

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
OFFICE OF THE CHIEF FINANCIAL OFFICER



**Jeffrey S. DeWitt**  
Chief Financial Officer

**FEB 27 2017**

The Honorable Muriel Bowser  
Mayor of the District of Columbia  
1350 Pennsylvania Avenue, NW, Suite 306  
Washington, DC 20004

The Honorable Phil Mendelson  
Chairman  
Council of the District of Columbia  
1350 Pennsylvania Avenue, NW, Suite 504  
Washington, DC 20004

**SUBJECT: First Quarter FY 2017 Status Report on the Emergency and Contingency  
Cash Reserve Funds as of December 31, 2016**

Dear Mayor Bowser and Chairman Mendelson:

Enclosed is the status report on the monthly activities and balances in the District of Columbia's Emergency and Contingency Cash Reserve Funds as of December 31, 2016. The numbers contained in this status report are preliminary and unaudited.

***Summary and Background***

The Emergency Cash Reserve Fund may be used for unanticipated and nonrecurring extraordinary needs of an emergency nature, including a natural disaster or calamity and unexpected obligations created by federal law. The Contingency Cash Reserve Fund may be used for nonrecurring or unforeseen needs that arise during the fiscal year, including natural disasters, unexpected obligations created by federal law, new public safety or health needs identified after the budget process has occurred, and revenue shortfalls experienced by the District for three consecutive months that are 5 percent or more below the budget forecast. Both funds may be used for cash flow management purposes.

The District is required to maintain minimum balances (including required replenishment of permitted draws) in the Emergency and Contingency Cash Reserve Funds of 2 percent and 4 percent, respectively, of Local Fund operating expenditures less repayment of bonds and interest, for which a separate fund is already established. The minimum levels are based on the operating expenditures contained in the most recently published Comprehensive Annual Financial Report (CAFR) of the District for the fiscal year immediately preceding the current fiscal year.

The year-end FY 2016 CAFR fund balances included \$129.0 million for the Emergency Cash Reserve Fund and \$258.0 million for the Contingency Cash Reserve Fund, for a combined total of \$387.1 million.

As of December 31, 2016, the first quarter FY 2017 reserve fund balances were as follows:

Emergency Reserve Fund	\$129.2 million
Contingency Reserve Fund	<u>254.2 million</u>
<b>Total</b>	<b><u>\$383.3 million</u></b>

The following is a discussion of activities for the fiscal year through December 31, 2016 and resulting balances in the Emergency and Contingency Cash Reserve Funds.

#### ***Emergency Cash Reserve Fund***

The FY 2016 Emergency Cash Reserve CAFR fund balance of \$129.0 million increased to \$129.2 million by the amount investment earnings of \$0.1 million.

#### ***Contingency Cash Reserve Fund***

The FY 2016 Contingency Cash Reserve CAFR fund balance of \$258.0 million decreased to \$254.2 million as of December 31, 2016, a net decrease of \$3.9 million. The net decrease was the result of \$4.0 million drawn from the reserve during the quarter partially offset by investment earnings of \$0.2 million.

During the first quarter, draws were as follows:

- In November, a draw for \$0.7 million was made to the District of Columbia Charter School Board to fund one-time costs associated with acquiring filters for drinking water sources in public charter schools.
- In December, draws in the total amount of \$3.3 million were made to various agencies. Please see enclosure for details.

#### ***December 31, 2016 Combined Balances***

In summary, the December 31, 2016 fund balances for the Emergency and Contingency Cash Reserve Funds were \$129.2 million and \$254.2 million, respectively. The combined total was \$383.3 million.

If you have any questions or need additional information, please contact Gordon McDonald, Deputy Chief Financial Officer for Budget and Planning, at 727-1239.

