



FAIR POLITICAL PRACTICES COMMISSION

428 J Street • Suite 620 • Sacramento, CA 95814-2329

(916) 322-5660 • Fax (916) 322-0886

July 20, 2009

Steven M. Menzies

REDACTED

RE: **Warning Letter**
FPPC Case No. 09/491; Steven M. Menzies

Dear Mr. Menzies:

The Fair Political Practices Commission ("Commission") enforces the provisions of the Political Reform Act (the "Act") found in Government Code Section 81000, and following. The Act requires that committees file campaign statements at periodic intervals. This letter is to inform you that you failed to comply with the campaign reporting requirements when you contributed \$11,200 to the Jerry Brown for Attorney General committee on May 23, 2006.

Section 82013, subdivision (c), defines one type of committee, commonly referred to as a major donor committee, as any person who makes contributions totaling \$10,000. The Act requires that a major donor committee file a Campaign Disclosure Statement (Form 461) for each six month period that it made contributions. The campaign statement must be filed on January 31 and July 31 of each year. (Section 84200(a).)

The Act also requires that a committee file a Late Contribution Report (LCR), Form 497, disclosing any contributions of \$1,000 or more made to support or oppose a candidate, ballot measure, or state political party committee, during the "late reporting period," the 16 days prior to the election in which the candidate or measure is on the ballot. The LCR must be filed by the committee within 24 hours of making the contribution and filed at every location that the committee is required to file its regular campaign statements. (Section 84203.)

Since you contributed \$11,200 or more on May 23, 2006, you were required to file a Campaign Disclosure Statement (Form 461) by July 31, 2006. A Form 461 was in fact filed by you, but neither the date of the contribution, nor the amount contributed was reported on that statement. Additionally, since the \$11,200 contribution to the Jerry Brown for Attorney General committee occurred during the "late reporting period," you were required to file an LCR within 24 hours of making the contribution. Accordingly, your failure to accurately complete the campaign

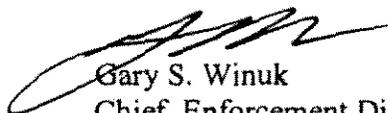
disclosure statement and file the LCR was a violation of the Act. To correct your filing requirement, you must immediately amend your major donor campaign statement and file the delinquent LCR with the Secretary of State, the Registrar-Recorder of Los Angeles County, and the Department of Elections of the City and County of San Francisco.

Although you violated the Act, we are closing this matter with a written warning to you. However, the information in this matter will be retained and may be considered should an enforcement action become necessary based on future conduct or newly discovered information.

The Commission publishes forms and manuals to facilitate compliance with the provisions of the Act. If you need forms or a manual, or guidance regarding your obligations, you may call the Commission's Technical Assistance Division at 1-866-275-3772 or visit our website at www.fppc.ca.gov.

If you have questions regarding this matter, please contact Jeanette Turvill at (916) 322-8194.

Sincerely,



Gary S. Winuk
Chief, Enforcement Division

GSW:jt