



STATE OF CALIFORNIA
FAIR POLITICAL PRACTICES COMMISSION
1102 Q Street • Suite 3050 • Sacramento, CA 95811

July 25, 2024

Travis Unified Teachers Association Political Action Committee
Rebecca Hill, previous treasurer
Mandy Phong, previous treasurer

Sent via email: [REDACTED]

Warning Letter: FPPC No. 2021-01097; Travis Unified Teachers Association Political Action Committee, Rebecca Hill and Mandy Phong

Dear Respondents,

The Enforcement Division of the Fair Political Practices Commission (“Commission”) enforces the provisions of the Political Reform Act (the “Act”).¹ In response to the Enforcement Division’s pre-election outreach program, we were notified by Solano County that Travis Unified Teachers Association PAC (“the Committee”) failed to timely file a pre-election campaign statement in connection with the November 3, 2020 election.

The Enforcement Division has completed its investigation and found that the Committee failed to timely amend the statement of organization within 10 days of a change to its contents, failed to timely file two pre-election campaign statements, and failed to timely file a 24-hour contribution report by their respective due dates. In addition, the Enforcement Division found that the Committee failed to timely report all expenditures on two pre-election campaign statements.

General purpose committees must file a statement of organization. If any of the information contained in the statement changes, an amendment must be filed within 10 days to reflect the change.²

The Act requires committees to file two pre-election campaign statements at specified times prior to the election, as well as semi-annual campaign statements each year no later than July 31 for the period ending June 30, and no later than January 31 for the period ending December 31.³

General purpose committees shall file the applicable pre-election campaign statements if it makes contributions or independent expenditures totaling \$500 or more in connection with the General Election during the period covered by the pre-election campaign statements.⁴ The first pre-election campaign statement, for the period ending in 45 days before the election, shall be filed no later

¹ The Political Reform Act is contained in Government Code Sections 81000 through 91014.

² Sections 84101 and 84103, subd (a).

³ Sections 84200.5 and 84200.

⁴ Section 84200.5, subd. (e)

than 40 days before the election.⁵ The second pre-election statement for the reporting period ending 17 days before the election shall be filed no later than 12 days before the election.⁶ If the committee has not previously filed a campaign statement, the period covered begins on January 1.⁷

The Act requires all contributions and expenditures to be reported on the relevant campaign statements.⁸ The Act also requires each committee that makes or receives a late contribution to report the late contribution within 24 hours of the time it is made or received.⁹ A “late contribution” includes a contribution that totals in the aggregate \$1,000 or more and is made to or received by a candidate, a controlled committee, or a committee formed or existing primary to support or oppose a candidate or measure during the 90-day preceding the date of the election, or on the date of the election, at which the candidate or measure is to be voted on.¹⁰

The Enforcement Division found that the Committee failed to timely amend the statement of organization within 10 days of a change to its treasurer, failed to timely file two pre-election campaign statements covering the periods of July 1, 2020 to September 19, 2020 and September 20, 2020 to October 17, 2020 by their respective due dates. The Committee also failed to timely file one 24-hour contribution report for making a late contribution by the applicable due date. Finally, the Committee failed to timely report a \$1,572 expenditure on the campaign statement covering the period of July 1, 2020 to September 19, 2020, and failed to timely report a second \$1,572 expenditure on the campaign statement covering the period of September 20, 2020 to October 17, 2020. The Enforcement Division has determined that mitigating circumstances exist here. The evidence shows the pre-election campaign statement covering the period of July 1, 2020 to September 19, 2020 was one day late, and the 24-hour contribution report was filed before the relevant election. Additionally, the treasurer is inexperienced with the Act and largely made a good-faith effort to comply with the Act. The Committee raised and spent a low amount regarding the election, and the Committee has no prior Enforcement history.

This letter serves as a written warning. The information in this matter will be retained and may be considered should an enforcement action become necessary based on newly discovered information or future conduct. Failure to comply with the provisions of the Act in the future will result in monetary penalties of up to \$5,000 for each violation.

Although the Enforcement Division is closing this case without seeking a penalty, the Committee is still required to file all outstanding campaign statements and pay any late filing fees assessed by the filing officer. Please contact the Committee’s filing officer for further information about required filings. Any future non-filings may result in monetary penalties and this warning letter may be considered in any future enforcement actions.

A warning letter is an Enforcement Division case resolution without administrative prosecution or fine. The Commission has adopted Regulation 18360.1 to authorize the Enforcement Division to

⁵ Section 84200.8, subd. (a).

⁶ Section 84200.8, subd. (b).

⁷ Section 842046, subd. (b).

⁸ Section 84211.

⁹ Section 84203.

¹⁰ Section 82036, subd. (a).

issue warning letters to conclude cases in specified circumstances. However, the warning letter resolution does not provide you with the opportunity for a probable cause hearing or hearing before an Administrative Law Judge or the Commission. If you wish to avail yourself of these proceedings by requesting that this case proceed with prosecution rather than a warning, please notify us within ten (10) days from the date of this letter. Upon this notification, the Enforcement Division will rescind this warning letter and proceed with administrative prosecution of this case. If we do not receive such notification, this warning letter will be posted on the Commission's website ten (10) days from the date of this letter.

If you have any questions regarding this letter, please contact me at (916) 322-5772 or MCorona@fppc.ca.gov

Sincerely,

Marissa Corona

Marissa Corona
Commission Counsel
Enforcement Division