



ProActive Community Solutions, LLC.

Dear Board Member,

My name is David Silva, and I am the owner of Proactive Community Solutions. Thank you for considering us to manage and serve your community.

I understand the importance of this decision for you and your neighbors. Having served as a board member and president in the communities I've lived in for the past 30 years, I am familiar with the challenges of trying to improve community services while navigating the limitations of traditional management companies.

At Proactive Community Solutions, we take a different approach. My background as a computer engineer, financial systems analyst, and advisor to leading companies in publishing, entertainment, and vacation ownership—along with my experience as Deputy Program Manager for the world's largest tolling program—has equipped me to bring innovative, practical, and effective solutions to HOA management.

Here's how we're different:

1. **Proactive Management:** We address issues before they become problems, leveraging 21st-century technology to keep your community running smoothly. We provide modern tools and educate homeowners on how to use them effectively.
2. **Personalized Service:** Homeowners can schedule appointments at their convenience, and we'll come to them. No more unanswered calls or delayed responses—your community's needs are our priority.
3. **Vendor Oversight:** We actively meet and supervise vendors to ensure their performance aligns with your expectations and their contractual obligations.
4. **Financial Planning:** We prepare multi-year budget projections, not just annual budgets. This allows your community to anticipate future expenses and manage finances responsibly, giving homeowners clarity and predictability.

When evaluating management companies, proposals often look perfect on paper, filled with promises of great technology and services. However, the reality is often far from ideal, leaving you frustrated and overwhelmed. That's not the case with us.



ProActive Community Solutions, LLC.

At Proactive Community Solutions, we run your HOA with the efficiency and professionalism of a Fortune 1000 company while maintaining the care and compassion that your community deserves.

We will demonstrate our commitment by creating your own website to preview a live draft of the app we'll provide for your community. We will also assign your own number and virtual agent to your community so you can experience how you and your neighbors will benefit from our technology.

Call **321-344-8837** today to experience 24hr service at a different level. You may ask the agent to speak with me so we can discuss how we can begin transforming your neighborhood into the community you deserve.

Thank you again for considering our proposal. I look forward to working with you soon.

Best regards,

David Silva

Owner, Proactive Community Solutions

January 2026 

Community Association Management Proposal

Prepared for:
Your Association



Visit Our Website
ProActive-Community.com





Our Company

For many years we have supported and helped the communities where we lived. We like all the good things a well-managed homeowners association can do for its members. Unfortunately, many times owners and residents have alignment challenges with their associations due to the lack of proper management, planification and communication.

That's why we decided that it was time to put our knowledge, experience, passion, and commitment to the service of our local communities! We bring a unique combination of business administration, financial analysis, project management and service expertise to offer the best in class homeowner and Board support. With over 30 years managing projects for Fortune 500 companies and government agencies, e are experts at integrating technology with people.

For us, running a Homeowners Association is a lot more than rules and financial transactions – it's about people. People are the reason why we do what we do!

David Silva
Owner



Vision And Mission



Our Vision

Support homeowners and residents in a way that the experience of living in an HOA managed community enriches their life and it's not another burden for them.



Our Mission

Create an environment that supports community living by using technology and communication tools to keep homeowners and Board members informed at all times about what's going on in the community and supporting their needs by being ProActive in the management of the community affairs.

What makes us different

Our priority is ensuring the satisfaction of owners and residents. Enforcing rules and regulations becomes simpler when individuals are aware of these rules and when there is efficient and transparent communication between residents and management. Other companies have different service levels. Not us. We offer all our clients the highest quality and personalized service level possible. Call it Platinum, Diamond or something else. We call it doing our job: Delivering what you expect from us.



Orlando

Process of Engagement and Communication



Assessments

People worry about how they spend their money. The Association should worry as much! We do comprehensive analysis of expenditures and prepare a budget that makes sense. Our expense projections go for 20 years into the future!



Violations

Protecting the value and desirability of your community is the main role of the HOA. Publishing the rules and the timely reporting of deviations to the rules so residents know that they are in violation and have enough time to correct the issue, are the keys to help residents with compliance.



Maintenance

How can an HOA enforce the rules if they are not in compliance? We work with your contractors to ensure that they are held to a highest standard of quality. We inspect the common property the same way we inspect homeowners property. We will issue violations to the vendors too!



Financials

Owners want to know where their money is going. Is it being well spent? We are ProActive and publish detailed financial information in the owner's portal. Because transparency builds confidence in how the community is run and confidence builds trust and trust builds engagement.



Newsletter

We publish a community newsletter regularly with information relevant to your community; explaining policies and procedures in order to keep residents well informed and answer any questions they may have.

Reaction, Satisfaction, and Intention



Reaction

A well informed community is a community that participates and cooperates with the management.



