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**National Roads Authority**  
**Minutes of the Three-Hundred & Twenty**  
**Meeting of the Board of Directors**  
**held in NRA Conference Room,**  
**370 North Sound Road, George Town, Grand Cayman**  
**Wednesday 11<sup>th</sup> November at 10:00 a.m.**

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**In attendance were:**

John Ebanks	Chair
Kenross Conolly	Deputy Chair
David Arch	Director
Paul Bodden Jr. (Andy)	Director
Joni Kirkconnell	Director (via teleconference)
Dane Walton	Director
Edward Howard	Acting Managing Director
Faith Powery	Executive Secretary
Tristan Hydes	Representative of Chief Officer, Ministry CPI

**Apologies:**

Nedra Myles	Director
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**Invites:**

Mark Scotland	Special Projects Manager
Spencer Turner	Valuation Officer, Lands & Survey
Shena Ebanks	Chief Human Resources Officer, NRA

1. **Call to Order**  
**The meeting was called to order at 10:17 am.**
2. **Minutes of Previous Meetings**
  - a. Minutes of 28th October 2020 confirmed – Motioned by Director Arch; seconded Director Walton

3. **Administration**

**Minutes of the 11<sup>th</sup> November 2020**

- i. **Standards of Public Life Declaration forms**  
The Chair reminded members who did not complete the forms to do so as soon as possible.

#### **4. Planning**

##### **4 i. Recruitment of Managing Director**

###### **Minutes of the 11<sup>th</sup> November 2020**

CHRO Ebanks gave a brief update to the Board on the Interview process that took place on November 5<sup>th</sup> 2020 at the Government Administration Building.

It was agreed that Director Arch and the Chairman would be compensated for their time for the Recruitment process.

##### **ii. Upcoming projects 2020 – 2021**

###### **a. ACR (Airport Connector Road)**

###### **Minutes of the 28<sup>th</sup> October 2020**

The AMD reported slow but steady progress on the development of the roadway. SPM Scotland explained that shot rock supply to the project is limited by volumes that can be procured via mini tender. The NRA expects supply volumes to become more consistent once the framework agreement for aggregate supply is finalised.

###### **Minutes of the 11<sup>th</sup> November 2020**

SPM Scotland advised that progress on the ACR remained slow because of recent bad weather, and issues involving slow turnaround of payments to vendors.

A discussion ensued concerning the reasons for delayed payments. DCO Hydes suggested NRA supplement vendor payments via its cash reserves. AMD Howard noted that the CFO had reservations about doing this however he would confirm whether there were specific reasons as to why utilisation of cash reserves might not be feasible.

It was resolved that NRA management and Ministry CFO should meet to formulate a solution to getting timely payments to fill suppliers.

###### **b. East West Arterial (Hirst Rd to LookOut Gardens)**

###### **Minutes of the 28<sup>th</sup> October 2020**

AMD Howard informed the Board that the section of the East West Arterial Bypass (from Hirst Road to Woodland Estates) is ready to be gazetted. Reference was made to the map shown on the screen. The AMD noted that the NRA has not made a determination on the final alignment of the E-W/Shamrock collector road. The AMD noted that intersection design alternatives were also being prepared for further review.

###### **Minutes of the 11<sup>th</sup> November 2020**

DCO Hydes confirmed that the boundary plan for the proposed extension of the East-West Arterial (Hirst to Woodland Drive) has been approved by Cabinet on the 3<sup>rd</sup> November. Publication in the CI Gazette would likely be mid-November.

The AMD showed Directors, on screen a number of different design options for the major intersections affecting the road scheme. Directors gave their feedback on several of these options.

A brief discussion also ensued about the pending EIA for the easterly extension of the roadway from Woodland Drive to LookOut Gardens. Director Kirkconnell weighed in on several aspects of the discussion. It was resolved that the NRA management would arrange further talks with DOE and invite Director Kirkconnell along as part of the NRA team.

**c. Six-Lane Widening at Shamrock Rd and Crewe Rd (BP 634)**

**Minutes of the 28<sup>th</sup> October 2020**

SPM Scotland reported that work is ongoing on the areas gazetted and the NRA is working as best it can with statutory undertakers for the relocation of public utilities as well as coordinating accommodation works such as relocation of walls/fences and other structures. DCO Hydes highlighted two new sections where the NRA (unhampered by utilities) would begin widening. These are:

1. East bound lane widening from IMP Agency to Grand Harbour Roundabout;
2. Rough-in of the new corridor alignment (BP 634) between Edgewater Way and Kings Sports Centre.

