city office. Cabinet keys are maintained by the City Mayor, City Secretary, and City Treasurer (open position). Documents include original copies of:

Ordinances & Resolutions	Contracts*
Orders	Tax Reports*
Checkbook*	Bank/Credit Card Statements*
Invoices*	Payroll & Employee Files*
- 2) The digital document storage system, Microsoft OneDrive is also maintained; access to which is limited to the Mayor, City Secretary and Treasurer.
- 3) Documents of interest to the public and as required by statute are maintained on the city’s website, www.doublehorntx.org.
- 4) Documents received by the City Secretary are date stamped upon receipt.

Internal Audit Results & Recommendations: The Bookkeeper attaches digital versions of A/P invoices, tax revenue report (BCAD) and bank/credit card statements to applicable transactions and reconciliations in QuickBooks Online. This allows these documents to be easily reviewed and monitored as needed.

All original paper documents are stored at the city office in secured cabinets. A fireproof file cabinet is used to store and protect key documents as indicated by the (*) in the above list. As there are now both paper and digital records it is recommended that this policy be reviewed to incorporate JRBT CPA, Diana Ward’s feedback regarding best practices that are in line with the adopted record retention policy and statutory requirements. Ordinance 2024-ORD049 Records Management Program adopted on Oct 10, 2024.

E. Training (Financial)

- 1) QuickBooks Online Training is offered via a series of YouTube videos available online.

Internal Audit Results & Recommendations: While minimized by the hiring of a professional bookkeeper, QBO training should be required for anyone involved in the financial process that has access to QBO. As the Treasurer position is currently open it will be important to include this training as well as appropriate municipal accounting requirements in the onboarding process. Ultimately, a standard training and certification program should be established, The City of Double Horn Policy & Procedures manual does provide specific guidance and should be part of any training and onboarding process.

(2) Statements, Records & Accounting Transactions

A. Selected records and accounting transactions were vouched end-to-end.

1) Tax Revenue (Income)

Income/Revenue Ledger >> Burnet Central Appraisal District Report File >>
First United Bank Statement >> Bank Account Ledger >> Profit & Loss Report

Internal Audit Results & Recommendations: Tax Collection Activity statements are emailed from Burnet Central Appraisal District to the Mayor and Bookkeeper. These statements support the incoming electronic deposits received into a dedicated tax revenue bank account and are reconciled monthly by the Bookkeeper. During Regular City Council meetings, all revenue accounts are reviewed and following a motion for approval, transfers are then made from the tax revenue account to the operating account. This provides increased visibility over incoming tax revenue each month.

2) Donations (Income)

Income/Revenue Ledger >> Donations File >> First United Bank Statement >>
Bank Account Ledger >> Profit & Loss Report

Internal Audit Results & Recommendations: Following acceptance of a cash or goods donation, a Receipt of Charitable Donation form is filled out and kept on file with a copy provided to the donor. All donations should be well documented to ensure transparency and allow for audits. There were no donations during the audit period.

3) Permits/Fees (Income)

Income/Revenue Ledger >> Permit File >> First United Bank Statement >>
Bank Account Ledger >> Profit & Loss Report

Internal Audit Results & Recommendations: Ordinance 2023 ORD043 Master Fee Schedule and the applicable ordinances (e.g., Blasting, Zoning) governing permits establishes the requirements, administrative procedures, and fees. After the permit requester submits a complete application, payment and proof of insurance if required, the permit requests are reviewed for approval by the City Council. City Council Agenda & Minutes (12/12/24) include approval of SCS Partial Exemption Blasting permit application. Per policy, payment was deposited, 12/23/24, into the city operating account and posted to a separate GL account #4002.

4) Expense Reimbursements

Expense Ledger >> Expense Reimbursement Form >> Attached Receipt(s) >> Check Issued >> Bank Account Ledger >> First United Bank Statement >> Profit & Loss Report

Internal Audit Results & Recommendations: Only one Expense Reimbursement Form was submitted during the fiscal year on 12/30/24. Expense was a budgeted item aligned with ORD047 adopting ICC Building Codes (documented in 10/10/24 Regular Meeting Minutes). Expense was incurred by the Mayor Pro Tem and approved by Mayor, receipts were attached. However, this transaction highlights the need for an update to the policy. Section 1, d, 1 and Section 1, d, 6 need to be clarified as to approved roles and “explicit preapproval” requirements.

