
National Roads Authority
Minutes of the Two Hundred & Twenty-Third Meeting
of the Board of Directors
held in
NRA Conference Room,
370 North Sound Road, George Town, Grand Cayman
Wednesday, 14th June, 2017 at 9:30 a.m.

In attendance were:

Donovan Ebanks	Chairman
Gary Clarke	Deputy Chairman
David Arch	Director
Stanley Panton	Director
Dane Walton	Director
Kenross Connolly	Director
Paul Bodden Jr (Andy)	Director
Tristan Hydes	Director Designate of Chief Officer, Ministry CPI
Paul Parchment	Managing Director – NRA
Edward Howard	Dep. Managing Director - NRA
Lois A. Hall	Executive Secretary - NRA Board of Directors

Invitees:

Mark Scotland	Special Projects Manager – NRA
Ruth Massarella	Valuation Officer – Lands & Survey Dept.

Apologies:

Charles Brown	Observer - Ministry CPI
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1. Call to Order

The Chairman called the meeting to order at 9:47am

2. Minutes of Previous Meetings

- a. 10th May 2017– signed off
- b. 26th April 2017 – signed off
- c. 25 May 2017 – to be confirmed

Administration

3.i. Capital Budget – Compensation & Construction Funding

Minutes of 26th April

The Board has still not received an update of the spreadsheet which it created back in October 2016, "CAPITAL BUDGET - COMPENSATION & CONSTRUCTION FUNDING". The information is urgently needed to assess the funding situation in respect of LP Hwy widening Phase 1 as well as the possibility of pursuing any of the following projects:

1. Crewe Rd/Tropical Gardens Upgrade;
2. Shamrock Rd/Hirst Rd Re-Alignment; and
3. Crewe Rd / /Agnes Way/Smith Rd intersections.

Minutes of 10th May 2017

After persistent pressing by the Chairman, the Ministry finally indicated on 05th May 2017 that it had reduced the allocations to the NRA under:

- EA 36 – Misc Road Surface Upgrades from \$1.0M to \$0.5M; and
- EA 142 – George Town Revitalisation from \$6.9M to \$6.225M with \$0.125M of this for work already carried out by the NRA (GT Hospital car park).

The Chairman presented the revised spreadsheet *NRA Capital Budget Compensation & Construction Funding - Jul 2016 to Dec 2017 DE08052017* (copy attached).

With regard to EA 36, the Board noted that \$0.2M of this allocation has been committed to the shoulder widening on the ET Hwy project. The MD is to advise the Board whether all of this allocation has been or will be utilised. The Board also took the view that the remainder of the revised \$0.5M allocation under EA 36 should be earmarked for the projects at 4.v. Crewe Road/Tropical Gardens upgrade and 4.vii. Crewe Rd/Smith Rd intersection.

With regard to EA 142, the Chairman advised the Board that the SPM had now received the quote from CUC for the relocation of utilities on Phase 1 of the LPH widening project. It is \$0.256M and brings the estimated total cost of Phase 1 to \$6.5M.

The net effect as shown on the spreadsheet is that with the Ministry now reducing its funding to \$6.1M, there is a shortfall of \$0.4M. The Chairman recommended to the Board that the C\$400K shortfall in the budget be taken from the District Roads Programme and the Board agreed with the recommendation.

Minutes of 25th May 2017

The revisions to the 2016/2017 Approved Budget agreed on 10th May 2017 were presented to the Board and ratified.

The MD is to provide details (completed and projected) of the District Roads Programme for the next scheduled meeting.

MD is to provide completed and projected updated details of the District Roads Programme for the meeting scheduled for June 29th.

3ii. Proposed Legislative Review

Minutes of 26th April 2017

No update provided.

Minutes of 10th May 2017

No response received from the Ministry. Mr C Brown advised that the Chief Officer is currently on vacation until the end of May. A meeting is being arranged the first week in June for a committee to discuss this item.

Minutes of 25th May 2017

The meeting of the committee to review the compensation part of the Roads Law and the NRA Law is to be arranged for a day in the first week of June.

The proposed meeting of the committee was postponed due to the country's general elections. The new Minister indicated this meeting will take place and it is to be arranged shortly.

