
National Roads Authority
Minutes of the Two Hundred & Forty Seventh Meeting of
the Board of Directors
held in NRA Conference Room,
370 North Sound Road, George Town, Grand Cayman
Wednesday, 21st February 2018 at 9:30 a.m.

In attendance were:

Donovan Ebanks	Chairman
Gary Clarke	Deputy Chairman
Kenross Connolly	Director
David Arch	Director
Stanley Panton	Director
Paul Bodden Jr (Andy)	Director
Dane Walton	Director
Paul Parchment	Managing Director – NRA
Edward Howard	Deputy Managing Director
Priscilla Jackson	Acting Executive Secretary
Charles Brown	Observer, Ministry CPI

Attendees:

Hon. Joseph Hew	Minister, CPI
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Apologizes :

Tristan Hydes	Director Designate of Chief Officer, Ministry CPI
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1. Call to Order

The Chairman called the meeting to order at 10:00 am.

E.O. Attendance by Minister J. Hew

Minister Hew spoke briefly to a variety of issues concerning the NRA's forward planning schedule. He began by discussing several possible Public-Private Capital Projects that are in the negotiation stages but will ultimately have to be factored in to our overall schedule. These were namely:

PPP Capital Projects

1. Airport Connector Road from the ETH (new roundabout) to the Airport: This was discussed primarily relative to the commencement and completion of the Proposed Waste Management Facility. The main talking points were how could we partner to get this much needed road completed within or before the new garbage collection & treatment facility becomes a reality.
2. Dart's proposed New Hotel on WB Road: Tentatively scheduled for 2018.19

3. Extension of the EW Arterial from Hirst Road to Frank Sound: Minister spoke about the impending Port Development Plans in central GT and the need to improve the connections to the tourism products in East End & North Side (Kaibo/Rum Point). The prospect of a new private developer becoming involved in the project was discussed.

General Discussion

1. The Minister briefly discussed the requirements of the National Conservation Law as it relates to producing EIA statements relative to roads projects.
2. The Minister was briefed on the legal status of the LPH Project Phase II: matters discussed included the efforts made thus far with the Equestrian Center and the request for a WP meeting that has yet to be agreed.

Priority Projects

The Minister discussed four priority projects in detail:

1. Widening of Shamrock Road from Silver Oaks to Dr. Tomlinson Roundabout: notes related to Port Expansion in GT and the need for improved connectivity to alternate docking sites for the Cruise Ships.
2. Central WB Road Improvement Scheme: Overall aesthetics to be improved to reflect the national importance. Safety features to be of central focus and the Ministry and the NRA will need to convene the users group that will be tasked with this responsibility in the short term.
3. North Church Street: considerations have to be made for the eventual urban development of this road. Factors including the new intersection with the planned Godfrey Nixon Way Extension and expanded pedestrian facilities are of paramount importance.
4. Godfrey Nixon Way Extension: investigate the possible upgrades to Mary Street during the planning stages of this project. (Schedule for GT Port Development Project is central to NRA's planning considerations)

2. Minutes of Previous Meetings

- a. 10th January 2018 – confirmed and signed off
- b. 25th January 2018 – confirmed and signed off

3. Administration

3i. Proposed Legislative Review

Minutes of the 10th January 2018

The Board will hold an E.O. meeting at 9:30a on 17th January 2018 to continue the consideration of this item.

Minutes of the 25th January 2018

No update provided.

Minutes of the 7th February 2018

No update provided.

The Board agreed to hold an E.O. meeting at 9:30a on 14th March 2018 to continue the consideration of this item.

3ii. Funding – Post-retirement health benefits

Minutes of the 25th January 2018

The Board reaffirmed that the provision of \$750K in the 2018/2019 budget was to service the Post-retirement Healthcare Fund for the first 6 months of the budget period. It remained the hope of the Board that the proposal put to the Ministry back in September 2017 would be favourably considered and corresponding additional revenue would be available by the second half of 2018.

Observer Brown confirmed Mr. Hydes will provide a date with in the next week to meet with the Minister of Finance instead of meeting with caucus to discuss this issue.

Minutes of the 7th February 2018

No update provided.

