



# MARWOOD CIRCLE

## *townhomes*

The Board of Directors of Marwood Circle would like to welcome you as owner/resident to our Association, and to our neighborhood.

When we move to a new location, it takes some time before we know our way around, and know who to contact regarding our concerns, and our needs as new residents. Hopefully the following information will make that a little easier for you.

Our Association is managed by:

**Eugene Burger Management Company (or EBMC)**

6600 Hunter Drive  
Rohnert Park, CA 94928  
707-584-5123

**Our property manager's name is Mary Angelo.**

Our Association is fortunate to also have its own Web Site. The site address is [www.marwoodcircle.com](http://www.marwoodcircle.com). There you can find access to Association's news, various documents, Board meeting updates, as well as contact information. You can also contact EBMC for a refrigerator magnet with the site address.

When you have questions, or concerns, feel free to contact our property manager, or send an email from the website that will be forwarded to the Board. Your concerns will be addressed, and you will receive feedback.

The CC&Rs, which govern our Association, are available from our Web Site. We strongly suggest that you review them at your earliest convenience. They provide guidelines for the requirements of owners/residents who live at Marwood Circle. We would like to bring to your attention the following areas of the CC&Rs, as they are specific areas of concern:

- Item 1: 4.02 - Garages and Parking (Page 8)
- Item 2: 4.05 - Animals (Page 8)
- Item 3: 4.06 - Garage: Storage of Materials (Page 9)
- Item 4: 4.07 - Antennae: Roof Projection (Page 9) (in the process of being amended)

If you own a town home at Marwood Circle, but rent your unit, PLEASE give your tenant(s) a copy of our CC&Rs. These regulations apply to all residents.

The Marwood Circle Board of Directors meet quarterly with the EBMC property manager to discuss the status of the Associations finances, contracts with vendors, property maintenance issues, and owner/resident concerns. If you have a concern that you would like to present to the Board, please feel free to attend the Board meeting. The Board tries to post the date, time and location of these meeting in the display cabinet located in the common area of the complex.

Once annually there is a general meeting of the Board, EBMC, and all of the owners. All owners are provided with a packet of information prior to this meeting indicating when it will be held, and the location. This meeting provides a great opportunity for us to get to know each other, to discuss current issues, and to nominate people to serve on the Board, if there is a need to do so. It is helpful for the Board to know the concerns of the community so that they can be addressed satisfactorily, so we encourage your attendance at this annual meeting.

Once again, welcome to our community. We look forward to getting acquainted with you, and we hope that you enjoy Marwood Circle as much as we do.

Best regards,

*The Board of Directors, Marwood Circle Townhomes*