

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 4, 2024

Re: FY2024 Q4 7B Allotment

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

The Office of Advisory Neighborhood Commissions (OANC) received 7B's 2nd quarter FY 2024 financial report and most of the supporting documents. The ANC still needs to provide the May meeting minutes that approved the report and the invoice for the debit card transaction, 03/01/2024, Zoom, \$27.55. The report and supporting documentation are required by D.C. Code, Section 1-309.13 (j) (1).

We also found that 7B was not approved for the FY 2024 Security Fund. The DC Official Code 1-309.13 (c), prior to July 8, 2024, stated that: *No expenditure shall be made by a Commission during a vacancy in the office of treasurer or at any time when a current and accurate statement and bond or its equivalent are not on file with the Auditor.* The ANC disbursed \$2,202.65 during the 2nd quarter. This amount must be disallowed and cannot be cured.

Therefore, based on the above code violations, we must withhold the entire 4th quarter allotment of \$5,802.87 at this time and only \$3,600.22 can be released if we receive the May meeting minutes and the invoice for the debit card transaction before September 16, 2024.

The ANC received partial releases totaling \$11,464.26 from their FY 2024 annual allotment. Disallowances for non-participation in the Security fund totaled \$8,146.94. The available balance for release is \$3,600.22.

cc: Commissioner Travis Swanson (7B03), Treasurer

Commissioner Kelvin Brown (7B06), Chairperson