



# CHARLESTON MANAGEMENT CORPORATION

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## MEMORANDUM

TO: The Homeowners of Magnolia Place  
FROM: The Magnolia Place Board of Directors  
DATE: May 27, 2004  
RE: Community Information

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We are hoping all of you are looking forward to an enjoyable summer. We would like to take this opportunity to highlight some important information regarding the Magnolia Place community.

### Pool

If you do not have a pool key please contact Michelle Mazingo with Charleston Management.

### Magnolia Place Board of Directors

Recently, at the annual meeting, the following persons were voted onto the Board of Directors. After the annual meeting we determined the following positions and terms for your Board of Directors:

President: Tyronda Whitely - 2004 -2007 - [twhitley@nc.rr.com](mailto:twhitley@nc.rr.com) - 598-1094  
Vice President: Veronica Jones - 2004 - 2006 - [jonesvw1@netscape.net](mailto:jonesvw1@netscape.net) - 957-9426  
Treasurer: Suzanne Belnap - 2004 - 2007 - [ssbelnap@juno.com](mailto:ssbelnap@juno.com) - 293-0905  
Secretary: Kenneth Leshner - 2004 - 2006 - [mrlesher68@yahoo.com](mailto:mrlesher68@yahoo.com) - 957-2848  
Board Member: Elton Corbett - 2004 - 2005 - [Elton.corbett@verizon.net](mailto:Elton.corbett@verizon.net) - 596-9377  
Board Member: Chip Dimmick - 2004 - 2007 - [cdimmick@nc.rr.com](mailto:cdimmick@nc.rr.com) - 596-6501  
Board Member: Audra Simpson - 2004-2006 - [audramk@hotmail.com](mailto:audramk@hotmail.com) - 598-0240

### Volunteers Needed!

The Board of Directors is in the process of establishing Committees. If you are interested in volunteering for any of the following Committees please contact the person listed below **before June 30th**. Also, if you have already helped contribute to one of these Committees prior to the Committee's being formally established, please contact the appropriate persons below to let them know you are still interested!

- Architectural/Landscape Committee: Chip Dimmick - [cdimmick@nc.rr.com](mailto:cdimmick@nc.rr.com) - 596-6501

- Social/Welcome Committee: Suzanne Belnap - [ssbelnap@juno.com](mailto:ssbelnap@juno.com) - 293-0905

- Communication Committee (Newsletter/Web-site): Kenneth Leshner - [mrlesher68@yahoo.com](mailto:mrlesher68@yahoo.com) - 957-2848

### **Developer Punch List**

The Board of Directors will be walking the property with Centex to assess **common area** items needing to be addressed before development is finished. The Board of Directors is requesting your help in creating a punch list. Please e-mail any concerns with *common areas* to [Elton.corbett@verizon.net](mailto:Elton.corbett@verizon.net) or send a letter to 1614 Magnolia Oak Place. Please have your e-mail or letter in **prior to June 30th**. Items that are not in common areas, such as individual lots and homes, will not be addressed in this forum. Please contact Centex's warranty department for those issues.

### **Upcoming Board of Directors Meetings**

The Board of Directors will be meeting the 4<sup>th</sup> Thursday of August, November, February and May. If you would like to attend a Board Meeting, please contact Sarah Thompson with Charleston Management. Her direct e-mail is [sthompson@charlestonmanagement.com](mailto:sthompson@charlestonmanagement.com).

### **Lighting in the Community**

At the annual/transitional meeting many Owners expressed concern that there were not enough street lights in the community. We found out that street lights are only put up at the end of cul-de-sacs and at intersections per Durham County and Duke Power. However, additionally street lights may be requested. We are in the process of petitioning for these additional lights. If you have any questions please feel free to contact Sarah Thompson with Charleston Management.

### **Speeding/Parking**

It has been noticed that Owners are speeding through the community. Please watch your speed when driving in the Magnolia Place neighborhood. Also, it is requested that everyone try and keep street parking to a minimum. This will make it easier for everyone when driving through the community.

### **Exterior Changes**

As the weather begins to warm up, it is likely that you will want to make improvements to your property. Please remember that all exterior changes require approval from the Association before you begin. Each homeowner preparing to make an exterior change needs to fill out an architectural request form, which can be obtained from Charleston Management. The completed form should be submitted to Charleston Management who will review the application for completeness and then forward it to the Architectural Committee for a decision. A response will be given within 30 days of the submittal, so remember to get your requests in early. Some examples of exterior changes that require approval are: painting, installing a fence or shed, extensive landscaping including decorative walls, tree removal, and additions. If you are not sure about the need to get approval, always call Charleston Management before you get started. They are happy to assist with your questions. Finally, it is requested that everyone inform their neighbors if they are planning an exterior change.

### **Yard Maintenance**

To keep up the overall appearance of the whole community, the Board of Directors is requesting that every homeowner follow the community guidelines listed below:

- Lawn furniture, barbecue equipment, toys, bikes, trampolines, etc., are permitted if kept in good repair. Items must be stored within the rear area when not in use and placed so they cannot be seen from the street.

- Satellite dishes, no more than one meter (39") in diameter, with a hidden cable is permitted. If placement is necessary in the side or front yard, screening of the satellite dish is necessary.
- Lawns must be well kept with uniform ground coverage. Grass should be kept no more than 4" high. The designated lawn area should be fully covered with grass. Any brown or bare patches should be repaired during the spring or fall seeding season. Dead trees and shrubs must be removed and replaced with plantings of similar size and shape.
- No items (toys, bikes, garden equipment, trash containers, chairs, wood, recycling bins, etc.) may be left in front or side yards.
- No parking vehicles on lawns or common areas.
- Properties should be free of any debris.

### **Animals and Pets**

The Declaration of Covenants states, "If dogs, cats or other household pets are kept outdoors, such animals shall be kept in the rear yard, enclosed by a fence approved by the Declarant or the Association." Please keep animals on a leash when they are outside of a fenced yard. All Owners are responsible for cleaning up any mess that a pet creates including dog waste. If you are walking your dog and it uses the bathroom in someone's yard, please be courteous and pick it up. Additionally, please do not let your dog urinate in your neighbor's yard, as this can kill the grass.

The Board of Directors would like to thank all of you for making Magnolia Place one of the best places to live in the Triangle. We look forward to meeting more neighbors and growing a strong community.