
**National Roads Authority
Minutes of the One-Hundred & Seventy-fifth Meeting
of the Board of Directors
held in
NRA Conference Room,
370 North Sound Road, George Town, Grand Cayman
Wednesday 9th September 2015 at 9:30 a.m.**

In attendance were:

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

Invitees:

Edison Jackson	Senior Engineer, NRA
Jackie Doak	Dart
Ray Howe	Dart
Alex Russell	Dart

1. Call to Order

The Chairman called the meeting to order at 9:45 am

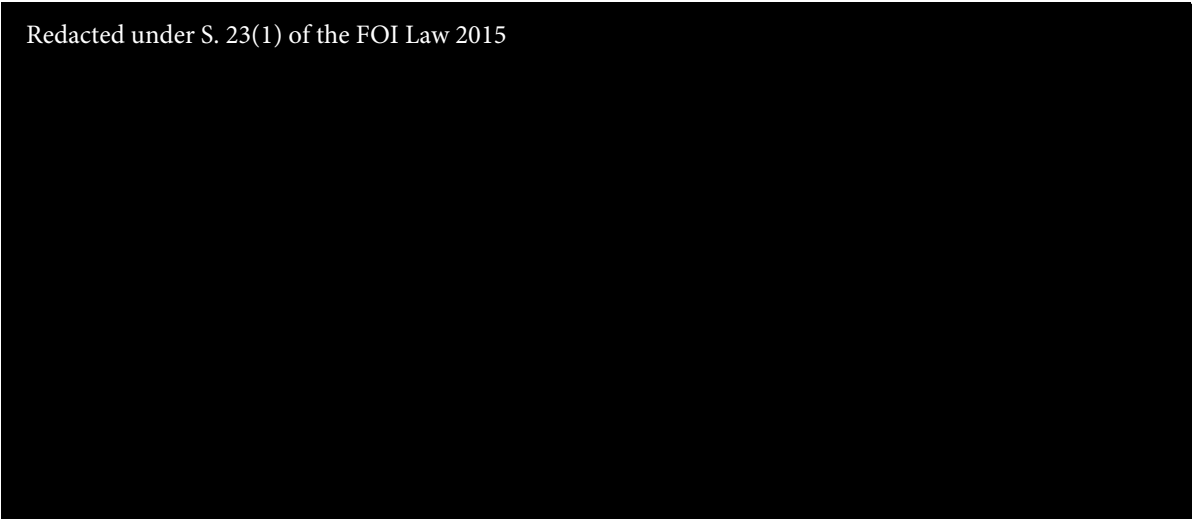
2. Minutes of Previous Meetings

- a. 5th August 2015 – confirmed
- b. 26th August 2015 – were not reviewed

3. Administration

3.i. Executive Secretary

Redacted under S. 23(1) of the FOI Law 2015



3.ii. FY 2015/2016 Budget

After reviewing the documents distributed to the Board by the MD, the Board advised the MD to:

- change the operational budget to reflect the \$10 million revenue commitment by the government to the road fund;
- ascertain from the Ministry the status of funds available for the completion of Smith Road; and
- change Executive Assets to itemized amounts

and re-present the document to the Board at the next meeting for approval.

Following the changes made by the MD to the budget document, the Board approved the *2015-2016 Allocations for NRA Service Provision - Revenue & Ministry* (copy forms part of these Minutes).

4. Operations

4.i. Smith Road upgrade – status report (E. Jackson, Sr. Engineer & Project Manager)

The Chairman confirmed the following actions to be taken by the Acting MD:

1. Schedule a meeting with Water Authority
2. Schedule a meeting with CUC for Friday 10 July 2015
3. Request an update from the Ministry regarding land acquisitions, this correspondence should be copied to him, as well as contact should be

made to Lands & Survey to acquire a drawing of the property to be acquired.

4. Senior Engineer should schedule crews to begin works around the school as soon as they finished up works at Godfrey Nixon Way and Red Gate Rd.

