



**State of Washington**  
**PUBLIC DISCLOSURE COMMISSION**

711 Capitol Way Rm. 206, PO Box 40908 • Olympia, Washington 98504-0908  
(360) 753-1111 • FAX (360) 753-1112  
Toll Free 1-877-601-2828 • E-mail: [pdcc@pdcc.wa.gov](mailto:pdcc@pdcc.wa.gov) • Website: [www.pdca.wa.gov](http://www.pdca.wa.gov)

**Memorandum**

To: Public Disclosure Commission

From: Shelley Warnock, Compliance Coordinator

Date: September 16, 2025

Subject: Andrew Davis; PDC Case 173262; Reconsideration Hearing

**Matter for Reconsideration:**

During a Brief Enforcement Hearing held on June 25, 2025, Andrew Davis was found to have violated RCW 42.17A.700 by failing to file a Personal Financial Affairs Statement (F-1 report), which was due to be filed within two weeks of becoming a candidate or no later than May 23, 2025. At the, Brief Enforcement Hearing, an Order imposing a \$150 penalty with \$25 suspended was entered, which the Respondent now requests the Commission review.

**Background:**

- Andrew Davis (the “Respondent”) was a Candidate for City Council Member for the Town of Steilacoom in the 2025 election cycle.
  - The Respondent has no prior violations with the PDC.
  - On May 29, 2025, PDC staff emailed Respondent’s a hearing notice regarding the missing report. This hearing notice was sent to Respondent’s email address on record. (*Exhibit 1*)
  - On June 7, 2025, the Respondent filed the F-1 report.
  - At the July 22, 2025, Brief Enforcement hearing, the Presiding Officer assessed a total civil penalty of \$150 with \$25 suspended in accordance with WAC 390-37-143. The penalty is payable within 30 days of the date of this Order, which was August 21, 2025. (*Exhibit 2*)
  - On July 22, 2025, an email was sent to the Respondent for an online payment options.
-

### **Request for Reconsideration:**

- On July 25, 2025, the Respondent emailed PDC staff requesting a reconsideration: (*Exhibit 3*)
  - The Respondent states he is a first-time filer and first-time running for public office. As soon as he was made aware of the need to file the F-1 he filled out the report.
  - The Respondent was unaware of the filing requirements.
  
- On September 16, 2025, PDC staff served Respondent a hearing notice via email for a September 25, 2025 Reconsideration Hearing before the Commission, along with instructions on how to participate in the hearing remotely. (*Exhibit 4*)

### **Exhibit List:**

Exhibit 1 – PDC Case 173262 Andrew Davis Hearing Notice

Exhibit 2 – PDC Case 173262 Andrew Davis Annual Report BAP Order

Exhibit 3 – PDC Case 173262 Andrew Davis Request for Review

Exhibit 4 – PDC Case 173262 Andrew Davis Reconsideration Hearing Notice

# PDC Exhibit 1

Subject: F-1 Brief Enforcement Hearing Notice; PDC Case Number 173262

Dear Andrew Davis:

Public Disclosure Commission (PDC) records indicate that you are or were a candidate for public office in 2025, and we have not received your *Personal Financial Affairs Statement* (F-1 report) disclosing personal financial information for the twelve months preceding your candidacy.

RCW 42.17A.700 requires candidates to file an F-1 report within two weeks of declaring their candidacy, which was no later than May 23, 2025.

In accordance with RCW 42.17A.110 and RCW 42.17A.755, a Brief Adjudicative Proceeding (Brief Enforcement Hearing) has been scheduled to determine if you violated RCW 42.17A.700 by failing to file the required F-1 report for the 2025 election cycle. Under the Brief Enforcement Hearing rules, the Presiding Officer has the authority to assess a civil penalty in accordance with WAC 390-37-143, a penalty schedule adopted by the Commission (see enclosed copy).