Minister Hew will follow up on the meeting with the Minister of Finance.

3iii. Performance Appraisal – MD (Feb-Jul 2017)

Minutes of the 25th January 2018.

The MD had copied to the Board his response of 15th January 2018 to the Chair's letter of 12th January 2018 regarding his latest performance appraisal and the continuation of employment. The Chair noted the MD's agreement to an extension of his current employment agreement by eighteen (18) months and shared with the Board a draft letter to execute the extension. The Board approved the draft.

Minutes of the 7th February 2018

No update provided.

The Chairman confirmed the letter of extension was executed on January 26th 2018. He shared with the Board that he intended to have the Portfolio of the Civil Service (PoCS) evaluate the MD's job description as provided for under the new Public Authorities Law and would advise the Board of the outcome.

3iv. Update on Fleet Acquisitions – MD/FM

Minutes of the 7th February 2018

No update provided.

The Chair suggested that he felt consideration should be given to issuing a press release regarding the upgrading of the NRA fleet and the fact that no funding had been necessary from the CIG because of the NRA's management of its depreciation funds. The Board agreed. The MD undertook to prepare a draft for the Board's consideration.

3v. Financial Report as of end of October 2017 – MD-CFO

Minutes of the 10th January 2018

The CFO has confirmed the amount of \$1,086,028 from the Ministry in regard to the outstanding bills has been settled. The NRA is still awaiting payment of \$86,775 for the South Sound Board Walk from June 2016 and the November 2017 bill of \$319,665 as well.

Minutes of the 25th January 2018

No update given.

Minutes of the 7th February 2018

No update provided.

The MD was unable to provide an update on the current indebtedness by the Ministry. He and/or the Exec. Sec were asked to get the current numbers from the CFO.

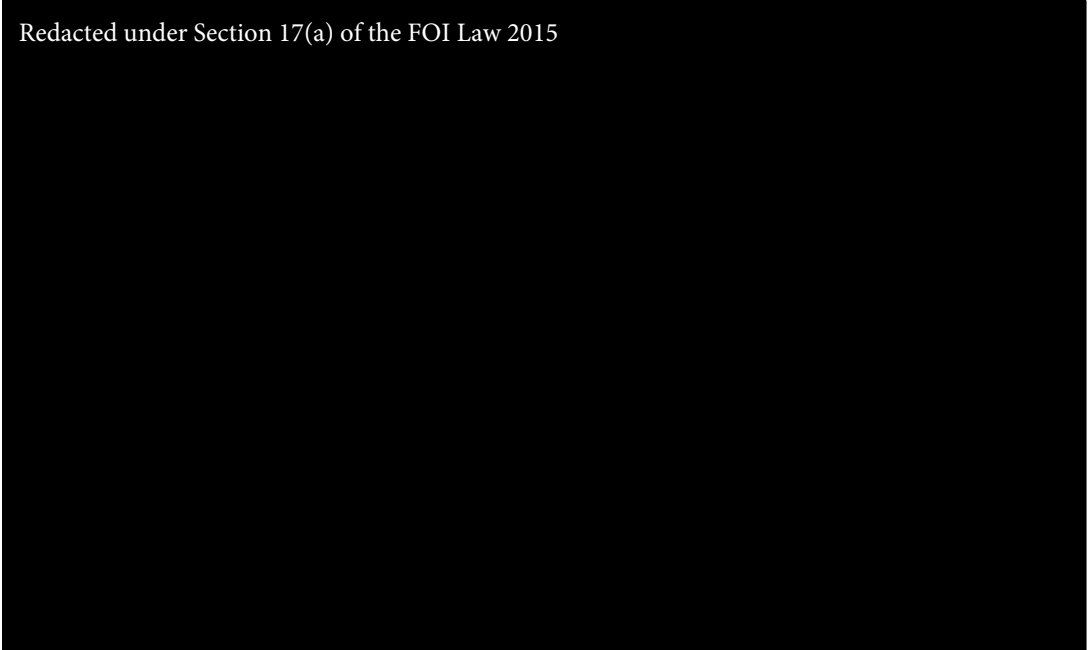
The CFO has confirmed the amount owing from the Ministry is a total of \$1,014,887.32. (Invoices for November \$319,665.00, December \$480,621.00 and January \$214,601.32).

