

Dear Owners,

The Dillon Bay HOA Board has received several requests for permission to change the lock on the unit door. While in the past the HOA has replaced all the door locks, both unit door and the common doors, our governing documents do allow owners to replace unit door locks. **Only the HOA can replace the common door locks.**

Our main concern is that all door locks need to be keyed to a master key so that in an emergency the management company has access to all units. In order to do this all door locks must be from the same manufacturer. We have chosen Schlage locks and have an agreement with a locksmith in Silverthorne who will key every lock to a Dillon Bay master key. To keep a uniform appearance the locks should have a Satin Nickel finish which is the finish we will use on the common door locks in the future.

While some owners prefer an electronic lock that can be accessed from their smart phone, others may prefer a simpler deadbolt lock or a lock that opens the door with a handle or lever. We have enclosed links to the web pages of each acceptable lock style with descriptions. If you choose to use a deadbolt lock you will need to remove the old lockset on the door and install a Hall and Closet Latch on the door. These latches do not lock.

Owners may have the HOA change the common door by reimbursing the HOA for the cost of the door lock and installation. Common door locks may not be replaced by owners. **The common door locks can only be replaced by the HOA.** Be sure the owner with which you share a hallway agrees with changing the outside door lock. When funds allow, the HOA will change all the common door locks but this is not currently on the agenda.

Each unit door will accept two keys. One key is the master key which the management company will use and the other is for the owner. A master key will be kept in a lock box on site to speed up access by the management company. In the event that the battery in the lock dies, the owner will have a key to get in. As in the past, please do not install a lockbox to store this key or any key on the siding or trim near your unit. Lockboxes may be placed in the garage.

You may purchase your door lock from any vendor such as Lowes or Amazon but you must have A. M. Locksmiths in Silverthorne key the master key to your lock. A. M. Locksmiths will install your purchased lock if you wish and will charge you accordingly.

If you need further information, please contact Richard Taylor [Rtaylor8@yahoo.com](mailto:Rtaylor8@yahoo.com)

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LOCK INSTALLER:

A.M. Locksmiths Inc.  
Julio Machado  
970-513-9680  
861 Rainbow Dr., Silverthorne, CO

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Keypad Deadbolt lock:

BE365

Schlage Product

page: <https://www.schlage.com/en/home/products/BE365CAMFFF.html>

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Keypad Handle lock:

FE595

Schlage Product

page <https://www.schlage.com/en/home/products/FE595CAMFFFACC.html>

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Smart Deadbolt lock:

BE489WB

Schlage Product

page: <https://www.schlage.com/en/home/products/BE489WBCAMFFF.html>

Touchpad deadbolt that also connects to WiFi and be controlled remotely from phone app. Has key backup.

Lever Hall and Closet:

F10FLACAM

Schlage Product page: <https://www.schlage.com/en/home/products/F10FLAFFFCAM.html>

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Knob Hall and Closet:

F10GEOCAM

Schlage Product page: <https://www.schlage.com/en/home/products/F10GEOFFFCAM.html>

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