
National Roads Authority
Minutes of the One-Hundred & Forty-Seventh Meeting
of the Board of Directors
held in
PWD Training/Resource Room,
370 North Sound Road, George Town, Grand Cayman,
Wednesday, 18th June 2014 at 9:30 a.m.

In attendance were:

Donovan Ebanks	Chairman
Mrs. Sheree Ebanks	Dep. Chairman
David Arch	Director
John Edward Ebanks	Director
Stanley Panton	Director
Dane Walton	Director
Kenross Conolly	Director
Gary Clarke	Director
Ronnie Dunn	Director Designate of Financial Secretary
Tristan Hydes	Director Designate of Chief Officer, Ministry PLAH&I (alt.)
Paul Parchment	Managing Director (Actg.) – NRA
Edward Howard	Dep. Managing Director – NRA
Uche Obi	Senior Valuation Officer – Lands & Survey - invited
Lois Hall-Vaughan	Executive Secretary

1. Call to Order

The meeting was called to order at 9:42 am by the Chairman.

2. Minutes of Previous Meetings

Minutes of Meeting held May 21, 2014 were signed off by the Chairman. Minutes of Meeting held June 04, 2014 were reviewed and approved with minor amendments.

3. Matters Arising

4b. Kingbird Warehouse Lease Agreements

The report on the Warehouse Options for NRA Signs Bay and Materials Laboratory consisted of background information on the current leasing

arrangement of the two warehouses which expires September 1, 2014, analytical findings of the present value of costs associated with lease versus ownership of the warehouses over a ten year period, six options for the Board's consideration and recommendation.

Of the two crews currently occupying the warehouses, it was suggested that to relocate the one that is easier to do to the refitted section at the rear of the PWD compound. The MD Actg. is to explore the possibility with the cost and timeframe to do so.

It was also suggested that the lease of both warehouses continue on a monthly/quarterly/annual basis if possible until a decision is made, as the NRA is looking to relocate.

It was noted that the 6th Option looked the best for a long term solution.

4d. Recruitment of MD (from Minutes 26.02.14)

NB: This process is ongoing.

Matters arising from Minutes June 4, 2014

5a. Budget FY2014/2015

The amount proposed for the FY2014/2015 is pending approval.

5e. Cayman Islands Street Lighting Proposed Policy – 2014 Edition #1

Copies of this proposal were given to the Board for review and feedback.

5f. Employee's request for Contract extension

The Chairman to a request by an NRA employee to review Management's decision not to extend their current contract is that this matter is to be handled by NRA Management. NRA Management is to meet with this employee in this regard.

It was queried if the NRA could possibly review the current age (60yrs.) of retirement. It is the Pension's Law that currently prescribes the age of retirement from the pension plan.

4. New Business

4a. Request to accept late claim – Blk 28D S. 23 (1)

Mr. Obi was invited to explain the details of this request to accept a late claim from a property owner. The Board decided to accept the request subject to Lands & Survey provision of proof that the registered letter to land owners sent in 2002 was not received as claimed by the land owner.

4b. Access Management

A request (Blk 28C S. 23 (1)) for access on to the East/West Arterial was submitted and the Board upheld the NRA's original recommendation for shared access and to appeal the Planning Department's decision to allow

the sub-division without the recommended shared access. A suggested alternative solution is access via Ranch Road.

Two other requests (Blk 13C S. 23 (1) and Blk 13D S. 23 (1) for access on the Esterley Tibbetts Highway were denied.

4c. 2014/2015 Works Programme

Copies were provided to Members for review and discussion.

4d. Fleet Acquisition Proposal

Copies were provided to Members at a previous meeting for review and comments. It was noted that for procurement purposes, the NRA needs to be specific on its particular needs and requirement so that the dealer can provide informed information with a better deal.

The Board's Sub-Committee (comprising of Directors J. E. Ebanks, G. Clarke, S. Panton and D. Walton) is to review closely the current fleet to see what can be retained, released (via auction) or purchased.

5. Other Business

Director S. Panton reminded members to be aware of Item 5b on the previous Minutes in regards to NRA staff parking on yellow lines. Members were informed that an email was sent to staff reminding staff not to park in these sections, however it was noted that staff was still doing so.

6. Date of Next Meeting

The next meeting is scheduled for July 2, 2014.

7. Adjournment

The meeting adjourned at 12:39pm.



Signature
Chairman of the Board
Confirmation of Minutes – 18.06.14
Date: 30.07.14

Signature
Executive Secretary
Seconded: Confirmation of Minutes
Date: 30.07.14

National Roads Authority
Minutes of the One-Hundred & Forty-Sixth Meeting
of the Board of Directors
held in Room #1038, Government Administration Building
Elgin Avenue, George Town, Grand Cayman,
Wednesday, 04th June 2014 at 9:30 a.m.

In attendance were:

Donovan Ebanks	Chairman
David Arch	Director
John Edward Ebanks	Director
Stanley Panton	Director
Dane Walton	Director
Kenross Conolly	Director
Gary Clarke	Director
Ronnie Dunn	Director Designate of Financial Secretary
Tristan Hydes	Director Designate of Chief Officer, Ministry PLAH&I (alt.)
Paul Parchment	Managing Director (Actg.) – NRA
Edward Howard	Dep. Managing Director – NRA
Lois Hall-Vaughan	Executive Secretary

Apologies:

Mrs. Sheree Ebanks	Dep. Chairman
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1. Call to Order

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

2. Minutes of Previous Meetings

Minutes of Meeting held May 21, 2014 were signed off by the Chairman. Minutes of Meeting held June 04, 2014 were reviewed and approved with minor amendments.

