



Rock Island Inspection Commission Minutes

City Hall – Council Chambers
1528 3rd Avenue, Rock Island, IL 61201
Decemebr 2, 2025
6:00 PM

Voting Members Present	Andy Allen Brent Husser Blake Humphrey Greg Gowey Tamra Holmes Jason Passno Paul Guse
Voting Members Absent	Bill Hass Eric DeCook
Staff Present	Sadie Reinbeck Miles Brainard
Guests	

Call to Order and Roll Call

Chair Humphrey called the meeting to order at 6:05 pm and read the roll call. 7 members were present, 2 members were absent.

Public Comment

There was no public comment made at this time.

Approval of the Previous Meeting Minutes

Chair Humphrey moved to approve the written minutes for the July 16 meeting. Greg Gowey approved the motion, Brent Husser seconded the motion. The motion carried unanimously on a vote 7 to 0.

Approval of the Amended Agenda

Chair Humphrey moved to approve the written agenda. Andy Allen approved the motion, Greg Gowey seconded the motion. The motion carried unanimously on a vote 7 to 0.

Old Business

N/A

New Business

A. Inspection Division Fee Update Presentation

Staff presented information regarding fee updates for the Inspection Division pertaining specifically to permit fees. Staff informed the commission members of the reasons to update permit fees and presented the possibility of new fees to be established for the Inspection Division as outlined in the presentation document. Staff provided possible outcomes for the fee updates and a tentative timeline.

Chair Humphrey asked if staff considered if the fees would harm economic development in the City and compared the raising of permit fees to the sprinkler issue - both harming economic development.

Staff stated that the approach would be dependent on the outcome and it would be hard to determine whether or not there would be harm caused. Staff also indicated that although there may be a negative impact, it is staff's responsibility to support a functioning municipal environment which facilitates economic development.

Member Guse stated that it would be beneficial to create a dialogue between the local communities regarding the fees. He asked for clarification on if the rate that was provided in the presentation pertained specifically to the inspection division because of the other revenue streams that are available in that department such as rental, nuisance, registration fees, etc. He also asked if there were other fees that could be i

Staff stated that it is often difficult to match fees with local communities because of how different Rock Island is from them. Collaboration is an excellent idea, but should not be our main focus. Staff confirmed that the percentages provided in the presentation were for the Inspection Division. Staff also stated that fees are generated in other areas of the division but amounts contributed to the overall revenue are not comparable to building permit fees. Staff stated that departments that generate revenue and are able to be self-sufficient should be in order for resources to be available to departments that do not generate revenue and are not able to be self-sufficient.

Vice Chair Allen stated that there was a large difference in plan review fees when comparing Rock Island to Moline and increasing plan review fees alone could be beneficial. It was stated that Moline also retains a deposit for certificates of occupancy and should be a revenue source for the staff to look into.

Staff indicated at this time there are three different components to the topic. The first is that the general fees should be increased by some amount. The second being that there are options to implement additional fees that other municipalities have that Rock Island does not have, but should. Finally, staff indicated that staff has a goal to be more consistent operationally - adopting clearer policies and procedures.

Vice Chair Allen asked if it was possible for the city to seek out a third-party plan review company for larger projects.

Staff answered that it is not common, but it has happened in the past and would be beneficial in situations where documents are being reviewed for projects that are not seen frequently. The example that was provided of a third-party review was for the GTI facility in SW Rock Island.

Staff asked if there was a sense of agreement upon commission members if the gradual increase of fees would be the ideal plan moving forward. Staff stated that the presented schedule would not be followed as it was an example to provide and that one would be curated specifically for this project.

Member Guse asked if the increase of fees was a request made by council members or if there had been a desire to increase fees from staff alone. The question was asked to ensure that there was support from the council.

Staff stated that both staff and council presented the idea of increasing fees at the same time and the desire to move forward with the project was mutually agreed upon.

Chair Humphrey agreed that subtle increases should happen. It was also stated that there may be an issue regarding the increase in fees and what the reaction of investors may be in response to that.

Staff stated that there are other tools that can be used to make projects achievable when it comes to investors coming to the City and that do not impose additional costs on the tax payer.

Member Govey suggested a 20% increase to start with to get staff closer to the revenue that is needed.

Staff stated that the schedules that were provided from other cities in the state were merely examples to be provided and would not be adopted verbatim. Staff requested confirmation that the best structure to follow moving forward would be the hybrid example.

Members agreed unanimously that a gradual increase in fees would be the best fee structure to follow when raising fees, as well as enforcing new fees that the division does not currently have. Members were also in agreement that there should be transparency and the schedules provided from other cities serve as good templates to use and that simpler is better. Members stated that there should also be a difference in the commercial and residential fee structures.

B. 2026 Schedule

Staff requested that the proposed schedule be approved with the change of time from 6:00 to 5:30. Paul Guse moved to approve the schedule with proposed changes. Andy Alley seconded the motion. The motion carried unanimously on a vote of 7 to 0.

Other Business

Adjournment

Chair Humphrey moved to adjourn. The motion carried unanimously on a vote 7 to 0. Meeting adjourned at 7:00 pm.

Minutes submitted by Sadie Reinbeck.