

**Agenda**  
**City of Travelers Rest Municipal Election Commission**  
**March 15, 2021 10:30 am-noon**  
**City Hall Council Chambers**

1. Call to Order Chair Wilson
2. Review County provided documents
3. Discuss Proposed agreement
4. Review Meeting schedule, Election Schedule, Important Dates
5. Adjournment Chair Wilson

MAY, 1980

RESOLUTION

WHEREAS, the Greenville County Election Commission has advised the Greenville County Council that it would be in the best interest of Greenville County if all elections in the County, other than those now held on the first Tuesday following the first Monday in November in even-numbered years, were held on the same date in odd-numbered years; and

WHEREAS, under existing law the Greenville County Council has authority to alter the election dates of commissioners of special service districts so as to provide a uniform election date; but

WHEREAS, pursuant to Section 21-2803 of the 1962 South Carolina Code of Laws as last amended by Act No. 737 of 1976, trustees of the Greenville County School District are elected for staggered four-year terms on the second Tuesday in February of the even-numbered years; and

WHEREAS, under their city codes, the mayors, councilmen, and other elected officials of the cities of Greenville and Mauldin are elected on the third Tuesday in May of the odd-numbered years; and

WHEREAS, elected officials of the cities of City View and Travelers Rest are elected on the first Tuesday after the first Monday in the odd-numbered years, but elected officials of Greer, Simpsonville, and Fountain Inn are elected on the first Tuesday in November in the odd-numbered years;

NOW, THEREFORE, BE IT RESOLVED by the Greenville County Council in meeting duly assembled that the General Assembly of the State of South Carolina be requested to amend Section 21-2803 of the 1962 South Carolina Code of Laws, as last amended by Act No. 737 of 1976, so as to provide that the members of the Board of Trustees of the Greenville County School District representing the even-numbered

areas shall serve until their successors are elected in the election to be held on the first Tuesday after the first Monday in November, 1983, and those members elected from the odd-numbered areas shall serve until their successors are elected in the election to be held on the first Tuesday after the first Monday in November, 1985, and thereafter, upon the expiration of the term of each member of the Board, his successor shall be elected for a term of four years at an election to be held on the first Tuesday following the first Monday in November in each four year anniversary thereafter; and

BE IT FURTHER RESOLVED that the city councils of the cities of Greenville and Mauldin be requested to amend their city codes so as to provide for election of their mayors, councilmen, and other elected officials on the first Tuesday after the first Monday in the odd-numbered years, beginning with the first elections which will not cause the terms of any incumbent officials to be shortened; and

BE IT FURTHER RESOLVED, that the city councils of Greer, Simpsonville and Fountain Inn be requested to amend their city codes so as to provide for the election of their mayors, councilmen, and other elected officials on the first Tuesday after the first Monday in the odd-numbered years.

DONE IN REGULAR MEETING THIS 6th DAY OF MAY, 1980.

Melvin M. Pate  
Chairman, Greenville County Council

Frank Ellenberg  
County Administrator

ATTEST:

Mary L. Turner  
Clerk, Greenville County Council



# Greenville County

May 18, 1981

Mrs. Nelle Power  
Registration and Election  
Courthouse Annex  
Greenville, S.C. 29601

Dear Nelle:

On May 6, 1980, Greenville County Council adopted a resolution to provide for a uniform election date for all special service district commissioners, School District trustees and municipal elected officials. Under this unified election date, Greenville County would pay the cost of conducting the elections.

Sincerely,

Mary T. Turner, Clerk  
Greenville County Council

/t

AN ORDINANCE

AN ORDINANCE TO ESTABLISH THE FIRST TUESDAY AFTER THE FIRST MONDAY IN NOVEMBER OF EACH ODD-NUMBERED YEAR AS A UNIFORM DATE FOR HOLDING ELECTIONS FOR MEMBERS OF GOVERNING BODIES OF SPECIAL SERVICE DISTRICTS.

BE IT ORDAINED BY GREENVILLE COUNTY COUNCIL:

Section 1. Definition. As used herein, a "special service district" shall mean a district, having its own elected governing body, which was created either by act of the General Assembly or ordinance of Greenville County Council to provide proprietary services such as fire protection, water supply, electric lighting, public health services, sewerage, and police protection, in a defined area of Greenville County which is not included within the boundaries of any incorporated city or town. The term shall not include districts which are located partially in Greenville County and partially in another county or counties.

Section 2. Uniform Election Dates. Beginning in the year 1981, members of the governing bodies of special service districts who are elected under existing laws or ordinances shall be elected in an election to be held on the First Tuesday after the first Monday/<sup>in November</sup> in each odd-numbered year. Such election shall be conducted by the Greenville County Election Commission, and candidates shall qualify in accordance with the requirements of the general law of the state or the enabling legislation for their particular district, whichever may be applicable.

