



**Advisory Neighborhood Commission  
Security Fund Annual Financial Report  
for Fiscal Year 2017**

**December 28, 2017**

**Report Team:**

Hussein Aden, Senior Financial Auditor  
Laura Hopman, Assistant Deputy Auditor

A Report by the Office of the District of Columbia Auditor  
Kathleen Patterson, District of Columbia Auditor

## Purpose

As required by law<sup>1</sup>, the Office of the District of Columbia Auditor presents the Advisory Neighborhood Commission (ANC) Security Fund Annual Financial Report for Fiscal Year 2017. This report was drafted, reviewed, and approved in accordance with the standards outlined in ODCA's Policy and Procedure Manual.

## Historical Background of the Fund

The Advisory Neighborhood Commission Security Fund (Fund) was established to insure ANCs against unauthorized expenditures or loss of funds.<sup>2</sup> The Fund does not cover any loss as the result of an expenditure authorized by a vote of a Commission. The Fund is held in the custody of a Board of Trustees (Trustees) composed of the Secretary of the District of Columbia, the General Counsel to the Council of the District of Columbia, and the District of Columbia Auditor (Auditor).

An ANC is eligible to participate in the Fund if the Treasurer and the Chairperson of the ANC agree in writing to be personally liable to the Fund for any sum paid out by the Fund as a result of the Treasurer or Chairperson's wrongful misappropriation or loss of ANC monies. An ANC becomes a participant of the Fund and is eligible to recover losses upon payment to the Fund of an annual contribution at the beginning of the fiscal year in an amount to be determined by the Trustees<sup>3</sup>.

D.C. law requires the assets of the Fund to be held in an interest-bearing account located in the District of Columbia.<sup>4</sup> In addition, the law requires that the Fund publish an annual report in the District of Columbia register no later than 90 days after the end of each fiscal year.<sup>5</sup>

ANC 5B lost approximately \$30,000 due to unauthorized expenditures made by their elected Chairman between August 2010 and April 2011. To recover the losses associated with the unauthorized expenditures, ANC 5B, a participant of the ANC Security Fund at the time, requested a reimbursement totaling \$15,467.67 from the ANC Security Fund Board of Trustees. On December 7, 2011, the Board approved the request and authorized the transfer of \$15,467.67 from the Fund to ANC 5B.

Related to this earlier action, on December 19, 2011, a settlement agreement between the District government and the former Chairman of ANC 5B ordered the former Chairman to make a payment sum of \$28,878.46 payable to the D.C. Treasurer. At a minimum, according to the agreement, \$15,467.67 will be reimbursed to the security fund.

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<sup>1</sup> D.C. Code § 1-309.14(f) (2017)

<sup>2</sup> D.C. Code § 1-309.14(a) (2017)

<sup>3</sup> D.C. Code § 1-309.14(b) (2017)

<sup>4</sup> D.C. Code § 1-309.14(e) (2017)

<sup>5</sup> D.C. Code § 1-309.14(f) (2017)

## Results

### Advisory Neighborhood Commission Security Fund Commercial Savings Account Fund Activities & Balance for Fiscal Year 2017

	FY 2017	FY 2016
<b>Beginning Balance</b>	\$65,422.64	\$62,967.51
<b>Deposits</b>	\$1,853.32	\$2,423.00
<b>Interest</b>	\$69.19	\$32.13
<b>Withdrawal/Adjustment</b>	0.00	00.00
<b>Total Fund Balance</b>	<u><b>\$67,345.15</b></u>	<u><b>\$65,422.64</b></u>

On October 1, 2016, the beginning balance of the Advisory Neighborhood Commission Security Fund was \$65,422.64. Deposits totaling \$1,922.51<sup>6</sup> and no disbursements during FY 2017 resulted in a Fund balance of \$67,345.15, as of September 30, 2017.

The Fund is insured by Federal Depository Insurance up to \$250,000. To document the Fund's activity, at the end of each quarter and after receiving the quarterly bank statement, the Auditor reconciles and records all Fund activity and balances into the District of Columbia Financial System. Additionally, a quarterly and annual reconciliation/closing report of the Fund's activity and balance is submitted to the District of Columbia's Chief Financial Officer (see Attachment A).

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<sup>6</sup> The \$1,922.51 includes: \$975.00 ANC annual security fund participation fee (\$25 per ANC), \$69.19 earned interest and \$878.32 court mandated settlement payments to the Fund.

