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1	<u>Date</u>	<u>From</u>	<u>To</u>	<u>Subject Matter</u>
2	5/24/24	Michaela Kohlstedt, NBK Deputy Development Director	Jonathan Mendel, Director, Village of NBK Development & Planning Services	Subject: Marcello's possibly leaving soon "Jonathan, Swati just spoke to Charlie Heitman, ownership of Meadow Plaza, and he mentioned that Marcello's will be leaving plaza in 'a little while'. Swati didn't press when exactly as that was not the nature of their discussion (just something that came up in the discussion) but I wanted to share this info incase others had not heard this"
3	6/19/24	M. Kohlstedt, NBK Dev.	Theron May, Imperial Realty Co./ Heitman Rep.; J. Mendel, Village Dev.Dir.; Swati Pandey, NBK Sr. Planner	Subject: Meeting about Redeveloping Meadow Plaza "Theron, I received your message with an interest to meet with staff with Charlie Heitman to discuss redevelopment of the plaza into residential and affordable housing requirements. I am leaving town and will be out of the office June 21-July 5. I've copied Jonathan and Swati in our office on this email if you and Charlie want to meet with them while I am out; otherwise, please send me a time to meet after July 8 and we can meet with I am back."
4	6/19/24	M. Kohlstedt, NBK Dev.	Cara Pavlicek, NBK Manager; J. Mendel, NBK Dev. Dir.	Subject: Meadow Plaza meeting "Cara, The management representative and Charlie Heitman want to meet with Village staff to discuss redevelopment of the center for housing and affordable housing. We have scheduled the meeting for Tuesday July 9 at 11 am. Let me know if you would like me to add you to this meeting."
5	6/19/24	M. Kohlstedt, NBK Dev.	Theron May, Imperial Realty Co./Heitman Rep; J. Mendel, Dev. Dir. ; Swati Pandey, NBK Sr. Planner	Subject: Meadow Plaza meeting "Theron, please share this appointment invite with Charlie Heitman." This email referenced a meeting to discuss "Meadow Plaza". NO REPORT of this meeting in the FOIA files
6	7/9/24	Theron May, Imperial Realty Co./Heitman Rep	M. Kohlstedt, NBK Dev.	Subject: Economic incentives Northbrook Meadows "Charlie Heitman and I would like to have a meeting with your team to discuss potential development incentives for new construction projects at both 1200 Meadow and 1901-1975 Cherry Lane."
7	7/9/24	M. Kohlstedt, NBK Dev.	Theron May, Imperial Realty Co./Heitman Rep.; J. Mendel, NBK Dev. Dir.; Swati Pandey, NBK Sr. Planner	Village Staff Invites Property Owner, Jay Heitman to a meeting to discuss "Meadow Plaza Meeting"
8	7/9/24	M. Kohlstedt, NBK Dev.	Cara Pavlicek, NEW NBK Village Manager; Madeline Farrell	Subject: Economic Incentives Northbrook Meadows "I am meeting with the owners of Meadow Plaza this morning. With Jonathan out I thought I would share this with the two of you incase one of you wanted to attend" NO REPORT of this meeting in the FOIA Files
9	7/11/24	M. Kohlstedt, NBK Dev.	Theron May, Imperial Realty Co./Heitman Rep	Subject: Economic Incentives Northbrook Meadows "Are you available to meet with myself and the Village Manager next week Wednesday between 9:30-11 or anytime after 2 pm?"
10	7/11/24	Theron May, Imperial Realty Co./Heitman Rep	M. Kohlstedt, NBK Dev.	Subject: Economic Incentives Northbrook Meadows "Michaela, Would 4 PM work for your team"
11	7/11/24	M. Kohlstedt, NBK Dev.	Theron May, Imperial Realty Co./Heitman Rep	Subject: Economic Incentives Northbrook Meadows "Yep - I'll send a calendar invite"
12	7/12/24	M. Kohlstedt, NBK Dev.	John Thompson, Principal, Retail Focus Commercial Real Estate; C. Pavlicek, Village Manager	Subject: Northbrook Sites "John, It was nice to talk to you today. Here are the addresses for the five sites we discussed today: 1901 Cherry Lane - 7 acre Meadow Shopping Center, 1657 Shermer - 8 acres may be available, Village owned land, 1300 Techny - 16 acres, land is owned by The Society of the Divine Word and on 99 year land leases, 1515 Lake Cook - Northbrook Court Shopping Center, owned by Brookfield and various acreage arrangements could be available, 333 Skokie - 2 acres, old single story office strip center. Please don't hesitate to reach out to us with questions or to set up site visits."
13	7/15/24	John Thompson, Principal, Retail Focus Commercial Real Estate	C. Pavlicek, Village Manager	PHONE CALL - NO REPORT of the call in the FOIA files

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14	7/16/24	C. Pavlicek, Village Manager	John Thompson, Principal, Retail Focus Commercial Real Estate; M. Kohlstedt, NBK Dev.	Subject: Northbrook Sites "Hi John, Thanks for the call yesterday! Here is the follow-up based upon your questions on the two sites of interest: 1901 Cherry Lane - we are meeting with owners tomorrow and without specifics reference to your project, we will try to ascertain the price/timing for a sale. 1657 Shermer Road - the Village has a Purchase Sale Agreement in place on this property thru the end of the month. When an RFP was done for this property in 2021 the Village had more than 11 bidders. If the property is available again, I will be able to advise next steps. In regards to Tax Increment Financing, the Village has created TIF Districts in the past and is able to quickly review the economics of any proposal you would make and advise TIF eligibility. Based upon our conversation, I understand that you would propose fifty motor suites on 3 to 3-1/2 acres in the initial phase with a second phase of residential. The project conceptually looks like a great fit for Northbrook - I look forward to updating you on the two sites soon and getting into numbers soon. Let me know of any additional questions."