Sincerely,



Jeffrey S. DeWitt  
Chief Financial Officer

Enclosures

cc: Rashad M. Young, City Administrator  
Matthew Brown, Director, Office of Budget and Finance, Office of the City Administrator  
Jennifer Budoff, Budget Director, Council of the District of Columbia  
Angell Jacobs, Deputy Chief Financial Officer and Chief of Staff, Office of the Chief Financial Officer  
David Tseng, General Counsel, Office of the Chief Financial Officer  
Gordon McDonald, Deputy Chief Financial Officer, Office of Budget and Planning  
Jeffrey Barnette, Deputy Chief Financial Officer and Treasurer  
Bill Slack, Deputy Chief Financial Officer, Office of Financial Operations and Systems

**Fiscal Year 2017 Contingency Cash Reserve Report**  
**December 31, 2016**

		(\$ in 000s)
Fiscal Month	Transactions/Balances	CAFR Basis Restricted Fund Balance
<b>Sept. 2016</b>	<b>FY 2016 ending balance</b>	<b>258,043</b>
Oct	Investment earnings	50
Nov	Investment earnings	55
	Draw: to the District of Columbia Public Charter School Board (GB0) to fund one-time costs associated with acquiring filters for drinking water sources in public charter schools.	(721)
Dec	Draws: to various agencies in the total amount of <b>\$3,325,157</b> as follows:	
	Office of Victim Services and Justice Grants (FO0) - to extend the security camera rebate and voucher program.	(200)
	Office of the Deputy Mayor for Education (GW0) - to fund Master Facilities Plan.	(1,200)
	Office of the Mayor (AA0) - to fund intra-District agreement with the Office of the Attorney General for the District of Columbia to hire and train eight attorneys for public safety work required by an agreement with the U.S Attorney's office.	(1,155)
	Department of Public Works (KT0) - to fund one-time pilot costs associated with OpenGov Budget Builder platform and transparency software.	(175)
	Deputy Mayor for Greater Economic Opportunity (EM0) - to fund the Certified Business Enterprise (CBE) compliance program.	(195)
	Department of General Services (AM0) - to fund the CBE compliance program.	(339)
	Office of the Chief Technology Officer (TO0) - to fund the CBE compliance program.	(61)
Dec	Investment earnings	64
<b>Dec</b>	<b>First Quarter ending balance</b>	<b>254,166</b>
	Investment earnings, October 2016 - December 2016	169

(Investment earnings are calculated based on whole numbers and may not add due to rounding.)

**Fiscal Year 2017 Emergency Cash Reserve Report**  
**December 31, 2016**

		(\$ in 000s)
Fiscal Month	Transactions/Balances	CAFR Basis Restricted Fund Balance
<b>Sept 2016</b>	<b>FY 2016 ending balance</b>	<b>129,022</b>
Oct	Investment earnings	22
Nov	Investment earnings	103
Dec	Investment earnings	5
<b>Dec</b>	<b>First Quarter ending balance</b>	<b>129,152</b>
	Investment earnings, October 2016 - December 2016	130

(Investment earnings are calculated based on whole numbers and may not add due to rounding.)

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
OFFICE OF THE CHIEF FINANCIAL OFFICER



**Jeffrey S. DeWitt**  
Chief Financial Officer

**FEB 27 2017**

The Honorable Tom Graves  
Chairman  
House Committee on Appropriations  
Subcommittee on Financial Services and General Government  
*Attn: Winnie Chang*  
B-300 Rayburn House Office Building  
Washington, DC 20515

**SUBJECT: First Quarter FY 2017 Status Report on the Emergency and Contingency Cash Reserve Funds as of December 31, 2016**

Dear Chairman Graves:

Enclosed is the status report on the monthly activities and balances in the District of Columbia's Emergency and Contingency Cash Reserve Funds as of December 31, 2016. The numbers contained in this status report are preliminary and unaudited.

***Summary and Background***

The Emergency Cash Reserve Fund may be used for unanticipated and nonrecurring extraordinary needs of an emergency nature, including a natural disaster or calamity and unexpected obligations created by federal law. The Contingency Cash Reserve Fund may be used for nonrecurring or unforeseen needs that arise during the fiscal year, including natural disasters, unexpected obligations created by federal law, new public safety or health needs identified after the budget process has occurred, and revenue shortfalls experienced by the District for three consecutive months that are 5 percent or more below the budget forecast. Both funds may be used for cash flow management purposes.

