

CITY OF WESTMINSTER  
RESOLUTION NO. XXXX

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF  
THE CITY OF WESTMINSTER, CALIFORNIA, ADOPTING A  
REVISED SCHEDULE OF FEES AND CHARGES FOR  
SPECIAL SERVICES AND A SCHEDULE OF  
MISCELLANEOUS FINES

WHEREAS, the City imposes fees and charges for certain special services that it provides: and

WHEREAS, Revenue & Cost Specialists (RCS) has prepared and filed with the City Clerk a “Cost of Services Study for the City of Westminster” (the “Study”), dated June, 2025, which is available for public inspection in the Office of the City Clerk, and incorporated herein by reference; and

WHEREAS, the Study analyzes the costs to the City of providing each special service and recommends fees and charges that will recover such costs; and

WHEREAS, the Study also recommends increases to certain of the City’s fines; and

WHEREAS, on June 25, 2025, the City Council held a full and fair hearing on a revised Schedule of Fees and Charges for Special Services (attached hereto as Exhibit “A” and incorporated herein by reference) and on a Schedule of Miscellaneous Fines (attached hereto as Exhibit “B” and incorporated herein by reference); and

WHEREAS, notice of the public hearing was given as required by law; and

WHEREAS, the proposed rates do not exceed the rates recommended in the Study;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Westminster that the Schedule of Fees and Charges for Special Services and the Schedule of Miscellaneous Fines are hereby adopted; and

BE IT FURTHER RESOLVED that these rates will go into effect on July 10, 2025, except for the rates for fees and charges for Community Development, which will go into effect on September 1, 2025; and

BE IT FURTHER RESOLVED that the intent of this Resolution is that the rates established by this Resolution will, once effective, replace the rates established by Resolution No. 5206; and

BE IT FURTHER RESOLVED that the accurate billing and collection of rates set by this Resolution are critical to the City's cost recovery program and unpaid invoices unreasonably increase the taxpayer's burden, the Finance Director is authorized to take appropriate steps to ensure collection of amounts owed including, but not limited to, combining all accounts due for services into a single invoice or account, adding past due amounts to water or business license accounts to be collected when the account is due or renewed, as well as filing court actions and sending past due accounts to collection agencies.

SECTION 1. The Mayor shall sign as to the passage, approval, and adoption of this Resolution.

SECTION 2. The City Clerk shall certify to the passage and adoption of this resolution and shall affix their signature and City Seal and that same shall be entered into the Book of Resolutions.

PASSED, APPROVED AND ADOPTED this 25th day of June, 2025.

CITY OF WESTMINSTER

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CHI CHARLIE NGUYEN  
MAYOR

ATTEST:

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ASHTON R. AROCHO, MMC  
CITY CLERK

APPROVED AS TO FORM:

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SCOTT PORTER  
CITY ATTORNEY

**CITY OF WESTMINSTER  
CITY CLERK'S OFFICE**

**CERTIFICATION  
OF  
RESOLUTION**

STATE OF CALIFORNIA   )  
COUNTY OF ORANGE   )   ss.  
CITY OF WESTMINSTER   )

I, ASHTON R. AROCHO, MMC City Clerk of the City of Westminster, do hereby certify that the foregoing Resolution No. XXXX was duly passed and adopted by the City Council of the City of Westminster at a regular meeting held on the 25<sup>th</sup> day of June 2025, with the following vote:

AYES:           COUNCIL MEMBERS:  
NOES:           COUNCIL MEMBERS:  
ABSENT:        COUNCIL MEMBERS:  
ABSTAIN:       COUNCIL MEMBERS:

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Ashton R. Arocho, MMC  
City Clerk

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