



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

Minutes of the 380th 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 1320 hours on Thursday June 17, 2015.

- **Member Present:**

- Mr. Errol Bush MBE – Chairman
- Mr. Gerald Kirkconnell – Deputy Chairman
- Mr. Ashton Bodden, JP
- Dr. Dalton Watler, PhD. – (Ministry of DATT)
- Mr. Woodward DaCosta
- Mr. Michael Nixon – (Ministry of Finance)
- Ms. Jacqueline Scott
- Mr. Robert Foster
- Mr. Clement Reid – Secretary

- **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:**

- Mr. Arek Joseph, OBE
- Mr. Randy Whittaker – (Customs)

3. **Confirmation of minutes:**

- a. Minutes for meeting # 378 were approved by the Board and a motion to accept the minutes were moved by Mr. Woodward DaCosta and seconded Ms. Jacqueline Scott.
- b. Minutes for meeting # 379 were approved by the Board and a motion to accept the minutes were moved by Ms. Jacqueline Scott and seconded Mr. Michael Nixon.

A handwritten signature in black ink, appearing to be 'J. Scott'.

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4. Declaration of Conflicts of Interest:

Mr. Gerry Kirkconnell declared a conflict of interest and recused himself under Item 6 under “Rehabilitation of Patrol Boats” on the Meeting agenda.

5. Matters arising from Previous Minutes:

- a. Section 6 (b), shall include “Members of PACI were not included in the process prior to the EIA being made available for public consultation.”

6. Update on Cruise Berthing Project:

- a. The Environmental Impact Assessment (EIA) is now complete.
- b. The public consultation on the EIA took place June 9th, 2015 at the Mary Miller Hall. The meeting attracted approximately 250 people. The public now have until July 3rd, 2015 to submit their concerns or queries to the Department of Environment (DOE).
- c. The Ministry is currently drafting a Heads of Terms for an agreement with the Cruise Lines.
- d. The advertisement for the post of Senior Project Manager (SPM) for the project closed on May 31st, 2015. A total of 33 applications were received for the post. PACI’s HR Manager reviewed the applications and created a shortlist matrix which was sent to the Chief Officer, Mr. Stran Boddan.
- e. The berthing simulation at the Star Center in Dania Beach, Florida was conducted during the first week of June and is now complete.

Update on Spotts Landing:

- a. The Board was apprised of the progress on repairs to the parking lot. Civil Works Services Ltd, commenced work on the project on June 17, 2015 and is scheduled to be completed in 10 business days.

Update on Rehabilitation of Patrol Boats:

- a. The Board was apprised of the progress on repairs to the two Harbour Patrol Boats. The project was advertised in the local media for suppliers to undertake this work. Members of the Board Agreed that Mr. Clement Reid would act as their representative on the Tender Selection Committee for this project.

7. Current Business:

- a. Board noted the Report on the Management Accounts. Mr. James Parsons presented the Management Accounts to the Members of PACI Board. PACI reported a 43% increase in profits compared to the previous year. The month of June 2015 is forecasted to be positive. The collections of receivables have improved. The Loan for the West Bay property Block 5B



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Parcel 39 has been retired. Ritch and Conolly are currently formalizing all contracts for tenants at the Royal Watler Terminal (RWCT).

- b. Board noted the Report on Cargo Operations.
- c. Board noted the Report on Cruise & Security Operations.

8. 2015/16 Fiscal Year COLA:

- a. It was Agreed that effective July 1st, 2015 staff will receive a 3% COLA for the 2015/16 fiscal year as directed by Cabinet.

9. Other Business:

- a. It was Agreed not to pursue leasing the land in Rock Hole for Ground Transportation Dispatching but rather focus on leasing the old Tower Building site for the same purpose.
- b. The Board was apprised about the lease for the South Terminal property which currently attracts a fee of CI\$40,000 per year. It was Agreed to continue with the leasing arrangement and not pursue acquisition of the property. It was further Agreed to have Ritch and Conolly review the Lease Agreement to determine if it has to be registered with Land and Survey.
- c. The Board was apprised that HM Customs had submitted a Planning Application for installing a X-Ray Facility Generator on Block 20B Parcels 386 & 387 which is owned by PACI. It was Agreed to lodge an objection to this application because Members had not given HM Customs approval to construct anything on the site.
- d. The Board was apprised that the RFP for IT Audit had been advertised in the local print media and PACI's website. The closing date for the RFP is July 17th, 2015. It was agreed to also place the advertisement in the Cayman Weekly online publication.
- e. Members reviewed applications for the rental of retail space at RWCT. The application from Mr. Shaun Ebanks was denied because the facility already has a tenant selling a similar product. The application from Express Brochures was denied because the terminal is currently at capacity with vendors in the courtyard of RWCT.
- f. The Board was apprised on the current conditions at Safehaven Marina. A vessel owned by Mr. Roger Ebanks is currently moored in the lagoon on Ritz Carlton's property. Mr. Lee Frederick currently has his vessel on a trailer parked in the lunch ramp area to perform maintenance on the engines. Both of these owners were verbally informed by Mr. Clement Reid that they are in violation of the covenants for the Marina.
- g. The Board was apprised that APEC Consulting Engineers have been contracted to review the entire marine infrastructure on Block OPY Parcel




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187 and present a report on the current condition with recommendations on remedial work is necessary.

- h. Members Agreed to contract with an engineering firm to design the unpaved area at the Cargo Distribution Centre (CDC) with asphalt, storm water draining, lighting and CCTV. It was further Agreed to perform the design on the entire unpaved area but only tender the paving for half of the area in the 2015/16 Fiscal year.

Adjournment:

There being no further business the meeting was adjourned at 1620 hours until the next regular meeting.



Errol Bush - Chairman



Clement Reid – Secretary