5) Expenses

Expense Ledger >> Original/Scanned Invoice >> Check Issued >> Bank Account Ledger >> First United Bank Statement >> Profit & Loss Report

Internal Audit Results & Recommendations: Invoices are received via email or mail. Incoming mailed invoices are date stamped by the City Secretary, scanned, posted to the online file, and emailed to the Bookkeeper for posting in QBO. Invoices are attached in QBO to each expense transaction. Invoices are paid by the Mayor after QBO entry. Invoices exist in three locations: QBO, online file (OneDrive) and as paper in the locked file cabinet. As there are now both paper and digital records it is recommended that this policy be reviewed to incorporate JRBT CPA, Diana Ward’s feedback regarding best practices that are in line with the adopted record retention policy and statutory requirements. Ordinance 2024-ORD049 Records Management Program adopted on Oct 10, 2024.

6) Journal Entries

Journal Entry >> Expense Ledger >> Files

Internal Audit Results & Recommendations: Journal entries are recorded monthly in QBO as needed for reclasses, accruals, or deferrals. Currently, an accrual for the JRBT invoice is done due to JRBT inconsistent billing practices. The JRBT accrual each month is supported by later invoice(s) offsetting the accrual to Acct #2171 Accrual Expense.

7) Vendors

Vendor Master File >> Vendor Files >> W9 Form >> 1099 Forms (if required)

Internal Audit Results & Recommendations: If selected, functionality in QBO tracks the vendor threshold for required 1099s providing for an automated process. Additionally, the Bookkeeper runs a year-end report of vendors to verify the contact information is correct and the required W9 is on file thereby ensuring the appropriate 1099 is generated. This report is emailed to the Mayor/Treasurer for review and updates as required. Review completed - documented in 11/24/25 email. Year-end 1099 forms are completed and mailed to vendors by the QuickBooks Online team with oversight provided by the Bookkeeper. There were no new vendors added this fiscal year.

It is recommended the city management team setup a formal vendor approval policy and standard vendor setup form should be created.

8) Payroll

Expense Ledger (Payroll/Tax Expense) >> Payroll Time Sheet >> Check Issued >>
Bank Account Ledger >> First United Bank Statement >> Tax Reports / Payroll Reports

Internal Audit Results & Recommendations: Completed payroll timesheets are sent to the Mayor and Bookkeeper. The Bookkeeper processes the payroll through QBO and a direct deposit to the employee is initiated. Paystubs, timesheets, and payroll reports are emailed to the Mayor for review before each pay date. As a secondary control, the Mayor reconciles the time sheet to the paystub for each payroll. Documents are kept in the locked fireproof cabinet. Direct deposit was implemented as a standard to improve efficiencies and providing for a more secure process.

9) Balance Sheet

Balance Sheet >> General Ledger >> Bank Statements/Vendor Invoices/Payroll

Internal Audit Results & Recommendations: Bank statements, credit card statements, invoice copies, receipts and payroll reports support all balance sheet amounts. Bank account reconciliations and credit card reconciliations are completed by the Bookkeeper each month and provided to the Mayor with the QBO generated financial statements.

As required by the City's Policy & Procedures, the Balance Sheet reflects three separate bank accounts to manage the City's business: Operating Account, Property Tax Revenue Account and Reserve Account. The Reserve Account balance meets policy requirements.

- A. Monthly Financial Statements** are presented by the Mayor and reviewed by the City Council during each Regular Meeting, agenda item "Treasurers Report". The report is posted on the City's website prior to each meeting.
- B. Monthly Financial Agenda Packets** are posted on the city's website and are available to the general public. The current fiscal year as well as the past two fiscal years reports are posted as required by policy. A copy of the report as of the last day of the fiscal year, September 30, 2025, is attached to this report.

10) Rebates (NEW)

Expense Ledger>>Rebate Form>>Check Issued>>Bank Account Ledger>>First United Bank Statement>>Profit & Loss Report

During FY24-25 the WaterSmart Rebate Program was approved by City Council; approval documented in 12/12/24 Regular Meeting Minutes as well as approval of \$10K budget. A total of thirteen Rebate Application Forms with attached receipts were submitted for each rebate check issued during the fiscal year. A monthly report of checks issued was provided to Council. Payments were within program limits and total payments within budget limit.

The WaterSmart Rebate Program process needs to be added to Policy & Procedure Guide.

