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**National Roads Authority**  
**Minutes of the Two Hundred & Seventieth Meeting of**  
**the Board of Directors**  
**held in NRA Conference Room,**  
**370 North Sound Road, George Town, Grand Cayman**  
**Wednesday, 12<sup>th</sup> September 2018 at 9:30 a.m.**

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**In attendance were:**

Donovan Ebanks	Chairman
Gary Clarke	Deputy Chairman
Paul Bodden Jr (Andy)	Director
Stanley Panton	Director
Dane Walton	Director
David Arch	Director
Kenross Connolly	Director
Edward Howard	Deputy Managing Director
Priscilla Jackson	Executive Secretary

**Invited:**

Mark Scotland	Senior Project Manager
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**Apologies:**

Tristan Hydes	Representative of Chief Officer, Ministry CPI
Charles Brown	Observer, Ministry CPI

**Absent:**

Paul Parchment	Managing Director – NRA
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**1. Call to Order**

The Chairman called the meeting to order at 9:59am.

**2. Minutes of Previous Meetings**

- a. 15<sup>th</sup> August 2018 – confirmed and signed off
- b. 29<sup>th</sup> August 2018 – reviewed and changes proposed

### 3. Administration

#### 3i. Proposed Legislative Review

##### ***Minutes of the 15<sup>th</sup> August 2018***

No update given.

##### ***Minutes of the 29<sup>th</sup> August 2018***

The Board will hold an E.O meeting at 9:30am on 5<sup>th</sup> September 2018 to continue the consideration of this item.

The Board will hold an E.O meeting at 9:30am on 19<sup>th</sup> September 2018 to continue the consideration of this item.

#### 3ii. Funding – Post-retirement health benefits

##### ***Minutes of the 15<sup>th</sup> August 2018***

The Chairman informed the Board that he had reviewed the report from Matthew Tibbetts, Accountant General, and had been surprised to see that it suggested that there had been a 17.6% reduction in inflows to the fund during 2017/2017, primarily due to a purported reduction in GCM fuels duties of 21.9%. He had reached out to Mr Tibbetts querying this as he found it hard to believe.

He also mentioned that he had had a brief word with the Minister of Finance recently and the Minister has agreed to discuss the matter further with him.

##### ***Minutes of the 29<sup>th</sup> August 2018***

The Chairman mentioned he still has not received a response from Mr. Tibbetts. He has reached out to the Collector of Customs, Mr C. Clifford, and asked for revenues collected for fuels for the period July 2016 – June 2018.

The Chairman confirmed that he has received the data from the Collector of Customs but added that the data did not same correct. He reverted back to Mr. Clifford and is awaiting a response. He has also followed up Mr. Tibbetts. He apologized for the not responding earlier but still has not done so.

The DMD mentioned Dep. Chief Officer Tristan Hydes from the Ministry has requested a proposal to utilize funds the Ministry had available. The DMD provided the below estimated break down as per request:

1. New Drains Funding **\$400K**
2. PROJECTED NRA CAPITAL WORKS PROJECTS FOR THE REMAINDER OF THIS CALENDAR YEAR (2018):
  - a. Mango Tree Connector **\$1.55M + 200K + 75K (new guardrail by airport fence = \$1.825M)**
  - b. LPH phase1 (remaining works) **\$150K**
  - c. Hirst Rd / Shamrock Rd **\$400K**
  - d. Crewe Road - Palmdale to Tropical Gdns remaining works **\$350K**
  - e. Olympic Way **\$ 1.0M** (pending gazette)
  - f. ETH (ACR to BOB RAB) additional shoulder already completed **\$389K**
  - g. Design Work (APEC) 6 lane widening on Shamrock **\$125K**

- h. Pave additional lane width for bike lane on ETH from ACR RAB to BOB RAB (curb & gutter 300K + Paving 490K + base prep 60K) **\$850K**
  - i. North Church Street Mill n Pave (Rackhams to Burger King) **\$150K**
  - j. OTHER MILL N PAVE WORKS **\$1.5 M**
3. The 5% COLA (if accepted by the Board) would cost NRA \$125K for the remainder of 2018 (includes unpaid overtime) plus another \$250K for 2019 onwards.
4. List of other Mill n Pave Works for item 10 above (not fundable under NRA 14):
- a. Grand Harbour Roundabout (722ft x 38ft) **\$80,000**
  - b. Shamrock Rd (Spotts) East Bound Lane 2 sections 1200ft x13ft **\$35,320**
  - c. Shamrock Rd. (Spotts)Westbound Lanes 4000ft x 26ft **\$289,000**
  - d. Eclipse Drive off Eastern Avenue (PPFI with various vendors) **\$50,000**
  - e. Esterley Tibbetts Highway (near Lime Tree Bay & Water Plant) **\$104,080**
  - f. Seaview Road (East End) Cont. **\$250,000**
  - g. Bodden Town Road Cont **\$250,000**
  - h. North Sound Road (2 north bound lanes alongside Allista Towers) **\$250,000**
  - i. Lower Valley (Daniel Drive to Savannah Ave) **\$60,000**
  - j. Seaview Rd (Cemetery to Skipwith Link) **\$190,000**
  - k. Dorcy Drive (small section by Subway & Autohaus) **\$30,000**

