

**CITY OF NORMAN
ORDINANCE O-2526-11**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA
AMENDING SECTION 2-301 TO REMOVE MENTION OF NORMAN ELECTION
COMMISSION; REPEALING ARTICLE 10-II TITLED “CAMPAIGN
DISCLOSURES OF CONTRIBUTORS, CONTRIBUTIONS AND
EXPENDITURES” OF THE CODE OF THE CITY OF NORMAN, OKLAHOMA;
AND PROVIDING FOR THE SEVERABILITY THEREOF.**

WHEREAS, prior to 2014, municipal elections and candidate filings and requirements were largely governed by City ordinance; and

WHEREAS, previous versions of the City Code required the City Clerk to develop candidate and committee expenditure forms consistent with the Code, and manage the filing and review of such reports; and

WHEREAS, the City originally created the Norman Election Commission to assist the City Clerk with public education and serve in an oversight role for municipal candidate elections; and

WHEREAS, with the adoption of Municipal Campaign Finance and Financial Disclosure Act in 2014, and subsequent adoption by the City of Ordinance O-1415-23 to ensure compliance with the Act, the role of the Norman Election Commission was limited to assisting the City Clerk in candidate education, review of campaign reports required to be filed with the City Clerk, reporting to the City Council any discrepancies in reports required to be filed by State law, and referral of alleged violations of Oklahoma election laws to the state Ethics Commission as required by State law; and

WHEREAS, , in the recent legislative session, with the adoption of Senate Bill 890, the Municipal Campaign and Financial Disclosure Act has been further amended to completely eliminate the municipal clerk’s role in municipal candidate elections, resulting in no further requirement to receive candidate reports, review reports for discrepancies, or report said discrepancies or alleged violations to the Ethics Commission because all reports will be filed directly with the Ethics Commission upon the effective date of Senate Bill 890, November 1, 2025; and

WHEREAS, the Norman Election Commission will no longer have reports to review as all reports will now be filed and reviewed by the Ethics Commission.

NOW THEREFORE, be it ordained by the City Council of the City of Norman, in the State of Oklahoma, as follows:

SECTION 1: AMENDMENT “2-301 Appointive Boards And Commissions; Appointments; Terms Of Office” of the City of Norman Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

2-301 Appointive Boards And Commissions; Appointments; Terms Of Office

The appointed members of the following boards and commissions shall first be nominated by the Mayor and then confirmed by a majority of the Council and the number of appointive members of each respective body and their overall respective terms of office shall be as listed below:

- (a) Board of Adjustment: seven persons for three-year terms.
- (b) Norman Regional Hospital Authority: Nine persons for three-year terms.
- (c) Board of Park Commissioners: Nine persons for three-year terms;
- (d) Environmental Control Advisory Board: Nine persons for three-year terms.
- (e) Human Rights Commission: Nine persons for three-year terms.
- (f) Library Board: Nine persons for three-year terms.
- (g) City Planning Commission: Nine persons for three-year terms.
- (h) Public Housing Authority: Five persons for three-year terms.
- (i) Social and Voluntary Services Commission: Nine persons for three-year terms.
- (j) Board of Appeals: Five persons and one alternate for three-year terms.
- (k) Historic District Commission: Nine persons for three-year terms
- (l) Economic Development Advisory Board: Seven persons for three-year terms.
- (m) Norman Election Commission: Seven persons for three-year terms.

(Code 1976, § 4-101; Ord. No. O-7475-31; Ord. No. O-7677-31; Ord. No. O-7879-20; Ord. No. O-8081-55; Ord. No. O-8081-69; Ord. No. O-8283-40; Ord. No. O-8384-136; Ord. No. O-8889-11; Ord. No. O-9091-23; Ord. No. O-9293-31; Ord. No. O-0001-39; Ord. No. O-1213-42, § 1)

AFTER AMENDMENT

2-301 Appointive Boards And Commissions; Appointments; Terms Of Office

The appointed members of the following boards and commissions shall first be nominated by the Mayor and then confirmed by a majority of the Council and the number of appointive members of each respective body and their overall respective terms of office shall be as listed below:

- (a) Board of Adjustment: seven persons for three-year terms.
- (b) Norman Regional Hospital Authority: Nine persons for three-year terms.
- (c) Board of Park Commissioners: Nine persons for three-year terms;
- (d) Environmental Control Advisory Board: Nine persons for three-year terms.

