

**National Roads Authority**  
**Minutes of the Sixty-Forth Meeting of the Board of Directors**  
**held at the NRA Offices, 370 North Sound Road, George Town,**  
**Grand Cayman, Tuesday, April 01, 2008 at 2:00p.m.**

<b>Present:</b>	Errol L. Bush	Chairman
	Troy Whittaker	Deputy Chairman
	Justin Wood	
	Peter Milburn	
	Steve McField	
	Gerard Pereira	
	Dean Walton	
	Gary Rankin	
	Carson Ebanks	Chief Officer (Min. CW&I)
	Troy Jacob	Nominee for Chief Officer (Min. CW&I)
	Brian Tomlinson	Managing Director
	Edward Howard	Deputy MD – Admin & Planning
	Paul Parchment	Assistant Director – Eng. & Operations
Uche Obi	Senior Valuation Officer (Invited) Lands & Survey Department	
Lois A. Hall-Vaughan	Executive Secretary	
<b>Apologies:</b>	Ronnie Dunn	Nominee for Financial Secretary

1. **Call to Order**  
The meeting was called to order at 2:10pm.
2. **Confirmation of Minutes**  
The Minutes of Meeting held March 11, 2008 were confirmed on a motion moved by (Peter Milburn) and seconded by (Steve McField).
3. **Matters Arising**

**Administration**

1. Warehouse Rental – Sign Shop & Materials Testing Lab  
The tiling and painting of the sign shop is completed. Shelving has been ordered for the soils lab. Soil testing training is expected to commence April 28, 2008.

2. NRA Staff Accommodation

In regards to long term accommodations at the request of Director Steve McField, re the approximately 22 acres of land (owned by Leslie Miller) located to the north east of HMP Northward, a valuation of the land was done by Lands & Survey at the request of the NRA. On March 16, 2008 the MD forwarded a copy of L&S valuation of the property to the Ministry and requested that they make an offer for this property. The MD will follow up on this matter.

Bids for office furniture for the short term accommodation (CAC Building – Dorcy Drive) are to be received April 9, 2008.

**Engineering & Operations**

1. East West Arterial

Two quotes were received for a truck mounted drill they were \$160,000 and \$206,000 F.O.B. Miami. No decision was taken. Management is to review.

It was noted that ‘cat eyes’ reflectors are needed on sections of this highway.

It was also noted that the CUC light pole by the Silver Oaks roundabout needs to be relocated. A traffic survey is to be done on the exit to South Sound when approaching the Grand Harbour roundabout from the east which is currently proposed to be closed to vehicular traffic.

2. Mangrove Pointe Development (Agnes Way)

A left-on left-off-access-only design for this development was done and presented, however an amended design is still being worked on to show a suggested traffic island.

3. Inventory of NRA junk fleet

Bids were received for nine out of eighteen vehicles. All successful/unsuccessful bidders have been notified. A copy of the summary of the total number of bids was circulated for members to view.

4. Proposed Pavement Management Programme

Tender proposals received March 27, were reviewed and short-listed to two. Management is to further review these two to make a final decision. The MD was authorized to execute an agreement with the selected consultant.

5. a. The 3-Year Public Roads Development Programme

A copy of this programme which was prepared by the Dep. MD Ed. Howard is still under review and is being further edited by Mr.

Howard. Director Peter Milburn suggested a glossary at the end to explain any abbreviations in the document.

b. Gazetting of roads

The Chairman has suggested that the Dep. MD Ed Howard prepare and send a letter to the Central Planning Authority advising of the agreed decision for the NRA to be invited to their next scheduled meeting and future meetings.

6. Winters Land Farm Rd.

Tender documents are being prepared. They should be ready to go out by the end of April.

7. Esterley Tibbetts Highway

The concrete bases for the street lights by the Ritz Carlton section are being done.

It was noted by Director Peter Milburn that the valve covers on the road by Cost-U-Less keep 'popping up' and requested Management to look into this.

8. Gazetting of Proposed extension of Owen Roberts Drive to Shedden Rd. connector

A revised drawing of the proposed road has been approved by the Ministry for gazetting. NRA staff has forwarded it to the Lands & Survey Department for preparation of the Gazette Notices. The MD is to follow up on this.

9. McField Lane – One way

The Deputy MD has sent a notice recommending that this lane remain as is. A traffic advisory study is still being conducted.

10. Helen Drive. – One-way

A traffic advisory study is still being conducted.

11. Design Policy on Roundabouts

This is still being worked on.

12. Variable Message Signs

The Chairman noted that the NRA needs to be more specific on what is displayed on the variable message signs currently on the roads. Four more signs have been ordered.

13. Hell Road widening project

The NRA has been corresponding with the Ministry about the hot mix asphalt paving schedule for the remainder of this fiscal year. The Minister

confirmed that after paving work is finished on the new main arterial roads, the NRA is to pave Melmac Ave, Memorial Ave and Vienna Circle at an estimated cost of approximately \$200,000 and then await further instructions on which projects will be undertaken this fiscal year within the remaining funding or with additional funding. The commencement work on Hell Road is contingent on this decision.

