

ATTACHMENT A

MEETING MINUTES

NORMAN ELECTION COMMISSION MINUTES

January 5, 2015

The Norman Election Commission of the City of Norman, Cleveland County, Oklahoma, met in the Municipal Building Conference Room at 201 West Gray on the 5th day of January, 2015, at 2:15 p.m. Notice and agenda of the meeting were posted at the Municipal Building 48 hours prior to the beginning of the meeting.

MEMBERS PRESENT:

Richard Hilbert
Elizabeth Windes
Ty Hardiman, Chairman

MEMBERS ABSENT:

Member Robin Allen

OTHERS PRESENT:

Brenda Hall, City Clerk

Item 2. Approval of minutes from the October 20, 2014, meeting. Member Windes moved that the minutes from the October 20, 2014, meeting be approved, which motion was duly seconded by Member Hilbert;

Items submitted for the record

1. Norman Election Commission minutes of October 20, 2014

and the question being upon approving the minutes from the October 20, 2014, meeting, a vote was taken with the following result:

YEAS:

Members Hilbert, Windes, and Chairman Hardiman

NAYES:

None

Chairman Hardiman declared the motion carried and the minutes from the October 20, 2014, meeting was approved.

Item 3. Election of Chair and Vice-Chair. Member Windes moved that Chairman Hardiman and Vice-Chairman Hilbert be reelected, which motion was duly seconded by Member Hilbert; there being no further nominations it was declared Chairman Hardiman and Vice-Chairman Hilbert were reelected by acclamation.

Item 4. Review of Ordinance No. O-1415-23 amending Chapter 7.5, Elections, (City Council campaign reports) to comply with changes in State Law established under the Municipal Campaign Finance and Financial Disclosure Act including the new State regulations for municipal candidates, candidate committees, municipal political committees, and municipal elected officials.

Chairman Hardiman said Senate Bill (SB) 1745 eliminates the Political Subdivisions Ethics Act and creates three new state statutes regulating the conduct of campaigns for counties, technology center/independent school districts, and municipal elections and gives the Ethics Commission the authority to promulgate specific rules governing such conduct as well as the authority to enforce them.

Item 4, continued:

Chairman Hardiman said the Norman Election Commission's (NEC) role in elections will change because municipal campaign reports will no longer be allowed. He said NEC will continue to review state campaign reports and help to facilitate distribution of information to voters regarding municipal elections so they have the best information to make the most informed decisions. He said NEC will also continue its current duties of educating the public and reporting to City Council as he did not believe the education process would be prohibited under the Municipal Act.

Chairman Hardiman said City Council approved Ordinance No. O-1415-23 amending Chapter 7.5. Elections, on November 25, 2014.

At that meeting, some Councilmembers wanted to leave the ordinance as is in hopes the State law would change and the City's ordinance would not be out of compliance; however, that seemed to be an awkward solution to other Councilmembers who felt it would be confusing for candidates. He said Council could revisit the ordinance if State law changed and Ms. Brenda Hall, City Clerk, agreed. Ms. Hall said on December 9, 2014, Council adopted Resolution No. R-1415-63 asking the State Legislature to consider modifying the law allowing municipalities to have local rules in addition to the State's. Chairman Hardiman said the resolution shows Council's support for NEC and NEC appreciates that support. (Member Hilbert said he would support a letter being sent from the NEC as well and Chairman Hardiman suggested Ms. Hall work with the Legal Department to compose a letter to be submitted for NEC).

Ms. Hall said the amended ordinance removes all the local reporting requirements and modifies the City Clerk's and NEC's duties to align with new State laws. Ms. Hall said the NEC reporting cycles were left in the ordinance because the City did not know all of the State rules at the time the ordinance was being amended. She said because of that, the City's calendar timeline does correlate to the State's reporting deadlines and Council may have to revisit that section of the ordinance, but NEC will need to work with dates the best they can.

Items submitted for the record

1. Draft Ordinance No. O-1415-23
2. Draft Legislatively Notated Ordinance O-1415-23
3. Resolution No. R-1415-63

Item 5. Consideration and discussion of candidate packet materials and the process for the Candidate Orientation Session.

Ms. Brenda Hall, City Clerk, said the candidate orientation meeting is scheduled for January 21, 2015, at 6:00 p.m. She said all seated Councilmembers will be impacted by the new rules as well and have been invited to attend the orientation. She said report filing will take place year round even if the Councilmember is not in an election so, as a result, NEC's meeting dates will also change and highlighted the new meeting dates.

Ms. Hall said all candidates and seated Councilmembers will be provided a Guide for Municipal Candidates (manual) prepared by the Oklahoma Ethics Commission. She said they will also be provided information regarding political sign regulations; the role of NEC; report requirements and deadlines; candidate committees; municipal political committees; duties of treasurer; campaign depositories; financial disclosure statements; contributions; contribution limits; loans; in-kind contributions; contributions and expenditures; and disclosure requirements.