**Minutes of the 11<sup>th</sup> November 2020**

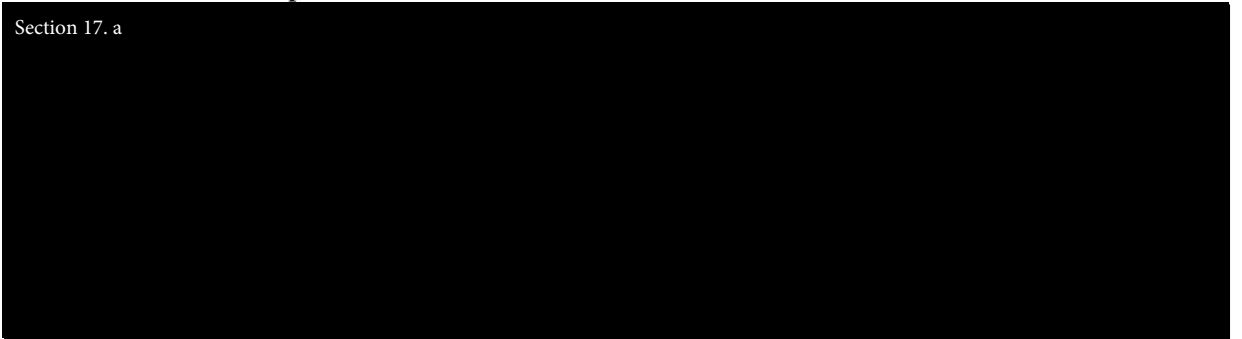
SPM Scotland gave project updates on the widening efforts of Shamrock Road in the Red Bay area. He noted that some way-leaves for CUC poles were still pending.

DCO Hydes addressed the Board concerning the need for an alternative service road in this area to help facilitate internal traffic movement between Grand Harbour and neighbouring subdivisions as well as reduce the need for Red Bay and Prospect residents to access Grand Harbour via the main highway.

**d. LPH/Bobby Thompson Way – New alignment**

**Minutes of the 30<sup>th</sup> September 2020**

Section 17. a



**Minutes of the 14<sup>th</sup> October 2020**


No update

**Minutes of the 28<sup>th</sup> October 2020**

No update

**Minutes of the 11<sup>th</sup> November 2020**

Section 17. a



e. **Gas Station and Mixed Use Plaza (ETH) Butterfield RAB (Block 14C Parcel S.23.a)**

**Minutes of the 16<sup>th</sup> September 2020**

Section 17. a

**Minutes of the 30<sup>th</sup> September 2020**

Section 17. a

**Minutes of the 14<sup>th</sup> October 2020**

Section 17. a

**Minutes of the 28<sup>th</sup> October 2020**

Section 17.a

**Minutes of the 11<sup>th</sup> November 2020**

Section 17. a

f. **Palmeri Commercial Garage on ETH (13D S.23.a - access request)**

**Minutes of the 2<sup>nd</sup> September 2020**

No update

**Minutes of the 16<sup>th</sup> September 2020**

No update however this applicant is also seeking access onto the ETH in the same vicinity. The final outcome of the proposed access for the gas station and commercial plaza would also have a direct bearing on the requested access at this site; the two sites being approximately 500 ft apart.



**Minutes of the 30<sup>th</sup> September 2020**

No Update

**Minutes of the 28<sup>th</sup> October 2020**

No update

**g. Webb Rd / Bronze Rd – Gazette**

**Minutes of the 15<sup>th</sup> July 2020**

The AMD advised that this is a low priority item however staff will remain vigilant in following up with Lands and Survey and ensuring that the Gazette is processed.

**Minutes of the 30<sup>th</sup> September 2020**

No update

**Minutes of the 11<sup>th</sup> November 2020**

AMD Howard will follow up with his team as per the status of the boundary plan drawings.

