



VIRGIN ISLANDS PORT AUTHORITY BOARD MEETING ACTIONS LIST

February 25, 2026

CHAired BY WILLARD JOHN, CHAIRMAN

VIPA Administrative Building, St. Thomas, USVI and via Zoom

Board Members

1. Willard S. John, St. Croix – **CHAIRMAN**
2. Derek A. Gabriel, Public Works Commissioner - **VICE CHAIR**
3. Kevin Rodriguez, USVIEDA Chair – **SECRETARY**
4. Jennifer Matarangas-King, Tourism Commissioner
5. Gordon Rhea, Esq, Attorney General
6. Celestino A. White Sr., St. Thomas
7. St. Croix Resident – Position Unfilled
8. St. Thomas Resident – Position Unfilled
9. St. John Resident – Position Unfilled

Board Staff

1. Tonya Pickering, Internal Auditor

VIPA Officers

1. Carlton Dowe, Executive Director
2. Bill Rawlins, Asst Executive Director
3. Anise Hodge, Deputy Executive Director
4. Anna M. Penn, Chief Financial Officer
5. Catherine Hendry, Legal Counsel
6. Diane Richardson, HR Director
7. Julice Holder, Chief of Staff

VIPA Staff

8. Preston Beyer, Engineering Director
9. Ava Penn, Director of Financial Affairs/Acting Property Manager
10. Nicole Scatliffe, Director of IT
11. Khadila Joseph, Procurement and Contracts Manager
12. Vincent Frazer, Senior Staff Attorney
13. Daphne Mayers, Legal & Program Mgmt. Officer

14. Joseph Cranston Jr., Marine Manager STT/J
15. Jerome Sheridan, Territorial Aviation Manager
16. Nia Gumbs, Financial Affairs Assistant
17. Misha Marrero, Property Mgmt. Officer
18. Verna Thomas, Property Mgmt. Officer
19. Chanee Chalton, Payroll Mgr.
20. Christopher Jaccobs, Inspector Aide
21. Rishaun Malone, System Administrator
22. Mario Pinder, LAN Support Specialist
23. Mariath Hodge, Executive Assistant
24. Monifa Brathwaite, Public Information Officer

BOARD ELECTION AND POLL VOTES

Election of Governing Board Officers 2026

The VIPA Board of Governors elected the following members as the officers of the Authority's Board:

- **Chairman:** Williard S. John
- **Vice Chairman:** Derek Gabriel
- **Secretary:** Kevin Rodriguez

Board Committee Member Assignments

Board members will decide which committees to join and report back at the next scheduled committee meetings.

Acceptance of Board Meeting Minutes - December 15, 2025

Accepted the minutes from the Board Meeting held on December 15, 2025

Acceptance of Board Meeting Minutes - January 21, 2026

Accepted the minutes from the Board Meeting held on January 21, 2026.

Poll Vote Ratification: CEKA Terminal Chiller & Duct Repairs

Ratified a December 19, 2025 Poll Vote seeking authorization to issue Amendment No. 01 to the existing contract between VIPA and William R. Nash, V.I., Inc. (Nash) for the Cyril E. King Airport (STT) Terminal Air Conditioning and Air Conditioning Duct Repairs project in the not-to-exceed amount of **\$40,334.00** for costs associated with additional work.

Funding Source: VIPA Operations Budget

Poll Vote Ratification: Virgin Islands Paving, Inc.

Ratified a January 26, 2026 poll vote to renew the lease agreement for continued use of approximately 53,040 sq. ft. of land space at the Gordon A. Finch Molasses Pier, St. Croix, for the stockpiling/staging of aggregates and construction materials for a three-year term with a three-year option at a rate of \$1.00 per square foot.

Poll Vote Ratification: HERA Apron 6, 7, 2 Rehabilitation

Ratified a January 26, 2026 poll vote to issue Amendment No. 01 to American Infrastructure Development's (AID) Task Order #24, to provide professional services related to the Henry E. Rohlsen Airport Apron 6,7,2 project in the not-to-exceed amount of **\$157,350.00**.

