

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

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

Date: June 23, 2025

Re: FY 2025 Q4 8B Allotment – Withhold

The Office of Advisory Neighborhood Commissions (OANC) received and reviewed ANC 8B's 2nd quarter FY 2025 financial report and bank statements. Based on our review and the requirements of the D.C. Official Code, Section 1-309.13 (j) (1), we have determined that the following items require additional documentation:

Signed Minutes: The ANC must provide the signed minutes for the January, February, March and May public meetings.

Check 1811, Juanita Beltran, \$339.71: The ANC must provide the canceled check and receipts for this purchase.

DB20, Strictly Apple, \$6,763.85: The ANC must provide the invoices/receipts for this purchase.

DB21, ATT, \$450.00: The ANC must provide the invoices/receipts for this purchase.

Therefore, the OANC recommends withholding ANC 8B's \$4,578.14 4th quarter FY 2025 allotment for violating the above-referenced code.

The code requires, in part, that: *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 August 30, 2025.

CC: Commissioner Juanita Beltran (8B07), Treasurer
Commissioner Joseph Johnson (8B05), Chairperson