

# City Council Candidate Orientation

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Presented by the  
Norman Election Commission  
Tuesday, January 17, 2012

# Political Sign Regulations

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- ❑ No signs can ever be placed within the sight triangle.
  - ❑ No signs shall be placed within any public right-of-way [except as provided for single-family homes] that has been dedicated to the City by plat, easement, or statute, nor any median, boulevard, street, road, or parkway, nor any public or private park
  - ❑ Signs should only be placed on privately owned property & you should obtain permission of the property owner prior to placing the sign
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# Political Sign Regulations

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- ❑ No signs may be placed within 300 feet of any polling site
  - ❑ Signs can not cause a sight obstruction or traffic hazard at any time
  - ❑ In regard to single-family dwellings only, political signs may be placed within the right-of-way in front of or along the side of any such dwelling, provided that the permission of the property owner has been obtained and such signs are no wider than thirty (30) inches or taller than twenty (20) inches in height.
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# Political Sign Regulations

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- ❑ On major thoroughfares, the area between the street and fence lines is public right-of-way and no signs may be placed in that area
  - ❑ Political signs must be removed within ten (10) days after the election to which they pertain
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# Role of the Norman Election Commission

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- ❑ Review City and State campaign contribution and expenditure reports
  - ❑ Inform and educate the public on the reporting procedures
  - ❑ Make a public report to City Council after each election
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# REPORT DUE DATES

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## Contribution and Expenditure Reports

City and State

File in City Clerk's Office

- First report due 3-23-12
  - Supplemental report due by noon on 3-30-12 (City only)
  - Final report due 5-14-12  
(if not included in a runoff)
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# REPORT DUE DATES

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Contribution and Expenditure Reports  
City and State  
File in City Clerk's Office  
(If involved in a Run-off Election)

- Second report due 6-15-12
  - Supplemental report by noon on 6-22-12  
(City only)
  - Final report due 8-06-12
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# City Reports - Contributions

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**SECTION A:  
\$50.00**

**INDIVIDUAL CONTRIBUTIONS OF MORE THAN**

<b><u>Name and Address</u></b>	<b><u>Occupation</u></b>	<b><u>Amount</u></b>
<i><u>John Smith, 135 W. Main, Norman</u></i>	<i><u>architect</u></i>	<i><u>\$ 100.00</u></i>
<i><u>Sam Moon, 258 W. Main, Norman</u></i>	<i><u>attorney</u></i>	<i><u>\$ 200.00</u></i>
<i><u>Jane Doe, 147 W. Main, Norman</u></i>	<i><u>teacher</u></i>	<i><u>\$ 50.00</u></i>
<b>TOTAL ALL INDIVIDUAL CONTRIBUTIONS OF MORE THAN \$50.00</b>		<b><i><u>\$ 350.00</u></i></b>

**MAXIMUM CONTRIBUTION**

**\$500 PER INDIVIDUAL**

**\$1,000 PER FAMILY**

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# City Reports - Contributions

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## SECTION B: AGGREGATE CONTRIBUTIONS TOTALING MORE THAN \$50.00

<u>Name and Address</u> Received from:	<u>Occupation</u>	<u>Amount</u>
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<i>John Doe, 147 W. Main, Norman</i>	<i>Car Dealer</i>	<i>\$ 100.00</i>
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<u>Collected from:</u>	<u>Occupation</u>	<u>Amount</u>
<i>Betty Smith, 200 W. Main, Norman</i>	<i>homemaker</i>	<i>25.00</i>
<i>Tom Jones, 987 E. Main, Norman</i>	<i>musical entertainer</i>	<i>25.00</i>
<i>Peter Jones, 897 E. Main, Norman</i>	<i>truck driver</i>	<i>25.00</i>
<i>Debbie Smith, 207 W. Main, Norman</i>	<i>homemaker</i>	<i>25.00</i>

*An aggregate contribution is any contribution in excess of \$50.00 made by one person, which is a collection of contributions from several other persons.*

*It is reported as a contribution from the person submitting the aggregate contribution; however, the names, addresses, occupations, and amounts of each individual contribution included in as part of the aggregate contribution, must be listed regardless of the amount of their individual contribution.*

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## SECTION C: TOTAL CONTRIBUTIONS OF \$50.00 AND UNDER

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# City Reports - Contributions

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## SECTION D:

### TOTAL SELF CONTRIBUTION OR LOAN

Self Contribution \$ 500.00

Loan from an Individual or Institution \$ 1,000.00

Lender Name & Address First National Bank, 800 W. Main, Norman

TOTAL OF ALL SELF CONTRIBUTION OR LOANS \$ 1,500.00

**This would include any out-of-pocket expenses paid by the candidate**

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## SECTION E:

### IN-KIND CONTRIBUTIONS

<u>Name and Address</u>	<u>Occupation</u>	<u>Description of In-Kind Service</u>	<u>Amount</u>
<u>Peter Rabbit</u>	<u>Realtor</u>	<u>Use of facility for fundraiser</u>	<u>\$ 200.00</u>

TOTAL SECTION E CONTRIBUTIONS \$ 200.00

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# City Reports - Expenditures

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## EXPENDITURE AND ENCUMBRANCES

### Description of Goods, Services or Facilities

<u>Name</u>	<u>Address</u>	<u>Provided</u>	<u>Amount</u>
<i>Sign Company</i>	<i>400 W. Main, Norman</i>	<i>Signs</i>	<i>\$ 500.00</i>
<i>Newspaper Company</i>	<i>100 E Main, Norman</i>	<i>Advertising</i>	<i>1,000.00</i>
Cleve. County Election Board, 122 S Peters		filing fee	50.00
		check charge for filing fee	3.00
		<b>TOTAL</b>	<b>\$1,553.00</b>

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## LOANS AND REPAYMENT OF LOANS OF MONEY, EQUIPMENT, SUPPLIES, ETC.

<u>Name and Address</u>	<u>Description of Money or Property Provided</u>	<u>Amount</u>
<b>TOTAL FROM LAST CITY REPORT</b>		<b>\$</b>

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# Who Must File Reports

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- ❑ All Candidate and Candidate Committees
  - ❑ Committees supporting or opposing a candidate are not required to submit campaign statements if less than \$500 is collected or spent.
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