4. Planning

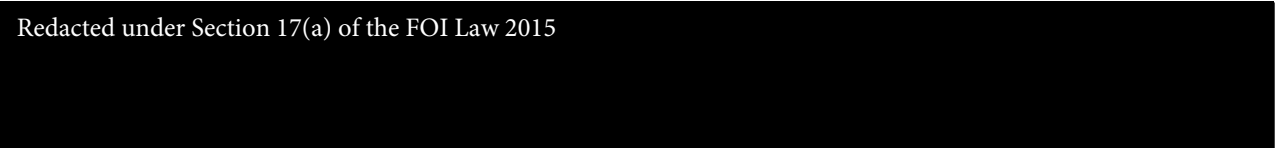
4i. Linford Pierson Hwy widening – legal and compensation settlements

Minutes of the 10th January 2018

Redacted under Section 17(a) of the FOI Law 2015



Redacted under Section 17(a) of the FOI Law 2015



Minutes of the 25th January 2018

The MD confirmed he requested SVO Ruth Massarella to provide the value of the land and to clarify who should be the payee as per the BP437.

Minutes of the 7th February 2018

SVO Ruth Massarella confirmed to the Board at the time the BP437 was gazetted, S.23(1) grandfather was the owner of the property. The land was transferred for 'Natural Love and Affection', between family members. As per the Roads Law (2005 Revision) sub-section 8. (3) and (4), S.23(1) is not eligible for compensation.

No update provided.

4ii. Esterley Tibbetts Hwy widening – legal and compensation matters

Minutes of the 10th January 2018

SPM Scotland shared with the Board the budget for the Future+Frontage option at approximately \$335K. SPM to provide budget to L&S to prepare an estimate on what the property owners will contribute to the construction of the requested access.

SPM suggested meeting with the S.23(1) once L&S confirmed the amounts.

Minutes of the 25th January 2018

SPM Scotland confirmed he provided SVO Ruth Massarella with the cost of the proposed works and had requested the value of the land that will be used. The Board requested SPM to summarize the cost of the proposed work and value of the land to be used when this is received.

Minutes of the 7th February 2018

The Chairman shared with the Board a draft Counter Offer for the access road from the ETH by Block 13D Parcels S.23(1). The cost would be approximately C\$300K. The Board agreed that a pre-condition for acceptance of this counter offer would be the acceptance by the S.23(1) of the offers previously made in respect of their claims for compensation.

SPM Scotland discussed with the Board the draft Counter Offer which shows the potential access/egress for each property to a road parallel to the ETH.

The Board agreed that Ms Dawn Lewis, Senior crown Counsel, should be asked to convey the Counter Offer to S.23(1) who made the last proposals back on 14th September 2017.

The communication to S.23(1) would make it clear that the NRA requires a response within fourteen (14) days from the registered land owners of Block 13D Parcels S.23(1) as to whether this counter offer is acceptable and would serve notice of the intention of the NRA to take possession of the acquired portions of Blk 13D, parcels S.23(1) within fourteen (14) days of the letter.

4iii. Traffic simulation/forecasting model - update

Minutes of the 10th January 2018

The DMD Edward Howard shared with the Board a progress report dated 9th January 2018 on the phases and task taken in order to complete the NRA Traffic Model. DMD as has confirmed the exercise is proceeding well and the expected date of completion is Sept/Oct 2018.

The DMD has received data from the Cayman Islands Port Authority on the amount of vehicles being imported and exported on a weekly/monthly bases.

Minutes of the 25th January 2018

No update given.

Minutes of the 7th February 2018

No update given.

No update given

4iv. NRA – Design Projects 2016-2020 – prioritisation

Minutes of the 10th January 2018

The MD shared with the board the five projects that were prioritized for the upcoming year. He confirmed that we have received the construction estimates.