Funding Source: FAA Grant

Poll Vote Ratification: HERA Apron Rehabilitation Change Order No. 2

Ratified a January 26, 2026 Poll Vote to issue Change Order No. 2 for an extension to the period of performance of the existing contract between VIPA and Virgin Islands Paving, Inc. (VI Paving) for the rehabilitation of the aircraft aprons at Henry E. Rohlsen Airport. The proposed extension accounts for 215 days and would extend the period of performance to end on January 10, 2026. This extension is solely time-related and does not include any monetary compensation.

Funding Source: FAA Grant

Poll Vote Ratification: HERA Apron Rehabilitation Change Order No. 3

Ratified a January 26, 2026 Poll Vote to issue Change Order No. 3 to the existing contract between VIPA and Virgin Islands Paving, Inc. (VI Paving) for the Henry E. Rohlsen Airport Apron Rehabilitation in the not-to-exceed amount of **\$104,360.20** for costs associated with unforeseen subgrade conditions.

Funding Source: FAA Grant

Poll Vote Ratification: HERA Apron Rehabilitation Change Order No. 4

Ratified a January 26, 2026 Poll Vote to issue Change Order No. 4 to the existing contract between VIPA and Virgin Islands Paving, Inc. (VI Paving) for the Henry E. Rohlsen Airport Apron Rehabilitation in the not-to-exceed amount of **\$328,105.00** for costs associated with unforeseen subgrade conditions.

Funding Source: FAA Grant

Poll Vote Ratification: Demolition of Existing Cargo Warehouse and Repair of Various Areas at the Gallow's Bay Marine Facility

Ratified a January 26, 2026, Poll Vote to enter into a contract with Energy Efficient Builders, LLC to 1.) demolish the "old" Cargo Warehouse; 2.) provide cosmetic and concrete repairs to the office building; 3.) improve lighting and relocate security cameras; and 4.) remove and install perimeter fencing at the Gallow's Bay Marine Facility located on the island of St. Croix at a cost of **\$194,050.00**.

Funding Source: VIPA Operating Budget – Marine STX

Poll Vote Ratification: HERA Air Traffic Control Tower Water Leak Repairs

Ratified a January 26, 2026 Poll Vote to accept the bid proposed from Continental Construction and Engineering LLC for the Henry E. Rohlsen Airport Air Traffic Control Tower – Water Leak Repairs in the amount of **\$140,362.80**.

Funding Source: VIPA Operating Budget

Poll Vote Ratification: Airline Service Incentive Program

Ratified a January 26, 2026 Poll Vote to consider an amendment to the Virgin Islands Port Authority's Airline Service Incentive Program, accepted February 25, 2025 for a period of March 1, 2026, through December 31, 2026.

FINANCE COMMITTEE

VIPA 2026 Marine Bonds

Authorized the Virgin Islands Port Authority to enter into an agreement with up to three (3) investment firms, Jefferies, LLC, J.P. Morgan Securities, LLC, and Samuel A Ramirez & Company, which will serve as underwriters for the Virgin Islands Port Authority ("VIPA" or "the Authority") 2026 Marine Bond transactions.

The Authority seeks the following Plan of Finance for its Series 2025/2026 bond transactions:

1. Issue bonds to refund/restructure its outstanding Series 2014 AB Marine Revenue and Refunding Bonds.
2. Issue bonds to fund project costs for dredging the channels in Charlotte Amalie Harbor on St. Thomas; and
3. Issue bonds to fund project costs for the redevelopment of the landside facilities in Crown Bay (VIPA's primary cruise ship facility), which includes enabling as well as predevelopment components for a third berth.

Funding Source: VIPA Operating Budget (**\$90,000-\$280,000**)

Executive Director's Spending Limit

Increased the Executive Director's spending limit for the acquisition of goods and contractual services from \$75,000 to **\$250,000** for all purposes within the VI Port Authority.

PROPERTY COMMITTEE

No action items.

PROJECTS AND OPERATIONS

Crown Bay Re-Development Project

Awarded an additional **\$79,312.00**, which is necessary to acquire sufficient insurance coverage for the purpose of entering into a contractual agreement with Island Roads Corporation to commence construction and redevelopment services at the Crown Bay Cargo Port ("Crown Bay Terminal Improvement Project" or "Project"). The additional award shall increase the contract cost to **\$22,719,507.38**.

Funding Source: 80% MARAD GRANT FUNDS, 20% Local Match Funds provided by Private Sector Partners

PERSONNEL COMMITTEE

No action items.

EXECUTIVE SESSION

No action items.