



**Advisory Neighborhood Commission  
Security Fund Annual Financial Report for  
Fiscal Year 2015**

December 9, 2015

**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 (FY) 2015.

## Historical Background of the Fund

The Advisory Neighborhood Commission Security Fund (Fund) was established for the purpose of insuring Advisory Neighborhood Commissions 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).

A Commission is eligible to participate in the Fund if the Treasurer and the Chairperson of the Commission agree, on a form provided by the Trustees, 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 Commission 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.

D.C. law requires the assets of the Fund to be held in an interest bearing account located in the District of Columbia.<sup>3</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>4</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.

In a related action, a settlement agreement between the District Government and the former Chairman of ANC 5B ordered the former Chairman to make payments to the Security Fund, to reimburse it for the \$15,467.67 distributed to ANC 5B. These payments are ongoing and totaled \$400.00 in FY 2015.

---

<sup>1</sup> D.C. Code § 1-309.14(f) (2015)

<sup>2</sup> D.C. Code § 1-309.14(a) (2015)

<sup>3</sup> D.C. Code § 1-309.14(e) (2015)

<sup>4</sup> D.C. Code § 1-309.14(f) (2015)

## Results

### Advisory Neighborhood Commission Security Fund Commercial Savings Account Fund Activities & Balance Fiscal Year 2015

	FY 2015	FY 2014
<b>Beginning Balance</b>	\$61,586.30	\$58,509.59
<b>Deposits</b>	1,350.00	3,040.74
<b>Interest</b>	31.21	35.97
<b>Withdrawal/Adjustment</b>	0.00	0.00
<b>Total Fund Balance</b>	<u>\$62,967.51</u>	<u>\$61,586.30</u>

On October 1, 2014, the beginning balance of the Fund was \$61,586.30. Deposits of \$1,381.21<sup>5</sup> and no disbursements during FY 2014 resulted in a Fund balance of \$62,967.51, as of September 30, 2015.

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 I).

---

<sup>5</sup> The \$1,381.21 includes: \$950 ANC Annual Security Fund participation fee (\$25 per ANC), \$31.21 earned interest, and \$400.00 court mandated settlement payments to the Fund.

## **Attachment I**

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 *M. Mohamed*

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

FROM: Huda Sheikh-Ali  
Controller *Huda Sheikh-Ali*  
Government Operations Cluster

DATE: October 14, 2015

**SUBJECT: FY 2015 Cash and Investment Accounts - Requirements 1 through 3**

Huda Sheikh-Ali, Controller, at [REDACTED], [huda.sheikh-ali@dc.gov](mailto:huda.sheikh-ali@dc.gov) is responsible for Topic 3, Cash and Investment Accounts, Requirements 1, 2 & 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 month 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 3 - 5 Form.

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

ACO  
SEQUENCE NUMBER 1

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

Bank Reconciliation

	Amount
	\$
<b>Bank</b>	
Bank Ending Balance as at 9/30/15	\$ 62,967.51
Add: Deposits in Transit	
Less: Outstanding Checks	
Adjustments	
Adjusted Balance (9/30/15)	<u>62,967.51</u>
<b>SOAR</b>	
Book Balance as at 9/30/15	\$ 62,967.51
Adjusted Balance (9/30/15)	<u>\$ 62,967.51</u>

Prepared by: Mitchell Robinson Date: 10/7/2015

Reviewed by: [Signature] Date: 10/8/15

# ColomboBank

ESTABLISHED 1914

067 00007 03  
ACCOUNT:

PAGE: 1  
09/30/2015

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

**RECEIVED**  
OCT 06 2015  
OFFICE OF THE  
DC AUDITOR

000038

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

67

=====  
\*\*\*Privacy Notices\*\*\*

There have been no changes to the Banks Privacy Notice. To get a copy of the Notice you may visit our website at [www.colombobank.com](http://www.colombobank.com) or to request a copy, please call 1-800-916-9304 and we will promptly mail it to you.

=====  
COMMERCIAL SAVINGS ACCOUNT [REDACTED]  
=====

DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT .....			06/30/15	62,959.58
INTEREST AT .0499 %		2.67	07/31/15	62,962.25
INTEREST AT .0499 %		2.67	08/31/15	62,964.92
INTEREST AT .0500 %		2.59	09/30/15	62,967.51
BALANCE THIS STATEMENT .....			09/30/15	62,967.51
TOTAL CREDITS (3)		7.93		
TOTAL DEBITS (0)		.00		
INTEREST THIS STATEMENT		7.93		
INTEREST PAID 2015		23.43		

- END OF STATEMENT -



NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

S089 V2.1 PRD DISTRICT OF COLUMBIA R\*STARS 2.1 10/07/15 04:31 PM  
LINK TO: \_\_\_\_\_ SUMMARY GENERAL LEDGER ACCOUNT INQUIRY DSNF

AGENCY: AC0 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: 427  
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: 15 INQ MONTH: 12

BEGINNING BALANCE	DEBIT	CREDIT	ENDING BALANCE
<u>61,586.30</u>	<u>1,381.21</u>	<u>.00</u>	<u>62,967.51</u>

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, 2015

SOAR AGENCY CODE AC0 AGENCY NAME: \_\_\_\_\_ OFFICE OF THE DC AUDITOR

AGENCY IDENTIFICATION

PREPARED BY	DATE	PREPARED BY	DATE	PREPARED BY
MITCHELL ROBINSON	10/14/2015	[REDACTED]	[REDACTED]	Mitchell.Robinson@dc.gov
Huda, Sheikh-Ali	10/14/2015	[REDACTED]	[REDACTED]	Huda.Sheikh-Ali@dc.gov

INSTITUTION NAME	ACCOUNT NUMBER	SEQUENCE NUMBER FROM TOPIC 3 - 1 FORM	DATE TOPIC 3 - 1 FORM PREPARED
COLOMBO BANK	[REDACTED]	1	10/14/2015

**BANK ACCOUNT IDENTIFICATION**

**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)
 

<input checked="" type="checkbox"/>	Insured by Federal depository insurance funds up to \$250,000
<input type="checkbox"/>	Collateralized with securities held by Agency
<input type="checkbox"/>	Collateralized with securities in the name of the District and held by agent of the agency
<input type="checkbox"/>	Collateralized with securities in the name of the District and held by the financial institution
<input type="checkbox"/>	Collateralized with securities in the name of the District and held by agent of the financial institution
<input type="checkbox"/>	Collateralized with securities not in the name of the District and held by agent of the financial institution
<input type="checkbox"/>	Uncollateralized