14. Ethics  
Copies of Guidelines for Board Members prepared by the Chairman were circulated and members requested to review in detail for discussion/comments at the next meeting.
15. Law Review (NRA Law & Roads Law)  
A Law Review Committee headed by Director Steve McField and to include the Chief Officer, the Chairman and NRA staff as required was formed at the request of the Chairman. This Committee is scheduled to meet April 4, 2008.
16. Water Authority CI Reinstatements  
The MD has written the Water Authority addressing the issue of the reinstatement of pipeline trenches for them and payment for work done by the NRA. They currently owe the NRA \$350,000 and there is another \$350,000 of work to be done as soon as possible.
17. Accounting System Software Package  
The Assistant Director of Finance identified a suitable accounting system software package for NRA which the Board granted approval for its purchase. The contract for this package has been signed, and the package has been ordered.
18. Savannah Gully Seawall  
The NRA is currently awaiting Planning Permission for construction of this wall. A Request for Proposals (Tenders) is also being prepared for engineering services for the final design of the wall and construction administration services. Issues regarding legal access for construction and maintenance are also being negotiated.
19. Request for crosswalk  
The painting of a crosswalk on Shedden Road near Kentucky Fried Chicken restaurant has been done.
20. Road improvements required by high schools  
Several high schools have requested modifications to proposed roads going by or through the school compounds. The MD met with Education Minister the Hon. Minister Alden McLaughlin, Hon Minister Arden McLean, Chief Officer Carson Ebanks, Troy Jacob from the Ministry of CW & I and

school officials in West Bay to discuss the potential roads issues with the upcoming Beulah Smith High School.

21. Parking area by Fountain Court, Walkers Road

It was noted that lines for parking have been painted on the road by these apartments. The lines have been erased with black paint by the Signs & Lines Crew. However it was noted that vehicles are still being parked there.

22. Landscaping obstructions – South Sound

It was noted that several landowners have placed landscaping material in the roadway along South Sound Road. These are obstructions and encroachments. The DMD for Planning and Administration is to serve notice on them for the removal of these materials.

4. **New Business**

a. Request claims for compensation – Lands & Survey

Several claims for compensation were copied and circulated for review and discussion by the Board. Mr. Uche Obi, Senior Valuation Officer, Lands and Survey Department was invited to discuss with Board members the details of each of the following claims.

a1. Claim for compensation, Block 23C Parcel 163 (East/West Arterial)

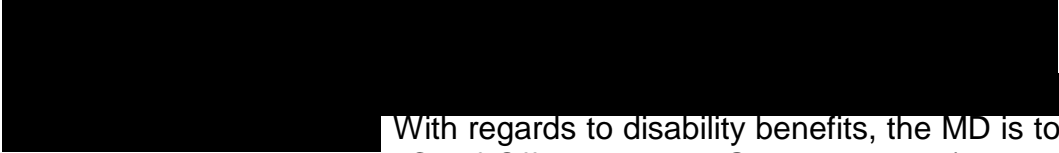
– A.L. Thompson - This claim was denied by the Board, however the owner has now requested a land swap (section of 23C 3) instead of compensation. The NRA was advised that they have no discretion to negotiate. The claimant is to be advised of the process of how the Section 5 Notice will be used to schedule a public road and then the Governor-in-Council **Amended to include 'should they see fit'** may close the portion of the public road and vest it to the Thompsons under Section 14 of the Roads Law. Therefore the Thompsons are to be advised **Amended to include 'by Mr. Uche Obi'** to negotiate this matter with the Ministry of CW & I.

a2. Claim for compensation, Block 23C Parcel 17 (East/West Arterial) –

Peter Rowe – Information in regards to this claim was presented by Director Steve McField. After reviewing this information the Board decided to request Mr. Uche Obi to seek legal counsel prior to the Board making a decision.

a3. Claim for compensation, Block 28D Parcel 166 (Shamrock Rd.,

Savannah) – Keith Collin on behalf of his client - this claim was denied.

- b. Petition to gazette Barnes Drive, Industrial Park – A topographic survey was done. A cost estimate is being done and will take some time to do as it has to be specific.
- c.   
With regards to disability benefits, the MD is to arrange a meeting with the Chief Officer and Mr. Graham Wood (Human Resource Manager in the Ministry of CW&I) to discuss/work on a formulation of this policy.
- d. Request for payment for speed humps – Bodden Town  
Management has notified Island Paving that any future requests for work must be agreed with the NRA prior to the work commencing.
- e. Road Gazettal – Access Management Plan for the East/West Arterial  
This plan was approved by the Board.

A similar plan is proposed for the Esterley Tibbetts Highway and is being worked on.

**5. Other Business**

- a. Lights on Shamrock Road  
It was noted that sections of Shamrock Road are in need of street lights and 'cat eyes' reflectors.
- b. NRA Monthly Report  
This Report is prepared by the MD for the Ministry of C W & I on a monthly basis. The purpose of the Report is to update on the financial status of the NRA and other outstanding issues.

**6. Next Meeting**

The next meeting is scheduled for Tuesday, April 22, 2008.

**7. Adjournment**

The meeting was adjourned at 5:10pm.

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Signature  
Board Chairman  
Confirmation of Minutes – 01.04.08  
Date: 22.04.08

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Signature  
Executive Secretary  
Seconded: Confirmation of Minutes  
Date: 22.04.08