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**National Roads Authority**  
**Minutes of the One-Hundred & Fifty-Eighth Meeting**  
**of the Board of Directors**  
**held in**  
**PWD Training/Resource Room,**  
**370 North Sound Road, George Town, Grand Cayman,**  
**Wednesday 14 January 2015 at 9:30 a.m.**

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**In attendance were:**

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

**Apologies:**

Sheree Ebanks	Deputy Chairman
Ronnie Dunn	Director Designate of Financial Secretary
David Arch	Director

**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. 10 December 2014 – reviewed, confirmed and signed

### 3. **Matters Arising from Minutes**

#### **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.

Chairman suggested the Board take the necessary steps to lift the 2001 injunction. He informed the Board that he had discussed this step with the Ministry in just before Christmas and the Ministry is supportive. He undertook to liaise with the Solicitor General's office within the next week and indicated he would raise the possibility of engaging outside legal counsel who are better able to handle such matters. He advised he would apprise the board of the outcome of the meeting.

The Board expressed its support for the initiation of action to remove the injunction and for the commitment of the most appropriate resources to accomplish this.

##### **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.

The MD is to make adjustments to the proposed drawing which includes the junction at Passadora Place & Melrose Lane. Suggestions were offered that the drawings be drafted to include the Humber Lane junction improvements which would include one passage under Section 3 of the law and the future passage under Section 26 of the law.

### **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 22<sup>nd</sup> 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.

Final version has been sent to the Ministry and Lands and Survey, this is scheduled to go to Cabinet on 20 January 2015 and incorporated into the law 9 February 2015.

### **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 indicated (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.

To date the NRA has received two vehicles which have been assigned. For acquisition of vehicles going through the CTC process, Deputy MD advised the CTC bid opening is scheduled for 16 January 2015.

The Chairman requested that once all vehicles were obtained, he would like to have the vehicles and their operators meet with the fleet sub-committee with the purpose of discussing the expectations of the board for the vehicle operators.

### **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.

The MD reported to date he had not received a response from legal.

#### **Minutes from 7 August 2014**

#### **3. vii. 4c. Speed Humps – 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 humps specs.

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

The MD advised that one speed hump was completed on Seymour Dr. and Director Panton reported in his opinion it was a 90% improvement. He also queried the report previously requested on a three year project to convert all speed humps to speed tables. The MD informed him the report was included in the MD monthly report.

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S. 23(1)




The Chairman asked the Dep. MD to develop a draft protocol in consultation with him for presentation to the Board.


6. **Date of Next Meeting**

Next meeting set for 28 January 2015.

7. **Adjournment**

The meeting adjourned at 12:10pm

Signature   
Chairman of the Board  
Confirmation of minutes: 11 February 2015  
Date: 11 February 2015

Signature   
HR Manager (Acting Exec. Secretary)  
Seconded: Confirmation of minutes  
Date: 11 February 2015