



# Virgin Islands Port Authority

## Governing Board Meeting Actions List

November 16, 2016

Roberto Cintron, PE – Chairman

St. Thomas, US Virgin Islands

### Board Members

1. Roberto Cintron, PE, St. Croix Private Citizen – **Chairman**
2. Laurel Hewitt-Sewer, St. John Private Citizen – **Vice Chair**
3. José A. Penn, EDA Chairman – **Secretary**
4. Beverly Nicholson-Doty, Tourism Commissioner
5. Claude E. Walker, Esq., Attorney General
6. Gustav James, Public Works Commissioner
7. St. Croix Private Citizen (*Vacant*)
8. St. Thomas Private Citizen (*Vacant*)
9. St. Thomas Private Citizen (*Vacant*)

### Board Staff

1. Tonya Pickering, Internal Auditor

### VIPA Staff Present

1. Carlton Dowe, Executive Director
2. David W. Mapp, Asst. Executive Director
3. Dayna Clendinen, Director of Human Resources
4. Anna Penn, Controller
5. Dale A. Gregory, Director of Engineering
6. Denise M. Mills, Director of Property Management
7. Nycole Thompson, Esq., Legal Counsel
8. Denise George-Counts, Esq., Senior Staff Attorney
9. Ava Penn, Crown Bay District Manager
10. Julice Harley, Chief of Staff

## FINANCE COMMITTEE

### Liability Insurance Renewals 2016-2017

Approved the renewal of VIPA's marine, aircraft and commercial business automobile liability coverage with AON Premium Finance's quotation of \$516,087.36 to be paid in three quarterly installment payments beginning Feb. 1, 2017. A sum of \$174,382.64 will be paid at the signing of the insurance binder.

### Marine Tariff Adjustment Clarification

Approved the rate adjustments to the Marine Tariff as per the Sept. 11, 2016 staff summary relative to docking fees for commercial vessels (from \$.60 to \$1) and pre-paid taxi tour fees (from \$6 to \$7).

## PROPERTY COMMITTEE

### Love & Joy in the USVI, Inc.

Approved renewal of lease for 767.9 s/f of space to operate a convenience store, and provide calling center, money transfer and internet services at Space A-11, Crown Bay Center for 4 years and 11 months beginning Nov. 1, 2016. Annual rent will be \$43.75 per s/f plus \$12 per s/f for CAM charges with a 5% increase to rental rate on Oct. 1, 2018. Tenant must report monthly gross sales, and maintain 3 month's rent as security deposit.

**Suzette Descartes dba Bayside Jewelry  
Repair & Design**

Approved lease to Suzette Descartes dba Bayside Jewelry Repair & Design for 647.20 s/f of space to operate a custom-designed jewelry store at Space A-09-, Crown Bay Center. Tenant will lease space for 2 years and 11 months beginning Nov. 1, 2016 at annual rental rate of \$55 per s/f plus \$12 per s/f CAM charges, with an option to renew for 1 additional two-year period. Rental rate will increase by 5% on Oct. 1, 2018, and on Oct. 1, 2019. Tenant must report monthly gross sales, and maintain 3 month's rent as security deposit.

**Genoa Jewelers, Ltd. dba Milano Diamond  
Gallery**

Approved lease for Genoa Jewelers, Ltd. for a term of 4 years and 11 months beginning Nov. 1, 2016. Tenant will lease Space A-01 (1,121 s/f) and Space A-07 (562.56 s/f) at an annual rent of \$48.63 per s/f, plus \$12 for CAM Charges with a 5% increase on Oct. 1, 2018. Tenant must report monthly gross sales, and maintain 3 month's rent as security deposit.

**Bones Rum, LLC**

Approved lease for Bones Rum, LLC for .502 acres at No. 10 Subbase to operate a micro distillery for a term of 20 years with 3 ten-year options to renew.

- Annual base rent is \$2.75 per s/f for first 10 years with 5% increase every 5<sup>th</sup> year. Base rent will reset at the end of the initial 20-year term based on fair-market appraisal value, or increased by 5% - whichever is greater. Rent will reset thereafter ever 10 years, or 5% - whichever is greater.

**(more)**

**Bones Rum, LLC (continued)**

- Lessee shall pay percentage rent on 6% of gross sales above \$200K less gross receipt taxes, effective on year 4 of the least. A min. capital investment of \$1.6 million within the first 10 years is required.
- Lessee granted right of first refusal to negotiate new lease terms beyond option period.

**PROJECTS & OPERATIONS COMMITTEE**

**Crown Bay Pier Mooring Dolphin /  
Schooner Bay Channel Maintenance  
Dredging**

- Awarded \$2,627,500 contract to American Bridge to construct a mooring dolphin and associated items at the Austin “Babe” Monsanto Marine Terminal, Crown Bay. An additional \$407K will be spent for design and permitting. Total project cost: \$3,034,500.
- Board approved funding Crown Bay Pier Mooring Dolphin project via:
  - 2014 Marine Bond Financing
    - a. **\$84,500** from VIPA’s Maintenance and Replacement Reserve account
  - Reprogrammed funds from FY17 Budget
    - a. **\$840K** from the Ann Abramson Pier repair project;
    - b. **\$340k** from the fire projection improvement project at the Wilfred Allick Container Port;
    - c. **\$125K** from the roll on/roll off repair project at the Wilfred Allick Container Port;
    - d. **\$1,045,000** from structural repair project at the Wilfred Allick Container Port; and
    - e. **\$600K** from pavement resurfacing at the Wilfred Allick Container Port.

**(more)**

**Crown Bay Pier Mooring Dolphin /  
Schooner Bay Channel Maintenance  
Dredging (continued)**

- Approved reduction of the Red Hook Parking Deck Project budget by \$1.5 million, and redirected these monies to fund the removal of 38,808 cubic yards of material from the Schooner Bay Channel Maintenance Dredging Project on St. Croix.

**EXECUTIVE SESSION**

**Union Contract**

The Board ratified the negotiated contract between VIPA and the Seafarers International Union Aircraft Rescue Fire Fighter/Law Enforcement Officer Bargaining Unit for the period of October 1, 2011 to September 30, 2016.

**Car Ferry Barge Use Permit Agreement**

The Board directed that it reviews and approve the draft use permit for car ferry barge businesses operating between the Urman Victor Fredericks Marine Terminal, Red Hook and the Theovald Eric Moorehead Dock and Terminal, St. John.