

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 18, 2024  
Re: FY2024 Q4 4C Allotment

A handwritten signature in black ink, appearing to read 'Kent Boese', written over the 'From:' line of the memo header.

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The Office of Advisory Neighborhood Commissions (OANC) has not received 4C's 2<sup>nd</sup> quarter FY 2024 financial report or the minutes approving the report. The ANC did not initiate any financial transactions during the quarter. No receipts/invoices are required. The report and the minutes, which were due May 15, 2024, are required by D.C. Code, Section 1-309.13 (j)(1).

The code requires, in part, that: *The treasurer of a Commission shall prepare a quarterly financial report on a form provided by the OANC. The financial report shall be presented to the Commission for its consideration at a Commission meeting within 45 days after the end of the quarter. A copy of the approved financial report, signed by the Chairperson, the secretary, and the treasurer, shall be filed, along with a record of the vote adopting the report, with the OANC within 15 days of approval. Each quarterly report shall include...the minutes of all meetings indicating the Commission's approval of disbursements during the time period covered by the quarterly report...*

Further, in violation of the DC Official Code 1-309.13 (j)(2), ANC 4C has submitted only one of the three financial reports that were due during FY 2024.

**Therefore, the OANC recommends withholding ANC 4C's \$4,635.24 4th quarter FY 2024 allotment for violating the above-referenced codes.** An additional \$7,575.52 will be withheld from the FY25 allotments to satisfy the FY24 violations. This will be settled by withholding the FY25 Q1 allotment of \$4,635.34 and deducting the balance of \$2,940.28 from the FY25 Q2 allotment.

The ANC may cure these violations by providing the signed QFR, the minutes, and the requested grant documents before September 30, 2024. Submitting these documents will also prevent the OANC from confiscating the ANC's checkbook and debit card as advised in our FY 2024 Q3 4C Allotment memo dated September 18, 2024.

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