



Office Update

During a Special Board Meeting held on December 17, 2020, the Board voted to close the Clubhouse and Office to all public access. The Management staff will continue to work from the office to meet the community needs. If you need a parking pass or other office assistance, please contact the office Monday to Friday between 8:15 am to 4:15pm so that we may assist you with your requests. Rental Packages are still available for pick up by appointment for guests and Rental Companies. Package prices are at half price until May 28, 2021 (tentative to Pool Reopening, updates will be provided as the year progresses). The clubhouse amenities will remain closed until further notice, as determined by the Sunset Island Board of Directors.

2021 Rental Information

A reminder for owners that rent properties—you must provide the Sunset Island Management Office with 3 rental documents (Rental information form, proof of insurance, and a copy of the 2021 rental license). If our office does not have these items by 4/30/2021, we will be unable to release packages to either the guests or to the rental companies that pick up packages on behalf of the guests. Owners are welcome to send the documents as they are complete or available—the staff will track the received items as they come in.

Owners with delinquent community dues will not be able to provide packages for their guests until their account is brought current.

Condo owners, please remember that there is an additional Surcharge for Garden Condo Packages to assist in additional janitorial needs with the increased amount of rentals in the Condo buildings. This will continue in 2021. All packages released for any condo unit will have the initial package fee (Off-season: \$41.25 and In-Season: \$82.50) and an additional surcharge of \$5. If you rent your condo privately, the surcharge must be paid by the guest or owner upon or before retrieving the package from our office. This should be disclosed to your guests prior to them reaching the Sunset Island Management office. Please make sure your guests are aware. The surcharge collections from both the Sunset Island Management Office and the rental companies will be paid directly to Legum & Norman on behalf of the Garden Condo Associations. **This applies to all Condo reservations booked for any 2021 reservations, please be sure to update your guests of this additional \$5 charge.**

The Townhouse and Single Family homes package price remains at \$110.00(in-season) and \$55.00(off-season). For more rental details, please visit the community website, see the following location:

www.sunsetislandca.net Login > Resources> Renting Rules & Information > Choose: Rental Form 2021. The “Rental Information 2021” document is an overview of all items pertaining to rentals/short-term leasing.

Finally, please remember **renters are not permitted to have pets in the community**, excluding certified service animals, not emotional support animals. If a renting party has a service animal, they will need to register

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JANUARY SCHEDULE

January 9

9 AM - Rescheduled Pool and Clubhouse Committee Meeting

January 15

11 AM - Sunset Island Clubhouse Condominium Annual Meeting

January 20

10 AM - SSI Board Meeting
1 PM - Garden Condo II Meeting

January 21

10 AM - Cafe and Store Committee Meeting

January 30

9 AM - Pool and Clubhouse Committee Meeting
10:30 AM - Social Committee Meeting

More dates may be added; please check the SI Website for any updates to the meeting schedules.

HOURS OF OPERATION

Management Contacts and Operating Hours

Clubhouse/Office Location:

1 Beach Side Drive

Clubhouse Hours: closed until further notice. Fob use has been deactivated.

Office Hours: 8 AM - 4:30 PM, M-F

Closed on Saturday and Sunday

Community Manager: Linda Horensavitz

Email: Linda.Horensavitz@casinc.biz

Office Manager: Olivia Smith

Email: Olivia.Smith@casinc.biz

Phone: 410-520-0044

Accounting Questions:

manager@casinc.biz

Website address: www.sunsetislandca.net

COMMUNITY SCOOP



WHOM DO YOU CALL?

Emergency: 911
Ocean City Police (non emergency):
410-723-6610
Ocean City Vol. Fire Co.: 410-289-4346
Sandpiper Energy (Gas):443-260-1524
Delmarva Power (Electric):
855-332-9090
Sunset Island After Hours Emergency:
888-788-2678

with the management office for a temporary dog pass so that the security can clearly identify they have checked their service animal in with the community office.

Management Notes

Winterization:

It is very important to prepare your homes for the winter. While your home is not in use during the winter months, the following steps should be taken to avoid freezing of pipes:

- Set thermostats to a minimum of 55 degrees
- Drain and turn off all outdoor hose bibs (front and back)
- Leave cabinet doors open

If you are not around to be able to prepare your property, below are a few local companies that would be able to assist in winterizing your homes or checking on your home as the winter progresses.

- Chris Shepard – CCS Home Projects – (410)925-8641 – cchomeprojectsllc@hotmail.com
- Ryan Rentschler – 20/20 Cleaning Service – (443)497-0527 – 2020cleaningseviceinc@gmail.com
- Guardian Property Services - (302)616-4054 – samantha@gps-de.com

Throughout the course of the next several months, the weather can really be unpredictable. Sunset Island wants to be sure that all of our homeowners stay safe and enjoy their time while here in the community. If during the winter you are in the community when there is chance of inclement weather, please inform the Management Office of your presence in the community. Our Maintenance staff will clear your area of snow or ice, just in case of emergencies. The Sunset Island Maintenance Team work very hard each year to make Sunset Island both safe and beautiful.

Winter Hours:

- Office – Monday through Friday 8am – 4:30pm. (Tentative direction from the Board)
- Fitness Center Access – Closed until further notice
- Indoor Pool – Closed until further notice

Winter Trash Schedule

- Garden Condos – Mondays, Wednesdays, and Fridays
- Townhomes – Tuesdays only
- Single Family Homes – Tuesdays only