The Acting MD informed Board Members that he and the Chairman had met with CUC and Water Authority and both meetings were productive with both agreeing to assist the NRA with proposed timelines. While there were still a few issues to be sorted out with CUC, which included land acquisitions and costs, CUC had agreed to go ahead with works until these were sorted. The Water Authority confirmed they would begin moving the meters from the junction of Smith Road and Bobby Thompson Way this week. Plans were also in place to start works around the school area.

Director Panton suggested that while no major works could be done on Smith Road until water meters and poles were relocated; crews could work at clearing the vegetation that would be cleared during the project. While this process may look ad hoc, it would move the project along.

Acting Chairman enquired of the Ministry Designate Mr. Fawcitt the status of the four key property acquisitions. He in return advised the board 2 (two) of the 4 (four) possible claims had come in; however the claims had been considered out of proportion. Acting Chairman stated that possession of one of the key properties was essential for preliminary CUC works and it was agreed Lands & Survey would concentrate all efforts on negotiations with this owner's representative as a top priority.

Board members were updated by Mr. Hall on the land acquisitions which were currently holding up the works on Smith Rd. He advised an offer had been made to the landowner with possession to take place no sooner than the end of September; as the landowner had to give his tenants one month's notice to vacate. However depending on the urgency of the acquisition, a revised offer could be made to ensure quicker possession. The board instructed Mr. Fawcitt to correspond with the owners and come to an agreed offer which would allow for possession at the end of August.

Senior Engineer & Project Manager for the Smith Rd. project, Edison Jackson informed the board works were scheduled to begin the following week at the school, along John Greer Blvd. and Bobby Thompson Way. His team was also in the process of drawing up the plans for the re-configuration of Tropical Plaza, where a food stand, water meters and light poles had to be repositioned. The drawing would be finished that morning and sent to the planner later in the day. In other areas they were in the process of moving garbage skips and were tentatively scheduled to be completed the following week. Water meters were being relocated and drains had been marked out and also scheduled to be drilled in the coming week with Island paving scheduled to begin curb works on 17 August.

Edison Jackson, Senior Engineer & Project Manager advised the board of the current works on Smith Road. He advised all dumpsters were relocated as were

most of the water meters and they were current working on completing the one that was outstanding.

The pavement removal was scheduled for the following night and worked was continuing on John Greer Dr. The works needed at the school were completed and crews would be cleaning up the site this evening.

CUC was working in 3 phases as they worked their way down Smith Road removing and relocating poles and lines as needed as well as Logic and Lime would be following closely behind. It was anticipated that CUC would be able to have access and erect the pole in the property currently occupied, by Sunday 13 September.

The schedule was therefore as follows:

- | | | |
|----|-----------------------|----------------------|
| 1. | Drilling wells – | completed 26 August |
| 2. | Works at John Greer – | completed 26 August |
| 3. | CUC pole removal – | start 27 & 28 August |

The Senior Engineer confirmed the project was broken into 4 parts and works was steadily progressing. CUC expressed concerns regarding the erection of the pole in the property recently cleared at the corner of Smith Rd and Anthony Drive in relation to the pole that needs to be erected on the corner of Smith Rd and Melrose Dr. The Senior Engineer further advised board members curbs works from the four way stop eastwards would begin the next day, the last set of meters would be moved that day with paving of Smith Rd scheduled for mid-October and striping the third week in October. Board Members asked that the left shoulder on Bobby Thompson Rd to be widen as much as possible to assist the traffic turning left into John Greer.

4.ii. Remediation of Roundabouts – Red Bay and Chrissie Tomlinson

The MD reported that he received the drawings the day before and was in the process of reviewing them.

Cost estimates were revealed by the MD regarding the roundabouts and he advised they were able to do both roundabouts with the savings from this year. He further advised they were satisfied with the designs which would be included in next fiscal year; however needed confirmation regarding funding; particularly what was included in EA36.

Director Panton advised he had met with the DMD regarding the road segment from the Red Bay to the Chrissie Tomlinson roundabout. Questions had arisen regarding the number of lanes and the size of the median in that area. With the advent of the gas station, some measure would need to be put in place to restrict traffic from crossing the existing grassed median.

