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**National Roads Authority**  
**Minutes of the Three-Hundred & Fifth**  
**Meeting of the Board of Directors**  
**held in NRA Conference Room,**  
**370 North Sound Road, George Town, Grand Cayman**  
**Wednesday, 19<sup>th</sup> February at 9:30 a.m.**

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**In attendance were:**

John Ebanks	Chair
Kenross Conolly	Deputy Chair
David Arch	Director
Dane Walton	Director
Paul Bodden Jr.	Director
Edward Howard	Acting Managing Director
Priscilla Jackson	Executive Secretary
Mark Scotland	Senior Project Manager

**Apologies:**

Nedra Myles	Director
Joni Kirkconnell	Director
Tristan Hydes	Representative of Chief Officer, Ministry CPI

**1. Call to Order**

***Minutes of the 22<sup>nd</sup> January 2020***

The Chair called the meeting to order at 9:50am.

***Minutes of the 5<sup>th</sup> February 2020***

The Chair called the meeting to order at 10:00am.

***Minutes of the 19<sup>th</sup> February 2020***

The Chair called the meeting to order at 10:00am.

**2. Minutes of Previous Meetings**

- a. Minutes of 8<sup>th</sup> January 2020 - signed off
- b. Minutes of 22<sup>nd</sup> January 2020 - for confirmation & sign off

**3. Administration**

**3i. Proposed Legislative Review**

***Minutes of the 22<sup>nd</sup> January 2020***

No update given however, the ES will provide hard copies of the drafted proposal of both Laws to each member.

***Minutes of the 5<sup>th</sup> February 2020***

The ES provided each member with a folder with the drafted proposal for both Laws. The Board will review and discuss to have an EO meeting in the future for any comments.

***Minutes of the 19<sup>th</sup> February 2020***

Members are still reviewing the drafted proposals, the Chair has agreed to a potential meeting at the end of March to discuss findings

**3ii. Staff COLA**

***Minutes of the 22<sup>nd</sup> January 2020***

The AMD mentioned Cabinet approval is still pending; once approved the NRA will award wages retroactive to January 2020.

***Minutes of the 5<sup>th</sup> February 2020***

No update given.

***Minutes of the 19<sup>th</sup> February 2020***

The AMD confirmed the Cabinet paper is not yet completed and Director Hydes is to prepare soon.

**4. Planning**

**4i. Traffic simulation/forecasting model – Recruitment of Traffic Engineer**

***Minutes of the 22<sup>nd</sup> January 2020***

The AMD confirmed that a few applications have been received. He is to follow up with the CHRO regarding the recruitment end date.

***Minutes of the 5<sup>th</sup> February 2020***

The AMD confirmed the CHRO has received a number of applications; CHRO will prepare and provide to him for review a short listing. He will provide and update regarding the short listing at the next scheduled meeting.

***Minutes of the 19<sup>th</sup> February 2020***

The AMD confirmed receipt of four applications however, only one candidate is remotely suitable. He mentioned that he will ask the CHRO to extend the advertisement period.

SPM Scotland advised that management should also look at advertising on global job sites such as “Indeed.com”

**4ii. Upcoming projects 2020 – 2021**

**a. ACR (Airport Connector Road) – Section 6**

***Minutes of the 22<sup>nd</sup> January 2020***

SPM Scotland advised that a public tender has been issued for construction management services for the Airport Connector Project – Phase 1. He also confirmed that tender submittal deadline is February 7, 2020 and the NRA expects to be able to commence work on the project by the end of February 2020. Director Hydes mentioned he will follow up with Ministry, CPI Senior Policy Officer regarding the Section 6 gazette notice.

***Minutes of the 5<sup>th</sup> February 2020***

SPM Scotland confirmed that staff is awaiting the deadline for the tender. An update on the tender results will be provided to the Board at the next scheduled meeting.

***Minutes of the 19<sup>th</sup> February 2020***

SPM Scotland confirmed the tenders have been issued and we are at the final stages of seeking a Construction Management team. He also mentioned that he is hoping that de-mucking of the road can begin in earnest at the end of March 2020.

