

National Roads Authority
Minutes of the Twentieth Meeting of the Board held at the
Cayman Islands Civil Service Association Co-operative Credit Union
Conference Room, Thomas Russell Way, George Town,
Grand Cayman, Thursday, February 16, 2006 at 3:00p.m.

Present: J L Hurlston Chairman
Troy Whittaker Deputy Chairman
Colford Scott
Debra Welcome
Michael Barnett
Edward Howard

Lois A. Hall Executive Secretary

Apologies: Gina Ebanks-Petrie (due to illness)
Carson Ebanks

Absent: Steve McField
Nicholas Johnson
Justin Woods

1. **Call to Order**
The Chairman called the meeting to order at 3:10 p.m. and convened with a word of prayer.
2. **Opening Remarks**
The Chairman welcomed members in attendance to the meeting.
3. **Minutes of previous meetings**
Amendment to heading of previous meeting to read 'National Roads Authority Minutes of the Nineteenth Meeting of the Board' instead of 'National Roads Authority Minutes of the Eighteenth Meeting of the Board'.

That being the only amendment the minutes were accepted.
4. **Matters Arising**
 - (i) **General Report by MD**
 - a. **Staff**
The Chairman again reminded the Board Members that input regarding the Personnel Policy Manual is still being requested.

b. Tenders

A directive was received from the Ministry requesting that all projects and goods (purchased) in excess of \$20,000 must be done by public tendering and not by pre-selection. These will be done by the National Roads Authority. Amounts of \$100,000 and more are to be processed through the Central Tendering Committee (CTC).

It was noted that this requested process of tendering will affect work on the Esterley Tibbetts Highway extension.

c. Paving

It was noted that there was a problem regarding quality control of paving. It was also noted that Island Paving has the monopoly being the only current supplier of paving. Areas not satisfactorily paved by Island Paving should be marked out, brought to the attention of Island Paving with a request to be re-done.

It was suggested that there needs to be a Quality Controller on the site of projects from both Island Paving and the NRA.

It was noted that the NRA needs to be accountable for the quality work done, so as not to be accused of being incompetent. This was noted on the Clarinda Bay Wall (not completed in the projected 6 months), the John McLean Drive (quality of finish not good) and the Midland Acres to Breakers (quality of material not up to standard) projects. Therefore the need to relay to the Ministry problems and difficulties (e.g. with materials supplied and suppliers) encountered on various projects. It was also noted that communication between the Ministry and the NRA could be better if at least two representatives from the Ministry attends the scheduled Board Meetings, and the need for synchronizing of projects between the Ministry and the NRA.

d. Road Register

Work on this project continues. By using the existing Road Atlas, a list has been compiled of the condition of each road and how much it will cost to upgrade each road to the next level. This list will also indicate public and private roads.

e. School Signals/Speed Limits – Red Bay & Savannah Primary Schools

Newly installed speed zone warning signals at the Red Bay Primary and Savannah Primary Schools have been activated. The flashing lights will remind motorists to reduce speed to 15mph as they are approaching a school zone. The lights will be on Mondays to Fridays 7:30am – 8:45 am and 2:30 pm – 3:30 pm. Police will be

present to ensure motorists adhere to the new speed zones. The Minister has requested that a sign be erected indicating the speed zone ahead.

- f. Roundabout – Elgin Avenue
Tentative date of completion for this project is March 2006. Tenders for curbing are being formulated for release to the press shortly.
- g. Esterley Tibbetts Highway Extension (Hyatt to Indies Suites)
Work on this project was temporarily suspended in order that the detailed account of the trucks (make, model and load capacity) and material used on this project be properly done. Undisputed payments for materials received for this project will be paid and the disputed sections will be sorted out on Mr. Barnett's return from vacation.

The outstanding issue with the owner of Mitzie's Fine Jewelry in regards to payment for land required for the highway extension has been resolved.

- h. Kirk Motors/Dorcy Drive – roundabout
The design for the mini roundabout at the Kirk Motors intersection will be implemented on a temporary basis prior to paving. Minor amendments can be done before paving is done. This is seen as a low cost solution to the traffic problem at this intersection. It was suggested that the police be consulted to monitor the roundabout on its implementation. The police, GIS and the media is expected to be notified of the implementation of the roundabout.

It was noted that there might be a problem with the thermo plastic markings, however once the function of the roundabout is satisfactory, paving and new stripes will be done.

(ii) Financial Report

At the end of the seven month period ending January 31, 2006 the NRA remains within the budget. With seven months gone in the budget year, expenditure on NRA 2 amounts to \$2,847,312 which represents 61% of the annual budget.

Regarding executive assets, expenditure to January 31, 2006 amounts to \$1,719,062 which is 18% of the annual budget. This is expected to increase over the coming months.

A further \$38,000 has been requested for equity injection, but this has not yet been received. Once received, this will be 67% of the budget for the year.

Based on the figures for the seven months ended January 31, 2006 the NRA should be able to accomplish its objectives with the budget.

It was noted that the Ministry is billed monthly based on outputs, however suppliers are unable to wait that long. Mr. Barnett will arrange a meeting with the new Chief Financial Officer (who will forward this request) to request an advance from the Ministry.

The audit for the financial year 2004/2005 has started and is expected to be completed in two – three weeks.

It was noted that the (annual) three year budget for the upkeep of roads although discussed is not being done.

5. **Other Business**

(i) Gazette – location of National Roads Authority offices

The location of the National Roads Authority is to be gazetted. The request along with details to be gazetted is to be sent to the Government Information Services.

(ii) Street lights

An inventory of street lights is to be done (indicating lights working/not working).

(iii) NRA offices

The NRA section on the PWD compound has been fenced off. The rubber tire vehicles are parked on a spray and chip area. More work is expected to be done in regards to shelves and storage facilities.

It was suggested that the NRA could do its own press releases and to be pro-active.

(iv) Road User Charges

Research on this project is currently being done by Mr. Howard and findings will be presented for discussion at a later date.

(V) Clarinda Bay Wall

It was noted that this is the first sea wall being built by the NRA and it is within budget. Construction of the remainder of the wall is to be tendered.

6. **Next Meeting**

The next scheduled meeting is Thursday, March 16, 2006.

7. **Adjournment**

The meeting was adjourned at 4:45 pm.

Confirmed: [Signature]