

**National Roads Authority
Minutes of the Twenty-First Meeting of the Board held at the
Department of Environment Conference Room
North Sound Road, George Town,
Grand Cayman, Thursday, March 16, 2006 at 3:00p.m.**

Present: J L Hurlston Chairman
Troy Whittaker Deputy Chairman
Michael Barnett
Edward Howard
Gina Ebanks-Petrie
Justin Woods (arrived late)

Lois A. Hall-Vaughan Executive Secretary

Apologies: Debra Welcome (due to illness)
Carson Ebanks
Colford Scott (off the island)
Nicholas Johnson

Absent: Steve McField

1. Call to Order

The Chairman called the meeting to order at 3:05 p.m. and convened with a word of prayer.

2. Opening Remarks

The Chairman welcomed members in attendance to the meeting noting the difficulty over the months in maintaining a quorum for the meetings.

The Chairman requested the purchase of a Minute Book for future filing of the Minutes of the NRA Board Meetings. This is to be done.

3. Minutes of previous meetings

The minutes previously circulated by email were accepted as is and seconded.

4. Matters Arising

(i) General Report by MD

a. Staff

The Chairman again reminded the Board Members that input regarding the Personnel Policy Manual which was circulated in October 2005 is still being requested. It was suggested that inputs could be done by the time the Human Resources Manager returns April 2006 from Maternity leave.

It was noted that it would be good to have such a document done with the possibility for future review and also to be used as guidelines.

It was reported that the post of IT Administrator has been advertised. It is anticipated that an appointment to that position and a report will be done by the next meeting.

b. Paving

A down payment has been made to Island Paving for the paving equipment, of which there is no definite date of arrival on the island. In the interim, a crew is to be trained to operate the expected paving equipment. It is possible that equipment may be borrowed from Island Paving to conduct the training. It was suggested to contact personnel from NAPA to conduct this training with certificates to be issued at the end. Training of the NRA work crew will further enable quality control.

c. Road Register

By utilizing the existing Road Atlas, a list is being compiled indicating the condition of each road and the cost to upgrade each road to the next level. It is noted that this will need to be upgraded each year. It is proposed that on completion a copy be presented to the Board.

It was suggested that when the Road Register is in place, that the NRA be part of the total package when decisions are to be made on which roads to be built and upgraded with available funds.

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

The decision to amend the Traffic Law to enforce a 15mph speed limit in the school zone is still to be decided by the Minister.

e. Roundabout – Elgin Avenue

The tendering process for the curbing has slowed progress again on this project. This is as a result of the last tenders submitted being way above the expected budget of \$180,000. It is proposed to the CTC that the NRA do the required work or re-tender. A reply is expected from CTC by Friday, March 17, 2006.

Drilling of the remaining wells has been put on hold to allow Esso and Texaco time to verify the location of their respective underground fuel lines. It was suggested that a time frame be given

to the companies to locate these lines. It was also suggested that once these are located they are GPS.

Tenders for the hot mix asphalt have been advertised and is currently awaiting a decision from CTC.

With the overbidding of the curbing tenders and the suspension of drilling, the hot mix asphalt is on hold as this the last phase of the project.

- f. Esterley Tibbetts Highway Extension
Excavation and fill are now complete in the Palm Heights/Snug Harbour Area. Excavation and fill are now in progress between Snug Harbour and Mitzi's Jewellery. An order has been placed for basal geo-textile (due in approximately six weeks) for use in stabilizing soft soil in the Canal Point area.

- g. Kirk Motors/Dorcy Drive – roundabout
The design markings on the road are to be done. On commencement, the duration of this project is expected to be six (6) weeks. There is a possibility that the concrete work crew will be reassigned from the Hyatt to work on this project.

- h. Clarinda Bay Wall
The NRA has now completed the structural part of the wall. Tenders are all now in for construction for the remaining top 2ft of the wall (400ft long x 2ft high). A contract has been awarded to a local wall builder for completion of the top (non-structural) part of the wall.

- i. Street lights
The question was raised if the NRA knows exactly how much working street lights it is being charged for on a monthly basis. An inventory of lights is to be provided by CUC. This list will be verified by the NRA of lights working/not working at nights.

The suggestion was made to use solar lights which would be expensive initially but cost effective in the long run.

- j. Gazette – location of National Roads Authority offices
The Notice requesting the location of the NRA offices have been sent. This is expected to be in the next publication of the gazette (Gazette # 6 – 2006) due Monday, March 20, 2006.

(ii) **Financial Report**

The eight months period ended February 28, 2006 the NRA remains within the budget.

With the eight months gone in the budget year, our expenditure on NRA 2 amounts to \$3,174,779 which represents 69% of our annual budget.

Regarding executive assets our expenditure to February 28, 2006 amounts to \$2,218,398 which is 25% of our annual budget. This is expected to increase significantly over the coming months.

We have requested a further \$38,000 for equity injection, but this has not yet been received. Once received, this will put the NRA at 67% of the overall budget for the year.

Based on the figures for the eight months ended February 28, 2006 the NRA should be able to accomplish its objectives with the budget.

The preparation of the 2006 – 2007 is currently in process. The proposed NRA 1, 2 & 3 budget for the year is \$5,151,194 an increase for \$76,126 or 1.5%. The executive assets and the equity injections have not yet been proposed. In the meantime estimates are being acquired for likely projects for the year. Once the amount for the executive assets has been agreed, a list of projects to be undertaken will be agreed with the Ministry.

5. Other Business

(i) Town Manager (New Appointment)

It was noted that the post of Town Manager for the district of George Town was advertised in the Caymanian Compass. This is as a result of the proposed restoration of George Town e.g. landscaping, installation of signs, painting of roads and will involve the contributions of various departments.

(ii) Drain Register

The Minister has requested a Drain Registry. It is noted that a register of this nature is currently not in place. It is proposed that a registry be done, with the possible assistance of summer students. However as the Minister may require this sooner, it may be conducted much earlier.

(iii) Savannah Gully/Seawall

A petition from residents affected in this area by the flooding was sent to the Governor for something to be done concerning this matter.

Consultants are now on the island meeting with the Permanent Secretary and other concerned agencies. The site was viewed and surveyed with a possible interim solution to be implemented until a long term solution can be achieved.

(iv) Cabinet Briefing

A date has not been scheduled for this meeting.

(v) Road repair

It was noted that the NRA need to ensure proper repairs to roads are done by utility companies who dig up the roads to install cables or lines e.g. Cable & Wireless and Water Authority. It was suggested that the NRA conduct the repairs and bill the respective companies, as at times there are problems with Island Paving to do the repairs.

Another suggestion is for guidelines to be set, with proposed fee schedules and charge fee for road repairs, with the Road Law amended to allow this.

There are also reservations re proposed trenching in the roads. This is to be reviewed by the NRA Board.

(vi) Computer Services

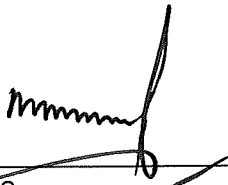
After Hurricane Ivan in 2004, quite a number of government agencies were relocated. This required new laying of fibre optic lines for networking by Computer Services. Computer Services would now like to run fibre optic lines on the West Bay Rd. or on the Esterley Tibbetts Highway. The NRA can object to this proposal and the decision will rest with the Board.

6. Next Meeting

The next scheduled meeting is Thursday, April 20, 2006.

7. Adjournment

The meeting was adjourned at 4:19 pm.



Signature
Board Chairman
Confirmation of Minutes – 16.03.06
Date: 20.04.06



Signature
Executive Secretary
Seconded: Confirmation of Minutes
Date: 20.04.06