

CityPAC
440 North Wabash Avenue #2606
Chicago, Illinois 60611

CityPAC Hot Line: 312/759-CITY

RECEIVED
FEDERAL ELECTION
COMMISSION MAIL ROOM

Oct 20 11 58 AM '98

October 15, 1998

Mr. Ed Ryan
Reports Analyst
Reports Analysis Division
Federal Election Commission
999 E. Street, N.W.
Washington, D.C. 20463

RE: The City Political Action Committee (CityPAC)
FEC IDENTIFICATION NUMBER C00187526

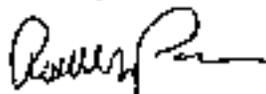
Dear Mr. Ryan:

This letter is in response to the letter (a copy of which is enclosed) sent to CityPAC by the FEC dated September 16. I did not receive this letter until this past Thursday, October 15, due I believe to the letter's listing us as Apt. 2506 rather than Apt. 2606 (the correct address). Even a change this minor confuses the mailroom in this apartment building.

We are a volunteer organization with no office and no permanent staff. The telephones we have are in the houses of volunteers. We have in the past hired temporary help to assist with administrative tasks, but it is very important to us to keep expenses as low as possible. We are not connected to any other organization that helps to cover the expenses of the PAC. We report all of our administrative expenses to the FEC in our regular filings.

I hope this answers any questions you may have had about our reports. Please contact me at (312) 464-9396 or at the address at the top of this letter if there are questions that remain.

Sincerely,



Russell J. Pass



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-3

October 8, 1998

Matt Mitzen, Treasurer
City Political Action Committee (City PAC)
440 North Wabash #2606
Chicago, IL 60611

Identification Number: C00187526

Reference: Mid-Year (1/1/97-6/30/97), Year End (7/1/97-12/31/97), April Quarterly (1/1/98-3/31/98), and July Quarterly (4/1/98-6/30/98) Reports

Dear Mr. Mitzen:

This letter is to inform you that as of October 7, 1998 the Commission has not received your response to our request for additional information, dated September 16, 1998. This notice requests information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to this request (copy enclosed).

If no response is received within fifteen (15) days from the date of this notice, the Commission may choose to initiate audit or legal enforcement action.

If you should have any questions regarding this matter, please contact Edward D. Ryan on our toll-free number (800) 424-9530 or our local number (202) 694-1130.

Sincerely,

A handwritten signature in cursive script that reads "John D. Gibson".

John D. Gibson
Assistant Staff Director
Reports Analysis Division

Enclosure



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Matt Mitzen, Treasurer
City Political Action Committee (City PAC)
440 North Wabash #2506
Chicago, IL 60611

SEP 16 1998

Identification Number: C00187526

Reference: Mid-Year (1/1/97-6/30/97), Year End (7/1/97-12/31/97), April
Quarterly (1/1/98-3/31/98), and July Quarterly (4/1/98-6/30/98) Reports

Dear Mr. Mitzen:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Your report discloses limited payments for administrative expenses. Administrative expenses are payments made for the purpose of operating a political committee including, but not limited to, rent, utilities, salaries, telephone service, office equipment and supplies. Any such payments to a person aggregating in excess of \$200 in a calendar year must be disclosed on Schedule B, supporting Line 21(b) of the Detailed Summary Page. 2 U.S.C. §434(b)(5) If these expenses are being paid by a connected organization, your Statement of Organization must be amended to reflect this relationship. 2 U.S.C. §433(b)(2). In addition, if expenses have been incurred but not paid in a reporting period, the activity should be disclosed as a debt on Schedule D, if the obligation is \$500 or more, or outstanding for sixty days or more. 11 CFR §104.11

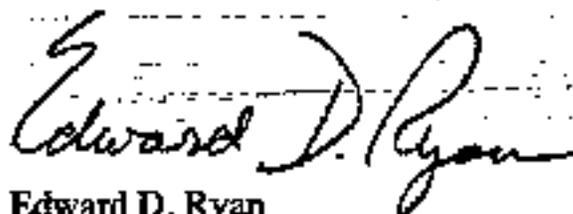
Any goods or services provided to your committee by a person, except volunteer activity (i.e., a person's time), would be considered an in-kind contribution from that person, and would be subject to the disclosure requirements of 2 U.S.C. §434(b)(3) and 11 CFR §104.13, and the limitations and prohibitions of 2 U.S.C. §§441a and 441b.

Clarification regarding administrative expenses should be disclosed during

each two year election cycle beginning with the first report filed in the non-election year. Please verify that all expenses referenced above (i.e., rent, salaries, utilities, etc.) have been adequately disclosed. If these services have been provided by volunteers, please confirm this in writing.

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 694-1130.

Sincerely,



Edward D. Ryan
Reports Analyst
Reports Analysis Division

Federal Election Commission

**ENVELOPE REPLACEMENT PAGE
FOR INCOMING DOCUMENTS**

The Commission has added this page to the end of this filing to indicate how it was received.

<input type="checkbox"/> Hand Delivered	Date of Receipt
<input type="checkbox"/> First Class Mail	POSTMARKED
<input checked="" type="checkbox"/> Registered/Certified Mail	POSTMARKED 10/17/98
<input type="checkbox"/> No Postmark	
<input type="checkbox"/> Postmark Illegible	
<input type="checkbox"/> Received from the House office of Records and Registration	Date of Receipt
<input type="checkbox"/> Received from the Senate Office of Public Records	Date of Receipt
<input type="checkbox"/> Other (Specify):	Postmarked and/or Date of Receipt
<input type="checkbox"/> Electronic Filing	
 PREPARER	10/20/98 DATE PREPARED