Additional info :

- a. Sidewalk and repaving/overlay in the vicinity of the SS Boardwalk
- b. We could construct more of Bobby Thompson (from the Stop light up towards the LPH RAB in preparation of LPH Ph 2)
- c. We will need the car park at the Smith Barcadere
- d. At least 3 full sets of PedX equipment/apparatus purchased

The DMD confirmed he is awaiting confirmation from Dep. Chief Officer Tristan Hydes regarding the additional funding from the Ministry.

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

#### ***Minutes of the 15<sup>th</sup> August 2018***

SPM Scotland mentioned that he spoke to Mr. Richard Simms from DEH who confirmed the payment of \$47,536.00 from December 2017 was signed off and will be paid in the next week.

The DMD shared with the Board the current outstanding invoices are:

- December 2017 \$21,986.88 – (NICE program)
- June Invoice \$161,924.63 - (Mango Tree to Elgin Ave Connector)
- July Invoice \$215,379.31 – (LPH),
- July Invoice \$62,101.53 - (Mango Tree to Elgin Ave Connector)
- July Invoice \$81,538.17 - (Crewe Rd / Tropical Gardens / Navis Close)

The CFO discussed the depreciation reserve fund and the cash available as of June 2018. The Chairman also mentioned the payment that was received from CIAA and he requested the DMD and CFO to provide a breakdown report of the items that was purchased and the remaining available balance.

***Minutes of the 29<sup>th</sup> August 2018***

The ES confirmed with the CFO the outstanding payment for the NICE Programme (\$22K) and DEH (\$47.5K) were received this week. The above invoices for June and July are still outstanding.

The DMD shared with the Board the current outstanding invoices are :

- June 2018 \$161,924.63 - (Mango Tree to Elgin Ave Connector)
- July 2018 \$ 215,379.31 – (LPH)
- July 2018 \$ 62,101.53 53 - (Mango Tree to Elgin Ave Connector)
- July 2018 \$81,538.17 - (Crewe Rd / Tropical Gardens / Navis Close)
- Aug 2018 \$ 157,930.83 - (LPH)
- Aug 2018 \$ 362,369.94 – (Mango Tree to Elgin Ave Connector)
- Aug 2018 \$ 49,601.97 – (Shamrock / Hirst Rd)
- Aug 2018 \$ 116,066.96 - (Crewe Rd / Tropical Gardens / Navis Close)

The Chairman requested that the CFO follow up on the payment for June's 2018 invoice. The ES conveyed the request to the CFO.

**3iv. Update on Fleet Acquisitions + CYB paver – MD/FM**

***Minutes of the 15<sup>th</sup> August 2018***

The DMD confirmed HR has notified the CYB employee and he has to the 31<sup>st</sup> October 2018 to advise on his decision.

SPM Scotland mentioned the Signs & Lines Supervisor has enquired about another pre-melter at approximately US \$40,000.00. SPM stated he will advise the Supervisor to have the proposal ready for presentation at the next scheduled meeting.

***Minutes of the 29<sup>th</sup> August 2018***

The DMD confirmed the CYB employee received the letter and his decision is pending.

The DMD mentioned the Signs & Lines Supervisor provided him with specifications and the cost for a Thermolazer Promelt; the promelt is one of the best models offered by Thermolazer. It has the ability to heat 300lbs of thermoplastic in approximately 1 hour. The current machines we have (Titan brand) take approximately 45 minutes to fully melt and heat one (1) 50lb block of thermoplastic material.

The estimated costs for the machine assembly are:

1. Thermolazer Promelt Thermoplastic liner US\$14,199 (1 hour heating time)
2. Line Driver HD 6½ hp. US\$5,779 (motorized ride on attachment)
3. Smart Die II System US\$3,000

The Smart Die II System would include dies of the following widths: 4", 6", 8", 12" and 4"x4"x4" .

Approximate total cost = USD 22,978

The Board agreed to purchase one of this machine this year and consider another one in 2019 financial year.