**h. Frank Sound – Wall Encroachment (next to launching ramp)**

**Minutes of the 2<sup>nd</sup> September 2020**

The AMD advised that he would have a survey done of the existing corner of the wall and overlay that with a proposed gazette plan that was created late 2019. The plan once prepared will be brought back to the Board for further consideration.

**Minutes of the 16<sup>th</sup> September 2020**

No update

**Minutes of the 14<sup>th</sup> October 2020**

The AMD advised that NRA staff will be doing a survey.

**i. McField Lane**

**Minutes of the 2<sup>nd</sup> September 2020**

A brief discussion ensued regarding this matter. The AMD noted that the proposed BP had been revised to lessen the proposed take from 14CFs<sup>s23a</sup> however a chamfer was still proposed at that parcel to facilitate safer turning movements at the intersection of McField Lane and Mary Street.

**Minutes of the 16<sup>th</sup> September 2020**

No Update. The AMD confirmed that the gazette instructions are with the relevant parties at the Ministry and Lands and Survey.

**Minutes of the 30<sup>th</sup> September 2020**

The AMD advised that gazette instructions are with Ministry and Lands and Survey and NRA anticipates that Cabinet approval is forthcoming.

**Minutes of the 14<sup>th</sup> October 2020**

A brief discussion ensued regarding this matter. The AMD noted that the proposed BP had been revised to lessen the proposed take from 14CFs<sup>s23a</sup> however a chamfer was still proposed at that parcel to facilitate safer turning movements at the intersection of McField Lane and Mary Street.

The AMD advised that the NRA is still awaiting gazettal of the roadway before work can commence.

**Minutes of the 28<sup>th</sup> October 2020**

No update

**j. Walkers Road to South Sound**

**Minutes of the 16<sup>th</sup> September 2020**

The Board asked that the AMD expand the area of the topographic survey done for Walkers Road to also include areas north of Stonewall Drive to Olympic Way in order that the NRA could also look at potential solutions for the traffic by Prep School and St Ignatius.

**Minutes of the 14<sup>th</sup> October 2020**

No update

**Minutes of the 28<sup>th</sup> October 2020**

No update

**Minutes of the 11<sup>th</sup> November 2020**

The AMD advised that the NRA will be engaging the services of a private surveyor to provide additional topographic surveys for the area of Walkers Road between Olympic Way and Academy Way.

**5. Operations**

**5i. District Roads - 2020**

**Minutes of the 19<sup>h</sup> August 2020**

The AMD shared the updated District Roads schedule with the Board. Copies of the schedule with completion status updates would be emailed to Directors.

**Minutes of the 2<sup>nd</sup> September 2020**

No update given

**Minutes of the 30<sup>th</sup> September 2020**

The AMD showed (on screen) the progress update of ongoing repairs to local access roads (aka District Roads Programme). Director Conolly asked about the roads in Admirals Landing. The AMD explained that the Admiral Landing road network is private. The AMD further noted that he is aware that some members of the homeowners association are intending to lobby Government to take over the roads in this subdivision.

**5ii. Selkirk Drive**

**Minutes of the 30<sup>th</sup> September 2020**

No update given

**Minutes of the 14<sup>th</sup> October 2020**

The AMD advised that NRA have completed the necessary base works for the remaining northern portion of Selkirk Drive and are awaiting a scheduled date for hot mix paving.

**Minutes of the 28<sup>th</sup> October 2020**

No update given

**5iv. Water Cay Road**

**Minutes of the 30<sup>th</sup> September 2020**

DCO Hydes advised the Board that he recently met with MLA Ezzard Miller who is asking for NRA/Ministry to make a start on phase1 of the Water Cay Road project. SPM Scotland reminded DCO Hydes that this project could not be done this year without postponing work on other district roads which includes roads currently being worked on in Minister Hew's constituency. SPM Scotland advised that he would have NRA staff investigate whether any encroachments have been removed to date and also initiate any further topo survey work that may be necessary. Mr Scotland advised the NRA would then revert with a potential start date for the work bearing in mind that this might not be until early 2021.

**5v. Fleet Procurement 2020**

**Minutes of the 30<sup>th</sup> September 2020**

The AMD advised that the NRA, on advice from the Director of Procurement, is preparing a business case in support of 'self-sourcing' for used heavy equipment.

