

**Magnolia Bridge Planning Study**

**Open House Plan**

Rev. May 31, 2019

*OBJ: Share outcomes of the planning study and next steps toward maintaining access to Magnolia*

<b>Task</b>	<b>Action</b>	<b>Responsible Staff</b>	<b>Schedule</b>
Meeting announcement	Listserv announcement reminder DON newsletter Magnolia Blog FB event and tag MCC, Chamber, etc.	Miguela Dawn/Angela Dawn Dawn/Casey	Complete COB 6/3
Display board development	Boards: <ul style="list-style-type: none"> <li>• Standard Mag Bridge inspections/maintenance description– 1</li> <li>• Study area/description- 1</li> <li>• Emergency plan details -1</li> <li>• 4 alternatives studied, cost range, travel times - 4</li> <li>• Evaluation matrix, component layout - 1</li> <li>• Schedule w/Interbay study and Ballard Bridge Study -1</li> <li>• Intercept survey - 1</li> <li>• Ballard Bridge Study project area/description - 1</li> </ul>	Dawn/Miguela/Wes	Text complete 6/3 To Mayumi by 6/4 Complete by COB 6/5
Meeting logistics/staffing	Stations: <ul style="list-style-type: none"> <li>• Sign-in table -Dawn/Niki</li> <li>• Maintenance/emergency plan-Matt</li> <li>• Alternative descriptions—Kit/Wes/Marni/Lisa</li> <li>• Next steps-Bill/Brian</li> </ul> Materials: <ul style="list-style-type: none"> <li>• 11 Easels</li> <li>• 10 sign-in sheets</li> <li>• Nametags (Wes Ducey, Kit Loo, Matt Donahue, Dawn Schellenberg, Bill LaBorde, Marni Heffron, Lisa Reid, Brian Chu, Angela Rae, Jonathan Lewis, Elliot Helmbrecht)</li> <li>• Comment cards</li> <li>• Ballard Bridge Planning Study business cards</li> <li>• Tablecloth</li> <li>• Pens</li> <li>• Directional signs</li> <li>• Tape/scissors/etc.</li> </ul>	Niki	