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for which a separate fund is already established. The minimum levels are based on the operating expenditures contained in the most recently published Comprehensive Annual Financial Report (CAFR) of the District for the fiscal year immediately preceding the current fiscal year.

The year-end FY 2016 CAFR fund balances included \$129.0 million for the Emergency Cash Reserve Fund and \$258.0 million for the Contingency Cash Reserve Fund, for a combined total of \$387.1 million.

As of December 31, 2016, the first quarter FY 2017 reserve fund balances were as follows:

Emergency Reserve Fund	\$129.2 million
Contingency Reserve Fund	<u>254.2 million</u>
<b>Total</b>	<b><u>\$383.3 million</u></b>

The following is a discussion of activities for the fiscal year through December 31, 2016 and resulting balances in the Emergency and Contingency Cash Reserve Funds.

#### ***Emergency Cash Reserve Fund***

The FY 2016 Emergency Cash Reserve CAFR fund balance of \$129.0 million increased to \$129.2 million by the amount investment earnings of \$0.1 million.

#### ***Contingency Cash Reserve Fund***

The FY 2016 Contingency Cash Reserve CAFR fund balance of \$258.0 million decreased to \$254.2 million as of December 31, 2016, a net decrease of \$3.9 million. The net decrease was the result of \$4.0 million drawn from the reserve during the quarter partially offset by investment earnings of \$0.2 million.

During the first quarter, draws were as follows:

- In November, a draw for \$0.7 million was made to the District of Columbia Charter School Board to fund one-time costs associated with acquiring filters for drinking water sources in public charter schools.
- In December, draws in the total amount of \$3.3 million were made to various agencies. Please see enclosure for details.

#### ***December 31, 2016 Combined Balances***

In summary, the December 31, 2016 fund balances for the Emergency and Contingency Cash Reserve Funds were \$129.2 million and \$254.2 million, respectively. The combined total was \$383.3 million.

If you have any questions or need additional information, please contact Gordon McDonald, Deputy Chief Financial Officer for Budget and Planning, at 727-1239.

Sincerely,

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Jeffrey S. DeWitt  
Chief Financial Officer

Enclosures

cc: Honorable Muriel Bowser, Mayor of the District of Columbia  
Honorable Phil Mendelson, Chairman of the Council of the District of Columbia  
Angell Jacobs, Deputy Chief Financial Officer and Chief of Staff, Office of the Chief  
Financial Officer  
Gordon McDonald, Deputy Chief Financial Officer, Office of Budget and Planning



**Fiscal Year 2017 Contingency Cash Reserve Report**  
**December 31, 2016**

		(\$ in 000s)
Fiscal Month	Transactions/Balances	CAFR Basis Restricted Fund Balance
<b>Sept. 2016</b>	<b>FY 2016 ending balance</b>	<b>258,043</b>
Oct	Investment earnings	50
Nov	Investment earnings	55
	Draw: to the District of Columbia Public Charter School Board (GB0) to fund one-time costs associated with acquiring filters for drinking water sources in public charter schools.	(721)
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	Office of the Deputy Mayor for Education (GW0) - to fund Master Facilities Plan.	(1,200)
	Office of the Mayor (AA0) - to fund intra-District agreement with the Office of the Attorney General for the District of Columbia to hire and train eight attorneys for public safety work required by an agreement with the U.S Attorney's office.	(1,155)
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Dec	Investment earnings	64
<b>Dec</b>	<b>First Quarter ending balance</b>	<b>254,166</b>
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**Fiscal Year 2017 Emergency Cash Reserve Report**  
**December 31, 2016**

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Fiscal Month	Transactions/Balances	CAFR Basis Restricted Fund Balance
Sept 2016	<b>FY 2016 ending balance</b>	<b>129,022</b>
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GOVERNMENT OF THE DISTRICT OF COLUMBIA  
OFFICE OF THE CHIEF FINANCIAL OFFICER



