



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

December 19, 2025

Shirlee Zane, Individually and o/b/o
Shirlee Zane for Supervisor, 3rd District, 2020
Via email: [REDACTED]

**Warning Letter re FPPC No. 2023-00159; Shirlee Zane and Shirlee Zane for Supervisor,
3rd District, 2020**

Dear Shirlee Zane and Committee:

The Enforcement Division of the Fair Political Practices Commission enforces the provisions of the Political Reform Act (the “Act”).¹ This letter is in response to a referral alleging that you failed to timely file semi-annual campaign statements for your candidate controlled committee, Shirlee Zane for Supervisor, 3rd District, 2020 (the “Committee”).

The Enforcement Division has completed its review of the facts in this case. Specifically, we found that you failed to timely file two semi-annual campaign statements (Form 460) and failed to timely file an amended Statement of Organization (Form 410) declaring termination of the Committee.

The Act requires that candidates report their financial activity by filing campaign finance statements. Candidate controlled committees must file two pre-election campaign statements prior to the election in which the candidate is listed on the ballot.² For the period ending 45 days before the election, the statement shall be filed no later than 40 days before the election.³ The Act also requires a candidate controlled committee to file two 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 31.⁴ The obligation to file campaign statements continues until the candidate or treasurer terminates the committee.⁵ Controlling candidates and committee treasurers are jointly and severally liable for violations by the committee.⁶

Additionally, the Act requires committees to file an amendment to the statement of organization (Form 410) declaring the committee’s termination with the Secretary of State, and to file a copy with the committee’s local filing officer, in order to terminate a committee and discharge the obligation to continue filing campaign statements.⁷

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

² Section 84200.5.

³ Section 84200.8, subd. (a).

⁴ Section 84200, subd. (a).

⁵ California Code of Regulations, Title 2, Section 18404, subd. (d).

⁶ Government Code Sections 83116.5 and 91006.

⁷ Section 84101 and California Code of Regulations, Title 2, Section 18404, subd. (c).

You violated the Act because you failed to timely file a semi-annual campaign statement covering the reporting period of July 1, 2020 to December 31, 2020 by the February 1, 2021 deadline, failed to timely file a semi-annual campaign statement covering the reporting period of January 1, 2021 to June 30, 2021 by the August 2, 2021 deadline, and failed to timely file an amended Statement of Organization (Form 410) declaring termination of the Committee with the Secretary of State within 10 days of the Committee's termination on June 30, 2021.

The Enforcement Division has decided to close your case with a warning letter rather than a fine due to the following mitigating factors: your long-time treasurer became terminally ill during the reporting periods covered by the late filings, you were no longer in office and the Committee had low activity during the reporting periods, you relied upon records prepared by your treasurer for which you had limited access to complete the filings, and you worked with the Enforcement Division after the death of your treasurer in order to file the outstanding statements. Please note that while the Enforcement Division is closing this matter without a fine, your filing officer may assess late filing penalties.

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.

A warning letter is an Enforcement Division case resolution without administrative prosecution or fine. The Commission has adopted Regulation 18360.1 and 18360.2 to authorize the Enforcement Division to 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 your 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 Franceska Gonzalez at fgonzalez@fppc.ca.gov or (279) 237-5993.

Sincerely,

Franceska Gonzalez

Franceska Gonzalez, Attorney
Enforcement Division