



# SCHAUMBURG PARK DISTRICT

## MINUTES OF THE BOARD OF PARK COMMISSIONERS REGULAR MEETING

SCHAUMBURG PARK DISTRICT  
235 EAST BEECH DRIVE  
SCHAUMBURG, ILLINOIS

June 8, 2023

### **IMPORTANT NOTE REGARDING THE CONDUCT OF THIS MEETING**

NOTICE IS HEREBY GIVEN that Section 7(e) of the Open Meetings Act (the "Act"), which provided that open or closed meetings of a public body, including its committees thereof, may be conducted by audio or video conference without physical presence of a quorum of its members, will no longer be in effect as of May 11, 2023 because Governor Pritzker's disaster declaration related to the COVID 19 pandemic expires on that date. Accordingly, the physical quorum of the Board of Park Commissioners of the Schaumburg Park District (the "Park Board") and of each of its committees, must be physically present for a member or members of the Park Board, or committee, to attend such meeting electronically, and then only in accordance with Part I of Schaumburg Park District Ordinance No. 20-04-1P, "AN ORDINANCE DEFINING MEETING AND ADOPTING PROCEDURES FOR ELECTRONIC ATTENDANCE AT MEETING (PART I) AND SPECIAL RULES AND PROCEDURES DURING THE COVID-19 PANDEMIC PURSUANT TO GOVERNOR PRITZKER'S EXECUTIVE ORDER NO. 2020-17 (PART II)" adopted April 9, 2020.

Nevertheless, as an accommodation to the press and public, and because of the limited size of the Board Room in the Jerry Handlon Administration Building, 235 East Beech Drive, Schaumburg, Illinois, 60193, the Park Board will continue to conduct its meetings in person and electronically.

Accordingly, members of the public are encouraged to consider attending the Park Board meeting remotely by utilizing the Zoom conference application either by calling the following telephone conference number (312) 626-6799, or by utilizing the Join Zoom Meeting link <https://us02web.zoom.us/j/4887767687>, and in either case to participate you must utilize the following Meeting ID: 488 776 7687. A link to said Zoom Meeting will also be available on the Schaumburg Park District web site [www.parkfun.com](http://www.parkfun.com) by clicking on the link for the June 8, 2023 Park Board meeting at the regularly scheduled date and time of said meeting.

The meeting minutes reflect the means by which individuals participated in the meeting. Those physically present at the Schaumburg Park District's Jerry Handlon Administration Building are denoted by "PP". Those participating via electronic means only are denoted by "EM".

## **CALL TO ORDER**

President Schmidt called the meeting to order at 7:00 p.m. Commissioners present at the meeting included Commissioners Trudel (PP), Mayle (PP), Berg, Jr. (PP), and Schmidt (PP). Commissioner Johnson was absent.

Schaumburg Park District staff present included Mr. LaFrenere (PP), Executive Director; Mr. Burgess (PP), Director of Finance & Administration; Mr. King (PP), Director of Parks and Planning; Mr. Ward (PP), Director of Operations; Mr. Parsons (PP), Director of Golf Operations; Mr. Sienkiewicz (PP), Director of Communications & Marketing; Ms. Mielitz (PP), Human Resources Specialist; Ms. Ali (PP), Communications Specialist; Mr. Mraz (PP), Attorney; and Ms. Riddle (PP), Executive Assistant.

Members of the public present included Matt Oclon (PP), Rob Hager (PP), Susie Mayle (EM), #5773 (Unknown Zoom Account) (EM), and Rich Osten (PP).

## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

## **APPROVAL OF THE AGENDA**

It was moved by Commissioner Berg, seconded by Commissioner Mayle, to approve the agenda as amended.

Ayes:	Commissioners Trudel, Mayle, Berg and Schmidt
Nays:	None
Absent:	Commissioner Johnson

The motion carried.

Commissioner Schmidt stated that Action Item #3, SAA License Agreement Extension, is removed from tonight's agenda.

## **PRESENTATIONS/INTRODUCTIONS**

### **Bond Sale**

Commissioner Schmidt stated that the Board of Park Commissioners has determined that it is in the public interest to issue \$7,000,000 General Obligation Limited Park Bonds, Series 2023A, for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, and for the payment of the expenses incident thereto.

Later in tonight's meeting, under the Action Items portion of the Agenda, the Board will take action on:

AN ORDINANCE providing for the issue of \$7,000,000 General Obligation Limited Park Bonds, Series 2023A, of the Schaumburg Park District, Cook County, Illinois, for the payment of land for parks, for the building, maintaining, improving and protecting of the

same and the existing land and facilities of said Park District, and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof.

