



uPlanIt Workshop and Demonstration

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www.reservestudy.com

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We want you to make informed decisions about your Reserve Study. There's no reason to stare at your Reserve Study and wonder "what happens if we...", now that uPlanIt exists. We describe uPlanIt as a revolutionary new tool that takes a



Reserve Study, which has historically been a printout or pdf file, and makes it interactive. All of a sudden, you can change some figures and test different funding plans or different expense scenarios. No worries, your Reserve Study is not affected. You can print out your ideas, save and show others, or clear all your edits/changes and revert to the original published version.

In this webinar, we "kick the tires" and demonstrate using uPlanIt like boards or managers are currently using it... trying different things and seeing what happens. No more guessing!

Brought to you exclusively by Association Reserves. uPlanIt access is free throughout your budget season with every Full, Update With-Site-Visit, or Update No-Site-Visit Reserve Study by Association Reserves, or available for \$399/budget season on a subscription basis.

More questions? See more webinars [here](#), and subscribe (and like!) what you see on our [YouTube video channel](#). Or find more useful information about Reserve Studies on the Resources tab of our website [here](#).

Click [here](#) for a Reserve Study proposal for your association, or click [here](#) (and scroll down) to find the Association Reserves office in your region. Let the experienced Project Managers at Association Reserves guide you and your association towards an improved future!

WEBINAR QUESTIONS ASKED BY ATTENDEES

ACCESS AND COST OF UPLANIT

Q: Haven't used it yet because can't get it!! Please discuss how to access it

A: Association Reserves clients: log in to our Client Center, and for your property select the "uPlanIt" tab at the top of the list of options. All other associations: visit our website (ReserveStudy.com) and navigate to our Services dropdown list (see the options across the top of the screen), selecting uPlanIt. Or click [here](#). At the bottom of our uPlanIt screen, you can click to subscribe (or click [here](#)).

Q: What is the pricing to add others via subscriptions?

A: There is no additional pricing to add additional users to your uPlanIt account.

Q: What is the cost of a subscription?

A: uPlanIt access is free for Association Reserves professional Reserve Study clients throughout the budget season for your Reserve Study that we've just prepared. Otherwise, it's \$399/budget season (for subsequent years, or for associations for which we haven't prepared a current Reserve Study).

Q: What's considered Budget Season?

A: A Reserve Study is prepared in advance of the end of an association's fiscal year, so the board can make informed budget decisions for the upcoming fiscal year. Users have uPlanIt access from the day their Reserve Study is completed (or the day they activate their subscription), through the end of their fiscal year, and then a bonus three months into the beginning of the next fiscal year.

Q: Can we access outside of budget season/ How do we re-gain access to Uplanit if our free period is up?

A: You can renew access by purchasing a \$399 subscription, or having us update your Reserve Study. You'll find all your information there, just as you last left it.

Q: Is there an option that allows some board members to only view and others, the treasurer for examples, to make changes?

A: Yes. People with "Privileged Users" can access & edit uPlanIt, people defined as "View Only" users cannot access uPlanIt. User type is defined by the Primary Contact on the account.

Q: How much is it to become a professional Client.

A: All of our bid proposals are custom to the association. Click [here](#) to get your free bid proposal!

Q: If we only have a 3rd party study every 3 years can the Board use uPlanIt to do an update to the plan in the intervening 2 years

A: The board can use uPlanIt as a tool in the intervening 2 years – to track changes, test “what if scenarios”, document component Useful Life, Remaining Useful Life, and Replacement Cost estimates, develop a funding plan, etc. But remember that uPlanIt is a calculator, not something that prepares a “Reserve Study” document. The information (tables and graphs) from uPlanIt can be used to support the board’s Reserve planning efforts.

USING UPLANIT

Q: If our Association has 3 users of uPlanIt, does each user have their own view, or if 1 user changes something does it change it in every user's view?

A: uPlanIt is one tool for the association, with everyone accessing the same data. If one user changes something, it will change for everyone with access to that uPlanIt account.

