

Government of the District of Columbia



Office of Advisory Neighborhood Commissions
1350 Pennsylvania Avenue, Suite 11, N.W.
Washington, DC 20004

MEMO

To: Angelique Rice, Associate Chief Financial Officer, OFRM

From: Kent Boese, Executive Director

Date: December 1, 2025

Subject: FY 2026, Q1 ANC 3E Withhold Full Allotment

The Office of Advisory Neighborhood Commissions (OANC) received the FY 2025, Q3 financial report of ANC 3E on September 4, 2025.

Pursuant to Section 1-309.13 (j) (1) of the D.C. Official Code, the Office of Advisory Neighborhood Commissions (OANC) has reviewed the financial report, along with the signed minutes, bank statements, canceled checks, receipts, and supporting documentation; **based on our review, the OANC recommends Withholding the ANC 3E Allotment of \$5,122.94 for FY 2026, Q1.**

The decision to withhold the allotment is because the OANC has not received the following documents:

- The invoices or receipts for checks 3335, 3336, and 3337 issued to Sherry Cohen.
- Signed minutes for April, May, June, and July 2025.
- A grant closeout report and receipts from Tenleytown Main Streets for items purchased with check #3333.

The ANC may cure the violation by submitting the required documents outlined above before January 16, 2026.

CC: Jonathan Bender, 3E03, Chairperson

CC: Tom Quinn, 3E04, Treasurer