

Government of the District of Columbia



Office of Advisory Neighborhood Commissions  
1350 Pennsylvania Avenue, NW  
Suite 11  
Washington, DC 20004  
(202) 727-9945

**Memo**

To: Angelique Rice, Associate Chief Financial Officer, OFRM

From: Kent Boese, Executive Director

Date: September 26, 2024

Re: FY2024 Q1 4C Allotment - Revised

A handwritten signature in black ink, appearing to read "Kent Boese".

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After submitting our September 18, 2024, memo advising OFRM to withhold ANC 4C's 1st quarter FY 2024 allotment, the Office of Advisory Neighborhood Commissions (OANC) received and reviewed the minutes approving the 3<sup>rd</sup> quarter FY 2023 financial report. We still need to receive and review the receipts/invoices for the quarter. The report and supporting documentation are required by the D.C. Official Code, Section 1-309.13 (j) (1).

Further, the ANC issued \$7,846.00 in checks (1282 through 1291) which did not contain two signatures. This is a violation of the DC Official Code 1-309.13 (2)(A)(i). The code states that: *An expenditure made by check shall be signed by at least 2 officers of the Commission, one of whom shall be the treasurer or Chairperson.*

**Therefore, the OANC recommends withholding ANC 4C's 1<sup>st</sup> quarter FY 2024 allotment of \$4,635.24 for violating the above-referenced codes.** An additional \$3,210.76 will be withheld from the FY24 Q2 allotment to satisfy the violation.

The ANC may cure this violation by providing the minutes approving the FY23 Q3 QFR and the invoices/receipts for all transactions during the quarter before September 30, 2024.

cc: Commissioner Thomas Defranco (4C03), Treasurer  
Commissioner Karen Livingston (4C06), Chairperson