## **Attachment A**



**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**OFFICE OF THE CHIEF FINANCIAL OFFICER**  
**GOVERNMENT OPERATIONS CLUSTER**  
**OFFICE OF FINANCE AND RESOURCE MANAGEMENT**



**MEMORANDUM**

**TO:** Bill Slack  
Deputy Chief Financial Officer  
Office of Financial Operations and Systems

**THRU:** Mohamed Mohamed  
Associate CFO  
Government Operations Cluster

**THRU:** Belete Sitota  
Cluster Controller *Belete Sitota*  
Government Operations Cluster

**FROM:** Huda Sheikh-Ali  
Controller *Huda Sheikh-Ali*  
Office of Finance and Resource Management

**DATE:** October 12, 2017

**SUBJECT:** FY 2017 CASH AND INVESTMENT ACCOUNTS REQUIREMENTS 1  
THROUGH 3

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Huda Sheikh-Ali, Controller, at 727-4697, [huda.sheikh-ali@dc.gov](mailto:huda.sheikh-ali@dc.gov) is responsible for Topic 3, Cash and Investment Accounts, Requirements 1 through 3 for **Agency AC0, Office of the DC Auditor**. Enclosed are the reports required for all of the cash and investment accounts controlled by **Agency AC0, Office of the DC Auditor**. All reports submitted with this Official Certification have been cross-referenced to the Sequence Numbers listed on the Topic 3 - 1 Form for this agency. Reports are submitted for the following fiscal periods as requested by OFOS: Fiscal months 1 through 12. I certify the following statements are true for each of these fiscal periods.

The Topic 3 - 1 Form lists all cash and investment accounts under this agency's control. A copy of the account reconciliation reports for the periods requested, and the related bank or investment account statements, are included for each account listed on the Topic 3 - 1 Form.

Additional information related to each of these accounts is provided on a Topic 3A and 3B Forms.

CFO\$olve report, SOAR Screen 89 and bank statement are used to validate the accuracy of this certification.

## September 30, 2017

**REPORTING DATE: AS OF**

# AGENCY IDENTIFICATION

SOAR AGENCY CODE	AC0	AGENCY NAME:	OFFICE OF THE DC AUDITOR
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PRINTED NAME

**LISTING PREPARED BY**

**Teddy Mekonnen**

## SIGNATURE

Telle Meade

## RESULTS

10/12/2017

## AMONGST

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**AGENCY CFO RESPONSIBLE**

**Huda Shekh-Ali**

Hank Skill-At-

10/12/2017

21727 - 4697

**Huda Sheikh-Ali@dc gov**

## NOISY IMAGES ALREADY

[illegible]

AC0

SEQUENCE NUMBER 1

ADVISORY NEIGHBORHOOD COMMISSION - SECURITY FUND  
Columbo Bank Reconciliation (xxxxx8276) Bank ID 427

Bank Reconciliation

Amount

Bank

Bank Ending Balance as at 09/30/17 \$ 67,345.15

Add: Deposits In Transit

Less: Outstanding Checks

Adjustments

Adjusted Balance (09/30/17) 67,345.15

SOAR

Book Balance as at 09/30/17 \$ 67,345.15

Adjusted Balance 09/30/17) \$ 67,345.15

Prepared by: Toddy McConnan Date: 10/5/2017

Reviewed by: [Signature] Date: 10/5/2017

# ColomboBank

ESTABLISHED 1914

www.ColomboBank.com  
 1600 East Gude Drive • Rockville, MD 20850  
 Corporate Office: (240) 268-2265  
 Telephone Banking: 1-800-338-5162  
 MEMBER FDIC

067 00007 03  
 ACCOUNT:

PAGE: 1  
 09/29/2017

**RECEIVED**

OCT 10 2017

OFFICE OF THE DC AUDITOR

000022

ADVISORY NEIGHBORHOOD  
 COMMISSION SECURITY FUND  
 OFFICE OF THE DC AUDITOR  
 717 14TH ST NW STE 900  
 WASHINGTON DC 20005-3217

67

COMMERCIAL SAVINGS ACCOUNT 276

DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT .....			06/30/17	67,089.73
INTEREST AT .1501 %		8.55	07/31/17	67,098.28
INTEREST AT .1500 %		8.55	08/31/17	67,106.83
DEPOSIT		230.32	09/26/17	67,337.15
INTEREST AT .1500 %		8.00	09/29/17	67,345.15
BALANCE THIS STATEMENT .....			09/29/17	67,345.15
 TOTAL CREDITS (4)	255.42			
TOTAL DEBITS (0)	.00			
INTEREST THIS STATEMENT	25.10			
INTEREST PAID 2017	61.03			

- END OF STATEMENT -



10:30:52 Thursday, October 05, 2017

S089 V2.1 PRD DISTRICT OF COLUMBIA R\*STARS 2.1 10/05/17 10:06 AM  
LINK TO: SUMMARY GENERAL LEDGER ACCOUNT INQUIRY DSNF

AGENCY: AC0 OFFICE OF THE D.C. AUDITOR  
COMPTROLLER GL: 1565 OTHER MISCELLANEOUS LIABILITY  
AGENCY GL: \_\_\_\_\_

STATE FUND GROUP: \_\_\_\_\_  
APPR FUND: 0100 LOCAL FUND

FUND: \_\_\_\_\_  
BANK ID: \_\_\_\_\_  
ORG: \_\_\_\_\_ TC: \_\_\_\_\_  
GRANT/PH: \_\_\_\_\_ PROJ/PH: \_\_\_\_\_  
DEBT/INV ISSUE #: \_\_\_\_\_ NACUBO FUND/SUBFUND: \_\_\_\_\_

