
National Roads Authority
Minutes of the Two Hundred & Fifty-Third Meeting of
the Board of Directors
held in NRA Conference Room,
370 North Sound Road, George Town, Grand Cayman
Wednesday, 25th 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
Edward Howard	Deputy Managing Director
Priscilla Jackson	Executive Secretary

Invited :

Mark Scotland	Senior Project Manager
Edsion Jackson	Senior Engineer
Denis Thibeault	Assistant Director, Transportation & Planning Unit
Whitman Regardt & Associates, LLP	
Scott Thompson-Graves	Project Manager
Ashley Tracy	Led Engineer – TDM
Lindsey Ulizio	Traffic Operations Engineer

Apologies :

Charles Brown	Observer, Ministry CPI
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Absent :

Paul Parchment	Managing Director – NRA
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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 – confirmed and signed off

3. Administration

3i. Proposed Legislative Review

Minutes of the 11th April 2018

The Board agreed to hold an E.O. meeting on Wednesday 18th April 2018 at 9:30am to continue the consideration of this item.

The Board agreed to hold an E.O. meeting on Wednesday 2nd May 2018 at 9:30am to continue the consideration of this item.

3ii. Funding – Post-retirement health benefits

Minutes of the 11th April 2018

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.

Mr. Hydes confirmed he spoke to the Minister in regards to the above. The preparation of a revised letter should be put on hold. The Minister confirmed he will be meeting with caucus this week and Mr. Hydes will provide an update at our next meeting.

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

Minutes of the 11th April 2018

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.

The CFO shared with the Board the monthly financial report for March 2018, he confirmed the owing balance from the Ministry was \$98,482.00, invoiced for March.

He confirmed the invoice for the work completed at the HSA parking lot was issued in April for the amount of \$65,786.00 and the following invoices are outstanding:

- \$160,297.86¹ from the Ministry PLAHI
- \$47,536.000 from Ministry of Environment; and
- \$21,987.00 for the NICE Program

Mr. Hydes requested the CFO to resend the bill for the Ministry PLAHI for him to review for payment. CFO is to follow up with PWD re the NICE programme and Ministry of Environment regarding outstanding payment for the bulk waste collection in Dec 2107.

3iv. Update on Fleet Acquisitions – MD/FM

Minutes of the 11th April 2018

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

¹ CUC bill 2014/2015 - \$73523.16; SS Boardwalk 2015/2016 - \$86,774.70

\$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 financials are to be presented.

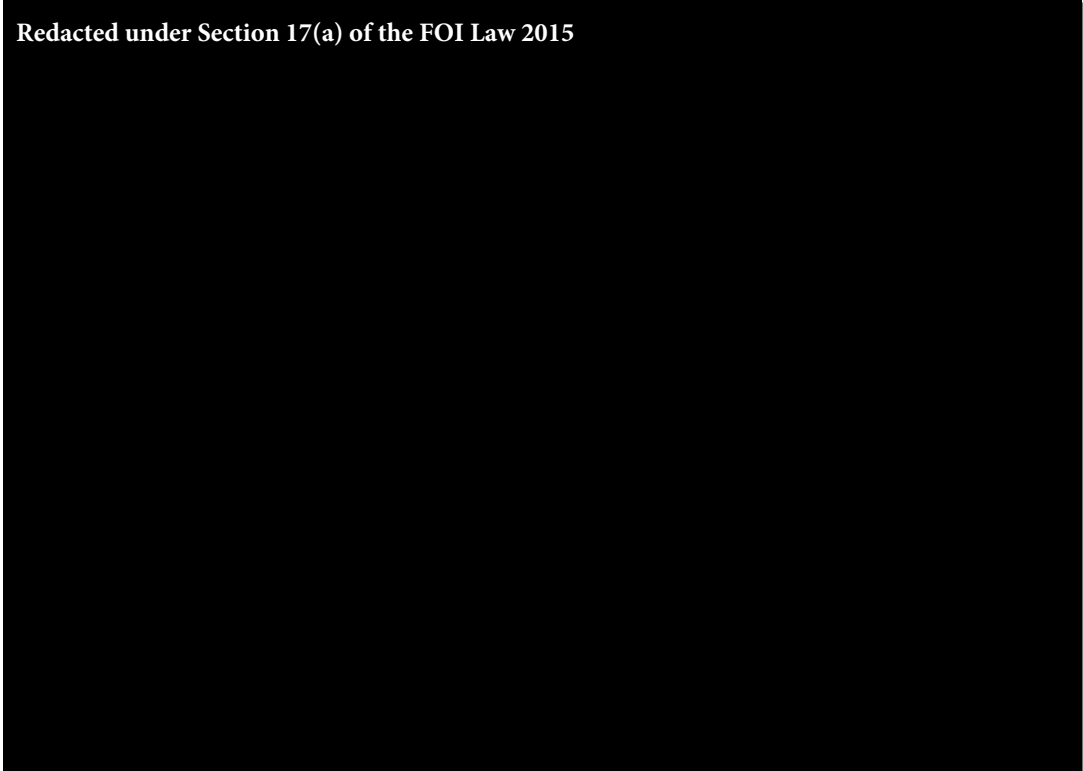
No update given.

