



ichelson Weekly Update

Tuesday, April 4yj, 2023

PROPERTY MANAGEMENT



1. BLUE BOOK REMINDERS - attachment

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

Vineyards	Southmoor
Trace Apartments	Park Forest
Walden Crossing	Terraces at Forest Springs
Walden Glen	

- **Past Due from 03/24-Resident Questionnaire Recap- Panther Creek Parc**
- **Past Due from 03/28-Property Inspections**-Boulder Creek, Westshore Colony, Alinea Town & Country, Bramblett Hills, Carrington Park, Fenwick Place, Panther Creek Parc, Preston Run, Orion, Hermitage, 230 Building
- **Past Due from 03/28-Downspout Map**-Boulder Creek, Westshore Colony, Bramblett Hills, Carrington Park, Panther Creek Parc, Preston Run, Corbin Crossing
- **Past Due from 03/29-Administrative Checklist**-Boulder Creek, Westshore Colony, Hermitage
- **Past Due from 03/29-Marketing Plan 2Q**-Westshore Colony, Bramblett Hills, Carrington Park, Panther Creek Parc, Hermitage
- **Past Due from 04/01-Monthly Property Summary**-Alinea Town & Country, Boulder Creek, Bramblett Hills, Carrington Park, Fenwick Place, Hermitage, Kensington West, Westshore Colony, Whispering Hills
- **Past Due from 04/01-Market Study**-Alinea Town & Country, Bramblett Hills, Carrington Park, Fenwick Place, Kensington West, Orchard Village, Panther Creek Parc, Harper's Point, Westshore Colony
- **Due 04/26-Resident Questionnaire Recap-The Orion, Trace Apartments**
- **Due 04/28-Safety Checklist**

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



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Please review the weekly recap for Good Calls & Reviews for 03/26-04-01 and March 2023 with your team!

3. PROPERTY MONTHLY COMPREHENSIVE CALLS – attachment

Please review the property calls for March 2023 with your team! Please confirm your lead tracking information to what you see in Yardi when using for advertising purposes.

4. PROPERTY MONTHLY ONLINE REVIEWS – attachment

Please review the property reviews for March 2023 with your team!

5. LEASING/MARKETING TIP OF THE WEEK –

QR Code Link To Events

While you're putting together events over the spring/summer have you thought about using QR codes to link to Facebook pages or other information for the event? It is an easy way to reach your residents and let them know about an upcoming event.

Happy Leasing!

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

“To give real service, you must add something which cannot be bought or measured with money, and that is sincerity and integrity.”

Douglas Adams
English Author
1952-2001