3iii. Request by MD for Renewal of Employment Agreement

Minutes of 10th May 2017

The Board excused the MD, DMD and Executive Secretary to discuss this matter. It was agreed that:

- it would be appropriate to conduct an interim appraisal of the MD's performance under his current 2016-2017 Performance Agreement at this time; and
- in light of the possibility that there may be changes to the Board following the upcoming elections, it would be appropriate to consider seeking the agreement of the MD to an extension of his current employment agreement, possibly of say 6 months, to allow the decision on his longer term engagement to be made by the 'new' board with whom he would be working if renewed.

The Chairman will action both points.

Minutes of 25th May 2017

No update provided.

The Chairman briefed the Board on the completion of the Interim Appraisal of the MD and his acceptance of the results.

The Board considered again the issue of asking the MD to agree to an extension of his current employment agreement by six (6) months to try to ensure that the consideration of a longer term engagement was done by after any changes to the composition of the Board. The Board agreed that an extension should be sought. The Chair is to action.

4. Planning

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

Minutes of 25th May 2017

The draft letter inviting TTHL to negotiate terms of compensation 'Without Prejudice' sent to Crown Counsel for review was approved. The MD displayed two proposed options for access to the TTHL properties to the Board for review. The Board requested that an access be provided to serve both the Equestrian Centre and B.

Thompson. The MD is to follow up if any compensation was paid to Mr. Thompson for the remnant of Blk 21B Par 2 on the north side of the existing road. The Chairman noted that the new alignment should be as simple as possible to avoid added cost to the NRA.

The SPM advised that the NRA should consider giving Blk 20E Par 90 an adjacent triangular piece of land (approx. 100sq ft. or less) for access, which will be of no use to the adjacent property once the house is completed. As the piece of land is still Crown land it was suggested that it be transferred as soon as possible before the house is completed and the transfer to the house owner (Ms. Lopez) is done. The SPM is to advise Ms. Lopez of NRA's intention. The Board endorsed the suggestion.

No compensation claim has been submitted or paid for Blk 21B Par 2 (owner Mr. B. Thompson).

The Chairman suggested a proposed design (a jug handle) to provide access to parcels 14D 239, 73, 74 & 297 REM1. If this revised design is completed by Friday then instructions can be given to Crown Counsel to send the letter to TTHL. The NRA to also look at how to grant access to Mr. B Thompson's other properties on the south side.

Re BP 592 - Blk 20E Par 153: the Board approved the payment of the sum of CI\$13,493.00 for market value of the land taken and valuation report payable to Wilfred M. Chollette and CI\$1,800.00 for professional fees payable to JEC Property Consultants Ltd.

The offer of CI\$10K 'Without Prejudice' by L&S to the owner of Blk20E Par 90 was accepted. However the owner has now requested a wall at the front of the property to be constructed by the NRA. The Board approved payment of the \$10K and construction of the wall. The adjoining land owner (Blk 20E Par 379 - one of the newly constructed houses) has also requested a wall behind the guardrail that is being constructed. The SPM will follow up to see if this was a part of the relocation agreement.

The Church has submitted claim for compensation which L&S has refuted and is awaiting a response from the Church. L&S has requested the list of accommodation works done by the NRA for this Church for revision of this claim.

4ii. Esterley Tibbetts Hwy widening – compensation matters

Minutes of 25th May 2017

The Chairman, Dep. Chairman G. Clarke, Directors D. Arch, S. Panton, K. Connolly and Paul (Andy) Bodden went on a site visit 23rd May, 2017.

Re Blk 13D Par 261 – Lakeside Strata #501 – the Board approved payment of the sum of CI\$40,000.00 for both small triangles of the land to the east and west of the highway which is rendered unusable to the Strata due to the works bisecting the land. No professional fees claimed as the Lakeside Strata proprietors decided to represent themselves in negotiations.

The NRA has made several un-successful attempts to access the Dilbert's property. S. Jackson (Attorney representing the Dilbert's) wrote Sr. Crown Counsel on 10th May 2017 suggesting that the acquisition of his clients' properties were ultra vires the Roads Law (2005 Revision) as the NRA was not intending to construct the third lane at this time. Work is now on hold pending a response from Crown Counsel. NRA

management is providing material for presentation to Sr. Crown Counsel for her response.

