



# Michelson Weekly Update

Tuesday, February 10th, 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	Terraces at Forest Springs	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 02/02-Market Study**-Fenwick Place, Westshore Colony
- **Due 02/19-Resident Questionnaire Recap**-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](mailto: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](mailto:mattd@michelsonrealty.com).



### 3. WEEKLY RECAP FOR GOOD CALL & REVIEWS-attachment

Please review the weekly recap for Good Calls & Reviews 02/02-02/08 with your team!



### 4. YARDI-attachment

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.



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

5. **MSR REPORT-2<sup>nd</sup> reminder**

The highly anticipated change to the MSR stat for *% of Residents w/ Current Lease Attached* has been completed to now recognize leases generated through CRM. It will no longer be necessary to adjust the attachment description to match the naming convention. However, when signing leases outside of CRM and uploading the completed lease, you will continue to use the naming convention.

6. **PROPERTY MONTHLY ONLINE REVIEWS – attachment-2<sup>nd</sup> reminder**

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

7. **PROPERTY MONTHLY COMPREHENSIVE CALLS – attachment-2<sup>nd</sup> reminder**

Please review the monthly comprehensive call report for January 2026 with your team and confirm that your lead tracking information is correct. If you need any updates, email [matt@michelsonrealty.com](mailto:matt@michelsonrealty.com).

8. **CONGRATS MEMO FOR JANUARY 2026-attachment-2<sup>nd</sup> reminder**

Please see the attached Congrats Memo for January 2026 with your team!

9. **FIDELITY 401K WEB WORKSHOP SCHEDULE-attachment-2<sup>nd</sup> reminder**

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.

10. **Leasing/Marketing Tip Of The Week**

## Resident Spotlight

Create a resident spotlight and spot light a resident for volunteer work they do or a cause they support.



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If your team has any unique marketing ideas, please send them to [meghang@michelsonrealty.com](mailto:meghang@michelsonrealty.com).

“True teams are made when you put aside individual wants for the collective good.”

Chiney Ogwumike  
Basketball Player  
1992-?