
National Roads Authority
Minutes of the Two Hundred & Fifty-First Meeting of
the Board of Directors
held in NRA Conference Room,
370 North Sound Road, George Town, Grand Cayman
Wednesday, 11th April 2018 at 9:30 a.m.

In attendance were:

Donovan Ebanks	Chairman
Gary Clarke	Deputy Chairman
Dane Walton	Director
Kenross Connolly	Director
David Arch	Director
Stanley Panton	Director
Paul Bodden Jr (Andy)	Director
Tristan Hydes	Representative of Chief Officer, Ministry CPI
Paul Parchment	Managing Director – NRA
Edward Howard	Deputy Managing Director
Priscilla Jackson	Executive Secretary

Apologies :

Charles Brown	Observer, Ministry CPI
---------------	------------------------

1. Call to Order

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

2. Minutes of Previous Meetings

- a. 7th March 2018 – confirmed and signed off
- b. 21st March 2018 – for review

3. Administration

3i. Proposed Legislative Review

Minutes of the 7th March 2018

No update provided.

Minutes of the 21st March 2018

The Board agreed to hold an E.O. meeting at 9:30am on April 4th 2018 to continue the consideration of this item.

The Board agreed to hold an E.O. meeting on Wednesday 18th April 2018 at 9:30am 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 within 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.

Minutes of the 21st February 2018

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

Minutes of the 7th March 2018

No update provided.

Minutes of the 21st March 2018

No update provided.

The MD confirmed he attended the meeting on 28th March 2018 with the Minister of Finance. He mentioned the proposal letter needs to be amended stating operational needs for the Authority. Mr. Hydes confirmed there is a meeting on 12th April 2018 to further discuss the issue.

3iii. Outstanding AR's from 2017 – MD-CFO

Minutes of the 7th March 2018

The CFO confirmed he received the payment for December in the amount of CI \$480,621.00.

Minutes of the 21st March 2018

The CFO confirmed the amount owing from the Ministry is a total of \$534,266.32. (invoices for November \$319,665.00, and January \$214,601.32).

The CFO confirmed the amounts owing for November 2017 and January 2018 were received on April 3rd 2018.

The invoice for February 2018 in the amount of \$76,357.18 is the only invoice currently pending.

3iv. Update on Fleet Acquisitions – MD/FM

The MD circulated an updated spreadsheet that was provided by the FM, Mr. Scott.

The FM shared with the Board the proposed total for additional equipment to be purchased in the amount of \$418,093, being the original total approved of \$2,629,500 less the expenditure to date of \$2,211,407. He also confirmed the amount of \$96,600 collected from the auction in December 2017, which it was proposed to be used for new purchases bringing the total to \$514,993.

The FM shared with the Board the proposed equipment purchases, including two dump trucks, a used CAT D5, one Toyota Hilux pickup truck and pre-melter and applicators for Signs & Lines in the amount of \$515,000.00. He mentioned seven pickup trucks that have reached their time line. The vehicles are working and he suggested that the NRA would be best served to auction them while they are rather than when they required repairs.

The FM was asked to revise the capacity of the thermoplastic pre-melter equipment and to provide the information to the Board. Mr. Hydes was asked to explore whether the Ministry would be willing to fund this item as it clearly represented an addition to the NRA plant and was not technically eligible for funding from depreciation funds.

The MD was asked to speak to the Board at the next meeting as to the proposed source of the remaining funds at the next meeting of the BoD when the Jan-Mar 2018 financial s are to be presented.

4. Planning

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

Minutes of the 7th March 2018

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

Minutes of the 21st March 2018

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

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

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

Minutes of the 21st February 2018

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.

Minutes of the 7th March 2018

The Chairman advised that due to the Ms. Lewis' work load she had been unable to send the counter offer letter to the S. 23(1) as of 02nd March. He had prepared a draft letter for Ms. Lewis to consider and to be sent during this week.

Minutes of the 21st March 2018

The Chairman confirmed the counter offer letter was sent to the S. 23(1) on March 8th 2018; the deadline is the 22nd March 2018. SPM Scotland stated a temporary 8ft fence will be installed at the boundary of the acquired property. He intended to start the work on Monday for it to be continuous during the week. The Chairman suggested that DECCO be requested to reconfirm the boundary location on Friday. Once completed the work can start on Monday, 26th March.

