

## COMMISSION ON STATE MANDATES

980 NINTH STREET, SUITE 300  
SACRAMENTO, CA 95814  
PHONE: (916) 323-3562  
FAX: (916) 445-0278  
E-mail: [csminfo@csm.ca.gov](mailto:csminfo@csm.ca.gov)



April 8, 2014

|   |   |  |
|---|---|--|
| Mr. Steven M. Kinsella<br>Gavilan Community College District<br>5055 Santa Teresa Blvd.<br>Gilroy, CA 95020 | Mr. Keith B. Petersen<br>SixTen and Associates<br>P.O. Box 340430<br>Sacramento, CA 95834 | Ms. Jill Kanemasu<br>Division of Accounting and Reporting<br>State Controller's Office<br>3301 C Street, Suite 700<br>Sacramento, CA 95816 |
|---|---|--|

**Re: Notice of Complete Filing and Schedule for Comments**

Incorrect Reduction Claim

*Enrollment Fee Collection and Waivers*, 13-9913-I-01

Education Code Section 76300

California Code of Regulations, Title 5, Sections 58501-58503,  
58611-58613, 58620 and 58630

Fiscal Years: 1998-1999, 1999-2000, 2000-2001, 2001-2002,

2002-2003, 2003-2004, 2004-2005, 2005-2006, 2006-2007, and 2007-2008

Gavilan Community College District, Claimant

Dear Mr. Kinsella, Mr. Petersen and Ms. Kanemasu:

On March 26, 2014, the Gavilan Community College District filed an incorrect reduction claim (IRC) with the Commission on State Mandates (Commission) based on the *Enrollment Fee Collection and Waivers* program for fiscal years 1998-1999, 1999-2000, 2000-2001, 2001-2002, 2002-2003, 2003-2004, 2004-2005, 2005-2006, 2006-2007, and 2007-2008 in the amount of \$3,766,932. Commission staff has determined that the IRC filing is complete.

Government Code section 17551(b) requires the Commission to hear and decide claims by local agencies and school districts that the State Controller's Office (SCO) has incorrectly reduced payments to the local agencies or school districts.

**SCO Review and Response.** Please file the SCO response and supporting documentation regarding this claim within 90 days of the date of this letter. Please include an explanation of the reasons for the reductions and the computation of reimbursements. All documentary evidence must be authenticated by declarations under penalty of perjury signed by persons who are authorized and competent to do so and be based on the declarant's personal knowledge, information or belief.

The Commission's regulations require that the responses (opposition or recommendation) filed with the Commission be simultaneously served on all parties and interested parties on the mailing list, and accompanied by a proof of service (Cal. Code Regs., tit. 2, 1185.1). However, this requirement may be satisfied by electronically filing your documents via the Commission's e-filing system. Please see <http://www.csm.ca.gov/dropbox.shtml> on the Commission's website. The responses will be posted on the Commission's website and the mailing list will be notified by electronic mail of the posting. This procedure will satisfy all the service requirements pursuant to section 1181.2 of the Commission's regulations.

The failure of the SCO to respond within this 90-day timeline shall not cause the Commission to delay consideration of this IRC.

Mr. Kinsella, Mr. Petersen, and Ms. Kanemasu

April 8, 2014

Page 2

**Claimant's Rebuttal.** Upon receipt of the SCO response, the claimant and interested parties may file rebuttals. The rebuttals are due 30 days from the service date of the response.

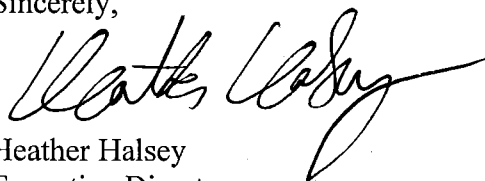
**Prehearing Conference.** A prehearing conference may be scheduled if requested.

**Public Hearing and Staff Analysis.** The public hearing on this claim will be scheduled after the record closes. A staff analysis will be issued on the IRC at least eight weeks prior to the public hearing.

**Withdrawal of Incorrect Reduction Claims.** Under section 1185.6(a) of the Commission's regulations, an IRC may be withdrawn by written application any time before a decision is adopted or by oral application at the time of hearing. If such an application is made, the Executive Director shall issue a letter dismissing the claim.

Please call Heidi Palchik at (916) 323-3562 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Heather Halsey", with a long, sweeping underline that extends to the right.

Heather Halsey  
Executive Director

**DECLARATION OF SERVICE BY EMAIL**

I, the undersigned, declare as follows:

I am a resident of the County of Solano 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 April 8, 2014, I served the:

**New IRC Filing; and Notice of Complete Filing and Schedule for Comments**  
Incorrect Reduction Claim  
*Enrollment Fee Collection and Waivers*, 13-9913-I-01  
Education Code Section 76300  
California Code of Regulations, Title 5, Sections 58501-58503,  
58611-58613, 58620 and 58630  
Fiscal Years: 1998-1999, 1999-2000, 2000-2001, 2001-2002,  
2002-2003, 2003-2004, 2004-2005, 2005-2006, 2006-2007, and 2007-2008  
Gavilan 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 April 8, 2014 at Sacramento, California.