**Minutes of the 14<sup>th</sup> October 2020**

No update

**Minutes of the 28<sup>th</sup> October 2020**

The AMD advised that procurement of new fleet items is progressing well. New items are being procured using open competition methods however the NRA is in dialogue with the Central Procurement Office about how to procure used heavy equipment items.

**6. Other Business**

**6i. Claims for Compensation**

**Minutes of the 14<sup>th</sup> October 2020**

Claimant: Proprietors of Strata Plan Section 23. a

SVO Watson joined by teleconference at 11.28am to present a claim associated relating to BP600. The claimants The Proprietors of Strata Plan S23a located at Block: 20E Parcel: Section 23. a are requesting compensation for an entry wall/sign feature that was disrupted during the construction of the Linford Pierson Highway. The Board deliberated and approval was given for the amount of CI\$7,337.50.



## **Minutes of the 28<sup>th</sup> October 2020**

Claimant: Section 23. a Amount: \$263,730.00

VO Turner joined the Board in person at 11.36 a.m. to discuss a settled claim related to BP 616 on 15B Parcel s23a. The Board voted to accept the recommendation of the Valuation Officer regarding this parcel. VO Spencer left at 11.59 a.m.

Widening of Shamrock Road-late claim BP 483/PCM 259

SVO Watson also joined via teleconference at 12.07 p.m. and gave a brief update on a claim that was received out of time by a relative of one of the owners of Block 28D Parcel s23a. The subject land was gazetted (s.3) ON 15<sup>TH</sup> June 2004 and the amount taken by the BP is approximately 0.06 acres. The Board after deliberations voted to accept the late claim. SVO Watson will update the board once final claim terms have been agreed with the affected owners.

Claimant: Frederick H.G. Wilks -Block 14CF/Parcel Section 23.a BP591

VO Turner joined the Board in person at 11.27 a.m. to discuss the request submitted by the appointed agent of the claimant. VO Turner advised the Board of his recommended strategy for the settling of the claim relating to 14CF/s23a that involves the acquisition of two existing buildings on adjacent site 14CF/s23a which is also owned by the claimant for 14CF/s23a. Removal and compensation for 2 structures on 14CF/s23a would allow for a replacement of the parking areas lost in the acquisition of 14CF/s23a. The Board considered VO Turners request and resolved to approve his intended approach to settlement of the claim. VO Turner is expected to revert at a future date to report on progress of negotiations.

### **6ii. Board Members Requests**

## **Minutes of the 30<sup>th</sup> September 2020**

Director Boddien:

- Asked what NRA and/or Planning Department would do to resolve the issue of the inconsistent road width along Mastic Road in Frank Sound. He advised that a standardised road width should be gazetted.

**Director Kirkconnell**

- Requested school markings and school zone signs for Montessori pre-school on Crewe Road
- Asked for NRA to investigate the backing up of cars on the east bound left lane leading to the Prospect Primary School on Rex Crighton Blvd.

**Director Conolly**

- Requested rumble strips at the small roundabout at Town Hall Road and Hell Road intersection.
- Asked about the reason for having delineators at the front of condo developments such as Christopher Columbus, The Avalon, Great House, etc.
- Asked for the NRA to consider installation of guardrail for a short section of Boatswain Bay Road near the Lighthouse.



#### **Chairman**

- Requested bush cutting at three areas in Northward subdivision. These are: 1. Intersection of Northward Road and Crysdel Road 2. By #274 Northward Road, and 3. On the bend of Northward Road near H.M. Prison Block 37A<sup>s23a</sup> and 37A<sup>s23a</sup>.

#### **DCO Hydes**

- Advised the Board of ongoing discussions with the Burke family regarding a proposal by the Burkes for potential cost sharing to develop approximately 700ft of the Airport Connector Road corridor (by George Town Barcadere) in order to provide access to an inland parcel on which the Burkes propose to build a warehouse park.

#### **Minutes of the 14<sup>th</sup> October 2020**

##### **Director Conolly**

- Advised AMD of overgrown cactus trees hanging over wall into the road shoulder at Ironshore Guest House at 417 Birch Tree Hill Road.

##### **Director Kirkconnell**

- Reminded the AMD of her request for school zone signs by Montessori school.
- Advised that motorists were still switching lanes on Crewe Road. She requested delineators be reinstated along the stretch of road by Joses Esso.

