



RATIO DESIGN
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MEETING SUMMARY

PROJECT Durham Outdoor Aquatics Project

RATIO PROJECT NO 21410.000

DATE/TIME February 21, 2021; 2:00pm

PURPOSE Core Team Meeting

HELD AT Microsoft Teams

PARTICIPANTS **City of Durham**
Jason Phelan, Stacey Poston, Henri Prospero, Fallon Thompson (GSD)
Tom Dawson, Jason Jones, Mary Unterreiner (DPR)

Design Team
Lisa Esterrich, Andrew Harrell, John Jackson (RATIO)
Jackie Turner (JTC)
Miklos Valdez (CH)

Introductions

- Mik Valdez and Andrew Harrell introduced themselves.
- Jason P. stated that he will open future core team meetings 10-15 minutes early for any internal coordination discussions.

Comments/synopsis on Kick-off meeting

- Everyone shall provide meeting summary comments within one week (2/28).
- (Thomas D.) There is a potential for collaboration on engagement with upcoming events at Hoover Road Park across the street from Wheels.

Site Visit Update

- Thomas D. to provide current R. Kelly Bryant Trail alignment, last modified by Kimley-Horn via PDFs.
- RATIO to send drone flight for aerial imagery. Coordinate with DPR for any approvals or access needed. Drone flight needs to be for public use and abide by FAA guidelines.

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- Need to schedule architect and structural engineer site visits, to be coordinated with DPR for access to facilities.
- RATIO will compile comments from the site visits on the site maps.

Upcoming Engagement Activities

- Drafts of several **draft** engagement documents were sent to Mary U. for review and comment: Public Engagement Plan (PEP), resident committee invitation, resident committee list (LGBTQ perspective and Long Meadow pool user added to the list); and more.
- Jackie T has started a stakeholder groups list to engage with and/or attend their respective meetings, and an event list.
- JT will rely on input from the resident committee and the project team to help build a combined list of DPR events to attend. Target outreach would be approximately March – early May. Core Team to comment on events that would be most impactful to attend and who could attend.

Review Proposed Website Content

- The design team started working with an external website designer, Andrea Haydon, to outline site content. The design team has prior experience with this website /graphic designer specifically on park projects.
- The original consultant contract proposed providing content for DPR to host on its website. But previous meetings have steered the scope of work to have the design team create and host the project on an external site to be linked on DPR's and other partner websites.
- There was a stated preference on using a local or minority-owned business if possible for the website design. As website design was not part of the original scope, the team did not consider this discipline at the time of team formation. The addition of Ms. Haydon does not change the original WBE/MBE goals established in the RFP. For the future, it is good for prime consultants seeking web services to know of the local, minority-owned website designer.
- Website questions/issues:
 - Mary U. asked about the decision for the design team to host the website instead of DPR. The design team can continue with this understanding, but Mary U. will investigate further.
 - The design team showed an example of a park website to model, organized into:
 - Projects
 - History; Previous Reports; FAQ's, 2015 Pool Assessment Study Recommendations, Long Meadow Pool analysis);

Site Analysis; Design, and more categories to be added as needed.

- Meetings + Events
 - Team
 - (Lisa E) How should the team be represented on the website? Should individual team members be listed? Just departments? The project consultants?
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 - Take Action or Get involved or Follow the Projects.
- (Jackie T) When comments/questions are submitted who fields them and sends to the appropriate team member(s)?
 - (Thomas D.) Info@DPR is an existing mechanism to distribute comments to people. ([DPR member to confirm name](#))
 - (Jackie T.) Would prefer to separate this project from other park project questions though it was mentioned that the monitor of the email was proficient at disseminating the questions from Info@DPR
 - Thomas D. & Mary U. to collaborate on the best way to receive and disseminate public digital feedback.
 - (Jason J.) "*Splash Durham*" was used for the 2017 Durham Aquatics MP. Do we want to create a new DPR domain that would also brand the project?
 - (Jason P.) Should we come up with a better public title? Durham Outdoor Aquatics may not be exciting enough. Is there a better brand we want to go with?
 - Jackie has an exercise to spark project naming that she will send to Jason P and Lisa for Core team brainstorming.
 - (Jackie T.) showed a draft FAQ handout, highlighted the format and graphic background as an example of a theme that would be carried through on the website, presentation, engagement materials, etc.
 - (Jackie T.) had hoped the website would be online prior to sharing announcing the project. It is highly preferred to have a website **live** before any public engagement events, though we can pursue internal and committee meetings.
 - (Thomas D). Referenced a script for the mid-July 2021 PAC 1 meeting. Jackie will review the formal script and incorporate relevant information into the user-friendly FAQs.
 - Jason J requested and reminded the team that a strong explanation is needed for why rebuilding the 59-year old Long Meadow Pool in the same spot, but at a higher elevation out of the floodplain, is not feasible or is cost-prohibitive. Would like Mik of

C-H to create graphics, maps with buffers, sections, stories, data to help explain the floodplain issues and the effects on operation to the community..

- The 2015 *Assessment* of all pools in Durham described Long Meadow Pool as in a state of functional obsolescence and recommended taking it offline within 5-years due to floodplain conditions, **geography, location in the city (East End is nearby) and cost???**.
- Not wanting to get ahead of the process, but there is the potential to meet one or maybe two high-priority goals of the Durham Aquatics MP by building a pool and sprayground in East Central Durham. This will be determined by the public engagement process.
- Duke Park Pool was removed without plans for a replacement and we want to avoid that with this project.

Action Items

- **RATIO** to update the schedule to reflect real time
- **DPR/GSD** - Core team provide comments on meeting summary by (2/28)
- **RATIO & DPR** schedule architect and structural engineer site visits by 2/25
- **Mary** to review and comment on draft materials by 2/25
- **JTC** to submit more detailed draft PEP by 2/25
- **JTC** to send out invitations with a poll to set up first Resident Committee meeting - 2/28
- **RATIO** to guide creation of draft website but needs domain name and overall project email by March 1 for internal messaging process for public comments. Need to make sure Spanish translation is offered on the web hosing platform
- **JTC** to send out inspiration words for core team to brainstorm name/branding for the project by 2/25
- **Mik** to prepare a statement/graphic explaining Long Meadow Assessment issues and feasibility of remaining on same site

Any additions or corrections to these Minutes should be submitted in writing to RATIO within seven (7) days of receipt. Otherwise, these Minutes stand as correct.

Respectfully submitted,



Andrew Harrell
Landscape Architectural Graduate