4. Planning

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

Minutes of the 11th April 2018

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



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

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.

Minutes of the 11th April 2018

The SMP Scotland mention S.23(1) who owns a piece of land across) from the Redacted under S.23(1) of the FOI Law 2015 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.

No update given.

4iii. Traffic simulation/forecasting model - update

Minutes of the 11th April 2018

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.

The DMD introduced the consultants from WRA. Mr. Thompson-Graves and his team who shared the presentation in regards to the status update on the Travel Demand Model & the Traffic Operation Analyst Model.

Mr. Scott Thompson-Graves who is the lead project manager on the project gave a brief presentation to the Board which outlined WRA's progress to date.

Mr. Thompson-Graves was accompanied by Ashley Tracey a lead on the Travel Demand Model (VISUM), and Lindsey Ulizio a traffic engineer responsible for the development of the Traffic Operations Model (VISSIM).

The team gave a brief overview of their efforts thus far and noted that they are now essentially at the half-way point of the model development exercise which is still on schedule for completion in the fall 2018.

The base network for both the Travel Demand Model and Traffic Operations Model has been completed. A small team of engineers and technicians were on island during the week of April 23rd to carry out intercept surveys and collect vital traffic data such as spot speeds, queue lengths, and peak hour travel times. This data will be used to calibrate and validate initial model runs.

The next steps for both the Travel Demand Model and the Traffic Operations Models include validation of the base models using the traffic data collected at the last visit followed by initial modelling of existing (2016) and future (2030 & 2040) scenarios.

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.

Minutes of the 11th April 2018

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.

Olympia Way 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.

No update given.

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.

Minutes of the 11th April 2018

No update given.

No update given.

5ii. District Roads – January – June 2018

Minutes of the 11th April 2018

No update given.

No update given.

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

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.

Minutes of the 11th April 2018

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.

SPM Scotland confirmed the changeover was completed and the traffic is flowing well. Island Paving is in the process of completing the curbing by Ms. Flores wall and paving will start on May 7th and the second section of paving will be May 21st. The road should be substantial completed.

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

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.

Minutes of the 11th April 2018

The SMP Scotland confirmed that the de-mucking has been completed in the vicinity of the S.23(1) properties (13D 83 and [REDACTED]), 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 Butterfield roundabout. Once completed, Decco will continue with the base.

The Chairman confirmed that Jackson Law corresponded with Ms. Dawn Lewis requesting a copy of the plan for the Butterfield round-a-bout to share with the S.23(1) SPM confirmed he will be meeting with the S.23(1) later that day in regards to the deceleration zone.

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.

Minutes of the 11th April 2018

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.

SPM Scotland shared with the Board a breakdown of the architecture (\$2,250.00) and legal fees (\$6,765.00) total of \$9,015.00 being claimed by the property owner. The amended way leave form was also sent to CUC to be reviewed by their legal department, SPM confirmed he has not received anything from CUC and he will follow up with them.

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

Minutes of the 21st March 2018

No update given

Minutes of the 11th April 2018

No update given

No update given.

5vii. Seaview Rd – East End

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 Fredericks' 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.

Minutes of the 11th April 2018

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

The Chairman asked Mr. Hydes if the MD formalized the cost of the work on Seaview Rd, Mr. Hydes confirmed he had received the information.

