

Municipal Capital Projects from start to finish

June 23, 2026

Agenda

8:30 – 9:00 AM — Registration & Welcome

- Sign-in
 - Distribution of materials and agenda
 - Brief overview of goals for the day
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9:00 – 10:00 AM — Strategic Project Planning – Multi-year Capital Planning Dan Acquilano- NYS OSC Training Unit

- Defining capital projects and life cycle
 - Developing a Capital Improvement Plan (CIP): purpose, components, timelines and prioritization
 - Establishing project scope, objectives, and performance metrics
 - Integrating planning with agency strategic goals
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10:00 – 11:00 — Public Involvement & Stakeholder Engagement Wade Beltramo - NYCOM

- Importance of public participation in municipal projects
 - Techniques for meaningful engagement (meetings, surveys, public notices)
 - Managing community expectations and conflict resolution
 - Transparency and legal compliance in outreach
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11:00-11:10 AM — Morning Break

11:10-12:40 PM — Authorizing and Issuing Debt Douglas Goodfriend – Orrick

- Pre-authorization considerations (SEQRA, reimbursement)
- Bond resolution general delegation of authority and its limits
- Understanding the elements of a bond resolution
- Types of Debt and Financing Options
- Expenditures and Allocation of Interest
- Project Delays and modifications
- Other Special Situations
- Post Issuance Responsibilities

12:40-1:30pm - Lunch

1:30-2:30 PM — Constitutional Debt Limits & Securing Finances, Bond Ratings & Market Considerations

Jeffrey Smith – Municipal Solutions

Financing Municipal Projects

- Key Participants in Municipal Borrowing
 - What is a municipal bond rating and why it matters
 - How ratings influence cost of capital and investor demand
 - Working with credit rating agencies
 - Credit enhancements and other market tools
 - Financing options: Pay-as-you-go, grants, loans, and debt
 - Key financing documents and legal considerations
 - Construction Procurement, Bidding and Prevailing Wage Compliance
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2:30 – 3:30 PM — Governmental Accounting for Capital Projects

Dan Acquilano- NYS OSC Training Unit

- Fund accounting basics for capital projects
 - Recording transactions: encumbrances, expenditures, and debt service
 - Reporting and auditing standards for capital projects
 - Accounting for grants, reimbursements, and debt proceeds
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3:30 – 4:00PM — Wrap-Up & Q&A