Item 5, continued:

Chairman Hardiman said, in the past, the City provided a Frequently Asked Questions (FAQ) sheet and asked if that is still part of the orientation and Ms. Hall said no, it will not be included because the FAQ reflected the old procedures. She said the State has not created a FAQ, but the manual is pretty self-explanatory. Ms. Hall said State forms are being prepared and should be available prior to the orientation.

Chairman Hardiman said it appears that a candidate or candidate committee supporting or opposing candidates do not have to file a report if they do not expend more than \$1,000 and Ms. Hall said that is correct. She said the threshold used to be \$500 at the State level while former City rules required filing a report if any monies were expended. She said there will be a few candidates that do no more than pay their filing fees so those candidates will not file a report. Chairman Hardiman felt when the threshold was \$500, NEC had the authority to find anyone that distributed campaign materials, some being slanderous/libelous, and require them to file a report, but now someone can distribute mailers and flyers and if they spend under \$1,000 they are basically given a free pass.

Ms. Hall said committees registered with the State, such as the Realtors Political Action Committee (PAC), only have to file at the State level and will not be handled at the local level. She said NEC can work on those types of items as they come up.

Ms. Hall said every candidate will be required to have a Campaign Committee, which will be the only committee authorized by a candidate to accept contributions or make expenditures on behalf of the candidate's campaign. A Campaign Committee must have a Chair and Treasurer, which can be the same person serving as both and appointment of a Deputy Treasurer, is optional. The Treasurer is legally responsible for keeping the Campaign Committee's/PAC financial records and accounts including all contributions accepted; all deposit slips or other evidence of acceptance of contribution; all expenditures made; all receipts, canceled checks or other evidence of payment of expenditures; and all other documents necessary to file reports of contributions and expenditures. The Treasurer must also maintain records for a period of four years to be made available to the Ethics Commission. Every Campaign Committee must establish at least one campaign depository in a financial institution that ordinarily conducts business in the State of Oklahoma and all contributions must be deposited in the account within ten days of receipt. All expenditures made by the Campaign Committee must be made by check or debit card signed by the Treasurer. Chairman Hardiman felt these rules would discourage many people, such as college students, from running for City Council because of the Treasurer's being legally responsible for the flow of money and the opening of a bank account. He said the difficulty level will discourage some people from participating in the process. Ms. Hall said those candidates that are not going to spend money on their campaign are going to be the same people that only pay their filing fee and will not meet the \$1,000 threshold so they will not have to meet these requirements.

Chairman Hardiman asked if every person on Council will have to file a quarterly report and Ms. Hall said active candidates will file on different dates than seated Councilmembers that are not involved in an election and she highlighted those report dates. She said all candidates are required to file a Financial Disclosure Statement with the City Clerk at the same time he or she files a Statement of Organization for a Campaign Committee. Current elected municipal officers are required to file a Financial Disclosure Statement no later than May 15 of each year as long as they remain candidates. Chairman Hardiman asked if the Financial Disclosure Statement is considered a quarterly report or a post-election report and Ms. Hall said it is an annual report that once seated the candidate files annually due May 15th. She said this report has nothing to do with contributions or expenditures it is a report on the candidates personal financial holdings valued over \$5,000. She said the State has always required a Financial Disclosure Statement for State campaigns, but it has not been required at the local level. Local candidates are not being asked to do anything different than what current State representatives, State employees who purchase equipment, and State Board Members have been doing for years.

Item 5, continued:

Chairman Hardiman asked if Ms. Hall would include the Financial Disclosure Statement date on the report due date page for the orientation meeting and she stated she would add that date to the page.

Ms. Hall said corporate and labor union contributions are prohibited and limited liability companies and partnerships may contribute as long as none of its members is a corporation. Cash contributions can be no more than \$50 and a maximum anonymous contribution can be no more than \$50. The maximum contribution from an individual is \$2,600 for each election in which the candidate's name appears on the ballot. The maximum contribution from an individual to a candidate who is unopposed is \$2,600. Limited committees and Municipal PACs may make contributions of \$5,000, unless the committee was formed within the past year with fewer than 25 members, then the contribution limit is \$2,500.

Contributions are deemed to have been accepted by a candidate if not returned within ten (10) business days. A contribution that has not been deposited within ten (10) business days must be returned to the contributor and reported as having been received and refunded. An individual who hosts a fund-raising event for a candidate and uses personal funds may spend up to \$1,000 before the expenditure is considered an in-kind contribution to the candidate's campaign. Any amount over \$1,000 should be shown as an in-kind contribution.

