



VIRGIN ISLANDS PORT AUTHORITY BOARD MEETING ACTIONS LIST

OCTOBR 29, 2025

CHAIRIED BY WILLARD JOHN, CHAIRMAN

Henry E. Rohlsen Airport Terminal, St. Croix, 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
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, Chief Financial Officer
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. Nyeshia Sebastian, Grants and Program Analyst
13. Khadila Joseph, Procurement and Contracts Manager
14. Preston Beyer, Engineering Director
15. Jamen Descartes, Sr. Engineering Project Manager STT/J
16. Tafari Nelson, Engineering Project Manager STX

17. Jerome Sheridan, Territorial Aviation Manager
18. Joseph Cranston, Marine Manager STT/J
19. Mervyn Constantine, Marine Manager STX
20. Nicole Scatliffe, Director of IT
21. Lilita Seaton, Senior Compliance Officer
22. Mariath Hodge, Executive Assistant
23. Joycelyn Lambertis, Accountant
24. Khaliah Rieara, Disaster Recovery Specialist
25. Sgt. Melville Holder, VIPA Police
26. Chief Louis Flynn, VIPA Police
27. Queen Ivory Rhasba, Accountant
28. Nichelle Armstrong, Office Manager
29. Yvette Graham, Aviation
30. Kensley Ducreay, IT
31. Monifa Brathwaite, Public Information Officer

REPORTS

Acceptance of VIPA Board Meeting Minutes

Accepted the VIPA Board Meeting Minutes for the meeting held on September 26, 2025.

FINANCE COMMITTEE

Proposed Marine Tariff Fee Adjustment as Amended at the Conclusion of the Public Hearings

Approved recommended fee adjustments to the marine tariff after receiving public input during public hearings held territory-wide from October 6-8, 2025. Fee adjustments will go into effect on April 6, 2026, and reviewed every five years thereafter. These adjustments include increases in wharfage fees, parking lot and barge ramp fees, docking fees and pilotage.

Marine Liability Insurance Coverage

Authorized the Executive Director to renew VIPA's Marine Liability Insurance coverage. Premiums will be paid in four quarterly installments beginning November 1, 2025, for the total sum of **\$303,565** for these coverages.

PROPERTY COMMITTEE

No action items.

PROJECTS & OPERATIONS COMMITTEE

Enighed Pond Community Park, St. John - Moffatt & Nichol TO#32 Amendment No. 01

Approved Amendment No. 01 to Moffatt & Nichol's Task Order #32, to provide design services related to the Enighed Pond Community Park in the not-to-exceed amount of \$1,161,713.

Funding Source: 100% Legislative Appropriation

Wilfred "Bomba" Allick Port and Transshipment Center, St. Croix – Wharf Structural Analysis for Mobile Harbor Cranes

Approved Task Order #36, to Moffatt & Nichol, to provide structural analysis and modeling services related to use of a Mobile Harbor Crane at the Wilfred "Bomba" Allick Port and Transshipment Center in the not-to-exceed amount of \$97,107.

Funding Source: VIPA Operating Revenue

Cyril E. King Airport – Air Alliance Building Interior Build Out for Temporary ARFF Station

Approved Change Order No. 1 to the existing contract between VIPA and Energy Efficient Builders, LLC for the CEKA Air Alliance Building Interior Build- Out in the not-to-exceed amount of \$41,932 for costs associated with the removal and replacement of 18 existing windows and the installation of an air condition system for the upper and lower levels of this facility which will serve as VIPA's Temporary Aircraft Rescue and Fire Fighting (ARFF) station.

Funding Source: VIPA Operating Revenue

Cyril E. King Airport Runway Geotechnical Investigation

Approved the issuance of the revised Task Order #13, to provide professional services related to the geotechnical investigation for the CEKA Runway Pavement Condition project in the not-to-exceed amount of \$1,738,203.34.

Funding Source: VIPA Operating Revenue

PERSONNEL COMMITTEE

Fiscal Year 2026 Medical Insurance Rate Increase

Authorized the Executive Director to implement the new medical and dental insurance rates for VIPA's Cigna Healthcare plans, effective October 1, 2025.

- Medical Insurance: increase by 17.5% for both employer and employees.
- Dental Insurance: the cost-share remains unchanged at 50% for VIPA and 50% for employees. Rates will increase by 3% for both the employer and employees.

**IAMAW Negotiated Collective
Bargaining Agreement Changes –
Marine Union**

Approved the negotiated changes to the IAMAW Collective Bargaining Agreement for the VIPA's marine unionized employees that are members of this CBA, effective October 1, 2025 through September 30, 2027.

EXECUTIVE SESSION

No executive session was held.