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**Fw: Aurora Airport PAC #3 on Tuesday, May 3**

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**From** Brandy Steffen <brandy.steffen@jla.us.com>  
**Date** Mon 5/2/2022 10:26 AM  
**To** Jennifer Winslow <Jen.winslow@jla.us.com>

Here's the one update to the previous summary. Do you have time to update?

**BRANDY STEFFEN | JLA PUBLIC INVOLVEMENT**

Talent Officer + Senior Program Manager + Partner

She/Her » [Why pronouns matter](#)

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Office Hours 9–5 p.m. Monday–Friday; currently not scheduling meetings on Friday » [Check my availability](#)

*JLA Public Involvement has moved (effective 5/1/22): 123 NE 3rd Ave, Ste 210, Portland, OR 97232*

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**From:** Brandy Steffen <brandy.steffen@jla.us.com>  
**Sent:** Monday, May 2, 2022 10:11 AM  
**To:** Neamtzu, Chris <neamtzu@ci.wilsonville.or.us>  
**Cc:** Ottenad, Mark <ottenad@ci.wilsonville.or.us>; PECK Heather <heather.peck@odav.oregon.gov>  
**Subject:** Re: Aurora Airport PAC #3 on Tuesday, May 3

Hi Chris,

Sorry about that mistake! I will of course update the minutes to reflect your attendance. We'll see you tomorrow afternoon!

Thanks,

**BRANDY STEFFEN | JLA PUBLIC INVOLVEMENT**

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**From:** Neamtzu, Chris <neamtzu@ci.wilsonville.or.us>  
**Sent:** Monday, May 2, 2022 9:52 AM  
**To:** Brandy Steffen <brandy.steffen@jla.us.com>  
**Cc:** Ottenad, Mark <ottenad@ci.wilsonville.or.us>  
**Subject:** RE: Aurora Airport PAC #3 on Tuesday, May 3

Hello Brandy,

Small correction, the attached minutes show me as absent for the last meeting, the worksession. I was indeed in attendance, perhaps in the wrong location to be accounted as present. In any event, I would appreciate it if the minutes were corrected to show my attendance at the last meeting.

Please let me know if there are any questions.

Thank you,  
Chris

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**From:** Brandy Steffen <brandy.steffen@jla.us.com>  
**Sent:** Friday, April 29, 2022 3:51 PM  
**Cc:** LUCAS Sarah <Sarah.LUCAS@odav.oregon.gov>; PECK Heather <heather.peck@odav.oregon.gov>  
**Subject:** Re: Aurora Airport PAC #3 on Tuesday, May 3

[This email originated outside of the City of Wilsonville]

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Hello PAC Members,

We look forward to seeing you next Tuesday at 3:00 pm. Just a few reminders for the meeting:

1. **The agenda is attached.** We are shifting the focus of this meeting to revisit what is included in an Airport Master Plan and to be responsive of PAC member's requests to answer questions raised at previous meetings.
2. **The working session summary (04/05/22) is attached.**
3. **You will get the Zoom login information one day and one hour before the meeting.**
  - a. Please only use your unique login information; don't share with others or it will create name duplications.
  - b. We will be asking all duplicate names to correctly identify themselves or they will be removed from the meeting.
  - c. Here are [written instructions](#) for renaming yourself or a [short video tutorial](#).
  - d. Please let me know if you have any issues with joining the meeting.

Thanks,

**BRANDY STEFFEN | JLA PUBLIC INVOLVEMENT**

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**From:** Brandy Steffen  
**Sent:** Thursday, April 21, 2022 4:03 PM  
**Cc:** LUCAS Sarah <[Sarah.LUCAS@odav.oregon.gov](mailto:Sarah.LUCAS@odav.oregon.gov)>; PECK Heather <[heather.peck@odav.oregon.gov](mailto:heather.peck@odav.oregon.gov)>  
**Subject:** Aurora Airport PAC #3 on Tuesday, May 3

Hi PAC members,

**We look forward to seeing you at PAC meeting #3 from 3-5 pm on Tuesday, May 3.** We are shifting the focus of this meeting to revisit what is included in an Airport Master Plan and to be responsive of PAC member's requests to answer questions raised at previous meetings.

The FAA is currently reviewing Chapters 1-3, as well as all the comments collected during our PAC meetings, first public open house, through the website and survey, as well as those emailed directly to us.

Thank you for working with us through this project and the slightly changing schedule. We value your comments and input, as well your efforts to keep your constituents informed of the project. Comments are always welcome through the website or via email to Heather Peck, [heather.peck@odav.oregon.gov](mailto:heather.peck@odav.oregon.gov). Please note that we'll have clear comment deadlines for the PAC and the public as we continue to move through the chapter development of the Airport Master Plan. We're developing a revised schedule graphic to help explain the next steps.

**We look forward to seeing you on Tuesday, May 3.** Watch for reminder emails from Zoom with the login information (please be sure to check your junk folder if you don't receive it).

Take care,

**BRANDY STEFFEN | JLA PUBLIC INVOLVEMENT**

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