## HEARING INFORMATION

Date and time: **June 25, 2025 at 1:30PM**  
Place: Remotely from Olympia  
Live Audio and Online Transmission  
Presiding Officer: J. Leach, Chair, Public Disclosure Commission  
Authority: RCW 42.17A and WAC 390

To participate in the hearing please follow the link below. If you are intending to attend the hearing, please respond to this email informing us that you intend to do so. In hearings with a large number of respondents, PDC Staff does try to prioritize respondents who indicate they intend to participate before the hearing. **If you do not inform us prior to the hearing, you may have to wait in excess of an hour for your case to be heard.**

<https://tinyurl.com/bddujm2e>

## HOW TO AVOID THE HEARING

To avoid the Brief Enforcement Hearing, please take all the following steps:

1. File your F-1 report electronically by no later than June 16, 2025;  
*Online instructions for filing the reports are attached.*

## AND

1. Mail or Email the following items to the PDC so they are postmarked on or before **June 16, 2025**:
  - A signed *Statement of Understanding* (blank form attached).
  - A payment in the amount of \$100, made either electronically through the PDC's new online payment system or by mail. Please see the attached instructions.

(Any *Statement of Understanding* received via email or mailed with a postmark later than June 16, 2025 will not be accepted and your case will proceed to hearing. The *Statement of Understanding* is not valid without the filed report

and payment.)

If you have any further question, please respond to this email.

PDC Staff

Public Disclosure Commission

PDC@pdc.wa.Gov

360-753-1111



# PDC Exhibit 2



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July 22, 2025

Delivered electronically to [kaluna00@hotmail.com](mailto:kaluna00@hotmail.com).

Subject: PDC Order, Case 173262

Dear Andrew Davis,

Enclosed is a copy of the Public Disclosure Commission's Order Imposing Fine that was entered in the above-referenced case.

At the June 25, 2025, Brief Enforcement hearing, the Presiding Officer assessed a total civil penalty of \$150, of which \$25 is suspended, in accordance with WAC 390-37-143. The \$125 non-suspended penalty is payable within 30 days of the date of this August 21, 2025.

**Online Payment Option:**

To make an online payment please respond to the email accompanying this order requesting a payment link.

A payment link will be sent to you, in which you will need to provide the following information: (1) Case Number; and (2) Respondent Name.

Processing fees may apply.

To mail a check or money order, make it payable to the "Washington State Treasurer" and be sure to include the PDC Case Number in the memorandum field.

**For Regular Mail:**

Public Disclosure Commission  
PO Box 40908  
Olympia, WA 98504-0908

**For Overnight Mail or In-Person Delivery:**

Public Disclosure Commission  
711 Capitol Way S, STE 206  
Olympia, WA 98501-1267

Thank you for your prompt attention to this matter. If you have questions, please contact us by email at [pdcc@pdcc.wa.gov](mailto:pdcc@pdcc.wa.gov).

Sincerely,

*Electronically Signed by Jordan Campbell*

PDC Staff

Enclosure: Initial Order



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BEFORE THE PUBLIC DISCLOSURE COMMISSION  
OF THE STATE OF WASHINGTON

In Re: Compliance with RCW 42.17A

PDC Case 173262

Andrew Davis,

Respondent.

Findings of Fact,  
Conclusions of Law, and  
**Order Imposing Fine**

Pursuant to the brief enforcement hearing (brief adjudicative proceeding) notice sent to Andrew Davis dated May 29, 2025, a brief adjudicative proceeding was held on June 25, 2025, remotely from Olympia, WA by live audio and online transmission, to consider whether the Respondent violated RCW 42.17A.700 by failing to file or timely file a Personal Financial Affairs Statement (F-1 report), disclosing personal financial information for the preceding twelve months, which was due to be filed within two weeks of candidacy or no later than May 23, 2025.

