



City Council Staff Report

Subject: Inclusionary Housing Ordinance and In-Lieu Fee Program

Date: August 12, 2025

Submitted By: Aly Zimmermann, City Manager

Department: City Manager's Office

Recommendation:

- A. Receive a Staff Report of the Possible Timeframes that Could Be Implemented for Potential Adoption of an Inclusionary Housing Program and Provide Direction to Staff.
- B. Adopt a Resolution of the City Council of the City of Rocklin Approving and Authorizing the City Manager to Negotiate and Execute a Contract Amendment with Keyser Marston Associates for the Creation of an Inclusionary Housing Ordinance and Establishment of an In-Lieu Fee.

Background:

On June 24 2025, the City Council had a discussion regarding the current efforts underway to evaluate a possible inclusionary housing ordinance and in-lieu fee program, and whether to direct staff to immediately undertake efforts to bring for consideration an ordinance and in-lieu fee recommendation at the earliest possible date. Following the discussion, the City Council provided direction to staff to bring back information that identified the timeframes that each alternative would take. Additionally, staff requested of the consultant undertaking the project an accelerated project schedule and associated cost.

The existing project, authorized by the City Council in April 2025, assumes that the project would go to the Planning Commission and the City Council for two rounds each (fee study and ordinance going separately), resulting in many months in review and hearings. Presented below are the existing approved project schedule hearing dates (status quo), followed by the accelerated consultant project timeline with the fee study and ordinance considered concurrently (Option 1), and the timeline for an immediately implemented interim staff project that does not include a fee study (Option 2). The cost to implement Option 1 is anticipated to be between \$8,000 and \$10,000.

Status Quo (Existing Consultant Project Schedule)

- PC Hearing #1 November 2025 (Fee Study review)
- CC Hearing #1 December 2025 (Fee Study review)
- PC Hearing #2 January 2026 (Ordinance and Fee Study Review and Recommendation)

- CC Hearing #2 February 2026 (Introduce Ordinance and Fee Study Approval)
- CC Meeting March 2026 (Second Reading of Ordinance and Fee Implementation)
- Ordinance Implementation April 2026

Option 1 (Accelerated Consultant Project Schedule)

- PC Hearing #1 November 2025 (Ordinance and Fee Study Review and Recommendation)
- CC Hearing #1 December 2025 (Introduce Ordinance and Fee Study Approval)
- CC Meeting January 2026 (Second Reading of Ordinance and Fee Implementation)
- Ordinance Implementation February 2026

Option 2 (Interim Staff Project)

- PC Hearing #1 September 16 2025 (Ordinance Review and Recommendation)
- CC Hearing #1 October 14 2025 (Introduce Ordinance and Adoption of Fee Program)
- CC Meeting October 28 2025 (Second Reading of Ordinance)
- Ordinance Implementation Late November 2025

It should be noted that each timeline is estimated; schedules can slip due to many reasons causing delays.

Staff recommends pursuing Option 1, as the acceleration of the schedule at a nominal cost will allow the City Council to expedite the project.

Option 2 could also be completed as an interim, short-term approach pending completion of the consultant-led project, based on direction from the City Council. Costs associated with Option 2 would include public noticing and impact to staff resources.

Therefore, staff seeks direction regarding any changes from the Status Quo timeline and, if supportive of Option 1, staff recommends the City Council adopt the attached Resolution authorizing the City Manager to execute an amendment with Keyser Marston Associates to accelerate their project schedule in amount not to exceed \$10,000.

Fiscal Impact:

The cost to amend the existing contract with Keyser Marston Associates is estimated to be not more than \$10,000. There is no impact to the General Fund. Contract costs will be paid from the Low and Moderate Income Housing Asset Fund (270)

ATTACHMENTS:

[1. Resolution](#)