



VIRGIN ISLANDS PORT AUTHORITY
GOVERNING BOARD MEETING ACTIONS LIST
May 21, 2014 Board Meeting
Chaired by Robert O'Connor Jr., Board Chairman
St. Thomas, U.S. Virgin Islands

Board Members

1. Robert O'Connor Jr., St. John Representative - **Chairman**
2. Darryl Smalls, DPW Commissioner - **Vice Chairman (absent)**
3. Albert Bryan Jr., EDA Chairman – **Secretary (absent)**
4. Vincent Frazer, Esq., Attorney General
5. Beverly Nicholson-Doty, Tourism Commissioner (absent)
6. Manuel Gutierrez, St. Croix Representative (absent)
7. Robert Cintron, St. Croix Representative
8. Allison Petrus, St. Thomas Representative
9. Dr. Yvonne Thraen, St. Thomas Representative

Board Staff

1. Tonya Pickering, Internal Auditor

VIPA Staff Present

1. Carlton Dowe, Executive Director
2. David W. Mapp, Assistant Executive Director
3. Valdamier Collens, Chief Financial Officer
4. Dale A. Gregory, Director of Engineering
5. Milton Potter, Director of Human Resources
6. Nycole Thompson, Esq., Senior Staff Attorney
7. Julice Harley, Executive Assistant to the Executive Director
8. Monifa A. Marrero, Public Information Officer
9. Verna Thomas, Property Management
10. Damali Rogers, Special Assistant

FINANCE COMMITTEE

Airline Incentive Program

Approved an airline incentive program for new airlines coming into the territory or existing airlines introducing new routes where it provides incentive to travel to St. Croix and for St. Thomas with the condition that the airline would arrive at non-peak times. The incentive is effective from Nov. 2014 through Nov. 2016.

Certifying Officer Policy

Approved the amendment of the VIPA Procurement Policy to designate the Financial Analyst in the absence of the Chief Financial Officer to certify that funds are available prior to the issuance of any contract or purchase order for goods or services.

Financing Plan for Crown Bay Dredging Project

(Status Update) VIPA awaiting response from US Army Corp of Engineer on submitted applications to dredge to finalize the costs of the project

PROPERTY COMMITTEE

Robert A. Lynch Trucking, Inc. - CEKA

Approved renewal of existing lease agreement plus the lease of additional space of an adjoining warehouse space at the Cyril E. King Airport Cargo Facility for five years with a two-year option to renew at a rate of \$5,807/month.

Cardow, Inc.	Approved extension of existing lease agreement for space at CEKA for two years with a five-year option in exchange for the installation of charging stations, maintenance and increase in percentage rents.
Margaret Anthony	Approved the renewal of existing lease agreement for restaurant space at the Urman Fredericks Marine Terminal, Red Hook for a three-year term with a three-year option to renew at a rate of \$797.89/month.
Interisland Boat Services, Inc.	Approved the lease of counter space at the Urman Fredericks Marine Terminal to provide ferry service to the BVI for a three-year term with a three-year option at a rate of \$316.87/month.
Concessions International of the USVI, JV	Approved a five-year lease extension with the tenant paying for the build out of their portion of the Baggage Claim Renovation Project and that the tenant's exclusivity ends at the end of the current term (2019).
GARK, LLC dba Ackley Media Group	Remained in Property Committee.
PROJECTS/OPERATIONS COMMITTEE	
Voice Paging/Public Announcement System – CEKA	Remained in Projects/Operations Committee.
Baggage Claim Air Condition System – CEKA	Remained in Projects/Operations Committee.
Photovoltaic Implementation - HERA	Proposals to be heard by Projects/Operations Committee in July.
Seawall Assessment	Approved Task Order No. 10 with CDR Maguire in the amount of \$25,215 to provide above-water assessment of the Kings Wharf sea wall.

HERA Aircraft Rescue and Fire Fighting Facility Design

Approved amendment to the agreement between VIPA and Ricondo and Associates in the amount of \$426,103 to provide professional services associated with the HERA Aircraft Rescue and Fire Fighting Facility Design. Funded in VIPA's FY 2014 budget; VIPA plans to recoup the money via an AIP Grant to construct the facility.

HERA Airfield Security Improvements

Approved Task Order No. 28 with Ricondo & Associates in the amount of \$39,561 for the participation in the environmental permitting phase services for the security improvements associated with the Fairplains Gut at HERA to address security concerns of TSA after heavy rains. Funded by FAA (90 percent via AIP Grant) and VIPA 10%. (After the assessment is completed, the project to secure the area will be funded via a grant from the FAA to secure the perimeter.)

PERSONNEL COMMITTEE

New Position: Territorial Special Assistant K9 Security Coordinator

Approved new position of Special Assistant K9 Security Coordinator to augment VIPA's Law Enforcement Force to assist with drug & firearm detection. \$55,000 salary upon completion of VIPD Police Academy.

Executive Session

1. Approved the purchase of property.