A letter was received from S. Jackson (Attorney representing the Dilbert's) stating why the gazetting of the required section for the road was not legal as the proposed third lane will not be constructed now. A proposed design was shown indicating a deceleration lane over recently acquired properties to the south of the Dilberts giving access to their properties via Webb Road.

The Dilbert's are requesting CI\$261,316 (for Blk 13D Pars 83 & 440). L&S provided a valuation of (CI\$91,325) for possible compensation payable. The NRA has estimated the cost of the construction of the access to be \$70K.

A decision as to how to proceed is dependent on the advice which Sr. Crown Counsel provides as to the viability of the claim by the attorney for the Dilbert's.

4iii. Traffic simulation/forecasting model - update

Minutes of 10th May 2017

A draft contract is being vetted and copies are to be sent to the Board for review. The Chairman suggested the contract should be forwarded to Crown Counsel for legal input.

Minutes of 25th May 2017

The DMD is to circulate an alternative draft contract later today.

Item not considered.

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

Minutes of 26th April 2017

No update provided.

Minutes of 10th May 2017

The MD is to forward an Excel spreadsheet to the Chairman for review.

Minutes of 25th May 2017

No update provided.

Item not considered.

4v. Crewe Road/Tropical Gardens upgrade

Minutes of 26th April 2017

The survey, design, vertical design and gazetting of this proposed project has been done. The estimate has also been revised and is \$354K for the widening and curb and gutter (contingency increased from 2% to 7.5%) and \$404K if sidewalk is included from Palm Dale to Rosedale.

The right-of-way has been gazetted and the implementation of the project will depend on the funding available when the update being sought under item 3.ii. is obtained.

Minutes of 10th May 2017

No update provided.

Minutes of 25th May 2017

No update provided.

It is proposed that both Crewe Road projects (4v & 4vii) be coordinated with the completion of Agnes Way roundabout of the LP Hwy widening project to minimise disruption of traffic.

4vi. Shamrock Road vicinity of Hirst Rd – horizontal & vertical realignment

Minutes of 26th April 2017

Surveying of this project is still being done and no final estimate was available from management prior to the meeting.

With the owners having agreed to let Government acquire the two parcels, it is hoped that the update under 3.ii. will indicate whether it will still be possible to gazette this project prior to the current Cabinet demitting office.

Minutes of 10th May 2017

The request for gazetting this project was sent. No response has been received. Mr. C Brown is to follow up.

Minutes of 25th May 2017

The Board took the decision that the NRA should fund the purchase of Block 28D, parcels 14 and 15 in Savannah required for this project as the opportunity to implement the improvement will be lost if the NRA/CIG does not follow through on their expressed interest and the owner of the adjacent property which is about to be developed acquires it instead. It was suggested that Lands & Survey broker a deal with the owners to sell. The Chairman is to notify the owner (Ms. Roberts) of NRA's intent to pursue the acquisition in the very near future.

The Chairman, Dep Chairman and Director S. Panton met 3rd June 2017 with the owner of Blk 28D re NRA's desire to acquire the property. The owners will consider the matter. They expressed a desire that the portion of land not used for road improvements be used instead to construct a park possibly sponsored by neighbouring companies to honour the ladies who lived there. Their response is in expected 2 – 3wks.

4vii. Crewe Rd/Smith Rd intersection – Proposed roundabout

Minutes of 10th May 2017

No update provided.

Minutes of 25th May 2017

This proposal will be discussed with the MD's of the CI Airports Authority and the Civil Aviation Authority of the CI on 30 May 2017 with a view to ascertaining the future of the north/south section of Crewe Rd west of the airport.

See end of 4v above.

5. Operations

5i. Capital projects and district roads - July 2016 –December 2017

Minutes of 10th May 2017

No update provided.

See end of 3i above.

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

Minutes of 26th April 2017

No update provided.

Minutes of 10th May 2017

Construction of the three houses is progressing. Change-over of traffic is going well. Rumble strips laid down and street light bases in.

