



**MINUTES OF CAYMAN ISLANDS AIRPORTS AUTHORITY (CIAA) BOARD MEETING
HELD AT BOARDROOM, ORIA, ON 30 MAY 2024**

BOARD MEMBERS

Present:

- Chairman: Mr. Johann Moxam
- Deputy Chairman: Mrs. Marva Bodden-Reid
- Director: Mr. Roy Grant
- Director: Mr. Jonathan Edie
- Director: Mr. Stran Bodden
- Director: Mr. Nathaniel Tibbetts
- Director: Mrs. Jacqueline Haynes
- Director: Mr. Alfred Thompson, Jr.

Apologies:

- Director: Mr. Charles Clifford

Others Present

- MOTP Hon. Mr. Kenneth Bryan
- CEO/Secretary: Mr. Albert Anderson
- Recording Secretary: Mrs. Carlene Logan

1. WELCOME & OPENING REMARKS

1.1. The Chairman called the meeting to order at 1:17 p.m. and welcomed everyone.

CEO, Mr. Albert Anderson, left the meeting at 1:20 p.m.

2. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

S23(1)

Director, Mr. Roy Grant, left the meeting at 2:35 p.m.

CEO, Mr. Albert Anderson, returned at 2:42 p.m.

3. REVIEW & CONFIRMATION OF MINUTES

3.1. Minutes of 24 April were approved.

4. MATTERS ARISING FROM ABOVE MINUTES

4.1. Brac and Forth – no further update. Awaiting their response.

4.2. Car park land transfer request from CAL – CEO has responded, nothing further has been received.

[REDACTED]

S21(1)(b)

4.4. General Aviation Ground Handling – CEO advised the Board of issues recently raised by FADS and Island Air. These are being addressed by the Authority.

5. FINANCIAL REPORT – CHIEF FINANCIAL OFFICER (CFO), MRS. KAREN BAPTISTE

Total Revenue YTD for the month ending April 2024 was \$16.05M compared to \$13.7M in April 2023. This is a 17% increase year on year as a result of:

- A 13% increase across aeronautical income
- Offset by a 9% increase in property rental & concession management.
- An 88% increase in fees and charges from advertising, car parking, ground handling and ID/Access cards revenue.

Total Expenses of \$12.6M in April 2024 was up by 11% when compared to \$11.4M in April 2023.

- Staff costs have increased by 9% or \$536K
- Other Operating expenses increased by 18% or \$580K.

[REDACTED]

S21(1)(b)

6. UPDATE ON CONCESSIONS RFP – CCO, MRS. BIANCA DOWNEY-MOORE

The RFP was published on 30 April 2024. An overview of the RFP was given in terms of a breakdown of the amount of floor space being available for development, category of concessions, the preferred experience, and qualifications of the concessionaires as well as the terms of the agreement for them. To date 72 persons have collected the RFP. The Authority's intended approval and award is 31 July 2024.

Director, Mr. Roy Grant returned at 4:05 p.m.

The Board requested the CCO to advise as soon as possible of any short-term revenue-generating projects

7. OPERATIONAL UPDATE – CHIEF EXECUTIVE OFFICER (CEO), MR. ALBERT ANDERSON

- ORIA Security Check Point (CP2): Interior and exterior finishes, electrical and plumbing works have started. Estimated completion – October 2024
- Upstairs Departure Hall Renovations / ORIA Second Floor: Schedule of works being revised by DDL and building permit to be renewed. RFQ to be published by 30 June 2024.

- ORIA East Staff Parking: Land Clearing application was adjourned by the CPA, until a planning application is made for the associated parking lot. This was submitted this week.
- ORIA Immigration Arrivals Roof / Tour Operators Staging Area / Band Stand: Pending BCU approval. RFQ drafted. Awaiting feedback from BCU to determine publish date.
- Maintenance Warehouse: Pending BCU approval. RFQ complete to be published by 30 June 2024.
- South Side Secondary Fence: Installation has commenced. Estimated completion 31 July 2024.
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- ATM Surveillance Systems Update – ATM System pre-bid site survey was completed in April with 2 top suppliers of ATM Surveillance systems attending.
- GA Terminal Project – Apron/heliport/dock design contract has been awarded to Avia NG – Canadian Consultancy
- [REDACTED] S21(1)(b)
- Gym membership for staff– the Board agreed to \$300/year paid directly to the gym of choice.
- [REDACTED] S21(1)(b)

8. ANY OTHER BUSINESS

- Extension of waiver re L&P Fees – this was approved for another year as per the Resolution of 26 May 2022. This will be reviewed prior to 27 May 2025.

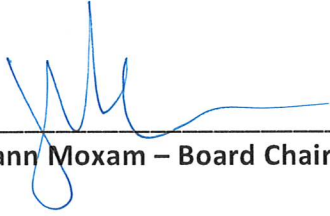
[REDACTED] S21(1)(b)

9. NEXT MEETING

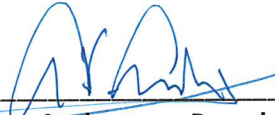
This will take place on Thursday, 27 June 2024, 12:30 p.m.

10. ADJOURNMENT

The meeting adjourned at 5:56 p.m.



Johann Moxam – Board Chairman



Albert Anderson - Board Secretary