



Personal Credentials

*Michael C. Graves R.S.
Reserve Funding Specialist*

Designations

- ◆ R.S., 2000, Community Association Institute

Degrees

- ◆ B.A., Economics, 1983, San Diego State University
- ◆ A.S., Business Administration, 1980 Citrus College

Associations

- ◆ California Association of Community Managers (CACM):
*Instructor for Facilities Management Course VIII, "The Guide to Reserve Study Components & Funding",
Ambassador Committee Member*
- ◆ Community Associations Institute (CAI), Affiliate Member:
Coachella Valley Chapter (CV)
Greater Inland Empire Chapter (GRIE)
- Past President, Board Member
Orange County Regional Chapter (OCRC)
- Past Board Member
San Diego Chapter (SD)
- Past Board Member

Publications

- ◆ Numerous Speaking and Panel Engagements
- ◆ "Ask The Experts", O.C. View, May/June 2004.
- ◆ "Fiduciary Responsibility Forum", CondoManagement, December 2003.
- ◆ "Does Our Association Have Money Or Not", Quorum, June 2001.
- ◆ "How Do You Use Your Reserve Study To Finance Remodeling Work", Quorum, April 2000.

Awards

- ◆ Community Associations Institute, OCRC, 2009 *Committee Member of the Year Award*
- ◆ Community Associations Institute, OCRC, 2006 *Presidents Award*
2006 *Ellen Ellish Award*

- ◆ California Association of Community Managers,
2001, Vision Award, *Excellence in Service*
- ◆ Community Associations Institute, GRIE,
2000 *Committee Member of the Year*

Professional Responsibilities

As Reserve Fund Specialist for SCT Reserve Consultants, Inc. Mr. Graves:

- ◆ Manages reserve study site inspections and funding analyses
- ◆ Prepares reserve study reports and proposals
- ◆ Markets reserve study services through professional contacts and trade associations' meetings and shows

Professional Experience

Mr. Graves' reserve study experience includes:

- ◆ Numerous Level I, II, and III reserve studies throughout San Diego, Los Angeles, Orange, Riverside, San Bernardino, and Imperial Counties.
- ◆ Familiar with components that go into a reserve study.
- ◆ Able to assist Associations in determining a well-suited funding plan that fits their reserve goals.
- ◆ Utilizes Property Reserve Analysis (PRA) System software to generate:
Component Identification Report
Cash Flow and Percent Funded Report
10-Year Expenditure Report
- ◆ Meet with Association's Board of Directors to review the draft of the reserve study.
- ◆ Consideration of Board's input with respect to incorporating component replacement and funding policies.