The DMD confirmed FM Mr. Scott is waiting for the final invoice in order for the accounts department to prepare the wire instructions to submit to the bank for processing.

**3v. NRA vehicle 'take home' policies and practices**

***Minutes of the 15<sup>th</sup> August 2018***

The DMD confirmed he will have the new "911 Call out list" ready for review by the next schedule meeting.

***Minutes of the 29<sup>th</sup> August 2018***

The DMD confirmed he met with FM Colford Scott and prepared a "Take Home Vehicle Policy" and a proposed "911 Call Out" schedule which he shared with the Board. The policy outlines circumstances for which employees may take a NRA vehicle home and policies regarding usage. He mentioned the schedule based on foremen who will alternate during the fourth quarter of 2018.

The Chairman and Director Panton suggested each vehicle should contain a "safety package" which will include raincoats, reflective vet, cones, brooms, sand etc. The Board agreed and the Chairman suggested having the policy and calling out list amend to include supervisors who can inspect and assess situations and mobilise resources as needed. They should also be expected to complete a report on incidents, indicating any other employees and resources called out.

The DMD mentioned NRA is currently using Fleetilla a GPS device that was offered from Digicel. We currently have eight devices in use at \$33.00 per month for each device. The Chairman mentioned the cost seemed high and asked the DMD/FM to contact local Authorities requesting information on devices/systems being used. He mentioned he contacted the CUC's Fleet Manger but has not received a response as yet. The Water Authority is seemingly paying US\$12/pm or CI\$12/pm for their system.

The DMD confirmed he is still amending the policy and will distribute to members by then end of the week.

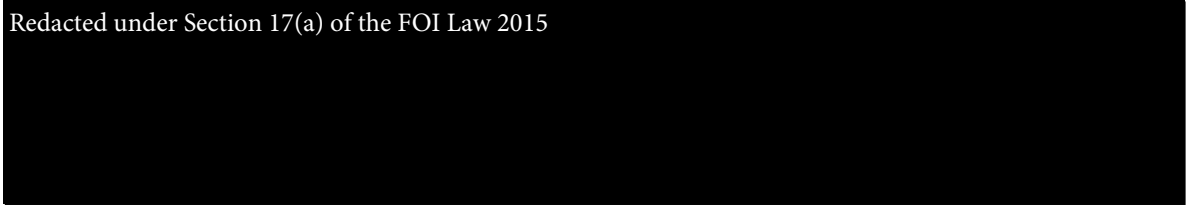
The DMD confirmed Water Authority was using Automile. Unfortunately; it is no longer conducting business in the Cayman Islands. He also mentioned PWD is using SAT TRACK and the cost is \$33.95 per month for each device. The Chairman suggested the DMD to contact Mr. Jack Abraham who is the Fleet Manager at CUC and to request what GPS service they are currently using.

**4. Planning**

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

***Minutes of the 15<sup>th</sup> August 2018***

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



***Minutes of the 29<sup>th</sup> August 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 15<sup>th</sup> August 2018***

No update given.

***Minutes of the 29<sup>th</sup> August 2018***

SPM Scotland stated that an invoice has been received from DECCO for the accommodation work that was completed on the ETH that was not included in the agreement with Decco. The invoice is to be split between the CIG and the Water Authority. He mentioned the invoice will be sent to the Ministry. He confirmed the Ministry and Water Authority agreed to split the payment equally; the total amount is \$378,000.00.

Director Connolly requested an update on the light pole next to the National Cement. SPM Scotland confirmed the pole is still there because CUC has not obtained a way leave to re-locate it.

No update given.

**4iii. Traffic simulation/forecasting model - update**

***Minutes of the 15<sup>th</sup> August 2018***

The DMD confirmed WRA is still on track and is continuing to work within their deadline. He mentioned NRA has paid as of today's date US \$151,000.00 towards the modelling and confirmed he will order the software this week which is approximately US \$50,000.00.

The DMD mentioned he has contacted a consultant who previously worked with WRA and has moved to T.Y Lin who could be engaged to provide support in ensuring that WRA fulfils their contract and also getting NRA personnel proficient in using the models. He shared with the Board her resume which stated her experience and over 20yrs of modelling.

***Minutes of the 29<sup>th</sup> August 2018***

No update given.

The DMD confirmed the WRA is still on their proposed schedule.

**4iv. Traffic modelling – CUC roundabout to Tomlinson roundabout**

***Minutes of the 15<sup>th</sup> August 2018***

No update given.

***Minutes of the 29<sup>th</sup> August 2018***

No update given.

