

September 27, 2021

Lexington Community Center
Recreation Department
39 Marrett Road
Lexington, MA 02421
Attn: Melissa Battite, Director of Recreation and Community Programs

Re: **Project Update | Comprehensive Study of Athletic and Outdoor Recreation Facilities**

The following is an overview of the project and progress to date:

1. **Project overview** – As the study continues, the project overview below is left intact to remind us of the purpose of this effort. The athletic field study was borne out of the Minuteman Sports Complex venture not being approved. Ultimately citizens of Lexington were unclear if the complex was needed based on the available athletic facilities and current demand. The desired/expected outcomes are as follows:

- Determine the benefit of installing sports lighting to programming and field use
- Optimize available fields for better use of space through reconfiguration/ expansion
- Safety/end of life 1st priority
- Evaluate the impact of installing additional synthetic turf fields on field availability and condition
- Evaluate/identify the need for purchasing a site for field expansion or pursuing a public/private partnership

2. **Accomplished to Date**

- Town field programming/scheduling inventory is complete
- Ongoing coordination between the Town and consultant to validate data continues
- Field capacity analysis is complete and under review by the Town
- Draft existing conditions reports are complete and are under review by the Town
- A project stakeholder meeting was held on September 20, 2021 to provide a project overview and solicit input regarding level of use and participation by each sports organization
- A public engagement session has been scheduled Tuesday, October 5th to review the project with the community at large

3. **Next Steps**

- Coordinate with school officials on recess and physical education.
- Stakeholder interviews, demographics, and field use inventory matrix. Receive stakeholder input by October 1.
- Review school demographic data/enrollment projections.
- Finalize field use matrix and demand analysis.
- Schematic options for field renovation improvements, expansion/reorganization, conversion to synthetic turf, lighting
- Review anticipated imminent improvements and their relationship to this study

4. **Basic Project Timeline**

See following page for more information

Basic Project Timeline Table

Project Task	Anticipated Completion Date
1. Kickoff meeting	July 2021
2. Project team meetings	On-going
3. Meetings with community stakeholders	Sept/Oct 2021
4. Information and data collection	Ongoing 2021
5. GIS/aerial mapping	July 2021 (Complete)
6. Budget, options, and alternatives	Oct 2021
7. Draft Report	Sep/Oct 2021
8. Action plan with prioritized improvements	Oct/Nov 2021
9. Final Report	Nov/Dec 2021