The SMP Scotland mention S. 23(1) who owns a piece of land across) from the S. 23(1) (Blk 13D Par is requesting access. However, it was severed when the road was gazetted. The Board approved gazetting of Greenwood Drive as a public road in order for him to regain access.

4iii. Traffic simulation/forecasting model - update

Minutes of the 7th March 2018

The DMD shared with the Board the 2017 Traffic Data Collection Report Highlights and spoke to key issues in regards to the busiest intersections. He confirmed that Shamrock Rd in front of Grand Harbour is the busiest road on island. The annual growth rate is 3.25% over the last 3yrs. As for intersections, the DMD confirmed he took the busiest hours to complete the analysis. The Butterfield Round-a-bout is the busiest; 2nd is the junction at Jacques Scott's.

The Chairman requested the DMD to summarize the report and share the conclusion at the next meeting.

Minutes of the 21st March 2018

No updated given.

The DMD confirmed the consultants will be on island the week of the 23rd with a complete update and will provide the Board with a thirty minute presentation.

The DMD shared with the Board the Traffic Operation Analyst proposal in regards to the widening of the road from the CUC round-about to the Chrissie Tomlinson round-about will be completed mid-end of May 2018.

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

Minutes of the 21st March 2018

The SPM Scotland shared with the Board a schedule and time frame of the upcoming projects.

The Chairman suggested the SPM to sort each project in terms of readiness and priority.

SPM Scotland confirmed APEC is assisting with the design from CUC roundabout to Lantern Point at an estimated cost of \$130,000. He mentioned it will be a 2-3 months before providing the completed design. Sections of the road will have to be gazetted; L&SD has also provided an estimate of \$4.5 million for land acquisition.

Stadium Drive to Walkers Rd -

SPM Scotland confirmed a few different alignments have already been completed and Mr. Hydes has been in contact with the property owner in regards of what will be used for the proposed road. The MD is to provide a revised drawing of the proposed road to Mr. Hydes.

Godfrey Nixon Way extension to North Church Street –

Mr. Hydes explained to the Board the Minster is requesting to have this road completed as a priority. SPM confirmed the land acquisition is approximately \$3.7 million. The MD stated the signal upgrade to complete this proposed project is approximately \$250,000 - \$300,000.

Mr. Hydes mention to the MD to provide him with a list of the proposed projects for 2018.

The Board suggested that the MD re-visit the Mango Tree to CNB connector as a project which could be re-started quickly and which if completed would have a beneficial effect during the upgrading of Shedden Rd.

5. Operations

5i. Capital projects and district roads - January – June 2018

Minutes of the 7th March 2018

SPM Scotland shared with the Board a spreadsheet of the upcoming capital projects and also indicated which projects is priority. He also confirmed meetings are held once a week to discuss the ongoing design work.

No update given.

5ii. District Roads – January – June 2018

No update given.

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

Minutes of the 7th March 2018

SPM Scotland confirmed due to the busy schedule with Island Paving, the curbing had been delayed for the past five days. The completion date is April 30th depending on the delay with Island paving.

Minutes of the 21st March 2018

SPM Scotland confirmed paving will start this weekend on the west bound two lanes from Randyke entrance to the roundabout; once finished, the southern part of the roundabout will be complete. The first weekend of April, west bound traffic will open and stop the right turns onto Agnes Way for the weekend only to complete the round-a-bout. Once completed the roundabout will be functioning with the exception of one movement, traffic will be able to flow west and east bound. Traffic will not be able to make right turn into Mangrove Point at the point.

SPM Scotland confirmed once the above is completed, the section from Halifax to Randyke will be reduced to one lane at a time for approximately a month until the work in this section is completed.

SPM Scotland advised that this weekend the traffic will merge to one lane between Halifax Rd and Rankin Dr, then back to two lanes. The Agnes Way roundabout will now be open with the exception with a small section, which will also open this weekend and traffic will be able to travel west and merge to one lane. He also confirmed the curbing at along Silver Oaks is now completed and the curbing along the Church side of the median should be completed by this weekend.