The DMD mentioned he has received a report from the consultants. They are now agreeing that the metering of eastbound S Sound Rd will assist tremendously. The consultants provided the different timings and NRA will have to review different signals. The Chairman requested the DMD to circulate to the Board members.

The Chairman requested an update from the SPM Scotland in regards to the design for the six lanes between from the CUC RAB/ Kings Sport Center up to Grand Harbour. SPM Scotland mentioned the project has been postponed due to insufficient funding. He mentioned he has requested the Ministry to fund this project out of the capital funds and he has provided the justification to the Ministry for the single source with APEC. However, the Ministry is requesting NRA to complete the full procurement exercise first. The Chairman raised the issue of having the design completed first before gazetting; SPM confirmed it will be best to wait for the design then gazette due to the estimated cost for the compensation.

**4v. NRA – Design Projects 2016-2020 – status**

***Minutes of the 29<sup>th</sup> August 2018***

No update given.

No update given.

**5. Operations**

**5i. District Roads – January – June 2018**

***Minutes of the 15<sup>th</sup> August 2018***

No update given.

***Minutes of the 29<sup>th</sup> August 2018***

No update given.

The Chairman mentioned that the NRA has completed East End; we have met with the elected representatives regarding Newlands and BT East and agreed on the roads to be upgraded. SPM confirmed he is currently working on the estimate for a few paving items in BT East. The inspection was completed in Savannah a few weeks ago and hoping to start the road work in the next few weeks.

The Chairman stated that he has not heard anything about site visits of the other districts. SPM confirmed Brian Chin Yee has reached out to Min. Roy McTaggart and Mr. Kenneth Bryan but has not received a response as of today. Min Hew has requested a few roads to be completed in GT North. No communication has been made regarding the roads in West Bay.

The Chairman mentioned if the Minister requests roads to be completed in GT North, we should respond by saying whether these are on the priority list or will be done as additional items but also communicate the impact on the priority list. The expected impact will be approximately \$ 33,000.

SPM confirmed he requested an update on all district road from Brian Chin Yee. He also confirmed there is remaining funds from North Side district roads that can be used for Water Quay. However, this is pending the completion of the survey.

SPM confirmed there is one road left in Newlands to be completed; due to the work of Hirst Rd this was put on hold. The NRA crew is currently in Belford; Island Paving will start paving this week.

The Chairman requested to have a summary completed of all district roads and to update the Board.

## **5ii. Capital projects - January – June 2018**

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

#### ***Minutes of the 15<sup>th</sup> August 2018***

SPM Scotland confirmed Phase 1 was completed and the opening ceremony was a success.

The Board expressed its sincere thanks to the SPM for his management of the project and the quality of the final product. It was to an excellent standard and did the NRA proud.

The Board also acknowledged the excellent performance of Supervisor Philip Berry. He has shown significant development during this project and benefited tremendously from his association with the SPM.

#### ***Minutes of the 29<sup>th</sup> August 2018***

No update given.

No update given.

### **5ii.b. Esterley Tibbetts Hwy widening – design & construction oversight**

#### ***Minutes of the 15<sup>th</sup> August 2018***

SPM Scotland confirmed he will be meeting with DECCO tomorrow, Thursday 16<sup>th</sup> August, to discuss the bicycle lane from Batabano Rd to the Butterfield RAB (including the RAB).

#### ***Minutes of the 29<sup>th</sup> August 2018***

No update given.

The Chairman mentioned a check list of outstanding items of work to be done by Decco. SPM Scotland confirmed he is currently working on it. He mentioned he was not aware on the representative from Decco had retired and he will have to contact another representative to assist going forward.



**5ii.c Crewe Road/Tropical Gardens upgrade**

***Minutes of the 15<sup>th</sup> August 2018***

No update given.

***Minutes of the 29<sup>th</sup> August 2018***

No update given.

SPM Scotland confirmed we are currently waiting on Island Paving to complete the paving on the west bond lane; they have not confirmed a date as yet. Once completed traffic will use the west bond and Island paving will pave the middle lane. The last section will be the area that ties into Tropical Gardens and the CUC roundabout.

**5ii.d Crewe Rd/Smith Rd intersection – Proposed roundabout**

***Minutes of the 15<sup>th</sup> August 2018***

No update given.

***Minutes of the 29<sup>th</sup> August 2018***

No update given.

No update given.

**5ii.e Seaview Rd – East End**

***Minutes of the 15<sup>th</sup> August 2018***

No update given.

***Minutes of the 29<sup>th</sup> August 2018***

No update given.

No update given.