Q: Once you make changes to the Reserve Study via uPlanIt, how do you reset it to the original data?

A: Just hit the “reset” button on any page/tab. That restores the information from the published Reserve Study.

Q: Are you able to import data from a MS-Excel document?

A: Yes, you can import your Component List using uPlanIt’s MS-Excel “uploader” template.

Q: Can you save your various changed scenarios and name them something that reminds you what you explored?

A: Not at this time. You can save your changes. They will remain until someone (yourself or someone else) makes further changes. It is recommended that you print the scenario you want to save.

Q: When you import components does it all go to a new header ?

A: You can import a group of components two ways: creating an entirely new “section/chapter”, or you can import a list/file of components into an existing chapter.

Q: For interest on reserve funds, can multiple interest rates be specified for eg reserve savings account and reserve funds in CDs?

A: No. There is one interest rate value. If you have multiple accounts with differing interest earning rates, use the weighted average.

Q: From where should we draw our inflation rate?

A: Since Reserve planning is a long term (30-yr) plan, we recommend using an inflation rate expected to represent the average inflation rate throughout that extended time period. Looking backwards at the last 30-yr average inflation rate, that means using a value in the 3% range.

Q: Is there a way to add interest rate and inflation rate assumptions by year? We are coming out of high interest rate and inflation rate and would like to see more realistic longer term assumptions.

A: No. Both interest and inflation run through the 30-yr life of the Reserve plan. Updating your Reserve Study regularly (annually) helps you accommodate years where pricing moves differently than the 30-yr average.

Q: In addition to testing component changes and funding plan, I've used a spreadsheet at our association to capture the component list with annual spending for a report tracking actual spending vs. reserve study spending. Is there a way to pull reports of that type?

A: A 30-yr cash flow detail, showing all the expenditures in any particular year, is one of the standard uPlanIt reports.

Q: What if we do not spend or if we have to spend more than we expected for the next years?

A: That is the reason for regular (annual) updates to your Reserve plan. As John Lennon said in his 1980 song "Beautiful Boy", Life is what happens when you're busy making other plans. So expect changes, and adjust your plans.

Q: I am confused about the Funding graph. Why doesn't it go up and down like the funding levels?

A: Now I'm confused about your question! The Funding Plan should be a smooth curve, floating upward over the years in a manner somewhat tracking inflationary trends, and the resulting Fund Status graph should be an irregular sawtooth due to the planned but irregular cash expenditures from Reserves

Q: Can you change start date, or year of study started

A: Yes

Q: Why do the various tables not have an export to excel option? Is there a plan to add this utility to some of the tables?

A: We have emphasized the simplicity of uPlanIt as a calculator tool allowing boards to see the effects of changes. We have chosen to not complicate it with too many options. We continue to consider adding more features, but are exercising restraint.

Q: Can you adjust the funding planned period from 30 to 25 years?

A: No. Some states require 30-yr plans, and National Reserve Study Standards require an income and expense plan displaying a minimum of 30 years of information. So it is built to show a 30-yr plan.

Q: After editing the uPlanIt, how do these number get migrated to our RS?

A: They don't. uPlanIt is a "sandbox" where clients are able to test their changes. A Reserve Study is a professional planning document created by credentialed professionals. A uPlanIt display is, however, an easy way for clients to point out what they've done and request a revision from their Association Reserves Project Manager.

Q: If there are recommendations from an industry professional with a different date for when an item needs to be completed can the useful life date be changed and what is needed to make that change?

A: Yes.

Q: Show us how to export to create a saved file, please.

A: There is a simple "export" button near the top of the "Components" tab as shown below.

Q: When you adjust let's say asphalt to longer years because you seal the roads. do you need to change the cost in road sealing since you will now be sealing two times versus one?

A: No. All projects cycle at the Useful Life interval that is selected, and the cost is inflated appropriately for future year cycles/ expenditures.