SPM confirmed a notice will be released to media on Friday, notifying and requesting the public to bear with the NRA within the next six weeks in order to complete the road work.

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

Minutes of the 7th March 2018

SPM Scotland advised that the two southbound lanes at Camana Bay roundabout should be paved on the 15th & 16th of March 2018.

Minutes of the 21st March 2018

SPM Scotland confirmed striping on the south bound from the Camana Bay to the ACR roundabout will be completed by the end of the week. He mentioned the issue of the wall at the entrance/exit of the National Gallery, the wall was built too high and too close it is causing a line of site hazard.

The SMP Scotland confirmed that the de-mucking has been completed in the vicinity of the S. 23(1) properties (13D S. 23(1)) the fence has been installed and the sub-base completed. WA is now back on site and will continue the water line down to the Butterflied roundabout. Once completed, Decco will continue with the base.

5v. Crewe Road/Tropical Gardens upgrade

Minutes of the 21st March 2018

SPM Scotland confirmed CUC has not yet received the wayleave from the property owner or her lawyer.

SPM Scotland confirmed the property owner has agreed to the CUC poles. However, they are requesting the legal and architecture fees to be paid before executing the wayleave forms. He is hoping this will take place within the next week. S. 23(1) will request the invoices for both legal and architecture fees.

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

Minutes of the 21st March 2018

No update given

No update given

5vii. Seaview Rd – East End

Minutes of the 7th March 2018

No update given.

Minutes of the 21st March 2018

SPM Scotland shared a drawing of a proposed re-alignment that would move the road to the south and completely mitigate the impact on the S. 23(1) property but provide the 50ft width as per BP 09.

The re-alignment would require new land acquisition which L&SD has estimated would cost approximately \$228,000. Additional road construction work would be approx. another \$100,000. The proposed paving and shoulder work will bring the total cost of the re-aligned section to approx. \$400,000.

SPM Scotland confirmed the additional cost is approximately another \$100,000 for the extra base work and the land is approximately \$300,000. He also confirmed the shoulders along the section which was repaved recently were sprayed and chipped this week.

6. Other Business

6i. Claims for Compensation

Minutes of the 21st March 2018

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

SVO Massarella presented to the Board a memo dated 06th March 2018 from L&SD recommending settlement in the amount of CI\$11,099.15 for two (2) items which the Claimant has overlooked:

Surveyors fees		CI\$ 8,228.75
Legal fees		CI\$2,870.40
Total		CI\$11,099.15

The Board reviewed the request and approved the requested payments.

b. Linford Pierson Highway Widening – BP 592 & BP 600 – S. 23(1)
S. 23(1) Block 20D Parcel

SVO Ruth Massarella presented to the Board a memo dated 20th March 2018 from L&SD recommending the settlement of the subject claim in the amount of CI \$112,434.05 broken down as follows:

S. 23(1)	Land Taken	CI \$216,411.00
Less Betterment		CI \$105,776.95
Total		CI \$110,634.05
Chaterland Chartered Surveyors	Professional fees (12 hours @ CI \$150 p/h)	CI \$1,800.00
Total		CI \$112,434.05

The Board reviewed the request and approved the requested payments.

No new matters.

6ii. Legal action – S. 23(1)

Minutes of the 7th March 2018

No update given

Minutes of the 21st March 2018

No update given.

The Chair informed the Board that DDL was now pressing for the execution of an easement in favour of the S. 23(1) property, Block 13D Parcel. A meeting had been held this morning between Ms D. Lewis, Ms R. Massarella, the MD and himself. It had been agreed that based on the advice from the Registrar of Lands, an easement was not the appropriate way to provide the property with access rights to the ETH, notwithstanding that was what the Compensation Waiver Agreement (CWA) called for. It was felt that the appropriate approach was for the NRA to issue a licence under the Roads Law as that law vests in the Highway Authority the power to grant access to such a road (Primary Arterial). Ms D. Lewis would provide a draft licence.

Additionally, the copy of the CWA provided recently by Etienne Blake was no different from the copy in the possession of the NRA. Ms R. Massarella would again attempt to see if there was a complete version at L&SD. In the absence of a complete copy, the view of the meeting was that there was insufficient basis for BHL to insist that the NRA construct the access.

