



Virgin Islands Port Authority Governing Board Meeting Actions List

October 4, 2017

Chaired by Laurel Hewitt-Sewer, Board Chairperson
St. Thomas, 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. Nelson Petty, Acting Public Works Commissioner (absent)
6. José A. Penn, EDA Chairman
7. Marvin Forbes, St. Croix Private Citizen (absent)
8. St. Croix Private Citizen (*vacant*)
9. St. Thomas Private Citizen (*vacant*)

Board Staff

1. Tonya Pickering, Internal Auditor (absent)

VIPA Staff Present

1. David W. Mapp, Executive Director
2. M. Anna Penn, Acting Chief Financial Officer
3. Ava Penn, Crown Bay District Manager/Marine Manager
4. Nycole Thompson, Esq., Legal Counsel
5. Anise Hodge, Business and Policy Operations Analyst
6. Julice Harley, Chief of Staff
7. Verna Thomas, Property Management Officer STT/STJ
8. Misha Marrero, Property Management Officer STT/STJ
9. Monifa Brathwaite, Public Information Officer

Finance Committee

Crown Bay Marina – Estoppel Certificate

Certificate presented by staff will be amended to include language regarding bankruptcy filing and transfer fees. Once amended, the board will review and consider the certificate via a poll vote by Tuesday, October 10, 2017.

Rent Abatement for VIPA Tenants (Hurricanes Irma/Maria)

Authorized the executive director to approve the issuance of rent abatement to tenants whose leasehold premises were damaged by Hurricane Irma and/or Maria for the period of one to six months.

Property Committee

Business Interruption Insurance – Lease Requirement

Created a policy that all VIPA's commercial tenants' leases must include language stating the requirement to maintain and submit proof of Business Interruption Insurance.

Projects and Operations

Hiring of Former Board Members

Waived the requirement that former board members must wait one year prior to being able to be hired as a VIPA employee to augment the Port Authority's engineering staff due to needs caused by Category 5 Hurricanes Irma and Maria.

Executive Session

Insurance Adjuster

Retained AON Rapid Response as VIPA's insurance adjuster.

Island Beachcomber Hotel

Issued a cease and desist to Island Beachcomber.