- (e) Human Rights Commission: Nine persons for three-year terms.
- (f) Library Board: Nine persons for three-year terms.
- (g) City Planning Commission: Nine persons for three-year terms.
- (h) Public Housing Authority: Five persons for three-year terms.
- (i) Social and Voluntary Services Commission: Nine persons for three-year terms.
- (j) Board of Appeals: Five persons and one alternate for three-year terms.
- (k) Historic District Commission: Nine persons for three-year terms
- (l) Economic Development Advisory Board: Seven persons for three-year terms.
- ~~(m) Norman Election Commission: Seven persons for three-year terms.~~

(Code 1976, § 4-101; Ord. No. O-7475-31; Ord. No. O-7677-31; Ord. No. O-7879-20; Ord. No. O-8081-55; Ord. No. O-8081-69; Ord. No. O-8283-40; Ord. No. O-8384-136; Ord. No. O-8889-11; Ord. No. O-9091-23; Ord. No. O-9293-31; Ord. No. O-0001-39; Ord. No. O-1213-42, § 1)

SECTION 2: AMENDMENT “ARTICLE 10-II CAMPAIGN DISCLOSURES OF CONTRIBUTORS, CONTRIBUTIONS AND EXPENDITURES” of the City of Norman Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

ARTICLE 10-II CAMPAIGN DISCLOSURES OF CONTRIBUTORS, CONTRIBUTIONS AND EXPENDITURES

AFTER AMENDMENT

~~ARTICLE 10-II CAMPAIGN DISCLOSURES OF CONTRIBUTORS, CONTRIBUTIONS AND EXPENDITURES~~ Reserved.

SECTION 3: AMENDMENT “10-201 Definitions” of the City of Norman Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

10-201 Definitions

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Campaign committee means a committee which may be composed of one or more persons the purpose of which is to support the election of a specific candidate to municipal office, whose name as it will appear on the ballot shall appear in the name of the committee.

Candidate means any person who publicly seeks nomination or election to any elective municipal office in the City government.

Election means any municipal election, municipal runoff election, or special election held in the City at which candidates for public office are voted upon.

Municipal office means any elective municipal office for which declarations of candidacy are filed with the Secretary of the County Election Board as required by 11 O.S. §§ 16-109 and 16-110.

Municipal Political Committee means any committee composed of one or more persons whose purpose includes the election or defeat of one or more candidates for municipal office, but which is not required to register with the Ethics Commission or the Federal Election Commission.

Norman Election Commission means a seven-member committee, appointed by the Mayor and approved by a majority of the City Council to serve three-year staggered terms. The terms of initial appointments shall be adjusted so as to provide that no more than two terms shall expire in any one year; subsequent appointments shall be for three-year terms.

(Code 1976, § 7.5-21; Ord. No. O-1415-23, § 1)

AFTER AMENDMENT

10-201 ~~Definitions~~ Reserved.

~~The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:~~

~~*Campaign committee* means a committee which may be composed of one or more persons the purpose of which is to support the election of a specific candidate to municipal office, whose name as it will appear on the ballot shall appear in the name of the committee.~~

~~*Candidate* means any person who publicly seeks nomination or election to any elective municipal office in the City government.~~

~~*Election* means any municipal election, municipal runoff election, or special election held in the City at which candidates for public office are voted upon.~~

~~*Municipal office* means any elective municipal office for which declarations of candidacy are filed with the Secretary of the County Election Board as required by 11 O.S. §§ 16-109 and 16-110.~~

~~*Municipal Political Committee* means any committee composed of one or more persons whose purpose includes the election or defeat of one or more candidates for municipal office, but which is not required to register with the Ethics Commission or the Federal Election Commission.~~

~~Norman Election Commission means a seven-member committee, appointed by the Mayor and approved by a majority of the City Council to serve three-year staggered terms. The terms of initial appointments shall be adjusted so as to provide that no more than two terms shall expire in any one year; subsequent appointments shall be for three-year terms.~~

(Code 1976, § 7.5-21; Ord. No. O-1415-23, § 1)

