



January 10, 2018

Mr. Brian Fahnestock
El Camino Community College District
Administrative Services
16007 Crenshaw Boulevard
Torrance, CA 90506-0002

Ms. Jill Kanemasu
Division of Accounting and Reporting
State Controller's Office
3301 C Street, Suite 700
Sacramento, CA 95816

And Parties, Interested Parties, and Interested Persons (See Mailing List)

Re: Proposed Decision

Integrated Waste Management, 14-0007-I-07

Public Resources Code Sections 40418, 40196.3, 42920-42928;

Public Contract Code Sections 12167 and 12167.1

Statutes 1992, Chapter 1116 (AB 3521); Statutes 1999, Chapter 764 (AB 75)

State Agency Model Integrated Waste Management Plan (February 2000)

Fiscal Years: 2000-2001, 2003-2004, 2004-2005, 2005-2006, 2006-2007, and 2007-2008

El Camino Community College District, Claimant

Dear Mr. Fahnestock and Ms. Kanemasu:

The Proposed Decision for the above-captioned matter is enclosed for your review.

Hearing

This matter is set for hearing on **Friday, January 26, 2018**, at 10:00 a.m., State Capitol, Room 447, Sacramento, California. Please let us know in advance if you or a representative of your agency will testify at the hearing, and if other witnesses will appear. If you would like to request postponement of the hearing, please refer to section 1187.9(b) of the Commission's regulations.

Special Accommodations

For any special accommodations such as a sign language interpreter, an assistive listening device, materials in an alternative format, or any other accommodations, please contact the Commission Office at least five to seven *working* days prior to the meeting.

Sincerely,

Heather Halsey
Executive Director

ITEM 5
INCORRECT REDUCTION CLAIM
PROPOSED DECISION

Public Resources Code Sections 40148, 40196.3, 42920-42928; Public Contract Code Sections 12167 and 12167.1; Statutes 1992, Chapter 1116 (AB 3521); Statutes 1999, Chapter 764 (AB 75); State Agency Model Integrated Waste Management Plan (February 2000)

Integrated Waste Management

Fiscal Years 2000-2001, 2003-2004, 2004-2005, 2005-2006, 2006-2007, and 2007-2008

14-0007-I-07

El Camino Community College District, Claimant

EXECUTIVE SUMMARY

Overview

This Incorrect Reduction Claim (IRC) addresses reductions by the State Controller's Office (Controller) to reimbursement claims of the El Camino Community College District (claimant) for fiscal years 2000-2001 and 2003-2004 through 2007-2008 (the audit period) under the *Integrated Waste Management* program, 00-TC-07. The Controller made the audit reductions because the claimant did not identify and deduct from its reimbursement claims offsetting savings resulting from solid waste diversion and the associated reduced or avoided landfill disposal fees.

Staff finds that the Controller timely initiated the audit of the fiscal year 2000-2001 reimbursement claim, and timely completed the audit of all claims.

Staff further finds, based on the evidence in the record, that the Controller's calculation of offsetting cost savings for all years in the audit period except for the first half of fiscal year 2003-2004 is correct as a matter of law, and not arbitrary, capricious, or entirely lacking in evidentiary support.

However, the Controller's reduction of costs claimed for the first half of fiscal year 2003-2004 is incorrect as a matter of law. The Controller allocated the diversion rate for 2003-2004, as it did for the other fiscal years, because the claimant exceeded the mandate. However, the Controller used a 50 percent rate to calculate the allocated diversion rate, although the test claim statutes required only 25 percent diversion in calendar year 2003.¹ The requirement to divert 50 percent of solid waste did not become operative until January 1, 2004,² so the calculation of cost savings for fiscal year 2003-2004 is incorrect.

¹ Exhibit B, Controller's Late Comments on the IRC, page 71.

² Public Resources Code sections 42921; Exhibit A, IRC, page 91 (Parameters and Guidelines).

Applying the Controller's formula for the calculation of cost savings (using 25 percent to calculate the allocated diversion) to the first half of fiscal year 2003-2004, results in offsetting savings of \$13,772 (25 percent divided by 62.5 percent, multiplied by 934.85 tons diverted, multiplied by the statewide average landfill disposal fee of \$36.83) rather than \$27,544. Thus, the difference of \$13,772 has been incorrectly reduced and should be reinstated to the claimant.

The Integrated Waste Management Program

The test claim statutes require community college districts³ to adopt and implement, in consultation with the California Integrated Waste Management Board (CIWMB, now known as CalRecycle), an integrated waste management (IWM) plan to govern the district's efforts to reduce solid waste, reuse materials, recycle recyclable materials and procure products with recycled content in all agency offices and facilities. To implement their plans, community college districts must divert from landfill disposal at least 25 percent of solid waste by January 1, 2002, and at least 50 percent by January 1, 2004. Public Resources Code section 42925, as added by the test claim statutes, further provides that "[a]ny cost savings realized as a result of the state agency integrated waste management plan shall, to the extent feasible, be redirected to the agency's integrated waste management plan to fund plan implementation and administration costs, in accordance with Sections 12167 and 12167.1 of the Public Contract Code."

On March 24, 2004, the Commission adopted the Test Claim Statement of Decision and found that the test claim statutes impose a reimbursable state mandate on community colleges, and that cost savings under Public Resources Code section 42925 did not result in a denial of the Test Claim because there was no evidence of offsetting savings that would result in no net costs to a community college district. The Parameters and Guidelines were adopted on March 30, 2005, to authorize reimbursement for the activities approved in the Statement of Decision, and did not require claimants to identify and deduct from their reimbursement claims any cost savings. After the Commission adopted the Parameters and Guidelines, the Department of Finance (Finance) and CIWMB challenged the Statement of Decision and Parameters and Guidelines, arguing that the Commission did not properly account for all the offsetting cost savings from avoided disposal costs, or offsetting revenues from the sale of recyclable materials in the Statement of Decision or Parameters and Guidelines. On May 29, 2008, the Sacramento County Superior Court partially agreed with the petitioners and directed the Commission to amend the Parameters and Guidelines to:

1. [R]equire community college districts claiming reimbursable costs of an integrated waste management plan under Public Resources Code section 42920, et seq. to identify and offset from their claims, consistent with the directions for revenue in Public Contract Code sections 12167 and 12167.1, cost savings realized as a result of implementing their plans; and
2. [R]equire community college districts claiming reimbursable costs of an integrated waste management plan under Public Resources Code section 42920, et seq. to identify and offset from their claims all of the revenue

³ The test claim statutes apply to "state agencies" but defines them to include "the California Community Colleges" (Pub. Res. Code, § 40196.3). Community college districts are the only local government to which the test claim statutes apply.

generated as a result of implementing their plans, without regard to the limitations or conditions described in sections 12167 and 12167.1 of the Public Contract Code.⁴

In accordance with this court ruling, the Commission amended the Parameters and Guidelines on September 26, 2008.

This program was made optional by Statutes 2010, chapter 724 (AB 1610), section 34, effective October 19, 2010, and has remained so since that time.⁵

Procedural History

The claimant filed its fiscal year 2000-2001 reimbursement claim on October 6, 2005.⁶ The claimant filed its fiscal year 2003-2004, 2004-2005, 2005-2006, 2006-2007 and 2007-2008 reimbursement claims on March 30, 2009.⁷ The Controller notified the claimant of the pending audit adjustment on January 17, 2014.⁸ The Controller issued the Final Audit Report on March 19, 2014.⁹ The claimant filed the IRC on July 17, 2014.¹⁰ The Controller filed late comments on the IRC on May 6, 2015.¹¹ The claimant did not file rebuttal comments. Commission staff issued the Draft Proposed Decision on November 8, 2017.¹² The Controller filed comments on the Draft Proposed Decision on November 14, 2017.¹³ The claimant did not file comments on the Draft Proposed Decision.

Commission Responsibilities

Government Code section 17561(d) authorizes the Controller to audit the claims filed by local agencies and school districts and to reduce any claim for reimbursement of state-mandated costs if the Controller determines that the claim is excessive or unreasonable.

⁴ Exhibit B, Controller's Late Comments on the IRC, page 30 (Judgment Granting Petition for Writ of Administrative Mandamus).

⁵ See Government Code section 17581.5.

⁶ Exhibit A, IRC, pages 171.

⁷ Exhibit A, IRC, pages 175, 185, 192, 200, and 207.

⁸ Exhibit B, Controller's Late Comments on the IRC, page 33.

⁹ Exhibit A, IRC, page 26 (Final Audit Report).

¹⁰ Exhibit A, IRC, page 1.

¹¹ Exhibit B, Controller's Late Comments on the IRC, page 1. Note that Government Code section 17553(d) states: "the Controller shall have no more than 90 days after the claim is delivered or mailed to file any rebuttal to an incorrect reduction claim. The failure of the Controller to file a rebuttal to an incorrect reduction claim shall not serve to delay the consideration of the claim by the Commission." However, in this instance, due to the backlog of IRCs, these late comments have not delayed consideration of this item and so have been included in the analysis and Proposed Decision.

¹² Exhibit C, Draft Proposed Decision.

¹³ Exhibit D, Controller's Comments on the Draft Proposed Decision.

Government Code Section 17551(d) requires the Commission to hear and decide a claim that the Controller has incorrectly reduced payments to the local agency or school district. If the Commission determines that a reimbursement claim has been incorrectly reduced, section 1185.9 of the Commission's regulations requires the Commission to send the decision to the Controller and request that the costs in the claim be reinstated.

The Commission must review questions of law, including interpretation of parameters and guidelines, de novo, without consideration of legal conclusions made by the Controller in the context of an audit. The Commission is vested with exclusive authority to adjudicate disputes over the existence of state-mandated programs within the meaning of article XIII B, section 6 of the California Constitution.¹⁴ The Commission must also interpret the Government Code and implementing regulations in accordance with the broader constitutional and statutory scheme. In making its decisions, the Commission must strictly construe article XIII B, section 6 and not apply it as an "equitable remedy to cure the perceived unfairness resulting from political decisions on funding priorities."¹⁵

With regard to the Controller's audit decisions, the Commission must determine whether they were arbitrary, capricious, or entirely lacking in evidentiary support. This standard is similar to the standard used by the courts when reviewing an alleged abuse of discretion of a state agency.¹⁶

The Commission must also review the Controller's audit in light of the fact that the initial burden of providing evidence for a claim of reimbursement lies with the claimant.¹⁷ In addition, section 1185.1(f)(3) and 1185.2(c) of the Commission's regulations requires that any assertions of fact by the parties to an IRC must be supported by documentary evidence. The Commission's ultimate findings of fact must be supported by substantial evidence in the record.¹⁸

Claims

The following chart provides a brief summary of the claims and issues raised and staff's recommendation.

¹⁴ *Kinlaw v. State of California* (1991) 54 Cal.3d 326, 331-334; Government Code sections 17551, 17552.

¹⁵ *County of Sonoma v. Commission on State Mandates* (2000), 84 Cal.App.4th 1264, 1281, citing *City of San Jose v. State of California* (1996) 45 Cal.App.4th 1802, 1817.

¹⁶ *Johnston v. Sonoma County Agricultural Preservation and Open Space District* (2002) 100 Cal.App.4th 973, 983-984; *American Bd. of Cosmetic Surgery, Inc. v. Medical Bd. of California* (2008) 162 Cal.App.4th 534, 547.

¹⁷ *Gilbert v. City of Sunnyvale* (2005) 130 Cal.App.4th 1264, 1274-1275.

¹⁸ Government Code section 17559(b), which provides that a claimant or the state may commence a proceeding in accordance with the provisions of section 1094.5 of the Code of Civil Procedure to set aside a decision of the Commission on the ground that the Commission's decision is not supported by substantial evidence in the record.

Issue	Description	Staff Recommendation
Whether the Controller timely initiated the audit of the fiscal year 2000-2001 reimbursement claims, and timely completed the audit.	<p>The claimant alleges that the Controller failed to timely initiate the audit of the fiscal year 2000-2001 reimbursement claim.</p> <p>Government Code section 17558.5 requires an audit to be initiated no later than three years after the date the reimbursement claim is filed or last amended, but <i>if no funds are appropriated or no payment is made</i> “to a claimant for the program for the fiscal year for which the claim is filed, the time for the Controller to initiate an audit shall commence to run from the date of initial payment of the claim.”</p>	<p><i>The audit was timely initiated and completed</i> – The record shows that the Controller first made payment on 2000-2001 reimbursement claim on either January 18, 2011,¹⁹ or January 28, 2011,²⁰ within three years of the date the audit was initiated on January 17, 2014,²¹ so the audit was timely initiated.</p> <p>The audit was complete for all reimbursement claims when the final audit report was issued March 19, 2014,²² well before the two-year deadline of January 17, 2016.</p>
Whether the Controller’s reductions of costs claimed based on unreported cost savings resulting from implementation of the IWM plan are correct.	Pursuant to the ruling and writ issued in <i>State of California v. Commission on State Mandates</i> , (Super. Ct., Sacramento County, 2008, No. 07CS00355), the amended Parameters and Guidelines require claimants to identify and offset from their claims cost savings realized as a result of implementing their IWM plans, and apply the cost savings to fund plan implementation and administration costs.	<i>Partially Incorrect</i> – The Controller correctly presumed, absent any evidence to the contrary, that the claimant realized cost savings during the audit period equal to the avoided landfill fee per ton of waste required to be diverted. The avoided landfill disposal fee was based on the statewide average disposal fee provided by CIWMB for each year in the audit period. The claimant has not filed any evidence to rebut the statutory presumption of cost savings. Thus, the Controller’s reduction of costs

¹⁹ Exhibit A, IRC, page 214.

²⁰ Exhibit B, Controller’s Late Comments on the IRC, page 11, 35.

²¹ Exhibit B, Controller’s Late Comments on the IRC, page 33. Exhibit A, IRC, page 10.

²² Exhibit A, IRC, page 26 (Final Audit Report).

	<p>The test claim statutes presume that by complying with the mandate to divert solid waste through the IWM program, claimants can reduce or avoid landfill fees and realize cost savings. As indicated in the court's ruling, cost savings may be calculated from the solid waste disposal reduction that community colleges are required to annually report to CIWMB. There is a rebuttable statutory presumption of cost savings. To rebut the presumption, the claimant has the burden to show that cost savings were not realized.</p> <p>During most years of the audit period, the claimant diverted more solid waste than required by law. However, the Controller's cost savings formula "allocated" the diversion by dividing the percentage of solid waste required to be diverted, either 25% or 50%, by the actual percentage of solid waste diverted as reported by the claimant to CIWMB. The resulting quotient is then multiplied by the tons of solid waste diverted multiplied by the avoided landfill disposal fee (based on the statewide average fee). This formula avoids penalizing the claimant for diverting more solid waste than the state-mandated amount.</p>	<p>claimed for all years in the audit period except the first half of fiscal year 2003-2004 is correct as a matter of law.</p> <p>However, the Controller's reduction for the first half of fiscal year 2003-2004 is incorrect as a matter of law. The Controller applied a 50% diversion rate to calculate offsetting savings for this period, although the mandate was 25% in 2003. The requirement to divert 50% of solid waste did not become operative until January 1, 2004.²⁴</p> <p>Applying the Controller's formula to calculate cost savings (using 25% to calculate the allocated diversion) for the first half of fiscal year 2003-2004 results in offsetting cost savings of \$13,772 (25 percent divided by 62.5 percent, multiplied by 934.85 tons diverted multiplied by the statewide average landfill disposal fee of \$36.83) rather than \$27,544. Therefore, the difference of \$13,772 has been incorrectly reduced and should be reinstated to the claimant.</p> <p>In comments on the Draft Proposed Decision, the Controller agreed with the conclusion and to reinstate \$13,772 to the claimant for the first half of fiscal year 2003-2004.²⁵</p>
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²⁴ Public Resources Code sections 42921; Exhibit A, IRC, page 91 (Parameters and Guidelines).

