

**BOARD OF DIRECTORS MEETING**  
**Port Authority of the Cayman Islands**  
**45A Harbour Drive**  
**August 25<sup>th</sup>, 2016**  
**Meeting No. 399**

A meeting of the Port Authority of the Cayman Islands Board of Directors was held on Thursday August 25<sup>th</sup>, 2016 at the Port Administration Building, 45A Harbor Drive, Grand Cayman, Cayman Islands. Chairman Errol Bush called the meeting to order at 1:15pm and welcomed attendees.

- **Board Member Attending:**

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

Mr. James C. Parsons, Jr. – Acting Secretary

- **Other Attendees:**

- Mr. Angus Charlton – Ritch & Conolly
- Mr. David Collier – Ritch & Conolly
- Mr. Joseph Woods – PACI
- Mr. Wil Jacobs - PACI

- **Apologies for Absence(s):**

No members were absent



- **Confirmation of minutes:**

Minutes for Meeting # 398 were approved by the Board and a motion to accept the minutes was moved by Mr. Ashton Bodden and seconded by Mr. Robert Foster.

- **Declaration of Conflict of Interest:**

None noted.

- **Matters arising from Previous Minutes:**

Page 7, Section 5(f), Members requested that the words in the agenda for meeting # 398 be added before .....”Deferred” for clarity.

- **Port Director’s Monthly Reports:**

**(a) PD Report:** Not included

**(b) Operations Report:**

Members approved the Operations Report for July 2016 and a motion to accept was moved by Mr. Woodward DaCosta and seconded by Mr. Ashton Bodden. The motion passed unopposed.

McAlpine has completed the caulking work along the edges of the repaired section. Phase II of the project will include the following:

1. Spot repair to the concrete cap for the South, North & RoRo berths. Waiting on bid.
2. Replacement of the cathodic protection for the sheet piled bulkheads. Waiting on bid.

12 additional steel plates arrived and are in use. Both cranes now operate on these plates at all times.

The month of July saw 19 ships trading and making 40 port calls. There was a 11.8% increase and a 9.1% decrease respectively when compared to the same period last year.

There were 30 working days for the month which totaled 204 working hours. There was a 14% increase when comparing the hours worked last year for the same period.

Overtime (OTS) decreased by 17.4% (38/46) compared to last year.



Cargo tonnage increased by 20.1% (24,522/20,412) with the tons of cargo handled per hour increased by 5.4% (120/114) compared to the same period last year. Aggregate imports decreased by 51.3% (8,807/18,070) when compared to the same period last year.

The number of dry imported containers measured in TEU's, increased by 21.2% (1,724/1,423). Vehicle imports increased by 164.3% (600/227). Total TEU's imported (dry, reefer, flat rack, trailer & tank) increased by 18.2% (2,587/2,188) compared to the same period last year.

Bulk cement imports increased by 3.2% tons (2,869/2,779) compared to the same period last year.

Imports from Port Everglades increased by 44.6% (9,449/6,537) when compared to the same period last year.

Palm Beach increased by 6.6% (7,820/7,338) tons compared to the same period last year.

Imports from Jamaica increased 19% (4,368/3,670) compared to the same period last year.

Discussions on a solution for the weight issue in progress with Thompson Shipping.

**(c) Security and Cruise Report:**

Members approved the Security and Cruise Report for July 2016 and a motion to accept was moved by Mr. Woodward DaCosta and seconded by Robert Foster. The motion passed unopposed.

During the period, July 1, to July 31, 2016, we handled 31 cruise calls and 108,447 passengers. The number of passengers for July 2016 was down 6% over July 2015.

There were no incidents or accidents to report in July 2016.

Business Case – Channel Markers: Deferred until the next meeting.

Business Case – Addressing vendor solicitation on Port Property: Deferred until the next meeting.

**(d) Financial Report:**

Members approved the Financial Report for June 30 2016 along with the notes thereto that will be sent to the Office of the Auditor General before the August 31<sup>st</sup> deadline. A motion to accept was moved by Mr. Michael Nixon and seconded by Ms. Jacqueline Scott. The motion passed unopposed.

Two handwritten signatures in black ink, one appearing to be 'S' and the other a more complex cursive signature.

### Update on Various:

- **IT Audit:** - KPMG has commenced work on the operational manuals and a draft will be ready for circulation at the next regular meeting. Members will receive copies of the Draft Manual for comment.
- **Spotts Terminal Refurbishment:** - The Spotts Terminal Refurbishment is reaching its final stages of completion with lighting and paving remaining.
- **Cargo Pier Rehab and CDC Masterplan:** -  
As noted above in the Operations Report.
- **Right of First Refusal – RWCT Tenants :**

A discussion ensued on the topic and members resolved that as and when the tenants' leases came up for renewal they would each be offered a renewed term not exceeding the 31<sup>st</sup> August 2018, and upon terms otherwise to be agreed between the Authority and each tenant from time to time, with no options to renew to be included in the leases and with a break clause that will allow for the leases to be terminated by the Authority on not less than six (6) months' notice to the tenants if the Authority wishes to carry out or is in the process of carrying out any construction of cruise ship berthing facilities and/or any other development, redevelopment, expansion, construction or reconstruction whatsoever of the Port facilities.

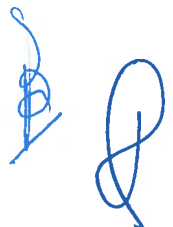
➤ **New Business:**  
None.

➤ **Other Business:**

**Retail space vacant at the RWCT** - A discussion ensued on the topic and the Directors resolved that the retail space vacated by IT's SUGAR will remain retail and will be leased as the same.

### Adjournment:

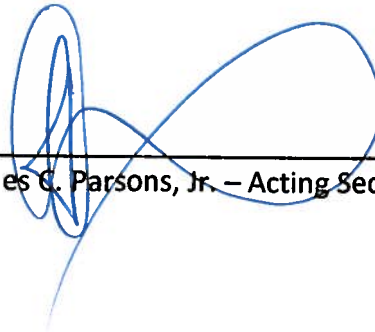
There being no further business the meeting was adjourned at 4:20 pm until the next regular meeting scheduled for September 29<sup>th</sup>, 2016.





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Mr. Errol L. Bush – Chairman



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James C. Parsons, Jr. – Acting Secretary