



November 25, 2019

Ms. Rachel Reamy, Local Government Audit Manager
Auditor of Public Accounts
101 North 14th Street, 8th Floor
P.O. Box 1295
Richmond, Virginia 23218

Re: Delay of the City of Portsmouth FY 2019 Comprehensive Annual Financial Report

Dear Ms. Reamy:

As required by the Auditor of Public Accounts, the City of Portsmouth is providing this correspondence to communicate that the June 30, 2019, Comprehensive Annual Financial Report (CAFR) and the related transmittal report will not be provided by the required November 30, 2019 deadline.

This delay is related to unforeseen operational matters and necessary materials needed from the school system to complete the audit by the required deadline. The city expects the review and release of the final audited CAFR and the transmittal report completed late January or early February 2020.

Sincerely,

Patricia Phillips
Interim Chief Financial Officer