**5ii.f Shamrock Rd/Hirst Rd - Re-alignment, Drainage & Resurfacing**

***Minutes of the 15<sup>th</sup> August 2018***

The Chairman shared with the Board a letter that was sent on behalf of Mr. Moxam from JacksonLaw Seeking an audience with the Board to present his proposals in respect of Country Corner Ltd and the Board's reconsideration of its decision conveyed on 05<sup>th</sup> July 2018.

The Board agreed to hear Mr. Moxam and JacksonLaw on Thursday, 16<sup>th</sup> August 2018.

***Minutes of the 29<sup>th</sup> August 2018***

No update given.

***Minutes of the 05<sup>th</sup> September 2018 (E.O. Meeting)***

The Chairman requested SPM Scotland to share the proposal for the egress point as a left turn only to be placed over the small triangle parcel 28D [REDACTED] east of the abovementioned property. He confirmed the Board met on August 16<sup>th</sup> with Mr. R Moxam and his Attorney, Sammy Jackson from JacksonLaw. The Board wrote to JacksonLaw on 17<sup>th</sup> August requesting an indication if the property owner was interested in the proposed egress.

There was no response from the Attorney or property owner until the 31<sup>st</sup> August 2018 and was still unclear if they were interested in the proposal. The Chairman shared:

- a drafted response to JacksonLaw providing the details of its proposal in digital form; and
- a draft memo to the Director of Planning seeking his department's consideration of the NRA proposal and an indication of whether the developer needs to seek approval of a revised site plan.

The Board reviewed and approved both letters JacksonLaw and the Planning Department.

The DMD confirmed that the letter had gone out to JacksonLaw and Planning 7<sup>th</sup> on September 2018. The Chairman requested the DMD to follow up with Planning on Friday 14<sup>th</sup> September. The SPM confirmed during this time we have completed the bus stop site preparation including a new section of sidewalk along the Countryside entrance from Shamrock Rd. One section of the westbound paving has also been completed.

He confirmed that the east bond lane section near to the Sav PO will be paved the weekend of the 21<sup>st</sup> and the other westbound section will be paved on the weekend of the 30<sup>th</sup> September. There is a pedestrian crossing to be installed in Country Side entrance road from Shamrock Rd. He mentioned the speed hump is to be relocated before the new pedestrian crossing.

#### **5ii.g Mango Tree to Elgin Ave Connector**

##### ***Minutes of the 15<sup>th</sup> August 2018***

No update given.

##### ***Minutes of the 29<sup>th</sup> August 2018***

No update given.

SPM Scotland confirmed Water Authority is currently working on installing the water lines. All the wells are in and completed.

#### **5ii.h Walkers Rd to Olympic Way connector**

##### ***Minutes of the 15<sup>th</sup> August 2018***

The Chairman confirmed we are ready to gazette and to start working on this project. He also shared with the Board a drafted letter requesting to meet with both of the property owners of 15E█ & 15B█. The Board reviewed and approved to issue the drafted letter. SPM Scotland mentioned the Board should discuss the compensation claims as the proposed alignment of the road is partly over the route gazetted under BP 398 and the remainder would be under a new BP which has been prepared. He confirmed the property owner for 15E█ is pending compensation and property owner for 15B█ has not submitted a compensation claim.

Director Hydes agreed to refer the project to the National Conservation Council (NCC). However, will not start the gazetting until after the meeting with property owners.

##### ***Minutes of the 29<sup>th</sup> August 2018***

The Chairman mentioned to the Board both letters were hand delivered to both property owners. However, the property owner of 15B█ refuses to accept his letter. The Chairman he will try to contact him directly and there was no response from property owner of 15E█.

The Chairman confirmed he met with the property owner of 15B [REDACTED] on 9<sup>th</sup> September 2018 in West Bay. He felt that the meeting went well and the property owner understands the overall concept of what the NRA is trying to achieve with the connector from Walkers Rd to Olympic Way and Academy to Olympic Way. The Government is now developing the high school project. SPM Scotland has been liaising with the people putting this project together and trying to ensure that the provisions is made for the segment from Academy Way through the John Gray High School site (the old George Hicks High School) to Olympic Way.

The Chairman stated that the property owner was pleased that the roundabout has been removed and appreciates the realignment. He had conveyed that the NRA will like to start the work in late 2018 or early 2019. They had concluded with the agreement that the Chair would touch base with the property owner in the new few weeks and no steps would be taken by the NRA/CIG prior to that.

The Chairman mentioned to the Board that when he meets with the property owner of 15B [REDACTED] he will need to provide him information regarding the compensation aspect and the fact there are two BP's. He will need to discuss this with ACVO Ms. Ruth Watson beforehand.