15	8/14/24	M. Kohlstedt, NBK Dev.	C. Pavlicek, Village Manager	Subject: Meadow Plaza - Update from the Heitman Family "Cara, Theron May, the realtor that the Heitman family has been working with (we met him), called to say that the family has spent past few weeks meeting with developers and discussing options on what to do with Meadow Plaza Shopping Center. Following those discussions they've concluded that they will keep it as a retail center and work on cleaning it up and obtaining a mix of high quality tenants that will bring vibrancy to the center. Jay Heitman said if someone were to offer to buy the site they wouldn't ignore that, but this is how they plan to proceed at the moment."
16	8/14/24	C. Pavlicek, Village Manager	M. Kohlstedt, NBK Dev.	Subject: Meadow Plaza - Update from the Heitman Family "Oh my."
17	8/27/24	Kathryn Ciesla, NBK Village President	Jessy Williamson, Jay Heitman Asst., Heitman Realty	PHONE CALL - NO REPORT of the call in the FOIA files
18	8/28/24	Jessy Williamson, Heitman Realty	Kathryn Ciesla, NBK Village President	Subject: Northbrook Meadows "Hi Kathryn: I'm Jay Heitman's assistant. He asked me to send the below note on his behalf: Village President Ciesla, I enjoyed our brief chat last night. My family is very proud of you and the Trustees securing Hometown Coffee for downtown Northbrook." "...I met last month with your Village Manager Pavlicek and Deputy Director Kohlstedt. My notes on what Northbrook would generally support were as follows: 3 stories, any sales tax revenue sharing would only be on the incremental increase in sales tax revenue at the new project. As my center is 116,000 sqft presently and the developers I'd been working with considered 20-50,000 sqft of retail in a future project being practical this means no revenue would be available for the redevelopment; TIF is unlikely and would probably only be available to improve a river walk revitalization; parking ration would remain consistent with the Grainger project (1.77 spots per unit); affordability requirement would remain consistent with the Grainger project (15% affordable units at 45% of the area median income for Chicago). After reviewing the above with a couple lenders and developers, my team communicated back to Deputy Director Kohlstedt the redevelopment was financially impossible and we are focusing on leasing the center. I'm currently working on a deal with a new bedding store to take over Country Classics and a golf simulator operator in the remaining party room space previously occupied by Marcello's. I'd like to have a brief meeting with you and your team tomorrow or Friday to discuss in light of your and the trustees interest in going more vertical and seeing density at the site. Please let me know if you have any time available. Jay Heitman and Jessy Williamson on behalf of Jay Heitman, Heitman Insurance & Realty"
19	8/29/24	Kathryn Ciesla, NBK Village President	Jessy, Heitman Realty; C. Pavlicek, Village Manager; M. Kohlstedt, NBK Dev.	Subject: Northbrook Meadows "My village manager is out today however I have a different understanding of what was discussed at the meeting. I would hate to see an opportunity to develop the center be missed. Let's schedule an in person meeting to discuss options. I also suggest you have those interested in redevelopment contact me directly. I am happy to discuss anything creative. The Board would like to see something new on that site."
20	9/3/24	C. Pavlicek, Village Manager	Omar Sheikh, Village Office Manager; M. Kohlstedt, NBK Dev.	"Hi Omar, Here is the email for a meeting with Trustee Hebl, Pres Ciesla, Michaela and myself..." This email references the two previous emails above from Jessy Williamson to President Ciesla and then President Ciesla's response to Jessy Williamson
21	9/3/24	Jessy Williamson, Heitman Realty	Kathryn Ciesla, NBK Village President	Subject: Northbrook Meadows "Hi Kathryn, Would you and your team be available to discuss Thursday afternoon. At 1pm?"
22	9/5/24	Jessy Williamson, Heitman Realty	Kathryn Ciesla, NBK Village President	Subject: Northbrook Meadows "Hi Kathryn, Since I'm assuming this afternoon doesn't work. Please let us know when you're available to meet? We are pretty flexible"

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23	9/5/24	Kathryn Ciesla, NBK Village President	Heitman Realty, C. Pavlicek, Village Manager; M. Kohlstedt, NBK Dev.	Subject: Northbrook Meadows "I am going to punt the answer to our Village Manager's office. They have my schedule and can coordinate a meeting,"
24	9/5/24	C. Pavlicek, Village Manager	O. Sheikh, Office Mgr.	Subject: Northbrook Meadows "Hi Omar, Are you waiting on our side for options to meet? Can you reach out to Heitman this afternoon and let them know we are working to share dates... Thanks, Cara"
25	9/5/26	O. Sheikh, Village Officer Manager	C. Pavlicek, Village Manager; Kathryn Ciesla, NBK Village President; Johannah K. Hebl, Village Trustee; M. Kohlstedt, NBK Dev.	Subject: Northbrook Meadows "Cara - Yes, I can reach out to Heitman and give them options. President Ciesla, Trustee Hebl, and Michaela - What is your availability for this meeting?"
26	9/9/24	John Thompson, Principal, Retail Focus Commercial Real Estate	C. Pavlicek, Village Manager; M. Kohlstedt, NBK Dev.	Subject: Northbrook Sites Motor Cave Suites "Good Morning. Any new updates for us?"
27	9/11/24	C. Pavlicek, Village Manager	John Thompson, Principal, Retail Focus Commercial Real Estate; M. Kohlstedt, NBK Dev.	Subject: Northbrook Sites Motor Cave Suites "Hi John! Good to hear from you - we are trying to get another meeting with Jay Heitman on his property. The property on Shermer (former Grainger site) continues to move forward with the current contract purchaser. Thanks for check and we will let you know of any changes."
