



Michelson Weekly Update

Tuesday, June 30th, 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	Preston Run	Vineyards	The Orion	Walden Glen
Alinea Town & Country	Fenwick Place	Terraces at Forest Springs	Westshore Colony	The Point at Tamaya	
Kensington West	Orchard Village	Boulder Creek	Harper's Point	Trace Apartments	
Southmoor	Panther Creek Parc	Estates at TPC	Bramblett Hills	Walden Crossing	

- **Past Due from 06/23-Resident Questionnaire Recap**-Whispering Hills
- **Due 06/30-3Q Marketing Plan**-Park Forest, Alinea Town & Country, Orchard Village, Southmoor, Panther Creek Parc, Estates at TPC, Vineyards, Westshore Colony, Fenwick Place, Harper's Point, The Orion, Trace Apartments, Whispering Hills
- **Due 06/30-Fire Inspections**-Vineyards
- **Due 07/01-Monthly Property Summary**-Alina Town & Country, Boulder Creek, Bramblett Hills, Carrington Park, Estates at TPC, Fenwick Place, Kensington West, Orchard Village, Orion, Panther Creek Parc, Park Forest, Preston Run, Harper's Point, Southmoor, The Point at Tamaya, Terraces at Forest Springs, Trace Apartments, Vineyards, Walden Glen, Westshore Colony, Whispering Hills
- **Due 07/01-Market Study**-Alinea Town & Country, Boulder Creek, Carrington Park, Estates at TPC, Fenwick Place, Kensington West, Orchard Village, Orion, Panther Creek Parc, Park Forest, Preston Run, Harper's Point, Southmoor, The Point at Tamaya, Terraces at Forest Springs, Trace Apartments, Vineyards, Walden Glen, Westshore Colony, Whispering Hills
- **Due 07/28-Resident Questionnaire Recap**-Boulder Creek, Carrington Park, Terraces at Forest Springs

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 06/22-28-06/21 with your team!

☐ 3. **SAFETY MEMO FOR JULY 2026-attachment**

Please review the attached safety memo and watch the safety video with your staff. When you are ready to watch the Safety Video for July, please make sure to copy the WHOLE address into your browser. It starts with 'https' and ends with '24136'. If you need to do so, you may pause this video and return to it **without** it costing Michelson for another viewing.

<https://www.osmanager4.com/videoexternalvos.aspx?aicccourseurl=94058641&ocid=824869&ctype=OC&progid=24136>

☐ 4. **PROPERTY CALENDAR FOR JULY 2026-attachment**

Please review the property calendar for July 2026 with your team!

☐ 5. **MAINTENANCE TENT CARDS-2nd reminder**

All maintenance tent card designs have been completed and can now be ordered through MDX by emailing brad@mdxprint.com and csr2@mdxprint.com. You can also use your approved design with a local printing company if you use a different one!

☐ 6. **Leasing/Marketing Tip Of The Week - attachment**

Write Personalized Thank You Letters

Always send a thank you letter after a prospect tour. In this digital age, that kind of personal touch is appreciated and makes you stand out.

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



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“Every job is a Self-Portrait of the person who does it. Autograph your work with Excellence.”

Author Unknown