1. Selkirk Drive – The LPP to be cleaned out
2. Shedden Rd – SPM confirmed that we have a TOPO survey and that APEC is preparing a design for this section from Kirk Motor's to Elizabethan Square (Phase 1) and Jacques Scott to Eastern Ave intersection (Phase 2). The compensation estimate from Lands & Survey at approximately \$8M.
3. LPH
4. Olympic Way –SPM Scotland stated he is to meet with Jonathon Matthews from the Education Department to present the proposed road work. Also, to meet with DOE in regards to the vegetation that will be cleared. At the inter-section the SPM confirmed there will be no signal control.
5. Shamrock Rd Widening

Minutes of the 25th January 2018

No update given.

Minutes of the 7th February 2018

No update given.

No update given

4v. Shamrock Road vicinity of Hirst Rd – horizontal & vertical realignment

Minutes of the 7th February 2018

No update given.

The Chairman confirmed he spoke to the Robert's and provided the deadline in order to claim for the 0.02 acre of their property.

The Board also discussed the frontage and development of the proposed shopping centre for Mr Renard Moxam.

5. Operations

5i. Capital projects and district roads - July 2016 –December 2017

Minutes of the 25th January 2018

No update given.

Minutes of the 7th February 2018

No update given.

5ii. Linford Pierson Hwy widening – design, gazetting & construction

Minutes of the 25th January 2018

SPM Scotland confirmed the wall and curbing was completed and now focusing on paving the Agnes RAB during the week of the 31st. The eastbound traffic will then be pushed over and we will have two lanes of traffic going along the LPH as of the first week of February. SPM stated the existing two lanes will become two westbound lanes instead of east and west, one lane will continue to Bobby Thompson Way and the other will turn right onto Agnes Way.

SPM confirmed he provided Island Paving with dates for the upcoming work. Curbing the shoulders on the south side from Halifax Rd back to Agnes Way should be completed by the end of February.

Minutes of the 7th February 2018

SPM M Scotland was co-ordinating the switchover of traffic to the two eastbound lanes which were paved in late December and thus unable to attend.

SPM Scotland to circulate an update by email to the Board of Directors.

5iii. Esterley Tibbetts Hwy widening – design & construction oversight

Minutes of the 10th January 2018

SPM Scotland confirmed the CUC pole will be removed and placed on crown land (in the 100ft road reserve) once the owner of S.23(1) executes the wayleave in order to have guy wires on his property. This will allow the road work to continue. WA & CUC confirmed this will take place in approximately two weeks.

Minutes of the 25th January 2018

SPM Scotland confirmed CUC has installed a new temporary pole by S.23(1) S.23(1) WA is working on connecting the two new meters once completed, WA will provide a three day notice period to Lakeside. Lakeside will be removed from the old pipes and connect to the new pipes. Decco will then have the opportunity to move the remaining poles and install the curbing coming south.

Minutes of the 7th February 2018

See 5ii. above.

SPM Scotland to circulate an update by email to the Board of Directors.

5iv. Crewe Road/Tropical Gardens upgrade

Minutes of the 25th January 2018.

SPM Scotland confirmed the drawings from CUC was amended and combined with the drawing form the property owner. CUC to present wayleave for authorization from property owner.

Minutes if the 7th February 2018

No update given.

No update given.

5v. Crewe Rd/Smith Rd intersection – Proposed roundabout

Minutes of the 7th February 2018

No update given.

No update given

6. Other Business

6i. Claims for Compensation

Minutes of the 7th February 2018

a. Block 12C Parcel S.23(1) Esterley Tibbetts Highway – BP 486

SVO Massarella presented to the Board a memo dated 2nd of February 2018 from L&SD recommending settlement in the amount of CI \$452,200.00 plus professional fees :

Market Value of the Land Taken	16,117.20 sq ft @ CI\$20.00 per sq. ft	CI \$ 322,340.00
Severance		CI \$240,000.00
Less : Betterment		CI \$112,000.00
Professional fees	Waide DaCosta	CI \$ 1,860.00
	DDL Studio	CI \$

The Board reviewed the request, thanked Ms. Massarella for the efforts of the L&SD and approved the requested payment for CI \$452,200.00. SVO is to confirm amount for DDL Studio.