Loans from a financial institution that normally engages in the business of making loans is not considered a contribution if the loan is made in the regular course of business and on the same terms ordinarily available to the public. Candidates may make unlimited loans to his or her own committee from his or her personal funds or from joint funds of the candidate and the candidate's spouse. Such funds should be transferred to the candidate's campaign account and can be repaid by the candidate's campaign committee if the terms of the loan are documented in writing and signed and dated by all parties contemporaneously with the transfer.

Ms. Hall highlighted the requirements for contributions and expenditures reports as follows:

- Name, address, occupation and employer of any person other than a PAC making a contribution or contributions in excess of \$50 in the aggregate, date and amount of contribution whether monetary or in-kind;
- Name, date, and amount of contribution whether monetary or in-kind;
- Information on loans made to the committee or repaid to the committee;
- Name and address of any person or entity to whom an expenditure of more than \$200 in the aggregate; and
- Expenditures made by political consultants or other third parties on behalf of the candidate and with the candidate's knowledge must be reported as if the expenditures had been made directly by the campaign committee.

Ms. Hall said whenever a candidate committee makes an expenditure for the purposes of a communication through any internet advertising, or video, radio, television, cable or satellite broadcast, the communication shall state, either orally or in writing of sufficient size and contrast to be clearly readable by the recipient of the communication: "Authorized and paid for by NAME OF COMMITTEE." Whenever a candidate committee makes expenditure for the purposes of a communication through internet advertising or direct mail, magazine advertisement, newspaper advertisement or any other printed medium, the communication will have the same statement clearly readable.

Member Hilbert said the State Ethics Commission does not have enough personnel to enforce reporting violations and Ms. Hall agreed. She learned the Ethics Commission only has a Staff of six, which is not enough Staff to do everything that needs to be done for the entire State. Chairman Hardiman said citizens will want NEC to enforce these regulations, but the City will be at the mercy of what the State wants to do. Ms. Hall said all the City can do is forward complaints to the Ethics Commission for them to investigate. She said the City cannot take specific action on any violation or file charges.

Item 5, continued:

Items submitted for the record

1. Oklahoma Ethics Commission – Fair Rules. Firm Enforcement. – Guide for Municipal Candidates, January 2015
2. PowerPoint presentation entitled, “City Council Candidate Orientation,” presented by the Norman Election Commission, Wednesday, January 21, 2015
3. Ordinance No. O-1415-23
4. Resolution No. R-1415-63
5. Schedule of Regular Meetings for 2015 for the Norman Election Commission

Item 6. Miscellaneous Discussion.

None

Item 7. Adjournment.

Chairman Hardiman declared the meeting be adjourned at 4:00 p.m.

NORMAN ELECTION COMMISSION MINUTES

March 31, 2015

The Norman Election Commission of the City of Norman, Cleveland County, Oklahoma, met in the Municipal Building Conference Room at 201 West Gray on the 31st day of March, 2015, at 2:00 p.m. Notice and agenda of the meeting were posted at the Municipal Building 48 hours prior to the beginning of the meeting.

MEMBERS PRESENT:

Robin Allen
Elizabeth Pierce
Ty Hardiman, Chairman

MEMBERS ABSENT:

Richard Hilbert and Elizabeth Windes

OTHERS PRESENT:

Brenda Hall, City Clerk

Item 2. Approval of minutes from the January 5, 2015, meeting. Member Allen moved that the minutes from the January 5, 2015, meeting be approved, which motion was duly seconded by Member Pierce;

Items submitted for the record

1. Norman Election Commission minutes of January 5, 2015

and the question being upon approving the minutes from the January 5, 2015, meeting, a vote was taken with the following result:

YEAS:

Members Hilbert, Pierce, and Chairman Hardiman

NAYES:

None

Chairman Hardiman declared the motion carried and the minutes from the January 5, 2015, meeting was approved.

Item 2. Review of Campaign Contribution and Expenditure Reports from the following:

Greg Heiple for Ward 1
Castleberry for Ward Three
Lynne Miller for Norman
Holman for Norman
Allison for Ward 8

Greg Heiple for Ward 1

Member Pierce moved that the Campaign Contributions and Expenditures Reports for Greg Heiple for Ward 1 be accepted, which motion was duly seconded by Member Allen;

Items submitted for the record

1. Campaign Committee State of Organization for Greg Heiple for Ward 1 dated February 2, 2015, and March 30, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Reports for Greg Heiple for Ward 1, a vote was taken with the following result:

Greg Heiple for Ward 1, continued:

YEAS: Members Allen, Pierce, and Chairman Hardiman

NAYES: None

The Chairman declared the motion carried and the Campaign Contributions and Expenditures Reports for Greg Heiple for Ward 1 was accepted.

Members asked Ms. Brenda Hall, City Clerk, to obtain the addresses for expenditures to SHI and My IT.

