February 24, 2020

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 2020 Status Report on the Emergency and Contingency Cash Reserve Funds as of December 31, 2019

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, 2019. 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 Source 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 2019 CAFR fund balances included $149.3 million for the Emergency Cash Reserve Fund and $298.5 million for the Contingency Cash Reserve Fund, for a combined total of $447.8 million.

As of December 31, 2019, the first quarter FY 2020 reserve fund balances were as follows:

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Total $442.3 million

The following is a discussion of activities for the fiscal year through December 31, 2019 and resulting balances in the Emergency and Contingency Cash Reserve Funds.

**Emergency Cash Reserve Fund**

The FY 2019 Emergency Cash Reserve CAFR fund balance increased from $149.3 million to $149.8 million because of investment earnings of $0.5 million.

**Contingency Cash Reserve Fund**

The FY 2019 Contingency Cash Reserve CAFR fund balance of $298.5 million decreased to $292.5 million as of December 31, 2019, a net decrease of $6.0 million. The net decrease was the result of $7.2 million drawn from the reserve during the quarter, offset by investment earnings of $1.2 million.

During the first quarter, draws were as follows:

- In October, a draw of $2.9 million was made to the District of Columbia Office of the State Superintendent of Education to fund unexpected lapse of funding for non-profit organizations that provide programmatic support for District of Columbia Public Schools.
- In November, a draw of $0.1 million was made to the District of Columbia Department of Human Resources to support a contract with an expert who will provide employment tax and consulting services.
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December 31, 2019 Combined Balances
In summary, the December 31, 2019 fund balances for the Emergency and Contingency Cash Reserve Funds were $149.8 million and $292.5 million, respectively. The combined total was $442.3 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
    Jennifer Reed, Director, Office of Budget and Performance Management, 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
    Bruno Fernandes, Deputy Chief Financial Officer and Treasurer
    Bill Slack, Deputy Chief Financial Officer, Office of Financial Operations and Systems
<table>
<thead>
<tr>
<th>Fiscal Month</th>
<th>Transactions/Balances</th>
<th>CAFR Basis Restricted Fund Balance ($ in 000s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept. 2019</td>
<td>FY 2019 ending balance</td>
<td>298,525</td>
</tr>
<tr>
<td></td>
<td>Draw: to the District of Columbia Department of Human Resources (BE0) (128)</td>
<td>Investment earnings (3,800)</td>
</tr>
<tr>
<td>Nov</td>
<td>Draw: to the Metropolitan Police Department (FA0)</td>
<td>Investment earnings 382</td>
</tr>
<tr>
<td></td>
<td>Draw: to the Fire and Emergency Medical Services Department (FB0) (425)</td>
<td>Investment earnings 388</td>
</tr>
<tr>
<td>Dec</td>
<td>First Quarter ending balance</td>
<td>292,538</td>
</tr>
<tr>
<td></td>
<td>Investment earnings, October 2019 - December 2019</td>
<td>1,220</td>
</tr>
</tbody>
</table>

(Details may not add to totals due to rounding.)
Fiscal Year 2020 Emergency Cash Reserve Report
December 31, 2019

<table>
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<tr>
<th>Fiscal Month</th>
<th>FY 2019 ending balance</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Sept 2019</td>
<td>149,262</td>
<td></td>
</tr>
<tr>
<td>Oct</td>
<td>Investment earnings</td>
<td>34</td>
</tr>
<tr>
<td>Nov</td>
<td>Investment earnings</td>
<td>164</td>
</tr>
<tr>
<td>Dec</td>
<td>Investment earnings</td>
<td>343</td>
</tr>
<tr>
<td>Dec</td>
<td><strong>First Quarter ending balance</strong></td>
<td><strong>149,804</strong></td>
</tr>
<tr>
<td></td>
<td>Investment earnings, October 2019 - December 2019</td>
<td>542</td>
</tr>
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(Details may not add to totals due to rounding.)
Jeffrey S. DeWitt  
Chief Financial Officer

February 24, 2020

The Honorable Mike Quigley  
Chairman  
U.S. House of Representatives Committee on Appropriations  
Financial Services and General Government Subcommittee  
2000 Rayburn House Office Building  
Washington, DC 20515  
Attn: Lisa Molyneux

SUBJECT: First Quarter FY 2020 Status Report on the Emergency and Contingency Cash Reserve Funds as of December 31, 2019

Dear Chairman 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, 2019. 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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The year-end FY 2019 CAFR fund balances included $149.3 million for the Emergency Cash Reserve Fund and $298.5 million for the Contingency Cash Reserve Fund, for a combined total of $447.8 million.

As of December 31, 2019, the first quarter FY 2020 reserve fund balances were as follows:

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<td><strong>Total</strong></td>
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The following is a discussion of activities for the fiscal year through December 31, 2019 and resulting balances in the Emergency and Contingency Cash Reserve Funds.

**Emergency Cash Reserve Fund**

The FY 2019 Emergency Cash Reserve CAFR fund balance increased from $149.3 million to $149.8 million because of investment earnings of $0.5 million.

**Contingency Cash Reserve Fund**

The FY 2019 Contingency Cash Reserve CAFR fund balance of $298.5 million decreased to $292.5 million as of December 31, 2019, a net decrease of $6.0 million. The net decrease was the result of $7.2 million drawn from the reserve during the quarter, offset by investment earnings of $1.2 million.

During the first quarter, draws were as follows:

- In October, a draw of $2.9 million was made to the District of Columbia Office of the State Superintendent of Education to fund unexpected lapse of funding for non-profit organizations that provide programmatic support for District of Columbia Public Schools.
- In November, a draw of $0.1 million was made to the District of Columbia Department of Human Resources to support a contract with an expert who will provide employment tax and consulting services.
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December 31, 2019 Combined Balances

In summary, the December 31, 2019 fund balances for the Emergency and Contingency Cash Reserve Funds were $149.8 million and $292.5 million, respectively. The combined total was $442.3 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

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

Jeffrey S. DeWitt
Chief Financial Officer

February 24, 2020

The Honorable Tom Graves
Ranking Member
U.S. House of Representatives Committee on Appropriations
Financial Services and General Government Subcommittee
1016 Longworth House Office Building
Washington, DC 20515

SUBJECT: First Quarter FY 2020 Status Report on the Emergency and Contingency Cash Reserve Funds as of December 31, 2019

Dear Congressman Graves:

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Summary and Background
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Sincerely,

Jeffrey S. DeWitt
Chief Financial Officer

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    Bill Slack, Deputy Chief Financial Officer, Office of Financial Operations and Systems
February 24, 2020

The Honorable John Kennedy
Chairman
Senate Committee on Appropriations
Financial Services and General Government Subcommittee
133 Dirksen Senate Office Building
Washington, DC 20510

SUBJECT: First Quarter FY 2020 Status Report on the Emergency and Contingency Cash Reserve Funds as of December 31, 2019

Dear Chairman Kennedy:

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Jeffrey S. DeWitt
Chief Financial Officer

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    Gordon McDonald, Deputy Chief Financial Officer, Office of Budget and Planning
    Bruno Fernandes, Deputy Chief Financial Officer and Treasurer
    Bill Slack, Deputy Chief Financial Officer, Office of Financial Operations and Systems
February 24, 2020

The Honorable Christopher A. Coons Ranking Member
Senate Committee on Appropriations
Financial Services and General Government Subcommittee
125 Hart Senate Office Building
Washington, DC 20510

SUBJECT:  First Quarter FY 2020 Status Report on the Emergency and Contingency Cash Reserve Funds as of December 31, 2019

Dear Senator Coons:

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Jeffrey S. DeWitt
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