



Virgin Islands Port Authority Governing Board Meeting Actions List

June 21, 2017

Chaired by Laurel Hewitt-Sewer, Board Chairperson
St. Croix, US Virgin Islands

Board Members

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

Board Staff

1. Tonya Pickering, Internal Auditor

VIPA Staff Present

1. David W. Mapp, Executive Director
2. Damian Cartwright, Assistant Executive Director
3. Donna Frett-Gregory, Chief Financial Officer
4. Denise M. Mills, Director of Property Management
5. Nycole Thompson, Esq., Legal Counsel
6. Ava Penn, Crown Bay District Manager/Marine Manager
7. Valcina Quashie, Labor Relations Administrator–Human Resources
8. Julice Harley, Chief of Staff
9. Monifa Marrero Brathwaite, Public Information Officer

Finance Committee

**American Paradise Global Group, LLC dba
St. Thomas Dialysis Center**

Moved to executive session.

Aviation Operating and Capital Budget Revision

Approved the revision of VIPA's Aviation Operating and Capital Budget as follows:

Projected revenues:	\$24.5 mil
Cash on hand:	\$1.3 mil
Marine loan repayment:	\$400K
Revised operating budget:	\$21.8 mil
Short term debt:	\$452K
Capital budget expenses:	\$3.1 mil

AON Risk Services Contract Renewal

Approved renewal of contract with AON Risk Services for a two-year term at a rate not to exceed \$232,000 per year.

**Crime and Public Officials Insurance Coverage
Renewal**

Approved Crime & Public Officials Insurance Coverage at a rate not to exceed \$84,511 not including taxes and fees, and authorized staff to decide if the fee will be paid in installments or in full.

**Armed/Unarmed Security Guard Services –
Aviation St. Croix**

Approved the renewal of the contract between VIPA & Ranger American to provide armed and unarmed security guard services at HERA per the rates outlined in the staff summary.

**Armed Security Guard Services –
Marine, St. Croix**

Approved the renewal of the contract between VIPA & Ranger American to provide armed and unarmed security guard services at VIPA's marine facilities on St. Croix per the rates outlined in the staff summary.

Property Committee

**Alliance Aviation Fuels, Inc. and
St. Thomas Jet Center, LLC – Lease Assignment**

Approved request to assign Alliance Aviation Fuels, Inc. and St. Thomas Jet Center's leases to St. Thomas USVI Holdings, LLC with no further changes to the existing leases.

Projects and Operations Committee

No actions taken.

Personnel Committee

No actions taken.

Executive Session

1. Authorized response to the letter dated June 6, 2017 from Atty. Tom Bolt, counsel for Merchant's Commercial Bank in regards to American Paradise Global Group, LLC.
2. Authorized the formation of a Committee to hear an employees' appeal.
3. Took action relative to reorganizing the Purchasing and Procurement unit.
4. Named Mr. David W. Mapp as Executive Director of the Virgin Islands Port Authority.
5. Named Mr. Damian Cartwright as Assistant Executive Director of the Virgin Islands Port Authority and his portfolio will include head of the Engineering unit and other related duties.