N.B. SVO R Mazzarella advised on 08th February 2018 that professional fees to be claimed by DDL Studio would be in the amount of CI\$3,750.

b. Crewe Road Widening – S.23(1) Block 20D Parcel

SVO Ruth Massarella presented to the Board a memo dated 6th February 2018 from L&SD recommending the settlement of the subject claim in the amount of CI \$5,213.00 broken down as follows:

Market value of land taken	Total area of 92.68 sq ft @ \$10.00 per sq ft	CI \$926.80 say CI\$927.00
Marl required after flooding		CI \$1418.00
Chain Link fencing	As per competitive quote	CI \$1953.00
Trees	As per competitive quote	CI \$315.00

Professional fees	Payable to DDL Studio Ltd. (4 hours @ \$150 /hr)	CI \$600.00
Total		CI \$5,213.00

The Board reviewed the recommendation and approved the payment of CI \$5,213.00

c. Crewe Road Widening - Redacted under S.23(1) of the FOI Law 2015
S.23(1) – Block 20D Parcel S.23(1)

SVO Ruth Massarella presented to the Board a memo dated 26th January 2018 from L&SD recommending the settlement of the subject claim in the amount of CI \$11,549.00 broken down as follows:

Market value of land taken	Total area of 1,0749 sq ft @ \$10.00 per sq ft	CI \$10,749.00
Professional fees	Payable to DDL Studio Ltd. (5.33 hours @ \$150 /hr)	CI \$800.00
Total		CI \$5,213.00

The Board reviewed the recommendation and approved the payment of CI \$11,549.00.

d. Smith Road Widening – S.23(1) of the FOI Law 2015 Block 14D S.23(1)

SVO Ruth Massarella presented to the Board a memo dated 19th January 2018 from L&SD recommending the settlement of the subject claim in the amount of CI \$38,623.50 broken down as follows:

Market value of land taken	Total area of 810 sq ft @ CI\$39 per sq ft	CI \$31,590.00
Disturbance		CI \$3,283.50
Professional fees	Payable to DDL Studio Ltd. (25 hours @ \$150 /hr)	CI \$3,750.00
Temporary Occupation		CI \$9,868.20
Total		CI \$ 48,491.70

The Board reviewed the recommendation and approved the payment of CI \$38,623.50. The Board did not approve the payment for the claim for Temporary Occupation as the claim was submitted out of time (on 12th February 2016 which was more than 3 months after the start of occupation on 01st October 2015).

No new matters.

6ii. Legal action – S.17(a) of the FOI Law 2015

Minutes of the 25th January 2018

No update given.

Minutes of the 7th February 2018

No update given.

No update given.

6iii. NRA Compound Plans

Minutes of the 7th February 2018

No update given.

No update given.

6iv. Signage – Primary arterials

Minutes of the 7th February 2018

No update given.

No update given.

6v. Landscaping of roundabouts

Minutes of the 7th February 2018

No update given.

The Board has agreed to meet on March 14th to discuss.

6vi. Development of HMA and concrete pavement designs (previously 6.c)

Minutes of the 10th January 2018

The DMD shared with the Board a progress report as of January 9th 2018. He confirmed the aggregate samples will be sent the following week for test. Results for local and imported aggregate will be completed late Feb 2018.

Minutes of the 25th January 2018

No update given.

Minutes of the 7th February 2018

No update given.

No update given.

6vii. Board Members

Minutes of the 25th January 2018

Director Panton raised the issue of the wall at the entrance on the National Gallery and its impact on the site distance for vehicles exiting the Gallery.

Minutes of the 7th February 2018

No update given.

Director Panton raised the issue of signs on the East-West Arterial. There are a number of stop signs down. He suggested that the NRA inspect all signs from the Chrissy Thomlinson roundabout to Hirst Road. Also, the 'complaint sign' needs to be fixed as it is currently twisted to one side. Director Panton also raised the concern and danger of the some of the "cut a cross"; he suggested that they be closed.

Director Arch raised the issue of the delineators at the Jose Gas Station as drivers are continuing to make a U-turn at this junction.

6viii. Miscellaneous

a. BP 138 - Farm Road – Request for water

Minutes of the 25th January 2018.