28	9/11/24	John Thompson, Principal, Retail Focus Commercial Real Estate	C. Pavlicek, Village Manager; M. Kohlstedt, NBK Dev.	Subject: Northbrook Sites Motor Cave Suites "Thanks for the update."
29	9/13/24	M. Kohlstedt, NBK Dev.	O. Sheikh, Office Mgr; C. Pavlicek, Village Manager	Subject: Northbrook Meadows "Omar, Are you still working on scheduling this? The broker for the site just came in and spoke with me and he said that he and the owner believe that the Village is no longer interestd in working with them on a development discussion since they haven't heard from us. I said I didn't believe that to be the case. I said I would reach out to you to maybe get him some dates for next week. Cara, On this topic, the broker said that all the 5-10 yr leases they are doing now have the 90-120 day out for redeveloppment of the property. Existing leases do not, the most problematic being Dollar Tree which has a 7 yr lease leftr. He also elaborated on what numbers he and the family have in mind for selling Feel free to call me to discuss further.
30	9/13/24	O. Sheikh, Office Mgr.	C. Pavlicek, Village Manager; M. Kohlstedt, NBK Dev.	Subject: Northbrook Meadows "I have not heard back from President Ciesla or Trustee Hebl yet. I will reach out to them again."
31	9/16/24	M. Kohlstedt, NBK Dev.	Theron May, Imperial Realty Co./Heitman Rep; C. Pavlicek, Village Manager; O. Sheikh, Office Mgr.	Subject: Meeting with Village President Request "Theron, I received your voicemail, and I've copied Village Manager Pavlicek and Office Manager Sheikh on this email. They are working on obtaining availability times from the Village President to meet with Jay Heitman regarding the shopping center"
32	9/16/26	O. Sheikh, Office Mgr	Kathryn Ciesla, Village President; Johannah Hebl, Village Trustee; Jessy, Heitman Realty; C. Pavlicek, Village Manager; M. Kohlstedt, NBK Dev.	Subject: Meeting with Village President Request "Hello, We are following up on your request to meet with the Village of Northbrook Board members to discuss Northbrook Meadows. Village President Ciesla, Trustee Hebl, Village Manager Cara Pavlicek, and Deputy Director of Development and Planning Michaela Kohlstedt are available to meet with you. They are available to meet: Thursday, September 19, 2024, 8:00 A.M. Location: Northbrook Village Hall, Terrace Room. Please confirm that you are available for the date and time and an invitation will be sent via email."
33	9/25/24	M. Kohlstedt, NBK Dev.	C. Pavlicek, Village Manager	Subject: Jay Heitman meeting "I just got off the phone with Jay Heitman and he would like you to call him to set up a meeting with a developer he likes. Jay's cell is XXXXXXtX. The developer is Peter J. Adreani with Norwood out of Park Ridge. His cell is XXXXXXX or direct line is XXXXXXX. Jay said he is also still going to talk to Tim at Focus Development, but that he likes Norwood and wants us to all meet with them. He said he would also try calling you to tell you all this, but that he wanted me to tell you as well."
34	9/26/26	C. Pavlicek, Village Manager	Jessy Williamson, Heitman Realty; M. Kohlstedt, NBK Dev. ; O. Sheikh, Office Mgr.; Amy McEwan, NBK Dev. Dir.	Subject: Jay Heitman meeting "Jessy, Please see the email below. Can you reach out to Office Manager Omar Sheikh with some times that would work on Monday 10/11 - I appreciate Jay wants me to handle, and I am not the best person for scheduling. Once we have some times from you, we will work around the Village President's (Ciesla) availability. Thanks-Cara"

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35	9/27/26	Amy McEwan, NBK Dev. Director	M. Kohlstedt, NBK Dev.	Subject: Jay Heitman meeting "Good morning and happy Friday, If possible, I would love a quick update on any details related to this meeting/project. I have a meeting with Cara at 10 and it might help me be more helpful. Thx"
36	9/30/26	Jessy Williamson, Heitman Realty	C. Pavlicek, Village Manager; O.Sheikh, Office Mgr; A. McEwan, NBK Dev. Dir.; M. Kohlstedt, NBK Dev.	Subject: Jay Heitman meeting "Hi Omar - please confirm you are working on scheduling a meeting for 10/14 with Norwood Builders?"
37	9/30/24	O. Sheikh, Office Mgr.	Jessy Williamson, Jay Heitman Asst., Heitman Realty	Subject: Jay Heitman meeting "Hi Jessy, Yes, I'm in the process of scheduling a meeting with Norwood Builders and will be sending out a Doodle poll with available times soon. I've also contacted Peter J. Adreani at Norwood Builders to get an email address to send the poll to."
38	9/30/24	O. Sheikh, Office Mgr.	M. Kohlstedt, NBK Dev.	Subject: Jay Heitman meeting "Michaela, Do you have an email for Peter J. Adreani (the developer mentiond below) so that I can propose some meeting times?"
39	10/3/24	O. Sheikh, Office Mgr.	C. Pavlicek, Village Manager; Kathryn Ciesla, NBK Village President; Johannah K. Hebl, Village Trustee; M. Kohlstedt, NBK Dev.; Jessy Williamson, Heitman Realty; Peter Adreani, Norwood Builders; Bruce, Norwood Builders	Subject: October 14 Meeting w/Village President, Trustee, Village Manager, and Staff to Discuss Development Possibilities "Good Morning, Cara Pavlicek, Village Manager has requested that I schedule a meeting on October 14 to discuss development possibilities within the Village of Northbrook. Please complete the Doodle Poll with your availability. Once we finalize the meeting time, we will arrange the room in Northbrook Village Hall."