**b. East West Arterial (Hirst Rd to LookOut Gardens)- To be gazetted**

*Minutes of the 22<sup>nd</sup> January 2020*

SPM Scotland updated the Board on the NRA's latest intersection proposal for Hirst and E-W Arterial extension. The Board accepted the intersection layout. A discussion ensued about whether it was beneficial to expand the gazette line to include additional land take along the proposed corridor between Hirst Rd and the Woodland Drive area.

Director Arch suggested an additional 10ft on the south side to increase the road width.

SPM Scotland mentioned the next step will be for NRA to forward to L&S its recommendations for the processing the gazette of the roundabout including the additional 10ft expansion of the proposed corridor.

*Minutes of the 5<sup>th</sup> February 2020*

SPM Scotland confirmed the documentation for the gazettal of the section from Hirst Road to Woodland Drive area has now been submitted to the Ministry. SPM mentioned he is hoping the work will commence mid-year.

The longer section from Woodland Drive to Lookout Gardens is subject to an Environmental Impact Assessment (EIA).

*Minutes of the 19<sup>th</sup> February 2020*

SPM Scotland confirmed he plans to meet with the property owners who are potentially affected by the proposed collector road north-south between the East West Arterial and Shamrock Rd by Agricola Drive.

**Tomlinson Round-a-bout**

SPM Scotland mentioned the proposal for Tomlinson RAB is the same concept as we did for Red Bay RAB.

He confirmed he will meeting with Mr. Tomlinson to discuss the proposal. This proposal is allow the RAB's to have more capacity. SPM Scotland also mentioned that the interim schedule calls for the two lanes heading to the RAB to be completed by end of April 2020.

*Minutes of the 22<sup>nd</sup> January 2020*

No update given

**c. 6-Lane Widening – To be gazetted**

*Minutes of the 22<sup>nd</sup> January 2020*

SPM Scotland mentioned that NRA is still awaiting the formal gazettal of the planned widening before it can commence work.

*Minutes of the 5<sup>th</sup> February 2020*

SPM Scotland confirmed the design for the proposal is now completed and the next step is for the drilling of the wells and the curbing.

*Minutes of the 19<sup>th</sup> February 2020*

SPM Scotland mentioned we are still awaiting the formal Section 3 gazette notice.

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

*Minutes of the 22<sup>nd</sup> January 2020*

Section 23. a



The Board agreed to this.

*Minutes of the 5<sup>th</sup> February 2020*

Section 23. a

*Minutes of the 19<sup>th</sup> February 2020*

SPM Scotland confirmed that he along with NRA Board Chairman, the AMD and DCO Hydes held a meeting with Mr. Bobby Thompson and his son Robert Thompson Jr to discuss the NRA's latest proposed alignment of the LPH and its impact on surrounding lands. SPM Scotland suggested that the next step forward is to provide a letter to Mr. Thompson detailing specific undertakings and potential claim offers for him to digest and revert to NRA/Ministry in due course.

**e. Gas Station ( ETH) Butterfield RAB (Block 14C Parcel section 23 a)**

*Minutes of the 22<sup>nd</sup> January 2020*

Director Hydes mentioned that he had been pursuing the potential of CIG purchasing this property. He will provide an update at the next meeting. The AMD advised that until recently the developer had not made a formal submission to Planning. The AMD noted that he would apprise the Board if and when an application to Planning is submitted.

*Minutes of the 5<sup>th</sup> February 2020*

No update given, AMD will check if the planning review has been submitted to the Planning Department.

*Minutes of the 19<sup>th</sup> February 2020*

The AMD confirmed the application was submitted to the Planning Department recently. The AMD advised that he would follow up on the status of the application and apprise the Board accordingly.

**f. Palmeri Garage on ETH (13D s. 23. a access request)**

*Minutes of the 22<sup>nd</sup> January 2020*

Director Hydes mentioned he will follow up with L&SD on whether any further action has been taken towards the purchase of the property.

*Minutes of the 5<sup>th</sup> February 2020*

No update given.

*Minutes of the 19<sup>th</sup> February 2020*

The AMD advised that he believed that this application has been granted conditional planning permission. The AMD promised to follow up with Planning as to the status of the application and apprise the Board of the CPA's decision.

**g. Web Rd / Bronze Rd – Gazette**

*Minutes of the 22<sup>nd</sup> January 2020*

AMD advised that this item is with Ministry awaiting a Cabinet Paper for Section 3 & 5 gazette.

