



PO Box 1358, Harbour Drive, Grand Cayman, KY1-1108, Cayman Islands
(345) 949 2055, Fax (345) 949 5820

Minutes of the 379th Meeting of the Board of Directors of the Port Authority of the Cayman Islands held at the Port Authority office on 45 Harbour Drive, George Town, Grand Cayman at 1310 hours on Thursday May 21, 2015.

- **Member Present:**

- Mr. Errol Bush MBE – Chairman
- Mr. Gerald Kirkconnell – Deputy Chairman
- Mr. Clement Reid – Secretary
- Mr. Ashton Bodden, JP
- Mr. Stran Bodden, JP – (Ministry of DAT&T)
- Mr. Woodward DaCosta
- Mr. Arek Joseph, OBE
- Mr. Michael Nixon – (Ministry of Finance)
- Ms. Jacqueline Scott
- Mr. Robert Foster
- Mr. Randy Whittaker – (Customs)

- **Attending Meeting:**

None noted.

- **Notice and Quorum:**

The Chairman noted that due notice of the meeting had been given to all Members and a quorum existed. Accordingly, the Meeting could proceed.

1. **Welcome and call to order:**

The Chairman welcomed Members.

2. **Apologies**

None noted.

3. **Confirmation of minutes:**

- a. Minutes for meeting # 378 were deferred.

4. **Declaration of Conflicts of Interest:**

Mr. Gerry Kirkconnell declared a conflict of interest and recused himself under Item 8 under "Report on Cruise and Security Operations" on the Meeting agenda.

A handwritten signature in black ink, appearing to be 'Gerry Kirkconnell', written over the end of the text.



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5. Matters arising from Previous Minutes:

None noted.

6. Update on Cruise Berthing Project:

- a. The Environmental Impact Assessment (EIA) is now complete.
- b. Members of PACI, Caucus and Cabinet to review before it goes to public consultation.
- c. It is anticipated that the public consultation on the EIA will take place the second week of June 2015.
- d. On April 7th 2015, the Chief Officer and Minister of DAT&T met with representatives from Royal Caribbean Cruise Lines (RCCL) and Carnival Cruise Lines (CCL) in Miami Florida to discuss the financing structure for the project. Talking points were discussed with each company. The timeline for delivery of the project is still on track.
- e. The advertisement for the post of Senior Project Manager (SPM) for the project is currently being advertised and will close at the end of May 2015.
- f. \$5.5 million is allocated in the 2015/16 budget for the design development phase of the project.
- g. The geotechnical studies will take place between March – May 2016.
- h. A Request for Proposal (RFP) for construction of the facility will be advertised upon the completion of the design.
- i. The Ministry is hoping to get volume commitments from RCCL and CCL by June/July 2015.
- j. A contract for the berthing simulation has been signed with the Star Center in Florida. The cost of the simulation is US\$36,660. The simulations will be conducted the first weeks of June 2015.
- k. All future updates for the project will form part of the Port Directors monthly report to the Board.
- l. WD asked SB to include the commercial marina that was discussed during the early stages of design to be included in the final design on the northern section of the facility.

7. Update on Spotts Landing:

- a. The Board was apprised of the progress on repairs to the parking lot. Bids were received and the Tender Committee opened and evaluated them. The lowest bidder, Civil Works Services Ltd, was selected and awarded the contract. Work is expected to begin the first week of June 2015.



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8. Current Business:

- a. Board noted the Report on Cargo Operations.
- b. Board noted the Report on Cruise & Security Operations. The towing of vessels with the Harbour Patrol Boats that lose power while at sea needs to be investigated and a policy put in place to address this ongoing concern. The Board, with the exception of Gerald Kirkconnell who recused himself from the meeting, reviewed the Business Case for the refurbishment of the Port Patrol Boats. Management will prepare a public tender for this rehabilitation and advertise in the locally media.
- c. Board noted the Report of the Acting Port Director.
- d. Board noted the Report on the Management Accounts. Mr. DaCosta noted that for the 1st quarter cost to do business had been down and he congratulated the two Deputy Directors for a job well done. A policy for storage, abandoned cargo and public auction will be developed by Management with the intent of having an auction this year.

9. Remuneration for Former Port Director:

- a. It was agreed that the final remuneration for the former Port Director not exceed what was stated in his contract of employment with PACI. Management was instructed to prepare a final cheque and have it hand delivered.

10. Other Business:

- a. Unlicensed vendors that solicit business on PACI property have been removed with the assistance of the Police.
- b. It was Agreed that the estimated cost for the IT Risk Assessment exceeded the \$50k threshold and would have to be publically tendered. An RFP will be prepared by Management and advertised in the local media.

Adjournment:

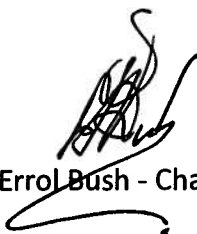
There being no further business the meeting was adjourned at 1600 hours until the next regular meeting.

PORT AUTHORITY OF



THE CAYMAN ISLANDS

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Errol Bush - Chairman


Clement Reid - Secretary