3. Matters Arising

4b. Kingbird Warehouse Lease Agreements

The DMD provided to members copies of a report on the Warehouse Options for NRA Signs Bay and Materials Laboratory. The report consisted of background information on the current leasing arrangement

of the two warehouses which expires September 1, 2014, analytical findings of the present value of costs associated with lease versus ownership of the warehouses over a ten year period, six options for the Board's consideration and a recommendation.

The Board is to review the report and the recommendations of the NRA for decision at the next scheduled meeting.

4d. Recruitment of MD (from Minutes 26.02.14)

NB: This process is ongoing and members (including the newly drafted HR Personnel) are to meet by next Tuesday, to decide a recommendation for the Board by the next scheduled meeting of the Board.

Matters arising from May 7th Meeting:

5b. George Town Revitalization

NRA construction of ramps etc. in Central George Town

The NRA is currently undertaking the construction of wheelchair ramps, pedestrian crossings in central George Town. The NRA is also in the process of arranging a meeting with TMP (Traffic Management Panel) to discuss the construction of these pedestrian crossings. The issue regarding the proposed change of crosswalk by Albert Panton Street is to be reviewed by TMP.

5a NRA Tractor - abandoned

A review of previous Minutes to determine if previous Boards had requested a policy to be developed in regards to operators leaving NRA equipment on the roadside and what is being done by Management to protect this equipment was done and no directives by the previous Boards were found.

Reference made to a previous incident in which a parked NRA tractor was damaged in a road incident in the Bodden Town area, indicates that the tractor was parked on a property well off the road when it was hit. The tractor was repaired.

It has been observed that NRA staff has been parking the company vehicles on the yellow lines on various sections of the roads especially on McLennon Drive.

It was noted that there a need to re-exam the current NRA Vehicle Operators Agreement for situations stated above.

5c. Installation of Guardrails/Anti-Skid Surface

It was noted that the anti-skid surface placed at the Island Heritage round-a-bout is working fine. It is recommended that the application be extended to cover the entire round-a-bout. The MD Actg. is to find out the cost of this application.

The section in red approaching the Camana Bay crosswalk is working as it brings the motorists attention to the approaching crosswalk. The NRA proposes to utilize this approach at crosswalks across the island. The Ministry is to review the Traffic Law to ensure that the use of the color is legal.

4. **New Business**

4a. **George Town Revitalization – A Desired Future - Presentation**

This was presented by Director Designate T. Hydes and looked at the existing issues and their impact on an approximately 1.4sq mile area of George Town. Some of which are the area being a 'ghost town' after 5pm, the waterfront being underutilized as the various office car parks are empty after 5pm., only a few restaurants are open after 5pm., and there is no incentive to stay downtown after 5pm. Residential use accounts for 29% of this area, businesses 28.5%, parking lots 12%, civic/industrial 9% and Public Open Space 1%. There is little or no street activity except during the annual Batabano and Pirates Week celebrations. The majority of office buildings are less than 50yrs old while most residential building are over 50yrs old and in need of upgrade or replacing. The quality of the sidewalks in the area is inconsistent and makes walking uncomfortable and unsafe. The streets are also more suited for vehicular traffic than pedestrian.

The proposal of revitalizing the area is to make it come alive with new vigor by creating an area where businesses and affordable homes are assembled together, with shops, theatres, schools, parks and other important services situated in an earth friendly environment. Energy conservation, historic preservation of existing buildings and accessibility (by vehicles and pedestrians) will also be considered. This would also provide the opportunity to re-create George Town as the capital of the Cayman Islands, with this area linking the airport and seaport through a proposed network of streets.

The NRA is currently conducting traffic counts of various areas in and around George Town to assist with the Cruise Berthing Facility Project.

5. **Other Business**

5a. **Budget FY2014/2015**

The amount proposed for the FY2014/2015 is pending approval.

5b. **Roadwork – Proposed**

A draft proposal of roadwork for Shamrock Rd from the On the Run Gas Station to the Chrissie Tomlinson Round-a-bout is to be done for the Board's review.

5c. **Fleet Equipment & Vehicle Needs Analysis**

The Board is review copies of this report prepared by the MD Actg. to address particular issues and provide comments.

5d. Employee Circular #1/2014

The MD Actg. informed members that the recent announcement of a onetime 2.5% 'bonus' to Civil Servant would not apply to the NRA as the NRA never rolled back the previous adjustment of 3.2% in salary reduction in September 2012.

5e. Cayman Islands Street Lighting Proposed Policy – 2014 Edition #1

Copies of this proposal were given to the Board for review and feedback.

5f. Employee's request for Contract extension

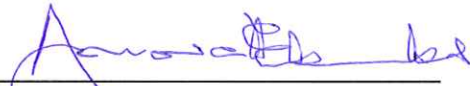
A letter was written to the Chairman by an NRA employee requesting a review of Management's decision not to extend their current contract. The Chairman noted that this matter is to be handled by NRA Management.

6. Date of Next Meeting

The next meeting is scheduled for June18, 2014.

7. Adjournment

The meeting adjourned at 12:49pm.



Signature
Chairman of the Board
Confirmation of Minutes – 04.06.14
Date: 02.07.14

Signature
Executive Secretary
Seconded: Confirmation of Minutes
Date: 02.07.14