

Government of the District of Columbia



Office of Advisory Neighborhood Commissions
1350 Pennsylvania Avenue, Suite 11, N.W.
Washington, DC 20024

MEMO

To: Angelique Rice, Associate Chief Financial Officer, OFRM

From: Kent Boese, Executive Director

Date: April 20, 2026

Subject: FY 2026, Q3 ANC 7E Withhold Allotment

Pursuant to Section §1-309.13 (j) (1) of the D.C. Official Code and the policy directives issued by the Office of Advisory Neighborhood Commissions (OANC), the OANC has conducted a review of the financial report, including the bank statements, canceled checks, and supporting documentation. However, some required supporting documents have not been submitted, preventing the full release of the allotment.

Therefore, the OANC recommends withholding the FY 2026, Q3 7E Allotment of \$4,526.68 for violating the above-referenced code.

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

- The minutes from the March 4, 2026 meeting approving the FY2026, Q1 QFR.
- Copies of voided checks #4632 and #4633.
- The invoice or receipts for DB73, DB74, and DB75, MailChimp, \$20.67/each.
- The invoice or receipt for check #4634, Deas Consulting, \$1,200.00.
- The OANC Form 103, Debit/ACH Vouchers for debit transactions DB73, DB74, and DB75, MailChimp, \$20.67/each.

The ANC may cure this violation by submitting the required documents outlined above before May 15, 2026.

CC: Natasha Dupee, 7E04, Chairperson

CC: Dawn Cook, 7E01, Treasurer