

CONFIDENTIAL



Water Authority of the Cayman Islands

Minutes of 238th Meeting held on 15th of May 2013

Members Present:

Chairman:	Mr J L Hurlston
Members:	Mr J Banks Mr T Hydes Mrs P McGaw-Lumsden Ms A Owens Mr W Scott Ms R Sharma Mr M Smith Mr O Watler
Secretary:	Dr G Frederick-van Genderen
Apologies:	Mr C McLaughlin Mrs I Simms

Call to Order

The Chairman welcomed members and called the meeting to order at 1:40pm after ascertaining that there was a quorum and acknowledging apologies from Mrs I Simms and the absence of Mr C McLaughlin. The Chairman then proceeded to open the meeting with prayer.

The Chairman thanked members for being candid and honest as appropriate during their tenure on the Board. He noted that service to the country came in many forms and serving on Government Boards was an honourable way to do so. The Chairman

expressed his thanks to members for their frank and candid input as their time on the Board may soon be coming to an end.

Minutes of the 237th Meeting held on 17th of April 2013

The Chairman asked for confirmation of the Minutes of the 237th Meeting held on 17th April 2013.

The following corrections to the Minutes were noted:

Page 6, 4th paragraph 2nd line should read "...an audit carried out revealed....."

Page 6, last paragraph 2nd and 3rd lines should read "...that utilization had been in place since....."

Page 7, 4th paragraph 5th line should read "...that the account be....."

Ms A Owens moved the motion to accept the Minutes as amended, Mr M Smith seconded the motion and the motion passed unanimously.

Declaration of Conflicts of Interest

None were declared.

Matters Arising

a) Lower Valley Reverse Osmosis Plant (LVRO) - Update.

The Chairman reported that the replacement second pass pump was installed during the week of 06 May 2013, and the plant has been running on two trains (off and on) ever since. Over the last 8 days the water production capacity has averaged 2,537 cubic metres per day.

* Redacted under section 21 (1) (b) of The Freedom of Information Law, 2007



b) 30 June 2013 Audit of Consolidated and Divisional Statements - Update.

30 June 2013 Audit of Consolidated and Divisional Financial Statements for Water, Wastewater and Statutory

The Chairman reported that the Authority received the four engagement letters and had sent back the signed copies. Currently the Finance Department is working diligently on the audit working papers. The Authority is planning

on performing the inventory count on 28 June 2013 and the water count on 01 July 2013. KPMG will be in attendance for both counts. Tentative timing between the Authority and KPMG for fieldwork is that their team will be on site for the month of September. As the time draws closer the Authority will finalise exact timing. At this time the Authority does not foresee any problems in meeting the 31 August 2013 deadline as prescribed in the Public Management & Finance Law (PMFL) for submission of the 30 June 2013 trial balance to the auditors. The Financial Controller and the Audit Manager have a tentative meeting set up for early August 2013 to discuss the logistics.

Annual Report 2011/2012

The Chairman reported that the 2011/2012 annual report was forwarded to the Ministry on 31 December 2012 for the Honourable Premier and Minister's comments and signature upon agreement. The Authority still awaits confirmation on the status of this report with the Ministry.

KPMG Engagement - Strategic Option Analysis (SOA)

The Chairman reported that the Authority and KPMG were not yet in the position to produce an executive summary to the Board. Due to the sudden passing of the [REDACTED], work on this project was temporarily put on hold in late April. Work on this project will not resume until late July 2013 as several senior management staff will be on leave for various reasons during the next two months.

* Redacted under section 23 of The Freedom of Information Law, 2007

c) Cayman Water Company (CWC) Negotiations Update.

The Chairman reported that on 11 April 2013 Cabinet granted approval to the 10th extension of the License to produce potable water from seawater to Cayman Water Company Limited (CWC) until 30 September 2013. The Licence extension was signed by Cayman Water Company and by Water Authority, and was forwarded to the Ministry for signing by the Governor on 24 April 2013.

