



Tuesday, December 30th, 2025

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	Preston Run	Terraces at Forest Springs	Walden Crossing	
Kensington West	Boulder Creek	Harper's Point	Walden Glen	
Orchard Village	Estates at TPC	Bramblett Hills	Whispering Hills	
Southmoor	Vineyards	The Orion		

- **Past Due from 12/24-1Q Marketing Plan**-Panther Creek Parc, Fenwick Place, Trace Apartments
- **Due 12/31-2026 Major Projects List**-Carrington Park, Panther Creek Parc, Boulder Creek, Vineyards, Westshore Colony, Fenwick Place, Terraces at Forest Springs, Harper's Point, Bramblett Hills, The Point at Tamaya, Walden Glen, Whispering Hills
- **Due 12/31-Fire Inspections**-Panther Creek Parc
- **Due 01/05**-Monthly Property Summary
- **Due 01/05**-Market Study
- **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. 2026 ANNUAL MEETING RSVP

We are so excited to see everyone again February 2026 for the Annual Meeting! Please have everyone in your office fill out the link below whether they will be attending any of the events or not by Friday, January 2nd, 2026. We need total numbers for t-shirts/bags that are sent to properties as well!



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<https://www.surveymonkey.com/r/2026AnnualMeetingRSVP>

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

Please review the weekly recap for Good Calls & Reviews 12/22-12/28 with your team!

4. **PROPERTY CALENDAR FOR JANUARY 2026-attachment**

Please review the attached Property Calendar for January 2026 with your team!

5. **SAFETY MEMO FOR JANUARY 2026-attachment**

Please review the attached safety memo and watch the safety video with your staff. When attempting to watch the Safety Video for January 2026, please make sure to copy the WHOLE address into your browser. It starts with 'https' and ends with '16966'. 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=65752704&ocid=824869&ctype=OC&progid=16966>

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

Great Time For An Appreciation Event

With the holidays coming to a close this is a great time to host appreciation events. You can do resident appreciation, maintenance appreciation, office staff appreciation, and others. Whether you spotlight a person on social media or provide fun games and prizes this can be a great way to increase your social media and residents love of the community.

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



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“In real estate business, you learn more about the community issues, you learn more about life, you learn more about the impact of government, probably more than any other profession that I know of”

Johnny Isakon
GA Senator
1944-2021