(3) Compliance with Statutory & Budgetary Requirements

A. Budget & Tax Requirements completed in FY2025

- a. Notice of 2025 Tax Rates posted on the city website
- b. 2025 Tax Rate Calculation Worksheet posted on the city website
- c. 08/04/2025 Proposed budget filed with the City Secretary
- d. 08/04/2025 Proposed budget posted on the city website
- e. 08/19/2025 Notice to local paper - Tax Levy (Published 08/22/2025)
- f. 08/19/2025 Notice to local paper - Budget Hearing (Published 08/22/2025)
- g. 09/11/2025 Public Hearing conducted – Budget & Tax Levy
- h. 09/11/2025 Ordinance 2025-ORD051 Adopting Budget Fiscal Year 2025-2026
- i. 09/11/2025 Ordinance 2025-ORD052 Adopting Certified Tax Roll and Levying 2025 Property Tax

B. Other Statutory Requirements

- a. Adopted Resolutions posted to the city website
- b. Adopted Ordinances posted to the city website
- c. Agendas posted to the city website, mailbox bulletin boards, & City Office window
- d. Minutes were posted to the city website
- e. Election notices posted to the website and local newspaper

Internal Audit Results & Recommendations: All budgetary and tax requirements were fully met as well as other key statutory requirements. As required by state law, City Council meeting agendas were posted 72 hours in advance and as of September 1, 2025, agendas were posted three full business days prior to the meeting. Council approved Minutes were posted on the website.

SUMMARY OF RECOMMENDATIONS

*****The purpose of this report is to focus on actions required to establish and maintain the appropriate control environment for the municipality and to comply with Texas Local Government Code Sections 103.001-103.004*****

- 1) Review and update the City of Double Horn's Policy & Procedure Guide to clarify and strengthen policies that relate to:
 1. WaterSmart Rebate Program (new) – add policy and procedures as well as applicable form(s) to guide
 2. Record Retention – leverage Diana Ward, JRBT CPA, guidance to implement a best practice that is based on (1) ease of retrieving the invoice at a later date and (2) making sure all parties that need access to the invoices (documents) have the appropriate access. This best practice must align with the record retention policy and statutory requirements but may prove to be less labor intensive therefore more effective.
 3. Expense Reimbursement Policy -update policy. Section 1, d, 1 and Section 1, d, 6 need to be clarified as to approved roles and “explicit preapproval” requirements
 4. Journal Entry Approvals / Backup
 5. Vendor Approval / Vendor Setup
 - a. Create New Vendor Setup & Review Form
- 2) Establish a standard training program and certification program for key personnel to include Financial responsibilities and Record Retention requirements. Includes documenting an onboarding process for new Alderman.

City of Double Horn

Balance Sheet

As of September 30, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Operating	43,007.20
1005 Property Tax	159.13
1010 Reserve Account	22,516.74
1012 SH71 Safety Fund	10,000.00
Total 1010 Reserve Account	32,516.74
Total Bank Accounts	\$75,683.07
Other Current Assets	
1100 Uncategorized Asset	0.00
1150 Prepaid Expenses	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$75,683.07
TOTAL ASSETS	\$75,683.07
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts payable	15,392.13
Total Accounts Payable	\$15,392.13
Credit Cards	
2301 TCM Bank Visa Credit Card	0.00
2302 Costco CitiBank Credit Card	392.56
Total Credit Cards	\$392.56
Other Current Liabilities	
2160 Payroll Tax Payable	0.00
2161 FICA Taxes Payable	0.00
2164 SUTA payable	0.00
Total 2160 Payroll Tax Payable	0.00
2171 Accrued Expenses	198.00
Direct Deposit Payable	0.00
Total Other Current Liabilities	\$198.00
Total Current Liabilities	\$15,982.69
Total Liabilities	\$15,982.69
Equity	
3000 Retained Earnings	52,385.66
3001 Opening Balance Equity	0.00
Net Income	7,314.72
Total Equity	\$59,700.38
TOTAL LIABILITIES AND EQUITY	\$75,683.07