The Chairman reported that in a letter dated 26 April 2013 CWC wrote to the Honourable Premier in which they reiterated their position and referred to their position in the pleading. The Honourable Premier responded on 30 April 2013, reiterated CIG's position and confirmed that the Water Authority had been directed to move towards implementing the RCAM model as soon as practically possible. Copies of both letters were made available for members' review.

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- d) **West Bay Beach Sewerage Rehabilitation Project (2013) – Update.**
The Chairman reported that at their meeting on 17 April 2013, the CTC accepted the recommendation to award the contract for the West Bay Beach Sewerage Rehabilitation Project 2013 to the lowest tenderer being US Sewer & Drain, Inc. During the week of 13 May 2013, the contractor will be on island to discuss some of the details of the project such as accommodation, insurances, lay-down areas for equipment and materials, and contact shipping agents. It is also anticipated that the contract will be signed within the next few days and that the contractor will have mobilized his resources by the end of June 2013.
- e) **Miscellaneous Updates.**
- a) ***In-House Pipelaying Crews*** – The Chairman reported that one of the pipelaying crews continues work on the pipeline upgrade (from 6-inch to 12-inch) in South Sound, between the boat ramp and the intersection with Walker’s Road. This work comprises the installation of approximately 9,200 feet of 12-inch pipeline, and is being carried out in six phases. The second phase (1,430 feet) is now underway, and customers had been connected to the temporary pipeline. The work is carried out during the day (between 9:00 am and 4:00 pm to avoid interfering with commuters). Unfortunately progress was much slower than anticipated due to the amount of traffic experienced.
On 22 April 2013 the second pipelaying crew started the replacement of 1,400 feet of 6-inch pipe at Raven Avenue (off Spotts Newlands Road). It is anticipated that this pipeline will be commissioned by the end of the week of 13 May 2013.
- b) ***Water Supply Division*** – The Chairman reported that on 30 April 2013 Operations completed all work on the replacement of the 6-inch pipeline in Denham Thompson Way, and all customers were connected to the new pipeline. Only the road reinstatement is outstanding, and the Authority is awaiting quotations from the paving companies.
Immediately thereafter, Operations started the replacement of approximately 800 feet of 4-inch pipe in Greenwood Drive. All affected customers have now been connected to the temporary pipeline. It is anticipated that this work will be completed by the end of May 2013.
- c) ***Wastewater Division*** – The Chairman reported that during the month of April 2013 the amount of rainfall was minimal, and the design hydraulic

capacity of the plant (2.5 mgd) was exceeded only for one day during the month. The average daily inflow was just over 2.23 mgd (or 89% of design capacity), which was 9% more than the average inflow during April 2012 (2.05 mgd).

Automation & Control Engineering from Wisconsin confirmed that the panel design for the new pump control panel for PS1 is progressing very well. A pre-build meeting has been arranged for 16 May 2013 to go over the design, after which actual fabrication can commence. It is anticipated that panel will be ready for shipment by the end of June.

d) For Cayman Investment Alliance - George Town Landfill Closure and new Waste Management Facility in Bodden Town - The Chairman reported that since the last Board meeting in April 2013 the following has taken place:

- The public meetings to review the draft Environmental Impact Assessment (EIA) for the proposed Waste Management Facility (WMF) in Bodden Town were held on 17 and 18 April 2013 in Bodden Town and George Town, respectively. The deadline for the public to submit written comments to the Environmental Advisory Board (EAB) was 29 April 2013, several comments were received. These have been passed on to Cardno Entrix (CE), the consulting firm that prepared the EIA on behalf of the proponent, Dart Realty Cayman Islands Ltd.
- In the meantime, the Environmental Advisory Board has provided its own comments on the draft EIA to CE. The EAB also reviewed and commented on the draft independent third party review of the proposed WMF and the proposed closure of the George Town Landfill. The third party review was conducted by CDM Smith on behalf of the Cayman Islands Government/Department of Environmental Health.

e) FOI updates - The Chairman reported that no new requests were received since the last Freedom of Information (FOI) Report dated 16 April 2013.

f) Adjustment of Rates 2013 - The Chairman advised that the Board's decision to defer the 01 July 2013 adjustment of rates was communicated to the Ministry and the OAG on 06 May 2013 and on 10 May 2013, respectively.

