

## Meet The Authors

First, we want you to know that we're very happy with the flattering remarks about our earlier editions that readers have taken the time to make. We don't mind admitting that a lot of hours have been devoted to all the aspects of putting together Reserve Fund Essentials, so hearing about its perceived merit makes us feel good, of course.

Just so you know who's behind this project, we're providing you with a bit of detail about our backgrounds.

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### **Jon Juffs, C.E.T., ACCI Manager, Building Science AME Materials Engineering**



At AME Jon is responsible for a variety of projects including reserve fund studies, investigations, condition assessments, repair & replacement designs, contract administration, litigation support, expert reports, and research into improved building performance and capital planning procedures. AME is part of the Aecon Group, Canada's largest publicly traded architectural and engineering construction firm (TSE: ARE).

Since the late 1980s Jon's continuous employment has included technical and management positions with architectural and engineering companies, the Ontario Ministry of Housing and Municipal Affairs, and a water and sewer contractor.

Jon has become accustomed to preparing 80 to 100 reserve fund studies annually and he estimates that in all, he has prepared over 750 reserve fund studies and updates. Part of his experience includes reviewing over 600 other studies and preparing analyses and projections based on them. One such

projection extrapolated from 450 data sources to a portfolio of 2,800 buildings with more than 57,000 residential units. The building types included high-rises, townhouses, walkup apartments, semi detached, and single family homes. His portfolio of work also includes capital repair planning and consulting for social housing providers, institutional assets, commercial holdings, and many individual condominium corporations.

Jon is a member of:

- Ontario Association of Technicians and Technologists
- Ontario Institute of Quantity Surveyors
- Professional Associate of the Canadian Condominium Institute
- CCI National Chapter Relations, Communications, and Finance Committees
- Canadian Condominium Institute – Huronia Chapter Director
- Association of Condominium Managers of Ontario Regional Expansion Committee

His ACCI accreditation, bestowed by the Canadian Condominium Institute, serves as recognition of having achieved a level of skill, professionalism, and knowledge of condominiums as it relates to certified engineering technology and reserve fund studies and planning that exceeds the already rigorous standards the Institute expects from its professional members. As an Associate of the Canadian Condominium Institute, Jon is recognized by clients and peers as standing out above the crowd.

Jon has, for some time, been actively sought after as a speaker at local and regional condominium conferences, and as a lecturer on specialized topics related to his areas of expertise. In the past five years he has presented individually and participated as a panel member at numerous conferences including Construct Canada, PM Expo, CCI, ACMO, and ONPHA.

If asked to sum up his approach to reserve fund planning, Jon says ... "It's not only the building science and engineering aspects that interest me, but knowing that well-prepared studies make community living better. After all, these are people's homes, and homes are more than a roof and walls or lofty curving stairs. It's a people-thing, in the end".

**Graham Oliver, B.Com.**  
**President, Oliver Interactive, Inc.**  
**Reserve Fund Aficionado**

Graham Oliver is President of Oliver Interactive, Inc., a developer and marketer of proprietary software packages. The products are used in 23 countries around the world for determining optimal replacement times for industrial assets, and the proper intervals for replacement and repair. The mathematical

models that underlie the calculations are those of Mr. Oliver's colleagues, the globally respected engineers Dr. Andrew Jardine of the University of Toronto and Dr. Nicholas Hastings in Australia.

Graham spent a great part of his working life at two respected organizations. He was with Du Pont for 19 years and served in various capacities related to marketing and market planning for its product lines. Subsequently he joined McGill University where he taught in the Faculty of Management and ran the Faculty's well-known Executive Institute, which offers seminars for high-level managers from all parts of Canada and the U.S. as well as from overseas organizations.



His academic teaching responsibilities were centered on Marketing Management, Marketing Planning and Sales Management, and he held classes for both graduate (MBA) students as well as undergraduate students.

His interest in property management stems from his serving for several years on the Board of his own condominium, and for one year as President. His insight into the management and organization of reserve funds required by condominiums, community associations and HOAs led to the development of a new software package called RFund reserve fund software. RFund is multi-featured but its principal purpose is to provide the means for Boards, Specialists and Property Managers to easily update their expenditure costs. By doing this, the near-term and long-term fund balances can be reviewed and funding plans adjusted as necessary. It helps keep reserve funds healthy.

Graham Oliver knows, as do many others, that too many co-owned properties pay too little attention to their reserves. As a result "horror stories" abound — inadequate balances are not foreseen, loans are required, special assessments are imposed — most of which could have been avoided with proper reserve fund management and control. It is scenarios like this that have led to the development of his company's software package, and to the co-authorship of this book. Graham's article, "Due Vigilance", on the need for continual updating of reserve plans, appeared in "Common Ground", the publication of the Community Associations Institute, in its November-December 2006 issue.

Footnote: As this is going to press, in late 2010, Graham's company is most of the way through the development of The Budget Machine, a new software product for the creation and management of properties' operating budgets. There's more detail on it in the pages that follow.