The DMD is to advise on options.

The Chairman advised these projects were currently on hold.

The Chairman advised members this item would be brought back to the table during the next board meeting and asked the Deputy MD to present at that time the most recent proposed drawings.

The MD presented the potential completed plans and Director Panton suggested signage for drivers in the left lane who would enter the roundabout from Shamrock Road. The MD confirmed to the Chairman that the drawings included drainage provision.

No update given.

4.iii. Crewe Road widening

Director Panton advised the idea was to have three lanes on Crewe Road where the middle lane would be a turning lane. The Chairman advised they would wait on developing this until other projects were completed.

Due to time constraints, no update was presented.

Director Panton requested that in the interim the MD look into opening up a soft shoulder between Palm Dale and Silver Oaks, as this would assist in current pedestrian safety issues and for our employees when they are cutting the vegetation.

A map was presented to the board by the Acting MD regarding the proposed works and the board advised him to move forward with opening the soft shoulder; however proper precautions should be in place to protect boundary markers.

The Acting MD advised there were equipment issues last week; however the work was continuing this week base works and chip and spray being the next stage. Director Panton asked that the drawing indicating further improvements to the Crewe Road area be presented at the next board meeting.

No update given.

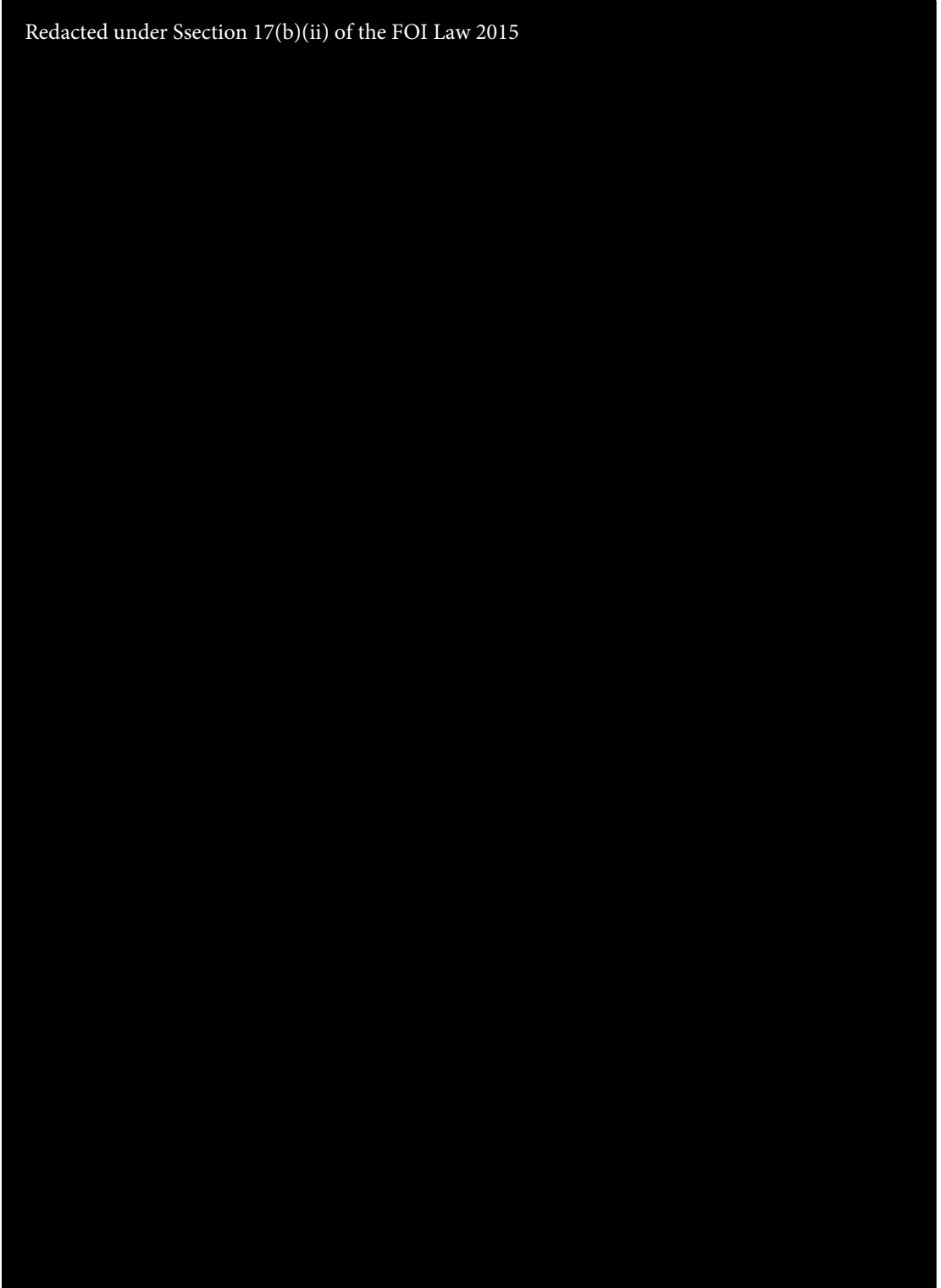
The MD confirmed that the poles on Crewe Road would be relocated as soon as CUC completed Smith. The Chairman suggested a recommendation be sent to the Ministry to do a BP for Palm Dale widening. He further suggested developing a schedule to look at the context of what the NRA was planning to accomplish and cross section drawings developed in order for a selection to be made.