Current Business

a) **Request for Bill Adjustment re Customer Account#** [REDACTED]

* Redacted under section 23 of The Freedom of Information Law, 2007

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The Chairman reported that in a letter dated 26 April 2013 (received 29 April 2013), [REDACTED] wrote to the Water Authority requesting the Authority to waive part of a high water bill incurred due to a leak. A copy of the correspondence and the report from Customer Service was provided to members.

The Chairman reported a review of the account was undertaken and the Authority's findings are that on 11 March 2013, Operations responded to a call at the customer's location and found a broken $\frac{3}{4}$ PVC male adapter in the check valve after the meter. They also noted that the cause of the problem was a tree root. Subsequently a bill of \$1178.29 with a consumption of 177.6 cubic meters from the 08 February-21 March, 2013 was issued.

The Chairman reported that the customer queried the March 2013 bill and was advised verbally that the bill of \$1178.29 was payable. This was after the matter was discussed with both the Customer Service Manager and the Deputy Director who agreed that the Authority is not liable for the bill as the cause of the leak was not due to poor workmanship but from growing vegetation. Additionally, the customer was also advised that she would be charged for the repair works which has now been invoiced at \$519.03.

Subsequently, the customer inquired whether she had any other recourse. She was then advised that she could address her request to the Water Authority Board. The customer then wrote to the Board requesting that the March 2013 bill be averaged due to the nature of the leak. The customer has also asked that the service repair bill be waived. The Secretary respectfully sought the Board's decision on the request from the customer.

Members agreed that the customer should be advised that they had reviewed the request and decided not to discount or waive the bill or the invoice for the repairs as the customer is responsible for all usage downstream of the meter. Additionally, the Water Authority periodically encourages customers to ensure their services are not impacted by vegetation. The amount due is payable however a payment plan may be offered if necessary with the usual waiver of late penalties providing the payments are made regularly.

b) Request for Bill Adjustment re Customer Account# [REDACTED]

* Redacted under section 23 of The Freedom of Information Law, 2007

The Chairman reported that in a letter dated 14 June 2012 but received on 17 April 2013, [REDACTED] wrote to the Water Authority regarding high water bills from 2012 and her difficulty in keeping payment agreements. A copy of the letter and the report from Customer Service were provided to members.

The Chairman reported that a review of the account was undertaken and the Authority's findings are that the initial issue the customer had commenced on 30 September 2011 when the customer made a report of a high bill of \$1030.29. The consumption was 155.10 cubic meters for period 13 August–23 September 2011. The location was checked by a meter reader on 05 October 2011 and a leak was identified and shown to the customer. The high bill was due to the leak on the customer's side. The service line, including the shutoff valve was completely covered by cement. The customer subsequently settled this bill via payment agreement.

The Chairman reported that on 14 March 2012 the customer was informed via letter that her meter was stuck for the months of December 2011–February 2012 and that her bill had been averaged for \$542.91 for each month. A new meter was also installed. The customer established a payment plan to address the bill but defaulted on the agreement. The account was then disconnected on the 05 June 2012 for default of agreement. The account balance was \$2842.61. The customer made arrangements for a payment and the account was reactivated on 07 June 2012.

The Chairman reported that the customer was notified of a possible leak from the Fail Audit Report process on 27 July 2012. The customer continued to have high bills for the month of June, July and August 2012 having taken no action to identify the leak.

Further on 19 November 2012, the Chairman reported that the customer was again disconnected for non-payment of the payment agreement. On 30 November 2012, the customer committed to a revised payment agreement that carried an account balance of \$3016.40 and the water was turned back on.

The Chairman reported that on 03 April 2013 the account was again disconnected due to non-payment of the payment agreement. However the customer had just had surgery and on medical grounds the account was reconnected on 04 April 2013.

The Chairman reported that the customer continues to experience high usage as the April 2013 bill is \$617.92. The consumption is 87.69 cubic meters from the 18 March–23 April 2013. The normal Fail Audit Check was completed for the month of April and no leaks or movements were found at the time of the check.

In summary, the Chairman reported that this customer has received a series of high bills due to leaks. The customer has also defaulted several times on her agreement which is the main reason for the large outstanding balances. The Authority visited the premises on the 23 April 2013 and noted that no leaks or movements were found. As indicated to the customer, the meter will only

register usage and as consumption of her household changes, this will reflect on the bill. The bills are all therefore payable. The customer is responsible for all usage downstream of the meter. The Secretary respectfully sought the Board's decision on the request from the customer.

Members agreed that the customer should be advised that they reviewed the request and decided not to discount or waive the bill as the customer is responsible for all usage downstream of the meter. Members agreed that an extended payment plan should be offered as well as waiver of the late penalties providing the payments are made regularly. Additionally, the Board requested that the Water Authority carry out a water audit, providing the customer gives permission, on the customer's property to assist in assessing water usage at the property.

c) **Request for Bill Adjustment re Customer Account# [REDACTED]**

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The Chairman advised that customer [REDACTED] emailed the Authority on 19 April 2013 requesting that the Board address the deadline payment for 21st of each month. The customer suggests that the due date be changed to the end of each month when most customers are paid. She is also concerned that there is a late fee of 1.5% if payment is not received by the due date. A copy of the email and the report from Customer Service was provided to members.

The Chairman reported that Section 1 of the Account Opening Terms of Agreement state; *The Applicant shall ensure that all bills rendered are paid in full on or before the 21st day following the date on which the bill is issued. The Authority will add a late payment charge equal to 1.5 percent of the outstanding account balance to any account, which is not paid on or before the 21st day following the date on which the bill is issued.* This term is based on section S. 53 of Water Authority Regulations.

Additionally, the Chairman reported it is common business practice for utilities to bill after service has been provided and expects payment within 21 days. This is the same practice as Cayman Water Company, WestStar and Logic. The Water Authority does not recommend any changes to the Water Authority Regulations. The Secretary respectfully sought the Board's decision on the request from the customer.

Members agreed that the customer should be advised that they reviewed her suggestion and understood her concern. However, members decided not to make any changes to the Authority's business practice or Water Authority Regulations. Most utility providers locally and abroad have a similar practice for the issuing and payment of bills. The customer should be thanked for bringing forward her suggestion and encouraged to sign up for e-billing.

d) Request for Bill Adjustment re Customer Account# [REDACTED]

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The Chairman reported that the customer wrote to the Authority on 23 April 2013 requesting an extended payment agreement of 42 months.

A review of the account was undertaken and the Authority's findings are that the customer received a large bill of \$6335.28 in January 2013 and requested to have the meter tested. The meter passed and the customer is now seeking to address the bill however she is requesting that the agreement be for an extended period of 42 months to accommodate her financial situation. The Secretary respectfully seeks the Board's decision on the request from the customer.

Members agreed that the customer should be advised that they reviewed the request and decided to agree to an extended payment period of 36 months as well as waiver of the late penalties providing the payments are made regularly. The Secretary was requested to provide the number of Water Authority customers receiving assistance with some or all of their bills from the Department of Family and Children Services if this data was readily available from the Authority's customer information management software.

e) Request for Bill Adjustment re Customer Account# [REDACTED]

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The Chairman reported that the Authority received an email from the representative of the [REDACTED] on 23 April 2013 requesting assistance in reducing the Cayman Brac water bills for February 2013 and March 2013.

A review of the account was undertaken and the Authority's findings are that on 31 January 2013 the meter serving the account was reported by the Authority's Brac office as being stuck and showing a reading of 15999.9. On 01 February 2013 the stuck meter was replaced with a new meter and the customer's bill was averaged. Subsequently, the Authority's Brac office emailed and advised that a mistake had been made and a corrected reading of the meter was 15963.5. The reading was questioned internally and as a result the customer's averaged billing for the period of the stuck meter was revised down on 19 February 2013.

The Chairman reported that when the February 2013 meter reading was done, although the reading recorded was correct from the new meter it was not entered correctly into the billing process. The reading entered was zero usage. Consequently, the customer only received a bill for the meter rental. When the March bill was received, the reading was read and entered correctly into the

billing system. The customer then received a bill for \$1254.12. This was queried by the customer and the Cayman Brac Operations Manager confirmed that he advised the customer of a leak. The Customer Service Manager, in the process of investigating the March billing issue, received a photo of the old meter taken out in on 01 February 2013 which showed the reading at 16000 confirming that the original report of 15999.9 on 31 January 2013 was indeed correct. Therefore the revised average down of the bills should not have taken place. Subsequently, the leak was discovered and replaced.

The Chairman reported that the customer is seeking a waiver or discount of the February and March bills as she was only made aware of the possible leak in early April 2013. If she had received her bills with the correct readings she would have been able to repair the leak earlier. Although all plumbing downstream of the meter is the customer responsibility, the Authority's management suggested that due to errors made by the Authority members may wish to consider allowing the customer a discount on the bill. The Secretary respectfully sought the Board's decision on the request from the customer.

Members agreed that the customer should be advised that they reviewed the request and decided not to discount or waive the bill as the customer is responsible for all usage downstream of the meter. Members requested that apologies be made for the errors, however ultimately it remained the customer's responsibility. A payment plan should be offered as well as waiver of the late penalties providing the payments are made regularly.

f) **Request for Bill Adjustment re Customer Account# [REDACTED]**

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The Chairman reported that the customer wrote to the Chairman as per a letter received by the Authority on 25 April 2013 requesting assistance in resolving the dispute with the July 2012 water bill.

The Chairman reported that a review of the account was undertaken and the Authority's findings are that on 19 July 2012 the Authority completed a fail audit check as the meter reading for the period 14 June-11 July 2012 was higher than normal for the account. The reading for the 14 June-11 July 2012 was 278.1 with a consumption of 68.4 cubic metres. During the fail audit check on the 19 July 2012 a reading of 623.7 with a consumption of 346.6 cubic metres for the period 11 July-19 July, 2013 was obtained. This resulted in a July 2012 bill of \$2595.69. The meter reader also noted that no leaks or movements were identified at the time. As there was no problem identified during the fail audit check, no notice was left for the customer.

The Chairman reported that the customer, because of the high bill, requested that the meter be sent for testing. This was done on 21 August 2012 and a new

meter was installed. On 08 November 2012, the customer was advised of the meter test results. The meter over registered at the transitional flow rate, by 2.21% and the bill is adjusted by \$57.36 (2.21%) according to Authority's policy. Based on the two readings, the bulk of the customer's consumption took place over a specific 8 day period from the 11-19 July 2012 which indicates that the customer may have had a problem at that time. The Authority has enforced the policy of discounting the bill by the over registering percentage and therefore any additional discount given should be at the Board discretion. The customer has written to the Board requesting that the bill be discounted as he does not feel that the amount of water was used. The Secretary respectfully sought the Board's decision on the request from the customer.

Members agreed that the customer should be advised that they reviewed the request and decided not to discount or waive the bill as the customer is responsible for all usage downstream of the meter and as per the Water Authority's meter testing policy, the bill was adjusted accordingly. Members noted that the terms of the meter testing policy are explained to customers in the meter test request form. A payment plan should be offered as well as waiver of the late penalties providing the payments are made regularly.

g) Request for Bill Adjustment re Customer Account# [REDACTED]

The Chairman reported that based on emails received from [REDACTED] on 18 and 23 April 2013, this matter is being resent to the Board. Copies of various emails and letters have to been provided for members.

The Chairman reported that a review of the account was undertaken and the Authority's findings are that based on an earlier complaint, at the 235th Board Meeting in February 2013 the Board decided that the customer's case did not warrant a discount as the Authority did not make any procedural error. A letter was mailed to the customer on 28 February 2013 with the Board's decision. On 19 March 2013, the customer emailed the Authority claiming he did not receive a reply on the Board's decision. A copy was provided via email the same day. The customer made a complaint to the Office of the Complaints Commissioner (OCC). In an effort to resolve the matter, OCC requested that the Authority allow the customer to have the meter tested even though the Board had made its decision on the matter. The customer was informed of the meter testing requirements. The customer did not follow through with the meter testing process and refused to come in to the office.

The customer made an offer to pay for two months of the five months owed. He bases this offer on the response he received from the Authority's FOI Manager regarding the Authority's policy for disconnection. The customer has

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also referred the matter to the Ministry and is objecting that the Authority's agreement links customers' accounts.

The customer has been advised on several occasions by the Customer Service Manager that the Board's decision remains since he did not complete the meter testing process. The OCC has also now stated that the matter is settled. While the Authority does not have a written disconnection policy, the practiced policy is to disconnect two months after issue depending on volume, resources etc. While the account was not disconnected two months after the issue of the bill, this did not stop the customer from requesting a disconnection. The Secretary respectfully seeks the Board's decision on the request from the customer.

In regards to the OCC's view that term C of the meter testing form is biased and unfair, it should be noted that this term is based on s.35 (4) of the Water Authority Regulations (1999 Revision). It is likely that the Authority may have to review this under the Bill of Rights Legislation.

Members agreed that the customer should be advised that they reviewed the request and decided that the previous decision in February 2013 remain unchanged. The Water Authority makes decisions regarding which accounts to disconnect based on business risk. It was also noted that the customer did not request a disconnection of service and service therefore continued until it was disconnected for non-payment.

h) Fidelity Banking Documents.

The Chairman reported that the Authority sought to apply for online banking at Fidelity Bank and upon review of their records the Bank determined that they required additional due diligence on the Water Authority's account. The Secretary respectfully requested that the Board pass a resolution to allow the Authority to conduct banking business with Fidelity. The resolution required by the Bank is as follows:

Resolution

"The Water Authority hereby resolves to accept the "Resolution of Directors Regarding Banking and Security" presented by Fidelity Bank (Cayman Limited) and allows the Chairman, Mr Lemuel Hurlston and the Secretary, Dr Gelia Frederick van Genderen to sign the documents on behalf of the Authority".

Ms R Sharma moved the motion to pass the resolution above; it was seconded by Ms A Owens and passed unanimously.

i) Management Accounts April 2013.

The Chairman reported that the Finance Department had prepared a summary statement of revenue, but due to timing was unable to provide a complete set of management accounts as some key invoices (CUC, OCL DVES) were just received and not yet processed for inclusion into the financial data. The April 2013 Management Accounts will be available upon request to members.

The Chairman noted apologies from the Financial Controller for the delayed management account submission. The Chairman reported that the Secretary advised that the revenue figures over the same period as last year are over 10% higher. This increase is a result of continued expansion at Camana Bay, increased water consumption of customers, increased customer base and also the rate increase that came into effect 01 November 2012, revenue figures are in line with budgeted figures, with only a 0.4% variance.

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Several large expenses that are expected prior to the end of the fiscal period are Past Service Pension Expense, wastewater CCTV remediation project, potential legal fees for CWC negotiations, transfer upgrades to the income statement and the year-end bad debt write off.

j) National Roads Authority (NRA) Fees.

The Chairman reported that on 01 May 2013 the NRA sent an e-mail to all utilities that may, from time to time, carry out works within a Public Road and advised them of their revised Trench Permit & Reinstatement Policy. Copies of the letter and policy were provided to members. The policy, which includes various fees, was never discussed with the Authority or any other stakeholders and was planned to be implemented immediately. The Chairman noted that this policy will have an immediate impact on the Authority's cost of doing business and will affect its customers.

The Authority subsequently requested its lawyers to review the policy and provide legal advice, in anticipation of the Authority's response to the Ministry and the NRA.

Some of the Authority's concerns are:

- In the absence of any appropriate Regulations does the NRA have the legal authority to demand the fees/charges?
- Does Subsection 25(2) of the Roads Law (2005 Revision) apply?
- The Authority's interpretation of the second paragraph of Subsection 25(1) is that repairs on existing pipelines do not require prior authorisation.
- The 10-year maintenance period for transverse and longitudinal cuts on Hot Mix Asphalt (HMA) Roads (previously only 12 months) appears excessive and unreasonable.

