

Fox Hollow “Welcome Visit” Checklist

<input type="checkbox"/>	<p>BB&T COUPON BOOKS – Make sure that Dora Steed/Cindy Woods have ordered BB&T coupon books for payment of the monthly dues. Encourage homeowners to sign up for the auto ACH (monthly electronic funds transfer) to pay for dues. It prevents the homeowner from getting on the violations list, saves FHVPOA money, and prevents the homeowner from being fined.</p>
<input type="checkbox"/>	<p>KEYCARDS - Were there any keycards left behind in the home by the previous homeowners? If yes, these keycards must be reassigned by the MCA Office to the new resident(s). Only one keycard per resident. If no keycards, must go to MCA Office and present evidence of ownership or home residency to receive new keycards. Keycards are needed when entering the swimming pool area or the clubhouse.</p>
<input type="checkbox"/>	<p>REGISTER ON THE MEADOWCREST WEBSITE – All residents who live in Meadowcrest are encouraged to register on the Meadowcrest website at www.meadowcrestvillages.org . By doing so the resident will have access to pages which are only viewable to members only. Also, informative emails are sent to members as needed using the registration information that members provide.</p>
<input type="checkbox"/>	<p>FOX HOLLOW BOARD & COMMITTEES – Access the latest copy of the list of Board and committee members from the Meadowcrest website. Click on to the Fox Hollow web pages and select Fox Hollow Officers & Committees. The document will be found there. Open and print.</p>
<input type="checkbox"/>	<p>PRESIDENTS LETTER – Use latest version from Meadowcrest website (Fox Hollow Documents, access Forms & other Documents)</p>
<input type="checkbox"/>	<p>RESIDENTS ACKNOWLEDGEMENT FORM – This is the 3rd page of the PRESIDENTS LETTER. One of the homeowners must sign and date this form.</p>
<input type="checkbox"/>	<p>ACCESS TO GOVERNING DOCS & ACS – How does the homeowner plan to access the governing documents? The preferable way is for access via the website. But if the homeowner wants a printed copy we will get them one free for the first time. Any copies made 30 days after the official welcome visit will be charged to the homeowners at a nominal fee to cover copier and postage fees. Usually around \$10 for the package that includes all governing docs and ACS.</p>
<input type="checkbox"/>	<p>PROPERTY MANAGEMENT– Fox Hollow Village uses Parklane Real Estate Services for its property management services. (727) 232-1173. Dora Steed is the Property Manager and has several staff members to assist in taking care of responsibilities. Their office is located at Cypress Crossings Professional Park, 7084 W Gulf to Lake Hwy, Crystal River, FL 34429</p> <p>Fox Hollow is one of five villages that is part of Meadowcrest Community Association (MCA). The Property Manager for MCA is Robbie Anderson. She manages the clubhouse, swimming pools, tennis courts, pickleball court, shuffleboard courts, horse shoe pits, playground, outside restrooms, pond, walking paths, and park. The office for MCA Property Manager is 6222 W. Corporate Oaks Drive, Crystal River, Florida 34429, (352) 795-1372, Fax (352) 795-1409</p>
<input type="checkbox"/>	<p>CABLE TV & INTERNET SERVICE – Cable TV services and (beginning on 1/1/22) internet services are provided to each home through Spectrum. These services are paid for in your homeowners monthly dues. It is very important that when contacting Spectrum about installing additional</p>

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	<p>services, reporting problems with current services, or asking questions about you your personal Spectrum invoice (if you subscribe to additional services) that you always call this phone number: 1-833-697-7328. This phone number is the Meadowcrest Bulk Rate Customer Service line. By using this number always you assure that the questions and issues you have will be addressed appropriately by people knowledgeable about our service agreement. Do not call any Spectrum phone numbers listed on invoices, advertisements, etc. as the information you received may be incorrect.</p>
<input type="checkbox"/>	<p>SPECIFIC RULES OF INTEREST– Mention these rules that are of general interest to all homeowners:</p> <ul style="list-style-type: none"> ▪ Any changes to the outside of the home or to landscaping require an approved DABRF. ▪ No trucks, motorhomes, campers, or motorcycles parked overnight on driveway. SUVs are not considered trucks. Homeowner must request a parking pass for any overnight visitors or home improvement companies leaving truck/trailer in driveway overnight. Parking pass is requested through DAB. ▪ No parking on the road overnight. ▪ No parking on lawns at any time. ▪ All pets on a leash when outdoors. Pet owners pick up after their pets and bring the waste home to dispose of. Some homeowners do not want pets on their property and have a symbol posted in their lamppost lights. Pet owners are to be aware of this symbol and behave as a good neighbor. ▪ Post light is to be on during evening hours until daylight. ▪ If you get a violation letter, don’t take it personally. An HOA is required by Florida law to enforce its deed restrictions. Village inspections and any resulting violation letters are handled by Parklane. Most violations are for small fixable issues such dirty driveway or soffits, bare areas in lawn, or dead plant life, etc. If you have questions or issues with addressing a violation sent to you, contact Parklane directly to discuss.
<input type="checkbox"/>	<p>TRASH/RECYCLING COLLECTION – Collection day is Friday. Bins out by curb by 8 AM. Can put bins out the night before no earlier than 7 PM. Orange top bin for trash and blue top bin for recycling. No plastic or glass in recycling bins. Bins are owned by Florida Environment Express (FEE). Each bin has a unique number that is assigned to a specific address. Do not swap ins with neighbors. You might get charged from FEE if your assigned bin goes missing. FEE observes certain holidays which are communicated via email to Meadowcrest website registered homeowners.</p>
<input type="checkbox"/>	<p>LANDSCAPE SERVICES – Greenforest Landscaping (Nelson Lopez) provides the following services to our villages: lawn mowing, shrub trimming, tree trimming (up to 15 feet), and fertilization and insect pest spraying. If you have any issues with landscape services, please contact Parklane to have your request or complaint documented and followed up on.</p>

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<input type="checkbox"/>	IRRIGATION SYSTEM – Citrus County is enforcing lawn irrigation restrictions due to drought conditions which means that homeowners may irrigate lawns only once a week and only during specific days and times based on your address. The website for the Citrus County Board of County Commissioners contains information about these restrictions.
<input type="checkbox"/>	INTERESTED IN VOLUNTEERING? – If the new owner is interested in becoming involved find out what kind of involvement is of interest. Inform Board member or committee chair.
<input type="checkbox"/>	TOUR OF MEADOWCREST – Clubhouse, pools, tennis courts, park, pond, MCA Office, etc.