SECTION 4: AMENDMENT “10-202 Duties Of The City Clerk” of the City of Norman Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

10-202 Duties Of The City Clerk

The City Clerk shall:

- (a) Supply appropriate forms for statements of organization, reports of contributions and expenditures, and statements of financial interest required by State law and this article to all candidates, campaign committees, and municipal political committees and committees and other persons required to file such campaign statements and reports;
- (b) Furnish written instructions explaining the duties of candidates, campaign committees, and municipal political committees under State law, including required closing and filing dates;
- (c) Examine all statements of organization, reports of contributions and expenditures, and statements of financial interest filed in the City Clerk's office pursuant to State law and check for irregularities that do not meet the requirements of State law. (Acceptance of the statements and reports by the City Clerk shall not constitute approval of said statements and reports);
- (d) Notify promptly all persons known to have failed to file a statement or report in the form or at the time required;
- (e) Refer all apparent irregularities or failures to file required statements or reports to the City Election Commission for review;
- (f) Cooperate with the City Election Commission;
- (g) Maintain a current list of all statements and reports on file in the City Clerk's office;
- (h) Preserve each statement and report for at least four years from the date upon which it was required to be filed;
- (i) Make statements and reports available for public inspection as soon as practicable during regular business hours;
- (j) Provide copies of filed statements and reports or parts of statements and reports at a normal charge;
- (k) Distribute without fees or charge to each candidate or campaign committee one copy of the election code of the State, including, but not limited to, any relevant State ethics rules, and one copy of all City ordinances relating to election campaign matters and all blank forms required for statements of organization, reports of contributions and

expenditures, and statements of financial interest.

(Code 1976, § 7.5-22; Ord. No. O-1415-23, § 1)

AFTER AMENDMENT

10-202 ~~Duties Of The City Clerk~~ Reserved.

~~The City Clerk shall:~~

- ~~(a) Supply appropriate forms for statements of organization, reports of contributions and expenditures, and statements of financial interest required by State law and this article to all candidates, campaign committees, and municipal political committees and committees and other persons required to file such campaign statements and reports;~~
- ~~(b) Furnish written instructions explaining the duties of candidates, campaign committees, and municipal political committees under State law, including required closing and filing dates;~~
- ~~(c) Examine all statements of organization, reports of contributions and expenditures, and statements of financial interest filed in the City Clerk's office pursuant to State law and check for irregularities that do not meet the requirements of State law. (Acceptance of the statements and reports by the City Clerk shall not constitute approval of said statements and reports);~~
- ~~(d) Notify promptly all persons known to have failed to file a statement or report in the form or at the time required;~~
- ~~(e) Refer all apparent irregularities or failures to file required statements or reports to the City Election Commission for review;~~
- ~~(f) Cooperate with the City Election Commission;~~
- ~~(g) Maintain a current list of all statements and reports on file in the City Clerk's office;~~
- ~~(h) Preserve each statement and report for at least four years from the date upon which it was required to be filed;~~
- ~~(i) Make statements and reports available for public inspection as soon as practicable during regular business hours;~~
- ~~(j) Provide copies of filed statements and reports or parts of statements and reports at a normal charge;~~
- ~~(k) Distribute without fees or charge to each candidate or campaign committee one copy of the election code of the State, including, but not limited to, any relevant State ethics rules, and one copy of all City ordinances relating to election campaign matters and all blank forms required for statements of organization, reports of contributions and expenditures, and statements of financial interest.~~

(Code 1976, § 7.5-22; Ord. No. O-1415-23, § 1)

SECTION 5: AMENDMENT “10-203 Duties Of The Norman Election Commission” of the City of Norman Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

10-203 Duties Of The Norman Election Commission

In addition to any other duties designated by the terms of this article, the Norman Election Commission shall:

- (a) Cooperate with the City Clerk in the preparation and publication of written instructions explaining the duties of candidates, campaign committees, and municipal political committees under State law;
- (b) To review, compare and examine for inconsistencies or other deficiencies, including, but not limited to, timeliness, all statements and reports filed in the office of the City Clerk;
- (c) Identify any substantial discrepancy, including, but not limited to, total contributions and expenditures listed in reports of contributions and expenditures filed before the election and contributions and expenditures listed in such reports filed after the election;
- (d) To report to the City Council after the municipal Election and after the municipal Runoff Election upon the receipt of all contribution and expenditure reports for that year's campaign cycle required by State law, information, including, but not limited to, ongoing investigations regarding or determinations of substantial discrepancies in reports required to be filed by the election laws of the State;
- (e) Recommend or advise the City Council on possible changes as needed to this article;
- (f) Make an effort to inform the public about the importance of reporting all contributions and expenditures by candidates for local offices as well as the political action committees (PACs) involved in a given campaign.

