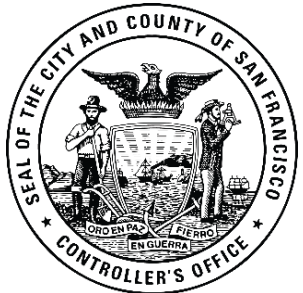





Proposed FY27 CGOBOC Calendar and Operational Procedures



Office of the Controller
Kai Matsumoto-Hines

June 8, 2026

Proposed FY27 Calendar and Liaison Assignments



Proposed FY27 Calendar

Meeting Dates	August 17, 2026	October 12, 2026	December 7, 2026	February 8, 2027	April 12, 2027	June 14, 2027	Liaison
NEW 2024 Healthy, Safe, Vibrant SF Bond			Liaison Report			Program Report	Needs Assignment
2016/2019/(NEW) 2024 Affordable Housing		Liaison Report		Program Report			Brenda Kwee McNulty
2020 Health and Recovery	Program Report			Liaison Report			Brian Larkin
2018 Embarcadero Seawall Earthquake Safety		Liaison Report			Program Report		Will Fox
2016 Public Health and Safety	Liaison Report		Program Report				Andrea Marmo Crawford
2014 Transportation and Road Improvement		Program Report			Liaison Report		Brian Larkin
2014/2020 Earthquake Safety and Emergency Response	Program Report			Liaison Report			Venkatesh Reddy (New)
2012 Clean and Safe Neighborhood Parks			Liaison Report			Program Report	Needs Assignment
Whistleblower Program	Semi-Annual Report			Semi-Annual Report			Brenda Kwee McNulty
CSA Division Semi-Annual				Report and Mid-Year Update		Report and Year-Ahead Plan	Will Fox
Capital Program						Annual Update	Brian Larkin
Financial Closeout Tracker Bonds included: 2011 Road Repaving and Street Safety						Closeout Status Report	N/A
Election of Officers (Chair and Vice Chair)	Annual Election						N/A

Liaison Assignments

Meeting Dates	Liaison
2024 Healthy, Safe, Vibrant SF Bond	Needs Assignment
2016/2019/2024 Affordable Housing	Brenda Kwee McNulty
2020 Health and Recovery	Brian Larkin
2018 Embarcadero Seawall Earthquake Safety	Will Fox
2016 Public Health and Safety	Andrea Marmo Crawford
2014 Transportation and Road Improvement	Brian Larkin
2014/2020 Earthquake Safety and Emergency Response	Venkatesh Reddy (New)
2012 Clean and Safe Neighborhood Parks	Needs Assignment
Whistleblower Program	Brenda Kwee McNulty
CSA Division Semi-Annual	Will Fox
Capital Program	Brian Larkin

Green text = newly added

New Items:

- Added 2024 Healthy, Safe, Vibrant SF Bond
- Added 2024 Affordable Housing Bond

Members Not Assigned:

- Patrick Boileau
- Benjamin Tingle
- Tim Tung

Proposed Liaison Assignment and Bond Closeout Procedures

Proposed Liaison Assignment and Bond Closeout Procedures

- **Recommendation #1:**

When to onboard new bond programs and assign liaisons.

- **Recommendation #2:**

When to transition bond programs from regular reporting to closeout reporting format.

#1: When to onboard new bond programs and assign liaisons

Proposal: Liaison assignments for new bonds should be finalized **prior to the first issuance of debt.**

Proposed Process

Step 1: **CSA-Performance will monitor issuance schedules** in coordination with the Office of Public Finance (OPF).

Step 2: At least one committee meeting ahead of the first debt issuance, the **committee discusses and finalizes liaison assignments** for new bonds.

#2: When to transition bond programs from regular reporting to closeout reporting format

Proposal: Bonds or individual components **must meet two criteria** before being placed on a **Financial Closeout Tracker**:

1. Project Completion: **All active and planned projects** within the bond or individual components have **reached substantial completion**, with remaining activities limited to administrative and financial closeout.
2. Expenditure threshold: The bond program **reaches an expenditure level of 99%** of the total voter-authorized amount.

#2: When to transition bond programs from regular reporting to closeout reporting format

Proposed Process

Step 1: **Program staff should note if the bond or an individual component has met the two proposed criteria** during a bond program's annual report to the Committee.

Step 2: The Committee then determines if the bond or component should be placed on a separate **Financial Closeout Tracker**.

Step 3: **CSA-Performance will collect financial closeout statuses once per year** from bond program managers and brief the bond's assigned liaison ahead of the last regularly scheduled meeting of the fiscal year.

Step 4: **The liaison(s) will then report-out to the Committee on closeout statuses** at the last regularly scheduled meeting of the year.

Step 5: **Bonds will remain on the tracker until 100% of the proceeds are expended.**

#2: When to transition bond programs from regular reporting to closeout reporting format

Proposed Financial Closeout Tracker:

Year	Bond Program	Authorization	Managing Dept	Date Added to Tracker	Funds Expended	Remaining Balance	As-Of Date (for Funds Expended and Remaining Balance)	Status
2011	Road Repaving and Street Safety	\$248,000,000	DPW					As of [DATE], bond has [\$X,XXX] remaining. (List any challenges with closeout, if applicable.)