



Memorandum

TO: PUBLIC SAFETY, FINANCE
AND STRATEGIC SUPPORT
COMMITTEE

FROM: Julia H. Cooper

SUBJECT: CAFR & CADR

DATE: October 4, 2011

Approved

Date

10/12/11

Please be informed that the Comprehensive Annual Financial Report (CAFR) and the Comprehensive Annual Debt Report (CADR) will not be ready to meet the October 20th, nor the November 17th PSFSS meetings.

As a result, the Finance Department is planning to present both the CAFR and CADR directly to City Council for acceptance. The current anticipated date to go before Council is December 6, 2011. Please contact Acting Director of Finance, Julia H. Cooper at (408) 535-7011 for more information.

/s/

Julia H. Cooper
Acting Director of Finance

