



VIRGIN ISLANDS PORT AUTHORITY BOARD MEETING ACTIONS LIST

Revised
May 26, 2023

CHAired BY WILLARD S. JOHN, CHAIRMAN
HERA Terminal VIPA Conference Room and Broadcast via Zoom

Board Members

1. Willard S. John, St. Croix – **CHAIRMAN**
2. Derek A. Gabriel, Public Works Commissioner – **VICE CHAIR** (absent)
3. Kevin Rodriguez, USVIEDA Chairman – **SECRETARY**
4. Joseph Boschulte, Tourism Commissioner (absent)
5. Ariel Smith, Esq., Attorney General Nominee
6. Lionel S. Jacobs, St. Croix
7. Celestino A. White Sr., St. Thomas
8. Leona A. Smith, St. John (absent)
9. St. Thomas Resident – Position Unfilled

Board Staff

1. Tonya Pickering, Internal Auditor (via Zoom)

VIPA Staff Present

1. Carlton Dowe, Executive Director
 2. Anna M. Penn, Chief Financial Officer
 3. Catherine Hendry, Esq. Legal Counsel
 4. Preston Beyer, Director of Engineering (via teleconference)
 5. Ava Penn, Director of Financial Affairs
 6. Julice Holder, Chief of Staff
 7. Everton Rush, IT Manager
 8. Deborah Washington, Property Manager (via video conference)
 9. Jerome Sheridan, Territorial Airport Manager
 10. Mervyn Constantine, Marine Manager STX
 11. Tafari Nelson, Engineer STX
 12. Monifa Marrero-Braithwaite, Public Information Officer
 13. Katty Touray, HR Generalist
 14. Jeffrey Saldana, Chief Wharfinger STX
 15. Clarissa Daniel, Bookkeeper, Marine STX
 16. Donna Jack, Dockmaster STX
- Via Zoom
17. Tisha Lake, Controller
 18. Kate Davis, Procurement and Contracts Manager
 19. Michael Hawley, Purchasing Supervisor STT/J
 20. Simra Sydney, Accounting
 21. Joycelyn Lambertis, Accounting

PROJECTS & OPERATIONS COMMITTEE

Frederiksted Fish Market – Moffatt & Nichol Task Order No. 05

Approved Task Order No. 05 to Moffatt & Nichol in the not-to-exceed amount of \$176,450 for a Design/Build Request for Proposal (RFP) Package development of the Frederiksted Fish Market in St. Croix.

Funding Source: USVI Department of Planning and Natural Resources (DPNR)

Enighed Pond Community Park in Cruz Bay, St. John Schematic Design – Moffatt & Nichol Task Order No. 06

Approved Task Order No. 06 to Moffatt & Nichol in the not-to-exceed amount of \$371,980 to develop the schematic design of the Enighed Pond Community Park in Cruz Bay, St. John.

Funding Source: \$361,885.00 from Legislature Funding, and \$10,095 from VIPA Operating Budget

**Crown Bay Cargo Terminal Development –
Moffatt & Nicole Task Order No. 07**

Approved Task Order No. 07 to Moffatt & Nichol in the not-to-exceed amount of \$1,227,650 for design services for the Crown Bay Cargo Terminal Improvement Project in St. Thomas.

Funding Source: U.S. Maritime Administration (MARAD) Port Infrastructure Development Grant Awarded in 2020 and Private Sector Partner Funding

**Henry E. Rohlsen Airport Terminal Apron 2 -
AID Task Order No. 23**

Approved Task Order No. 23 to American Infrastructure Development (AID) in the not-to-exceed amount of \$179,286 for design services to rehabilitate Apron 2 at the Henry E. Rohlsen Airport.

Funding Source: 90% FAA AIP Grant, 10% VIPA

**Aviation System Master Plan Phase One –
Ricondo Task Order No. 01**

Approved Task Order No. 01 to Ricondo (VIPA's STX aviation consultant) in the not-to-exceed amount of \$1,546,100 for planning services related to the Aviation System Master Plan Phase One.

Funding Source: 90% FAA AIP Grant, 10% VIPA

FINANCE COMMITTEE

Silver Airways Settlement

Moved to Executive Session

PROPERTY COMMITTEE

**United States Government through the
Department of the Army for the V.I.
National Guard (St. Croix) - Renewal of
Lease No. DACA17-5-16-4014**

Approved the renewal of the lease agreement between VIPA and US Department of the Army for the V.I. National Guard for space at the Henry E. Rohlsen Airport (HERA) on St. Croix. The agreement is for 65,155 sq. ft. at HERA that will be used to provide training and support for the Virgin Islands Army National Guard Aviation Unit and related activities. The term of the agreement is for five years (October 1, 2022- September 30, 2027) at a rental rate of \$34,532.15 per annum.

**Ocean Rent a Car dba Your Choice Café –
Crown Bay Center Lease Renewal**

Approved the renewal of a lease agreement for 560 square feet of space in Building G, Units 1 and 2 in Crown Bay Center to operate a convenience store to sell deli-sandwiches, pastries, fruit platter, flowers, sundries, phone cards, tobacco products, related accessories, magazine. No cooking or car rental business is conducted on the premises. The rent will be \$34,261.92 per annum with an increase on the third year of 5% or per the CPI, whichever is greater.

USVI Dizzi Brands LLC

Rescinded the Board of Governor's approval at its board meeting on December 21, 2022, which authorized USVI Dizzi Brands to lease retail store space (Unit GS-6) at Crown Bay Center. The company is no longer interested in leasing the space.

Playland Marine LLC

Approved a new lease agreement between VIPA and Playland Marine LLC for 378 sq. ft. of space in Building A, Unit 13-1 in Crown Bay Center to use as an office to conduct marine-related business. The term of the agreement will be for two years with a one-year option at \$11,907 per year and \$4,158 in CAM charges annually. The rent will increase in the second year of the agreement by 5% or per the CPI, whichever is greater.

Fun Time Adventures LLC

Approved a new lease agreement between VIPA and Fun Time Adventures LLC for jet ski storage on 1,200 sq. ft. of unimproved land at Parcel No. 70 Lindbergh Bay, adjacent to the Lindbergh Bay Park, St. Thomas. The term of the agreement is for three years at a rental rate of \$6,000 per annum with an increase on the third year of 5% or per the CPI, whichever is greater.

**Execution of Resolution for VIPA/UVI Land
Swap**

Approved a resolution that authorizes the VIPA to transfer Tract E, Parcel No. 72 Estate Lindbergh Bay, St. Thomas, U.S. Virgin Islands to the University of the Virgin Islands (UVI), in exchange for real property owned by UVI recorded as Parcel No. 66-5 Estate Lindberg Bay, St. Thomas, USVI. Both parcels are .822 acres. Per FAA requirements, UVI will pay VIPA \$143,700 as fair market value for Parcel No. 72. This land swap was approved by the 35th Legislature and Governor Albert Bryan Jr. and the FAA.

EXECUTIVE SESSION

1. Authorized a payment plan for Silver Airways with certain terms and conditions.