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Castleberry for Ward Three

Member Allen moved that the Campaign Contributions and Expenditures Report for Castleberry for Ward Three be accepted, which motion was duly seconded by Member Pierce;

Items submitted for the record

1. Campaign Contributions and Expenditures Report for Castleberry for Ward Three dated March 27, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Castleberry for Ward Three, a vote was taken with the following result:

YEAS: Members Allen, Pierce, and Chairman Hardiman

NAYES: None

The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Castleberry for Ward Three were accepted.

*

Lynne Miller for Norman

Member Allen moved that the Campaign Contributions and Expenditures Report for Lynne Miller for Norman be accepted, which motion was duly seconded by Member Pierce;

Items submitted for the record

1. Campaign Contributions and Expenditures Report for Lynne Miller for Norman dated March 30, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Lynne Miller for Norman, a vote was taken with the following result:

Lynne Miller for Norman, continued:

YEAS: Members Allen, Pierce, and Chairman Hardiman

NAYES: None

The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Lynne Miller for Norman were accepted.

Members asked Ms. Brenda Hall, City Clerk, to request an amended report to address a math error on the net total of the report.

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Holman for Norman

Member Allen moved that the Campaign Committee Statement of Organization and Municipal Candidate Campaign Contribution and Expenditure Report for Holman for Norman be accepted, which motion was duly seconded by Member Pierce;

Items submitted for the record

1. Campaign Contributions and Expenditures Report for Holman for Norman dated March 30, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Holman for Norman, a vote was taken with the following result:

YEAS: Members Allen, Pierce, and Chairman Hardiman

NAYES: None

The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Holman for Norman were accepted.

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Kyle Allison for Ward 8

Member Allen moved that the Campaign Committee Statement of Organization and Municipal Candidate Campaign Contribution and Expenditure Report for Kyle Allison for Ward 8 be accepted, which motion was duly seconded by Member Pierce;

Items submitted for the record

1. Campaign Contributions and Expenditures Report for Kyle Allison dated March 30, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Kyle Allison for Ward 8, a vote was taken with the following result:

Kyle Allison for Ward 8, continued:

YEAS:

Members Allen, Pierce, and Chairman Hardiman

NAYES:

None

The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Kyle Allison for Ward 8, were accepted.

Item 3. Miscellaneous Discussion.

Mr. Bobby Stevens, Post Office Box 6227, said he is a candidate for Ward Five and has been very careful about where he places his campaign signs so they are not illegal. He said campaign signs are supposed to have the name of the person, business, or organization who paid for the campaign sign printed on the sign, signs can be no larger than 20" by 30," and cannot be placed on highways. He said his opponent, Lynne Miller, does not have one legal sign in Norman. He asked what the City is going to do about Lynne Miller's illegal signs.

Chairman Hardiman said a Code Compliance Officer speaks to candidates during the orientation process about the do's and don'ts on campaign signs. He asked City Clerk Hall who is assigned to deal with signs in a site triangle or right-of-way and Ms. Hall said the enforcement authority for the City is the Code Compliance Division. She said once Mr. Stevens turned in a complaint to her office she asked the Code Compliance Division to pull any illegal signs at the locations reported. She said signs cannot be more than 20" by 30" when placed in front of a single family residence; however, signs can be larger if they are on private property and not in the right-of-way. Chairman Hardiman said he remembers the Code Enforcement Officer saying the 20" by 30" size being acceptable on the ground if placed on the inside of the sidewalk, but not the outside of the sidewalk which is the right-of-way.

Ms. Hall said campaign signs are not allowed along scenic highways and Highway 9 is designated as a scenic highway from I-35 to the eastern city limits and Code Enforcement Officers pulled campaign signs along that highway. She said business signs are an exception along scenic highways and although campaign signs are not specifically listed as an exception on scenic highways if this issue comes up in the future, the Legal Department would have to determine whether or not that is a free speech right and if first amendment rights trump the scenic highway regulations. Ms. Hall said all illegal signs were pulled the next day.

Ms. Hall said there is a provision in the new ethics rules regarding disclosure that basically states that when a campaign makes an expenditure for the purpose of communicating through printed material, the printed material must have the statement "authorized or paid for by" with the name of the committee; however, there is an exception for items where the print would be small and illegible such as bumper stickers, t-shirts, campaign buttons, etc. She said the rules are interpreted and enforced by the Ethics Commission at the State level, not by the City. She contacted the Ethics Commission's General Counsel, Mr. Geoff Long, and was told that yard signs are lumped into the exception category and disclosure language is not required. She said it is all about the intent and practicability of placing language on a sign that can be easily be seen and read while driving by. She said although there is no measurement on the size a sign has to be before disclosure language is required, billboards would qualify. Chairman Hardiman said if a sign did not comply with State Ethic Commission rules would Code Enforcement remove the sign and Ms. Hall said no, the City's enforcement officials can only regulate City ordinances. She said signs in the right-of-way can be removed by the City.

Miscellaneous Discussion, continued:

Chairman Hardiman said he is surprised this issue has not come up before and Ms. Hall said it has come up in the past, but it has always been regulated by the Ethics Commission and is not under the Norman Election Commission's purview.