##### **Director Walton**

- Advised on the potholes on Water Street in North Sound Estates, Savannah, Newlands

#### **Minutes of the 28<sup>th</sup> October 2020**

##### **Director Bodden**

- Reminded the Board and Spencer that the property belonging to Verneil Frederick was encroaching on the main road. The ministry has not said anything about paying/compensating for this project. The Chairman suggested that it was better to take land from Block 68A Parce<sup>s.23a</sup>. Shifting the road would give Mr. Frederick options.
- Reminded the Board that the break in the delineators in front of Savannah Post Office needs to be blocked. AMD Howard advised that he will follow up with NRA staff regarding this request.
- Advised that the shoulder by the Guard House Hill in Bodden Town, needs to have the millings cleared and the guard rail needs to be higher.

#### **AMD Howard**

- AMD Howard informed the Board about another development on the ETH, behind the Governor's Square. The development, Governor's Village will be a mixed use structure consisting of 108 apartments as well as shops and other retail vendors. The Board agreed that there will not be any access given via the ETH and that access will have to be obtained through the older Seven Mile road.

#### **DCO Hydes**

- Informed the Board that the section of Farm Road leading to the Long Term Mental Health Facility in East End needs widening and spray n chip surface. NRA estimates the cost of the upgrades to be approximately \$300K. He also asked that NRA confirm whether the roadworks required a section 3 gazette.
- Enquired of the ownership status of Peninsula Avenue as the road is in a badly deteriorated state. He noted that he is aware that some or all of the road may be privately owned and that there is an active proposal to gate a section of the roadway near the intersection of Peninsula Avenue and Cook Quay.

#### **Chairman**

- Advised that the white lines on the section of ETH between Batabano and the Yacht Club roundabout need repainting as they are faded and barely visible in the rain.

#### **Director Conolly**

- Reminded the Board that the ETH Median landscaping was once again overgrown. He also inquired about the status of negotiations with DART regarding the long term upkeep.
- Informed the Board that there was a small section of the centre lane on the north bound exit of the Camana Bay Oval that is experiencing shoving; this needs to be corrected.

#### **Minutes of the 11<sup>th</sup> November 2020**

##### **Chairman**

- Asked that the NRA consider repaving the first few hundred feet of Seymour Drive from North Sound Rd due to its poor condition. He also asked for drainage to be improved along this section of Seymour Drive.
- Requested that NRA also look at improving the road surface on Summit Crescent off Victory Avenue in Prospect.

##### **Director Arch**

- Noted that the delineators for the Airport roundabout (Smith/Crewe intersection) should to be extended further west to avoid motorists jumping lanes right before the roundabout.

### **Director Conolly**

- Asked that the protruding manhole by Cayman Water Company plant be fixed as soon as possible.
- Reminded the AMD that the ETH Median landscaping was once again overgrown. He also inquired about the status of negotiations with DART regarding the long term upkeep.
- The Garston Smith Drive in West Bay was still underwater due to the heavy rains from tropical storm ETA. The road needed to be drained.
- AMD Howard confirmed he will assist with the Guard House Hill matter in Bodden Town.

### **Director Walton**

- Asked NRA to check the well on Poindexter Roundabout which seems to be clogged.
- Requested that NRA investigate cross-talk issues with two sets of lighted pedestrian crossings on the water front in the vicinity of Bayshore Mall and Anchorage Centre.

### **6iii. Miscellaneous Items:**

#### **i. Crosswalk Options for Savannah Tall Tree Area**

The AMD shared three potential options for new crosswalks in this area. He noted that the previous Board had requested the pedestrian improvements; options had been presented but the Board had not agreed on an option. The AMD noted that NRA was desirous in moving forward with the pedestrian improvements which also included consideration of a sidewalk on a parcel of land owned by the church. Directors Bodden and Arch offered to speak with representatives of the church regarding the NRA's suggestion of a sidewalk.

#### **Minutes of the 16th September 2020**

The Board deliberated various options for a potential new crosswalk and bus layby for the westbound lanes by Savannah Rubis gas station. Director Walton expressed concerns about the proposed location just east of the service station. SPM Scotland also voiced his disapproval of a crosswalk just east of the service station. The Chairman recommended that the NRA staff examine the potential for a crosswalk either directly in front of the gas station or further west in front of Wendy's Restaurant. The AMD advised that he would have staff look at other options as discussed by the Board and revert. A short discussion ensued about the need for public buses to pickup and drop-off passengers in private commercial establishments (like Countryside, Grand Harbour, etc) rather than stopping on the main arterial.