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* [REDACTED] about the lack of consultation regarding these new directives with the affected stakeholders, especially since there are fees and warranty liabilities involved that could potentially have a significant financial impact on their operations. Additionally, [REDACTED] noted concerns with the lack of consistency and continuity of NRA policies and directives over the last several years as these frequent changes are difficult to plan, staff, and budget for.

The Chairman noted that the Authority received legal advice late on 14 May 2013 and will be responding to the NRA on 16 May 2013. Members agreed the Authority should respond in accordance with the legal guidance received.

k) Business Plan 2013/2014.

The Chairman reported that further to the budget prepared and approved by the Board in January 2013, that the Authority's Management prepared the 2013/14 business plan, a copy of which was provided to members. This document supplements the financial data that was provided in January 2013, and highlights the achievements and future goals and objectives. Members thanked the Secretary and management staff for the document and noted that it was very useful in understanding the extent of the Authority's achievements and operational plans. The Secretary thanked members for their support and acknowledged the hard work of the Authority's management and staff.

Donation Requests

The Chairman advised that with the inclusion of all gift certificates that have not yet been redeemed and the increase in the revised budget, the remaining amount available for donations in the revised 2012/2013 budget is \$3,341.

a) Lions Club of Grand Cayman Annual White Cane Week.

Members agreed to sponsor the Lions Club of Grand Cayman Annual White Cane Week in the amount of \$500. The motion was moved by Mr M Smith, seconded by Mr T Hydes and passed unanimously.

b) International Stand Up to Bullying Day Dress Down Day.

Members agreed to match the Water Authority's staff contribution to the International Stand Up to Bullying Dress Down Day by covering half the cost of the T-shirts.

c) Layman E Scott Sr. High School Music Department - End of Year Concert.

Members agreed to sponsor the Layman E Scott Sr. High School Music Department - End of Year Concert by providing 5 gift certificates each for 1000gal of trucked water for Cayman Brac. The motion was moved by Mr J Banks, seconded by Mr T Hydes and passed unanimously.

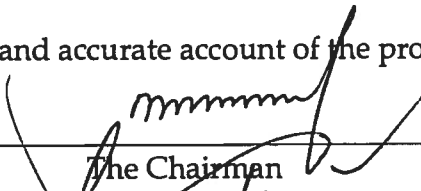
- d) **Cayman Islands Cadet Corps Annual Cadet Corps International Cadet Challenge in Barbados.**
Members agreed to sponsor the Cayman Islands Cadet Corps participation in the Annual Cadet Corps International Cadet Challenge in Barbados in the amount of \$500. The motion was moved by Ms A Owens, seconded by Mr J Banks and passed unanimously.
- e) **Bodden Town Football Club International Youth Tournament.**
Members agreed to sponsor the Bodden Town Football Club International Youth Tournament in the amount of \$500. The motion was moved by Mr M Smith, seconded by Ms A Owens and passed unanimously.
- f) **United World Colleges (Cayman Islands) National Foundation.**
Members agreed to sponsor the United World Colleges (Cayman Islands) National Foundation in the amount of \$500. The motion was moved by Mr M Smith, seconded by Ms A Owens and passed unanimously.
- g) **Cayman Islands Boxing Association Extended Afterschool Programme.**
Members agreed to sponsor the Cayman Islands Boxing Association Extended Afterschool Programme in the amount of \$500. The motion was moved by Mr M Smith, seconded by Ms A Owens and passed unanimously.
- h) **The New Testament Church of God Annual Women's Ministries Prayer Breakfast.**
Members agreed to provide the New Testament Church of God a \$100 water gift certificate in recognition of their Annual Women's Ministries Prayer Breakfast. The motion was moved by Ms R Sharma, seconded by Ms A Owens and passed unanimously.

Any Other Business


None.

There being no other business the Chairman thanked members for their support and then adjourned the meeting at 2:48pm.

This is a true and accurate account of the proceedings.



The Chairman



The Secretary