²⁵ Exhibit D, Controller's Comments on the Draft Proposed Decision.

	<p>The Controller found that the claimant did not achieve the mandated “25%” diversion rate for the first half of fiscal year 2000-2001, so instead of allocating the diversion rate for this year, the Controller used 100% of the tonnage diverted to calculate the offsetting cost savings.</p> <p>For the first half of fiscal year 2003-2004, the Controller used a 50% rate to allocate cost savings, although 25% was mandated during this period. The Controller admits that the mandated diversion rate is 25% during 2003.²³</p>	
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Staff Analysis

A. The Controller Timely Initiated and Completed the Audit for Fiscal Year 2000-2001, and Timely Completed the Audit of All Claims.

The Controller timely initiated the audit of the fiscal year 2000-2001 reimbursement claim and timely completed the audit for all claims pursuant to Government Code section 17558.5. Government Code section 17558.5(a) tolls the time to initiate the audit to three years from the date of initial payment on the claim, rather than three years from the date the claim was filed, “if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed.” The record shows that the Controller first made payment on the 2000-2001 reimbursement claim on either January 18, 2011,²⁶ or January 28, 2011,²⁷ within three years of the date the audit was initiated on January 17, 2014,²⁸ so the audit was timely initiated. The audit was complete for all reimbursement claims when the final audit report was issued March 19, 2014,²⁹ well before the two-year deadline of January 17, 2016.

B. The Controller’s Reduction of Costs Claimed Is Generally Correct as a Matter of Law; However, the Reduction for the First Half of Fiscal Year 2003-2004, Based on a 50 Percent Mandated Diversion Rate, Is Incorrect as a Matter of Law

²³ Exhibit B, Controller’s Late Comments on the IRC, page 20.

²⁶ Exhibit A, IRC, page 214.

²⁷ Exhibit B, Controller’s Late Comments on the IRC, pages 11, 35.

²⁸ Exhibit B, Controller’s Late Comments on the IRC, pages 33. Exhibit A, IRC, page 10.

²⁹ Exhibit A, IRC, page 26 (Final Audit Report).

The test claim statutes require community college districts to divert from landfill disposal at least 25 percent of generated solid waste by January 1, 2002, and at least 50 percent by January 1, 2004.³⁰ The test claim statutes also provide that “Any cost savings realized as a result of the state agency integrated waste management plan shall, to the extent feasible, be redirected to the agency’s integrated waste management plan to fund plan implementation and administration costs . . .”³¹

The statutes, therefore, presume that by complying with the mandate to divert solid waste through the IWM program, landfill fees are reduced or avoided and cost savings are realized. And the amount or value of the cost savings may be determined from the calculations of annual solid waste disposal reduction or diversion, which community colleges are required to annually report to CIWMB.³²

Staff finds that the Controller correctly presumed, consistent with the test claim statutes and the court’s interpretation of those statutes, and without evidence to the contrary, that the claimant realized cost savings during the audit period equal to the avoided landfill disposal fee per ton of waste required to be diverted.

Staff finds, based on the evidence in the record, that the Controller’s calculation of offsetting cost savings for all fiscal years in the audit period except the first half of fiscal year 2003-2004 is correct as a matter of law and not arbitrary, capricious, or entirely lacking in evidentiary support. During the audit period, the claimant exceeded the mandated diversion rate in all years except for the first half of fiscal year 2000-2001.³³

For those years the claimant exceeded the mandate, the Controller calculated offsetting savings by allocating the diversion to reflect the mandate. The Controller allocated the diversion by dividing the percentage of solid waste required to be diverted by the test claim statute (either 25 percent or 50 percent) by the actual percentage of solid waste diverted (as annually reported by the claimant to CIWMB). The allocated tonnage of solid waste diverted was then multiplied by the avoided landfill disposal fee (based on the statewide average fee) to calculate the offsetting savings realized.³⁴ The formula allocates or reduces cost savings based on the mandated rates of diversion, and is intended to avoid penalizing the claimant for diverting more solid waste than the amount mandated by law.³⁵

For the first half of fiscal year 2000-2001, the claimant achieved a 21.5 percent diversion, which the Controller correctly determined did *not* reach the minimum 25 percent diversion mandated

³⁰ Public Resources Code section 40124.

³¹ Public Resources Code section 42925(a).

³² Exhibit B, Controller’s Late Comments on the IRC, pages 75-76 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter).

³³ Exhibit B, Controller’s Late Comments on the IRC, pages 39, 71.

³⁴ Exhibit A, IRC, pages 34; Exhibit B, Controller’s Late Comments on the IRC, page 19-20.

³⁵ Exhibit B, Controller’s Late Comments on the IRC, pages 19.

by the state. To calculate cost savings for this time period, the Controller did not allocate the diversion percentage, but instead multiplied 100 percent of the solid waste that claimant diverted for the year by the avoided landfill disposal fee.³⁶

These formulas are consistent with the statutory presumption of cost savings and correctly presume, without any evidence to the contrary, that the percentage of waste required to be diverted results in offsetting cost savings in an amount equal to the avoided landfill fee per ton of waste required to be diverted. In years when the claimant exceeded the mandated diversion rates, the Controller's formula limits the offset to the mandated diversion rates.

However, the Controller's reduction of costs claimed for the first half of fiscal year 2003-2004 is incorrect as a matter of law. The claimant achieved an actual diversion rate of 62.5 percent during calendar year 2003.³⁷ The Controller allocated the claimant's diversion rate, as it had done for the other fiscal years when the claimant exceeded the mandate, but used a 50 percent rate to calculate the allocated diversion rate, when the test claim statutes mandated only 25 percent diversion in 2003.³⁸ The requirement to divert 50 percent of all solid waste did not become operative until January 1, 2004.³⁹ Therefore, the Controller's calculation of cost savings, which applied a 50 percent diversion rate to the period from July 1, 2003, through December 31, 2003 instead of the mandated 25 percent diversion rate, is incorrect as a matter of law.

Applying the Controller's cost savings formula (using the mandated 25 percent rate of diversion) to the first half of fiscal year 2003-2004, results in offsetting savings of \$13,772 (25 percent divided by 62.5 percent, multiplied by 934.85 tons diverted multiplied by the statewide average landfill disposal fee of \$36.83) rather than \$27,544. Therefore, the difference of \$13,772 has been incorrectly reduced.

In comments on the Draft Proposed Decision, the Controller agreed with the conclusion and to reinstate \$13,772 to the claimant for the first half of fiscal year 2003-2004.⁴⁰

Conclusion

Staff finds that the Controller timely initiated the audit of the fiscal year 2000-2001 reimbursement claim, and timely completed the audit of all claims.

Staff also finds, based on the evidence in the record, that the Controller's calculation of offsetting cost savings for all calendar years in the audit period except the first half of fiscal year 2003-2004 is correct as a matter of law and not arbitrary, capricious, or entirely lacking in evidentiary support.

³⁶ Exhibit B, Controller's Late Comments on the IRC, page 71. The calculation was only for the first half of fiscal year 2000-2001, so the Controller's calculation was based on half the total tonnage diverted (206.8 tons).

³⁷ Exhibit B, Controller's Late Comments on the IRC, page 46 (2003 Annual Report).

³⁸ Exhibit B, Controller's Late Comments on the IRC, page 71.

³⁹ Public Resources Code sections 42921; Exhibit A, IRC, page 91 (Parameters and Guidelines).

⁴⁰ Exhibit D, Controller's Comments on the Draft Proposed Decision.

Staff further finds that the reduction of costs claimed for the first half of fiscal year 2003-2004 is incorrect as a matter of law. The law and the evidence in the record support offsetting cost savings for the first half of fiscal year 2003-2004 of \$13,772, rather than \$27,544. Therefore, the difference of \$13,772 has been incorrectly reduced and should be reinstated to the claimant.

Staff Recommendation

Staff recommends that the Commission adopt the Proposed Decision to partially approve the IRC and request, pursuant to Government Code section 17551(d) and section 1185.9 of the Commission's regulations, that the Controller reinstate \$13,772 to the claimant. Staff further recommends that the Commission authorize staff to make any technical, non-substantive changes to the Proposed Decision following the hearing.

BEFORE THE
 COMMISSION ON STATE MANDATES
 STATE OF CALIFORNIA

**IN RE INCORRECT REDUCTION CLAIM
 ON:**

Public Resources Code Sections 40148, 40196.3, 42920-42928; Public Contract Code Sections 12167 and 12167.1; Statutes 1992, Chapter 1116 (AB 3521); Statutes 1999, Chapter 764 (AB 75); State Agency Model Integrated Waste Management Plan (February 2000)

Fiscal Years 2000-2001, 2003-2004, 2004-2005, 2005-2006, 2006-2007, and 2007-2008

El Camino Community College District,
 Claimant

Case No.: 14-0007-I-07

Integrated Waste Management

DECISION PURSUANT TO
 GOVERNMENT CODE SECTION
 17500 ET SEQ.; CALIFORNIA CODE OF
 REGULATIONS, TITLE 2, DIVISION 2,
 CHAPTER 2.5, ARTICLE 7

(Adopted January 26, 2018)

DECISION

The Commission on State Mandates (Commission) heard and decided this Incorrect Reduction Claim (IRC) during a regularly scheduled hearing on January 26, 2018. [Witness list will be included in the adopted Decision.]

The law applicable to the Commission’s determination of a reimbursable state-mandated program is article XIII B, section 6 of the California Constitution, Government Code section 17500 et seq., and related case law.

The Commission [adopted/modified] the Proposed Decision to [approve/partially approve/deny] the IRC by a vote of [vote count will be included in the adopted Decision] as follows:

Member	Vote
Lee Adams, County Supervisor	
Ken Alex, Director of the Office of Planning and Research	
Richard Chivaro, Representative of the State Controller, Vice Chairperson	
Mark Hariri, Representative of the State Treasurer	
Sarah Olsen, Public Member	
Carmen Ramirez, City Council Member	
Jacqueline Wong-Hernandez, Representative of the Director of the Department of Finance, Chairperson	

Summary of the Findings

This IRC addresses reductions made by the State Controller's Office (Controller) to reimbursement claims of the El Camino Community College District (claimant) for fiscal years 2000-2001 and 2003-2004 through 2007-2008 (the audit period), under the *Integrated Waste Management* program, 00-TC-07. The Controller made the audit reductions because the claimant did not identify and deduct from its reimbursement claims offsetting cost savings from its diversion of solid waste and the associated reduced or avoided landfill disposal costs.

The test claim statutes require community college districts to adopt and implement, in consultation with California Integrated Waste Management Board (CIWMB, which is now the California Department of Resources Recycling and Recovery, or CalRecycle), integrated waste management (IWM) plans to reduce solid waste⁴¹ To implement their plans, districts must divert from landfill disposal at least 25 percent of generated solid waste by January 1, 2002, and at least 50 percent by January 1, 2004.⁴² The test claim statutes also provide that "Any cost savings realized as a result of the state agency integrated waste management plan shall, to the extent feasible, be redirected to the agency's integrated waste management plan to fund plan implementation and administration costs . . ."⁴³

The statutes, therefore, presume that by complying with the mandate to divert solid waste through the IWM program, landfill fees are reduced or avoided and cost savings are realized. The amount or value of the cost savings may be determined from the calculations of annual solid waste disposal reduction or diversion, which community colleges are required to annually report to CIWMB.⁴⁴

The Commission finds that the Controller timely initiated the audit of the fiscal year 2000-2001 reimbursement claim and timely completed the audit for all of the reimbursement claims at issue in this matter pursuant to Government Code section 17558.5. Government Code section 17558.5(a) tolls the time to initiate the audit to three years from the date of initial payment on the claim, rather than three years from the date the claim was filed, "if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed." The record shows that the Controller first made payment on the 2000-2001 reimbursement claim on either January 18, 2011,⁴⁵ or January 28, 2011,⁴⁶ within three years of the date the audit was initiated on January 17, 2014,⁴⁷ so the audit was timely initiated. The audit was complete for all

⁴¹ Public Resources Code section 42920(b).

⁴² Public Resources Code section 40124.

⁴³ Public Resources Code section 42925(a).

⁴⁴ Exhibit B, Controller's Late Comments on the IRC, pages 75-76 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter).

⁴⁵ Exhibit A, IRC, page 214.

⁴⁶ Exhibit B, Controller's Late Comments on the IRC, pages 11, 35.

⁴⁷ Exhibit B, Controller's Late Comments on the IRC, pages 33. Exhibit A, IRC, page 10.

reimbursement claims when the final audit report was issued March 19, 2014,⁴⁸ well before the two-year deadline of January 17, 2016.

On the merits, the Commission finds that the audit reductions are partially correct.

During the audit period, the claimant diverted solid waste, as required by the test claim statutes, and exceeded the mandated diversion rate in all years except in the first half of fiscal year 2000-2001. The Controller correctly presumed, consistent with the test claim statutes and the court's interpretation of those statutes, and without any evidence to the contrary, that the claimant realized cost savings during the audit period equal to the avoided landfill disposal fee per ton of waste required to be diverted.

Based on the evidence in the record, the Commission finds that the Controller's calculation of offsetting cost savings for all years in the audit period except the first half of fiscal year 2003-2004 is correct as a matter of law, and not arbitrary, capricious, or entirely lacking in evidentiary support. For those years the claimant exceeded the mandate, the Controller calculated offsetting savings by allocating the diversion to reflect the mandate. The Controller allocated the diversion by dividing the percentage of solid waste required to be diverted by the test claim statute (either 25 percent or 50 percent) by the actual percentage of solid waste diverted (as annually reported by the claimant to the California Integrated Waste Management Board (CIWMB)). The allocated tonnage of solid waste diverted was then multiplied by the avoided landfill disposal fee (based on the statewide average fee) to calculate the offsetting savings realized.⁴⁹ The formula allocates cost savings based on the mandated rate of diversion, and is intended to avoid penalizing the claimant for diverting more solid waste than the amount mandated by law.⁵⁰ The claimant has not filed any evidence to rebut the statutory presumption of cost savings or to show that the statewide average disposal fee is incorrect or arbitrary. Thus, the Controller's reduction of costs claimed for these fiscal years is correct.

