



Michelson Weekly Update

Tuesday, January 20th, 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	Westshore Colony	The Point at Tamaya
Alinea Town & Country	Panther Creek Parc	Terrace at Forest Springs	Trace Apartments
Kensington West	Preston Run	Harper's Point	Walden Crossing
Orchard Village	Boulder Creek	Bramblett Hills	Walden Glen
Southmoor	Vineyards	The Orion	Whispering Hills

- **Past Due from 12/31-2026 Major Projects List**-Fenwick Place
- **Past Due from 01/05-Monthly Property Summary**-Estates at TPC
- **Past Due from 01/05-Market Study**-Fenwick Place
- **Due 01/22-Resident Questionnaire Recaps**-Boulder Creek, Carrington Park, Terraces at Forest Springs
- **Due 01/30-Rent Level Status**
- **Due 01/30-Fire Inspections**-Walden Crossing

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 01/12-01/18 with your team!



3. YARDI VOYAGER/FINANCIAL ANALYSIS

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



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Please direct any questions to yardisupport@michelsonrealty.com.



4. YARDI

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.



5. RENTCAFE RESIDENT PORTAL

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



6. 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.



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“Pretend that every single person you meet has a sign around his or her neck that says, “Make me feel important.” Not only will you succeed in sales, you will succeed in life.”

Mary Kay Ash
Businesswoman
1918-2001