The ES confirmed there was no response to the letter from the property owner of 15B [REDACTED] SMP Scotland confirmed the property owner was ok with the proposed connector.

## **6. Other Business**

### **6i. Claims for Compensation**

There were no claims for consideration.

### **6ii. Legal action – S. 23(1) [REDACTED] Block 13D Parcel [REDACTED]**

#### ***Minutes of the 25<sup>th</sup> July 2018***

The Chairman stated that Ms. Lewis has now advised that she does not feel that the NRA has the authority to grant a 'licence' as she had earlier thought. He is to seek clarification from her on how the NRA can grant the access as has been agreed it wishes to do.

#### ***Minutes of the 15<sup>th</sup> August 2018***

No update given.

#### ***Minutes of the 29<sup>th</sup> August 2018***

The Chairman shared with the Board e-mails from Ms. Lewis stating that she consulted with Ms. Watson from L&SD and it is her opinion that the NRA does not have the power to grant either a 'easement' or 'licence' to property owners adjacent to a public road. Instead, she suggested that "the only option is to do what has always been done in these cases i.e. designate an access point onto and off the highway that S. 23(1) [REDACTED] may utilize." She had further advised that in designating an access point, the NRA "has the implied power to define any particular physical location as an access point and to prescribe the point and configuration of such an access point. Such a power has to be exercised reasonably and not arbitrarily."

In light of the advice provided by Ms. Lewis, the Chairman suggested that the NRA management should communicate to S. 23(1) [REDACTED] the segment of the roadside boundary along which the NRA was willing to give them an access point and afford them an opportunity to say where along that segment of the boundary the access point should be located. Subject to this input from S. 23(1) [REDACTED], the NRA should arrange for the access point to be established by fixed boundary survey and formally write to them

advising them of the location of the point and providing the plan for the giving effect of the access.

The Board agreed to this course.

***Minutes of the 05<sup>th</sup> September 2018 (E.O. Meeting)***

The Chairman shared the section of the draft minutes from 29<sup>th</sup> August 2018 related to this item. The Board reviewed and ratified the draft.

The Chairman stated Ms. Lewis was being contacted regularly by representatives of S. 23(1) in regard to their proposed access off the ETH. He stated that he will advise Ms. Lewis that the Board has agreed to prescribe access at a point on the boundary. The Authority will give S. 23(1) the opportunity to say where along the segment of the boundary the access point should be located. Once the indicate a point which is acceptable, it will be established by a fixed boundary survey. The property owners will then be notified of the access point and provided the configuration to comply with.

The Chairman shared with Board a draft letter regarding the access/egress point to the S. 23(1) which he had forwarded to Ms. D Lewis for review and confirmation. He mentioned Ms. Lewis confirmed the NRA can communicate directly with S. 23(1) but their Attorneys and herself should be copied on all correspondence. The Chairman mentioned once Ms. Lewis confirms the letter is in order the DMD can execute and send the letter along with the proposed access to S. 23(1)

**6iii. NRA Compound Plans**

***Minutes of the 15<sup>th</sup> August 2018***

No update given.

***Minutes of the 29<sup>th</sup> August 2018***

No update given.

No update given.

**6iv. Signage – Primary arterials**

***Minutes of the 15<sup>th</sup> August 2018***

No update given.

***Minutes of the 29<sup>th</sup> August 2018***

No update given.

No update given.

**6v. Speed humps and Speed tables**

***Minutes of the 15<sup>th</sup> August 2018***

No update given.

***Minutes of the 29<sup>th</sup> August 2018***

No update given.

No update given.

**6vi. Landscaping of roundabouts**

***Minutes of the 15<sup>th</sup> August 2018***

No update given.

***Minutes of the 29<sup>th</sup> August 2018***

No update given.

The Chairman raised the issue of the Ministry taking over the roundabout contracts; the DMD confirmed the Ministry will be taking them over. Observer Mr. C Brown was to send the contract to Legal for review. The DMD confirmed he has been following up with Mr. Brown and the contract as not yet been sent to Legal for review.

The DMD mentioned NRA will only perform the roles of reviewing:

- proposals and to ensure the requirements in terms of sight distance, land scalping etc. are met; and
- the physical work to ensure that it is done in accordance with the approved proposal.

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

***Minutes of the 25<sup>th</sup> July 2018***

The DMD will write to Mr Kent McTaggart again at more length explaining the findings of the study.

***Minutes of the 12<sup>th</sup> September 2018***

No update given.

No update given.

**6viii. Pedestrian facilities at roundabouts**

***Minutes of the 25<sup>th</sup> July 2018***

Not discussed.