40	10/10/24	M. Kohlstedt, NBK Dev.	O. Sheikh, Office Mgr.	Subject: October 14 Meeting w/Village President, Trustee, Village Manager, and Staff to Discuss Development Possibilities "Is this meeting being scheduled for Monday?"
41	10/30/24	Jessy Williamson, Heitman Realty	O. Sheikh, Office Mg.	Subject: Meeting Request (time sensitive) "Hi Omar, I apologize for the late notice on this request - we (Focus Development and Heitman) had a miscommunication on who was scheduling the meeting. I'm wondering if it would be possible to schedule a meeting with The Village President, the village manager, and anyone else the would like to have present to talk to Tim Anderson of Focus Development, and Jay Heitman and team. The window Tim is available is between 10:30am - 1pm this Friday (11/1). Please let me know if this request for a meeting can be accomodated sometime within that time slot. Much thanks in advance."
42	10/31/24	O. Sheikh, Office Mgr.	Jessy Williamson, Jay Heitman Asst., Heitman Realty	Subject: Meeting Request (time sensitive) "Hi Jessy, Unfortunately at this time, Village Manager Pavlicek, Village President Ciesla, and Trustee Hebl are unavailable to meet on Friday, November 1 between 10:30 am - 1 pm. If you have other dates and times that would work for this meeting, please let me know."
43	10/31/24	Jessy Williamson, Heitman Realty	O. Sheikh, Office Mgr; M. Kohlstedt, NBK Dev.; C. Pavlicek, Village Manager; A. McEwan, NBK Dev. Dir.; Kathryn Ciesla, NBK Village President; Johannah Hebl, Village Trustee; Theron May, Imperial Realty/Heitman	Subject: Meeting Request (time sensitive) "Ok Tim (Focus Development) has said he doesn't think it's necessary to meet with any of the trustees if that's a complicating factor. He's also available: 11/6 between 10am-1pm or 11/8 between 9am-1pm. Let me know if there's a time in there that works."
44	10/31/24	Johannah K. Hebl, Village Trustee	O. Sheikh, Office Mgr; M. Kohlstedt, NBK Dev.; C. Pavlicek, Village Manager; A. McEwan, NBK Dev. Dir.; Kathryn Ciesla, NBK Village President; Theron May, Imperial Realty/Heitman	Subject: Meeting Request (time sensitive) "can do 11/6"

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45	11/1/24	O. Sheikh, Officer Mgr.	Kathryn Ciesla, NBK Village President; Johannah K. Hebl, Village Trustee; C. Pavlicek, Village Manager; Jim Hawkins, Asst. NBK Mgr.; A. McEwan, NBK Dev. Dir., M. Kholstedt, NBK Dev.; Theron May, Imperial Realty/Heitman; Heitman Realty; Tim Anderson	Subject: Heitman Realty - Focus Development Meeting "Trying to set up meeting with Heitman, Focus Development, and Village President, Trustee, and Staff"
46	11/1/24	M. Kohlstedt, NBK Dev.	Theron May, Imperial Realty Co./Heitman Rep	Subject: no meeting today "got your voicemail, but I think Jessy (Heitman) also corresponded with VMO yesterday. There is no meeting today."
47	11/5/24	O. Sheikh, Office Mgr.	Kathryn Ciesla, NBK Village President	Meeting notice for "Heitman Realty - Focus Development Meeting confirming November 6, 2024, 10:00 AM - 11:00 AM
48	11/5/24	O. Sheikh, Office Mgr.	Kathryn Ciesla, NBK Village President; Johannah K. Hebl, Village Trustee; C. Pavlicek, Village Manager; Jim Hawkins, Asst. Village Mgr.; Amy McEwan, NBK Dev. Dir. M. Kohlstedt, NBK Dev; Theron May, Imperial Realty/Heitman; Heitman Realty	Subject: Heitman Realty - Focus Development Meeting Meeting Notice for November 6, 2024
49	11/6/24	M. Kohlstedt, NBK Dev.	Tim Anderson, CEO - Focus Development; Amy McEwan, NBK Dev. Dir.	NO REPORT on a meeting this day in FOIA file
50	11/7/24	M. Kohlstedt, NBK Dev. Di	Tim Anderson, CEO - Focus Development; A. McEwan, NBK Dev. Dir.	Subject: Follow up on Meadow Plaza meeting "Tim, Good to see you yesterday. I wanted to follow up with the information the Village mentioned we would send along. Attached is information regarding the current vacancy rate of the two existing large complexes in Northbrook, and below is the link to approval documents for the Northbrook Court Master Plan. Let us know if we can answer any other questions for you , or set up a future meeting."
51	11/7/24	Tim Anderson, CEO-Focus Development	M. Kohlstedt, NBK Dev.; A. McEwan, NBK Dev. Dir.	Subject: Follow up on Meadow Plaza meeting "Michaela, Nice seeing you again and thank you for the information."
52	1/7/25	Tom Svoboda, VP-CBRE (Land Services Group)	M. Kohlstedt, NBK Dev. Adam Foret, CBRE/Chicago Suburban; George Good, CBRE/Chicago Suburban	Subject: Northbrook Meadows - CBRE "Hi Michaela - Happy New Year! Hope all is well with you. We wanted to reach out and see if we can find a time to discuss The Northbrook Meadows Shopping Center, which we are putting on the market early next week. We believe there will be multiple types of buyers for this site including developers, so we would appreciate your insights before the official launch. Let us know if you are amenable to call and if so some time and days that could work for you. Lastly, as you know my team and I have done multiple deals up and down Shermer Road and have always had immense interest in the 1675 Shermer (Grainger) site. Curious to know if there is anything to discuss there, or if the development project currently entitled is moving forward."