The hearing was held in accordance with Chapters 34.05 RCW, 42.17A RCW and Chapter 390-37 WAC. Commission Chair J. Leach was the Presiding Officer. Commission staff was represented by Compliance Coordinators Colin Peeples, Jordan Campbell and Shelley Warnock. The Respondent did not participate in the hearing

Having considered the evidence, the Presiding Officer finds as follows:

FINDINGS OF FACT

1. The Respondent is or was a candidate for CITY COUNCIL MEMBER of TOWN OF STEILACOOM.
2. As a candidate, the Respondent was required to file a F-1 report by May 23, 2025.
3. The Respondent filed the F-1 report after the hearing notice, but before the enforcement hearing.
4. The Respondent has no prior violations.

CONCLUSIONS OF LAW

Based on the above facts, as a matter of law, the Presiding Officer concludes as follows:

5. This matter was duly and properly convened, and all jurisdictional, substantive, and procedural requirements have been satisfied.
6. The Respondent violated RCW 42.17A.700 by failing to timely file the F-1 report by May 23, 2025.

ORDER

ON the basis of the foregoing Findings of Fact and Conclusions of Law,

1. **IT IS HEREBY ORDERED that the Respondent is assessed a total civil penalty of \$150, in accordance with the candidate F-1 penalty schedule set forth in WAC 390-37-143.**
2. **It is further ordered that \$25 of the \$150 penalty is suspended on the following conditions:**
  - a. **The Respondent does not commit any further violations of Chapter 42.17A RCW or Title 390 WAC within four years of the date of this Order. The suspended penalty shall not be assessed based solely upon any remediable violation, minor violation, or error classified by the Commission as appropriate to address by a technical correction.**
  - b. **The Respondent pays the \$125 non-suspended civil penalty within 30 days of the date of this Order.**
3. **It is further ordered that, if the Respondent fails to comply with any of the above conditions:**
  - a. **The full \$150 penalty shall immediately become due without further action by the Commission and PDC Staff is directed to refer the matter to collections and/or commence other legal proceedings as authorized by RCW 42.17A and 390 WAC.**
  - b. **The order shall be void in the event that candidate files a termination statement by June 30, 2025.**

This is an **Initial Order** of the Public Disclosure Commission.

Entered this 22<sup>nd</sup> of July, 2025.

Public Disclosure Commission

Electronically signed by Peter Frey Lavallee  
Peter Frey Lavallee  
Executive Director

I, Jordan Campbell, certify that I emailed and mailed a copy of this order to the Respondent at their respective addresses of record on the date stated herein.

Electronically Signed Jordan Campbell  
Signed

July 22, 2025  
Date

## APPEALS OF INITIAL ORDER

### REVIEW OF INITIAL ORDER - BY THE COMMISSION

You may request that the full Commission review this initial order. To seek review, you must:

- Make the request by email, stating the reason for review, and identifying what alleged errors are contained in the initial order. *See* WAC 390-37-144(1).
- All requests for review must be submitted electronically to [fdc@fdc.wa.gov](mailto:fdc@fdc.wa.gov).

**REQUESTS FOR REVIEW MUST BE RECEIVED BY THE COMMISSION WITHIN TWENTY-ONE (21) CALENDAR DAYS AFTER THIS INITIAL ORDER WAS ELECTRONICALLY DISTRIBUTED TO YOU.**

If review of this initial order is timely requested, the full Commission will hear the matter. If the Commission is unable to schedule a meeting to consider the request within twenty (20) calendar days, this initial order becomes a final order, and any request for review will automatically be considered a request for reconsideration of a final order. *See* WAC 390-37-144(4). The matter would then be scheduled for consideration and disposition at the next Commission meeting at which it is practicable to do so.

A Respondent does not need to pay a penalty until after the Commission rules on a request for review of an initial order.

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### FURTHER APPEAL RIGHTS – SUPERIOR COURT

If the Commission does not receive a request for review of this initial order within twenty-one (21) calendar days, the initial order shall be the FINAL ORDER. *See* WAC 390-37-142(7).

**YOU HAVE THE RIGHT TO APPEAL A FINAL ORDER TO SUPERIOR COURT, PURSUANT TO THE PETITION FOR JUDICIAL REVIEW PROVISIONS OF RCW 34.05.542.**

# PDC Exhibit 3

Hello,

I am a first time filer and this is my first time running for a public office.