---

Heidi J. Palchik  
Commission on State Mandates  
980 Ninth Street, Suite 300  
Sacramento, CA 95814  
(916) 323-3562

# COMMISSION ON STATE MANDATES

## Mailing List

**Last Updated:** 4/8/14

**Claim Number:** 13-9913-I-01

**Matter:** Enrollment Fee Collection and Waivers

**Claimant:** Gavilan 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, § 1181.2.)

**Socorro Aquino**, *State Controller's Office*

Division of Audits, 3301 C Street, Suite 700, Sacramento, CA 95816

Phone: (916) 322-7522

SAquino@sco.ca.gov

**Marieta Delfin**, *State Controller's Office*

Division of Accounting and Reporting, 3301 C Street, Suite 700, Sacramento, CA 95816

Phone: (916) 323-0706

mdelfin@sco.ca.gov

**Susan Geanacou**, *Department of Finance*

915 L Street, Suite 1280, Sacramento, CA 95814

Phone: (916) 445-3274

susan.geanacou@dof.ca.gov

**Ed Hanson**, *Department of Finance*

Education Systems Unit, 915 L Street, 7th Floor, 915 L Street, 7th Floor, Sacramento, CA 95814

Phone: (916) 445-0328

ed.hanson@dof.ca.gov

**Jill Kanemasu**, *State Controller's Office*

Division of Accounting and Reporting, 3301 C Street, Suite 700, Sacramento, CA 95816

Phone: (916) 322-9891

jkanemasu@sco.ca.gov

**Steven Kinsella**, Superintendent/President, *Gavilan Community College District*

5055 Santa Teresa Blvd, Gilroy, CA 95020-9599

Phone: (408) 848-4711  
skinsella@gavilan.edu

**Jay Lal**, *State Controller's Office (B-08)*

Division of Accounting & Reporting, 3301 C Street, Suite 700, Sacramento, CA 95816  
Phone: (916) 324-0256  
JLal@sco.ca.gov

**Kathleen Lynch**, *Department of Finance (A-15)*

915 L Street, Suite 1280, 17th Floor, Sacramento, CA 95814  
Phone: (916) 445-3274  
kathleen.lynch@dof.ca.gov

**Yazmin Meza**, *Department of Finance*

915 L Street, Sacramento, CA 95814  
Phone: (916) 445-0328  
Yazmin.meza@dof.ca.gov

**Andy Nichols**, *Nichols Consulting*

1857 44th Street, Sacramento, CA 95819  
Phone: (916) 455-3939  
andy@nichols-consulting.com

**Christian Osmena**, *Department of Finance*

915 L Street, Sacramento, CA 95814  
Phone: (916) 445-0328  
christian.osmena@dof.ca.gov

**Keith Petersen**, *SixTen & Associates*

**Claimant Representative**

P.O. Box 340430, Sacramento, CA 95834-0430  
Phone: (916) 419-7093  
kbsixten@aol.com

**Mollie Quasebarth**, *Department of Finance*

Education Systems Unit, 915 L Street, 7th Floor, Sacramento, CA 95814  
Phone: (916) 445-0328  
mollie.quasebarth@dof.ca.gov

**Sandra Reynolds**, *Reynolds Consulting Group, Inc.*

P.O. Box 894059, Temecula, CA 92589  
Phone: (951) 303-3034  
sandrareynolds\_30@msn.com

**Kathy Rios**, *State Controller's Office*

Division of Accounting and Reporting, 3301 C Street, Suite 700, Sacramento, CA 95816  
Phone: (916) 324-5919  
krios@sco.ca.gov

**Nicolas Schweizer**, *Department of Finance*

Education Systems Unit, 915 L Street, 7th Floor, 915 L Street, 7th Floor, Sacramento, CA 95814  
Phone: (916) 445-0328  
nicolas.schweizer@dof.ca.gov

**David Scribner**, *Max8550*

2200 Sunrise Boulevard, Suite 240, Gold River, CA 95670

Phone: (916) 852-8970

[dscribner@max8550.com](mailto:dscribner@max8550.com)

**Jim Spano**, Chief, Mandated Cost Audits Bureau, *State Controller's Office*

Division of Audits, 3301 C Street, Suite 700, Sacramento, CA 95816

Phone: (916) 323-5849

[jspano@sco.ca.gov](mailto:jspano@sco.ca.gov)

**Dennis Speciale**, *State Controller's Office*

Division of Accounting and Reporting, 3301 C Street, Suite 700, Sacramento, CA 95816

Phone: (916) 324-0254

[DSpeciale@sco.ca.gov](mailto:DSpeciale@sco.ca.gov)