



VIRGIN ISLANDS PORT AUTHORITY BOARD MEETING ACTIONS LIST

NOVEMBER 19, 2025

CHAired BY WILLARD JOHN, CHAIRMAN

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

Board Members

1. Willard S. John, St. Croix – **CHAIRMAN**
2. Kevin Rodriguez, USVIEDA Chair - **VICE CHAIR**
3. Leona A. Smith, St. John – **SECRETARY**
4. Jennifer Matarangas-King,
Tourism Commissioner Nominee (**absent**)
5. Derek A. Gabriel, Public Works Commissioner
6. Gordon Rhea, Esq, Attorney General
7. Celestino A. White Sr., St. Thomas
8. St. Croix Resident – Position Unfilled
9. St. Thomas 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, CFO (**absent**)
5. Catherine Hendry, Legal Counsel
6. Diane Richardson, HR Director
7. Julice Holder, Chief of Staff

VIPA Staff

8. Ava Penn, Director of Financial
Affairs/Acting Property Manager
9. Avia Elcock Theophane, Property
Mgmt. Officer
10. Misha Marrero, Property Mgmt.
Officer
11. Nia Gumbs, Financial Affairs Assistant
12. Nyesha Sebastian, Grants &
Programs
13. Lilita Seaton, Senior Compliance
Officer
14. Colette Weeks, Property Mgmt
15. Khadila Joseph, Procurement and
Contracts Manager
16. Preston Beyer, Engineering Director
17. Joseph Cranston, Marine Manager
STT/J

18. Nicole Scatliffe, Director of IT
19. Rishaun Malone
20. Mario Pinder, LAN Support
Specialist
21. Shirley Edwards
22. Mariath Hodge, Executive
Assistant
23. Joycelyn Lambertis, Accountant
24. Khaliah Rieara, Disaster
Recovery Specialist
25. Monifa Brathwaite, Public
Information Officer

REPORTS

Acceptance of VIPA Board Meeting Minutes

Accepted the minutes of the VIPA Board meeting held on October 29, 2025.

Poll Vote Ratification – Marine Revenue Bonds

Ratified the Poll Vote issued on November 5, 2025, which authorizes the Executive Director to:

1. Refinance/issue bonds, and
2. Approved the release of a Request for Proposal (RFP) to solicit and secure the services of an underwriting syndicate to refund/restructure outstanding Series 2014 Marine Revenue and Refunding Bonds and fund its current and projected capital needs over the next 5 years.

FINANCE COMMITTEE

No action items

PROPERTY COMMITTEE

No action items.

PROJECTS & OPERATIONS COMMITTEE

CEKA (STT) ARFF Station Final Design

Authorized the Executive Director to issue a revised Task Order #15, to provide professional services related to the final design for the Cyril E. King Airport Aircraft Rescue & Firefighting (ARFF) Station Teardown and Rebuild project in the not-to-exceed amount of **\$1,098,123.77**.

Funding Source: VIPA Operating Revenue

CEKA (STT) Shoreline Stabilization NEPA and DB Package Development

Authorized the Executive Director to issue Task Order #37 to Moffatt & Nichol to provide professional services related to environmental assessment and development of a design-build solicitation package for the Cyril E. King Airport Fuel Farm Shoreline Stabilization project in the not-to-exceed amount of **\$139,797.00**.

Funding Source: VIPA Operating Revenues

CEKA (STT) Rubber Removal and Edge Line Cleaning

Authorized the Executive Director to issue Change Order No. 1 to the existing contract between VIPA and Hi-Lite Airfield Services for additional maintenance of airfield markings at the Cyril E. King Airport in the not-to-exceed amount of **\$210,293.50**. These costs are associated with additional compliance items as observed by the Federal Aviation Administration (FAA).

Funding Source: VIPA Operating Revenues.

HERA (STX) Rubber Removal and Marking Maintenance

Authorized the Executive Director to issue Change Order No. 1 to the existing contract between VIPA and Virgin Islands Paving, Inc. (VI Paving) for additional maintenance of airfield markings at the Henry E. Rohlsen Airport in the not-to-exceed amount of **\$149,867.95**. These costs are associated with additional compliance items as observed by the FAA.

Funding Source: VIPA Operating Revenues

PERSONNEL COMMITTEE

No action items.

EXECUTIVE SESSION

No executive session was held.