Q: The control panel has 1st increase and 2nd increase and then goes to special assessment. Can you change it to have more than 2 increases or is that getting too far out on the amounts

A: We find that two rates of Reserve Funding Plan increases is a healthy balance between customization and simplicity. So two different Funding Plan increases is the maximum at your disposal.

Q: Export from 30-yr plan the yearly assessments

A: You can print the 30-yr summary showing annual assessments, but at this time there is no spreadsheet export of that information.

GENERAL UPLANIT QUESTIONS

Q: Are there any benchmarking capabilities within uPlanIt? Or does Association Reserves provide data on how to benchmark reserves based on our community?

A: uPlanIt is a calculator tool we make available for our clients and subscribers. We do not provide benchmarking data for users. We presume a basic level of understanding of Reserve planning among our users.

Q: Does a subscription include any initial training and/or TA during the subscription period?

A: No, it does not. There are video tutorials on each tab of uPlanIt that will provide assistance. Again, we've designed uPlanIt for simplicity and ease of use. Our users report it is remarkably intuitive.

Q: If we're a client of Association Reserves will our reserve study information already be populated in the program?

A: Yes.

Q: Can you use a "Threshold" Reserve Funding Goal with uPlanIt?

A: Yes

Q: I have been just having the reserve company tell us what we need to do... is there a reason why we could be changing anything? In general, I recommend following your reserve funding recommendation as much as possible.

A: Clients commonly tell us they "wonder" what would happen if they defer painting of the siding (for example" one year, or they get an opinion from a roofer that a minor repair project would possibly extend full replacement of their roof for two years. Those changes are easily investigated within uPlanIt and you can get immediate answers... without having to contact your Project Manager and asking for some of their time to investigate a possible "what if scenario" that came up at a board meeting. You can do so much on your own!

Q: Adding components - where do you get useful life data?

A: Again, we presume a basic level of Reserve Planning knowledge of our users. If you don't know, you shouldn't be creating new components. You should leave that to a credentialed Reserve Study professional.

OTHER QUESTIONS

Q: Why would you ever want to go to 100% funding?

A: Because it is fiscally responsible (there are minimum special assessments) and it lowers the liability exposure of boardmembers (because they are following the Governing Document instructions that boardmembers are to budget enough to provide for the needs of the association). We find it also maximizes property values, maximizes owner enjoyment, and minimizes insurance premiums.

Q: I am the GM for an Association in Colorado that had an updated study in October 2024. The study recommended a special assessment of more than 2 million to properly fund the reserves. We have not discussed the special assessment and have not increased assessments to meet the minimum monthly recommended funding. How can I help the Board to understand the importance of properly funding the reserve account. The owners are very upset at a 14% increase for 2025 which also is difficult to explain.

A: This is best to discuss with your credentialed Reserve Study provider. They are in the best position to support your questions. The bottom line will likely be some variation of “The property is deteriorated, you haven’t been funding Reserves to keep up with ongoing deterioration, and you have some major expenses in the very near future and you’re out of time”. Perhaps you need to hire them to be a guest speaker at an upcoming budget meeting or annual meeting.

Q: If as in your example inflation is 4% and you only increase 3% per year, then are you falling back 1%?

A: You are always “falling back” in a Reserve plan, as inflation increases the cost of all your components, while interest is only earned on funds actually on-deposit (a much smaller figure). Reserve planning is all about balancing income sufficient to offset anticipated upcoming expenses. Even with 3% interest and 3% inflation, remember that interest is only earned on the \$250k you have in the bank, while the total value of all your Reserve components increases 3% every year.

Q: If something reoccurs every 10 years is it reflected over the term of the plan?

A: Yes

Q: What are the arguments pro/con about increasing reserves funding to achieve a strong Reserve fund, vs keeping funding low to allow owners to do their own investments to prepare for an eventual large assessment?

A: The board doesn’t have a choice. Per the Governing Documents, the board has the responsibility to budget for the needs of the association. Not all homeowners in your association are wealthy investors. You can’t cater to a subset of “owners”. Boardmembers have a duty to serve the association.