*Minutes of the 5<sup>th</sup> February 2020*

No update given.

*Minutes of the 19<sup>th</sup> February 2020*

No update given.

**h. Lissa Lane – Update**

*Minutes of the 22<sup>nd</sup> January 2020*

No update given.

*Minutes of the 5<sup>th</sup> February 2020*

No update given.

*Minutes of the 19<sup>th</sup> February 2020*

No update given.

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

*Minutes of the 22<sup>nd</sup> January 2020*

No update given.

*Minutes of the 5<sup>th</sup> February 2020*

No update given.

*Minutes of the 19<sup>th</sup> February 2020*

No update given.

**j. McField Lane**

*Minutes of the 22<sup>nd</sup> January 2020*

CVO Uche Obi was invited at 10:45am.

A discussion ensued concerning the best way forward with McField Lane which had proposed widening gazetted back in 2001. The concern from the NRA was that:

1. The take proposed by the original BP is a bit excessive at the intersection of Mary Street,
2. Because the BP is 20 years old compensation owed to the affected land owners would by law have to be accessed based on land values in year 2001 and not 2020.

CVO Uche Obi advised that a new Boundary Plan be issued that would adequately address both concerns. The Board agreed to this

Mr. Uche Obi left at 11:12am.

*Minutes of the 5<sup>th</sup> February 2020*

No update given.

*Minutes of the 19<sup>th</sup> February 2020*

No update given.

**k. Godfrey Nixon Way**

*Minutes of the 4<sup>th</sup> December 2019*

No update given.

*Minutes of the 22<sup>nd</sup> January 2020*

CVO Obi confirmed that VO Spencer will provide an update re: ongoing GNW settlements at the next meeting.

*Minutes of the 5<sup>th</sup> February 2020*

No update given.

## 1. King's Connector

### *Minutes of the 5<sup>th</sup> February 2020*

AMD advised that the CUC RAB will be made larger in diameter to accommodate an additional leg that will connect to Edge Water Way in Grand Harbour. He shared the proposed drawing; the connector will go through part of the Kings Sports Complex Parking lot. The AMD confirmed that Director Hydes is working on the Cabinet paper for the Section 3 gazette.

### *Minutes of the 5<sup>th</sup> February 2020*

No update given.

## 5. Operations

### 5i. District Roads - 2020

#### *Minutes of the 22<sup>nd</sup> January 2020*

SPM mentioned that NRA completed most of Selkirk Drive last year but stopped at the northern end due to lacking definition of the boundaries from L&SD. He noted that once received from L&SD, NRA will proceed with the remainder of upgrades to Selkirk Drive.

AMD mentioned works manager Brian Chin Yee has met with some of the MLA's for West Bay and Bodden Town in regards to their preferences for district roads upgrades. The works manager is to prepare a spread sheet with the proposed roads for 2020 which will be provided at the next Board meeting.

#### *Minutes of the 5<sup>th</sup> February 2020*

AMD confirmed that are works manager has completed a preliminary list of suggested district road upgrades for all of the Grand Cayman constituencies and is arranging meetings with MLA's individually to refine the list. To date East End, Northside and some of the West Bay and George Town MLA's have provided input on desired road fixes within their respective constituencies. The final district roads programme will be brought to the Board in the next few weeks by which time NRA anticipates it will have received input from all of the remaining MLA's.

### *Minutes of the 19<sup>th</sup> February 2020*

AMD mentioned the works manager Brian Chin Yee will provide a break down for the proposed district roads for 2020/2021 at the next schedule meeting.

### 5ii. Selkirk Drive

#### *Minutes of the 5<sup>th</sup> February 2020*

SPM mentioned that paving of the remaining sections of Selkirk Drive is desired but NRA is currently waiting for L&SD to identify (flag) missing boundary markers that help to define precisely the extents of the road.

### *Minutes of the 19<sup>th</sup> February 2020*

SPM Scotland mentioned that hot mix paving of remaining segments of Selkirk Drive (specifically Abbey Way) was scheduled for February 19, 2020.

### 5iii. Further Road

#### *Minutes of the 5<sup>th</sup> February 2020*

SPM Scotland mentioned we have started working on the widening of Further Road to 30ft. There is a small section that is concrete; we will be doing the proposed work in two phases.