For the first half of fiscal year 2000-2001, the claimant achieved a 21.5 percent diversion, which the Controller correctly determined did *not* reach the minimum 25 percent diversion mandated by the state. To calculate cost savings for this time period, the Controller did not allocate the diversion percentage, but instead multiplied 100 percent of the solid waste that claimant diverted for the year by the avoided landfill disposal fee.⁵¹

These formulas are consistent with the statutory presumption of cost savings and correctly presume, without any evidence to the contrary, that the waste diverted results in offsetting cost savings in an amount equal to the avoided landfill fee per ton of waste required to be diverted and actually diverted. In years when the claimant exceeded the mandated diversion rates, the Controller's formula limits the offset to the mandated diversion rate.

⁴⁸ Exhibit A, IRC, page 26 (Final Audit Report).

⁴⁹ Exhibit A, IRC, pages 34; Exhibit B, Controller's Late Comments on the IRC, page 19-20.

⁵⁰ Exhibit B, Controller's Late Comments on the IRC, pages 19.

⁵¹ Exhibit B, Controller's Late Comments on the IRC, page 71. The calculation was only for the first half of fiscal year 2000-2001, so the Controller's calculation was based on half the total tonnage diverted (206.8 tons).

However, the Controller's reduction of costs claimed for the first half of fiscal year 2003-2004 is incorrect as a matter of law. The Controller allocated the diversion rate for 2003-2004, as it did for the other fiscal years, because the claimant exceeded the mandate. However, the Controller used a 50 percent rate to calculate the allocated diversion rate although the test claim statutes required only 25 percent diversion in calendar year 2003.⁵² The requirement to divert 50 percent of solid waste did not become operative until January 1, 2004,⁵³ so the calculation of cost savings for fiscal year 2003-2004 is incorrect as a matter of law.

Applying the Controller's cost savings formula (using the mandated 25 percent diversion rate) to the first half of fiscal year 2003-2004, results in offsetting savings of \$13,772 (25 percent divided by 62.5 percent, multiplied by 934.85 tons diverted multiplied by the statewide average landfill disposal fee of \$36.83) rather than \$27,544. The Commission finds that the difference of \$13,772 has been incorrectly reduced and should be reinstated to the claimant.

Therefore, the Commission partially approves this IRC, and requests, pursuant to Government Code section 17551(d) and section 1185.9 of the Commission's regulations, that the Controller reinstate \$13,772 to the claimant.

COMMISSION FINDINGS

I. Chronology

- 10/06/2005 The claimant filed its 2000-2001 reimbursement claim.⁵⁴
- 03/30/2009 The claimant filed its 2003-2004, 2004-2005, 2005-2006, 2006-2007, and 2007-2008 reimbursement claim.⁵⁵
- 01/17/2014 The Controller notified the claimant of the audit.⁵⁶
- 03/19/2014 The Controller issued the Final Audit Report.⁵⁷
- 07/17/2014 The claimant filed this IRC.⁵⁸
- 05/06/2015 The Controller filed late comments on the IRC.⁵⁹

⁵² Exhibit B, Controller's Late Comments on the IRC, page 71.

⁵³ Public Resources Code sections 42921; Exhibit A, IRC, page 91 (Parameters and Guidelines).

⁵⁴ Exhibit A, IRC, pages 171.

⁵⁵ Exhibit A, IRC, pages 175, 185, 192, 200, and 207.

⁵⁶ Exhibit B, Controller's Late Comments on the IRC, page 33.

⁵⁷ Exhibit A, IRC, page 26 (Final Audit Report).

⁵⁸ Exhibit A, IRC, page 1.

⁵⁹ Exhibit B, Controller's Late Comments on the IRC, page 1. Note that Government Code section 17553(d) states: "the Controller shall have no more than 90 days after the claim is delivered or mailed to file any rebuttal to an incorrect reduction claim. The failure of the Controller to file a rebuttal to an incorrect reduction claim shall not serve to delay the consideration of the claim by the Commission." However, in this instance, due to the backlog of

11/08/2017 Commission staff issued the Draft Proposed Decision.⁶⁰

11/14/2017 The Controller filed comments on the Draft Proposed Decision.⁶¹

II. Background

A. The *Integrated Waste Management Program*

The test claim statutes require community college districts⁶² to adopt and implement, in consultation with CIWMB (which is now the California Department of Resources Recycling and Recovery, or CalRecycle), integrated waste management (IWM) plans to reduce solid waste, reuse materials whenever possible, recycle recyclable materials, and procure products with recycled content in all agency offices and facilities.⁶³ To implement their plans, districts must divert from landfill disposal at least 25 percent of generated solid waste by January 1, 2002, and at least 50 percent by January 1, 2004. To divert means to “reduce or eliminate the amount of solid waste from solid waste disposal...”⁶⁴

CIWMB developed and adopted a model IWM plan on February 15, 2000, and the test claim statutes provide that if a district does not adopt an IWM plan, the CIWMB model plan governs the community college.⁶⁵ Each district is also required to report annually to CIWMB on its progress in reducing solid waste; and the reports’ minimum contents are specified in statute.⁶⁶ The test claim statutes also require a community college, when entering into or renewing a lease, to ensure that adequate areas are provided for and adequate personnel are available to oversee collection, storage, and loading of recyclable materials in compliance with CIWMB’s requirements.⁶⁷ Additionally, the test claim statutes added Public Resources Code section 42925(a), which addressed cost savings from IWM plan implementation:

Any cost savings realized as a result of the state agency integrated waste management plan shall, to the extent feasible, be redirected to the agency’s integrated waste management plan to fund plan implementation and administration costs, in accordance with Sections 12167 and 12167.1 of the Public Contract Code.

IRCs, these late comments have not delayed consideration of this item and so have been included in the analysis and Proposed Decision.

⁶⁰ Exhibit C, Draft Proposed Decision.

⁶¹ Exhibit D, Controller’s Comments on the Draft Proposed Decision.

⁶² The test claim statutes apply to “state agencies” and define them to include “the California Community Colleges” (Pub. Res. Code, § 40196.3).

⁶³ Public Resources Code section 42920(b).

⁶⁴ Public Resources Code section 40124.

⁶⁵ Public Resources Code section 42920(b)(3).

⁶⁶ Public Resources Code section 42926.

⁶⁷ Public Resources Code section 42924(b).

The Public Contract Code sections referenced in section 42925(a) require that revenue received as a result of the community college's IWM plan be deposited in CIWMB's Integrated Waste Management Account. After July 1, 1994, CIWMB is authorized to spend the revenue upon appropriation by the Legislature to offset recycling program costs. Annual revenue under \$2,000 is to be continuously appropriated for expenditure by the community colleges, whereas annual revenue over \$2,000 is available for expenditures upon appropriation by the Legislature.⁶⁸

On March 24, 2004, the Commission adopted the *Integrated Waste Management* Statement of Decision and determined that the test claim statutes impose a reimbursable state-mandated program on community college districts. The Commission also found that cost savings under Public Resources Code section 42925(a) did not preclude a reimbursable mandate under Government Code section 17556(e) because there was no evidence that offsetting savings would result in no net costs to a community college implementing an IWM plan, nor was there evidence that revenues received from plan implementation would be "in an amount sufficient to fund" the cost of the state-mandated program. The Commission found that any revenues received would be identified as offsetting revenue in the Parameters and Guidelines.

The Parameters and Guidelines were adopted on March 30, 2005, and authorize reimbursement for the increased costs to perform the following activities:

- A. One-Time Activities (*Reimbursable starting January 1, 2000*)
 - 1. Develop the necessary district policies and procedures for the implementation of the integrated waste management plan.
 - 2. Train district staff on the requirements and implementation of the integrated waste management plan (one-time per employee). Training is limited to the staff working directly on the plan.
- B. Ongoing Activities (*Reimbursable starting January 1, 2000*)
 - 1. Complete and submit to the [Integrated Waste Management] Board the following as part of the State Agency Model Integrated Waste Management Plan (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000.):
 - a. state agency or large state facility information form;

⁶⁸ Public Contract Code sections 12167 and 12167.1 are part of the State Assistance for Recycling Markets Act, which was originally enacted in 1989 to foster the procurement and use of recycled paper products and other recycled resources in daily state operations (See Pub. Contract Code, §§ 12153, 12160; Stats. 1989, ch. 1094). The Act, including sections 12167 and 12167.1, applies to California community colleges only to the limited extent that these sections are referenced in Public Resources Code section 42925. Community colleges are not defined as state agencies or otherwise subject to the Act's provisions for the procurement and use of recycled products in daily state operations. See Exhibit B, Controller's Late Comments on the IRC, pages 88-89 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355)).

- b. state agency list of facilities;
- c. state agency waste reduction and recycling program worksheets that describe program activities, promotional programs, and procurement activities, and other questionnaires; and
- d. state agency integrated waste management plan questions.

NOTE: Although reporting on promotional programs and procurement activities in the model plan is reimbursable, implementing promotional programs and procurement activities is not.

- 2. Respond to any Board reporting requirements during the approval process. (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000.)
 - 3. Consult with the Board to revise the model plan, if necessary. (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000.)
 - 4. Designate one solid waste reduction and recycling coordinator for each college in the district to perform new duties imposed by chapter 18.5 (Pub. Resources Code, §§ 42920 – 42928). The coordinator shall implement the integrated waste management plan. The coordinator shall act as a liaison to other state agencies (as defined by section 40196.3) and coordinators. (Pub. Resources Code, § 42920, subd. (c).)
 - 5. Divert at least 25 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2002, and at least 50 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2004, through source reduction, recycling, and composting activities. Maintain the required level of reduction, as approved by the Board. (Pub. Resources Code, §§ 42921 & 42922, subd. (i).)
- C. Alternative Compliance (*Reimbursable from January 1, 2000 – December 31, 2005*)
- 1. Seek either an alternative requirement or time extension if a community college is unable to comply with the January 1, 2002 deadline to divert 25 percent of its solid waste, by doing the following: (Pub. Resources Code, §§ 42927 & 42923 subds. (a) & (c).)
 - a. Notify the Board in writing, detailing the reasons for its inability to comply.
 - b. Request of the Board an alternative to the January 1, 2002 deadline.
 - c. Provide evidence to the Board that the college is making a good faith effort to implement the source reduction, recycling, and composting programs identified in its integrated waste management plan.
 - d. Provide information that describes the relevant circumstances that contributed to the request for extension, such as lack of markets for

recycled materials, local efforts to implement source reduction, recycling and composting programs, facilities built or planned, waste disposal patterns, and the type of waste disposed of by the community college.

- e. Submit a plan of correction that demonstrates that the college will meet the requirements of Section 42921 [the 25 and 50 percent diversion requirements] before the time extension expires, including the source reduction, recycling, or composting steps the community college will implement, a date prior to the expiration of the time extension when the requirements of Section 42921 will be met, the existing programs that it will modify, any new programs that will be implemented to meet those requirements, and the means by which these programs will be funded.
2. Seek either an alternative requirement or time extension if a community college is unable to comply with the January 1, 2004 deadline to divert 50 percent of its solid waste, by doing the following: (Pub. Resources Code, §§ 42927 & 42922, subds. (a) & (b).)
 - a. Notify the Board in writing, detailing the reasons for its inability to comply.
 - b. Request of the Board an alternative to the 50-percent requirement.
 - c. Participate in a public hearing on its alternative requirement.
 - d. Provide the Board with information as to:
 - (i) the community college's good faith efforts to implement the source reduction, recycling, and composting measures described in its integrated waste management plan, and demonstration of its progress toward meeting the alternative requirement as described in its annual reports to the Board;
 - (ii) the community college's inability to meet the 50 percent diversion requirement despite implementing the measures in its plan;
 - (iii) how the alternative source reduction, recycling, and composting requirement represents the greatest diversion amount that the community college may reasonably and feasibly achieve; and,
 - (iv) the circumstances that support the request for an alternative requirement, such as waste disposal patterns and the types of waste disposed by the community college.⁶⁹

D. Accounting System (*Reimbursable starting January 1, 2000*)

⁶⁹ These alternative compliance and time extension provisions in part C were sunset on January 1, 2006, but were included in the adopted Parameters and Guidelines.

Developing, implementing, and maintaining an accounting system to enter and track the college's source reduction, recycling and composting activities, the cost of those activities, the proceeds from the sale of any recycled materials, and such other accounting systems which will allow it to make its annual reports to the state and determine waste reduction. Note: only the pro-rata portion of the costs incurred to implement the reimbursable activities can be claimed.

E. Annual Report (*Reimbursable starting January 1, 2000*)

Annually prepare and submit, by April 1, 2002, and by April 1 each subsequent year, a report to the Board summarizing its progress in reducing solid waste. The information in the report must encompass the previous calendar year and shall contain, at a minimum, the following as outlined in section 42926, subdivision (b): (Pub. Resources Code, §§ 42926, subd. (a) & 42922, subd. (i).)

1. calculations of annual disposal reduction;
2. information on the changes in waste generated or disposed of due to increases or decreases in employees, economics, or other factors;
3. a summary of progress made in implementing the integrated waste management plan;
4. the extent to which the community college intends to use programs or facilities established by the local agency for handling, diversion, and disposal of solid waste (If the college does not intend to use those established programs or facilities, it must identify sufficient disposal capacity for solid waste that is not source reduced, recycled or composted.);
5. for a community college that has been granted a time extension by the Board, it shall include a summary of progress made in meeting the integrated waste management plan implementation schedule pursuant to section 42921, subdivision (b), and complying with the college's plan of correction, before the expiration of the time extension;
6. for a community college that has been granted an alternative source reduction, recycling, and composting requirement by the Board pursuant to section 42922, it shall include a summary of progress made towards meeting the alternative requirement as well as an explanation of current circumstances that support the continuation of the alternative requirement.

F. Annual Recycled Material Reports (*Reimbursable starting July 1, 1999*)

Annually report to the Board on quantities of recyclable materials collected for recycling. (Pub. Contract Code, § 12167.1.) (See Section VII. regarding offsetting revenues from recyclable materials.)⁷⁰

⁷⁰ Exhibit A, IRC, page 41-44 (Parameters and Guidelines, adopted March 30, 2005).

The Parameters and Guidelines further require that each claimed reimbursable cost be supported by contemporaneous source documentation.⁷¹

And as originally adopted, the Parameters and Guidelines required community college districts to identify and deduct from their reimbursement claims all of the offsetting revenues received from the sale of recyclable materials, limited by the provisions of Public Resources Code section 42925 and Public Contract Code section 12167.1. The original Parameters and Guidelines did not require community colleges to identify and deduct from their claims any offsetting cost savings resulting from the solid waste diversion activities required by the test claim statutes.⁷²

B. Superior Court Decision on Cost Savings and Offsets Under the Program

After the Parameters and Guidelines were adopted, the Department of Finance (Finance) and CIWMB filed a petition for writ of mandate requesting the court to direct the Commission to set aside the Test Claim Statement of Decision and Parameters and Guidelines and to issue a new Decision and Parameters and Guidelines that give full consideration to the cost savings and offsetting revenues community college districts will achieve by complying with the test claim statutes, including all cost savings realized from avoided landfill disposal fees and revenues received from the collection and sale of recyclable materials. The petitioners further argued that Public Contract Code sections 12167 and 12167.1 do not require community college districts to deposit revenues received from the collection and sale of recyclable materials into the Integrated Waste Management Account, as determined by the Commission, but instead allow community college districts to retain all revenues received. The petitioners argued that such revenues must be identified as offsetting revenues and applied to the costs of the program, without the community college district obtaining the approval of the Legislature or CIWMB.

