



# Shelter Island Property Management

Full-service, bespoke residential property management for discerning homeowners on Shelter Island

Discreet, white-glove oversight for luxury homes and estates — your single point of contact ensuring every property is guest-ready, protected, and impeccably maintained.

## Core Management Services

- Comprehensive property oversight — bespoke interior/exterior inspection reports, 24/7/365 alarm management
- Preventative maintenance: HVAC, boiler, dryer duct, gutters & drains — seasonal start-up/shut-down & tune-ups
- Pool & spa: cleaning, water quality, opening/closing & equipment repair coordination
- Landscaping & grounds: lawn, garden, hardscape, irrigation, pruning, storm cleanup & cistern management
- Vendor access: scheduling, supervision & quality control for all on-site service providers
- Leak detection, fixture repair/replacement, winterization, de-winterization & hot water oversight
- Protection & emergencies: 24/7 storm prep, post-storm inspections & alarm response
- Vacancy & seasonal care: off-season home watch, pre-arrival & post-departure checks
- Smart home: Lutron, Savant, Control4, Crestron, Sonos
- Outdoor furniture staging, storage & storm wrapping
- Pest control: scheduled treatments, rapid response & entry-point assessment

## Project Management

- Full-scope capital projects: estimating, budgeting, timeline, QC & vendor resourcing
- Vetted network: architects, carpenters, painters, HVAC, electricians, AV, masons, pool builders & smart home
- Scope, bidding & on-site oversight through punch list — patios, pools, additions, roofing, painting & more
- Minor repairs, TV installation & interior/exterior touch-ups

## Lifestyle & Estate Services

- Wine cellar inventory, organization & storage monitoring
- Art management, installation, conservation & security
- Event planning, hospitality: chefs, bartenders, event staff & car service
- Shelter Island local — deep community knowledge & relationships
- Process design: maintenance calendars, inventory tracking, financial management, capital forecasting (1/5/10 yr) & family office coordination

For a complimentary property review & estimate, contact:

**Brett G. Surerus**

Owner & Director of Property Management

631-806-5458 | [Brett@shelterislandpropertymanagement.com](mailto:Brett@shelterislandpropertymanagement.com)

Licensed & Insured