Satisfaction

People have a better level of satisfaction when they feel like they really belong to a community and when they feel appreciated and that the management listens to their needs. That's why we publish Surveys regularly.



Intention

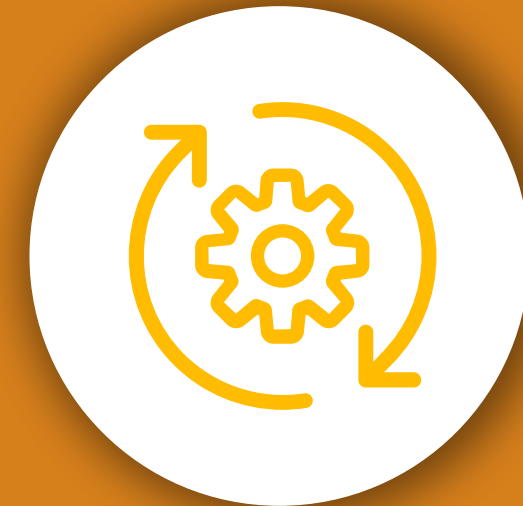
That's what being ProActive is all about! We anticipate the needs, asks and issues of the community so we can properly prepare answers and solutions.

Application and Implementation



Application

We believe in setting things right from the beginning. After all, we are ProActive! We will setup, configure and train people on how to use the self-serve tools at their disposition. We will also setup an appointment-based schedule so we can service residents when they are available! The available hours will be spread on multiple days and over the weekend – right on your property!



Implementation

We use technology to our advantage every day! We don't waste time on repetitive tasks. We would rather be out and about helping and supporting the community. That's why we have a self serving portal for homeowners. We'll provide online training sessions to ensure they know how use it and take advantage of it. For those "technology challenged" residents, we offer onsite and phone support based on their schedule.

We Manage ALL Your Projects!



1

Community Beautification

Have you considered making changes around the community? Maybe the entrance signs, maybe other signage around the community.

2

Common Areas

The time will come when it's necessary to assess the condition of your amenities and/or common areas and engage vendors and suppliers. The key is who is going to manage them? You?

3

Community Landscape

You can't ask homeowners to maintain their landscape when the common areas are not in good shape. When was the last time your manager did a walk-through with your landscaper?

4

Security

Are you aware of changes to the law about negligent security? Do you need to make any changes to protect your community from this liability?

5

Other Special Projects

What other projects would you like to work on but are too concerned because you don't have the right support and you don't want to do it alone?

Business Impact



Compliance

Enhance and upkeeping the community will make homeowners and residents want to follow the rules. A community that is well maintained will encourage others to keep up.

Quality of Life

When owners, residents and the management are in the same page about maintenance the overall property value and appearance improves. A beautiful community improves morale and quality of life.

Cost and Value

People are more inclined to comply and agree with management when they perceive they are getting a good value for their fees. Investing in your community increases the value of the properties in the community. Better property value = happier owners!

Our Proposal: Full Management Services



Full Service Management Fees

Our top quality service fee is a flat fee per month. Unlike other companies that trade cost for lower services, we offer full service management at the price others offer a basic service. We make top-notch service affordable for everybody!



Full Management Services

While other management companies may offer you a limited services package at a discounted rate, we don't believe in holding back on the quality of the service we provide. Your community deserves the best service at the best rate!



Management

We will maintain electronic systems to support the daily operation of the community, from financials, to ARCs, to communications and regular visits to the property. We offer individual appointments, including weekend hours, so residents can get service on their own schedule.



Property Visits, Presence, and Communication

We will keep a regular presence in the community while we take care of property inspections and vendor supervision. We will also provide availability for residents to make appointments for onsite and Zoom meetings. Also included is the preparation of a newsletter to keep the community informed and engaged.



Community Meetings

We will support as many Board and Committee meetings as needed. We understand there may be special occasions when more than one quarterly or monthly meeting is needed. We will also actively support ARB and DEC meetings by providing a corresponding package to help committee members. We are here for you!



Violations and Enforcement

Regular property inspections are a must to detect violations in a timely manner and provide feedback to the owners. Violation notices include a precise description of the violation along with a specific expected action from the homeowner. We believe that helping the homeowner understand the scope of the violation and what we expected them to do, helps a lot to get them fixed quickly.



Vendor Management and Special Projects

Vendor management requires more than processing a payment. From clearly defining the scope of expected services to validating the service was provided satisfactorily to supervise any needed corrective action, it is all included in our vendor management services.

Contact Us

We don't just say we use technology. We really use it! Call us today and try our 24-hrs support line. Ask anything related to our services!

Contact us for a real-time demo of how we manage a community. We'll show you financial analysis templates, the violation tracking system, how we use surveys, and other communication tools to keep everyone informed and engaged.

Don't miss the opportunity to learn how we can make a real and substantive difference in the life of your community!

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Thanks!

For Your Consideration



Visit Our Website
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