Minutes of 25th May 2017

The SPM advised that:

- four lanes should be open to traffic from Silver Oaks to Halifax by the end of June 2017; it is now 70% complete;
- he is Still working with CUC, re installation of poles where the new houses are being constructed;
- construction of the houses is expected to be completed by July 2017. The schedule for relocating the home owners will depend on CUC's schedule to provide electricity to the new houses. It is anticipated that the relocation and demolishing of the old houses to be completed by September 2017; and re-construction of sidewalk by ProPlus and construction of the sidewalk by the new Church will be done by the NRA and the church, respectively, when NRA completes the curbs.

No update provided.

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

Minutes of 26th April 2017

No update provided.

Minutes of 10th May 2017

Paving of the roundabout and section of tunnel completed. The connector to the school is being done. A design of the three lane roundabout indicating travel direction of traffic was shown to members.

Minutes of 25th May 2017

Landscaping is being done, however the Board is concerned about the type of pine trees being used especially the ones being planted by the Airport Connector Roundabout. (ACR). There is also concern re the boulders located at the Camana Bay town centre roundabout. The MD assured the Board that when the safety audit is done they will have to be removed.

The opening of the tunnel for traffic scheduled for this Sunday was postponed. Striping in the area completed. PSA i.e. a short video and newspaper ad on the use of the three lane roundabout were done.

6. Other Business

6i. CIAA/NRA Traffic Study – ORIIA Terminal Site & Adjacent Roads

Minutes of 10th May 2017

The Chairman and a representative of AMR met with the CIAA Board on 27 April 2017 and presented the results of the traffic study by Burns Group and BP 588 – Airport Connector Road. The outstanding issue is the roadway in the vicinity of the old Cayman Airways building which has been leased to the CAAoCI. A proposed design of three lanes for Owen Roberts Dr was shown to members by the MD.

The Chairman and the MD are to meet with CEO Richard Smith of CAAoCI and CEO Albert Anderson of CIAA to discuss this issue and also try to get a handle on the future of Crewe Road west of the runway.

Minutes of 25th May 2017

Lands & Survey department provided a cost estimate for the land acquisition related to the proposed Airport Connector Road project (BP 588). The Chairman suggested that this should be reviewed by the Board following whatever changes take place to the membership.

The Chairman and the MD are to meet with CEO Richard Smith of CAAoCI and CEO Albert Anderson of CIAA on 30th May 2017 to discuss this issue and also try to get a handle on the future of Crewe Road west of the runway.

The MD briefed the Board on the meeting with CEO Richard Smith of CAAoCI and CEO Albert Anderson of CIAA. The meeting centred around the old Cayman Airways Offices, the proposed Airport Connector Highway (ACR), the proposed upgrade of the Owen Roberts Drive (ORD), and the proposed upgrade of Smith Rd/Crewe Rd intersection near the airport runway.

A three (3) lane road design proposal (2 lanes with a central turning lane) for ORD was discussed with specific emphasis placed on the horizontal location of the curve around the proposed new CAAoCI office. CEO Richard Smith advised that his architect and team proactively recognized the impending road upgrades and designed their site to allow for future widening.

The NRA design team is to produce a re-design that illustrates the site-layout of the proposed new office superimposed over the proposed new road alignment. This would then be available to both CIAA & CAAoCI design teams for final architectural revisions.

CEO Albert Anderson inquired if the NRA could upgrade the existing pedestrian crossing from the airport arrival lounge to the rental car centre. The MD advised this was possible in the short term (on a cost sharing basis), but suggested the NRA future proof the design to suit the upgrade of ORD.

The Smith Rd/Crewe Rd intersection re-design was presented and the issue of extending the current runway was raised. The MD advised the group of the traffic volumes traversing that portion of Crewe Rd crossing the runway and noted the importance of keeping the road open and operational. Messrs. Richard Smith and Albert Anderson advised that while a retractable blast wall

was being considered as a protection for vehicles traversing during aircraft take-off, the NRA should note that the likely extension of runway nearer to the existing road would render the road inoperable during take-off. The MD indicated that even with restrictions during actual take-offs, the segment was still vital to the road network in this area.

