

November 21, 2018

Gilbert Associates, Inc.  
2880 Gateway Oaks Drive, Suite 100  
Sacramento, California 95833

This representation letter is provided in connection with your audit of the financial statements of Ohlone Community College District Futuris Public Entity Investment Trust (the OPEB Trust), which comprise the statement of fiduciary net position as of June 30, 2018, and the changes in fiduciary net position for the year then ended, and the related notes to the financial, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

We confirm, to the best of our knowledge and belief, as of November 21, 2018 the following representations made to you during your audit.

### **Financial Statements**

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated March 16, 2018, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) We are not aware of any pending or threatened litigation, claims, or assessments or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements

### **Information Provided**

- 8) We have provided you with:
  - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
  - b) Additional information that you have requested from us for the purpose of the audit.
  - c) Unrestricted access to persons within the OPEB Trust from whom you determined it necessary to obtain audit evidence.

**PRESIDENT/SUPERINTENDENT** Gari Browning, Ph.D.

**BOARD OF TRUSTEES** Greg Bonaccorsi, Teresa Cox,  
Jan Giovannini-Hill, Vivien Larsen,  
Richard Watters, Garrett Yee

**Ohlone Community College District / Fremont Campus**  
43600 Mission Boulevard, Fremont, CA 94539-5847

**Ohlone College Newark Center**

39399 Cherry Street, Newark, CA 94560-4902

- d) Minutes of the meetings of the OPEB Trust or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 9) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 10) We have no knowledge of any fraud or suspected fraud that affects the OPEB Trust and involves—
  - Management,
  - Employees who have significant roles in internal control, or
  - Others where the fraud could have a material effect on the financial statements.
- 11) We have no knowledge of any allegations of fraud or suspected fraud affecting the OPEB Trust's financial statements communicated by employees, former employees, regulators, or others.
- 12) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
- 13) We have disclosed to you the identity of the OPEB Trust's related parties and all the related party relationships and transactions of which we are aware.

**Government-specific**

- 14) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 15) There have been no previous audits, attestation engagements, and other studies related to the audit objectives.
- 16) The OPEB Trust has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or net position.
- 17) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and legal and contractual provisions for reporting specific activities in separate funds.
- 18) There have been no instances that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
- 19) There have been no instances that have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
- 20) There have been no instances that have occurred or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
- 21) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 22) As part of your audit, you assisted with preparation of the financial statements and related notes. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.

- 23) The OPEB Trust has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 24) The OPEB Trust has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 25) The financial statements properly classify all funds and activities in accordance with GASB.
- 26) Components of net position are properly classified.
- 27) Investments are properly valued.
- 28) Revenues are appropriately classified.
- 29) Deposits and investment are properly classified as to risk and are properly disclosed.
- 30) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.

Signature: \_\_\_\_\_

Farhad Sabit

Executive Director, Business Services

Ohlone Community College District

*Farhad Sabit*  
11/27/2018

Signature: \_\_\_\_\_

Gari Browning, Ph.D.

President/Superintendent

Ohlone Community College District

*Gari Browning*