# Ordinance Number 25-002

## An Ordinance to Amend the Time For City Council Meeting

**WHEREAS**, SC Code Ann. §5-7-250 (a) requires that the council after public notice, shall meet regularly at least once in every month at such times and places as the council may prescribe by rule; and

**WHEREAS**, SC Code Ann. §5-7-50(b) requires that the council shall determine its own rules and order of business; and

**WHEREAS**, §2-4-100 (a) of the Code of Ordinances for the City of Mullins, South Carolina provides that "regular meetings of council shall be held on the second Tuesday in each month unless changed by a majority vote of members present at any regular or special meeting"; and

**WHEREAS**, Mayor and Council desire to amend the time of the regular City Council meeting to 5:30 p.m. on the second Tuesday of the month; and

**NOW, THEREFORE BE IT RESOLVED**, by the governing body of the City of Mullins, South Carolina, in council duly assembled and by authority of the same this 14th day of January, 2025, that the city council meetings will commence at 5:30 p.m. on the second Tuesday of every month.

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Mayor Miko Pickett

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City Council

ATTEST: City Attorney:

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1st Reading: 2-10-2026
Final Reading: 3-10-2026

**ORDINANCE #2026-002, "AN ORDINANCE ADOPTING RULES AND GOVERNANCE FOR MISCELLANEOUS COMMITTEES"**

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**SECTION 1. PURPOSE**

The purpose of this Ordinance is to establish uniform rules, procedures, and standards governing the creation, organization, operation, and oversight of all miscellaneous committees, boards, and advisory bodies created or authorized by the City Council/ Mayor of the City of Mullins to promote transparency, accountability, and efficient governance.

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**SECTION 2. DEFINITIONS**

For the purpose of this Ordinance, the following definitions shall apply:

1. **Committee** – Any body officially constituted by resolution, ordinance, or executive action for a specific purpose, including but not limited to advisory, ad hoc, or special committees.
2. **Miscellaneous Committees** – Committees not otherwise defined by ordinance or statute, or standing rules, formed to address specific matters or projects.
3. **Member** – Any person duly appointed to serve on a committee by the appointing authority.
4. **Appointing Authority** – The entity empowered to establish committees and appoint members thereto.

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**SECTION 3. ESTABLISHMENT AND AUTHORITY**

1. The City Council may establish miscellaneous committees as needed by resolution or motion, specifying:
   a. The committee's name;
   b. Its purpose and scope of work;
   c. Membership composition; and
   d. Duration (standing or ad hoc).
2. Each committee shall exercise only those powers expressly delegated by the appointing authority.

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**SECTION 4. MEMBERSHIP AND TERMS**

1. Members shall be appointed by the appointing authority and shall serve one-year terms/for the duration of the project/at the pleasure of the appointing authority.
2. Vacancies shall be filled in the same manner as original appointments.
3. Members may be removed for cause or nonperformance by the appointing authority, following due process.
4. Each committee shall select from among its members a **Chairperson** and **Secretary** at its first meeting.

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**SECTION 5. MEETINGS AND PROCEDURES**

1. Committees shall comply with all applicable open meetings and public records laws.
2. Meetings shall be held as necessary to fulfill the committee's charge and at the call of the Chairperson.
3. A majority of appointed members shall constitute a quorum.
4. The Committee Secretary shall take minutes of all proceedings and submit them to the City within 10 days of each meeting.
5. Committees may adopt additional internal rules of procedure, provided they do not conflict with this Ordinance or other governing laws.

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**SECTION 6. REPORTING AND ACCOUNTABILITY**

1. Each committee shall provide periodic reports to the appointing authority summarizing its activities, findings, and recommendations.
2. Upon completion of its assigned task, an ad hoc committee shall submit a final written report and shall be deemed dissolved unless reauthorized.
3. Standing committees shall report at least annually.

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**SECTION 7. FUNDING AND SUPPORT**

1. Committees shall operate within any budgetary limits established by the appointing authority.
2. Administrative support may be provided by the [Clerk's Office/City Administrator/Designated Department] as necessary.

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**SECTION 8. SEVERABILITY**

If any provision of this Ordinance or its application is held invalid, such invalidity shall not affect the remaining provisions, which shall remain in full force and effect.

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**SECTION 9. EFFECTIVE DATE**

This Ordinance shall take effect immediately upon its adoption and publication as required by law.

First Reading: February 10, 2026
Final Reading: March 10, 2026

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Mayor

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ATTEST:

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Clerk