Mr. Stevens said when he read the rules, it was his understanding that "paid for by" must be on the sign and his campaign signs do have that language plus the date of the election. He felt that should be the rule so that candidates cannot use the same signs every time they run for office.

Item 4. Adjournment.

Chairman Hardiman declared the meeting be adjourned at 2:48 p.m.

NORMAN ELECTION COMMISSION MINUTES

May 4, 2015

The Norman Election Commission of the City of Norman, Cleveland County, Oklahoma, met in the Municipal Building Conference Room at 201 West Gray on the 4th day of May, 2015, at 2:01 p.m. Notice and agenda of the meeting were posted at the Municipal Building 48 hours prior to the beginning of the meeting.

MEMBERS PRESENT:

Robin Allen
Richard Hilbert
Elizabeth Pierce
Elizabeth Windes
Ty Hardiman, Chairman

MEMBERS ABSENT:

None

OTHERS PRESENT:

Brenda Hall, City Clerk

Item 2. Approval of minutes from the January 21, 2015, Orientation Meeting, as corrected, the February 2, 2015, meeting, as corrected, and the March 31, 2015, meeting. Member Hilbert moved that the minutes from the January 21, 2015, orientation meeting, as corrected, the February 2, 2015, meeting, as corrected, and the March 31, 2015, meeting be approved, which motion was duly seconded by Member Pierce;

Items submitted for the record

1. Norman Election Commission minutes of January 21, 2015, orientation meeting, as corrected
2. Norman Election Commission minutes of February 2, 2015, as corrected
3. Norman Election Commission minutes of March 31, 2015

and the question being upon approving the minutes from the January 21, 2015, orientation meeting, as corrected, the February 2, 2015, meeting, as corrected, and the March 31, 2015, meeting a vote was taken with the following result:

YEAS:

Members Allen, Hilbert, Pierce, Windes, and
Chairman Hardiman

NAYES:

None

Chairman Hardiman declared the motion carried and the minutes from the January 21, 2015, orientation meeting, as corrected, the February 2, 2015, meeting, as corrected, and the March 31, 2015, meeting were approved.

Item 3. Review of Campaign Contributions and Expenditures Reports from the following:

Lynne Miller for Norman City Council Ward 5
Friends of Cindy Rosenthal
Clint Williams for Norman
Friends of Jerry Lang
Philip Daniel Quinn
Friends of Jackie Farley

Member Hilbert moved that the Municipal Candidate Committee Contributions and Expenditures Report for Lynne Miller for Norman City Council Ward 5 be accepted, which motion was duly seconded by Member Allen;

Lynne Miller for Norman City Council Ward 5, continued:

Items submitted for the record

1. State of Oklahoma, County of Cleveland, Municipal Candidate Committee Contributions and Expenditures Report for Lynne Miller for Norman City Council Ward 5 received April 28, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Lynne Miller for Norman City Council Ward 5, a vote was taken with the following result:

YEAS:	Members Allen, Hilbert, Pierce, Windes, and Chairman Hardiman
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NAYES:	None
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The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Lynne Miller for Norman City Council Ward 5 was accepted.

Chairman Hardiman said the supplementary information (schedules) was not included with Lynne Miller's report and asked that it be included in the future and posted on the website and Ms. Brenda Hall, City Clerk, said that was an oversight on her part and supplementary materials will be included with reports going forward and placed on the website.

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Friends of Cindy Rosenthal

Member Hilbert moved that the Municipal Candidate Committee Contributions and Expenditures Report for Friends of Cindy Rosenthal be accepted, which motion was duly seconded by Member Windes;

Items submitted for the record

1. State of Oklahoma, County of Cleveland, Municipal Candidate Committee Contributions and Expenditures Report for Friends of Cindy Rosenthal received April 28, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Friends of Cindy Rosenthal, a vote was taken with the following result:

YEAS:	Members Allen, Hilbert, Pierce, Windes, and Chairman Hardiman
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NAYES:	None
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The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Friends of Cindy Rosenthal was accepted.

Chairman Hardiman said quarterly reports are usually the first three months of the year or second three months of the year, etc., but Mayor Rosenthal's report period says January 27, 2015, through April 28, 2015. Ms. Hall said the filing periods are a little odd because a candidate's second report can be filed anytime in April from April 1st to April 30th, but the reporting period is for activity from January 1st through March 31st. She said none of the candidates had activity in January 2015. She did not catch this oversight on any of the reports and will amend all the reporting periods to January 1st through March 31st. Chairman Hardiman asked if future reports will reflect the true calendar quarter and Ms. Hall said yes, the next report's reporting periods will be April 1 through June 30, 2015, and so on going forward.