The MD confirmed the utility relocation on Crewe Road would take place after CUC was finished with the works on Smith Road. CUC had expressed some concerns regarding repositioning poles to a location that was scheduled for improvement. The Chairman asked the DMD to present the details at the next board meeting.

5. Planning

5.i. Linford Pierson Hwy widening – legal advise

Redacted under Ssection 17(b)(ii) of the FOI Law 2015



5.ii. CNB/Mango Tree connection

The Board reviewed drawings presented by the MD and instructed the DMD to develop a concept for the Board to review at the 12th May board meeting. The Chairman advised the DMD to consider the safety issues at the CNB roundabout and also include the NAPA roundabout.

The DMD presented the Board with two scenarios and the board discussed each and which would be more feasible. The DMD explained a more perfect scenario would require the acquisition of more land. The board requested a design which would move the round-a-bout a little south.

The DMD advised he was not able to work on the drawings and would work on it in the coming weeks. The Board agreed that Director Panton should meet with the DMD to share suggestions that he wished to see considered.

The updated drawings were presented to the Board by the MD and Director Panton explained the reasoning behind the proposed scenario. After discussions Board Members agreed Director Panton meet with the DMD to discuss the revised proposal so that the drawing could be sent for costing and land acquisition costs.

The MD advised that due to other pressing issues they were unable to work on this and therefore to date nothing had been done.

The Chairman asked that an update be given at the 22nd July meeting.

The Acting MD presented the board with updated drawings for the board to discuss and make recommendations. Director Panton advised the board had given the go ahead during a previous meeting to go forward and get the pertinent sections gazetted. Acting Chairman instructed the Acting MD to discuss the proposal with the Ministry prior to proceeding with utilizing the section of the law to identify the NRA's intentions for the proposed road gazettal.

The DMD advised the Board he met with the Airports Authority who informed him they were in the process of re-establishing the plans for the runway extension and therefore the NRA was waiting on their plans in order to go forward with additional drawing. The Chairman asked the proposals regarding the intersection of Smith Road and the airport road be made available for the next meeting.

As both Consultant and the Director of CIAAA were currently on vacation the DMD was unable to meet with them and therefore there was nothing further to update the Board.

Due to time constraints, no update was given.

5.iii. Shamrock Dr./Red Bay round about connector

The Chairman requested Acting MD to present possible solutions at the first meeting in August.