No update given.

Minutes of the 7th February 2018

No update given.

No update given

b. Breakers/Pease Bay Project

Minutes of the 7th February 2018

No update given.

No update given.

c. Seaview Rd – East End

Minutes of the 25th January 2018

SPM Scotland confirmed the project is made up of:

- Installation of two sections of guardrail; and
- re-surfacing from Lover's Wall towards east (in two phases) as far as the funding (approximately \$800K) will allow.

SPM to provide complete design at the next scheduled meeting. There are a few properties whose roadside fences/walls will have to be re-located.

Mintues of the 7th February 2018

The Chairman discussed with the Board the intention of the work and the two phases that will take place. Phase1 will be from 68A [REDACTED] to 68A [REDACTED] & Phase 2 will be from Lovers Wall to 68A [REDACTED] SPM confirmed the guardrails by Lovers Wall should be complete by the next week.

The Chairman confirmed both he and Mr. Scotland, along with East End MLA Mr Arden McLean, met with S.23(1) [REDACTED] and his family (68A [REDACTED]) on 08th February. They discussed BP 09 and its impact on the boundaries of the property.

The S.23(1) [REDACTED] are extremely unhappy with the proposals and can be expected to continue to object to any alteration of their roadside boundary.

SPM Scotland confirmed L&S flagged the existing boundaries on the adjacent property which has been subject to a fixed boundary survey.

SPM Scotland has been asked to consider alternative alignments in the area which could mitigate the impact on 68A [REDACTED] by about 50% and totally. Either would likely require land acquisition on the opposite side of Seaview Rd.

d. West Bay Road – Extension to Tunnel

Minutes of the 10th January 2018

Dart Real Estate has requested a 30 minute meeting/presentation with the Board and the Board has considered their request. The meeting will be held on 24th January 2018 at 9:30am at the NRA Office.

Minutes of the 25th January 2018

Representatives of Dart and affiliated companies attended the meeting at 10:30a. Ms. Jackie Doak shared a presentation on the proposed development plan that will take place within the next 10-20 years. She stated that when dart made the initial application for the overpass/tunnel of West Bay Rd, they did not own the Royal Palms property, nor did they anticipate that they would soon, even though they had been seeking to acquire for several years. Having since acquired it,

they have revised their development plans for the area to provide a major hotel covering both their previously owned property and that recently acquired. In turn, it was this development which had driven the proposal to extend the WB Rd overpass/tunnel.

She further stated that due to proposed amalgamations and relocations of existing beach accesses to the southern end of the Royal Palms property, the length of the proposed overpass/tunnel extension has been revised from 193ft to 169ft.

When questioned by the Board as to the timeframe for development of this major hotel, she acknowledged that the project was in the very preliminary stage and that the earliest that would likely come to fruition would be in 5 years.

In response to the Board's query re. an open height route through Camana Bay, the Dart representatives showed 3# options which they said could accommodate the standard WB 50 vehicle. It was agreed that Dart's simulations would be shared with the NRA (SPM). The NRA would select one for designation as the route.

Ms. Doak also spoke briefly to a bike lane project from Batabano Rd to the Butterfield RAB that Dart entities was working on in the interest of the safety of cyclists. The Board and Dart representatives shared their concerns regarding the upper and under pass and safety for pedestrians.

Minutes of the 7th February 2018

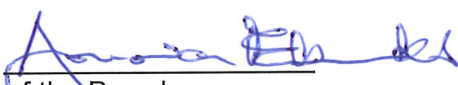
The MD shared with the Board a drafted letter to the CPA. The Board reviewed the letter and shared their comments. The Chairman requested the MD to provide a revised the draft and circulate to the Board.

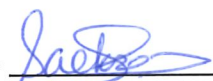
No update given.

7. Date of next meeting

The Board will hold regular meetings on 7th & 21st March 2018. An E.O Meeting will be held on March 14th 2018

The meeting adjourned at 12:57pm.

Signature 
Chairman of the Board
Confirmation of minutes: 21 Mar. 18
Date:

Signature 
Acting Executive Secretary
Seconded: Confirmation of minutes
Date: 21 Mar 2018