



Michelson Weekly Update

Tuesday, January 27th, 2026

PROPERTY MANAGEMENT



1. BLUE BOOK REMINDERS - attachment

Thank you to the following properties for having all of your Blue Book reports current.

Park Forest	Carrington Park	Vineyards	The Point at Tamaya
Alinea Town & Country	Panther Creek Parc	Westshore Colony	Trace Apartments
Kensington West	Preston Run	Harper's Point	Walden Crossing
Orchard Village	Boulder Creek	Bramblett Hills	Walden Glen
Southmoor	Estates at TPC	The Orion	Whispering Hills

- **Past Due from 12/31-2026 Major Projects List**-Fenwick Place
- **Past Due from 01/22-Resident Questionnaire Recaps**-Terraces at Forest Springs
- **Due 01/30-Rent Level Status**-Park Forest, Alinea Town & Country, Orchard Village, Southmoor, Carrington Park, Panther Creek Parc, Preston Run, Boulder Creek, Estates at TPC, Vineyards, Westshore Colony, Fenwick Place, Terraces at Forest Springs, Harper's Point, Bramblett Hills, The Orion, The Point at Tamaya, Trace Apartments, Walden Crossing
- **Due 02/02-Monthly Property Summary**
- **Due 02/02-Market Study**
- **Due 02/19-Resident Questionnaire Recap**-Orchard Village, Walden Glen

If you are not listed above or have any question on what is still due for your community, please email reports and/or questions to reports@michelsonrealty.com.



2. WEEKLY RECAP FOR GOOD CALL & REVIEWS-attachment

Please review the weekly recap for Good Calls & Reviews 01/19-01/25 with your team!



3. FIDELITY 401K WEB WORKSHOP SCHEDULE-attachment

Fidelity offers a variety of web workshops each quarter to our employees. The attached schedule of these workshops is being added to the company website under 401K Information and will be updated each quarter.



4. PROPERTY CALENDAR FOR FEBRUARY 2026-attachment



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Please review the attached Property Calendar for February 2026 with your team!

5. **SAFETY MEMO FOR FEBRUARY 2026-attachment**

Please review the attached safety memo and watch the safety video with your staff. When you are ready to watch the Safety Video for February, please make sure to copy the WHOLE address into your browser. It starts with 'https' and ends with '15450'. If you need to do so, you may pause this video and return to it **without** it costing Michelson for another viewing.

<https://www.osmanager4.com/videoexternalvos.aspx?aicccourseurl=65756276&ocid=824869&ctype=OC&progid=15450>

6. **YARDI VOYAGER/FINANCIAL ANALYSIS-2nd reminder**

We are now seeing performance issues when the account tree is left blank when processing Financial Analytic Reports. To avoid this, we will be requiring the Account Tree on the filter to be filled in. The standard account trees are found at the end of the drop-down list and begin with ysi. The two most commonly used on site are listed below:

ysi_is YSI Standard Income Statement
ysi_tb YSI Standard Trial Balance

Please direct any questions to yardisupport@michelsonrealty.com.

7. **YARDI-2nd reminder**

Effective tonight, 1/20/26, we will turn on a nightly process that automatically updates the quoted rent field to market rent on the guest card. This will take place for all applicants that Applied that day whose quoted rent is less than market rent. The goal is to help get the correction made before the guest card locks down to changes, for apartments that reflect reduces rental rates on the website. Please reach out to yardisupport@michelsonrealty.com with any questions or concerns.

8. **RENTCAFE RESIDENT PORTAL-2nd reminder**

Yardi will be implementing a new Resident Portal landing page on 1/20/2026. The landing page will now display the balance due on the account and payment options available, in an attempt for a more simplified payment experience. Residents will still have full access to



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everything they have today. Additional details can be found in the attached and you can reach out to yardisupport@michelsonrealty.com with any questions.

9. Leasing/Marketing Tip Of The Week

Recycle Reviews

Use good reviews as a testimonial for your listing sites. Take a screenshot of your best review and post it to every listing you're in; this can boost your reputation tremendously.

If your team has any unique marketing ideas, please send them to meghang@michelsonrealty.com.

“Success isn’t owned. It’s leased. And Rent is due every day.”

J.J Watt
Football Player
1989-?