WATER AND SEWER CAPACITY FEE ASSESSMENT AND PAYMENT POLICY

1. PURPOSE

This Water and Sewer Capacity Fee Assessment and Payment Policy establishes uniform administrative procedures for determining, assessing, and collecting water and sewer capacity fees for new or increased service connections within the Rubidoux Community Services District (District). It implements the Schedule of Fees set forth in Exhibit A to Resolution No. 2026-941 (Resolution) and does not independently establish or increase any capacity fee.

2. AUTHORITY AND APPLICABILITY

This Policy applies to applications for new or increased water or sewer capacity, subject to applicable law and District ordinances. If any provision of this Policy conflicts with applicable law, the body of the Resolution, or Exhibit A, the law, Resolution, or Exhibit A governs. The District shall administer this Policy consistently with Government Code section 66013 and all other applicable laws.

3. FEE DETERMINATION

A. The District shall determine the applicable water and sewer capacity charges using the adopted fee schedule and capacity-unit methodology in Exhibit A, including any duly effective annual adjustments and applicable credits or exemptions.

B. An estimate, quotation, will-serve letter, plan review or approval, construction permit, or application submission does not by itself fix the amount of the capacity fee or constitute payment. Staff shall advise applicants that the applicable amount may change before the fee becomes due, subject to applicable law and any enforceable written agreement.

C. Consistent with Note 5 of Exhibit A, the applicable water and sewer capacity charges shall be those on the Schedule of Fees in effect on the date the District assesses the charges for payment following completion of the applicable construction milestone in Section 4.

4. CONSTRUCTION MILESTONE AND PAYMENT

A. Except where applicable law or an approved written agreement requires otherwise, the District shall not require payment of water and sewer capacity fees until completion of construction of the water service and sewer lateral serving the property and installation of the meter box, as applicable to the requested service.

B. Upon confirmation of the applicable construction milestone, District staff shall determine and invoice the charges due under Exhibit A. All applicable capacity charges must be paid before installation of the water meter or authorization of the sewer service connection, as applicable, or before the District otherwise permits service to commence.

C. Completion of applicant-installed facilities does not constitute approval or acceptance of the facilities, authorization to connect, or a guarantee of capacity. All applicable District inspections, approvals, and other service requirements remain in effect.

D. Where a project involves only sewer service, including conversion of a property from septic to sewer service, the construction milestone is completion of construction of the sewer lateral serving the property, and the Sewer Capacity Charge shall be paid before authorization of the sewer service connection. Where a project involves only water service, the construction milestone is completion of construction of the water service and installation of the meter box, and the Water Capacity Charge shall be paid before installation of the water meter.

5. ADVANCE PAYMENTS AND RECALCULATION

A. The District shall not solicit, require, or accept advance payment of capacity charges before the applicable milestone identified in Section 4.A or 4.D.

B. Any refund, additional charge, or recalculation following acceptance of payment shall be determined under applicable law, the Resolution, and any binding written agreement; this Policy does not authorize unilateral repricing of a fee that has been lawfully fixed and paid.

6. ADMINISTRATION AND RECORDKEEPING

The General Manager or designee may adopt forms, checklists, and internal procedures consistent with this Policy and the Resolution. Staff shall maintain documentation of fee calculations, assessment dates, applicable credits or exemptions, construction milestones, invoices, payments,

and authorizations to connect. Any exception or dispute involving the applicable fee amount or timing shall be referred to the General Manager or designee and, as necessary, District counsel.

7. APPLICATION

This Policy applies prospectively to applications and payments to the extent permitted by law. Existing completed payments and binding agreements shall be evaluated under the law and District requirements applicable to them.