(Code 1976, § 7.5-23; Ord. No. O-1415-23, § 1; Ord. No. O-1718-5, § 1)

AFTER AMENDMENT

10-203 ~~Duties Of The Norman Election Commission~~ Reserved.

~~In addition to any other duties designated by the terms of this article, the Norman Election Commission shall:~~

- ~~(a) Cooperate with the City Clerk in the preparation and publication of written instructions explaining the duties of candidates, campaign committees, and municipal political committees under State law;~~
- ~~(b) To review, compare and examine for inconsistencies or other deficiencies, including, but not limited to, timeliness, all statements and reports filed in the office of the City Clerk;~~
- ~~(c) Identify any substantial discrepancy, including, but not limited to, total contributions and expenditures listed in reports of contributions and expenditures filed before the election and contributions and expenditures listed in such reports filed after the election;~~

- ~~(d) To report to the City Council after the municipal Election and after the municipal Runoff Election upon the receipt of all contribution and expenditure reports for that year's campaign cycle required by State law, information, including, but not limited to, ongoing investigations regarding or determinations of substantial discrepancies in reports required to be filed by the election laws of the State;~~
- ~~(e) Recommend or advise the City Council on possible changes as needed to this article;~~
- ~~(f) Make an effort to inform the public about the importance of reporting all contributions and expenditures by candidates for local offices as well as the political action committees (PACs) involved in a given campaign.~~

(Code 1976, § 7.5-23; Ord. No. O-1415-23, § 1; Ord. No. O-1718-5, § 1)

SECTION 6: AMENDMENT “10-204 Norman Election Commission Procedure” of the City of Norman Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

10-204 Norman Election Commission Procedure

- (a) Whenever the Norman Election Commission has reason to believe a willful violation of the State Election Laws has occurred, it may make a referral to, or file a formal complaint with, the State Ethics Commission in accordance with the procedures outlined in State law.
- (b) The Norman Election Commission shall cause notice of its meetings to be mailed to each candidate required to file statements or reports with the City Clerk for the current municipal election. This notice shall be accomplished by mailing to the candidate, at the address of the candidate on file in the office of the City Clerk, a copy of the agenda setting forth the date, time and place of the meeting of the Commission and the matters to be covered at the meeting.

(Code 1976, § 7.5-24; Ord. No. O-1415-23, § 1)

AFTER AMENDMENT

10-204 ~~Norman Election Commission Procedure~~Reserved.

- ~~(a) Whenever the Norman Election Commission has reason to believe a willful violation of the State Election Laws has occurred, it may make a referral to, or file a formal complaint with, the State Ethics Commission in accordance with the procedures outlined in State law.~~
- ~~(b) The Norman Election Commission shall cause notice of its meetings to be mailed to each candidate required to file statements or reports with the City Clerk for the current municipal election. This notice shall be accomplished by mailing to the candidate, at the address of the candidate on file in the office of the City Clerk, a copy of the agenda~~

~~setting forth the date, time and place of the meeting of the Commission and the matters to be covered at the meeting.~~

(Code 1976, § 7.5-24; Ord. No. O-1415-23, § 1)

SECTION 7: SEVERABILITY CLAUSE If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance, except that the effective date provision shall not be severable from the operative provisions of the ordinance.

PASSED AND ADOPTED BY THE CITY OF NORMAN CITY COUNCIL
SEPTEMBER 23, 2025.

AYE

NAY

ABSENT

ABSTAIN

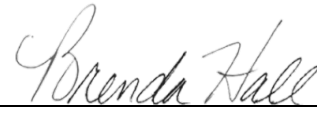
 X

Presiding Officer

Attest



Stephen T. Holman, Mayor, City of Norman



Brenda Hall, City Clerk, City of Norman