City of Double Horn

Budget vs. Actuals: City of Double Horn 24-25 - FY25 P&L

September 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 Ad Valorem Taxes	159.13	7,445.82	-7,286.69	2.14 %
4002 Permits and Fees		0.00	0.00	
Total Income	\$159.13	\$7,445.82	\$ -7,286.69	2.14 %
GROSS PROFIT	\$159.13	\$7,445.82	\$ -7,286.69	2.14 %
Expenses				
6000 Salaries & Wages	917.19	905.58	11.61	101.28 %
6010 Taxes - payroll	70.16	69.42	0.74	101.07 %
6020 Workmen's Comp Insurance		0.00	0.00	
6100 Computer Equipment		100.00	-100.00	
6110 Office Equipment		0.00	0.00	
6130 Office Supplies	76.99	83.37	-6.38	92.35 %
6140 Software	99.00	166.63	-67.63	59.41 %
6205 Cleaning Service	150.00	150.00	0.00	100.00 %
6220 Email Maintenance		0.00	0.00	
6225 Emergency Mgt. Team	164.99	83.37	81.62	197.90 %
6230 Website Maintenance		0.00	0.00	
6240 Rent or Lease of Buildings	1,850.00	1,850.00	0.00	100.00 %
6245 Security Cameras		0.00	0.00	
6250 Internet/Phone	150.58	145.00	5.58	103.85 %
6260 Insurance - TML		0.00	0.00	
6270 Utilities	62.94	75.00	-12.06	83.92 %
6280 Legal & Professional Fees	832.50	750.00	82.50	111.00 %
6290 Consulting Services		250.00	-250.00	
6300 Accounting	540.00	500.00	40.00	108.00 %
6400 Membership Fees	50.00	76.75	-26.75	65.15 %
6410 Legal Posting		58.37	-58.37	
6411 Advertising/Promotional		125.00	-125.00	
6430 Tax Collection Fees	353.21	356.53	-3.32	99.07 %
6440 Municipal Court Costs		83.37	-83.37	
6450 Code Enforcement		83.37	-83.37	
6460 Election Fees		6.25	-6.25	
6500 Training and Travel		41.63	-41.63	
6610 City Improvement Projects	2,500.00	2,002.99	497.01	124.81 %
6620 Water Smart Rebate		833.37	-833.37	
Total Expenses	\$7,817.56	\$8,796.00	\$ -978.44	88.88 %
NET OPERATING INCOME	\$ -7,658.43	\$ -1,350.18	\$ -6,308.25	567.22 %
NET INCOME	\$ -7,658.43	\$ -1,350.18	\$ -6,308.25	567.22 %

City of Double Horn

Budget vs. Actuals: City of Double Horn 24-25 - FY25 P&L

October 2024 - September 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 Ad Valorem Taxes	90,502.54	89,349.40	1,153.14	101.29 %
4002 Permits and Fees	1,000.00	1,000.00	0.00	100.00 %
Total Income	\$91,502.54	\$90,349.40	\$1,153.14	101.28 %
GROSS PROFIT	\$91,502.54	\$90,349.40	\$1,153.14	101.28 %
Expenses				
6000 Salaries & Wages	10,681.20	10,866.96	-185.76	98.29 %
6010 Taxes - payroll	817.11	833.04	-15.93	98.09 %
6020 Workmen's Comp Insurance	1,029.00	1,050.00	-21.00	98.00 %
6100 Computer Equipment	1,073.23	1,200.00	-126.77	89.44 %
6110 Office Equipment	76.60	400.00	-323.40	19.15 %
6130 Office Supplies	907.40	1,000.00	-92.60	90.74 %
6140 Software	1,748.37	2,000.00	-251.63	87.42 %
6205 Cleaning Service	1,800.00	1,800.00	0.00	100.00 %
6220 Email Maintenance	1,187.86	1,114.32	73.54	106.60 %
6225 Emergency Mgt. Team	452.99	1,000.00	-547.01	45.30 %
6230 Website Maintenance	339.43	320.86	18.57	105.79 %
6240 Rent or Lease of Buildings	22,200.00	22,200.00	0.00	100.00 %
6245 Security Cameras	15,678.08	13,300.00	2,378.08	117.88 %
6250 Internet/Phone	1,746.48	1,740.00	6.48	100.37 %
6260 Insurance - TML	5,282.20	5,390.00	-107.80	98.00 %
6270 Utilities	776.30	900.00	-123.70	86.26 %
6280 Legal & Professional Fees	1,837.50	9,000.00	-7,162.50	20.42 %
6290 Consulting Services		3,000.00	-3,000.00	
6300 Accounting	6,195.00	6,200.00	-5.00	99.92 %
6400 Membership Fees	871.00	921.00	-50.00	94.57 %
6410 Legal Posting	156.00	700.00	-544.00	22.29 %
6411 Advertising/Promotional	1,287.00	1,500.00	-213.00	85.80 %
6430 Tax Collection Fees	1,412.90	1,426.14	-13.24	99.07 %
6440 Municipal Court Costs		1,000.00	-1,000.00	
6450 Code Enforcement	1,041.29	1,000.00	41.29	104.13 %
6460 Election Fees		75.00	-75.00	
6500 Training and Travel		500.00	-500.00	
6610 City Improvement Projects	2,852.79	24,035.33	-21,182.54	11.87 %
6620 Water Smart Rebate	2,738.09	10,000.00	-7,261.91	27.38 %
Total Expenses	\$84,187.82	\$124,472.65	\$ -40,284.83	67.64 %
NET OPERATING INCOME	\$7,314.72	\$ -34,123.25	\$41,437.97	-21.44 %
NET INCOME	\$7,314.72	\$ -34,123.25	\$41,437.97	-21.44 %

