

Resident Gate Operation  
Sand Creek Villas HOA  
Updated 9-30-21

**My Keycode: #**

**My Gate Phone Number** \_\_\_\_\_

Visitors search for your name at gate box; your phone rings; you answer and you dial from your phone 9 to open the gate.

Our Community Manager Kristie McKitterick assigns all vehicular gate codes from her office which is not located in the Sand Creek Villas. Cheryl Galaszewsk is the onsite gate person. Please request gate openings with Kristie at least 3 days in advance. In the event of bad weather, gate malfunctions, or other emergencies, our Gate Chairperson or manager can open the gate electronically or manually. Cheryl also has remotes for sale for \$25.00 each.

**Gate Emergencies or openings: Community Manager: Kristie McKitterick Office: 719-593-9811**

### **THREE WAYS TO OPEN THE FRONT VEHICULAR GATE:**

- **USE YOUR REMOTE:** You can open the gate with your remote programmed for our gate.
- **USE YOUR KEYCODE:** Push # button once and enter your **4-digit personalized Keycode**.
- **USE RESIDENT DIRECTORY CODE FROM CALL BOX:** Visitors use the A or Z keys to scroll through the call box electronic directory. When the desired name is found, they press the **CALL** button. The resident's phone rings. You can talk briefly to visitors to identify them. If you want to allow access to the visitor, **press (or dial) 9 to open the gate**. If you have a "no solicitors" message on your phone, the resident directory code will not work. The call box cannot be used to dial long distance phone numbers.

**KNOW YOUR KEYCODE** — As suggested by the Colorado Springs Fire Department, Sand Creek Villas urges all residents to know their 4-digit KEYCODE used to open the front vehicular gate and keep it near their phone if needed in an emergency. Police Dispatch, Colorado Springs Police Department, knows our gate code. Please know your gate code for ambulances. This information is "paged" not broadcast. All Fire Department vehicles use a key switch to open the gate.

**SAND CREEK VILLAS HOMEOWNERS ASSOCIATION**