SPM mentioned Mr. Henry Harford had concrete planters outside of his boundaries, we gave him the option to widen the road on the west side at his expense in order to keep the planters, however he was not in favor of this option. Therefore we have removed the planters in order to proceed with the proposed road work.



### ***Minutes of the 19<sup>th</sup> February 2020***

The AMD showed pictures of the progress of spray n chip surfacing and removal of a planter wall encroachment on Further Road. A discussion ensued about how to handle a remaining section of Further Road that MLA Ezzard Miller wants completed. The issue specifically relates to the fact that that section of road is low-lying and is historically known to be a pathway for overland flow connecting to Malportas Pond. The SPM alerted the Board to the option of using culverts so as to not dam the natural water flow. SPM advised that the AMD had written to DOE for comment on the intended approach.

### **5iv. Water Cay Road**

#### ***Minutes of the 19<sup>th</sup> February 2020***

The SPM discussed the overarching issues concerning this project and advised of the progress of the survey works by Lands and Survey Department. SPM Scotland also advised that a site visit with the Chief Surveyor is planned. It was resolved that the Chairman and Director Conolly would accompany NRA management and the Chief Surveyor on a site visit to the Cayman Kai area to determine the level of encroachments first hand. The Board would be updated on the findings of this site visit at its next meeting.

### **5v. Fleet Procurement 2020**

#### ***Minutes of the 19<sup>th</sup> February 2020***

AMD mentioned the Fleet Manager, Mr. Colford Scott is currently on extended sick leave and Windell Scott is Acting in his absence. AMD asked whether a subcommittee could be formed for the purposes of assessing the NRA's needs in heavy equipment. Director Bodden offered assistance in helping the acting fleet manager with assessment and procurement of heavy equipment as he has considerable experience in this field.

## **6. Other Business**

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

#### ***Minutes of the 22<sup>nd</sup> January 2020***

#### **A. BP592 Widening of Linford Pearson Highway:**

Block: 20D Parcel **S. 23. a** Claimant: **Section 23. a**

VO Spencer Turner emailed the ES to share with the Board a memo dated 15<sup>th</sup> January 2020 from L&SD recommending the settlement of the subject claim in the amount of CI \$6,583.50 broken down as follows:

Section 17. a	Affected land taken	CI \$3,921.00
Section 17. a	Professional fees	CI \$2,662.50
<b>Total</b>		<b>CI \$6,583.50</b>

The Board reviewed the recommendation from the L&SD and endorsed the proposed compensation

#### ***Minutes of the 5<sup>th</sup> February 2020***

There were no land claim items for consideration in this sitting.

#### ***Minutes of the 19<sup>th</sup> February 2020***

VO Spencer Turner was invited to the meeting at 10:59am.

#### **BP591 – Copy Notices Served – 14CF **S. 23. a****

VO Turner presented the Board with a File Note in regards to 14CF **S.23a** He confirmed that there was no mailing address on the register for this owner; only a GT general delivery posting. VO Turner advised that a hand delivered notice had been placed on the site of the property but it was left there with no one having signed in receipt of the notice. The claim was now out of time however VO Spencer reminded Board members that they

had the prerogative to accept the late claim. A vote was taken by the Chairman and the Board agreed unanimously to accept the claim.

VO Turner then shared a progress update on the Godfrey Nixon Way claim settlements. He provided a list of claims that are now settled and also those that are owner occupied that will be offered settlements that are not sufficient enough to allow a replacement home at current market prices.

A discussion ensued about what can be done to assist those homeowners who are required to vacate but may not be able to do so based on the limited compensation offer afforded them under the Roads Law.

The AMD recommended that Ministry consider subdividing some of the existing CROWN land in the immediate vicinity to allow for new lots on which replacement homes for these affected landowners could be built. The Board agreed with the idea and asked that VO Turner explore this option with the Minister of Lands.

VO Spencer Turner left the meeting at 11:42am.

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

### *Minutes of the 22<sup>nd</sup> January 2020*

Director Arch mentioned that the Mango Tree and Crewe Rd RAB need to have the signage and road markers improved. The current markers are now gone and need to be replaced. He also mentioned the need for additional delineators heading east onto Crewe Road past Jose's Gas Station.