On May 29, 2008, the Sacramento County Superior Court granted the petition for writ of mandate, finding that the Commission's treatment of cost savings and revenues in the Parameters and Guidelines was erroneous and required that the Parameters and Guidelines be amended. The court said:

There is no indication in the administrative record or in the legal authorities provided to the court that, as respondent [Commission] argues, a California Community College might not receive the full reimbursement of its actual increased costs required by section 6 if its claims for reimbursement of IWM plan costs were offset by realized cost savings and all revenues received from the plan activities.⁷³

Instead, the court recognized that community colleges are “likely to experience costs savings in the form of reduced or avoided costs of landfill disposal” as a result of the mandated activities in Public Resources Code section 42921 because reduced or avoided costs “are a direct result and

⁷¹ Exhibit A, IRC, page 41 (Parameters and Guidelines, adopted March 30, 2005).

⁷² Exhibit A, IRC, pages 46 (Parameters and Guidelines, adopted March 30, 2005).

⁷³ Exhibit B, Controller's Late Comments on the IRC, page 78 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter, Footnote 1).

an integral part of the IWM plan mandated under Public Resources Code section 42920 et seq.: as solid waste diversion occurs, landfill disposal of the solid waste and associated landfill disposal costs are reduced or avoided.”⁷⁴ The court noted that “diversion is defined in terms of landfill disposal for purposes of the IWM plan mandates” and cited the statutory definition of diversion: “activities which reduce or eliminate the amount of solid waste from solid waste disposal for purposes of this division [i.e., division 30, including § 42920 et seq.]” as well as the statutory definition of disposal: “the management of solid waste through landfill disposal or transformation at a permitted solid waste facility.”⁷⁵ The court explained:

[R]eduction or avoidance of landfill fees resulting from solid waste diversion activities under § 42920 et seq. represent savings *which must be offset* against the costs of the diversion activities to determine the reimbursable costs of the IWM plan implementation . . . The amount or value of the savings may be determined from the calculations of annual solid waste disposal reduction or diversion which California Community Colleges must annually report to petitioner Integrated Waste Management Board pursuant to subdivision (b)(l) of Public Resources Code section 42926.⁷⁶

The court harmonized section 42925(a) with Public Contract Code sections 12167 and 12167.1:

By requiring the redirection of cost savings from state agency IWM plans to fund plan implementation and administration costs “in accordance with Sections 12167 and 12167.1 of the Public Contract Code,” section 42925 assures that cost savings realized from state agencies’ IWM plans are handled in a manner consistent with the handling of revenues received from state agencies’ recycling plans under the State Assistance for Recycling Markets Act. Thus, in accordance with section 12167, state agencies, along with California Community Colleges which are defined as state agencies for purposes of IWM plan requirements in Public Resources Code section 42920 et seq. [citations omitted], must deposit cost savings resulting from IWM plans in the Integrated Waste Management Account in the Integrated Waste Management Fund; the funds deposited in the Integrated Waste Management Account, upon appropriation by the Legislature, may be expended by the Integrated Waste Management Board for the purpose of

⁷⁴ Exhibit B, Controller’s Late Comments on the IRC, page 78 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter). Emphasis added.

⁷⁵ Exhibit B, Controller’s Late Comments on the IRC, pages 78-79 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter).

⁷⁶ Exhibit B, Controller’s Late Comments on the IRC, page 79 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter). Emphasis added.

offsetting IWM plan costs. In accordance with section 12167.1 and notwithstanding section 12167, cost savings from the IWM plans of the agencies and colleges that do not exceed \$2000 annually are continuously appropriated for expenditure by the agencies and colleges for the purpose of offsetting IWM plan implementation and administration costs; cost savings resulting from IWM plans in excess of \$2000 annually are available for such expenditure by the agencies and colleges when appropriated by the Legislature.⁷⁷

The court issued a writ of mandate directing the Commission to amend the Parameters and Guidelines to require community college districts claiming reimbursable costs of an IWM plan to:

1. Identify and offset from their claims, consistent with the directions for revenue in Public Contract Code sections 12167 and 12167.1, cost savings realized as a result of implementing their plans; and
2. Identify and offset from their claims all of the revenue generated as a result of implementing their plans, without regard to the limitations or conditions described in sections 12167 and 12167.1 of the Public Contract Code.⁷⁸

C. Parameters and Guidelines Amendment Pursuant to the Writ

In compliance with the writ, the Commission amended the Parameters and Guidelines on September 26, 2008 to add section VIII. Offsetting Cost Savings, which states:

Reduced or avoided costs realized from implementation of the community college districts' Integrated Waste Management plans shall be identified and offset from this claim as cost savings, consistent with the directions for revenue in Public Contract Code sections 12167 and 12167.1. Pursuant to these statutes, community college districts are required to deposit cost savings resulting from their Integrated Waste Management plans in the Integrated Waste Management Account in the Integrated Waste Management Fund; the funds deposited in the Integrated Waste Management Account, upon appropriation by the Legislature, may be expended by the California Integrated Waste Management Board for the purpose of offsetting Integrated Waste Management plan costs. Subject to the approval of the California Integrated Waste Management Board, cost savings by a community college that do not exceed two thousand dollars (\$2,000) annually are continuously appropriated for expenditure by the community college for the purpose of offsetting Integrated Waste Management program costs. Cost savings exceeding two thousand dollars (\$2,000) annually may be available for expenditure by the community college only when appropriated by the Legislature.

⁷⁷ Exhibit B, Controller's Late Comments on the IRC, pages 80-81 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter).

⁷⁸ Exhibit B, Controller's Late Comments on the IRC, page 30 (Judgment Granting Petition for Writ of Administrative Mandamus).

To the extent so approved or appropriated and applied to the college, these amounts shall be identified and offset from the costs claimed for implementing the Integrated Waste Management Plan.⁷⁹

Section VII. of the Parameters and Guidelines, on Offsetting Revenues, was amended as follows (amendments in strikeout and underline):

Reimbursement for this mandate from any source, including but not limited to, services fees collected, federal funds, and other state funds allocated to any service provided under this program, shall be identified and ~~deducted~~ offset from this claim. Offsetting revenue shall include all revenues generated from implementing the Integrated Waste Management Plan. ~~the revenues cited in Public Resources Code section 42925 and Public Contract Code sections 12167 and 12167.1.~~

~~Subject to the approval of the California Integrated Waste Management Board, revenues derived from the sale of recyclable materials by a community college that do not exceed two thousand dollars (\$2,000) annually are continuously appropriated for expenditure by the community college for the purpose of offsetting recycling program costs. Revenues exceeding two thousand dollars (\$2,000) annually may be available for expenditure by the community college only when appropriated by the Legislature. To the extent so approved or appropriated and applied to the college, these amounts are a reduction to the recycling costs mandated by the state to implement Statutes 1999, chapter 764.~~

In addition, revenue from a building-operating fee imposed pursuant to Education Code section 76375, subdivision (a) if received by a claimant and the revenue is applied to this program, shall be deducted from the costs claimed.⁸⁰

All other requirements in the Parameters and Guidelines remained the same.

CIWMB requested additional amendments to the Parameters and Guidelines at this September 2008 hearing, including a request to alter the offsetting savings provision to require community college districts to provide offsetting savings information *whether or not* the offsetting savings generated in a fiscal year exceeded the \$2,000 continuous appropriation required by Public Contract Code sections 12167 and 12167.1. The Commission denied the request because the proposed language went beyond the scope of the court's judgment and writ.⁸¹ As the court found:

By requiring the redirection of cost savings from state agency IWM plans to fund plan implementation and administration costs "in accordance with Sections 12167 and 12167.1 of the Public Contract Code," section 42925 assures that cost savings realized from state agencies' IWM plans are handled in a manner

⁷⁹ Exhibit A, IRC page 59 (Amended Parameters and Guidelines, adopted Sept. 26, 2008).

⁸⁰ Exhibit A, IRC, pages 46, 58-59 (Amended Parameters and Guidelines, adopted Sept. 26, 2008).

⁸¹ Exhibit E, Commission on State Mandates, Excerpt from the Minutes for the September 26, 2008 Meeting.

consistent with the handling of revenues received from state agencies' recycling plans under the State Assistance for Recycling Markets Act. Thus, in accordance with section 12167, state agencies, along with California Community Colleges which are defined as state agencies for purposes of IWM plan requirements in Public Resources Code section 42920 et seq. [citations omitted], must deposit cost savings resulting from IWM plans in the Integrated Waste Management Account in the Integrated Waste Management Fund; the funds deposited in the Integrated Waste Management Account, upon appropriation by the Legislature, may be expended by the Integrated Waste Management Board for the purpose of offsetting IWM plan costs. In accordance with section 12167.1 and notwithstanding section 12167, cost savings from the IWM plans of the agencies and colleges that do not exceed \$2000 annually are continuously appropriated for expenditure by the agencies and colleges for the purpose of offsetting IWM plan implementation and administration costs; cost savings resulting from IWM plans in excess of \$2000 annually are available for such expenditure by the agencies and colleges when appropriated by the Legislature.⁸²

CIWMB also requested adding a requirement for community college districts to analyze specified categories of potential cost savings when filing their reimbursement claims. The Commission found that the court determined that the amount or value of cost savings is already available from the annual reports the community college districts provide to CIWMB pursuant to Public Resources Code section 42926(b). This report is required to include the district's "calculations of annual disposal reduction" and "information on the changes in waste generated or disposed of due to increases or decreases in employees, economics, or other factors." Thus, the Commission denied CIWMB's request and adopted the staff analysis finding that the request was beyond the scope of the court's writ and judgment. The Commission also noted that the request was the subject of separate pending request filed by CIWMB to amend the Parameters and Guidelines and would therefore be further analyzed for that matter.

D. Subsequent Request by CIWMB to Amend the Parameters and Guidelines to Require Detailed Reports on Cost Savings and Revenues

CIWMB filed a request to amend the Parameters and Guidelines to require community college districts to submit with their reimbursement claims a separate worksheet and report analyzing the costs incurred and avoided and any fees received relating to staffing, overhead, materials, storage, transportation, equipment, the sale of commodities, avoided disposal fees, and any other revenue received relating to the mandated program as specified by CIWMB. At its January 30, 2009 meeting, the Commission denied the request for the following reasons: there is no requirement in statute or regulation that community college districts perform the analysis specified by CIWMB; the Commission has no authority to impose additional requirements on community college districts regarding this program; the offsetting cost savings paragraph in the Parameters and Guidelines already identifies the offsetting savings consistent with the language

⁸² Exhibit B, Controller's Late Comments on the IRC, pages 80-81 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter).

of Public Resources Code section 42925(a), Public Contract Code sections 12167 and 12167.1, and the court's judgment and writ; and information on cost savings is already available in the community colleges' annual reports submitted to CIWMB, as required by Public Resources Code section 42926(b)(1).⁸³

E. The *Integrated Waste Management Program Made Optional*

This program was made optional by Statutes 2010, chapter 724 (AB 1610), section 34, effective October 19, 2010 and has remained so since that time.⁸⁴

F. The Controller's Audit

The Controller audited the reimbursement claims for fiscal year 2000-2001 and 2003-2004 through 2007-2008. Fiscal years 2001-2002 and 2002-2003 were not audited because the Controller stated that the statute of limitations to initiate the review had expired for those years.⁸⁵

Of the \$363,721 claimed during the audit period, the Controller found that \$156,530 is allowable and \$207,191 is unallowable because the claimant did not report offsetting savings from implementation of its IWM plan.⁸⁶ The Controller found that the claimant realized total offsetting savings of \$237,876 from implementation of its IWM plan but the claimant reported \$30,685 in offsetting savings, understating total offsetting savings by \$207,191.⁸⁷

The Controller's audit finding is based on the court's ruling, which states, "the amount or value of the savings may be determined from the calculations of annual solid waste disposal reduction or diversion which California community colleges must annually report to petitioner Integrated Waste Management Board pursuant to subdivision (b)(1) of Public Resources Code section 42926,"⁸⁸ the resulting amendment to the Parameters and Guidelines, and the claimant's annual reports to CIWMB.

The Controller determined that the claimant diverted more solid waste than the amount mandated by the test claim statute each year of the audit period, except for the first half of fiscal year 2000-2001, when the Controller found that the claimant diverted solid waste, but not to the 25 percent

⁸³ Exhibit E, Commission on State Mandates, Item 9, Final Staff Analysis of Proposed Amendments to the Parameters and Guidelines for *Integrated Waste Management*, 05-PGA-16, January 30, 2009, pages 2-3.

⁸⁴ See Government Code section 17581.5.

⁸⁵ Exhibit A, IRC, page 26 (Final Audit Report).

⁸⁶ Exhibit A, IRC, page 33 (Final Audit Report). Exhibit B, Controller's Late Comments on the IRC, pages 7 and 27.

⁸⁷ Exhibit B, Controller's Late Comments on the IRC, page 16.

⁸⁸ Exhibit B, Controller's Late Comments on the IRC, page 79 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter).

mandated diversion rate.⁸⁹ Thus, the Controller found that the claimant realized cost savings in each year of the audit period.

For the years the claimant exceeded the diversion mandate, the Controller calculated offsetting cost savings by allocating the diversion to reflect the mandate. The Controller allocated the diversion by dividing the percentage of solid waste required to be diverted (either 25 or 50 percent) by the actual percentage of solid waste diverted (as reported by the claimant to CIWMB). The allocated diversion was then multiplied by the avoided landfill disposal fee (based on the statewide average fee) to calculate the offsetting savings realized in those years.⁹⁰

$$\text{Offsetting Savings Realized} = \frac{\text{Maximum Allowable Diversion \%}}{\text{Actual Diversion \%}} \times \text{Tonnage Diverted} \times \text{Avoided Landfill Disposal Fee (per Ton)}$$

The Controller provided an example of how the formula works. For calendar year 2007, the claimant reported diversion of 1,184.2 tons of solid waste and disposal of 808.8 tons generated that year. Diverting 1,184.2 tons out of the 1,993 tons of waste generated results in a diversion rate of 59.42 percent (exceeding the 50 percent required).⁹¹ To avoid penalizing the claimant for diverting more solid waste than the amount mandated,⁹² the Controller allocated the diversion by dividing the diversion rate mandated by the test claim statute (50 percent) by the actual diversion rate (59.42 percent), which equals 84.15 percent. The 84.15 allocated diversion rate is then multiplied by the 1,184.2 tons diverted that year, which equals 996.5 tons of diverted solid waste, instead of the 1,184.2 tons actually diverted. The allocated 996.5 tons of diverted waste is then multiplied by the statewide average disposal fee per ton, which in calendar year 2007 was \$48, resulting in “offsetting cost savings” for calendar year 2007 of \$47,832.⁹³

⁸⁹ Exhibit A, IRC, page 32, fn. 2 (Final Audit Report); Exhibit B, Controller’s Late Comments on the IRC, page 71.

⁹⁰ Exhibit A, IRC, pages 34 (Final Audit Report).

⁹¹ Exhibit B, Controller’s Late Comments on the IRC, pages 19, 71 (Controller’s calculation of offsetting savings).

⁹² Exhibit B, Controller’s Late Comments on the IRC, page 19.

⁹³ Exhibit B, Controller’s Late Comments on the IRC, pages 19, 71 (Controller’s calculations of offsetting savings). Page 19 of the Controller’s Late Comments on the IRC describe the calculation differently than the formula identified in the audit report, but the result is the same. The Controller states that cost savings can be calculated by multiplying the total tonnage generated (solid waste diverted + disposed) by the mandated diversion percentage (25 or 50 percent), times the avoided landfill disposal fee:

For example, in calendar 2007, the district reported to CalRecycle that it diverted 1,184.2 tons of solid waste and disposed of 808.8 tons, which results in an overall diversion percentage of 59.4% [Tab 6, page 20]. Because the district was

For the first half of fiscal year 2000-2001, the Controller found that the claimant did not achieve the mandated 25 percent diversion rate, so the Controller did not allocate the diversion of solid waste to the mandated rate. Instead, the Controller multiplied 100 percent of the solid waste diverted by the claimant by the avoided landfill disposal fee (based on the statewide average fee) to calculate offsetting savings.⁹⁴

In 2008, CIWMB stopped requiring community college districts to report the actual tonnage diverted, instead requiring a report based on "per-capita disposal." Consequently, the Controller used the claimant's reported 2007 percentage of tons diverted to calculate the offsetting savings for fiscal year 2007-2008.⁹⁵

The Controller pointed out in the audit report that the claimant did not provide documentation supporting different diversion rates or disposal fees to calculate offsetting cost savings.⁹⁶

III. Positions of the Parties

A. El Camino Community College District

The claimant maintains that the audit reductions are incorrect and requests the reinstatement of the full amount reduced.

The claimant first argues that the three-year deadline to initiate the audit had expired for fiscal year 2000-2001 when the Controller commenced the audit. According to the claimant:

Pursuant to Chapter 724, Statutes of 2010, appropriations were made to the District by January 14, 2011, for the following fiscal year 2000-2001 for \$42,203. The exact date of payment is a matter of record not available to the District but that can be produced by the Controller.⁹⁷

The claimant cites the audit report that states that the claimant was first contacted by the Controller on January 17, 2014 regarding the audit, which is more than three years after the

required to divert 50% for that year to meet the mandated requirements and comply with the Public Resources Code, it needed to have diverted only 996.5 tons (1,993.0 total tonnage generated x 50%) in order to satisfy the 50% requirement. Therefore, we adjusted our calculation to compute offsetting savings based on 996.5 tons of diverted solid waste rather than 1,184.2 tons.

Using this formula also results in cost savings for calendar year 2007 of \$47,832 (1,993 tons generated x 50 percent = 996.5 tons x \$48 = \$47,832).

⁹⁴ Exhibit A, IRC, page 32, fn. 2 (Final Audit Report); Exhibit B, Controller's Late Comments on the IRC, page 71.

⁹⁵ Exhibit A, IRC, page 33 (Final Audit Report). Exhibit B, Controller's Late Comments on the IRC, pages 20, 71.

⁹⁶ Exhibit A, IRC, page 35 (Final Audit Report).

⁹⁷ Exhibit A, IRC, page 9.

January 14, 2011 appropriation for the 2000-2001 annual claim, so the Controller did not have jurisdiction to audit fiscal year 2000-2001.⁹⁸

The claimant next alleges that it did not realize any cost savings as a result of the mandate and that it reported \$30,686 offsetting savings in error. The reported offset (\$6,137 for five years) represented a part-time groundskeeper who was laid off due to the waste diversion program, but “since this potential cost-saving was never realized by subsequent state agency action, this reduction should be reinstated to the District.”⁹⁹

As to cost savings the claimant did not realize, the claimant quotes the Superior Court decision (discussed above) that cost savings will “most likely” occur as a result of reduced or avoided costs of landfill disposal, arguing:

The court presupposes a previous legal requirement for districts to incur landfill disposal fees to divert solid waste. Thus, potentially relieved of the need to incur new or additional landfill fees for increased waste diversion, a cost savings would occur. There is no finding of fact or law in the court decision or from the Commission Statement of Decision for the test claim for this assumed duty to use landfills.¹⁰⁰

The claimant further argues that the offsetting savings provision in the Parameters and Guidelines does not assume that the cost savings occurred, but instead requires that the cost savings be *realized*. For the savings to be realized, the claimant contends that the following chain of events are required:

[T]he cost savings must exist (avoided landfill costs); be converted to cash; amounts in excess of \$2,000 per year deposited in the state fund; and, these deposits by the districts appropriated by the Legislature to districts for purposes of mitigating the cost of implementing the plan. None of those prerequisite events occurred so no cost savings were "realized" by the District. Regardless, the adjustment cannot be applied to the District since no state appropriation of the cost savings was made to the District.¹⁰¹

The claimant also argues that the Parameters and Guidelines are silent as to how to calculate the avoided costs, but that the court provided two alternative methods, either disposal reduction or diversion reported by districts. The Controller used the diversion percentage, which assumes, without findings of fact, that all diversion tonnage is landfill disposal tonnage reduction. The claimant contends that the Controller’s calculation of cost savings is wrong because: (1) the formula is a standard of general application that was not adopted pursuant to the Administrative Procedure Act and is therefore an unenforceable underground regulation; (2) the Controller’s formula assumes facts not in evidence, such as applying the same percentage of waste diverted in 2007 to 2007-2008 without evidence in the record, and assumes that all tonnage diverted would have been disposed in a landfill, although some waste may have been composted or may not

⁹⁸ Exhibit A, IRC, page 10.

⁹⁹ Exhibit A, IRC, page 10.

¹⁰⁰ Exhibit A, IRC, page 12.

¹⁰¹ Exhibit A, IRC, pages 14. Emphasis in original.

apply to the mandate (e.g. paint); and (3) the landfill disposal fee, a statewide average calculated by CIWMB, does not include the data used to generate the average fee amounts, so the average is unknown and unsupported by the audit findings.¹⁰²

The claimant contends that application of the formula is incorrect, alleging that it “did not claim landfill costs, so there are none to be offset. The adjustment method does not match or limit the landfill costs avoided to landfill costs, if any, actually claimed.”¹⁰³ Moreover, the Controller's calculation method prevents the claimant from receiving full reimbursement for its actual increased program costs. The claimant contends, using audit results for 26 other claimants under the *Integrated Waste Management* program, the application of the Controller’s formula has arbitrary results because the percentages of allowed costs for those claimants ranges from zero to 83.4 percent.¹⁰⁴

Finally, the claimant argues: (1) the Controller used the wrong standard of review in that the claimed costs were not found to be excessive or unreasonable, as required by Government Code section 17561(d)(2); and (2) the Controller has the burden of proof as to the propriety of its audit findings “because it bears the burden of going forward and because it is the party with the power to create, maintain, and provide evidence regarding its auditing methods and procedures, as well as the specific facts relied upon for its audit findings.”¹⁰⁵

The claimant did not file comments on the Draft Proposed Decision.

B. State Controller’s Office

The Controller maintains that the audit findings are correct. The Controller first argues that it complied with the three-year audit deadline in Government Code section 17558.5, in that it made payment to the claimant for the fiscal year 2000-2001 reimbursement claim on January 28, 2011, and notified the district of payments made pursuant to Chapter 724, Statutes 2010, totaling \$364,436. Because it initiated the audit on January 17, 2014, within the three-year deadline, the Controller had jurisdiction to audit the claims for fiscal year 2000-2001.¹⁰⁶

The Controller states that the claimant realized total offsetting savings of \$237,876 from implementation of its IWM plan. However, since the district reported \$30,685 in offsetting savings, the Controller found that the district understated total offsetting savings by \$207,191. The Controller disagrees with the claimant’s request for a \$30,686 reinstatement because the adjustment of \$207,191 is the difference between the offset totaling \$30,685 reported by the district and the amount of offsetting savings totaling \$237,876 that the Controller found the district realized from implementing its IWM plan. Had the district not reported the offsetting savings of \$30,685, the Controller states it would have taken a finding for the entire offsetting savings determination of \$237,876. The Controller also notes that Government Code section 17568 limits the filing of a reimbursement claim to no later than "one-year after the deadline

¹⁰² Exhibit A, IRC, pages 14-17.

¹⁰³ Exhibit A, IRC, page 17.

¹⁰⁴ Exhibit A, IRC, pages 17-19.

¹⁰⁵ Exhibit A, IRC, page 21.

¹⁰⁶ Exhibit B, Controller’s Late Comments on the IRC, pages 10-11.

specified in Section 17560." As such, the deadline for the district to amend the FY 2003-04 through FY 2007-08 claims expired on March 31, 2010.¹⁰⁷

Regarding the claimant's statement that there is only a presumption to incur landfill disposal fees to dispose of solid waste, the Controller notes that the claimant does not indicate how solid waste that is not diverted would be disposed of if not at a landfill. Nor does the claimant state that it disposed of its solid waste at any location other than a landfill or used other means to dispose of its waste than to contract with a commercial waste hauler, so the Controller concludes that the claimant's comments relating to alternatives for the disposal of solid waste are irrelevant.¹⁰⁸

The Controller also cites some of the claimant's annual reports and its contracts with a waste hauler that indicates that the claimant disposed of waste in a landfill.¹⁰⁹ According to the Controller, the evidence obtained by it "supports that the district normally disposes of its waste at a landfill through the use of a commercial waste hauler (Cal-Met Services)."¹¹⁰ The Controller states:

Unless the district had an arrangement with its waste hauler (Cal-Met Services) that it did not disclose to us, the district did not dispose of its solid waste at a landfill for no cost. For example, El Camino College is located in Torrance, CA. An internet search for landfill fees revealed that the South Gate Transfer Station in South Gate, California (15 miles from El Camino College), currently charges \$53.91 per ton to dispose of solid waste [Tab 8, page 2]. Therefore, the higher rate of diversion results in less trash that is disposed at a landfill, which creates cost savings to the district.¹¹¹

The Controller also argues that the claimant realized offsetting cost savings by implementing its IWM plan because claimant reported diversion of 6,798.95 tons of solid waste during the audit period, given the cost per ton to dispose of solid waste at the landfill.¹¹²

As to the claimant not remitting cost savings from the implementation of its IWM plan into the Integrated Waste Management Account in compliance with the Public Contract Code, the Controller asserts that the claimant is not precluded from the requirement to do so, as indicated in the Parameters and Guidelines and the court ruling. The Controller says the evidence supports that the claimant realized cost savings that should have been remitted to the State and that must be used to fund IWM plan costs.¹¹³

In response to the claimant's argument that the Controller's formula is a standard of general application that is an underground regulation, the Controller asserts that it used a "court

¹⁰⁷ Exhibit B, Controller's Late Comments on the IRC, pages 16.

¹⁰⁸ Exhibit B, Controller's Late Comments on the IRC, pages 16.

¹⁰⁹ Exhibit B, Controller's Late Comments on the IRC, pages 16-17.

¹¹⁰ Exhibit B, Controller's Late Comments on the IRC, pages 17.

¹¹¹ Exhibit B, Controller's Late Comments on the IRC, page 17.

¹¹² Exhibit B, Controller's Late Comments on the IRC, pages 17-18.

¹¹³ Exhibit B, Controller's Late Comments on the IRC, pages 17-18.

approved methodology” to determine the “required offset.” The Controller also states that the claimant did not amend any of its reimbursement claims after the Parameters and Guidelines were amended in September 2008. According to the Controller: “We believe that this “court-identified” approach provides a reasonable methodology to identify the applicable offsets.”¹¹⁴

The Controller also states that it “allocated” the offsetting savings to avoid penalizing the claimant for diverting more than the minimum rate of diversion required in calendar years 2001 and 2003 through 2007.¹¹⁵ According to the Controller:

As there is no State mandate to exceed solid waste diversion for amounts in excess of 25% for calendar years 2002 and 2003 or greater than 50% for calendar year 2004 and beyond, there is no basis for calculating offsetting savings realized for actual diversion percentages that exceeded the levels set by statute.¹¹⁶

The Controller notes that after the passage of Statutes 2008, chapter 343, CIWMB no longer required districts to report their tonnage or percentage diverted, but they are still required to divert 50 percent of their solid waste.¹¹⁷

Defending its use of the claimant’s 2007 reported diversion rate to calculate offsetting savings for 2007-2008, the Controller calls the 2007 report a “fair representation” of 2008 because the Controller found that the “district’s annual per-capita disposal rate for both the employee and student populations to be well below the target rate, so the district far surpassed its requirement to divert more than 50% of its solid waste.”¹¹⁸ The Controller also cites the claimant’s 2008 annual report, in which the claimant stated, “[n]o new programs were implemented, or discontinued.”¹¹⁹

The Controller also responded to the claimant’s argument against the assumption that all tonnage diverted would have been disposed in a landfill, even though some waste may have been composted or may not apply to the mandate (e.g. paint). The Controller states, “Our analysis shows that the composted material represents approximately 19% of the total tonnage diverted for calendar years 2000, and 2001 through 2007.”¹²⁰ The Controller also states:

As a result of this mandated program, the district is claiming over \$45,000 in salaries and benefits for its gardeners and groundskeeper to "divert solid waste from landfill disposal or transformation facilities - composting" [Tab 15]. Therefore, it seems reasonable that the correlated landfill fees that the district did not incur for the composted materials translate into savings realized by the district. Further, such savings should be recognized and appropriately offset

¹¹⁴ Exhibit B, Controller’s Late Comments on the IRC, page 19.

¹¹⁵ Exhibit B, Controller’s Late Comments on the IRC, page 19.

¹¹⁶ Exhibit B, Controller’s Late Comments on the IRC, page 20.

¹¹⁷ Exhibit B, Controller’s Late Comments on the IRC, page 20.

¹¹⁸ Exhibit B, Controller’s Late Comments on the IRC, page 20.

¹¹⁹ Exhibit B, Controller’s Late Comments on the IRC, page 20.

¹²⁰ Exhibit B, Controller’s Late Comments on the IRC, page 20.

against composting costs that the district incurred and claimed as part of implementing its IWM plan.¹²¹

The Controller also states that the claimant's reference to paint disposal is irrelevant because hazardous waste is not included in the diversion amounts that the claimant reported, and therefore, are not included in the Controller's offsetting savings calculation.¹²²

Regarding the data for the statewide disposal fee, the Controller states the information was provided by CIWMB, is included in the record, and is based on private surveys of a large percentage of landfills across California. The Controller also cites its internet search for landfill fees that revealed that the South Gate Transfer Station in South Gate, California, currently charges \$53.91 per ton to dispose of solid waste, so the \$36 to \$56 "statewide average disposal fee" used to calculate the offsetting savings realized by the district is reasonable. In addition, the claimant "did not provide any information, such as its contract with or invoices received from its commercial waste hauler (Cal-Met Services) to support either the landfill fees actually incurred by the district or to confirm that the statewide average landfill fee was greater than the actual landfill fees incurred by the district."¹²³

In response to the claimant's argument that it did not claim landfill costs, so there are none to offset, the Controller answers that the mandated program does not reimburse claimants for landfill costs incurred to dispose of solid waste, so none would be claimable. Rather, the program reimburses claimants' costs to divert solid waste from disposal, which according to the Controller, results in both a reduction of solid waste going to a landfill and the associated costs of having the waste hauled there, which creates offsetting savings that the claimant is required to identify in its mandated cost claims.¹²⁴

In response to the claimant's argument that "the adjustment method does not match or limit the landfill costs avoided to landfill costs, if any, actually claimed," the Controller quotes Public Resources Code section 42925 which provides that "cost savings realized as a result of the IWM plan are to "fund plan *implementation and administration costs*."¹²⁵ The Controller argues that offsetting savings applies to the whole program and is not limited to solid waste diversion activities. The Controller also cites the reimbursable activities in the Parameters and Guidelines that refer to "implementation of the IWM plan," concluding that it is reasonable that offsetting savings from implementing the plan be offset against direct costs to implement the plan. The Controller also asserts that the claimant's reference to other IWM audits is irrelevant to the current issue.¹²⁶

The Controller also disagrees with claimant's argument that the Controller used the wrong standard of review. The Controller cites the statute that authorizes it to audit the claimant's

¹²¹ Exhibit B, Controller's Late Comments on the IRC, page 21.

¹²² Exhibit B, Controller's Late Comments on the IRC, page 21.

¹²³ Exhibit B, Controller's Late Comments on the IRC, page 21-22.

¹²⁴ Exhibit B, Controller's Late Comments on the IRC, page 22.

¹²⁵ Public Resources Code section 42925. Emphasis added.

¹²⁶ Exhibit B, Controller's Late Comments on the IRC, pages 22-23.

records to verify actual mandate-related costs *and* reduce any claim that is excessive or unreasonable. In this case, the claims were excessive because the claimant’s “mandated cost claims exceeded the proper amount based on the reimbursable costs allowable per statutory language and the program’s parameters and guidelines.”¹²⁷ As to the burden of proof, the Controller states that it used data from the claimant’s annual reports to CIWMB from implementing its IWM program.¹²⁸

In comments on the Draft Proposed Decision, the Controller agreed with the conclusion that the audit reductions for all years in the audit period were correct except for the first half of fiscal year 2003-2004. The Controller also agreed to reinstate \$13,772 to the claimant for the first half of fiscal year 2003-2004 that the Draft Proposed Decision concluded was incorrectly reduced as a matter of law.¹²⁹

IV. Discussion

Government Code section 17561(d) authorizes the Controller to audit the claims filed by local agencies and school districts and to reduce any claim for reimbursement of state mandated costs if the Controller determines that the claim is excessive or unreasonable.

Government Code Section 17551(d) requires the Commission to hear and decide a claim that the Controller has incorrectly reduced payments to the local agency or school district. If the Commission determines that a reimbursement claim has been incorrectly reduced, section 1185.9 of the Commission’s regulations requires the Commission to send the decision to the Controller and request that the costs in the claim be reinstated.

The Commission must review questions of law, including interpretation of the parameters and guidelines, *de novo*, without consideration of legal conclusions made by the Controller in the context of an audit. The Commission is vested with exclusive authority to adjudicate disputes over the existence of state-mandated programs within the meaning of article XIII B, section 6 of the California Constitution.¹³⁰ The Commission must also interpret the Government Code and implementing regulations in accordance with the broader constitutional and statutory scheme. In making its decisions, the Commission must strictly construe article XIII B, section 6 and not apply it as an “equitable remedy to cure the perceived unfairness resulting from political decisions on funding priorities.”¹³¹

With regard to the Controller’s audit decisions, the Commission must determine whether they were arbitrary, capricious, or entirely lacking in evidentiary support. This standard is similar to

¹²⁷ Exhibit B, Controller’s Late Comments on the IRC, page 26.

¹²⁸ Exhibit B, Controller’s Late Comments on the IRC, pages 26.

¹²⁹ Exhibit D, Controller’s Comments on the Draft Proposed Decision.

¹³⁰ *Kinlaw v. State of California* (1991) 54 Cal.3d 326, 331-334; Government Code sections 17551, 17552.

¹³¹ *County of Sonoma v. Commission on State Mandates* (2000) 84 Cal.App.4th 1264, 1281, citing *City of San Jose v. State of California* (1996) 45 Cal.App.4th 1802, 1817.

The claimant filed its 2000-2001 reimbursement claim on October 6, 2005,¹³⁸ but the State did not pay it until January 2011. The claimant alleges that appropriations were made to the claimant by January 14, 2011 for these years, and that the Controller initiated the audit more than three years later on January 17, 2014, according to the final audit report. Therefore, the claimant asserts that the Controller did not timely initiate the audit.¹³⁹

Government Code section 17558.5(a) tolls the time to initiate the audit to three years from the date of initial payment on the claim, rather than three years from the date the claim was filed, “if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed,” as follows:

A reimbursement claim for actual costs filed by a local agency or school district pursuant to this chapter is subject to the initiation of an audit by the Controller no later than three years after the date that the actual reimbursement claim is filed or last amended, whichever is later. However, if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed, the time for the Controller to initiate an audit shall commence to run *from the date of initial payment of the claim*. In any case, an audit shall be completed not later than two years after the date that the audit is commenced.¹⁴⁰

Although the Controller agrees that payment was first made on the 2000-2001 claim in January 2011, the parties dispute the date of payment. The claimant alleges:

Pursuant to Chapter 724, Statutes of 2010, appropriations were made to the District by January 14, 2011, for the following fiscal year 2000-2001 for \$42,203. The exact date of payment is a matter of record not available to the District but that can be produced by the Controller.¹⁴¹

There is no evidence in the record, however, to support the claimant’s assertion that payment was made on January 14, 2011. Rather, the record supports a finding that payment was first made on the 2000-2001 reimbursement claims on either January 18, 2011, or January 28, 2011.

The claimant filed, as part of its IRC, a copy of a notice from the Controller to the claimant dated March 26, 2014 (following the audit), showing the audit adjustment to the 2000-2001 reimbursement claim, and noting a payment on this reimbursement claim on *January 18, 2011* by “Schedule No. AP00122A” of \$42,203. The letter states in pertinent part:

FIELD AUDIT FINDINGS	-	8,145.00	
TOTAL ADJUSTMENTS		-	0.00
PRIOR PAYMENTS:			
SCHEDULE NO. AP00122A			
PAID 01-18-2011	-	0.00	

¹³⁸ Exhibit A, IRC, page 171.

¹³⁹ Exhibit A, IRC, pages 9-10.

¹⁴⁰ Emphasis added. This is the current version of section 17558.5, and the version in effect when these reimbursement claim was filed in October 2005 (Exhibit A, IRC, p. 171).

¹⁴¹ Exhibit A, IRC, page 9.

The Controller asserts that payment was first made on the reimbursement claims on *January 28, 2011*, pursuant to Statutes of 2010, chapter 724 (AB 1610, eff. Oct. 19, 2010).¹⁴³ That statute appropriated funds to offset the outstanding balance of the State's minimum funding obligation under Proposition 98 to school districts and community college districts, and required that funds first be paid in satisfaction of any outstanding claims for reimbursement of state-mandated costs. The Controller filed a copy of a remittance advice showing payments to the claimant under AB 1610 for several state-mandated programs, including \$42,203 for the *Integrated Waste Management* program for fiscal year 2000-2001 in "CLAIM SCHEDULE NUMBER: 1000149A, PAYMENT ISSUE DATE: 01/28/2011."¹⁴⁴

The Controller has not explained the discrepancy between the notice indicating payment of \$42,203 for the 2000-2001 reimbursement claim on January 18, 2011 by "Schedule No. AP00122A," and the remittance advice indicating payment for the 2000-2001 reimbursement claims on January 28, 2011 by "Schedule Number: 1000149A." Nevertheless, the Controller issued both documents that support a finding that payment was first made on the 2000-2001 reimbursement claim on either January 18, 2011, or January 28, 2011.

As indicated above, Government Codes section 17558.5(a) tolls the time to initiate the audit of a claim "if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed," to three years from the date of initial payment on the claim. Therefore, using the earlier of the two dates in documents showing payment on the 2000-2001 reimbursement claim on January 18, 2011, the Controller had until January 18, 2014 to initiate the audit of the 2000-2001 reimbursement claim.

The Legislature has not specifically defined the event that initiates the audit and, unlike other auditing agencies,¹⁴⁵ the Controller has not adopted formal regulations (which can be viewed as the controlling interpretation of a statute), to clarify when the audit of a mandate reimbursement claim begins. Therefore, the Commission cannot, as a matter of law, state the event that initiates an audit in all cases, but must determine when the audit was initiated based on evidence in the record. Initiating an audit requires a unilateral act of the Controller. In this respect, Government Code section 17558.5(a) can be characterized as a statute of repose because it provides a period during which an audit has been commenced, and after which claimants may enjoy repose, dispose of evidence to support their claims, and assert a defense that the audit is not timely and

¹⁴² Exhibit A, IRC, page 214. Emphasis added.

¹⁴³ Exhibit A, IRC, pages 26 (Final Audit Report – "For fiscal year (FY) 2000-01 claim, the State paid the district \$42,203 from funds appropriated under Chapter 724, Statutes of 2010."). Exhibit B, Controller's Late Comments on the IRC, page 11 ("The SCO sent a remittance advice to the district dated January 28, 2011 [Tab 5], notifying the district of payments made on that date pursuant to Chapter 724, Statutes 2010 (Assembly Bill No. 1610) totaling \$364,436.").

¹⁴⁴ Exhibit B, Controller's Late Comments on the IRC, pages 35-37.

¹⁴⁵ See, e.g., regulations adopted by the California Board of Equalization (title 18, section 1698.5, stating that an "audit engagement letter" is a letter "used by Board staff to confirm the start of an audit or establish contact with the taxpayer").

therefore void.¹⁴⁶ Since the Controller's authority to audit must be exercised within a specified time, it must be within the Controller's exclusive control to meet or fail to meet the deadline. The Controller has the burden of proof on this issue and must show with evidence in the record that the claimant was notified that an audit was being initiated by the statutory deadline to ensure that the claimant does not dispose of any evidence or documentation to support its claim for reimbursement.

The Controller asserts that the audit began on January 17, 2014, before the January 18, 2014 deadline. In support, the Controller filed a declaration by Jim Spano (Chief, Mandated Cost Audits Bureau, Division of Audits), stating under penalty of perjury that "a review of the claims . . . commenced on January 17, 2014, . . ."¹⁴⁷ The Controller also filed a copy of an email dated January 17, 2014, from an audit manager at the Controller's Office to the claimant, as evidence of the Controller's initial contact with the claimant about the audit. The email states in relevant part:

I am contacting you because the State Controller's Office will be adjusting the district's Integrated Waste Management claims for FY 2000-01 and FY 2003-04 through FY 2007-08 because the district did not offset any savings (e.g. avoided landfill disposal fees) received as a result of implementing the districts' IWM Plan.

I will notify you, via email, of the exact adjustment amount later next week. Also, included in this email, will be documentation to support the adjustment.¹⁴⁸

The claimant concurs that the audit was initiated by the Controller's initial contact on January 17, 2014.¹⁴⁹

Accordingly, the Commission finds that the Controller timely initiated the audit, pursuant to Government Code section 17558.5(a), on January 17, 2014.

2. The audit was timely completed.

Government Code section 17558.5 provides that an audit must be completed: "In any case, an audit shall be completed not later than two years after the date that the audit is commenced."¹⁵⁰ As indicated above, the audit was initiated on January 17, 2014, the date of the Controller's initial contact with the claimant about the audit and thus, had to be completed no later than January 17, 2016. An audit is completed when the Controller issues the final audit report to the claimant. The final audit report constitutes the Controller's final determination on the subject claims and provides the claimant with written notice of the claim components adjusted, the amounts adjusted, and the reasons for the adjustment.¹⁵¹ This notice enables the claimant to file

¹⁴⁶ *Giest v. Sequoia Ventures, Inc.* (2000) 83 Cal.App.4th 300, 305.

¹⁴⁷ Exhibit B, Controller's Late Comments on the IRC, page 5.

¹⁴⁸ Exhibit B, Controller's Late Comments on the IRC, page 33. Emphasis in original.

¹⁴⁹ Exhibit A, IRC, page 10.

¹⁵⁰ Government Code section 17558.5 (Stats. 2004, ch. 890).

¹⁵¹ Government Code section 17558(c).

an IRC. Here, the final audit report was issued March 19, 2014, well before the January 17, 2016 deadline.¹⁵²

Therefore, the Commission finds that the Controller's audit of all years in the audit period was timely completed in accordance with Government Code section 17558.5.

B. The Controller's Reduction of Costs Claimed Is Generally Correct as a Matter of Law; However, the Reduction for the First Half of Fiscal Year 2003-2004, Based on a 50 Percent Mandated Diversion Rate, Is Incorrect as a Matter of Law.

1. The test claim statutes presume that by complying with the mandate to divert solid waste through the IWM program, landfill fees are reduced or avoided and cost savings are realized.

The test claim statute added Public Resources Code section 42925(a), which provides: "Any cost savings realized as a result of the state agency integrated waste management plan shall, to the extent feasible, be redirected to the agency's integrated waste management plan to fund plan implementation and administration costs, in accordance with Sections 12167 and 12167.1 of the Public Contract Code."

The court's Ruling on Submitted Matter states that community colleges are "likely to experience costs savings in the form of reduced or avoided costs of landfill disposal" as a result of the mandated activities in Public Resources Code section 42921 because reduced or avoided costs "are a direct result and an integral part of the IWM plan mandated under Public Resources Code section 42920 et seq.: as solid waste diversion occurs, landfill disposal of the solid waste and associated landfill disposal costs are reduced or avoided." The court noted that "diversion is defined in terms of landfill disposal for purposes of the IWM plan mandates." The statutory definition of diversion provides that "activities which reduce or eliminate the amount of solid waste from solid waste disposal for purposes of this division." And the statutory definition of disposal is "the management of solid waste through landfill disposal or transformation at a permitted solid waste facility."¹⁵³ The court explained:

[R]eduction or avoidance of landfill fees resulting from solid waste diversion activities under § 42920 et seq. represent savings *which must be offset* against the costs of the diversion activities to determine the reimbursable costs of the IWM plan implementation . . . The amount or value of the savings may be determined from the calculations of annual solid waste disposal reduction or diversion which California Community Colleges must annually report to petitioner Integrated Waste Management Board pursuant to subdivision (b)(l) of Public Resources Code section 42926.¹⁵⁴

¹⁵² Exhibit A, IRC, page 26 (Final Audit Report).

¹⁵³ Exhibit B, Controller's Late Comments on the IRC, pages 78-79 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter).

¹⁵⁴ Exhibit B, Controller's Late Comments on the IRC, page 79 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates,*

The court harmonized section 42925(a) with Public Contract Code sections 12167 and 12167.1:

By requiring the redirection of cost savings from state agency IWM plans to fund plan implementation and administration costs “in accordance with Sections 12167 and 12167.1 of the Public Contract Code,” section 42925 assures that cost savings realized from state agencies’ IWM plans are handled in a manner consistent with the handling of revenues received from state agencies’ recycling plans under the State Assistance for Recycling Markets Act. Thus, in accordance with section 12167, state agencies, along with California Community Colleges which are defined as state agencies for purposes of IWM plan requirements in Public Resources Code section 42920 et seq. [citations omitted], must deposit cost savings resulting from IWM plans in the Integrated Waste Management Account in the Integrated Waste Management Fund; the funds deposited in the Integrated Waste Management Account, upon appropriation by the Legislature, may be expended by the Integrated Waste Management Board for the purpose of offsetting IWM plan costs. In accordance with section 12167.1 and notwithstanding section 12167, cost savings from the IWM plans of the agencies and colleges that do not exceed \$2000 annually are continuously appropriated for expenditure by the agencies and colleges for the purpose of offsetting IWM plan implementation and administration costs; cost savings resulting from IWM plans in excess of \$2000 annually are available for such expenditure by the agencies and colleges when appropriated by the Legislature.¹⁵⁵

Thus, the court found that offsetting savings are, by statutory definition, likely to occur as a result of implementing the mandated activities. Reduced or avoided costs “are a direct result and an integral part of the IWM plan mandated under Public Resources Code section 42920 et seq.: as solid waste diversion occurs, landfill disposal of the solid waste and associated landfill disposal costs are reduced or avoided.”¹⁵⁶ As the court held, “landfill fees and costs resulting from solid waste diversion activities under § 42920 et seq. represent savings *which must be offset* against the costs of the diversion activities to determine the reimbursable costs. . . .”¹⁵⁷

et al. (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter). Emphasis added.

¹⁵⁵ Exhibit B, Controller’s Late Comments on the IRC, pages 80-81 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter).

¹⁵⁶ Exhibit B, Controller’s Late Comments on the IRC, page 78 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter).

¹⁵⁷ Exhibit B, Controller’s Late Comments on the IRC, page 79 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter). Emphasis added.

The statutes, therefore, presume that by complying with the mandate to divert solid waste through the IWM program, landfill fees are reduced or avoided and cost savings are realized. As indicated in the court's ruling, the amount or value of the cost savings may be determined from the calculations of annual solid waste disposal reduction or diversion, which community colleges are required to annually report to CIWMB. The amount of cost savings realized must be identified by the claimant and used to offset the costs incurred to comply with IWM plan implementation and administration activities approved for reimbursement in the Parameters and Guidelines. Accordingly, the court's ruling requires claimants to report in their reimbursement claims the costs incurred to comply with the reimbursable activities (which includes the activities and costs to divert at least 25 or 50 percent of all solid waste from landfill disposal) and the cost savings from the avoided landfill disposal fees, for a reimbursement claim of the net increased costs.

The Parameters and Guidelines are consistent with the court's ruling and require in Section IV. that "[t]he claimant is only allowed to claim and be reimbursed for increased costs for reimbursable activities identified below. Increased cost is limited to the cost of an activity that the claimant is required to incur as a result of the mandate."¹⁵⁸ Section VIII. requires that "[r]educed or avoided costs realized from implementation of the community college districts' Integrated Waste Management plans shall be identified and offset from this claim as cost savings, consistent with the directions for revenue in Public Contract Code sections 12167 and 12167.1."¹⁵⁹ The court's decision and the amended Parameters and Guidelines are binding.¹⁶⁰

2. During the audit period, the claimant diverted solid waste as required by the test claim statutes, but has filed no evidence to rebut the presumption that cost savings were realized. Thus, the Controller's finding that the claimant realized cost savings is correct as a matter of law.

In this case, the claimant asserts that no cost savings were realized, but does not explain why.¹⁶¹

The mandate requires community colleges to divert at least 25 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2002, through source reduction, recycling, and composting activities, and at least 50 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2004.¹⁶² The record shows that the claimant diverted more solid waste than required by the test claim statutes except in the first half of fiscal year 2000-2001.¹⁶³ The claimant's annual report to CIWMB for calendar year 2000 indicates a

¹⁵⁸ Exhibit A, IRC, page 54 (Parameters and Guidelines).

¹⁵⁹ Exhibit A, IRC, page 59 (Parameters and Guidelines).

¹⁶⁰ *California School Boards Association v. State of California* (2009) 171 Cal.App.4th 1183, 1201.

¹⁶¹ Exhibit A, IRC, page 10.

¹⁶² Public Resources Code sections 42921. Exhibit A, IRC, pages 51 and 55 (Parameters and Guidelines, section IV.(B)(5)).

¹⁶³ Exhibit A, IRC, page 32, fn. 2 (Final Audit Report); Exhibit B, Controller's Late Comments on the IRC, page 71.

diversion percentage of 21.50 percent.¹⁶⁴ The claimant's annual reports to CIWMB for calendar years 2001 through 2003 indicate diversion percentages from 25.7 percent to 62.5 percent of the total waste generated, which exceed the mandated diversion requirement of 25 percent.¹⁶⁵ The claimant's annual reports to CIWMB for calendar years 2004 through 2008 also report diversion percentages that exceed the mandated diversion requirement of 50 percent, and range from 51.95 percent to 67.16 percent of the total waste generated.¹⁶⁶

In 2008, CIWMB stopped requiring community college districts to report the amount and percentage of tonnage diverted, and instead required them to report the "per-capita disposal" of waste.¹⁶⁷ As amended, each community college now has a disposal target that is the equivalent to a 50 percent diversion, and is expressed on a per capita basis. So if the district's per-capita disposal rate is less than the target, it means that the district is meeting the requirement to divert 50 percent of its solid waste.¹⁶⁸

The claimant, in its report for 2008, reported annual per capita disposal rates for both the employee and student populations to be at or below the target rates, thereby satisfying the requirement to divert 50 percent of its solid waste.¹⁶⁹ Claimant's 2008 report also shows it had waste reduction programs in place, listing the following programs: Business Source Reduction, Beverage Containers, Cardboard, Newspaper, Office Paper (white), Office Paper (mixed), Scrap Metal, Xeriscaping, grasscycling, On-site composting/mulching, Tires, Wood waste, Concrete/asphalt/rubble (C&D).¹⁷⁰ Claimant also reported on changes in 2008 to its waste diversion programs that: "Increased monitoring of paper/cardboard recycling have also contributed to landfill diversion" and reported "more communication to the college to help with our recycling efforts."¹⁷¹ As to new programs in 2008, claimant reported "No new programs were implemented, or discontinued."¹⁷²

The record also shows that the claimant's solid waste that was not diverted was disposed of at a landfill by a waste hauler. The claimant's annual reports filed with CIWMB during the audit

¹⁶⁴ Exhibit B, Controller's Late Comments on the IRC, page 39 (2000 report).

¹⁶⁵ Exhibit B, Controller's Late Comments on the IRC, pages 42-48 and 71.

¹⁶⁶ Exhibit B, Controller's Late Comments on the IRC, pages 49-63 and 71.

¹⁶⁷ The new requirement was a result of Statutes 2008, chapter 343 (SB 1016).

¹⁶⁸ Exhibit B, Controller's Late Comments on the IRC, pages 92-100 ["Understanding SB 1016 Solid Waste Per Capita Disposal Measurement Act", <http://www.calrecycle.ca.gov/lgcentral/goalmeasure/Tools/SimplePresen.pdf>.]

¹⁶⁹ Exhibit B, Controller's Late Comments on the IRC, pages 62 (2008 report, showing an employee population target of 2.6, and 2.0 was achieved; and a student population target of 0.3, and 0.2 was achieved).

¹⁷⁰ Exhibit B, Controller's Late Comments on the IRC, pages 63 (2008 report).

¹⁷¹ Exhibit B, Controller's Late Comments on the IRC, pages 63 (2008 report).

¹⁷² Exhibit B, Controller's Late Comments on the IRC, pages 63 (2008 report).

period identify the total tonnage of waste disposed¹⁷³ and the use of a waste hauler.¹⁷⁴ The record also includes a district agenda item from 2003 recommending a waste hauling contract.¹⁷⁵ The record also shows the claimant used landfill disposal for the solid waste it did not divert. For example, in its 2001 annual report, the claimant states: “Staff . . . has identified additional diversion opportunities and is diverting previously landfill-bound materials daily.”¹⁷⁶ In its annual reports for 2003, 2004, 2005, 2006, 2007, and 2008, claimant reports: “C&D diversion efforts have contributed considerably to our disposal of materials to landfills. . . . Efforts towards donations to local schools and increased monitoring of paper/cardboard recycling have also contributed to landfill diversion.”¹⁷⁷

The avoided landfill disposal fee was based on the statewide average disposal fee provided by CIWMB for each fiscal year in the audit period, since the claimant did not provide any information to the Controller regarding the landfill fees it was charged.¹⁷⁸

Based on this documentation, the Controller correctly presumed, consistent with the presumption in the test claim statutes and the court’s interpretation of those statutes and with no evidence to the contrary, that the claimant realized cost savings during the audit period equal to the avoided landfill fee per ton of waste required to be diverted.

The statutory presumption of cost savings controls unless the claimant files evidence to rebut the presumption and shows that cost savings were not realized.¹⁷⁹ The claimant has the burden of proof on this issue. Under the mandates statutes and regulations, the claimant is required to

¹⁷³ Exhibit B, Controller’s Late Comments on the IRC, pages 39 (2000 report), 42 (2001 report) 46 (2003 report), 49 (2004 report), 52 (2005 report), 55 (2006 report), 58 (2007 report), 61 (2008 report).

¹⁷⁴ For example, the 2000 annual report states: “Green Waste Recycling: Hauler will provide containers and separate pick-ups. Cost per tonnage of diverted green waste materials will be less than trash hauling fees.” See Exhibit B, Controller’s Late Comments on the IRC, page 41.

¹⁷⁵ Exhibit B, Controller’s Late Comments on the IRC, page 65-66.

¹⁷⁶ Exhibit B, Controller’s Late Comments on the IRC, page 43 (2001 report).

¹⁷⁷ Exhibit B, Controller’s Late Comments on the IRC, pages 47 (2003 annual report), 50 (2003 annual report), 53 (2005 annual report), 56 (2006 annual report, which states: “C&D diversion efforts have contributed considerably to our diversion from landfills), 59 (2007 annual report), 62 (2008 annual report).

¹⁷⁸ Exhibit B, Controller’s Late Comments on the IRC, pages 22, 111-133.

¹⁷⁹ Government Code section 17559, which requires that the Commission’s decisions be supported by substantial evidence in the record. See also, *Coffy v. Shiimoto* (2015) 60 Cal.4th 1198, 1209, a case interpreting the rebuttable presumption in Vehicle Code section 23152 that if a person had 0.08 percent or more, by weight, of alcohol in the blood at the time of testing, then it is presumed by law that he or she had 0.08 percent or more, by weight, of alcohol in the blood at the time of driving, unless he or she files evidence to rebut the presumption. The court states that unless and until evidence is introduced that would support a finding that the presumption does not exist, the statutory presumption that the person was driving over the legal limit remains the finding of fact.

show that it has incurred increased costs mandated by the state when submitting a reimbursement claim to the Controller's Office, and the burden to show that any reduction made by the Controller is incorrect.¹⁸⁰ The Parameters and Guidelines, as amended pursuant to the court's writ, also require claimants to show the costs incurred to divert solid waste and to perform the administrative activities, and *to report and identify* the costs saved or avoided by diverting solid waste: "Reduced or avoided costs realized from implementation of the community college districts' Integrated Waste Management plans *shall be* identified and offset from this claim as cost savings."¹⁸¹ Thus, the claimant has the burden to rebut the statutory presumption and to show, with substantial evidence in the record, that the costs of complying with the mandate exceed any cost savings realized by diverting solid waste.

Accordingly, the Commission finds that the claimant has not filed any evidence to rebut the statutory presumption of cost savings. Therefore, the Controller's finding that cost savings have been realized is correct as a matter of law.

3. For all years of the audit period except the first half of fiscal year 2003-2004, the Controller's calculation of cost savings is correct as a matter of law, and not arbitrary, capricious or entirely lacking in evidentiary support.

The Controller correctly determined that during the audit period, the claimant diverted solid waste, as mandated by the test claim statute, and exceeded the minimum required diversion rate

¹⁸⁰ Evidence Code section 500, which states: "Except as otherwise provided by law, a party has the burden of proof as to each fact the existence or nonexistence of which is essential to the claim for relief or defense that he is asserting." See also, *Simpson Strong-Tie Co., Inc. v. Gore* (2010) 49 Cal.4th 12, 24, where the court recognized that "the general principle of Evidence Code 500 is that a party who seeks a court's action in his favor bears the burden of persuasion thereon." This burden of proof is recognized throughout the architecture of the mandates statutes and regulations. Government Code section 17551(a) requires the Commission to hear and decide a claim filed by a local agency or school district that it is entitled to reimbursement under article XIII B, section 6. Section 17551(d) requires the Commission to hear and decide a claim by a local agency or school district that the Controller has incorrectly reduced payments to the local agency or school district. In these claims, the claimant must show that it has incurred increased costs mandated by the state. (Gov. Code, §§ 17514 [defining "costs mandated by the state"], 17560(a) ["A local agency or school district may . . . file an annual reimbursement claim that details the costs actually incurred for that fiscal year."]; 17561 [providing that the issuance of the Controller's claiming instructions constitutes a notice of the right of local agencies and school districts to file reimbursement claims based upon the parameters and guidelines, and authorizing the Controller to audit the records of any local agency or school district to "verify the actual amount of the mandated costs."]; 17558.7(a) ["If the Controller reduces a claim approved by the commission, the claimant may file with the commission an incorrect reduction claim pursuant to regulations adopted by the commission."]). By statute, only the local agency or school district may bring these claims, and the local entity must present and prove its claim that it is entitled to reimbursement. (See also, Cal. Code Regs., tit. 2, §§ 1185.1, et seq., which requires that the IRC contain a narrative that describes the alleged incorrect reductions, and be signed under penalty of perjury.)

¹⁸¹ Exhibit A, IRC, page 59 (Amended Parameters and Guidelines). Emphasis added.

every year except in the first half of fiscal year 2000-2001.¹⁸² For years the claimant exceeded the mandate, the Controller calculated offsetting savings by allocating the diversion to reflect the mandate. The Controller allocated the diversion by dividing the percentage of solid waste required to be diverted by the test claim statute (either 25 percent or 50 percent) by the actual percentage of solid waste diverted (as annually reported by the claimant to CIWMB). The allocated diversion was then multiplied by the avoided landfill disposal fee (based on the statewide average fee) to calculate the offsetting savings realized.¹⁸³

$$\text{Offsetting Savings Realized} = \frac{\text{Maximum Allowable Diversion \%}}{\text{Actual Diversion \%}} \times \text{Tonnage Diverted} \times \text{Avoided Landfill Disposal Fee (per Ton)}$$

The formula allocates or reduces cost savings based on the mandated rate, and is intended to avoid penalizing the claimant for diverting more solid waste than the amount mandated by law.¹⁸⁴

For the first half of fiscal year 2000-2001, the claimant achieved a 21.5 percent diversion, which the Controller correctly determined did *not* reach the minimum 25 percent state-mandated diversion. To calculate cost savings for this time period, the Controller did not allocate the diversion percentage, but instead multiplied 100 percent of the solid waste diverted by the claimant for the year (103.2 tons) by the avoided landfill disposal fee (based on the statewide average fee of \$36.39), for a total offset of \$3,755.¹⁸⁵

These formulas are consistent with the statutory presumption of cost savings, as interpreted by the court for this program, and the requirements in the Parameters and Guidelines. The court found that the test claim statutes require that reduced or avoided landfill fees represent savings that must be offset against the cost of diversion. The court stated: “The amount or value of the [offsetting cost] savings may be determined from the calculations of annual solid waste disposal reduction or diversion which California Community Colleges must annually report” to CIWMB.¹⁸⁶ The Parameters and Guidelines state: “Reduced or avoided costs realized from implementation of the community college districts' Integrated Waste Management plans shall be

¹⁸² Exhibit B, Controller’s Late Comments on the IRC, page 71.

¹⁸³ Exhibit A, IRC, pages 34; Exhibit B, Controller’s Late Comments on the IRC, page 19-20.

¹⁸⁴ Exhibit B, Controller’s Late Comments on the IRC, pages 19.

¹⁸⁵ Exhibit B, Controller’s Late Comments on the IRC, page 71. The calculation was only for the first half of fiscal year 2000-2001, so the Controller’s calculation was based on half the total tonnage diverted (206.8 tons). See Exhibit B, Controller’s Late Comments on the IRC, page 39 (2000 report).

¹⁸⁶ Exhibit B, Controller’s Late Comments on the IRC, page 79 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter).

identified and offset from this claim as cost savings”¹⁸⁷ Thus, the Controller’s formula correctly presumes, based on the record and without any evidence to the contrary, that the claimant realized cost savings during the audit period equal to the avoided landfill fee per ton of waste required to be diverted. And when the claimant exceeded the mandated diversion rates, the Controller’s formula limited the offset to reflect the mandated rate.

The claimant raises several arguments, unsupported by the law or evidence in the record, that the Controller’s calculation of cost savings is incorrect.

The claimant first alleges that cost savings cannot be realized because the chain of events required by Public Contract Code sections 12167 and 12167.1 did not occur: that savings have to be converted to cash, and amounts in excess of \$2,000 per year must be deposited in the state fund and appropriated back by the Legislature to mitigate the costs.¹⁸⁸ It is undisputed that the claimant did not remit to the state any savings realized from the implementation of the IWM plan.¹⁸⁹ However, as indicated above, cost savings are presumed by the statutes and the claimant has not filed evidence to rebut that presumption. Thus, the claimant should have deposited the cost savings into the state’s account as required by the test claim statutes, and the claimant’s failure to comply with the law does not make the Controller’s calculations of cost savings incorrect as a matter of law, or arbitrary or capricious. Since cost savings are presumed by the statutes, the claimant has the burden to show increased costs mandated by the state. As the court stated: “[r]eimbursement is not available under section 6 and section 17514 to the extent that a local government or school district is able to provide the mandated program or increased level of service without actually incurring increased costs.”¹⁹⁰

The claimant next asserts that the Controller’s formula is an underground regulation.¹⁹¹ The Commission disagrees. Government Code section 11340.5 provides that no state agency shall enforce or attempt to enforce a rule or criterion which is a regulation, as defined in section 11342.600, unless it has been adopted pursuant to the Administrative Procedures Act. As discussed above, however, the formula is consistent with the statutory presumption of cost savings, as interpreted by the court for this program. Interpretations that arise in the course of case-specific adjudications are not regulations.¹⁹²

The claimant also argues that using landfill fees in the calculation of offsetting savings is not relevant because “[t]he District did not claim landfill costs, so there are none to be offset.”¹⁹³

¹⁸⁷ Exhibit A, IRC page 59 (Amended Parameters and Guidelines, adopted Sept. 26, 2008).

¹⁸⁸ Exhibit A, IRC, page 14.

¹⁸⁹ Exhibit B, Controller’s Late Comments on the IRC, pages 12, 17.

¹⁹⁰ Exhibit B, Controller’s Late Comments on the IRC, page 78 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter).

¹⁹¹ Exhibit A, IRC, page 15.

¹⁹² *Tidewater Marine Western, Inc. v. Bradshaw* (1996) 14 Cal.4th 557, 571.

¹⁹³ Exhibit A, IRC, page 17.

The claimant's interpretation of the cost savings requirement is not correct. The cost of disposing waste at a landfill is not eligible for reimbursement. Reimbursement is authorized to *divert* solid waste from the landfill through source reduction, recycling, and composting activities.¹⁹⁴ As explained by the court:

In complying with the mandated solid waste diversion requirements of Public Resources Code section 42921, California Community Colleges are likely to experience cost savings in the form of reduced or avoided costs of landfill disposal. The reduced or avoided costs are a direct result and an integral part of the mandated IWM plan

Such reduction or avoidance of landfill fees and costs resulting from solid waste diversion activities under § 42920 et seq. represent savings which must be offset against the costs of the diversion activities to determine the reimbursable costs of IWM plan implementation -- i.e., the actual increased costs of diversion -- under section 6 and section 17514.¹⁹⁵

The court also noted that diversion is defined as "activities which reduce or eliminate the amount of solid waste from solid waste disposal."¹⁹⁶

In addition, the claimant argues that the formula assumes facts without evidence in the record. For example, the claimant questions the Controller's assumption that the diversion rate achieved in 2007 applies equally to 2008, the assumption that all diverted waste would have been disposed in a landfill, and that the statewide average cost to dispose of waste at a landfill actually applied to the claimant.¹⁹⁷

The Controller's assumptions, however, are supported by evidence in the record and the claimant has filed no evidence to rebut them. The Controller applied the diversion rate achieved in 2007 to 2008 because CIWMB stopped requiring community college districts to report the actual amount and percent of tonnage diverted in 2008. As the Controller notes, the claimant's diversion program was well-established by 2007, and the claimant's report of 2008 shows continued diversion. The claimant's report for 2008 reveals that the claimant's annual per capita disposal rate for both the employee and student populations were below or near the target rate.¹⁹⁸

¹⁹⁴ Exhibit A, IRC, page 55 (Parameters and Guidelines).

¹⁹⁵ Exhibit B, Controller's Late Comments on the IRC, pages 78-79 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter).

¹⁹⁶ Public Resources Code section 40124. Exhibit B, Controller's Late Comments on the IRC, page 78 (*State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.* (Sacramento County Superior Court, Case No. 07CS00355, Ruling on Submitted Matter).

¹⁹⁷ Exhibit A, IRC, pages 15-17.

¹⁹⁸ Exhibit B, Controller's Late Comments on the IRC, page 62 (2008 report) showing an employee population target of 2.6, and 2.0 was achieved; and a student population target of 0.3, and 0.2 was achieved.

Overall, the evidence indicates that the claimant satisfied the requirement to divert 50 percent of its solid waste during 2008.¹⁹⁹

The Controller obtained the statewide average cost for landfill disposal fees from CIWMB. The fees were based on private surveys of a large percentage of landfills across California.²⁰⁰ The Controller's audit report indicates that the claimant did not provide documentation to support a different disposal fee.²⁰¹ In addition, the Controller states:

The district did not provide any information, such as its contract with or invoices received from its commercial waste hauler (Cal-Met Services) to support either the landfill fees actually incurred by the district or to confirm that the statewide average landfill fee was greater than the actual landfill fees incurred by the district.²⁰²

On these audit issues, the Commission may not reweigh the evidence or substitute its judgment for that of the Controller. The Commission must only ensure that the Controller's decision is not arbitrary, capricious, or entirely lacking in evidentiary support, and adequately considered all relevant factors.²⁰³ There is no evidence that the Controller's assumptions are wrong or arbitrary or capricious with regard to the statewide average landfill fee.

The claimant also points to the Controller's audits of other community college districts, arguing that the Controller's audit results in those cases vary and are arbitrary.²⁰⁴ The Controller's audits of other community college district reimbursement claims are not relevant to the Controller's audit here. Each audit depends on the documentation and evidence provided by the claimant to show increased costs mandated by the state.

Accordingly, the Controller's calculation of cost savings for all years of the audit period except the first half of fiscal year 2003-2004 is correct as a matter of law, and is not arbitrary, capricious, or entirely lacking in evidentiary support.

4. The Controller's calculation of cost savings for the first half of fiscal year 2003-2004 is incorrect as a matter of law.

¹⁹⁹ Exhibit B, Controller's Late Comments on the IRC, pages 63 (2008 report), listing the waste reduction programs in place, stating that "Increased monitoring of paper/cardboard recycling have also contributed to landfill diversion" and reporting there was "more communication to the college to help with our recycling efforts." Claimant also reported that in 2008: "No new programs were implemented, or discontinued."

²⁰⁰ Exhibit B, Controller's Late Comments on the IRC, page 21-22.

²⁰¹ Exhibit A, IRC, page 35.

²⁰² Exhibit B, Controller's Late Comments on the IRC, page 24.

²⁰³ *American Bd. of Cosmetic Surgery, Inc. v. Medical Bd. of California* (2008) 162 Cal.App.4th 534, 547-548.

²⁰⁴ Exhibit A, IRC, pages 18-19.

The claimant achieved an actual diversion rate of 62.5 percent in the first half of fiscal year 2003-2004.²⁰⁵ The Controller allocated the diversion rate, as it did for the other fiscal years, because the claimant exceeded the mandate. However, the Controller used a 50 percent mandated rate to calculate the allocated diversion rate although the test claim statutes required only 25 percent diversion in calendar year 2003.²⁰⁶ The requirement to divert 50 percent of solid waste did not become operative until January 1, 2004,²⁰⁷ so the calculation of cost savings for fiscal year 2003-2004 using a 25 percent diversion rate is incorrect.

As indicated in the Parameters and Guidelines, the mandate is to divert at least 25 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2002, and at least 50 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2004, through source reduction, recycling, and composting activities.²⁰⁸ Thus, from July 1, 2003, through December 31, 2003, community college districts were mandated to achieve diversion rates of only 25 percent. The Controller admits that, “as there is no state mandate to exceed solid waste diversion for amounts in excess of 25% for calendar years 2000 through 2003 or 50% for calendar year 2004 and later, there is no basis for calculating offsetting savings realized for actual diversion percentages that exceed the levels set by statute.”²⁰⁹

The Controller’s calculation of cost savings, using a 50 percent diversion rate from July 1, 2003 through December 31, 2003, instead of the mandated 25 percent diversion rate, is incorrect as a matter of law.²¹⁰ As discussed above, the Controller’s formula for offsetting cost savings for years in which the claimant exceeded the diversion mandate, which allocates the diversion based on the mandated rate, is consistent with the test claim statutes and the court’s decision on this program.

Applying the Controller’s cost savings formula (that allocates cost savings for years the claimant exceeded the mandate) to the first half of fiscal year 2003-2004, results in offsetting savings of \$13,772 (25 percent divided by 62.5 percent, multiplied by 934.85 tons diverted multiplied by the statewide average landfill disposal fee of \$36.83) rather than \$27,544. Therefore, the difference of \$13,772 (\$27,544 - \$13,772) has been incorrectly reduced.

In comments on the Draft Proposed Decision, the Controller agreed with the conclusion to reinstate \$13,772 to the claimant for the first half of fiscal year 2003-2004.²¹¹

Accordingly, the Commission finds that the difference of \$13,772 (\$27,544 - \$13,772) reduced from costs claimed for the first half of fiscal year 2003-2004 is incorrect as a matter of law.

²⁰⁵ Exhibit B, Controller’s Late Comments on the IRC, page 46 (2003 Annual Report).

²⁰⁶ Exhibit B, Controller’s Late Comments on the IRC, page 71.

²⁰⁷ Public Resources Code sections 42921; Exhibit A, IRC, page 91 (Parameters and Guidelines).

²⁰⁸ Exhibit A, IRC, page 91 (Parameters and Guidelines). This is based on Public Resources Code sections 42921.

²⁰⁹ Exhibit B, Controller’s Late Comments on the IRC, page 20.

²¹⁰ Exhibit B, Controller’s Late Comments on the IRC, page 71.

²¹¹ Exhibit D, Controller’s Comments on the Draft Proposed Decision.

V. Conclusion

Based on the foregoing, the Commission concludes that the Controller timely initiated the audit of the fiscal year 2000-2001 reimbursement claim, and timely completed the audit of all claims.

The Commission also finds that the Controller's reduction of costs claimed for all years in the audit period except the first half of fiscal year 2003-2004 is correct as a matter of law and is not arbitrary, capricious, or entirely lacking in evidentiary support.

The Commission further concludes that the Controller's reduction of costs claimed for the first half of fiscal year 2003-2004 is partially incorrect as a matter of law. The law and the record support offsetting cost savings for this time period of \$13,772 rather than \$27,544. Therefore, the difference of \$13,772 has been incorrectly reduced and should be reinstated to claimant.

Accordingly, the Commission partially approves this IRC and requests, pursuant to Government Code section 17551(d) and section 1185.9 of the Commission's regulations, that the Controller reinstate \$13,772 to the claimant.

DECLARATION OF SERVICE BY EMAIL

I, the undersigned, declare as follows:

I am a resident of the County of Sacramento and I am over the age of 18 years, and not a party to the within action. My place of employment is 980 Ninth Street, Suite 300, Sacramento, California 95814.

On January 10, 2018, I served the:

- **Proposed Decision issued January 10, 2018**

Integrated Waste Management, 14-0007-I-07
Public Resources Code Sections 40418, 40196.3, 42920-42928;
Public Contract Code Sections 12167 and 12167.1
Statutes 1992, Chapter 1116 (AB 3521); Statutes 1999, Chapter 764 (AB 75)
State Agency Model Integrated Waste Management Plan (February 2000)
Fiscal Years: 2000-2001, 2003-2004, 2004-2005, 2005-2006, 2006-2007, and 2007-2008
El Camino Community College District, Claimant

By making it available on the Commission's website and providing notice of how to locate it to the email addresses provided on the attached mailing list.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this declaration was executed on January 10, 2018 at Sacramento, California.



Jill L. Magee
Commission on State Mandates
980 Ninth Street, Suite 300
Sacramento, CA 95814
(916) 323-3562

COMMISSION ON STATE MANDATES

Mailing List

Last Updated: 12/21/17

Claim Number: 14-0007-I-07

Matter: Integrated Waste Management

Claimant: El Camino Community College District

TO ALL PARTIES, INTERESTED PARTIES, AND INTERESTED PERSONS:

Each commission mailing list is continuously updated as requests are received to include or remove any party or person on the mailing list. A current mailing list is provided with commission correspondence, and a copy of the current mailing list is available upon request at any time. Except as provided otherwise by commission rule, when a party or interested party files any written material with the commission concerning a claim, it shall simultaneously serve a copy of the written material on the parties and interested parties to the claim identified on the mailing list provided by the commission. (Cal. Code Regs., tit. 2, § 1181.3.)

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