
National Roads Authority
Minutes of the One-Hundred & Fifty-Seventh Meeting
of the Board of Directors
held in
PWD Training/Resource Room,
370 North Sound Road, George Town, Grand Cayman,
Wednesday 10th December 2014 at 9:30 a.m.

In attendance were:

Donovan Ebanks	Chairman
Gary Clarke	Director
David Arch	Director
Stanley Panton	Director
Kenross Connolly	Director
Dane Walton	Director
John Edward Ebanks	Director
Edward Howard	Deputy Managing Director – NRA
David Fawcitt	Director Designate of Chief Officer, Ministry PLAH&I (alt.)
Paul Parchment	Managing Director - NRA
Julie Campbell	HR Manager (Acting Executive Sec.)– NRA

Absent:

Sheree Ebanks	Deputy Chairman
Ronnie Dunn	Director Designate of Financial Secretary

Invited:

Senior Valuer	Lands & Survey
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1. Call to Order

The Chairman called the meeting to order at 9:40am

2. Minutes of Previous Meetings

- a. 12 November 2014 – confirmed and signed
- b. 27 November 2014 – reviewed, confirmed and signed

3. **Matters Arising from Minutes**

3. i, 3. ii and 3. iii - The Chairman advised he would like to send the recommendations regarding the land acquisition for Linford Pierson Hwy. widening, Smith Road and Godfrey Nixon Way upgrade to the Ministry as soon as possible with the anticipation of them setting aside the funds for settlement of anticipated claims.

Minutes from 30 July 2014

3. i. 5a. Silver Oaks to Bobby Thompson Round-a Bout (Linford Pierson Hwy) widening/land acquisition

MD circulated drawings including cross section drawings and discussed with the board.

The Board advised the MD to make changes regarding the depth of the asphalt surface, having the cross section going 86' all the way and separating shoulder and bicycle lane. The MD also has to sort out the issue by the church and roundabout and create the final draft to send to Mr. Obi at Lands & Survey to rework estimates for presentation to the board by the next meeting 27 November 2014, at which time Mr. Obi should be invited to discuss.

Valuation Officer from Lands & Survey distributed compensation estimate and discussed reasons for the increase from CI\$3,550,000 to CI\$4,400,000.

Senior Valuer, Lands & Survey confirmed the latest compensation estimate. The Chairman requested the MD have a final drawing with the changes requested emailed to him by Friday 12 December the latest Monday 15 December as he wanted to ensure a detailed drawing is submitted to the Ministry. The Chairman advised he would like to get it gazette during the last quarter of the financial year.

3. ii. 5b. Smith Road upgrade – land acquisition

Proposal drawings which included cross section drawings were circulated by the MD for the board to discuss and offer recommendations.

The Board advised the MD to adjust the drawings to include the following:

- a. Illustrated with three (3) traffic lanes;
- b. Sidewalk on the south side of the road with a curb on the north side; and
- c. Ascertain if the proposed land acquisition estimate of \$950,000 is a valid number

Valuation Officer from Lands & Survey distributed compensation estimate and discussed the reasons for the decrease from C\$900,000 to CI\$750,000.

DDTP & SE presented drawings and explained that based on the current proposed scheme, acquisition from the school property and adjoining apartments were the main reason for the decrease in the compensation estimate.

Discussions were held regarding the current drawings presented to the board and the Chairman enquired how close to completion they were as he would like to roll forward for

Gazetting early in the New Year. The MD advised they were about finished with the horizontals; however there were a few aspects which needed to be tied in; such as discussions with the school.

3. iii. 5b. Godfrey Nixon Way upgrade – land acquisition

MD advised the land acquisition was sent to the Ministry to be gazetted; however Ministry designate advised he had not received the documents. The MD was advised to look into the whereabouts of the documents as well as research the estimated cost for construction in order for the project to be started.

The compensation estimate of \$350K was previously presented to the Board on 22nd October 2014.

Ministry designate advised the documents were with the Ministry and a cabinet paper should be completed by Thursday 10 December 2014. The MD advised the Ministry Designate he could use the cost estimate that was submitted with other project costs that was previously submitted to the Ministry.

Minutes from 18 June 2014

3. iv. 4d. Fleet Acquisition Proposal

Director Panton advised the board just prior to the meeting he had received an email from the Works Manager stating that the process was 'ongoing'.

The Chairman advised he wanted a definite answer regarding the status of the acquisition. The MD received an update from the Works Manager advising proposals under the DTC & PO process regarding the acquisition of three pieces of equipment had been sent out the day before, that being 11 November 2014. There was still no update on the CTC component part of the acquisition. The Chairman advised the MD to follow up with Director Clarke regarding the process and reiterated that the MD has overall responsibility for the process.

Director Clarke of the Fleet sub-committee advised the board the CTC process was sent to the CTC board for approval, and the RFQ's were scheduled to begin coming in on 26 November 2014.

The Board requested a process and schedule be developed for all three elements with time line for results.

After review of the results RFQ and Purchase Order Vendors spreadsheet that was circulated by the MD; the Chairman suggested the addition of columns that would indicate (a) the comparison to the budget, (b) letter of credit and (c) possession. The Chairman also questioned single source vendors and advised he would prefer to go to multiple vendors. Director Panton of the sub-committee informed the board that the reason for single vendors was due to the NRA's retention of parts for particular equipment which was supplied by that vendor. This kept to cost down for replacement of parts which the NRA had in stock.

The Chairman advised the sub-committee to meet and review the document. Director Clarke advised there was still no reply from CTC regarding the documents presented to them for approval.

