CITY OF RICHMOND
DEPARTMENT OF FINANCE

December 13, 2013

Ms. Kimberly Via
Reporting & Standards Senior Specialist
Auditor of Public Accounts
101 N. 14th St. #8th
Richmond, VA 23219

Ms. Via,

The City of Richmond has received the Virginia Auditor of Public Accounts correspondence with regard to the submission of the 2013 Comparative Report. You were previously contacted by our external auditors, Cherry Bekaert, LLP, providing communication that the City would not be submitting the Comparative Report by the November 30, 2013 deadline. By way of this letter, the City is confirming that the report has not yet been submitted and is formally requesting an extension for submission. At the current time the City is still in the process of finalizing the Comprehensive Annual Financial Report (CAFR).

Immediately following the completion and issuance of the City's FY13 CAFR the City will finalize the 2013 Comparative Report and submit with all requirements. Should you have any questions or concerns please contact me at 804-646-5842 or Wayne.Lassiter@Richmondgov.com.

Sincerely,

T. Wayne Lassiter
Interim Director of Finance

Cc: Byron Marshall, Chief Administrative Officer
Cc: Sharon Judkins, Deputy Chief Administrative Officer – Finance & Administration