

February 8, 2022

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 has been reviewed by the Town
- Draft existing conditions reports are complete and have been reviewed by the Town
- A virtual meeting was held on October 5, 2021 to review the project with the community at large
- Additional project stakeholder meetings were held on Oct 27, Dec 15, Jan 13, and Jan 27 to provide a project overview and solicit input regarding level of use and participation by each sports organization
- Conducted stakeholder interviews to review data and discuss the needs of individual groups, demographics, and put together a field use inventory matrix.
- Solicited additional data from field users regarding field rental and use outside of town and at private institutions other than Town owned land
- Coordinated with school officials on recess and physical education and demographic data/enrollment projections.
- Coordinated with Conservation Commissioner.
- Finalized field use matrix and demand analysis as well as Field Balance conditions.
- Evaluated the feasibility of making improvements to all sites within the study including field renovations, expansion, reorganization, or conversion to synthetic turf, and the addition of field lighting.
- Prepared schematic plans of potential options for the contemplated improvements and reviewed with the Town.
- Prepared cost analyses for existing and proposed scenarios

3. Next Steps

- Prioritize vetted schematic options for incorporation into and action plan.
- Draft Master Plan report for review by town and stakeholders.
- Finalize proposed schematic options and costs
- Review anticipated imminent improvements and their relationship to this study
- Final Report due

4. Basic Project Timeline

Project Task	Anticipated Completion Date
1. Kickoff meeting	July 2021 (Complete)
2. Project team meetings	On-going (Sep 20, Oct 27, Dec 15, Jan 13, Jan 27)
3. Meetings with community stakeholders	Sept/Oct 2021 (Complete)
4. Information and data collection	2021- 2022 (Complete)
5. GIS/aerial mapping	July 2021 (Complete)
6. Budget, options, and alternatives	Jan- Feb 2022 (Complete)
7. Draft Report	Feb 2022
8. Action plan with prioritized improvements	Feb- March 2022
9. Final Report	March 2022