Minutes from 8 October 2014

3. v. 4a. Access issue – Esterley Tibbetts Hwy – (Clipper Bay)

The MD advised this was to update the board on the above. A letter was sent to the developers advising them that permission was not given; however until a solution was reached regarding the Roads Law and NRA Law amendments; the NRA could not enforce the decision.

Director Dunn advised the MD to write the Attorney General to obtain assistance by having the legal department issue a cease and desist order.

Director Panton advised the Chairman of the discussion that had taken place during the last meeting and the fact there may be other access issues. The Chairman undertook to discuss with the MD on his return to office.

The MD advised there was still no response from the Attorney General; however he would follow up and revert to the Board. The Board expressed concerns that by the time there was a resolution of the issue the project would be completed.

The MD advised he had a meeting on Monday 1 December with the Attorney General's office. The Ministry Designate updated the board on the acquisition issues between the developer and the Ministry. The Board directed the MD to follow up and advise on the legal advice.

The MD informed the board he met with the AG's office; however there was some confusion regarding where they should be getting directions from, the NRA or the Ministry, as there still appears to be ongoing dialog between the Ministry and the Developer.

The Chairman stressed the importance of the NRA retaining its own legal counsel.

3. vi. 4b. NRA Law/Roads Law review

The MD advised he had attended one meeting however had assigned the task to the DMD who updated the board with the outcome of the meetings to date. The Ministry advised the committee to review the laws and regulations and make recommendations. The DMD advised the Chairman of the committee was of the opinion the Roads Law should deal with operational technical road matters, while the NRA law should deal with organization structure. He also advised the committee's approach would be in three stages – Technical/Operational, Procedural and Land Compensations.

The Chairman advised the Board that he had been invited by the Chief Officer, Ministry, to meet with him and discuss the review. He shared his own view that if the two pieces of legislation were going to be retained, the Roads Law should

provide the empowerment of Cabinet to carry out the roles which will remain with the Cabinet and the NRA law should provide the corresponding empowerment for the NRA to carry out its functions. The Board concurred with this view. The Chairman undertook to report to the Board once he had met with the Chief Officer.

The Chairman advised the board that the Chief Officer was to get back to him today 27 November to set a meeting.

The Chairman indicated he met with the Chief Officer and the MD and was instructed by the Chief Officer to generate a summary of items they wanted to change or revise and the Ministry would do the same. An amalgamation of which would be then given to the board for review.

Minutes from 7 August 2014

3. vii. 4c. Speed Bumps – upgrades and new installations

Reference was made to speed bumps and street lighting. NRA to carry out survey to determine number of speed bumps, specifications and cost to change them over a three year project. It was agreed that half the budget would be appropriated to replacing the ones and the other half to install new ones.

The MD circulated a document which was provided to him by the Transportation Planner outlining the recent survey done on the speed humps.

Director Panton reiterated that the board's instructions were to obtain cost to for a three year project.

The MD advised he would reinvestigate the issue and provide the board with an update.

The MD gave a presentation which updated the board on the different variations to reduce cost. The Board made the decision to replace the speeds humps on Seymour Dr. George Town as a sample; this way the board could inspect them and make a decision going forward.

Director Arch asked the if management would look into the possibility of having George Town Yacht Club address their speed bumps specs.

The MD advised the speed humps on Seymour Dr. was not completed due to scheduling issues with a local paving company.

4. **New Business**

i. **Land acquisition claims**

Senior Valuer of Lands & Survey circulated documents relating to their recommendation on the Claim for Compensation on Block 23C S. 23 (1) of the FOI Law (2015) BP493 -E-W Arterial).

The Board agreed to the recommendations of the Senior Valuer subject to:

- a. the MD obtaining quotes from contractors on the cost of the wall – to satisfy costs for item 3. of the recommendations; noting that the cost of erecting guard rails would have been substantively cheaper than the wall.
- b. The Senior Valuer obtaining clarification of Section 18 of the Roads Law from legal.

Blk 38E S. 23(1) Lower Valley

Payment as recommended was approved by the Board.

Blk 38E S. 23(1)

Payment as recommended was approved by the Board.

ii. **Monthly report – October 2014**

The Chairman informed the Board he wants the board to review the monthly report extensively and therefore due to time constraints on this meeting would be moving it to the next agenda for review. He also advised the MD that the next report would be due at the end of December and would reflect as at December 31, 2014. Going forward he suggests the report be submitted on perhaps a quarterly basis in order for the board to review it in detail.

The monthly report was reviewed and Directors asked questions of the MD. The next report is due in January 2015 and at that time the decision would be made regarding when reports would become due after that.

5. **Other Business**

- i. Director Connolly asked for an update on the traffic arms at Bobby Thompson Way. Director Panton explained he had spoken to the Works Manager; however had not received a satisfactory answer; especially regarding the negotiations with the overseas contractor.

The Chairman advised the MD to have the Works Manager attend the next board meeting on 14 January 2015 to give an update on the traffic arms as well as other tasks which were assigned to him.

- ii. Director Panton advised the Board he was approached by the North Side Pirates Week Committee regarding the curbing and upkeep of the island at Hutland Rd and Rum Point Dr. The committee was requesting the NRA donate the funds to refurbish the curb while the committee would supply the landscaping and upkeep.


The Board agreed NRA instead of donating the funds they would refurbish the curb while the North Side Pirates Week Committee would be given possession of it for a period of two years. The MD was advised to look at the curb and make the necessary arrangements.


6. **Date of Next Meeting**

January board meetings were set for 14 & 28 January 2015.

7. **Adjournment**

The meeting adjourned at 12:10pm

Signature 
Chairman of the Board
Confirmation of minutes: 14 Jan 2015
Date: 14 January 2015

Signature 
HR Manager (Acting Exec. Secretary)
Seconded: Confirmation of minutes
Date: 14 January 2015