53	1/8/25	Tom Svoboda, VP-CBRE (Land Services Group)	M. Kohlstedt, NBK Dev.	Subject: Northbrook Meadows - CBRE "Hi Michaela - just a quick follow up. We are not yet live with the offering, and it remains confidential. I just wanted to let you know that and ask that you do not distribute this information at this point. We just wanted to provide the village with a heads up and to get on the same page - but again please keep confidential/quiet now. Let us know a few times that work for you. Thanks again!"
54	1/8/25	M. Kohlstedt, NBK Dev.	A. McEwan, NBK Dev. Dir.	Subject: Northbrook Meadows - CBRE "FYI - The below stuff from yesterday that he (Tom Svoboda) shared is still confidential." (See email above)
55	1/8/24	A. McEwan, NBK Dev. Dir.	M.Kohlstedt, NBK Dev.	Subject: Northbrook Meadows - CBRE "Sounds like you should reach out ot request/offer the meeting with us and any other village representation."

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56	1/8/25	M. Kohlstedt, NBK Dev.	Tom Svoboda, VP-CBRE, Heitman Realtor	Subject: Northbrook Meadows - CBRE "Understood. We are happy to set up a time to meet. Besides myself and the Director of Development and Planning Services is there anyone else you would like from the Village in the meeting? This way I can make sure I am checking all the correct calendars."
57	1/8/25	Tom Svoboda, VP-CBRE, Heitman Realtor	M. Kohlstedt, NBK Dev.; George Good, Chicago Suburban/CBRE; Adam Foret, CBRE/Chicago Suburban	Subject: Northbrook Meadows - CBRE "Great, thank you for your understanding. No, I think who you mention below is appropriate for this initial conversation. Can you convey a few times that work for a Teams or Zoom call tomorrow or Friday? We will circulate the invite."
58	1/8/25	M. Kohlstedt, NBK Dev.	Tom Svoboda, VP-CBRE, Heitman Realtor; George Good, Chicago Suburban/CBRE; Adam Foret, CBRE/Chicago Suburban; A. McEwan, NBK Dev. Dir.	Subject: Northbrook Meadows - CBRE "Great - please send an invite appointment for a web call either tomorrow at 1pm or Friday between 9-3. I've included Amy McEwan, Interim Director here so you can include her on the invite."
59	1/8/25	Adam Foret, VP, Chicago Suburban-CBRE	Brad Joseph, CORE Acquisitions; Adam Firsel, CORE Acquisitions	Subject: Northbrook Meadows OM "I wanted to follow up on our discussion about Northbrook meadows the other week. We've got a solid handle on the numbers and termination rights at the center and wanted to get you our OM before it goes live. Take a look at the attached and let's touch base with any questions you guys may have. Northbrook Meadows: Rare true value add opportunity; Landlord termination rights with almost every tenant; Tenants are 50% of market rent; Affluent and high-density suburban downtown; Multiple residential developments taking place in the immediate area"
60	1/8/25	Adam D. Firsel, Managing Broker - CORE Acquisitions	A. McEwan, NBK Dev. Dir.; Michael Nortman, Developer	Subject: Northbrook Meadows OM "Amy, we should discuss this. Northbrook Meadows is about to launch on the market and we, as a Village, need to be proactive, set the tone, and make sure this property is properly redeveloped in the best interests of our community. I've copied my friend, former partner, and fellow commissioner, Mike Nortman on this email. I haven't discussed it with Mike, but he's the best developer I know, and I think we both could add valuable insight into this. Please let me know when you can discuss. Mike, can you join?"
61	1/8/25	A. McEwan, NBK Dev. Dir.	M. Kohlstedt, NBK Dev.	Subject: Northbrook Meadows OM "Let's chat quick about best way to respond to CBRE and respond to this email. I want to make sure I understand past practice and set reasonable expectations - etc. I was on the phone with two other developments and VMO/President. So stop by when your free. Amy" This email refers to the 2 semail above from Adam Firsel and also Adam Foret
62	1/9/25			NO REPORT on a meeting this day in FOIA file
63	1/24/25	A. McEwan, NBK Dev. Dir.	Tom Svoboda, VP-CBRE, Heitman Realtor	Subject: Heitman "Good morning and happy Friday: I hope you have enjoyed a great week. I wanted to reach out and ask if the information you shared on our phone call, related to the Heitman property, is public yet. Our Village Board is very interested in this parcel and wants to partner with the successful developer to support the highest and best use there. I would love to give them the heads up as early as possible. If you have any insight on the process and how long the selection process will be - that would be great to share with them also. Let us know if there is anything we can do to be helpful. Thank you and enjoy your weekend. Amy."
64	1/24/25	Tom Svoboda, VP-CBRE, Heitman Realtor	A. McEwan, NBK Dev. Dir.	Subject: Heitman "Hi Amy - I am sorry for the delay. Yes, let's catch up on this on Monday. We are live on the market so you can feel free to tell them about it. Are you available Monday morning?"
65	1/26/25	A. McEwan, NBK Dev. Dir.	Tom Svoboda, VP-CBRE, Heitman Realtor; M. Kohlstedt, NBK Dev.	Subject: Heitman "Great to hear from you. Yes, I am available. I have a couple meetings but look forward to connecting. Does 10 am work for you?"
66	1/26/25	Tom Svoboda, VP-CBRE, Heitman Realtor	A. McEwan, NBK Dev. Dir.; M. Kohlstedt, NBK Dev.	Subject: Heitman "I have a 10am call, but could do any time before 10am or after 11am."
67	2/18/25	M. Kohlstedt, NBK Dev.	A. McEwan, NBK Dev. Dir.	Subject: Discuss development in Northbrook "Cal (Samburn Law), I am setting it up so you call my desk since I have had a hard time calling your phone - I know we've discussed that Amy will be in my office. Thanks."