INQ TYPE: MY (MA,YA,MY,YY,MC,YC) DETAIL/SUMMARY: S  
INQ YEAR: 17 INQ MONTH: 12

BEGINNING BALANCE	DEBIT	CREDIT	ENDING BALANCE
65,422.64	.00	1,922.51	67,345.15

F1-HELP F5-NEXT F9-INTERRUPT ENTER-INQUIRE CLEAR-EXIT

10:30:59 Thursday, October 05, 2017

S089 V2.1 PRD DISTRICT OF COLUMBIA R\*STARS 2.1 10/05/17 10:32 AM  
LINK TO: SUMMARY GENERAL LEDGER ACCOUNT INQUIRY DSNF

AGENCY: ACO OFFICE OF THE D.C. AUDITOR  
COMPTROLLER GL: 0071 CASH - AGENCY CONTROL  
AGENCY GL: \_\_\_\_\_

STATE FUND GROUP: \_\_\_\_\_  
APPR FUND: 0100 LOCAL FUND

FUND: \_\_\_\_\_  
BANK ID: \_\_\_\_\_  
ORG: \_\_\_\_\_ TC: \_\_\_\_\_  
GRANT/PH: \_\_\_\_\_ PROJ/PH: \_\_\_\_\_  
DEBT/INV ISSUE #: \_\_\_\_\_ NACUBO FUND/SUBFUND: \_\_\_\_\_

INQ TYPE: MY (MA,YA,MY,YY,MC,YC) DETAIL/SUMMARY: S  
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BEGINNING BALANCE	DEBIT	CREDIT	ENDING BALANCE
65,422.64	1,922.51	.00	67,345.15

F1-HELP F5-NEXT F9-INTERRUPT ENTER-INQUIRE CLEAR-EXIT

**TOPIC 3**  
**AGENCY-CONTROLLED CASH AND INVESTMENT ACCOUNTS**  
**REQUIREMENT 5: ACCOUNT INFORMATION FOR CASH ACCOUNTS**  
**REPORTING DATE: AS OF** September 30, 2017

**AGENCY IDENTIFICATION**

SOAR AGENCY CODE

AC0

AGENCY NAME:

OFFICE OF THE DC AUDITOR

LISTING PREPARED BY

PRINTED NAME

Teddy Mekonnen

SIGNATURE

Teddy Mekonnen

Date

10/12/2017

Telephone

(202) 727 - 2719

Email

teddy.mekonnen@dc.gov

AGENCY CFO RESPONSIBLE

Huda.Shelkh-Ali

Huda.Shelkh-Ali

10/12/2017

(202) 727 - 4997

Huda.Shelkh-Ali@dc.gov

**BANK ACCOUNT IDENTIFICATION**

INSTITUTION NAME

COLOMBO BANK

SEQUENCE NUMBER FROM  
TOPIC 3 - 1 FORM

1

ACCOUNT NUMBER

276

DATE TOPIC 3 - 1 FORM  
PREPARED

10/15/2017

**BANK ACCOUNT INFORMATION**

1 Source of Deposits:

EACH ADVISORY NEIGHBORHOOD COMMISSION (ANC) MAY PARTICIPATE IN THE SECURITY FUND UPON PAYMENT OF AN ANNUAL CONTRIBUTION

2 Use of Withdrawals:

INSURING ANC AGAINST UNAUTHORIZED EXPENDITURES OR LOSS OF FUNDS

3 Restrictions on Use of the Money:

USE OF THE ANC SECURITY FUND DEPOSITS IS RESTRICTED TO THE ANCS

4 Compensating Balance Requirements:

N/A

5 Credit Risk of Monies (Check One)

- ☒ Insured by Federal depository insurance funds up to \$250,000
- ☐ Collateralized with securities held by Agency
- ☐ Collateralized with securities in the name of the District and held by agent of the agency
- ☐ Collateralized with securities in the name of the District and held by the financial institution
- ☐ Collateralized with securities in the name of the District and held by agent of the financial institution
- ☐ Collateralized with securities not in the name of the District and held by the financial institution
- ☐ Collateralized with securities not in the name of the District and held by agent of the financial institution
- ☐ Uncollateralized

6 Does the District have the right to liquidate the collateral in the event of default of the financial institution

NA

Yes

NA

No

7 Does the District have the right to additional collateral if the market value of the collateral falls below the required level?

NA

Yes

NA

No

8 Does a written custodial agreement exist?

X

Yes

No

9 Market value of collateral at June 30

N/A

10 Excess (deficiency) of collateral over (under) bank balance at June 30

N/A