



Budget Monitoring

Speakers: John Fishbein, GFOA (Moderator)
John Gross, City of Long Beach, KS
Scott Huizenga, City of Kansas City, MO
Brent Sakaida, City of Thousand Oaks, CA
Pamela DuBois, Cabarrus County, NC

Time / Date: 10/11/18
2:00 – 3:00 EDT

Time	Topic
	Myths of Budget Monitoring
10 minutes	<ul style="list-style-type: none">• What is budget monitoring? (Focus on GFOA Best Practice)• What should budget monitoring be?• What is worse - Overspend or under deliver?
	Budget to Actual Reports
25 minutes	<ul style="list-style-type: none">• Tips for monitoring revenue?• Frequency?• How to monitor expenses?<ul style="list-style-type: none">○ How to monitor expenses with odd spend patterns?• Monitoring capital spend?• What about performance• What do you do with the reports?<ul style="list-style-type: none">○ Internal/external/etc.• How to make the reports more informative?<ul style="list-style-type: none">○ Involvement from Leadership• What level of detail is appropriate for budget monitoring?• How does this inform next year's budget/budget process?• If deviation is uncovered what steps are taken to further investigate or correct?
	Dealing with Difficult Situations
25 minutes	<ul style="list-style-type: none">• Personality issues• Sensitive topics• Communicating failures• Who does the budget office "report" to?• Getting in front of issues