Director Walton mentioned the crosswalk by CIFEC has now been moved north to the public bus stop however, a small section of the old pedestrian crossing is still there and needs to be removed. He also mentioned the pedestrian crossings on the Waterfront on North and South Church Street needs to be repainted as they are very faint and hazardous.

Director Kirkconnell mentioned the pedestrian crossing by Corner's Restaurant and the pedestrian crossing at the intersection of Eastern Ave and Godfrey Nixon needs to be repainted.

Director Conolly has requested that we install the rumble strips at the RAB next to the Sir John A Cumber Primary School in West Bay.

### *Minutes of the 5<sup>th</sup> February 2020*

Director Walton reminded the AMD the peds crossing being repainted. AMD confirmed we are currently working on the crossings and we will be removing the yellow lines and repainting with white and zebra crossings.

Director Connolly mentioned the cleaning of the corridors of the over grown trees heading to East End. AMD mentioned that the Bush Cutting supervisor is currently working on hiring a contractor for the overhanging trees to be cut back.

Director Bodden mentioned at the last meeting IPL was asking if NRA had available property that could possibly be used for a weighing station. The Board previously mentioned the issue was having an available space. Director Bodden mentioned it was just an idea for us to test it and possible purchase it for NRA used. He does not have an updated status on this matter. Director Bodden mentioned we discussed this a year or two prior and he thought it would be a good idea to test it at no cost, the Chair mentioned the land next to the Farmers Market is crown and we could possibly use that.



***Minutes of the 19<sup>th</sup> February 2020***

Director Walton mentioned the street name sign for Water Street is down and needs to be replaced and the potholes need to be filled.

Director Arch mentioned junction at Breezy Way and Sussex Drive there is currently a fence that is possibly an encroachment. He also mentioned the delineators which need to be reinstalled and extended by the Mange Tree / Napa RAB.

**6iii. Miscellaneous Items:**

**A. Elgin Ave / Mango Tree Connector**

*Minutes of the 22<sup>nd</sup> January 2020*

No update given.

*Minutes of the 5<sup>th</sup> February 2020*

No update given.

***Minutes of the 19<sup>th</sup> February 2020***

No update given.

**B. Rear Driveway Access to Cayman Technology Centre**

*Minutes of the 22<sup>nd</sup> January 2020*

No update given.

***Minutes of the 5<sup>th</sup> February 2020***

No update given.

***Minutes of the 19<sup>th</sup> February 2020***

No update given.

**C. WB Road from Tunnel to Hyatt Bridge – Cayman Water Company**

*Minutes of the 22<sup>nd</sup> January 2020*

SPM Scotland shared with the Board a quotation from Island Paving that was requested by Cayman Water Company for Hot Mix Asphalt road reinstatement from north of the WB tunnel to the Hyatt Bridge.

SPM noted that NRA had been negotiating with CWC over the cost of HMA reinstatement of the recent trench works on West Bay Road. SPM explained that as per 'NRA 608 Specification for Trenching and Reinstatement' any trench completed on HMA road that is more than 3' wide the entire lane needs to be repaved. (12ft wide per lane). CWC noted that the cost of reinstatement as a result of this requirement was approximately \$102,000. SPM explained that after a few rounds of negotiations CWC agreed to a proposed 50/50 split of the reinstatement costs with NRA. SPM was seeking the Board's approval of this proposed arrangement.

The Board agreed to split the cost 50/50 with Cayman Water Company. (NRA's estimated cost \$51,000)

*Minutes of the 5<sup>th</sup> February 2020*

No update given.

***Minutes of the 19<sup>th</sup> February 2020***

No update given.

#### 6iv. Explosives Update – Snr. Engineer


*Minutes of the 19<sup>th</sup> February 2020*


This is to be discussed as priority at the next schedule meeting.

#### 7. Date of next meeting

Next scheduled meetings to be held on 4<sup>th</sup> & 18<sup>th</sup> March 2020 and a EO Meeting on 25<sup>th</sup> March 2020

There being no further business, the meeting was adjourned at 12:53pm.

Signature   
 Chair of the Board  
 Confirmation of minutes  
 Date:

Signature   
 Executive/Secretary  
 Seconded: Confirmation of minutes  
 Date: 15 July 20