*

Clint Williams for Norman

Member Hilbert moved that the Municipal Candidate Committee Contributions and Expenditures Report for Clint Williams for Norman be accepted, which motion was duly seconded by Member Allen;

Items submitted for the record

1. State of Oklahoma, County of Cleveland, Municipal Candidate Committee Contributions and Expenditures Report for Clint Williams received April 28, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Clint Williams for Norman, a vote was taken with the following result:

YEAS:	Members Allen, Hilbert, Pierce, Windes, and Chairman Hardiman
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NAYES:	None
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The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Clint Williams for Norman was accepted.

Chairman Hardiman said Clint Williams asked Ms. Hall to explain the negative balance on Clint Williams' report. Ms. Hall said in 2013, Councilmember Williams spent more money than he took in so he had to use his own money leaving a negative balance. If he were to get additional contributions during his term of office, he could reimburse himself.

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Friends of Jerry Lang

Member Hilbert moved that the Municipal Candidate Committee Contributions and Expenditures Report for Friends of Jerry Lang be accepted, which motion was duly seconded by Member Allen;

Items submitted for the record

1. State of Oklahoma, County of Cleveland, Municipal Candidate Committee Contributions and Expenditures Report for Friends of Jerry Lang received April 28, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Friends of Jerry Lang, a vote was taken with the following result:

YEAS:	Members Allen, Hilbert, Pierce, Windes, and Chairman Hardiman
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NAYES:	None
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The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Friends of Jerry Lang was accepted.

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Philip Daniel Quinn

Member Hilbert moved that the Municipal Candidate Committee Contributions and Expenditures Report for Philip Daniel Quinn be accepted, which motion was duly seconded by Member Allen;

Items submitted for the record

1. State of Oklahoma, County of Cleveland, Municipal Candidate Committee Contributions and Expenditures Report for Philip Daniel Quinn received April 28, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Philip Daniel Quinn, a vote was taken with the following result:

YEAS:

Members Allen, Hilbert, Pierce, Windes, and
Chairman Hardiman

NAYES:

None

The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Philip Daniel Quinn was accepted.

Chairman Hardiman asked if the dates on Schedule H were correct and Ms. Hall said she would need to verify that.

Chairman Hardiman asked about donations listed as surplus funds and Ms. Hall said any donation from one candidate to another candidate or a non-profit organization are entered as expenditures; however, she would contact the Ethics Commission to discuss further and provide an explanation to the Norman Election Commission.

*

Friends of Jackie Farley

Member Hilbert moved that the Municipal Candidate Committee Contributions and Expenditures Report for Friends of Jackie Farley be accepted, which motion was duly seconded by Member Windes;

Items submitted for the record

1. State of Oklahoma, County of Cleveland, Municipal Candidate Committee Contributions and Expenditures Report for Friends of Jackie Farley received April 28, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Friends of Jackie Farley, a vote was taken with the following result:

YEAS:

Members Allen, Hilbert, Pierce, Windes, and
Chairman Hardiman

NAYES:

None

The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Friends of Jackie Farley was accepted.

Item 4. Discussion and possible action regarding the Preliminary Election Report to be submitted to City Council on May 2, 2015.

Chairman Hardiman said a short preliminary report will be submitted to Council on May 2, 2015, which he will prepare and email to members for their review. He said the final report is more comprehensive and detailed and will include all of the paperwork that has been reviewed by the Norman Election Commission to be submitted at a future meeting.

Item 5. Miscellaneous Discussion.

Chairman Hardiman said a Senate Bill SB438 (SB438) is currently being considered affecting election commissions. SB438 was introduced by Senator John Sparks and Representative Emily Virgin. The Bill started out addressing campaign contribution limits for Municipal elections, after consideration by the House of Representatives, it now no longer addresses contribution limits. Currently, the Bill states if a Municipality wants to create an election ordinance, a commission to oversee elections, and an enforcement body they can basically step out of the State Ethics Commission oversight. He said if the Bill passes, he does not know if this commission would want to take that on and if they did he did not know if the City Council would want to take it on.

Co-Chairman Hilbert said change must be comprehensive, it cannot be a small change and Ms. Hall said that is correct. She said in December, Council had some opposition to deleting the City's local rules and adopted a resolution requesting the legislative delegation consider allowing that. Council asked for some deviation or waiver on contribution limits as well. The current Bill will allow municipalities to establish their own rules, procedures, reporting requirements, financial disclosure requirements, and enforcement requirements to be filed with the State Ethics Commission and to opt out of the statewide regulation, but municipalities would have to regulate those rules. She said the State Ethics Commission was not opposed to this, but they do not have enough staff to enforce other municipalities' rules and regulations.

Chairman Hardiman said the City would not be allowed to use their old rules and regulations because they are antiquated. Ms. Hall said the City's old rules and regulations did not have an enforcement provision or address financial disclosures, which SB438 states must be done. She said a new ordinance could look similar to the old rules and regulations, but would need to have more provisions in place. Chairman Hardiman said the State process could take up to a year and the Senate may not pass the Bill. He said if the Bill passes, the Norman Election Commission would discuss the Bill at that time.

