

Michelson Weekly Update

Tuesday, August 4th, 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	Estates at TPC	The Point at Tamaya
Alinea Town & Country	Vineyards	Walden Crossing
Kensington West	Westshore Colony	
Preston Run	Bramblett Hills	

- **Past Due from 07/28-Resident Questionnaire Recap**-Boulder Creek, Carrington Park
- **Past Due from 08/03-Monthly Property Summary**-Fenwick Place, Orchard Village, Orion, Terraces at Forest Springs, Trace Apartments, Vineyards, Walden Glen, Whispering Hills
- **Past Due from 08/03-Market Study**-Carrington Park, Fenwick Place, Orchard Village, Orion, Panther Creek Parc, Southmoor, Trace Apartments, Whispering Hills
- **Due 08/24-Resident Questionnaire Recaps**-Orchard Village, Walden Glen, Estates at TPC
- **Due 08/27-Administrative Checklist**
- **Due 08/31-Fire Inspections**-Terraces at Forest Springs, Carrington Park

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 07/27-08/02 and June 2026 with your team!

3. WEEKLY QUIZZES-attachment

Policies and Procedures Chapter 1 – Quiz #1. Go to:

Link: [Michelson Organization Quizzes](#)



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Please review and complete the quiz for Chapter 1 (Sections 1-11). If there are any questions or issues, please email meghang@michelsonrealty.com.

4. ESA MEMO-attachment

HUD has somewhat backed off its rules regarding Emotional Support Animals (ESA).

Going forward we will still allow ESA's on properties and not charge pet fees, but the residents must provide the proper documentation.

They must provide a letter from a **local** primary doctor that states that they have a disability and they need to have an ESA to relieve the symptoms of their disability.

We will not accept letter from an online doctor that is not their primary doctor and is not local. If you have any questions, please contact Bill Willenbrink at the Central Office (willenbrink@michelsonrealty.com).

5. PROPERTY MONTHLY ONLINE REVIEWS – attachment

Please review the monthly online review report for July 2026 with your team. Keep pushing to get those scores up!

6. PROPERTY MONTHLY COMPREHENSIVE CALLS – attachment

Please review the monthly comprehensive call report for July 2026 with your team and confirm that your lead tracking information is correct. If you need any updates, email mattd@michelsonrealty.com.

7. SAFETY MEMO FOR AUGUST 2026-attachment-2nd reminder

Please review the attached Safety Memo for August 2026 with your team!

8. PROPERTY CALENDAR FOR AUGUST 2026-attachment-2nd reminder

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

9. Leasing/Marketing Tip Of The Week - attachment

New Move-In



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When new residents come to pick up their keys, the community asks to take a photo of them holding a "I said YES to the address!" with the property name on it to post on social media.

This is a great way to get new and current residents excited about being a part of the community!

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

"A crucial factor when achieving great success in real estate industry, or any industry for that matter is teamwork. Unity is a place of power."

Michelle Moore