***Minutes of the 29<sup>th</sup> August 2018***

The Board agreed to discuss the item at the E.O meeting on 5<sup>th</sup> September 2018.

***Minutes of the 05<sup>th</sup> September 2018 (E.O. Meeting)***

The DMD shared with the Board a report Pedestrians and Cyclists Consideration at Grand Cayman's Major RAB. This report was created by the NRA Transportation Planning Unit. The reason for implementing these crossings at RAB is to help provide safety for pedestrians and cyclist traveling along these busy intersections.

The presentation provided information and how and where to install these crossing based on the posted speeds coming on and off the RAB. Implementing the MTCD W-11 crossing light will alert traffic of the pedestrians who are waiting to cross the road safely. This is a yellow-green fluorescent sign. Pedestrians will press a button in order to activate.

The report stated the probable fatality risk factors for pedestrian's survival of being struck by vehicles traveling at different speeds and the dangers of crosswalks. Each crossing at a RAB will not be the same; the crossing will be located based on the traffic speeds, flow and a safe stopping distance. The stopping distance is the primary key to

determine the location of the ped's crossing on each of the exit leg of a RAB. The report provides a table of AASHTO safe stopping sight distance requirements based on the vehicle speeds (pg9).

The DMD also shared different examples RAB's worldwide and how they operate. He mentioned the HAWK Signal is the most common signal used in the USA; there are the advantages & disadvantages which are listed. While it has great advantages, one disadvantage is the signal is about \$80K per installation. The MUTCD W-11 is currently used in the Cayman Islands and the DMD confirmed the CI Road Code 2011 S.9 was amended for the W-11 sign making it legal for the use in the Cayman Islands. This sign is suitable for our roads because of the lower speeds and not suitable for road ways of travel speeds higher than 25pmh as it does not have a delay feature. One of the advantages of this sign it is affordable at approximately CI \$8K-10K per leg and solar powered,

Director Clarke mentioned to the Board himself and a few others completed an exercise on which way is the better traveling route for pedestrians from leaving from Paddington Place on the Godfrey Nixon Way over to Ed's Plaza. He confirmed even though the traffic flow continuously moving, it is easier and quicker passing on the ETH bypass.

The DMD also shared a report that was conducted back in January 2018. The report again mentions the legal definition of the pedestrian crossing and the W-11 flashing light. It also shows some of the different crosswalk stripping patterns. A field study was also completed based on a penetration count between the Monday – Friday 8am-10am, 12pm-3pm and 4pm-6pm. Camera were also installed and capturing activity at the crosswalks every 2 seconds.

The DMD confirmed site visits to various RAB were completed and recommended to implement a trial MUTCD W-11 light cross walk systems at the Elgin Ave / Thomas Russell / Huldah Ave intersection which is also known as the CNB RAB. This will be completed based on using the AASHTO SSD spacing criteria. The Board agreed to implement the pedestrian crossing at the CNB RAB as a completion for this job. The Chairman stated we will need to notify the public of the work that has been done and NRA will be monitoring it for a period of time and will observe the progress before duplicating it or applying it with modifications to other locations.

The Board expressed their appreciation and the research completed for the report as it was very informative.

No update given.

#### **6ix. Board Members**

##### ***Minutes of the 15<sup>th</sup> August 2018***

Director Hydes requested the update on North Church Street (Wahoo Close to Bodden Rd). SMP Scotland confirmed he received an estimate for approximately \$156,000 of 900ft of road, the design was from APEC to re-grade (mill & pave) as it currently has the wrong grade and is slippery causing accidents.

Director Hydes mentioned Planning is taking enforcement action on the King's Sport Centre LED sign located at the entrance, as it was installed without Planning permission and is dangerous due to the light being so bright.

***Minutes of the 29<sup>th</sup> August 2018***

No matters.

Director Arch mentioned the school zone flashing light at Triple C School is currently blocked by over grown trees and all school zones should be inspected, visible and in working order. He also mentioned that by the Truth for Youth School should have W-11 Ped's Crossing Sign as there is currently a ped's crossing to the school and students cross on a daily bases. Also, mentioned a vehicle ran over the RAB by the Jose Gas Station and some of the delineators are down.

Director Walton mention the over grown trees along Newlands, DMD confirmed he is waiting quotes form the works manager to have a sub-contractor assist with the high over grown bush. He also mentioned the curbing on most of the RAB's especially the RAB at Cost U Less; most of the curbing is damaged.

**6ix. Miscellaneous**

**a. BP 138 - Farm Road – Request for water**

***Minutes of the 15<sup>th</sup> August 2018***

No update given.