Item 4. Adjournment.

Chairman Hardiman declared the meeting be adjourned at 2:45 p.m.

NORMAN ELECTION COMMISSION MINUTES

August 3, 2015

The Norman Election Commission of the City of Norman, Cleveland County, Oklahoma, met in the Municipal Building Conference Room at 201 West Gray on the 3rd day of August, 2015, at 2:05 p.m. Notice and agenda of the meeting were posted at the Municipal Building 48 hours prior to the beginning of the meeting.

MEMBERS PRESENT:

Robin Allen
Richard Hilbert
Elizabeth Pierce
Elizabeth Windes
Ty Hardiman, Chairman

MEMBERS ABSENT:

None

OTHERS PRESENT:

Brenda Hall, City Clerk

Item 2. Approval of minutes from the May 4, 2015, meeting. Member Hilbert moved that the minutes from the May 4, 2015, meeting be approved, which motion was duly seconded by Member Allen;

Items submitted for the record

1. Norman Election Commission minutes of May 4, 2015

and the question being upon approving the minutes from the August 4, 2015, meeting a vote was taken with the following result:

YEAS:

Members Allen, Hilbert, Pierce, Windes,
and Chairman Hardiman

NAYES:

None

Chairman Hardiman declared the motion carried and the minutes from the May 4, 2015, meeting was approved.

Chairman Hardiman said at the last meeting, the Norman Election Commission (NEC) had a discussion regarding open candidate committees needing to file final reports to close out their paperwork. Ms. Brenda Hall, City Clerk, said she will check all reports from past Councilmembers to see if there are any others that have funds on paperwork that needs to be closed out and will provide that information at the next meeting in November.

Chairman Hardiman said another issue from the last meeting was Senate Bill 438, which at that time had not been adopted, but since has been adopted and signed by the Governor. The Bill states a Municipality can create an election ordinance, a commission to oversee elections, and an enforcement body that basically steps out of the State Ethics Commission oversight. He does not know if the NEC would want to take that on, but they can have a discussion on that topic at the next meeting and if the Commission so desires, make it a goal of 2016 to evaluate the Bill and discuss what steps NEC would like to take next.

Item 3. Review of Campaign Contributions and Expenditures Reports from the following:

Friends of Cindy Rosenthal
Greg Heiple for Ward 1
Clint Williams for Norman
Castleberry for Ward 3
Lynne Miller for Norman City Council Ward 5
Friends of Jerry Lang
Holman for Norman
Allison for Ward 8

Member Hilbert moved that the Municipal Candidate Committee Contributions and Expenditures Report for Friends of Cindy Rosenthal be accepted, which motion was duly seconded by Member Allen;

Items submitted for the record

1. State of Oklahoma, County of Cleveland, Municipal Candidate Committee Contributions and Expenditures Report for Friends for Cindy Rosenthal received July 14, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Friends of Cindy Rosenthal, a vote was taken with the following result:

YEAS:	Members Allen, Hilbert, Pierce, Windes, and Chairman Hardiman
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NAYES:	None
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The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Friends of Cindy Rosenthal was accepted.

*

Greg Heiple for Ward 1

Member Hilbert moved that the Municipal Candidate Committee Contributions and Expenditures Report for Greg Heiple for Ward 1 be accepted, which motion was duly seconded by Member Allen;

Items submitted for the record

1. State of Oklahoma, County of Cleveland, Municipal Candidate Committee Contributions and Expenditures Report for Greg Heiple for Ward 1 received July 14, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Greg Heiple for Ward 1, a vote was taken with the following result:

Item 3, continued:

YEAS:	Members Allen, Hilbert, Pierce, Windes, and Chairman Hardiman
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NAYES:	None
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The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Greg Heiple for Ward 1 was accepted.

*

Item 3, continued:

Clint Williams for Norman

Member Hilbert moved that the Municipal Candidate Committee Contributions and Expenditures Report for Clint Williams for Norman be accepted, which motion was duly seconded by Member Windes;

Items submitted for the record

1. State of Oklahoma, County of Cleveland, Municipal Candidate Committee Contributions and Expenditures Report for Clint Williams for Norman received July 14, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Clint Williams for Norman, a vote was taken with the following result:

YEAS:

Members Allen, Hilbert, Pierce, Windes,
and Chairman Hardiman

NAYES:

None

The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Clint Williams for Norman was accepted.

