

National Roads Authority
Minutes of the Sixty-Third Meeting of the Board of Directors
held at the NRA Offices, 370 North Sound Road, George Town,
Grand Cayman, Tuesday, March 11, 2008 at 2:00p.m.

Present: Errol L. Bush Chairman
Troy Whittaker Deputy Chairman
Justin Wood
Peter Milburn
Steve McField
Gerard Pereira
Dean Walton
Ronnie Dunn Nominee for Financial Secretary
Carson Ebanks Chief Officer (Min. CW&I)
Troy Jacob Nominee for Chief Officer (Min. CW&I)

Brian Tomlinson Managing Director
Edward Howard Deputy MD
Paul Parchment Assistant Director

Uche Obi Senior Valuation Officer (Invited)
Lands & Survey Department

Odia Reid Crown Counsel (invited)
Legal Department

Lois A. Hall-Vaughan Executive Secretary

Apologies: Gary Rankin

1. Call to Order

The meeting was called to order at 2:15pm.

2. Confirmation of Minutes

The Minutes of Meeting held February 19, 2008 were confirmed on a motion moved by (Steve McField) and seconded by (Peter Milburn) with amendments.

3. Matters Arising

Administration

1. Warehouse Rental – Sign Shop & Materials Testing Lab
More storage racks are on order. Updated photos of the sign shop and testing lab were circulated for members to see how things are

progressing. It was noted that the Lab is partially functional with more equipment expected to arrive. The sign shop is not fully functional. It was noted that some signs can be produced by the sign shop.

Street name signs and one-off or emergency signs will be made locally but it is more cost effective to order standard signs from suppliers in Florida and keep them in stock.

It was also noted by members that no other company should be allowed to conduct any work in regards to roads without approval of the NRA and without proper signage.

The NRA needs to adopt standard drawings showing how to properly sign work zones. There are several examples available online from various Departments of Transportation in the USA that can be adopted.

2. NRA Staff Accommodation

NRA staff is expected to relocate in May 2008 to the top floor of the CAC building.

In regards to long term accommodations at the request of Director S. McField, re the 22 acres of land north east of Northward Prison a valuation of the land was done by Lands & Survey at the request of Management. The Chairman has a copy of the valuation report. The MD is to forward it to the Ministry and request they make an offer for this property.

Engineering & Operations

1. East West Arterial

It was noted that a truck mounted drill to be used to install guardrails would cost the NRA approximately \$70,000 and would take a possible six to eight weeks to arrive on island once ordered. Management is to acquire a quote for the purchase of this truck for the next meeting.

2. Mangrove Pointe Development (Agnes Way)

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

3. Inventory of NRA junk fleet

An inventory of the vehicles was done and submitted to GIS. Viewing of the vehicles by the public was done February 25 – 29, 2008 and bids were due March 7, 2008 however this has been extended to March 14, 2008.

4. Proposed Pavement Management Programme

Advertisements have been placed in both local newspapers re Tender for Engineering Services for Pavement Management Program. Proposals are due on Thursday.

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

A copy of this which was prepared by the Dep. MD Ed. Howard was given to each Director for review. This is to be further edited by Mr. Howard for a presentation to the Hon. Minister. It was noted that this plan should include roads in Cayman Brac and Little Cayman.

b. Gazetting of roads

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

6. Winters Land Farm Rd.

The MD discussed this with the Hon. Minister and it was noted that some of the funding is to come from the Department of Agriculture. The estimated cost of this project is \$1mil. This project is currently on the list to be tendered and is to be considered a priority.

7. Esterley Tibbetts Highway

The sign that indicates the time for travel on this highway (6am – 7pm) is to be taken down.

The conduits for the street lights have been installed.

It was noted that the West Bay Road is still being used heavily by drivers even though the speed limit has been changed on the highway.

8. Request from Red Cross to pave parking lot

ARCP and Island Paving were approached to do this project. They will supply the hot mix asphalt to pave the parking lot and the NRA will do the paving. Director Peter Milburn thanked the NRA for its part in this project.

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

A revised drawing of the proposed road was handed out. It has been approved by the Ministry for gazetting. NRA staff has forwarded it to the Lands & Survey Department for preparation of the Gazette notices.

10. McField Lane – One way

A traffic advisory study is to be done for the next meeting.

11. Helen Drive. – One-way
A traffic advisory study is to be done for the next meeting.
12. Design Policy on Roundabouts
A directive was given by the Board to the Managing Director to establish a Design Policy on Roundabouts. Based on this policy, the NRA will need to evaluate all existing roundabouts for compliance and to do a cost estimate to modify existing roundabouts to comply with the policy. This is being worked on.
13. Variable Message Signs
Copies of the proposed signs for purchase were circulated. The Board has approved the purchasing of four (4) of these signs, with the possibility of renting the signs to companies conducting road works.
14. Hell Road widening project
This project is anticipated to be started before the end of the fiscal year.

