

Virginia Key Beach Park Trust

Park Operations Schedule - 2005

June	Activity	Goals & Objectives	Comments	Results
2	Meeting with City of Miami Parks Department	Discuss details and SOW of the City Parks land clearing project (200k)	Proceed with City of Miami Project plan; Clears brush and Brazilian pepper from shoreline areas and some select recreation features.	
6	VKBPT Board Meeting	Recommendations in Planning & Construction committee need VKBPT Board approval	Recommendations: (1) VKBPT office location and (2) the purchase of a VKBPT pick up truck for Park maintenance and operations.	Both recommendations were approved.
21	Meeting with City of Miami Department of Capital Improvement Projects	Finalize the parking lot design plan and the timelines for the construction phase of the project.	Finalize designs and costs.	
21	VKBPT Planning & Construction Committee Meeting	Discuss land acquisition project from Miami-Dade County; Discuss VKBP Buoy line Project; Discuss details of the VKBPT Office move to beach park;	Recommendations: (1) The Entry Road Planning, Design & Construction (2) The Nature Center Planning, Design & Construction (3) Land Clearing at VKBP - City of Miami Project (4) The adoption VKBPT vehicle (truck) policy	
24	Architectural Competition Closes	Receive all RFQ responses from interested architectural firms and designers.	Competition closing is at 1pm. Important to be at the Clerk's office 1hr before closing - 12 noon.	
28	G.O.B. Press Conference Kick-Off at VKBP	Positive impression for VKBP; County-wide exposure;	Site cleaning and prep plan; City of Miami Parks will cut lawn. Spray for mosquitoes; Open park property at 630-7am.	
	Construction Highlights	Completion of parking lot design plans; completion of the IMDC electrical PSA; purchase VKBP Bear Cut current surveying device;		

July	Activity	Goals & Objectives	Comments	Results
7	Meeting with City of Miami Parks Department	Finalize the land clearing project (200k)		
11	VKBPT Board Meeting	Display the future park development plans for VKBP.		
16	VKBPT hosts families on the park	Highlighting local pioneer families and their connection to Miami and VKBP	VKBPT Development Committee;	
19	Meeting with City of Miami Department of Capital Improvement Projects	Discuss capital budget for VKBP and CIP's possible involvement. Discuss GOB funding and VKBPM.		
19	VKBPT Planning & Construction Committee Meeting			
	Construction Highlights	Force Main & Sanitary Sewer Project Completion; Roadway paving on Sanitary Sewer project completion; GOB Funding Approvals; SNP Funding Approvals; Purchase of the Bear's Cut current study device.	The sanitary sewer project completion allows for flushing toilets and fully operational restroom facilities. The roadway paving includes the intersection of Rickenbacker Causeway at Virginia Beach Drive, Virginia Beach Drive, widening of the North Park vehicular drive, the removal and repaving of the South vehicular road to pedestrian. the current study will begin lasting 12 months.	

August	Activity	Goals & Objectives	Comments	Results
4	Meeting with City of Miami Parks Department			
16	Meeting with City of Miami Department of Capital Improvement Projects			
	Construction Highlights	Parking lot construction project contractor selected; No VKBPT committee or Board meetings; No City or County Commission meetings;	The parking lot construction project is estimated at 8-9 months; No VKBPT committee or board meetings will slow the ability to pass construction recommendations; No City or County meetings may slow the availability of GOB until there are city and county approvals;	

September	Activity	Goals & Objectives	Comments	
1	Meeting with City of Miami Parks Department			
12	VKBPT Board Meeting			
20	Meeting with City of Miami Department of Capital Improvement Projects			
20	VKBPT Planning & Construction Committee Meeting			
30	VKBPT Staff Office space moves to VKBP			
	Construction Highlights	GOB funding should be available for VKBPT capital projects; parking lot construction begins - is scheduled for approx. 8-9 months;	Several major capital projects include but are not limited to carousel installation, mini train and track, nature center design and construction, park electrical installation, walk way paving; additional parking areas, entry way access road design and construction, shoreline promenade.	

October	Activity	Goals & Objectives	Comments	Results
3	New Fiscal Year - FY 2005-06			
3	VKBPT Board Meeting			
6	Meeting with City of Miami Parks Department			
18	Meeting with City of Miami Department of Capital Improvement Projects			
18	VKBPT Planning & Construction Committee Meeting			
	Construction Highlights	The VKBPT staff offices would relocate to the park site; the VKBP architect will be selected;	Plans for the VKBPT office relocation are underway, GE portable will be contracted to develop the office site adding electric, water, sewer and telephone data connections. The VKBPM architect will develop working drawings in approx. 6 months.	