Copies of the Ordinance have been made available to the Board members for each Park Commissioner's review prior to this evening, and copies of the Ordinance are now available on the District's website, parkfun.com, and in the Board room for review by members of the public and members of the media prior to consideration of the Ordinance by the Board later in tonight's meeting under the Action Items portion of the agenda.

### **APPROVAL OF MINUTES OF MAY 11, 2023 REGULAR MEETING**

It was moved by Commissioner Trudel, seconded by Commissioner Mayle, to approve the minutes of the May 11, 2023 regular meeting as presented.

Ayes: Commissioners Trudel, Mayle, Berg and Schmidt  
Nays: None  
Absent: Commissioner Johnson

The motion carried.

### **APPROVAL OF MINUTES OF MAY 11, 2023 ANNUAL MEETING**

It was moved by Commissioner Berg, seconded by Commissioner Mayle, to approve the minutes of the May 11, 2023 annual meeting as presented.

Ayes: Commissioners Trudel, Mayle, Berg and Schmidt  
Nays: None  
Absent: Commissioner Johnson

The motion carried.

### **COMMUNICATIONS**

#### **Mail**

Mr. LaFrenere stated that there were multiple pieces of mail to share tonight. The first was an email from the Olympic Park Common Goals tournament organizer thanking Parks and Recreation staff on how well this event ran. The next piece of mail was from a resident of Park St. Claire stating how well utilized this park is being used. Another note received was from a participant of the Fahrrad Von Bike Tour stating how nice the event was and Mr. LaFrenere credited Parks and Recreation staff for their assistance. Many compliments were received from Illinois PGA tournament participants and Mr. LaFrenere complimented the golf operations staff. And finally, the executive director from Arlington Heights Park District sent a thank you letter for hosting the Legislative Breakfast back in March.

#### **Audience Comments**



There were none.

## **COMMITTEE REPORTS**

### **Finance Committee**

Commissioner Mayle reported that the Finance Committee met this evening and reviewed the bill list, April financial statements and the bond issue review.

## **APPROVAL OF APPROVED & PREVIOUSLY PAID BILL LISTS**

Commissioner Mayle reported that the Finance Committee met this evening and approved the following approved bill list and previously paid bill list:

General Fund	\$69,847.34
Recreation Fund	155,626.13
NWSRA	340,258.44
Internal Service Fund	113,039.45
Capital Projects	<u>254,809.12</u>
TOTAL APPROVED	<u>\$933,580.48</u>

General Fund	\$52,771.33
Recreation Fund	196,999.94
NWSRA	393,474.55
IMRF/Retirement	1,778.74
Internal Service	16,694.63
Capital Projects	<u>802,803.47</u>
TOTAL PAID	<u>\$1,464,522.66</u>

It was moved by Commissioner Mayle, seconded by Commissioner Trudel to approve the approved bill list in the amount of \$933,580.48 and the previously paid bill list in the amount of \$1,464,522.66 for a total of \$2,398,103.14 as presented.

Ayes: Commissioners Trudel, Mayle, Berg, and Schmidt  
Nays: None  
Absent: Commissioner Johnson

The motion carried.

### **Committee Appointments**

President Schmidt made the following appointments for the 2023/2024 fiscal year:

<b><u>Finance Committee</u></b>	<b><u>Naming Review Committee</u></b>
Brian Berg, Jr., Chair	Todd King, Chair
Dave Johnson	John Selke
Bernie Mayle	Walt Johnson
Rob Hager	
Rich Osten	

Joint Advisory Committee

Jack Trudel, Chair  
Dave Johnson  
Brian Berg, Jr.  
Brian Burke  
Marc Campbell  
Tiffany Green  
Donna Johnson  
Jason Mitchell  
Ritesh Shah

Local Government Efficiency

Bob Schmidt, Chair  
Jack Trudel  
Brian Berg, Jr.  
Bernie Mayle  
Dave Johnson  
Ritesh Shah  
Tiffany Greene  
Tony LaFrenere

Ethics Commission

Open, Chair  
Rob Hager  
Rich Osten

Airport Commission

Bernie Mayle  
Dave Johnson, Alternate  
Rob Ward, Staff Liaison

Bikeways Committee

Bob Schmidt  
Todd King, Staff Liaison

NWSRA

Tony LaFrenere  
Steve Burgess, Alternate

TIF District

Bob Schmidt  
Brian Berg, Jr., Alternate

NRPA Congress Delegate

Bob Schmidt

**INFORMATION ITEMS**

Department Updates & Upcoming Events

Mr. LaFrenere thanked all full-time and part-time staff for their hard work this busy summer. Mr. LaFrenere gave a shout-out to Aquatics staff, both lifeguards and all staff, getting the pools operational this summer. The results of last year's community survey emphasized community special events and Mr. LaFrenere stated that staff have been able to satisfy this need with items like last weekend's outdoor pickleball tournament, Fahrrad bike tour co-hosted with the Village of Schaumburg, and Spring Valley's Rhubarb Fest. Mr. LaFrenere thanked staff that were involved in these great events. Mr. LaFrenere also thanked all the staff that attended the customer service training with guest speaker, Steve Beck.

Mr. Burgess stated that staff have worked on the bond issue that will be presented later this evening and will be closed and funded on June 21. Staff are preparing for the audit process along with the auditors coming by next week. Staff have been receiving survey plats for land issues. Staff also continue to work on long-range capital planning for projects. Commissioner Mayle asked for an update on the new budget software search and Mr. Burgess stated that staff have made a decision and are now working on final pricing.

Mr. King stated that staff have been watering across the district with the dry weather. Concrete repairs were made at Bock pool. Irrigation timers are being adjusted to assist with the lack of rain. Staff are cleaning up around the Sport Center for the Hop & Vine



event. Staff are working on soccer fields at Atcher Park as SAA's spring season has ended and to prepare for the fall season. Staff have been cleaning out the ponds as water levels are low. Staff have been watering pitching mounds and home plates to minimize dust from the dry fields. Permits are being processed for cricket groups using the new cricket pitch at Hoover Park. Staff are meeting with a couple schools to start the process for new playground renovations. Colony Lake playground is complete and will be open this week. MRC playground is moving along well and should be complete in July. Mr. King and Kevin O'Donnell met with the Olympic Park parking garage staff as people are using the garage when it is not rented. Mr. King and Matt Gaynor met with a resident for a layout for disc golf at Walnut Greens and are considering using a temporary course layout to obtain feedback before finalizing a plan. Commissioner Mayle asked if fees are collected for the new cricket pitch and Mr. King stated that this field is just like any field permit and fees are collected. Commissioner Schmidt asked if staff meet with the residents when meeting with the schools on new playgrounds. Mr. King replied that staff meet with the schools and their maintenance staff first and then will hold an open house meeting for residents which is also offered via Zoom.

Mr. Parsons stated that the golf course has begun full summer programming including a PGA Jr. league with 44 participants that have weekend matches. Junior golf camps are underway with sessions this summer as well as multiple sessions throughout the year. May had over 10,000 rounds of golf played which is a 25% increase over 2022 and a 15% increase over 2021. Mr. Parsons thanked the golf staff for working with the higher amount of activity. The course is a bit dry with the absence of rain and staff are adjusting the watering schedule. Upcoming shotgun outings this month include District 54 Foundation, FAC of Chicago, Give Kids a Chance and SBA. Multiple fountains have been installed and are functioning. TopTracer mobil app installation continues and should be ready for use soon.

Mr. Sienkiewicz stated that the marketing staff are busy working on the Solstice Hop & Vine Fest on Saturday June 17. Mr. Sienkiewicz thanked staff across the district for helping with this event. Staff are on the second proof of the fall program guide with registration opening at the end of July. Staff have ordered and will install new Park Partner signs at multiple facilities across the district. Staff continue to work on signage and promotions for items across the district.

Ms. Mielitz stated that HR has been busy processing new hire paperwork for seasonal staff. The Wellness Committee launched a sunscreen and skin protection campaign and are working on June's Wellness Walk at Volkening Lake. Ms. Mielitz and Ms. Bashia attended a call with JJ Keller on new software for CDL drivers as well as district drivers. Ms. Mielitz attended an IPRA DEI workshop and received great information for when we launch our own committee.

Mr. Ward stated that the IT department has visited various facilities to start up and connect items to prepare for the busy summer season. Staff are looking at print providers to consolidate the needs of the district. The dog park is getting a new, better functioning gate to work with the key fob system. Facilities staff have been working hard to get all the outdoor pools up and running. Bock is hosting water aerobics and swim lessons before opening for public use. Ranger reports are increasing as school children are out for summer. MRC's new weight room flooring has been installed. The golf course banquet carpet will be upgraded early next year. Staff are looking to upgrade the Atcher baby pool

slide. Sport Center's gymnasium had all walls freshly painted in time for Solstice. Staff were busy training the lifeguards as all lifeguards undergo 30 hours of training before starting at the pools. Commissioner Trudel asked how many lifeguards are on staff and Mr. Ward stated 130, which is a good amount to open all our pools this year. Mr. Ward credited our Aquatics staff with creating a culture to retain and maintain this number of lifeguards. Mr. Ward stated that there are many special events on deck which were included in the commissioners' calendars created by our marketing team. Mr. Ward stated that staff have seen the positive community impact of hosting the various special events. KASPER had a strong return rate with high ranking from parents. More detailed KASPER information will be provided at the next Joint Advisory Committee meeting. Upcoming Cultural Arts performances include Wizard of Oz, Seussical the Musical, Clue the Musical, Little Mermaid, and the Lion King. The Senior services are going strong as the district hosted a Kentucky Derby luncheon and a variety of field trips. Spring Valley hosted a native plant sale, a Rhubarb Fest and multiple school field trips. 23,000 people visited Spring Valley with 9,900 attending Bison's Bluff this May. Commissioner Schmidt added that Alex Bonarirgo has been working with the Township and the Village and Mr. Ward added that this is to coordinate senior activities as to not compete with each other but rather cross promote the services. Mr. Ward concluded by stating a new full-time Olympic Park and Sport Center supervisor has been hired to help with evening and weekend hours.

#### IAPD/IPRA Committee Updates

Commissioners Schmidt and Berg attended IAPD's Boot Camp last week that included Open Meetings Act certification. The District is hosting a Distinguished Accredited Agency Committee meeting next week and a Joint Conference Committee meeting the following week.

#### **ACTION ITEMS**

##### Proclamation of July as Recreation Month

It was moved by Commissioner Trudel, seconded by Commissioner Berg, to proclaim July as Recreation Month in the Schaumburg Park District.

Ayes: Commissioners Berg, Trudel, Mayle, and Schmidt  
Nays: None  
Absent: Commissioner Johnson

The motion carried.

Consideration and action on an Ordinance providing for the issue of \$7,000,000 General Obligation Limited Tax Park Bonds, Series 2023A, of the Schaumburg Park District, Cook County, Illinois, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District, and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof (Memo #B23-99)



It was moved by Commissioner Berg, seconded by Commissioner Trudel to adopt Ordinance 23-06-1P, an ordinance providing for the issue of \$7,000,000 General Obligation Limited Tax Park Bonds, Series 2023A, of the Schaumburg Park District, Cook County, Illinois, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District, and for the payment of expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest of said bonds, and authorizing the sale of said bonds to the purchaser thereof.

Ayes: Commissioners Berg, Trudel, Mayle, and Schmidt  
Nays: None  
Absent: Commissioner Johnson

Mr. Burgess stated that his is the annual spring issue with an 18-month term at 4% interest and Mr. Mraz provided a summary of the Bond Ordinance for the Series 2023A Bonds.

The motion carried.

SAA License Agreement 2023-2026 (Memo #E23-98)

It was moved by Commissioner Mayle, seconded by Commissioner Trudel to approve the 2023-2026 SAA License Agreement and adopt Resolution 23-06-2P, a resolution approving of the non-exclusive license agreement between the Schaumburg Park District and the Schaumburg Athletic Association.

Ayes: Commissioners Berg, Trudel, Mayle, and Schmidt  
Nays: None  
Absent: Commissioner Johnson

The motion carried.

Resolution Forming a Committee on Local Government Efficiency (Memo #E23-96)

It was moved by Commissioner Trudel, seconded by Commissioner Berg to approve forming a committee on Local Government Efficiency and adopt Resolution 23-06-3P, a resolution forming a committee on Local Government Efficiency.

Ayes: Commissioners Berg, Trudel, Mayle, and Schmidt  
Nays: None  
Absent: Commissioner Johnson

The motion carried.

Bids for 2023 Atcher Park Paving Project and Resolution (Memo #P23-94)

It was moved by Commissioner Mayle, seconded by Commissioner Trudel to award the base bid for 2023 Atcher Park Paving Project to Evans & Son Blacktop, Inc., for an amount not to exceed \$67,718 and adopt Resolution 23-06-4P, a resolution authorizing



the execution of a contract between the Schaumburg Park District and Evans & Son Blacktop, Inc.

Ayes: Commissioners Berg, Trudel, Mayle, and Schmidt  
Nays: None  
Absent: Commissioner Johnson

The motion carried.

Bids for Water Works Lobby Renovations and Resolution (Memo #F23-93)

It was moved by Commissioner Trudel, seconded by Commissioner Mayle to award the total bid for CRC Water Works Lobby Renovations to Red Feather Painting Co., D/B/A Red Feather Group, in an amount not to exceed \$415,000 and adopt Resolution 23-06-5P, a resolution authorizing the execution of a contract between the Schaumburg Park District and Red Feather Painting Co., D/B/A Red Feather Group.

Ayes: Commissioners Berg, Trudel, Mayle, and Schmidt  
Nays: None  
Absent: Commissioner Johnson

Commissioner Trudel thanked staff for putting together specific specifications on all capital projects, analyzing the response bids and qualifying vendors to make recommendations to the Board for approval that fall within the guidelines of the budget. Fiscal due diligence is greatly appreciated.

The motion carried.

Fourth Amendment to Intergovernmental Cooperation Agreement Regarding Use of Facilities Between Consolidated School District 54 and Schaumburg Park District KASPER Program and Resolution (Memo #B23-95)

It was moved by Commissioner Berg, seconded by Commissioner Mayle to approve the Fourth Amendment to Intergovernmental Cooperation Agreement Regarding Use of Facilities between Community Consolidated School District 54 and Schaumburg Park District KASPER Program commencing July 1, 2023 through June 30, 2024 and adopt Resolution 23-06-6P, a resolution authorizing the execution of the Fourth Amendment to the Intergovernmental Cooperation Agreement between Community Consolidated School District 54 and the Schaumburg Park District for the KASPER program.

Ayes: Commissioners Berg, Trudel, Mayle, and Schmidt  
Nays: None  
Absent: Commissioner Johnson

The motion carried.

**NEW BUSINESS**

Mr. LaFrenere stated there was no new business.

### **OTHER ITEMS**

Mr. LaFrenere stated that there were no other items.

### **ADJOURN TO EXECUTIVE SESSION**


Commissioner Schmidt stated that there will be no Executive Session.

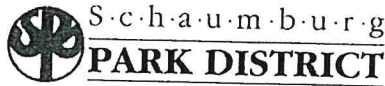
### **ADJOURNMENT**

There being no further discussion, it was moved by Commissioner Trudel, seconded by Commissioner Berg to adjourn the regular Park Board meeting at 7:40 p.m.

Ayes: Commissioners Berg, Trudel, Mayle, and Schmidt  
Nays: None  
Absent: Commissioner Johnson

The motion carried.

By:   
Assistant Secretary



**Thursday, June 8, 2023  
Park Board Regular Meeting**

**MEETING AGENDA**

**Jerry Handlon Administration Building  
235 E. Beech Drive  
Schaumburg, IL 60193  
7:00 p.m.**

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**A. Opening Items**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda

**B. Presentations/Introductions**

1. Bond Sale

**C. Approval of Minutes**

1. Approval of Minutes of May 11, 2023 Regular Meeting
2. Approval of Minutes of May 11, 2023 Annual Meeting

**D. Communications**



1. Mail
2. Audience Comments

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**E. Committee Reports**

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1. Finance Committee
2. Committee Appointments

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**F. Bill List**

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1. Approval of Approved & Previously Paid Bill Lists

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**G. Information Items**

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1. Department Updates & Upcoming Events
2. IAPD/IPRA Committee Updates

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**H. Action Items**

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1. Proclamation of July as Recreation Month
2. Consideration and action on an Ordinance providing for the issue of \$7,000,000 General Obligation Limited Tax Park Bonds, Series 2023A, of the Schaumburg Park District, Cook County, Illinois, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District, and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof (Memo #B23-99)
3. SAA License Agreement Extension (Memo #B23-97)
4. SAA License Agreement 2023-2026 (Memo #E23-98)
5. Resolution Forming a Committee on Local Government Efficiency (Memo #E23-96)
6. Bids for 2023 Atcher Park Paving Project and Resolution (Memo #P23-94)
7. Bids for Water Works Lobby Renovations and Resolution (Memo #F23-93)
8. Fourth Amendment to Intergovernmental Cooperation Agreement Regarding Use of Facilities Between Consolidated School District 54 and Schaumburg Park District KASPER Program and Resolution (Memo #B23-95)

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**I. New Business**

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**J. Other Items**

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**K. Adjournment to Executive Session**

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1. Pending Litigation 2(c)(11)
2. Personnel 2(c)(1)

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**L. Adjournment**

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Mission: The Schaumburg Park District is dedicated to serving the community by providing versatile leisure opportunities through enriching programs, quality facilities and environmental stewardship.



**June 8, 2023**

Address

404 Summit der Sch

1620 STATION POND

118 Branchwood Drive

525 CREIGHTON LN, SC14

8535 N. Olmsted Ave Chicago 60631

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