The DMD presented the board with scenarios including video with illustrated the "queue jumping" which was the main issue at the intersection. After discussions the board requested the DMD take into consideration the option posed by Director Clarke, put together the proposals and send to members.

The Chairman advised that the drawing presented to board members did not incorporate the suggestions previously made by Director Clarke. The DMD advised he would work on the drawings and send out to Board members.

The DMD presented the revised drawing and the board advised the best plan of action would be to produce a more detailed drawing and implement the changes on a Sunday for the Monday morning traffic rush.

5.v. Traffic simulation/forecasting model

The Chairman gave an update on the visit to Florida and indicated the need to get a good handle on where we are in terms of the data needed for a forecasting model. Without adequate data, no model will be able to generate sound assessments and projections. He further advised it was imperative the NRA get a handle on what data was available and what data could be developed, the time frame needed to accomplish this and who would perform the task.

As such he suggested we invite two consultants to spend some time on the ground and speak to the relevant departments to give the NRA an idea of where they are with data and how long it would take to obtain it. This would give us a sound assessment of what we have and what we need to have. The DMD was currently working on an outline as to what the consultants would be doing while they were on island.

The Chairman advised he would like to accommodate the consultants in early September and asked the DMD to provide the MD and himself with the outline of the proposed scope of their work that afternoon.

The MD made mention that discussions with Dart had alluded to the possibility of Dart contributing to the payment of the traffic model which the Chairman reiterate was needed urgently.

The Chairman advised board members the consultants would be arriving in Grand Cayman on 23rd September for meetings with the relevant parties relating to the traffic

simulation/forecasting model. As such the board meeting scheduled for the 23rd September would be rescheduled for the 24th September; at which time board members could attend the presentation and then the board meeting.

6. Other Business

6.i. Dart presentation

The MD presented a drawing which indicated Dart's current plans for, and their request to modify the agreement of the Easterly Tibbetts Highway. Director Panton offered scenarios and the MD agreed to look into all suggestions.

The MD updated the Ministry Designate and advised that while Dart was in negotiations with government they were also working on adjustments to their drawings. He further advised that Dart would like to present these adjustments to the board.

Representatives from Dart delivered their presentation to board members who asked questions and voiced concerns relating to the proposed adjustments. The end resulted in a number of queries by board members which included the following:

- a. Deceleration/acceleration lanes
- b. Access to the school
- c. 4 lanes entering the roundabouts
- d. Restricted access to the Dart Village
- e. Whether this proposal would increase or decrease the traffic on West Bay Road
- f. Will there be a single off access to West Bay Rd
- g. Whether the Traffic Impact Assessment was an accumulative or point assessment.

Ms Doak advised she would be review the queries posed and revert to the board.

6.ii. Late Claim – 14D [Redacted under S.23(a) of the FOI Law 2015]

The Board made no objection to the late claim and advise the MD to correspond this decision to Lands & Survey.

6.iii. Median Barrier, E-W Arterial – Red Bay to Prospect Roundabouts

The Chairman requested the DMD to revisit this in order to present board members with a proposed scenario.

6.iv. Barriers at North Sound Way

Director Panton asked if traffic control spikes could be placed along Sound Way where the road transitions from two ways to one way traffic. This he feels would stop drivers from coming through the area designated for one way traffic therefore preventing possible accidents.

Director Panton inquired if there was an update on possible solutions and after further discussions, in an attempt to deter the traffic. The MD stated he intended to initially attempt to address the situation with cones in the appropriate location.


6.v. Ironwood Development


Director Designate Tristan Hydes informed the board legal issues were still being negotiated between the Ministry and the Developer.

7. Date of next meeting

The next meeting is scheduled for the 24th September at 10:30am. Board member will attend the traffic simulation/forecasting model presentation from 9:30am – 10:30am at the PWD training room.

The meeting adjourned at 12:30pm.

Signature 
Chairman of the Board
Confirmation of minutes:
Date: 15 OCT 2015

Signature 
HR Manager (Acting Exec. Secretary)
Seconded: Confirmation of minutes
Date: 15 OCT 2015