



# Michelson Weekly Update

Tuesday, August 13<sup>th</sup>, 2024

## 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	Harper's Point	Trace Apartments	230 Building
Alinea Town & Country	Panther Creek Parc	Vineyards	Bramblett Hills	Walden Crossing	
Kensington West	Preston Run	Fenwick Place	Hermitage	Walden Glen	
Southmoor	Boulder Creek	Terraces at Forest Springs	The Orion	Whispering Hills	

- **Past Due from 07/26-Resident Questionnaire Recap**-Corbin Crossing
- **Past Due from 08/01-Market Study**-Orchard Village
- **Due 08/23-Resident Questionnaire Recap**-Orchard Village, Hermitage
- **Due 08/28-Administrative Checklist**
- **Due 08/30-Fire Inspections**-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](mailto:reports@michelsonrealty.com).



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

Please review the weekly recap for Good Calls & Reviews for 08/05-08/11 with your team!



### 3. CONGRATS MEMO FOR JULY 2024-attachment-2<sup>nd</sup> reminder

Please review the Congrats Memo for July 2024 with your team!



### 4. PROPERTY MONTHLY ONLINE REVIEWS-attachment-2<sup>nd</sup> reminder

Please review the property reviews for July 2024 with your team! Continue to work to increase these scores on a regular basis!



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### 5. PROPERTY MONTHLY COMPREHENSIVE CALLS-attachment-2<sup>nd</sup> remindner

Please review the property calls for July 2024 with your team! Please confirm your lead tracking information to what you see in Yardi when using for advertising purposes.

### 6. LEASING/MARKETING TIP OF THE WEEK –

## ***Back to School***

***That time of year is coming upon us again where we are getting everyone back to school and getting back to work after last year's issues. This is a great time to help your residents with appreciation or supplies gift boxes with how busy it is getting in your residents lives. Be the hero in the time of need and plan a resident event to help them out the most.***

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

What is the most important and valuable work that you do, in any field or professing? It's Thinking!!!"

Brian Tracy  
Motivational Speaker  
1944-?