



**MINUTES OF CAYMAN ISLANDS AIRPORTS AUTHORITY (CIAA) BOARD MEETING
HELD AT BOARDROOM, ORIA, ON 27 JUNE 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

CEO/Secretary: Mr. Albert Anderson
Recording Secretary: Mrs. Carlene Logan

1. WELCOME & OPENING REMARKS

1.1. Deputy Chairman called the meeting to order at 1:11 p.m. and welcomed everyone.

2. REVIEW & CONFIRMATION OF MINUTES

2.1. Minutes of 30 May were approved.

3. MATTERS ARISING FROM ABOVE MINUTES

3.1. Brac and Forth – Awaiting their response.

[REDACTED]

S11(2)(c)

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

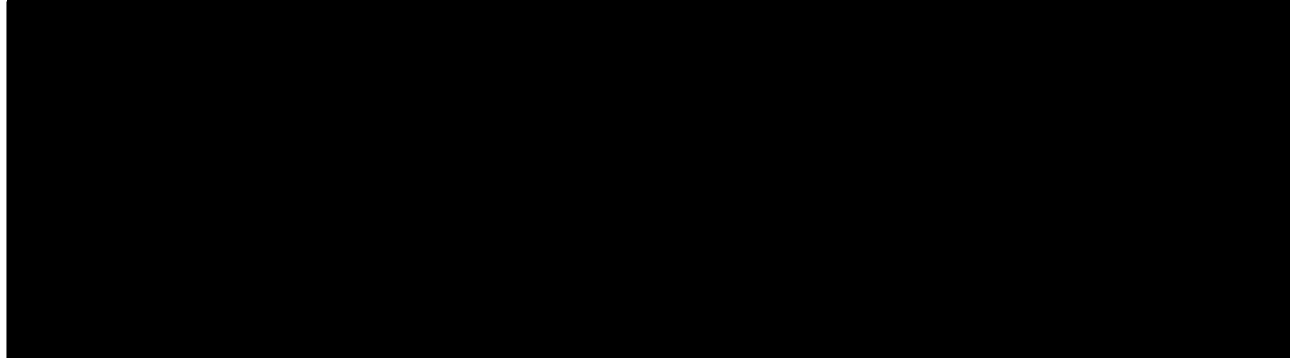
- Total Revenue YTD for the month ending May 2024 was \$21.2M compared to \$16.8M in May 2023. This is a 26% increase year on year as a result of:
 - a 24% increase across aeronautical income -contributed to by the Airport development fees
 - a 31% increase in fees and charges, generated by revenue from advertising, car park, ground handling, and ID/Access cards.
- Total Expenses of \$15.3M in May 2024 was up by 5% when compared to \$14.5M in May 2023.
 - Staff costs have increased by 9% or \$647K

- Other Operating expenses increased by 3% or \$132K

CFO to liaise with CCO on 2019 passenger figures.



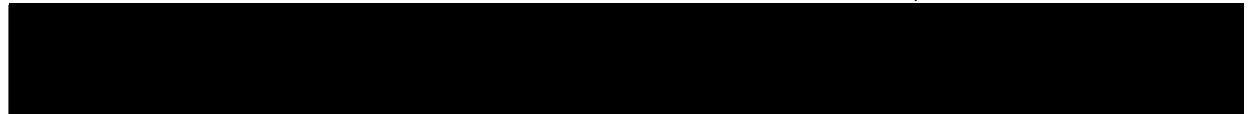
S11(2)(c)



S11(2)(c)

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

-ORIA Security Check Point (CP2): Security check point structure is complete, interior walls are up, ceiling insulation complete, AC ducts installed, interior polished floors complete. Contractor continues to work on the interior finishes. Estimated completion – October 2024



S11(2)(c)

-Upstairs Departure Hall Renovations / ORIA Second Floor: Schedule of works completed and building permit renewed. RFQ to be published by 28 June 2024.

-ORIA East Staff Parking: The land clearing application / parking lot construction application is scheduled for the next Central Planning Authority Board meeting on 3 July 2024. In this meeting we should obtain the land clearing approval, which would then begin immediately.

-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. SOW and RFQ complete. Awaiting estimate from QS before publishing.

-East Canopy (ORIA): Contractor has started foundation works.

-Main Terminal Old Roof Membrane (ORIA): Second floor admin roof (phase 1) complete. Contractor is working on the east side of the old terminal roof (phase 2) with an estimated time of 3 weeks to completion.

-ASSI audit – returning in September with UK CAA auditing ASSI, who will be auditing CIAA. They will also be back in December.

-FBO/GAT security measures - have been confirmed to commence in August 2024 - ETD

Security permits: These have been redesigned and distribution will commence in July.

-CKIA Cabin Baggage Screening area refurbishment project – WTMD and x-ray installation by 1 December 2024.

-TSA One Stop Security (OSS) – still underway, all official documents are complete.

-HBS possible transition to TSA screening SOPs – searching bags with passenger viewing via monitor and audio.

General Aviation Apron: Consultant engineers, AVIA, submitted 4 options re conceptual designs. The Board agreed with the recommendation of the Steering Committee in proceeding with Option 4. Costs will be more than estimated in the Master Plan. The Steering Committee have advised AVIA to provide a breakdown for prioritization.

-Runway Extension: MOTP has requested CIAA hosts a meeting with residents of all residential areas that may be affected by the runway extension (Tropical Gardens, Grand Harbour, Red Bay) to explain the concept and address concerns. This has been scheduled for 22 July.

8. ANY OTHER BUSINESS

- Paying CAL for travel and cargo costs – this was approved by the Board w.e.f. 1 April 2024.

- [REDACTED] land issue – [REDACTED] has been actively contacting Deputy Chair, CO [REDACTED] S23(1)
[REDACTED] and others on what [REDACTED] claims to be a 'promise' by a previous Board of the CAA to sell S23(1)
[REDACTED] a parcel of land immediately south of [REDACTED] based on a valuation provided S23(1)
by Lands and Survey. After some discussion, the consensus of the Board was the CAA did not deliver on its promise, and this current administration is now not prepared to pursue this matter.

- Business Cases to hire an Accounts Officer and 2 Contracted ATC Officers for CKIA were approved by the Board.

- With several Board Members as well as the CEO traveling during the month of August, the Board Meeting scheduled for 29 August will be cancelled.

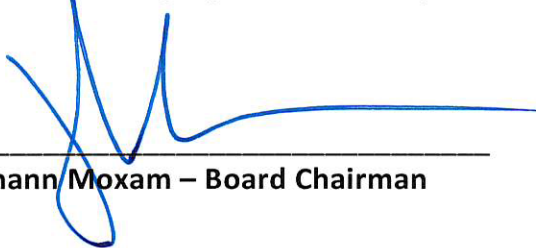
-Printers and spare RFIDS – the issue of printers not being functional at some check in counters as well as no spare RFIDs being available was raised. CEO will take up with Collins Aerospace.

9. NEXT MEETING

This will take place on Thursday, 25 July 2024, 12:30 p.m.

10. ADJOURNMENT

The meeting adjourned at 4:28 p.m.



Johann Moxam – Board Chairman



Albert Anderson - Board Secretary