



To the Audit Committee  
Of Solano Community College District

In planning and performing our audit of the financial statements of Solano Community College District as of and for the year ended June 30, 2013, in accordance with auditing standards generally accepted in the United States of America, we considered Solano Community College District's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

However, during our audit we became aware of a matter that is an opportunity for strengthening internal controls and operating efficiency. We previously reported on the District's internal control in our report dated December 31, 2013. This letter does not affect our report dated December 31, 2013, on the financial statements of Solano Community College District.

#### ***Capital Assets***

We noted that the District has implemented procedures required for inventorying equipment purchased with Federal funds. However, due to limitations of time and resources the inventory has been limited just to those items charged to Federal funds.

#### **Recommendation**

We recommend that the District follow a policy of periodically inventorying all equipment not just that purchased with federal funds in order to update the financial records supporting amounts reported on the entity-wide statement of net assets and to determine if any updates to insurance coverage limits are needed.

#### **District Response**

It is intent of staff to eventually develop a policy and procedures on management of fixed assets.

We will review the status of these comments during our next audit engagement. We have already discussed many of these comments and suggestions with various District personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

*Vavrinek, Trine, Day & Co LLP*

Pleasanton, California  
December 31, 2013