6. Other Business

6i. Claims for Compensation

Minutes of the 21st March 2018

a. Block 12C Parcel [REDACTED] 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.

No further discussion.

b. Linford Pierson Highway Widening – BP 592 & BP 600 – S.23(1) [REDACTED]

S.23(1) [REDACTED] Block 20D Parcel [REDACTED]

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) [REDACTED]	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 further discussion.

c. Smith Road Widening - S.23(1) [REDACTED] – Block 14D Parcel [REDACTED]

SVO Ruth Massarella presented to the Board a memo dated 17th April 2018 from L&SD recommending the settlement of the subject claim in the amount of CI \$9,868.20 for temporary occupation of the site during road construction, considered eligible as Injurious Affection.

The Board reviewed and discussed the request, as the Board approved the fees of \$31,590.00 for compensation, \$3,283.50 for disturbance and \$3,750.00 for

professional fees in February 2018 the Board did not approve the claim for temporary occupation.

The Board reconsidered the matter of the \$9,868.20 claimed for temporary occupation and reaffirmed its previous decision to not recommend payment of this amount.

d. Airport Connector Road – BP 588 - S.23(1) – Block 20C Parcel S.23(1)

SVO Ruth Massarella presented to the Board a memo dated 24th April 2018 from L&SD recommending the settlement of the subject claim in the amount of CI \$583,902.00 based on the market value of the land taken and two homes. SVO mention the S.23(1) will demolition both homes at their expense.

The Board reviewed and approved the value of the compensation amount of \$583,920.00 payable to S.23(1) only after a correspondent gazette of Section 6 of the Roads Law.

6ii. Legal action – S.23(1)

Minutes of the 21st March 2018

No update given.

Minutes of the 11th April 2018

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 S.23(1). 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 S.23(1) to insist that the NRA construct the access.

The Chairman is to follow up with Ms. Dawn Lewis in regards to the draft licence.

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.

Minutes of the 11th April 2018

No update given.

No update given.

6iv. Signage – Primary arterials

Minutes of the 21st March 2018

No update given

Minutes of the 11th April 2018

No update given.

No update given.

6v. Landscaping of roundabouts

Minutes of the 21st March 2018

No update given.

Minutes of the 11th April 2018

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

No update given.

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.

Minutes of the 11th April 2018

No update given.

The DMD advised the Board the consultants were still reviewing the comments sent to them by the NRA concerning the draft report. Unfortunately, they did not meet the April 9th deadline. However, we are hopeful the final draft will be ready by May 1st 2018.

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 previous matters are mentioned on the agenda to monitor work progress. Director Panton questioned the reason why the NRA vehicles are tinted/blacked out, There was no reason given. The Board requested that Mr. Colford provide a spreadsheet confirming each vehicle that is taken home after hours and for what reason.

Director Connolly mentioned that he notice some of the NRA vehicles are speeding.

Director Bodden mentioned the construction work that is taken place by the South Sound Board walk, the site is causing obstruction. He also requested for a stop bar to be placed at the exit of the Boulevard.

Mr. Hydes also requested a stop bar at the exit of the Eats Café on West Bay Rd.

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)**)

Minutes of the 11th April 2018 No update given.

No update given.

b. West Bay Road – Extension to Tunnel

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

Minutes of the 11th April 2018

No update given.

No update given.

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

Minutes of the 11th April 2018

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

SPM Scotland confirmed he will have Denis Thibeault start the preparation documents to the Ministry.

d. Shamrock Road vicinity of Hirst Rd

Minutes of the 11th April 2018

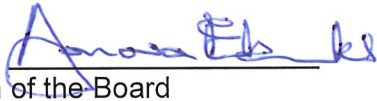
SPM Scotland shared with the Board a proposal in regards to the access points for Mr. Renard Moxam. The Board reviewed and did not approved the proposed access from Shamrock Road.

No update given.

7. Date of next meeting

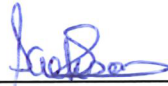
The Board will hold an E.O Meeting on 2nd May 2018 and the next regular meeting on 9th May 2018.

The meeting adjourned at 12:53pm.

Signature 
Chairman of the Board

Confirmation of minutes:

Date: 23 May 2018

Signature 
Executive Secretary

Seconded: Confirmation of minutes

Date: 23 May 2018