


COUNCIL COMMUNICATION

 CITY OF DES MOINES OFFICE OF THE CITY MANAGER	Number:	26-180	Meeting:	May 18, 2026
	Agenda Item:	29	Roll Call:	26-0624
	Submitted by:	Chris Johansen, Neighborhood Services Department Director		

AGENDA HEADING:

Resolution approving amendment to the schedule of fees for the Neighborhood Inspections Division (NID).

SYNOPSIS:

Rental inspection and licensing fees were updated in December 2024 after holding steady for the seven (7) years prior. At that time, staff committed to council to review fees regularly to ensure that the cost of running the rental inspection program is reflected in the fees charged to customers. In the 17 months since the fees were last increased it appears that the large increase from December 2024 have brought revenues back in line with expenses. The increase on the fees for the rental program on this fee schedule are generally at 2.5% rounded to the closest whole dollar, which is in line with the increased cost of staffing.

FISCAL IMPACT:

Amount: \$30,000 – Estimated increase in revenues

Funding Source: Revenues – Rental Inspection Program (Chapter 60, Article II)

ADDITIONAL INFORMATION:

- Proposed fee increases are as shown on the attached tables.
- Unless otherwise noted, other fees associated with the rental inspection or code enforcement programs would remain unchanged.

NID Fee Schedule - Current

Effective 2/1/2025

Rental Inspection Program

	SF	Duplex
Initial Inspection	\$136.00	\$161.00
Renewal Inspection	\$96.00	\$122.00
Reinspections	\$61.00	\$79.00

Multi-Unit Structures (3+) Renewal and Initial Inspections

First two units	\$123.00	
Each unit after the first two units	\$21.00	
Reinspection - first unit	\$61.00	
Resinspection - each unit after the first unit	\$18.00	

Rooming Houses

First two units - renewal and initial	\$123.00	
Additional Units (cost per unit)	\$9.00	
Reinspection - first unit	\$61.00	
Reinspection - additional units (cost per unit)	\$6.00	

Housing Appeals Board (HAB)

HAB Compliance - completed prior to the board meeting	\$206.00	
HAB Referral and HAB Appearance Inspection	\$515.00	
Contest a decision of the Administrator or otherwise request relief from the City Code	\$155.00	

Miscellaneous Fees

Legal Inspections	\$103.00	
Clerical research	\$26.00	
New rental registration (certificate of occupancy rentals)	\$67.00	
Penalty fine for non-compliance (amount is per violation per day)	\$10.00	
Renovation Agreements	\$62.00	
Complaint Inspection	\$96.00	

Code Enforcement Programs

Generally Applicable Fees

Code Enforcement Administrative Fee (NUIS and HLTH- per invoiced case)	\$65.00	
Code Enforcement Administrative Fee (WGCC - per invoiced case)	\$25.00	
CE Filing Fee	\$255.00	
CI Filing Fee	\$155.00	
Renovation Agreement / Extension Fee	\$62.00	
Vehicle Impounds - first vehicle	\$60.00	
Vehicle Impounds - 2 + vehicles (price per vehicle)	\$15.00	
Title Search Fee	\$175.00	
Inspection Fee	\$100.00	
Photo Fee	\$15.00	
Show Cause Filing Fee	\$50.00	
Administrative Assessment Fee	\$35.00	
Certified Mailing Fee	\$7.53	

NID Fee Schedule - Proposed with 2.5% Increase (Rounded)

Effective 7/1/2026

Rental Inspection Program

	SF	Duplex
Initial Inspection	\$139	\$165
Renewal Inspection	\$98	\$125
Reinspections	\$63	\$81

Multi-Unit Structures (3+) Renewal and Initial Inspections

First two units	\$126	
Each unit after the first two units	\$22	
Reinspection - first unit	\$63	
Resinspection - each unit after the first unit	\$18	

Rooming Houses

First two units - renewal and initial	\$126	
Additional Units (cost per unit)	\$9	
Reinspection - first unit	\$63	
Reinspection - additional units (cost per unit)	\$6	

Housing Appeals Board (HAB)

HAB Compliance - completed prior to the board meeting	\$211	
HAB Referral and HAB Appearance Inspection	\$528	
Contest a decision of the Administrator or otherwise request relief from the City Code	\$159	

Miscellaneous Fees

Legal Inspections	\$106	
Clerical research	\$27	
New rental registration (certificate of occupancy rentals)	\$69	
Penalty fine for non-compliance (amount is per violation per day)	\$10	
Renovation Agreements	\$64	
Complaint Inspection	\$98	

Code Enforcement Programs

Generally Applicable Fees

Code Enforcement Administrative Fee (all cases - per invoiced case)	\$65	
Code Enforcement Administrative Fee (WGCC - per invoiced case)	\$25	
CE Filing Fee	\$255	
CI Filing Fee	\$155	
Renovation Agreement / Extension Fee	\$75	
Vehicle Impounds - first vehicle	\$60	
Vehicle Impounds - 2 + vehicles (price per vehicle)	\$15	
Title Search Fee (flat fee or City's cost of titlework)	\$175	
Code Enforcement Inspection Fee	\$100	
Photo Fee	\$15	
Show Cause Filing Fee	\$50	
Administrative Assessment Fee	\$50	
Certified Mailing Fee	\$9	

PREVIOUS COUNCIL ACTION(S):

Date: December 23, 2024

Roll Call Number: [24-1738](#)

Action: [Amendment](#) to Schedule of Fees for Chapter 60 as it relates to rental inspections and rental property licensing and Chapter 26 regarding building and building regulations. ([Council Communication No. 24-534](#)) Moved by Mandelbaum to adopt. Second by Gatto. Motion Carried 7-0.

Date: August 22, 2016

Roll Call Number: [16-1423](#)

Action: [Amendments](#) to the Schedule of Fees regarding Chapter 60, Housing Code. Moved by Moore to adopt. Motion Carried 6-1. Absent: Hensley.

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- Regular annual fee schedule reviews and updates in May or June, which will go into effect at the beginning of the new fiscal year (July 1).

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