



Michelson Weekly Update

Tuesday, February 17th, 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	Bramblett Hills	Walden Glen
Alinea Town & Country	Panther Creek Parc	Westshore Colony	The Orion	Whispering Hills
Kensington West	Preston Run	Fenwick Place	The Point at Tamaya	
Orchard Village	Boulder Creek	Terraces at Forest Springs	Trace Apartments	
Southmoor	Estates at TPC	Harper's Point	Walden Crossing	

- Due 02/19-Resident Questionnaire Recap-Walden Glen
- Due 03/02-Monthly Property Summary
- Due 03/02-Market Study
- Due 03/23-Resident Questionnaire Recap-Fenwick Place, Kensington West, Panther Creek Parc, Harper's Point
- Due 03/25-Property Inspections
- Due 03/25-Downspout Maps
- Due 03/26-Administrative Checklist
- Due 03/26 2Q Marketing Plan
- Due 03/31-Fire Inspections-Fenwick Place

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. ANNUAL MEETING AGENDA LETTER-attachment

Please review the attached Annual Meeting Agenda Letter and share with anyone who will be attending any portion of the events next week. If you have any questions ahead of time, please reach out to mattd@michelsonrealty.com. The current forecast for next week in Clayton is:



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Tue 24	52°/41°		Partly Cloudy	🌧 21% +
Wed 25	60°/40°		Showers	🌧 50% +
Thu 26	54°/35°		Showers	🌧 59% +



3. WEEKLY RECAP FOR GOOD CALL & REVIEWS-attachment

Please review the weekly recap for Good Calls & Reviews 02/09-02/15 with your team!



4. YARDI-attachment-2nd reminder

ScreeningWorks Pro Executive Dashboard – On 2/09/26, Yardi will be releasing and update with modifications to the report menus and access. This is Phase 1 of a broader set of Executive Dashboard enhancements planned for 2026, stay tuned for updates.

Find attached a short guide that walks through the new menu, how to add reports to Favorites, and a list of reports that were renamed, relocated, or removed.

Upon first use of the dashboard, it helps if users clear their browsing history.



5. Leasing/Marketing Tip Of The Week

Organize Events at Your Property

Do your tenants feel like they're connected and a part of your community? If the answer is no, there's a strong chance you're not getting many new renters through referrals, which can be one of the best outreach marketing tactics for apartment communities.

Organize coordinated monthly events for your tenants. Giving everyone a chance to mingle at your property builds loyalty and trust for your current tenants, and gives you the opportunity to get in front of new prospects.

Outreach apartment marketing doesn't (and shouldn't) have to feel salesy, or forced. Just providing a fun atmosphere to casually interact with current and potential renters can go a long way.

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



JL ichelson Weekly Update

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“Make sure everyone who works with you or for you, feels the need to tell others about the incredible experience.”

Chris Murray
Singer
1966-?