The MD advised the group that efforts would be made to future proof the new intersection as well as the planned extension of Crewe Rd from Mango Tree to the Cayman National Bank (CNB) roundabout to allow for traffic control signals to control/prohibit vehicular movements across that portion of Crewe Rd between the two intersections during take-off periods. Details of the design drawings will be made available to all at a future planned meeting.

6ii. Legal action – Bodden Holdings Ltd.

Minutes of 26th April 2017

Crown Counsel responded to the letter from Etienne Blake (d/d 11th April, 2017), stating that the NRA will honour the Compensation Waiver Agreement but expressing concerns about the completeness of the document which the NRA has and seeking 'disclosure' of the document on which the attorneys are relying. The NRA still has to produce a plan showing 'left off/left on' access.

Minutes of 10th May 2017

No response received from Etienne Blake to Crown Counsel's letter.

Minutes of 25th May 2017

No update provided.

Item not considered.

6iii. NRA Compound Plans

Minutes of 26th April 2017

No update provided.

Minutes of 10th May 2017

No update provided.

Minutes of 25th May 2017

No update provided.

The SPM advised that electrical supply to the lab have been approved by CUC.

6iv. Signage – Primary arterials

Minutes of 10th May 2017

No update provided.

Minutes of 25th May 2017

No update provided.

Item not considered.

6v. Landscaping of roundabouts

Minutes of 8th February 2017

Mrs. M. Pandohie was invited to discuss this item. It was noted that the Ministry was previously granting approvals to interested entities however the NRA does it now. Contracts are granted for five years. A few of these contracts have expired, with one not to be renewed.

Members queried if a policy regarding the landscaping and upkeep of the assigned roundabouts was in place. As there is no policy/guidelines in place the Board requested Ms. Pandohie to do draft policy/guidelines in this regard for the next scheduled meeting.

Minutes of 22nd February 2017

The Chairman advised Mrs. M. Pandohie was working on the landscaping policy and would have it ready for next meeting.

Minutes of 8th March 2017

No update provided.

Minutes of 23rd March 2017

No update provided.

Minutes of 12th April 2017

No update provided.

Minutes of 26th April 2017

Copies of the Draft Landscaping Policy/Guidelines were circulated to members for review/comments for the next scheduled meeting.

Minutes of 10th May 2017

No update provided.

Minutes of 25th May 2017

Item not considered.

Members to review Draft Landscaping Policy/Guidelines.

6vi. Board Members

Minutes of 10th May 2017

Director Andy Bodden – Request for millings re Airport Park.

Director K Connolly – NRA to ensure that the paving surface on the ETHwy is the same as the LPHwy, It was noted that errors on the ETHwy were corrected on the LPHwy.

Director S Panton – in regards to how street light requests are handled, he noted that not much is advertised on the process of street light requests. As it is election time

promises are being made to requests for these without the public knowing the process.

Chairman – The NRA could learn from the crews erecting signs for candidates for the up-coming elections how to erect signs vertically. He urged the MD to have staff attend to the large number of signs that require adjustment and proper alignment.

Minutes of 25th May 2017

Director S Panton – the temporary rubber curbing installed to deter motorists from exiting his business place on to North Sound Way need to be replace as most of them have been removed.

The current Board is appointed to August 2018. As per recent general elections, once the reporting Ministry is established, the Chairman is to write to the Chief to enquire if the current Board is to continue. The current Board will continue to meet until advised.

Director S. Panton proposed the idea of closing the west bound side of traffic between the Grand Harbour and Silver Oaks roundabouts in the afternoons to facilitate a smoother and faster flow of the east bound traffic. Traffic would be diverted through Old Crewe Road. The DMD is to provide a traffic count of the afternoon traffic using the Grand Harbour roundabout.

Copies of the Ministerial Minutes sent to the new Minister by the MD were shared with Members of the Board.

6a. BP 138 - Farm Road – Request for water

Minutes of 23rd March 2017

The MD is to enquire the cost of surveying this project privately. The MD suggested that funds from the District Roads Fund be utilized to do the survey based on his communication with the Member for East End. The Board approved the suggestion.

Minutes of 12th April 2017

No update provided.