***Minutes of the 29<sup>th</sup> August 2018***

No update given.

No update given.

**b. West Bay Road – Extension to Tunnel**

***Minutes of the 7<sup>th</sup> March 2018***

The Chair expressed his disappointment that the draft memo to the Director of Planning/CPA circulated by the MD on 09<sup>th</sup> February 2017 had apparently been submitted as it was and his suggestions of 15<sup>th</sup> 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 21<sup>st</sup> March 2018***

No update given

***Minutes of the 11<sup>th</sup> April 2018***

No update given.

***Minutes of the 25<sup>th</sup> July 2018***

No update given.

***Minutes of the 15<sup>th</sup> August 2018***

No update given.

***Minutes of the 29<sup>th</sup> August 2018***

No update given.

No update given.

**c. Further Road – North Side - Block 53A Parcel**

***Minutes of the 15<sup>th</sup> August 2018***

No update given.

***Minutes of the 29<sup>th</sup> August 2018***

No update given.

No update given.

**d. CIAA Project**

***Minutes of the 29<sup>th</sup> August 2018***

The DMD shared with the Board an email regarding the proposed work at the Airport including the cost and schedule. He confirmed a few of the flashing lights and the speed table were installed and ready for striping however, due to tables blocking the drains the striping has been postpone until this issue is corrected.

No update given.

**e. CIAA / NRA Re : Crewe Road**

The Chairman mentioned Mr. Albert Anderson from CIAA has contacted the DMD and himself seeking a meeting at 11:00am tomorrow (Thursday) with himself and the Chair, CIAA Board, to discuss the future of Crewe Rd west of the runway.

The DMD shared that he had had a conversation with the Director, CIAA. He mentioned that CIAA has planned to extend the airstrip within the next five years, will also fill the ponds and create two blast walls. He mentioned that the NRA Management was aware of this extension and they would like to start the end of 2019. He confirmed they have contracted Stantec Engineering and have also shared their proposal. Part of the work is to also mill and pave the whole airstrip.

CIAA questioned what NRA's time line is and future plans. The DMD shared proposed plans for the connector. However, he stated the proposal will have to wait until the NRA model is active and we can test the different scenarios before considering closing the requested section. DMD mentioned that CIAA considers the closure of the road more economical then the blast wall.

The Chairman mentioned his concerns to the closing of the road vs having control of the road. The jumbo aircrafts are not taking off all day so therefore the road should not be closed; DMD mentioned having a stop bar.



**f. Road Safety Conference – IRF**

***Minutes of the 12<sup>th</sup> September 2018***

The DMD shared with the Board a schedule for the upcoming conference during 1<sup>st</sup>-4<sup>th</sup> October to be held at the Ritz Carlton. The conference will feature a few speakers from the IRF "International Road Federation". The IRF holds a conference every year and the MD/DMD has been attending for the past few years. This conference is promoting road safety such as the Engineering, Designs, Road Laws etc.

He mentioned one of the speakers is the VP of IRF and will be hosting an in detailed workshop on road safety audit, safety design, guardrail etc. He confirmed he is an excellent dynamite speaker, the DMD mentioned he took a few courses with him in the past.

The DMD mentioned they decided to capture the full three E's, Engineering, Enforcement and Education. The RCIPS, DDVL and the Rotary Club are also invited; the Rotary Club will be doing the "Share the Road" campaign.

The DMD invited the Board to attend the workshop. He mentioned Acting Governor Hon. Mr. Franz Manderson will be attending and closing the workshop. We are still pending confirmation from Hon. Minister Hew.

No update given.

**g. East West Arterial Rd / Hirst Rd.**

***Minutes of the 29<sup>th</sup> August 2018***

The DMD shared with the Board an email from CUC requesting to place 13-14 temporary poles with lines along the middle on the East West right down to Spotts Newlands Rd. The reason for this is to relieve some of the poles on Hirst Rd. He mentioned CUC states it is only temporary until the completion of the Prospect Substation.

The Chairman suggested deciding on a section that we can make available to CUC, what needs to be kept for the NRA and to allow CUC to start the underground ducting.

No update given.

**7. Date of next meeting**

The Board will hold an E.O meeting on 19<sup>th</sup> September 2018 and regular meetings on the 26<sup>th</sup> of September 2018

There being no further business, the meeting was adjourned at 1:20pm.

Signature

Chairman of the Board

Confirmation of minutes:

Date: 17 Oct 18

Signature

Executive Secretary

Seconded: Confirmation of minutes

Date: 17 Oct 2018