November	Activity	Goals & Objectives	Comments	Results
3	Meeting with City of Miami Parks Department			
7	VKBPT Board Meeting			
15	Meeting with City of Miami Department of Capital Improvement Projects			
15	VKBPT Planning & Construction Committee Meeting			
	Construction Highlights			

December	Activity	Goals & Objectives	Comments	Results
1	Meeting with City of Miami Parks Department			
5	VKBPT Board Meeting			
20	Meeting with City of Miami Department of Capital Improvement Projects			
20	VKBPT Planning & Construction Committee Meeting			
	Construction Highlights			

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January	Activity	Goals & Objectives	Comments	Results
5	VKBPT Board Meeting			
9	Meeting with City of Miami Parks Department			
17	Meeting with City of Miami Department of Capital Improvement Projects			
17	VKBPT Planning & Construction Committee Meeting			
	Construction Highlights	Current study of Bear's Cut is 50% complete;	The current study should start to show what areas of the beach are favorable for swimming.	

February	Activity	Goals & Objectives	Comments	Results
2	VKBPT Board Meeting			
6	Meeting with City of Miami Parks Department			
21	Meeting with City of Miami Department of Capital Improvement Projects			
21	VKBPT Planning & Construction Committee Meeting			
	Construction Highlights			

March	Activity	Goals & Objectives	Comments	Results
2	Meeting with City of Miami Parks Department			
6	VKBPT Board Meeting			
21	Meeting with City of Miami Department of Capital Improvement Projects			
21	VKBPT Planning & Construction Committee Meeting			
	Construction Highlights			

April	Activity	Goals & Objectives	Comments	Results
3	VKBPT Board Meeting			
6	Meeting with City of Miami Parks Department			
18	Meeting with City of Miami Department of Capital Improvement Projects			
18	VKBPT Planning & Construction Committee Meeting			
	Construction Highlights	VKBPM architectural designs and working drawings are complete; Landscape designs for the park are complete; parking lot construction, landscaping and lighting is complete.	With the completion of the VKBPM designs and working drawings the VKBPM groundbreaking can take place. Landscape designs for the entire park would conclude along with the final designs of the VKBPM - Landscaping for the entire park could begin leaving approx. 3-6 months for further growth and fill in. Parking lot is complete and operational.	

May	Activity	Goals & Objectives	Comments	Results
1	VKBPT Board Meeting			
4	Meeting with City of Miami Parks Department			
16	Meeting with City of Miami Department of Capital Improvement Projects			
16	VKBPT Planning & Construction Committee Meeting			
	Construction Highlights			

June	Activity	Goals & Objectives	Comments	Results
1	Meeting with City of Miami Parks Department			
5	VKBPT Board Meeting			
20	Meeting with City of Miami Department of Capital Improvement Projects			
20	VKBPT Planning & Construction Committee Meeting			
	Construction Highlights			

July	Activity	Goals & Objectives	Comments	Results
3	VKBPT Board Meeting			
6	Meeting with City of Miami Parks Department			
18	Meeting with City of Miami Department of Capital Improvement Projects			
18	VKBPT Planning & Construction Committee Meeting			
	Construction Highlights	Current study of Bear's Cut is complete;	The current study shows what areas of the beach are favorable for swimming.	

August	Activity	Goals & Objectives	Comments	Results
3	Meeting with City of Miami Parks Department			
15	Meeting with City of Miami Department of Capital Improvement Projects			
	Construction Highlights	No VKBPT committee or Board meetings; No City or County Commission meetings;	No VKBPT committee or board meetings will slow the ability to pass construction recommendations; No City or County meetings may slow city and county approvals;	

September	Activity	Goals & Objectives	Comments	Results
7	Meeting with City of Miami Parks Department			
11	VKBPT Board Meeting			
19	Meeting with City of Miami Department of Capital Improvement Projects			
19	VKBPT Planning & Construction Committee Meeting			
	Construction Highlights	All concessionaire contracts finalized; picnic tables, grills, trash cans installed;	Concessions and food vendor contracts are completed. Picnic equipment installed and ready for use.	

October	Activity	Goals & Objectives	Comments	Results
2	New Fiscal Year - FY 2006-07			
2	VKBPT Board Meeting			
5	Meeting with City of Miami Parks Department			
17	Meeting with City of Miami Department of Capital Improvement Projects	Opening Day presentation from Park Operations;		
17	VKBPT Planning & Construction Committee Meeting	Opening Day presentation from Park Operations;		
30	DRY RUN - Park Opening			
	Construction Highlights	All groundskeepers and maintenance staff on VKBPT payroll;	Park staff is ready to perform dry run on park operations - ready for public use.	

November	Activity	Goals & Objectives	Comments	Results
2	Meeting with City of Miami Parks Department	Opening Day presentation from Park Operations;		
6	VKBPT Board Meeting	Opening Day presentation from Park Operations;		
11	OPENING DAY at VKBP			
21	Meeting with City of Miami Department of Capital Improvement Projects			
21	VKBPT Planning & Construction Committee Meeting			
	Construction Highlights	Park opens to the public;	First month of public use of park is completed, troubleshooting and park operations refinement.	

December	Activity	Goals & Objectives	Comments	Results
4	VKBPT Board Meeting			
7	Meeting with City of Miami Parks Department			
19	Meeting with City of Miami Department of Capital Improvement Projects			
19	VKBPT Planning & Construction Committee Meeting			
	Construction Highlights			