4. New Business

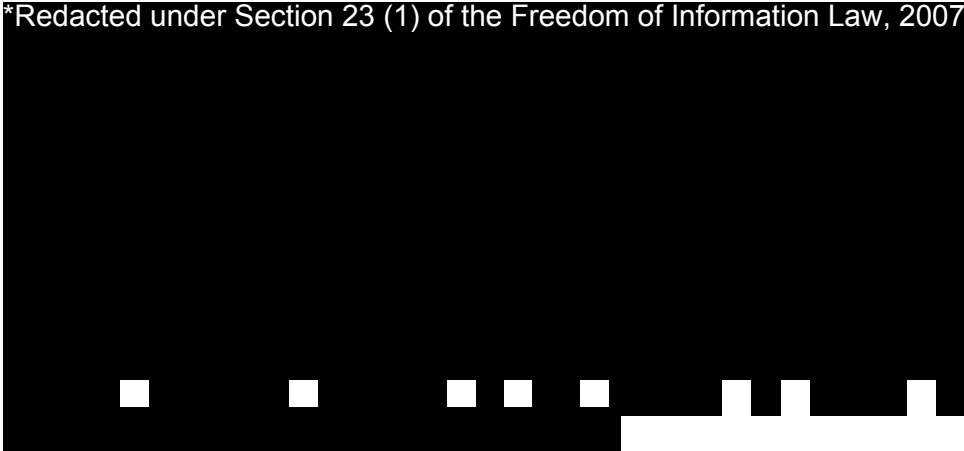
Request claims for compensation – Lands & Survey

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

- a. Claim for compensation, Block 23C Parcel 29 (East/West Arterial) –
This claim was denied.
- b. Claim for compensation, Block 23 C Parcel 163 (East/West Arterial)
- Ms. Oida Reidan Crown Counsel with the Government's Legal Department explained her legal opinion on this claim. She stated that:
 - The proper notice procedures were followed
 - a Caution did not appear on the Land Register at the time of the notice
 - the NRA therefore has NO DISCRETION to entertain the claim and
 - the NRA and its agent, the Lands & Survey Department acted legally

Given the presentation and information by Ms. Reid, the NRA Board decided to deny this claim.

- c. Claim for compensation, Block 11D Parcel 16 (Esterley Tibbetts Highway) – This claim was accepted for payment.

- d. Claim _____ for compensation, Block 11D Parcel 30 now Parcel 85) (Esterley Tibbetts Highway) – This claim was accepted for payment.
- e. Petition to gazette Barnes Drive, Industrial Park – It was noted that Seymour Drive (Barnes Drive is off Seymour Drive) was raised some time ago and the developer for the Barnes Drive area has not done any improvement to the road which is really low and in a bad condition. It was suggested that, as the road is private, it should be brought up to NRA standards by the businesses that are in the area/located on that road, then once this done, a request be made to the NRA to take over the maintenance thereof. A cost estimate to bring the road up to NRA's standards is to be done for the next meeting.
- f. *Redacted under Section 23 (1) of the Freedom of Information Law, 2007

- g. Request for payment for speed humps – Bodden Town
 Copies of invoices from Isl and Paving for speed humps requested by Mr. Osbourne Bodden were circulated. This was discussed in detail and it was decided by the Board that payment should be made to Island Paving for the work. Also, the Board decided to notify Island Paving that any future requests for such work must be agreed with the NRA prior to the work commencing.
- h. Road Gaz ettal – Access Management Plan for the East/West Arterial
 Copies of a plan of affected areas and notes were circulated prior to the meeting for review by members. It was decided that a valuation breakdown be obtained of affected parcels that accounts for allowing/not allowing access on to the highway.
 A similar plan is proposed for the Esterley Tibbetts Highway.
- i. Melrose Landing – Strata Plan No. 388

This is a second request from Melrose Landing for a wall and landscaping. This was discussed and the request denied.

5. Other Business

a. Ethics

Copies of Guidelines for Board Members prepared by the Chairman were circulated for review by the members and for discussion/comments at the next meeting.

b. Law Review (NRA Law & Roads Law)

The Chairman is seeking to establish a Law Review Committee which will be headed by Director Steve Mc Field and to include the Chief Officer, the Chairman and NRA staff as required. This committee will review the current NRA Law and Roads Law.

c. Water Authority CI Reinstatements

The MD is to address the issue of the reinstatement of pipeline trenches for the Water Authority with them this coming week in regards to payment for work done by the NRA. It was noted that the Water Authority has been doing a sub-standard job hence the NRA has made the decision to do the reinstatement of trenches.

It was noted that utility companies need to communicate with the NRA in regards to upcoming/proposed works.

d. Accounting System Software Package

The Assistant Director of Finance has identified a suitable software package for NRA. The Board granted approval for its purchase. The MD is to request Cabinet via a letter to pay for it since Cabinet had instructed the Chairman to implement the software.

e. 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 worked out.

f. Request for crosswalk

Approval was granted for the painting of a crosswalk on Shedden Road near Kentucky Fried Chicken restaurant.

g. Road improvements required by high schools

Several high schools have requested modifications to proposed roads going by/through the schools. The MD is to request to meet the Hon. Minister to sort this out.

h. Parking area by Fountain Court, Walkers Road

It was noted that lines for parking have been painted on the road by these apartments. This is to be erased with black paint by the Signs & Lines Crew.

i. Landscaping obstructions – South Sound

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

6. Next Meeting

The next meeting is scheduled for Tuesday, April 01, 2008.

7. Adjournment

The meeting was adjourned at 5:50pm.

Signature Signature
Board Chairman Executive
Confirmation of Minutes – 11.03.08
Date: 01.04.08

Secretary
Seconded: Confirmation of Minutes
Date: 01.04.08