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68	2/19/25	M. Kohlstedt, NBK Dev.	Brian McCoy, Dir of Development, Albion Residential; A. McEwan, NBK Dev. Dir.; Cal Bernstein, Sambern Law	Subject: Meadow Shopping Plaza Discussion Follow Up "Brian and Cal, Please share the below with the rest of your team as you see fit. It was great to talk with everyone today regarding Albion's interest in Northbrook. Below is the Impact Fee Table: Northbrook Park District, Elementary School District, High School District, Northbrook Public Library "impact fees" are listed for different types of housing. Michaela also lists 4 separate links that show "As an example of a Planned Development undergoing a Preliminary Review which is the first step which is non-binding feedback from the Board of Trustees.
69	3/14/25	Amy Kaufman, VP - Community Partners for Affordable Housing (cpah)	Rob Getz, VP Land Acquisition/Entitlement - Pulte Homes; M. Kohlstedt, NBK Dev.	Subject: Dues and Special assessments inclusionary units "Rob, Per your request for examples for how to address dues and special assessments in developments with affordable units, here is one example as it relates to special assessment: Special Assessments - No special assessment may be imposed against any inclusionary housing unit except in connection with necessary maintenance of, and repairs to, structural improvements, parking areas, or common areas, and only for maintenance and repairs that are consistent with the approved inclusionary housing plan and other zoning plans for the property and fo which the City has issued all required building permits. For dues, are you planning to do the dues as a % of ownership? If so, one strategy is that the % allocated to the affordables would be considerably lower than for the market rate. One recent development had the market % at 4%-8% roughly, and the affordable units with .06%. I will see if I can find other examples, but this should give you something to go on. Have a great weekend."
70	3/17/25	Rob Getz, Pulte Homes	Amy Kaufman, Community Partners for Affordable Housing; M. Kohlstedt, NBK Dev.	Subject: Dues and Special assessments inclusionary units "Amy - Since all the units are basically the same size, we typically split the HOA dues evenly between the units. So in this case each unit would have 1/53 or .019% of the annual costs. In your example below, it would seem that an average market rate unit was paying 6%, and a affordable unit was paying .06%. Correct? So the affordable was paying 1/100th of the market rate, or .01 time the market rate, correct? So f the market rate is paying \$400 per month, affordable is paying \$4 per month. Do I have that math right? It seems a little extreme to me, so I wanted to verify with you that I am doing the math correctly."
71	4/30/25	Amy McEwan, NBK Dev. Director	Aram Beladi, Michaela Kohlstedt, Deputy Dev. Director; Rob Getz, VP Land Acquisition/Entitlement - Pulte Homes	Subject: Hold for Pulte This is meeting notice for a meeting with Pulte on May 7, 2025, 10:00 - 11:00 AM, DPS Conference Room, Village Hall
72	4/30/25	Amy McEwan, Dir of Dev/Planning	Aram Beladi, M. Kohlstedt, NBK Dev.; Rob Getz, VP Land Acquisition/Entitlement - Pulte Homes; Matt Brolley, Pulte Group	Subject: Hold for Pulte "Brolley - Please forward to engineer as well (This is Todd A. Shaffer, Principal, Haeger Engineering)
73	5/1/25	Matt Brolley, Pulte Group on behalf of Amy McEwan	Todd Shaffer, Principal, Haeger Engineering; Aram Beladi; M. Kohlstedt, NBK Dev.; Rob Getz, Pulte Homes	Subject: Hold for Pulte This is a meeting notice for a meeting with Pulte on May 7, 2025, 10:00 - 11:00 AM, DPS Conference Room, Village Hall
74	5/1/25	Todd Shaffer, Principal, Haeger Engineering	Aram Beladi, M. Kohlstedt, NBK Dev.; Rob Getz, Pulte Homes; A. McEwan, NBK Dev. Dir.; Matt Brolley, Pulte Group	Subject: Hold for Pulte "Team: I am not available on 5/7 between 10 and 11 am due to a conflicting meeting (virtual call) with the City of Chicago that I can't change. I am available after 11 am if virtual or after 12 (noon) if in person."
75	5/1/25	Amy McEwan, NBK Dev. Dir.	Aram Beladi, M. Kohlstedt, NBK Dev.; Rob Getz, Pulte Homes.; Matt Brolley, Pulte Group; Todd Shaffer, Principal, Haeger Engineering	Subject: Hold for Pulte "Good morning: Village of Northbrook attendees can meet at 11:00 a.m. on Wednesday, May 7. Prior to moving the meeting, I wanted to confirm the other participants are also available at 11:00 a.m. Please confirm with your team and let me know. I am happy to find another time is required. Thank you and enjoy your day."
76	5/1/25	Todd Shaffer, Principal, Haeger Engineering	A. McEwan, NBK Dev. Dir. Matt Brolley; Aram Beladi; M. Kohlstedt, NBK Dev. ; Rob Getz, Pulte Homes	Subject: Hold for Pulte "Amy: Is the meeting virtual, in person or hybrid?"

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77	5/1/25	Amy McEwan, Village Dir of Dev/Planning	Todd Shaffer, Principal, Haeger Engineering	Subject: Hold for Pulte "Totally up to you. We had planned to meet at Village Hall but are happy to shift to virtual or hybrid as needed."
78	5/1/25	Rob Getz, Pulte Homes	A. McEwan, NBK Dev. Dir.; Todd Shaffer, Haeger Engineering; Matt Brolley, Pulte Homes; Aram Beladi; M. Kohlstedt, NBK Dev.	Subject: Hold for Pulte "Amy - I apologize for the confusion. Todd should be speaking to us so that you don't have to communicate with multiple people on our team. The meeting will in person as you and I had discussed. I appreciate your willingness to once again move the meeting time to accommodate us. Could we meet at noon or 1pm so that Todd can join us? It that is not possible, no worries, we'll do 11am at your office and we will fill Todd in afterwards. Thanks!"