Minutes Of 26th April 2017

No update provided.

Minutes of 10th May 2017

No update provided.

Minutes of 25th May 2017

No update provided.

No update provided.

6b. Landscaping of Roundabouts – Contracts

Moved to item 6v above.

6c. Concrete pavement investigation

Minutes of 23rd March 2017

No update provided

Minutes of 12th April 2017

No update provided.

Minutes of 26th April 2017

No update provided.

Minutes of 10th May 2017

No update provided.

Minutes of 25th May 2017

No update provided.

Item not considered.

6d. Request to Lease – Blk 23 C Par 13

Minutes of 10th May 2017

No update provided

Minutes of 2017

No update provided.

Item not considered.

6e. BP - Blk 14CF Par 97 – McField Lane – Sonia Linwood

Minutes of 23rd March 2017

This is a long outstanding compensation claim (submitted 2003) of which the offer by the VEO (Lands & Survey) was not accepted by an agent acting on the claimant's behalf. The claimant now wishes to accept the offer made in 2003 and states that the agent had no authority to act on their behalf.

The MD is to follow up to see if a sec. 6 declaration was done for this road.

Minutes of 12th April 2017

As no s.6 was done the MD is to check if any work was done in this area.

Minutes of 26th April 2017

No update provided.

Minutes of 10th May 2017

No update provided.

Minutes of 25th May 2017

No update provided.

Item not considered.

6f. Claim for compensation – Blk 12C REM1 (now 12C 435 – 437)

Minutes of 23rd March 2017

The Board suggested that Lands & Survey make an offer CI\$350K – Without Prejudice.

Minutes of 12th April 2017

The agent for the owner of this property is not in agreement with the 'without prejudice' offer being made. The VEO is to further discuss with the agent.

Minutes of 26th April 2017

No update provided.

Minutes of 10th May 2017

No update provided.

Minutes 25th May 2017

No update provided.

Item not considered.

6g. Compensation Claim

BP 493 / PCM 299 – Blk 25C Par 75

The Board approved to pay the sum of CI\$3,257.00 for the market value of the land taken payable to Annie & Charles McLaughlin and CI\$312.45 for professional fees payable to JEC Properties Consultants Ltd.

BP 575 – Blk 14D Par 432

The Board approved to pay the sum of CI\$49,825.00 (CI\$48,700 for the land affected and professional fees of CI\$1,125) payable to nominated Payee Lyndhurst T.K. Bodden (PO Box 10684 APO KY1-1006).

6h. BP 578 - Proposed extension of Spice Drive, Bodden Town

Minutes of 25th May 2017

The BP was recently issued by Lands & Survey for gazettal under S.3 Roads Law. The extension is proposed by the owner of Blk 44B Par 287, who has inadequate access rights over two adjoining properties. The cost of constructing the extension and cost of compensating adjacent land owners would be underwritten by the owner of Blk 44B Par 287. The proposed extension has been opposed by one of the affected adjacent land owners. It was suggested that the land owner approach the two adjacent land owners to purchase the section required to construct the proposed road. The MD is to look at this request and possibly other options of access for Blk 44B Par 287.

Item not considered.

6j North West Point – Proposed Boat Ramp

Minutes of 10th May 2017

The layout for a proposed boat ramp was shown to members by the MD. It was noted that the Board was not impressed with the proposed design as its access is an issue as well as lack of parking space for a large boat/trailer. The MD is to write to the Chief Officer (Min PLAH&I) stating that the Board is disappointed that this unnecessary project is being allocated funds and the funds would be better spent on the proposed Savannah/Hirst Rd Intersection project where a member of staff died.

Minutes of 25th May 2017

No update provided.

No update provided.

7. Date of next meeting

The next meeting is scheduled for Thursday 29th June 2017 as the Chairman will be off island 22nd – 28th June, 2017.

Next month's meetings are scheduled for Wednesday 11th and Thursday 26th July 2017.

The meeting adjourned at 12:05pm.

Signature

Chairman of the Board

Confirmation of minutes:

Date: 11 July '17

Signature

Executive Secretary

Seconded: Confirmation of minutes

Date: 11th July 2017