



# VIRGIN ISLANDS PORT AUTHORITY BOARD MEETING ACTIONS LIST

March 17, 2021

CHAIRD BY **MS. LEONA E. SMITH, BOARD CHAIR**

VIPA Administrative Building Conference Room, St. Thomas and Zoom Video Conference

## Board Members

1. Leona E. Smith, St. John Private Citizen - **CHAIR**
2. Kevin Rodriguez, USVIEDA Chairman – **VICE CHAIR**
3. Willard John, St. Croix Private Citizen - **SECRETARY**
4. Joseph Boschulte, Tourism Commissioner
5. Mr. Derek Gabriel, Acting Public Works Commissioner
6. Denise George, Esq., Attorney General
7. Lionel S. Jacobs, St. Croix Private Citizen
8. Celestino A. White Sr., St. Thomas Private Citizen
9. St. Thomas Private Citizen – Vacant Position

## Board Staff

1. Tonya Pickering, Internal Auditor

## VIPA Staff Present

1. Carlton Dowe, Executive Director
2. Catherine Hendry, Esq., Legal Counsel
3. Anise Hodge, Deputy Executive Director
4. Anna M. Penn, Chief Financial Officer
5. Captain Matthew Berry, Marine Manager STT/STJ
6. Dale Gregory, Assistant Director of Engineering
7. Mariath Hodge, Executive Assistant
8. Julice Holder, Chief of Staff
9. Vincent Frazer, Esq., Senior Staff Attorney
10. Tisha Lake, Controller
11. Monifa Marrero Brathwaite, Public Information Officer
12. Everton Rush, IT Manager
13. Diane Richardson, Director of Human Resources
14. Jerome Sheridan, Territorial Airport Manager
15. Deborah Washington, Property Manager

## **FINANCE COMMITTEE**

**No actions taken.**

## **PROPERTY COMMITTEE**

### **Virgin Islands Oil and Transportation Company, LLLP**

Authorized the Executive Director to enter a long-term fuel bunkering agreement with Virgin Islands Oil and Transportation Company, LLLP (VIOATC) for fuel bunkering in the harbor of Charlotte Amalie. The request for the agreement is for an exclusive license to bunker fuel to cruise ships and cargo ships.

VIOATC may also be permitted to bunker to ships at WICO facility, subject to WICO's approval. This license does not include bunkering fuel from the Charlotte Amalie Waterfront bulkhead or any other dock in St. Thomas. The terms are:

- A 20-year term with an option to renew for 10 years (a total of 30 years).
- \$5,000 annual fee plus a Fuel Flow Fee starting at \$0.10 per barrel according to VIPA's current Marine Tariff, with a negotiated increase every five years.

## **PROJECTS & OPERATIONS COMMITTEE**

### **Kimley-Horn and Associates, Inc.**

Approved the extension of the three-year contract between VIPA and Kimley-Horn and Associates, Inc. for one year. Kimley-Horn is VIPA's airport and engineering consulting firm providing services for the Cyril E. King Airport on St. Thomas. They were hired via a competitive bidding process in 2018.

## **PERSONNEL COMMITTEE**

### **Senior Engineer Position**

Approved the creation of a senior engineer position on St. Thomas to assist with the completion of ongoing and upcoming construction and repair projects in the St. Thomas/St. John District.

## **EXECUTIVE SESSION**

- Authorized the Executive Director to negotiate and enter into a lease agreement with the USVI Department of Property and Procurement on behalf of the Adjutant General of the Virgin Islands National Guard for a term of 50 years.