79	5/5/25	A. McEwan, NBK Dev. Dir.	Aram Beladi; Matt Brolley, Pulte Group	Subject: Confirmed - Pulte This is a meeting notice for a meeting on Wednesday, May 7, 2025, 10:00 AM - 11:00 AM
80	1/5/26	Brian McCoy, Dir. Of Development, Albion Residential	A. McEwan, NBK Dev. Dir.; M. Kohlstedt, NBK Dev.; Andrew Yule	Subject: Meadow Shopping Plaza Discussion Follow Up "Happy New Year, Michaela. I hope all is well. I wanted to follow up and see what ended up happening with the Meadow Shopping Plaza site. Is the current buyer still moving forward with their plans? Are there any other opportunities in Northbrook you think we should be considering?"
81	1/7/26	M. Kohlstedt, NBK Dev.	Brian McCoy, Dir of Development, Albion Residential; A. McEwan, NBK Dev. Dir.; Andrew Yule	Subject: Meadow Shopping Plaza Discussion Follow Up "As far as I know they are still proceeding forward with the purchase of the property. At this time I am not aware of any other large parcels up for sale, or coming online. I will keep you in mind though."
82	1/22/26	Rob Getz, Pulte Homes	M. Kohlstedt, NBK Dev.	Subject: Northbrook Meadows This is a meeting confirmation for a meeting on January 22, 2026 at 9:00 AM NO REPORT from the meeting is in the FOIA file
83	2/19/26	Rob Getz, Pulte Homes	A. McEwan, NBK Dev. Dir.; M.Kohlstedt, NBK Dev.	Subject: Condo Kick-off Meeting "Amy and Michaela - Our team is getting ready to create our preliminary submittal package for our Northbrook condo project. I would like to set up a meeting for our zoning attorney - Katriina McGuire - and myself to discuss the preliminary submittal requirements and timing to make sure we are all on the same page. Could you please tell me a couple dates and times that you would be available in the next week?"
84	2/19/26	M. Kohlstedt, NBK Dev.	Rob Getz, Pulte Homes; A. McEwan, NBK Dev. Dir.	Subject: Condo Kick-off Meeting "Good Morning Rob, Let me know if you want to meet in person or on Webex. We availability Wednesday 2/25 at 11 am, and anytime Thursday 2/26 or Friday 2/27 The sooner you respond, the more likely those time slots remain available."
85	2/19/26	Rob Getz, Pulte Homes	A. McEwan, NBK Dev. Dir.; M.Kohlstedt, NBK Dev.	Subject: Condo Kick-off Meeting "We'll take Thursday the 26th at 1pm, in person if possible. Thanks!"
86	2/19/26	Rob Getz, Pulte Homes	M. Kohlstedt, NBK Dev.	Subject: Accepted: Meadow Plaza Preliminary Application Meeting w Pulte "Meeting confirmation for February 26, 2026, 1:00 PM"
87	4/21/26	Katriina McGuire, Thompson Coburn LLP, Pulte Attorney	M. Kohlstedt, NBK Dev.; A. McEwan, NBK Dev. Dir.; Rob Getz, Pulte Homes	Subject: Pulte Homes - 1901 Cherry Lane - Preliminary Review Application Materials "Michaela: Attached are a Preliminary Review Application and the following supporting materials: Owner Consent, Project narrative, Property survey, Concept site plan, Elevations, Exterior materials Kindly confirm receipt and let me know if you need anything further for this application. Please also advise whether the May 12 Village Board meeting has capacity to consider this matter."
88	4/24/26	M. Kohlstedt, NBK Dev.	Swati Pandey, NBK Dev. Services	Subject: Pulte Homes - 1901 Cherry Lane - Preliminary Review Application Materials "I've created the item in BSA and created the folder on the DPS Drive. Please write the prelim memo and attachments for this PUD. This will be our first PUD in the new zoning code, and with the new VGO design requirements. This item needs to be in PEAK 5/1. Let's plan on having a draft for me to review end of day Tuesday 4/28."
89	5/4/26	M. Kohlstedt, NBK Dev.	Katriina McGuire, Pulte Attorney	Subject: Pulte "As you are preparing an updated narrative, please keep in mind that when requesting a modification or deviation from a base district in a PUD, that then there are criteria to consider: 2. Modification Standards: A PUD shall justify any requests(s) for deviation from base or overlay district development and design standards by meeting at least one of the following standards that further the Villages's adopted policies and goals. a. Environmentally Sustainable Site and Building Design. The PUD is designed with consideration given to vaious methods of site design and building location, architectural design of individual buildings, and landscaping design in order to: i. Substantially reduce energy, waste and water consumption, for exaple, by meeting environmentally friendly building or site certification standards or adaptive reuse. ii. Enhance local food systems, or iii. Improve onsite stormwater management and water quality, for example, by designing to the 100-year storm event. b. OTHER The applicant ,ay propose an alternative modification standard for consideration by the Board of Trustees.

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90	5/4/26	Katriina McGuire, Pulte Attorney	M. Kohlstedt, NBK Dev.	Subject: "Hi there: Do you have a few minutes tomorrow to connect on this one? Let me know what might work for you" ASSUMING THERE WAS A PHONE CALL BUT NOTHING LISTED IN THE FOIA file.