I filled out my F-1 form as soon as I was aware of it and it being a requirement. I am new to politics and trying to help my community. There is no reason for me to pay a civil penalty for trying to get involved and better the Town of Steilacoom.

I have had zero donations and don't plan on collecting any. The expense of this campaign has all come from my own funds.

I respectfully request that the PDC reconsider this finding and dismiss them completely.

I have complied with everything that has been asked of me as soon as I knew the requirement was there.

I am doing this all on my own and would appreciate some grace in your consideration and request a penalty waiver.

If you have any further questions or concerns, please contact me at 253-548-4381.

Thank you,

Andrew Davis.

# PDC Exhibit 4

September 5, 2025

Delivered electronically to kaluna00@hotmail.com

Subject: Order Reconsideration Hearing Notice; PDC Case Number 173262

Dear Andrew Davis:

The Public Disclosure Commission (PDC) received your request for an appeal of the Order issued in the case cited above. Your request was received July 25, 2025, and is scheduled to be heard; it is considered a request for reconsideration under WAC 390-37-150.

The Order was issued pursuant to a brief adjudicative proceeding held on June 25, 2025, in which you were found in violation of RCW 42.17A.700 and assessed a penalty of \$150 with \$25 suspended if the required report is filed penalty paid within 30 days of the date of the Initial Order. RCW 42.17A.700 outlines the requirement for candidates to file their F-1 report within two weeks of becoming a candidate. Based on your request, an Order Review Hearing has been scheduled in your case, as provided below. The Hearing will be held before the full Commission, in accordance with RCW 42.17A.110 and .755, and WAC 390-37-144. You will have an opportunity to explain your view of the matter if you choose to attend the Hearing.

#### **HEARING INFORMATION**

Date and time: Place:

**Thursday, September 25, 2025, at 9:40AM**

Remotely from Olympia

Live Audio and Online Transmission

Presiding Officer: Public Disclosure Commission Authority: RCW 42.17A and WAC 390

PARTICIPATING VIA MICROSOFT TEAMS

#### **PLEASE READ THE ENTIRE INSTRUCTION PRIOR TO JOINING THE MEETING:**

Log-in to the meeting promptly 15 minutes prior to your set presentation time (**9:25AM**). You will be called in order of the agenda, stay muted and on hold until your name is called. You will be sworn in prior to presenting your testimony to the commission.

Please note you may be prompted to download MS TEAMS App or use a supported browser.

Participation Remote via MS Teams

Join on your computer or mobile app <https://tinyurl.com/4aubcke7>

To participate by telephone please use +1 564-999-2000 conference id **757 828 431**

Please remember to **Mute** yourself and turn your camera off when you are not talking.

For assistance prior to the start of the meeting contact 1-360-753-1111. INTERPRETER

If a party or witness to this proceeding speaks limited English or is hearing-impaired, and needs an interpreter, a qualified interpreter will be appointed at no cost to you. Please inform us at least five business days before the hearing or no later than **Thursday, September 18, 2025**, if you require an interpreter for this proceeding and/or translation of its written materials in a language other than English. Please contact us by email at

pdcc@pdcc.wa.gov or call us at (360) 753-1111 or 1-877- 601-2828 to request an interpreter.

#### SUBMITTING WRITTEN MATERIALS

In advance of the Enforcement Hearing, you may provide a written response describing the facts of your case for consideration by the Commission, including any circumstances or mitigating factors you would like considered. Please submit your written response so it is received by no later than Monday, **September 15, 2025**.

If you have any questions about the hearing process prior to the hearing date, please contact PDC Staff by email at pdcc@pdcc.wa.gov and be sure to reference your case number in the subject line of the email.

Sincerely,

Compliance Coordinator

711 Capitol Way S, Room 206

Olympia, WA 98504

[pdcc@pdcc.wa.gov](mailto:pdcc@pdcc.wa.gov)

360-753-1111



**Public Disclosure Commission**

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