**ii. Newlands Barcadere launch ramp**

The AMD shared photos of the damages at the boat ramp and discussed potential solutions for repairs. The project was originally assigned by Ministry to PWD about 2 years prior however Ministry now requests that NRA coordinate the repairs to the ramp and also address the drainage in the parking lot.

**iii. Esterley Tibbetts Highway – landscaping on northern section medians and roundabouts**

A healthy discussion ensued concerning the overgrowth of the medians and roundabouts from Governors Harbour north to Batabano. DART officials had recently informed the NRA that they no longer wish to continue with upkeep of the landscaping in this area. The aforementioned area has not been cut by DART since March 2020 and has drawn outcry from members of the public. The AMD and DCO Hydes both confirmed that talks are ongoing with DART officials over the ongoing maintenance of the medians and roundabouts.

Minutes of 2<sup>nd</sup> September 2020 – The AMD presented photos of the ETH median and roundabouts north of Governors Harbour and noted that NRA has been working in tandem with CMC landscaping to de-brush the overgrown areas that have not been addressed since March 2020.

**Minutes of the 16th September 2020**

No further update.

**iv. Walkers Road School Traffic – Prep School and Catholic School drop-off areas**

**Minutes of the 16th September 2020**

Director Arch asked the AMD what measures (if any) are being considered to help the morning and evening traffic congestion being experienced on Walkers Road by the St Ignatius and CI Preparatory School. SPM Scotland and others gave accounts of their experiences with drop-off and pickup of children at these areas. The AMD added that Minister Hew has asked whether it would be possible to utilise part of the old CIHS bus parking area to create a drop-off lane for Prep School. SPM Scotland reiterated the need for CIG to move ahead with the comprehensive plan that was approved by the NRA Board a few years back. This plan involved a crescent shaped road connection involving Walkers Road, Olympic Way and Academy Way. The Crescent is almost complete and only requires a road connection to be completed through the John Gray High School Campus.

**Minutes of the 30<sup>th</sup> September 2020**

The Board revisited discussions concerning the current congestion on Walkers Road in front of the Prep and St Ignatius school campuses. The need for the development of the Olympic and Academy Way Crescent was once again endorsed. DCO Hydes advised that he would be meeting soon with officials from the Ministry of Education in an effort to further promote the concept.



v. **Brac Paving MOU**

**Minutes of the 16<sup>th</sup> September 2020**

The AMD reported that at meetings held on the 14<sup>th</sup> and 28<sup>th</sup> of November 2018 the NRA Board had examined the details of the Paving MOU with BRAC PWD. It was reported at the time that a few units of equipment had remained in the BRAC since 2010; these are a 2006 Blaw Knox Paver, 2006 Chevy Colorado, a 2006 small roller, a 2007 flat trailer. All units are now past their replacement date of 2018 (based on a 12 year replacement schedule).


The NRA wrote to the District Commissioner in November 2018 regarding the potential end of the monthly rental arrangement for the NRA equipment especially considering that the amount paid in totality by District Admin had now exceeded the value of the equipment. There had been some moderate level of effort made to bring an end to the agreement however this effort stalled. The Deputy District Commissioner through an email to the AMD on the 11<sup>th</sup> of September 2020 has asked that rental agreement be brought to an end and that a resolution be made concerning the paving equipment that remains in the BRAC.

The Board unanimously agreed to end the monthly payment arrangement and to allow the District Administration to retain the paving equipment as it was past its useful life. It was also deemed non-beneficial for the NRA to incur shipping charges to return old equipment to Grand Cayman that would be of no practical use to the NRA who no longer maintains a paving unit.

7. **Date of Next Meeting**

25<sup>th</sup> November 2020 – regular board meeting

There being no further business, the meeting was adjourned at 1:37 pm.

Signature   
Chair of the Board  
Confirmation of minutes  
Date:

Signature   
Executive Secretary  
Seconded: Confirmation of minutes  
Date:

