



CHICAGO DEPARTMENT OF AVIATION  
CITY OF CHICAGO

Rosemont Chamber of Commerce  
Pam Hogan  
9503 West Higgins Road  
Rosemont, Illinois 60018

Thursday, May 14, 2015

Dear Ms. Hogan,

On behalf of the Chicago Department of Aviation (CDA) and Assistant Commissioner Frank Grimaldi, thank you for the gift card. While the gesture is appreciated, it cannot be accepted based upon the CDA's Ethics Policy.

The CDA has a zero-gift policy, which is detailed in the attached brochure from the City of Chicago Board of Ethics. In essence, the City of Chicago has a law that contains several restrictions on receiving gifts. In addition to the City law, the Chicago Department of Aviation has a policy that prohibits any gifts by vendors or prospective vendors to be accepted by department employees and their families. The policy states that regardless of the value of the gift, any employee whose duties or responsibilities involve the Chicago Department of Aviation cannot accept gifts.

The Chicago Department of Aviation politely declines to accept the gift and is returning the gift to Rosemont Chamber of Commerce. Frank sincerely appreciates your gesture of generosity but must abide by the policies in place. He was honored to speak at your recent event and looks forward to working with you in the future.

Sincerely,

Maria Tsakopoulos-Campanella  
Chicago Department of Aviation

cc: Chicago Board of Ethics  
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Angela Manning  
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