**Jeffrey S. DeWitt**  
Chief Financial Officer

**FEB 27 2017**

The Honorable Michael Quigley  
Ranking Member  
House Committee on Appropriations  
Subcommittee on Financial Services and General Government  
*Attn: Shalanda Young*  
1001 Longworth House Office Building  
Washington, DC 20515

**SUBJECT: First Quarter FY 2017 Status Report on the Emergency and Contingency Cash Reserve Funds as of December 31, 2016**

Dear Congressman Quigley:

Enclosed is the status report on the monthly activities and balances in the District of Columbia's Emergency and Contingency Cash Reserve Funds as of December 31, 2016. The numbers contained in this status report are preliminary and unaudited.

***Summary and Background***

The Emergency Cash Reserve Fund may be used for unanticipated and nonrecurring extraordinary needs of an emergency nature, including a natural disaster or calamity and unexpected obligations created by federal law. The Contingency Cash Reserve Fund may be used for nonrecurring or unforeseen needs that arise during the fiscal year, including natural disasters, unexpected obligations created by federal law, new public safety or health needs identified after the budget process has occurred, and revenue shortfalls experienced by the District for three consecutive months that are 5 percent or more below the budget forecast. Both funds may be used for cash flow management purposes.

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for which a separate fund is already established. The minimum levels are based on the operating expenditures contained in the most recently published Comprehensive Annual Financial Report (CAFR) of the District for the fiscal year immediately preceding the current fiscal year.

The year-end FY 2016 CAFR fund balances included \$129.0 million for the Emergency Cash Reserve Fund and \$258.0 million for the Contingency Cash Reserve Fund, for a combined total of \$387.1 million.

As of December 31, 2016, the first quarter FY 2017 reserve fund balances were as follows:

Emergency Reserve Fund	\$129.2 million
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<b>Total</b>	<b><u>\$383.3 million</u></b>

The following is a discussion of activities for the fiscal year through December 31, 2016 and resulting balances in the Emergency and Contingency Cash Reserve Funds.

#### ***Emergency Cash Reserve Fund***

The FY 2016 Emergency Cash Reserve CAFR fund balance of \$129.0 million increased to \$129.2 million by the amount investment earnings of \$0.1 million.

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- In November, a draw for \$0.7 million was made to the District of Columbia Charter School Board to fund one-time costs associated with acquiring filters for drinking water sources in public charter schools.
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If you have any questions or need additional information, please contact Gordon McDonald, Deputy Chief Financial Officer for Budget and Planning, at 727-1239.

Sincerely,

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Jeffrey S. DeWitt  
Chief Financial Officer

Enclosures

cc: Honorable Muriel Bowser, Mayor of the District of Columbia  
Honorable Phil Mendelson, Chairman of the Council of the District of Columbia  
Angell Jacobs, Deputy Chief Financial Officer and Chief of Staff, Office of the Chief  
Financial Officer  
Gordon McDonald, Deputy Chief Financial Officer, Office of Budget and Planning

**Fiscal Year 2017 Contingency Cash Reserve Report**  
**December 31, 2016**

		(\$ in 000s)
Fiscal Month	Transactions/Balances	CAFR Basis Restricted Fund Balance
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**Fiscal Year 2017 Emergency Cash Reserve Report**  
**December 31, 2016**

		(\$ in 000s)
Fiscal Month	Transactions/Balances	CAFR Basis Restricted Fund Balance
Sept 2016	<b>FY 2016 ending balance</b>	<b>129,022</b>
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GOVERNMENT OF THE DISTRICT OF COLUMBIA  
OFFICE OF THE CHIEF FINANCIAL OFFICER



**Jeffrey S. DeWitt**  
Chief Financial Officer

**FEB 27 2017**

The Honorable Shelley Moore Capito  
Chairman  
Senate Committee on Appropriations  
Subcommittee on Financial Services and General Government  
*Attn: Dale Cabaniss*  
125 Senate Hart Office Building  
Washington, DC 20510

**SUBJECT: First Quarter FY 2017 Status Report on the Emergency and Contingency Cash Reserve Funds as of December 31, 2016**

Dear Chairman Capito:

Enclosed is the status report on the monthly activities and balances in the District of Columbia's Emergency and Contingency Cash Reserve Funds as of December 31, 2016. The numbers contained in this status report are preliminary and unaudited.