6iii. NRA Compound Plans

Minutes of the 21st March 2018

SPM Scotland confirmed the electricity and air conditioner is connected and working. He is trying to arrange dates for a technician to visit and inspect that all equipment is connected and in working order.

The Board felt it was long past time for the lab to be functioning and suggested that the post be advertised.

No update given.

6iv. Signage – Primary arterials

Minutes of the 7th March 2018

SPM Scotland & Mr. Myles presented to the Board the US vs British guide signs for roundabouts. Mr. Myles explained the difference between the symbols of the two standards.

The Chairman shared with the Boards statistics air arrivals from the Economics & Statistics Office for 2012-2016. They showed that 82-84% of the visitors are from North America. Canada and the US share very similar signage systems.

He suggested that it followed that the largest category of visitors who would be likely to drive locally are those from North America. He reminded the meeting that the primary beneficiaries of signage, particularly guide signage, are those drivers who are not familiar with the islands. He also pointed out that there is no legally prescribed guide signage in the Road Code of the Cayman Is. which serves as the standard under the Traffic Law.

The Board discussed and decide to use the US standard for guide signage as prescribed in the Manual of Uniform Traffic Control Devices (MUTCD) 2009, Federal Hwy Admin., USDoT.

Minutes of the 21st March 2018

No update given

No update given.

6v. Landscaping of roundabouts

Minutes of the 21st March 2018

No update given.

The Board is scheduled to meet on 18th April 2018.

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

Minutes of the 21st March 2018

The DMD confirmed the final report should be ready by April 9th 2018. The Chairman suggested the DMD to invite the consultants to the island to present in person.

No update given.

6vii. Board Members

Minutes of the 7th March 2018

Director Arch mentioned the property near to Phelan Close, South Church St, where vegetation is encroaching along the road side. He did speak to the owners however; NRA needs to complete an inspection.

Director Panton suggested that pervious matters are mention on the agenda to monitor work progress.

6viii. Miscellaneous

a. BP 138 - Farm Road – Request for water

Minutes of the 21st March 2018

The DMD confirmed the PCM of the area should be completed by the end of the week. The PCM will define the boundaries of the properties, this is the section located on John McLean Drive to the entrance of the Water Authority entrance (BLK 71A **S. 23(1)**).

No update given.

b. West Bay Road – Extension to Tunnel

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.

Minutes of the 21st February 2018

No update given

Minutes of the 7th March 2018

The Chair expressed his disappointment that the draft memo to the Director of Planning/CPA circulated by the MD on 09th February 2017 had apparently been

submitted as it was and his suggestions of 15th February 2017 had been deemed too late. The MD had not specified a deadline for submission of comments on his draft.

Of particular concern to the Chair was the fact that the submission failed to:

- define the loading which the structural engineer had described as permissible on the overpass structure referred to merely as "loading factors associated with low-rise buildings"; and
- seek the imposition of a condition on both the certification of completion of the segment under construction and on the approval of any extension thereof, that the applicant will not be allowed to carry out any development above the overpass without obtaining approval from the NRA from a structural impact perspective and will be liable for reasonable costs incurred by the NRA in evaluating the impact of any proposed development.

Minutes of the 21st March 2018

No update given

No update given.

c. Further Road – East End - Block 53A Parcel

SPM Scotland stated he met with Mr. Ezzard Miller discussing the gazetting of the above mention road; the Board approved the gazetting.

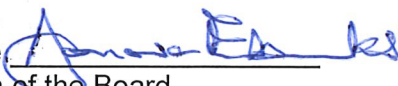
d. Shamrock Road vicinity of Hirst Rd

SPM Scotland shared with the Board a proposal in regards to the access points for Mr. Renard Moxam. The Board reviewed and did not approved the proposed access from Shamrock Road.

7. Date of next meeting

The Board will hold an E.O Meeting on 18th April 2018 and its next regular meeting on 25th April 2018.

The meeting adjourned at 1:14pm.

Signature 
Chairman of the Board
Confirmation of minutes:
Date: 09 May '18

Signature 
Executive Secretary
Seconded: Confirmation of minutes
Date: 9 May 2018

