



**AGENDA**  
**FINANCE & ADMINISTRATION SUB-COMMITTEE**  
**Wednesday, April 20, 2016 - 7:00 AM**  
**West Des Moines City Hall – 4200 Mills Civic Parkway**  
**Training Room, 2<sup>nd</sup> Floor**

1. Advertising Sales Agreement for WDM Magazine
2. 28E Agreement with Polk County for Collections
3. FY 15-16 Budget Amendment #2
4. Revisions to Purchasing Policy
5. Petty Cash Fund
6. Staff Updates
  - a. Insurance Agency RFP
  - b. MDC Equipment Purchase / Lease Options
  - c. Investment Schedule
7. Other Matters
  - a. Performance Review

**Important Notations:** Any discussion, feedback or recommendation by Sub-committee member(s) should not be construed or understood to be an action or decision by or for the West Des Moines City Council. Further, any recommendation(s) the Sub-committee may make to the City Council is based on information provided to the Sub-committee at that point in time.