Section 3. Extension and Commencement of Terms. To permit all members of the governing bodies of special service districts to be elected on the uniform date specified in Section 2 above, terms of incumbent members shall be extended as follows: for those whose terms expire at any time during 1981, such terms shall be extended to December 31, 1981; for those whose terms expire in 1983, such terms shall be extended to December 31, 1983; and for those whose terms expire in 1985, such terms shall be extended to December 31, 1985. Terms of newly elected members shall commence on the first day of January in the year following their election.

Section 4. Authority. This ordinance is authorized by Section 6-11-70 of the 1976 South Carolina Code of Laws, as amended.

Section 5. Time Effective. This ordinance shall take effect on the date of its adoption.

DONE IN REGULAR MEETING THIS 3rd DAY OF March, 1981.

H Michael Spivey  
Chairman

Frank Ellenburg  
County Administrator

ATTEST:

Mary L. Turner  
Clerk

June, 1991

# County of Greenville

## MEMORANDUM

**TO:** W. J. ESTABROOK, COUNTY ADMINISTRATOR  
**FROM:** NELLE G. POWER, ADMINISTRATOR, REGISTRATION AND ELECTIONS *NSP*  
**SUBJECT:** SPECIAL SERVICE DISTRICT ELECTIONS  
**DATE:** JUNE 10, 1991

On May 6, 1980, upon the recommendation of the Greenville County Election Commission, the Greenville County Council adopted a resolution to provide for a uniform election date for all special service district commissioners, school district trustees, and municipal elected officials. Under this unified election date, Greenville County would pay the cost of conducting the elections.

This recommendation made in order to:

1. improve the election process
2. reduce the cost of elections
3. generate more interest in elections
4. avoid confusion for the electorate, candidates, poll workers, and in the administration of elections

The Board of Trustees of the Greenville County School District made a decision to have their election at the time of the November General Election.

On March 3, 1981, the Greenville County Council passed Ordinance No. 880 specifying the first Tuesday after the first Monday in November in each odd-numbered year as the uniform election date for special service district commissioners and municipal elected officials.

The cost of the special service district portion of the November 7, 1989 elections was approximately \$7,025.00.

Expectations when working with the County Election office (with the County conducting the election for the municipality under previous agreement with County). Items can change as per agreement between County Election office and municipality.

Election preparations for any Town or City:

- I. Poll worker recruitment (certified and qualified) by County
- II. Establish number of voting machines to be used by County
- III. Polling places secured (with Clerk's help)
- IV. Public Notice prepared and sent to newspaper (Clerk handles)
- V. Preparation of candidate listing for ballot and ballot issues by County
- VI. Order election list from State Election Commission - County
- VII. Filing for offices to be conducted – Clerk will handle
- VIII. Clerk transmits to County Election office, candidates to be placed on ballot
- IX. Absentee voting process handled by County Voter Registration Offices  
BY LAW.
- X. All election supplies, processes, and coordination of materials handled by County office.
- XI. Poll worker pick-up or delivery of materials, ballots, and machines coordinated by County office.
- XII. Almost all 'election day' problems will be handled by County office, unless it is necessary for the Municipal Commission to become involved. Clerk should be main contact for County and MEC
- XIII. After polls close, all ballots, materials and equipment are returned to County Election Commission - IMMEDIATELY. RESULTS ARE TABULATED IMMEDIATELY AND RESULTS ARE TRANSMITTED TO THE MUNICIPAL ELECTION COMMISSION (UNOFFICIAL RESULTS). Clerk should be main contact here.
- XIV. Unless addressed in City ordinances, certification will be on Friday, usually at 12 noon, but surely before 1 P.M., the Municipal Election Commission meets at the county office to officially certify the results of the Election. Clerk should see that MEC knows and attends. Reason for the County Square meeting place is that ALL election material is at that location and if any questions arise, the material that has been secured at the County office is available.
- XV. If protests are filed, all is handled by the Municipal Election Commission of municipality. Clerk coordinates (with assistance from the County office).



**AGREEMENT**  
**Greenville County Elections**  
**And**  
**City of Travelers Rest**

Greenville County Election Office conducts all elections for the City of Travelers Rest. The listed items below are designated by roles and responsibilities. Items may change per mutual agreement between the County Election Office and the City.

Election process for The City of Travelers Rest:

- I. Poll worker recruitment -certified and qualified by County
- II. Establish number of voting machines to be used by County
- III. Polling places secured-with City Clerk Assistance
- IV. Public Notice prepared and sent to newspaper-City Clerk
- V. Preparation of candidate listing for ballot and ballot issued by County  
*Approved by City*
- VI. Order election list from State Election Commission - County
- VII. Filing for offices to be conducted – City Clerk
- VIII. Clerk transmits to County Election office, candidates to be placed on ballot-MEC/Clerk
- IX. Absentee voting process handled by County Voter Registration Offices BY LAW.
- X. All election supplies, processes, and coordination of materials handled by County office
- XI. Poll worker pick-up or delivery of materials, ballots, and machines coordinated by County office with the City Clerk
- XII. Almost all 'election day' problems will be handled by County office unless it is necessary for the Municipal Commission to become involved. City Clerk should be main contact for County and MEC
- XIII. MEC & Clerk perform precinct visits and review process throughout Election Day
- XIV. After polls close, all ballots, materials and equipment are returned to County Election Commission - IMMEDIATELY. RESULTS ARE TABULATED IMMEDIATELY AND RESULTS ARE TRANSMITTED TO THE MUNICIPAL ELECTION COMMISSION (UNOFFICIAL RESULTS) City Clerk should be main contact
- XV. XIV. Per City ordinances certification will be on Friday, usually at 12 noon, but surely before 1 P.M. The Municipal Election Commission and the City Clerk will meet at the County office to officially certify the results of the Election. ALL election materials are located at the County and if any questions arise, the materials are secure and available.
- XVI. If protests are filed, all will be handled by the Municipal Election Commission(MEC) of the City of Travelers Rest. City Clerk coordinates with the County.

\_\_\_\_\_  
Greenville County Elections Director

Date: \_\_\_\_\_

\_\_\_\_\_  
Elections Office Witness

Date: \_\_\_\_\_

\_\_\_\_\_  
City of Travelers Rest City Clerk

Date: \_\_\_\_\_

\_\_\_\_\_  
MEC Chair

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
City of Travelers Rest Municipal Election Commission

\_\_\_\_\_  
City Administrator  
City of Travelers Rest

Date: \_\_\_\_\_



## Registration and Election Office

Alfreda Parks, Administrative Assistant  
(864) 467-7260  
aparks@greenvillecounty.org

Date: March 11, 2021

To: Municipal Clerks  
From: Alfreda Parks  
Date: February 22, 2021  
RE: Candidate Filing Dates

Below are the Municipals Candidate Filing Dates. Please check your dates for accuracy. If there are any errors, please correct and email the correct dates.

City of Greenville	March 16 <sup>th</sup> – March 30 <sup>th</sup>	Noon
City of Fountain Inn	July 15 <sup>th</sup> – August 16 <sup>th</sup>	Noon
City of Greer	July 15 <sup>th</sup> – August 16 <sup>th</sup>	Noon
City of Mauldin	July 15 <sup>th</sup> – August 16 <sup>th</sup>	Noon
City of Simpsonville	July 15 <sup>th</sup> – August 16 <sup>th</sup>	Noon
City of Travelers Rest	July 15 <sup>th</sup> – August 16 <sup>th</sup>	Noon
County of Greenville (Public Service Districts)	July 15 <sup>th</sup> – August 16 <sup>th</sup>	Noon

Thank You,

Alfreda

*Alfreda Parks*  
*Administrative Assistant*  
*301 University Ridge.*  
*Ste. 1900*  
*Greenville, SC 29601*  
*(864) 467-7260 office*

## Statement of Intention of Candidacy - Nonpartisan

- This form must be completed by a candidate seeking nonpartisan office. Contact the receiving authority for filing deadlines.
- The S.C. Constitution prohibits a person who has been convicted of a felony from filing for public office for 15 years after the completion of the sentence, including probation and parole time, unless previously pardoned.

<b>Name</b>							
<b>Office</b>							
<b>County or City</b>		City of Travelers Rest		<b>Election Date</b>		November 2, 2021	
<b>Address</b>		<b>City</b>				<b>Zip</b>	
<b>Email Address</b>							
<b>Telephone</b>		<b>Cell</b>		<b>Home</b>		<b>Work</b>	
<b>Voter Registration Number</b>							
<b>Guidelines for a Candidate's Name to appear on the ballot:</b> <ul style="list-style-type: none"> <li>▪ A given name or a derivative may be used</li> <li>▪ The name may not contain quotations, parentheses, or other distinguishing marks</li> <li>▪ Nicknames are allowed if they are used in good faith for honest purposes and do not: <ul style="list-style-type: none"> <li>▪ Imply professional or social status</li> <li>▪ Include an office or military rank</li> <li>▪ Exceed 15 letters</li> </ul> </li> </ul>							
<b>Name as you wish it to appear on ballot (please print)</b>							

<b>Candidate's Oath</b>	
I affirm I meet, or will meet by the time of the general or special election, the qualifications for this office.	
<b>Candidate's Signature</b>	

To be Completed by Receiving Authority					
<b>Date Received</b>		<b>Time Received</b>		<b>Filing Fee Amount Paid</b>	
<b>Received By</b>			<b>Receiving Authority</b>		

## **Tentative Meeting Schedule**

<b>Time frame</b>	<b>Agenda</b>
April-May	Agreement signed and complete, Notice of Election, Public Notice of Election
August	Review Candidate Statement of intent, candidate list, Ballot
October	Review election day engagement and responsibilities
November 2, 2021	Election

## **2021 Municipal Election for candidacy**

Mayor seat and 4 Council member's seats