



The Fairways at Fieldcreek Ranch

Homeowners Association, Inc.

GATE OPERATING INSTRUCTIONS

Homeowner Entry

There are three methods for homeowners and their families to enter the community:

- **Keypad**
Press the pound key (“#”) and then dial your personal 4-digit numeric code on the Telephone Entry System keypad at the inbound gate.
- **Remote Control**
Press the button on your DKS® remote control when in proximity to the antenna located on the mounting post of the Telephone Entry System keypad at the inbound gate. Additional remote controls may be obtained from our community manager for \$35 and visor clips for the remotes are available for \$5. Checks should be made out directly to “The Fairways at Fieldcreek Ranch HOA.”
- **HomeLink®**
You may be able to program one of the buttons on your HomeLink® enabled vehicle-based wireless control system to open the gate using your DKS® remote control. HomeLink® buttons are typically located on the rearview mirror, on the driver-side visor, or in a module between the visors. See <https://homelink.com/program> for instructions.

Never attempt to enter the community by driving through an open outbound gate as the sensors are not designed to detect incoming wrong-way traffic and the gate may close on your vehicle, causing significant damage to the vehicle and the gate.

Non-Homeowner Entry

- **Guests**
Guests and infrequent service providers (e.g. repair personnel, ride-sharing services, and delivery drivers) can scroll through the electronic directory in the Telephone Entry System using the **A** and **Z** buttons. Once your name is shown on the display, they should press the **Call** button and the system will dial your telephone number. Answer the call and after identifying the caller through the intercom, press the **9** button on your telephone keypad to open the inbound gate. Do not open the gate for callers attempting to visit other residents.

Tip: If you are expecting visitors, you may provide them in advance with your unique 3-digit intercom code so that they do not have to search for your name in the electronic directory. If you do not know your intercom code, just scroll through the names in the Telephone Entry System at the inbound gate and when your name is shown on the display, your 3-digit intercom code will be displayed to the right of your name. Note that the 3-digit intercom codes should not be dialed with a preceding pound (“#”) key like your 4-digit personal code.

Tip: You may designate either a landline or a mobile number for your entry in the electronic directory. If you use a mobile number, create a contact for “The Fairways Gate” with the number **775-413-4536**, so you know that the caller is attempting to contact you from the gate. You may wish to add this number to your Do Not Disturb exceptions on your mobile phone if you ever have late night or early morning visitors (e.g. a 5:00 AM rideshare to the airport). More than one name and phone number can be entered into the directory for each property.

- **Regular Vendors**

If you have vendors who come to your property on a regular basis (e.g. housekeepers, landscapers, pool service), you may request a separate 4-digit personal numeric code for you to give to each vendor. Then if you change vendors, that specific code can be easily removed from the system without affecting the other codes associated with your property.

Common service providers within the community (e.g. US Postal Service, UPS, FedEx, Spectrum, Washoe County School District, Waste Management, NV Energy, and TMWA) have already been provided with their own unique codes.

- **Events**

If you are planning a large event (e.g. a party or a realtor’s open house) at your property where it is impractical to open the gate for each attendee, you may request that the gates be held open for a limited timeframe. Do not ever post codes by the gate; signs will be removed immediately and the property owner may be summoned to a hearing and incur a fine.

An annual garage sale date is typically scheduled to coordinate with the date used by the Fieldcreek Ranch HOA. Contact our community manager for details.

- **Emergency Vehicles**

A separate access system called Click2Enter® is used by all local emergency responders to open private gates. Law enforcement, fire, and ambulance authorities have unique frequencies for radio communication; simply "clicking" their microphones on one of these restricted channels will result in the gate automatically opening.

Exiting Traffic

Exiting vehicles will trigger automatic opening of the outbound gate using an inductive wire loop in the outbound traffic lane. An additional keypad is located near the outbound gate for pedestrian and bicycle use. To open this gate, enter “#” + your same personal 4-digit numeric code as used for the inbound gate.

*Provided by the Gate & Landscaping Committee
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