

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: March 31, 2025

Re: FY 2025 Q3 5B Allotment - Withhold

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

The Office of Advisory Neighborhood Commissions (OANC) received 5B's bank statements, canceled checks, minutes of the meetings held during the quarter, and supporting documents for the grants issued during the quarter. However, the OANC **has not received the 1st quarter FY 2025 financial report and the minutes approving it.** The report and all supporting documentation, which were due February 18, 2025, are required by D.C. Official Code, Section 1-309.13(j)(1).

Therefore, the OANC recommends withholding ANC 5B's allotment of \$4,650.85 for the 3rd quarter of FY 2025 for violating the above-referenced code.

The code requires, in part, that: 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 copies of canceled checks, bank statements, grant request letters and grant disbursements, invoices and receipts, executed contracts, details about all contributions received during the time period covered by the quarterly report, the minutes of all meetings indicating the Commission's approval of disbursements during the time period covered by the quarterly report, and certification of the Commission's approval of the quarterly report signed by the Commission's Secretary.

The ANC may cure this violation by submitting the required documents before May 15, 2025.

cc: Commissioner Monica Martinez Lopez (5B05), Treasurer
Commissioner Sukhprita Piekara (5B06), Chairperson