***Summary and Background***

The Emergency Cash Reserve Fund may be used for unanticipated and nonrecurring extraordinary needs of an emergency nature, including a natural disaster or calamity and unexpected obligations created by federal law. The Contingency Cash Reserve Fund may be used for nonrecurring or unforeseen needs that arise during the fiscal year, including natural disasters, unexpected obligations created by federal law, new public safety or health needs identified after the budget process has occurred, and revenue shortfalls experienced by the District for three consecutive months that are 5 percent or more below the budget forecast. Both funds may be used for cash flow management purposes.

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#### ***December 31, 2016 Combined Balances***

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If you have any questions or need additional information, please contact Gordon McDonald, Deputy Chief Financial Officer for Budget and Planning, at 727-1239.

Sincerely,

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Jeffrey S. DeWitt  
Chief Financial Officer

Enclosures

cc: Honorable Muriel Bowser, Mayor of the District of Columbia  
Honorable Phil Mendelson, Chairman of the Council of the District of Columbia  
Angell Jacobs, Deputy Chief Financial Officer and Chief of Staff, Office of the Chief  
Financial Officer  
Gordon McDonald, Deputy Chief Financial Officer, Office of Budget and Planning

Fiscal Year 2017 Contingency Cash Reserve Report  
December 31, 2016

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**Jeffrey S. DeWitt**  
Chief Financial Officer

**FEB 27 2017**

The Honorable Christopher Coons  
Ranking Member  
Senate Committee on Appropriations  
Subcommittee on Financial Services and General Government  
*Attn: Marianne Upton*  
133 Dirksen Senate Office Building  
Washington, DC 20510

**SUBJECT: First Quarter FY 2017 Status Report on the Emergency and Contingency Cash Reserve Funds as of December 31, 2016**

Dear Senator Coons:

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If you have any questions or need additional information, please contact Gordon McDonald, Deputy Chief Financial Officer for Budget and Planning, at 727-1239.

Sincerely,



Jeffrey S. DeWitt  
Chief Financial Officer

Enclosures

cc: Honorable Muriel Bowser, Mayor of the District of Columbia  
Honorable Phil Mendelson, Chairman of the Council of the District of Columbia  
Angell Jacobs, Deputy Chief Financial Officer and Chief of Staff, Office of the Chief  
Financial Officer  
Gordon McDonald, Deputy Chief Financial Officer, Office of Budget and Planning

**Fiscal Year 2017 Contingency Cash Reserve Report**  
**December 31, 2016**

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	Department of Public Works (KT0) - to fund one-time pilot costs associated with OpenGov Budget Builder platform and transparency software.	(175)
	Deputy Mayor for Greater Economic Opportunity (EM0) - to fund the Certified Business Enterprise (CBE) compliance program.	(195)
	Department of General Services (AM0) - to fund the CBE compliance program.	(339)
	Office of the Chief Technology Officer (TO0) - to fund the CBE compliance program.	(61)
Dec	Investment earnings	64
<b>Dec</b>	<b>First Quarter ending balance</b>	<b>254,166</b>
	Investment earnings, October 2016 - December 2016	169

(Investment earnings are calculated based on whole numbers and may not add due to rounding.)



**Fiscal Year 2017 Emergency Cash Reserve Report  
December 31, 2016**

		(\$ in 000s)
Fiscal Month	Transactions/Balances	CAFR Basis Restricted Fund Balance
Sept 2016	FY 2016 ending balance	129,022
Oct	Investment earnings	22
Nov	Investment earnings	103
Dec	Investment earnings	5
Dec	First Quarter ending balance	129,152
	Investment earnings, October 2016 - December 2016	130

(Investment earnings are calculated based on whole numbers and may not add due to rounding.)