



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

RQ-3

October 4, 2001

Richard Herber, Treasurer
Elections Committee of the County of Orange
1700 E. Garry Street, Suite 211
Santa Ana, CA 92705

Identification Number: C00192302

Reference: October Quarterly (7/1/00-9/30/00), 12 Day Pre-General (10/1/00-10/18/00), 30 Day Post-General (10/19/00-11/27/00) and Year End (11/28/00-12/31/00) Reports

Dear Mr. Herber:

This letter is to inform you that as of October 3, 2001 the Commission has not received your response to our requests for additional information dated September 12, 2001. These notices request 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 these requests (copies enclosed).

An adequate response must be received at the Commission by October 24, 2001. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.

If you should have any questions regarding this matter, please contact Jim Krebs on our toll-free number (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division) or our local number (202) 694-1130.

Sincerely,

A handwritten signature in black ink that reads "John D. Gibson".

John D. Gibson

Assistant Staff Director

Reports Analysis Division



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RQ-2

Richard Herber, Treasurer
Elections Committee of the County
of Orange
1700 E. Garry Street, Suite 211
Santa Ana, CA 92705

SEP 12 2001

Identification Number: C00192302

Reference: 12 Day Pre-General Report (10/1/00-10/18/00)

Dear Mr. Herber:

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 calculations for Line 8, Column B appear to be incorrect. FEC calculations disclose this amount(s) to be \$11,054.04. Please provide the corrected total(s) on the Summary Page.

-Line 6(a) of the Summary Page represents the total cash-on-hand as of January 1, 2000. This figure should be identical to the ending cash of the Year End Report of the previous year. Please amend your report to clarify this discrepancy.

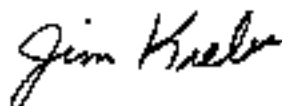
-Your report discloses limited payments for administrative expenses. Administrative expenses are payments made for the purpose of operating a political committee including, but not limited to, rent, utilities, salaries, telephone service, office equipment and supplies. Any such payments to a person aggregating in excess of \$200 in a calendar year must be disclosed on Schedule(s) B, supporting Line(s) 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 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,



Jim Krebs
Reports Analyst
Reports Analysis Division