91	5/6/26	Katriina McGuire, Thompson Coburn LLP, Pulte Attorney	M. Kohlstedt, Dev.; Swati Pandey NBK Dev. Services; Rob Getz, Pulte Homes	Subject: Pulte "Hello both: Attached is a revised narrative as well as a revised front façade elevation. Please note the elevations are representative and conceptual at this point as there will be further revisions as a result of the reconfigured unit mis. If you have any questions or need anything further, please let me know. Your help is greatly appreciated."
92	5/6/26	M. Kohlstedt, NBK Dev.	Katriina McGuire, Pulte Attorney; S. Pandey, NBK Dev. Services; Rob Getz, Pulte Homes	Subject: Pulte "We received the information and I will keep you posted now if we can keep this on the May 12 agenda."
93	5/6/26	Rob Getz, Pulte Homes	M. Kohlstedt, NBK Dev.; Swati Pandey; Katriina McGuire, Pulte Attorney	Subject: Pulte "Here are the other elevations. Same caveat at Katriina gave before. These are representative not actual renderings, meant to give a feel for the size and scale of the building. The actual location of windows, balconies, and some of the architecture will change and we further develop the interior unit layout."
94	5/13/26	M. Kohlstedt, NBK Dev.	Rob Getz, Pulte Homes	Subject: Pulte Preliminary Review Application submittal update "We will review which zoning district ou would like to develop the project within." This was a meeting notice for a meeting on May 14, 2026, 8:00 AM NO REPORTS about this meeting are in the FOIA files
95	5/27/26	Rob Getz, Pulte Homes	A. McEwan, NBK Dev. Dir.; Katriina McGuire, Pulte Attorney	Subject: Follow Up Meeting "Amy - Thank you for the great job you did last night painting our proposed project in a positive light. If you are available, Katriina and I would love an opportunity to meet with you to debrief on the discussions last night and talk about next steps. Please let me know if you have any available time slots tomorrow or Monday for us to come in and meet with you (unfortunately I can't do Friday)"
96	5/27/26	A. McEwan, NBK Dev. Dir.	Rob Getz, Pulte Homes; M. Kohlstdt, NBK Dev.; Katriina McGuire, Pulte Attorney	Subject: Follow Up Meeting "Good morning: Happy to connect with you and Katriina. I think it went as well as can be expected. It's a good development with lots of great positives but it is still change. When are you thinking of submitting your formal zoning application? We can start targeting agendas, etc. on our end. I could meet remote anytime after 1:00 p.m. tomorrow or Monday after 3:00 p.m. If you want to meet in person, let's plan for Tuesday next week at 8:30, 11 or after 3:00 p.m. I will be thinking positive thoughts for your son."
97	5/27/26	Rob Getz, Pulte Homes	M. Kohlstedt, NBK Dev.; A. McEwan, NBK Dev. Dir.; Katriina McGuire, Pulte Attorney	Subject: Follow Up Meeting "How about we meet remotely at 2pm tomorrow? As for our submittal, we would also like to request a meeting next week with broader group that includes our engineer, planner, landscape architect, Village engineer, etc. to make sure we fully understand the submittal requirements. Once we have those down, we can give you our submittal date. Does that make sense? Are you will to host that larger meeting sometime next week?"
98	5/27/26	A. McEwan, NBK Dev. Dir.	Rob Getz, Pulte Homes; M. Kohlstedt, NBK Dev.; Katriina McGuire, Pulte Attorney	Subject: Follow Up Meeting "That works for me. If you think the content of our conversation will be zoning/code heavy, I think Michaela will be important and she is available at 1 or 3:30 p.m. (apologies I should have checked) Totally up to you I can make anything in the afternoon work."
99	5/27/26	Rob Getz, Pulte Homes	A. McEwan, NBK Dev. Dir. Michaela Kohlstedt, NBK Dev.; Katriina McGuire, Pulte Attorney	Subject: Follow Up Meeting "Ok, let's do 3:30 tomorrow. Do you want me to send out the meeting invite and link?"
100	5/28/26			THERE WAS A MEETING BUT NO NOTES in the FOIA file
101	5/29/26	Rob Getz, Pulte Homes	A. McEwan, NBK Dev. Dir.; M. Kohlsted, NBK Dev.; Katriina McGuire, Pulte Attorney	Subject: Meeting with commercial partner "Amy - I'm following up on our call yesterday, looking to set up a meeting with the Village and our commercial developer to discuss the zoning requirement for 2 stories on commercial buildings in the Village Green Overlay. Our development partner is Brookline. I believe you met with them and Matt Brolley from Pulte last June (2025). Brad from Brookline is on vacation next week, so the soonest they can meet is June 11th. Can you please let me know if there is a time on June 11th that will work for you?"
102	5/29/26	A. McEwan, NBK Dev. Dir.	M. Kohlstedt, NBK Dev.	Subject: Meeting with commercial partner "Does 11th work for u? You could meet in person & Webex me in. or we could try for Friday and I might be able to manage an in person mtg. Thoughts"
103	5/29/26	M. Kohlstedt, NBK Dev.	A. McEwan, NBK Dev. Dir.	Subject: Meeting with commercial partner "Can we just do a Webex all on Webex on 11th? I don't think it needs to be an in person meeting."
104	5/29/26	A. McEwan, NBK Dev. Dir.	Rob Getz, Pulte Homes; M. Kohlstdt, NBK Dev.; Katriina McGuire, Pulte Attorney	Subject: Meeting with commercial partner "We can do a virtual meeting at 3:00 p.m. and I will send you a Webex if that works for y'all."

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105	5/29/26	Rob Getz, Pulte Homes	A. McEwan, NBK Dev. Dir.; Michaela Kohlstedt, NBK Dev.; Katriina McGuire, Pulte Attorney	Meeting with commercial partner "We'll take whatever we can get. Please include the following two emails in the invite: br@brooklinedevelopmentgroup.com; ab@brooklinedevelopmentgroup.com"