*

Castleberry for Ward 3

Member Hilbert moved that the Municipal Candidate Committee Contributions and Expenditures Report for Castleberry for Ward 3 be accepted, which motion was duly seconded by Member Allen;

Items submitted for the record

1. State of Oklahoma, County of Cleveland, Municipal Candidate Committee Contributions and Expenditures Report for Castleberry for Ward 4 received July 14, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Castleberry for Ward 3, a vote was taken with the following result:

YEAS:

Members Allen, Hilbert, Pierce, Windes,
and Chairman Hardiman

NAYES:

None

The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Castleberry for Ward 3 was accepted.

*

Item 3, continued:

Lynne Miller for Norman City Council Ward 5

Member Hilbert moved that the Municipal Candidate Committee Contributions and Expenditures Report for Lynne Miller for Norman City Council Ward 5, as corrected, be accepted, which motion was duly seconded by Member Windes;

Items submitted for the record

1. State of Oklahoma, County of Cleveland, Municipal Candidate Committee Contributions and Expenditures Report for Lynne Miller for Norman City Council Ward 5 received July 31, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Lynne Miller for Norman City Council Ward 5, as corrected, a vote was taken with the following result:

YEAS:	Members Allen, Hilbert, Pierce, Windes, and Chairman Hardiman
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NAYES:	None
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The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Lynne Miller for Norman City Council Ward 5, as corrected, was accepted.

There was some confusion on Lynne Miller's report regarding the beginning balance, which appeared to be the aggregate total of contributions received opposed to the carry over amount. Ms. Hall said she would follow up with Lynne Miller and get the reported corrected to reflect the correct reporting period totals. Chairman Hardiman said NEC will accept the report's contributions and expenditures, Schedules A and E, total balance of \$5,274.26.

*

Friends of Jerry Lang

Member Allen moved that the Municipal Candidate Committee Contributions and Expenditures Report for Friends of Jerry Lang be accepted, which motion was duly seconded by Member Windes;

Items submitted for the record

1. State of Oklahoma, County of Cleveland, Municipal Candidate Committee Contributions and Expenditures Report for Friends of Jerry Lang received July 31, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Friends of Jerry Lang, a vote was taken with the following result:

YEAS:	Members Allen, Hilbert, Pierce, Windes, and Chairman Hardiman
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NAYES:	None
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The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Friends of Jerry Lang was accepted.

*

Item 3, continued:

Holman for Norman

Member Hilbert moved that the Municipal Candidate Committee Contributions and Expenditures Report for Holman for Norman be accepted, which motion was duly seconded by Member Windes;

Items submitted for the record

1. State of Oklahoma, County of Cleveland, Municipal Candidate Committee Contributions and Expenditures Report for Holman for Norman received July 31, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Holman for Norman, a vote was taken with the following result:

YEAS:	Members Allen, Hilbert, Pierce, Windes, and Chairman Hardiman
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NAYES:	None
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The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Holman for Norman was accepted.

*

Allison for Ward 8

Member Hilbert moved that the Municipal Candidate Committee Contributions and Expenditures Report for Allison for Ward 8 be accepted, which motion was duly seconded by Member Windes;

Items submitted for the record

1. State of Oklahoma, County of Cleveland, Municipal Candidate Committee Contributions and Expenditures Report for Allison for Ward 8 received July 21, 2015

and the question being upon accepting the Campaign Contributions and Expenditures Report for Allison for Ward 8, a vote was taken with the following result:

YEAS:	Members Allen, Hilbert, Pierce, Windes, and Chairman Hardiman
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NAYES:	None
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The Chairman declared the motion carried and the Campaign Contributions and Expenditures Report for Allison for Ward 8 was accepted.

Item 4. Discussion and possible action regarding the Final Election Report to be submitted to City Council.

Ms. Hall said under the ordinance, NEC is required to submit a preliminary report within 40 days of an election and the final report within 90 days, which was designed to give Council a report after all the final reports have been submitted for the election period that included notations, issues, etc., and nothing further was done until the next Spring election period. Now the reports are submitted quarterly so the final election report will not exactly be a final report, but it will still be a total encompassing report for the most recent election. Generally, NEC writes a summary report that goes with all documentation and campaign reports for the election period. This year's final report will be a compilation of the work NEC has done as a body this year.

Chairman Hardiman said with NEC's permission he will write a summary regarding the events of the election and attend the Council meeting as a representative of NEC should there be questions from Council. All campaign reports will be submitted with the summary for Council's review at the August 25, 2015, meeting. Members concurred that Chairman Hardiman would write the summary for the final report and represent NEC at the Council meeting.

Item 5. Miscellaneous Discussion.

Ms. Hall said the next NEC meeting date will be November 2, 2015. Chairman Hardiman said NEC will review the third quarter reports as well as set a meeting calendar for the 2016 election cycle.

Ms. Hall said NEC used to meet at the end of December or first of January to put together candidate materials for orientation of candidates when they filed in January and she could put a packet together for the November meeting if NEC wants to review that as well and members agreed.

Item 6. Adjournment.

Chairman Hardiman declared the meeting be adjourned at 2:40 p.m.