City of Double Horn Legal Expense & Payment Detail FY2024-2025

9/30/2025

MESSER, FORT, McDONALD (start-up legal w/ payment plan)**

Invoice #	Date	Invoice Amount	Payment Recipient	Payment Amount	Balance	Check #	Paid from Account
	12/19/2024		Messer Fort	\$ (500.00)	\$ 19,892.13	2430	Operating Account
	1/16/2025		Messer Fort	\$ (500.00)	\$ 19,392.13	2435	Operating Account
	2/11/2025		Messer Fort	\$ (500.00)	\$ 18,892.13	2441	Operating Account
	3/31/2025		Messer Fort	\$ (500.00)	\$ 18,392.13	2451	Operating Account
	4/8/2025		Messer Fort	\$ (500.00)	\$ 17,892.13	2456	Operating Account
	5/27/2025		Messer Fort	\$ (500.00)	\$ 17,392.13	2467	Operating Account
	6/30/2025		Messer Fort	\$ (500.00)	\$ 16,892.13	2477	Operating Account
	7/9/2025		Messer Fort	\$ (500.00)	\$ 16,392.13	2480	Operating Account
	7/29/2025		Messer Fort	\$ (500.00)	\$ 15,892.13	2484	Operating Account
	9/18/2025		Messer Fort	\$ (500.00)	\$ 15,392.13	2499	Operating Account
		\$ 125,439.18		\$ (110,047.05)		Remaining Balance	
							\$ 15,392.13

MESSER, FORT, McDONALD (new legal expenses)

Invoice #	Date	Invoice Amount	Payment Recipient	Payment Amount	Balance	Check #	Paid from Account
24340	9/23/2024	\$ 414.00	Messer Fort		\$ 414.00		
	10/1/2024			\$ (414.00)	\$ -	2412	Operating Account
24742	10/18/2024	\$ 426.00	Messer Fort		\$ 426.00		
	11/1/2024			\$ (426.00)	\$ -	2418	Operating Account
25002	12/16/2024	\$ 120.00	Messer Fort		\$ 120.00		
	12/19/2024			\$ (120.00)	\$ -	2429	Operating Account
25245	1/14/2025	\$ 39.00	Messer Fort		\$ 39.00		
	1/16/2025			\$ (39.00)	\$ -	2434	Operating Account
25415	2/6/2025	\$ 51.00	Messer Fort		\$ 51.00		
	2/11/2025			\$ (51.00)	\$ -	2440	Operating Account
26177	4/8/2025	\$ 217.50	Messer Fort		\$ 217.50		
	4/8/2025			\$ (217.50)	\$ -	2455	Operating Account
27082	7/7/2025	\$ 31.50	Messer Fort		\$ 31.50		
	7/9/2025			\$ (31.50)	\$ -	2479	Operating Account
27178	7/17/2025	\$ 49.50	Messer Fort		\$ 49.50		
	7/29/2025			\$ (49.50)	\$ -	2483	Operating Account
27466	8/12/2025	\$ 70.50	Messer Fort		\$ 70.50		
	8/28/2025			\$ (70.50)	\$ -	2491	Operating Account
27868	9/12/2025	\$ 424.50	Messer Fort		\$ 424.50		
	9/18/2025			\$ (424.50)	\$ -	2498	Operating Account
28029	9/15/2025	\$ 408.00	Messer Fort		\$ 408.00		
	9/18/2025			\$ (408.00)	\$ -	2497	Operating Account
		\$ 2,251.50		\$ (2,251.50)		Remaining Balance	
							\$ -

ALL LEGAL EXPENSES

Total Legal Fees	\$ 127,690.68	Total Payments	\$ (112,298.55)	Remaining Balance	\$ 15,392.13
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** NOTE 1: See prior reports for additional start-up legal & litigation detail prior to December 2024**

NOTE 2: No Invoice received in March 2025, May 2025, June 2025

7/29/25 Litigation payment for August 2025