



AGENDA
OPERATIONS COMMITTEE MEETING
MAY 27, 2026 1:00 PM POSTPONED TO JUNE 3, 2026 1:00 PM

***This will be a Hybrid Meeting held in person in the
Union Station 4th Floor West Conference Room and via Zoom***

Join Hybrid Meeting via Zoom

<https://us06web.zoom.us/j/82066495840?pwd=LL9ysCP6ckgzOyfmG4x5LaLiTLd1an.1>

View meeting insights with Zoom AI Companion

<https://us06web.zoom.us/launch/edl?muid=84bbd76b-0f9c-49c0-beff-9a43bfe082ba>

Meeting ID: 820 6649 5840

Passcode: 310281

One tap mobile

+13092053325,,82066495840#,,,,*310281# US

+13126266799,,82066495840#,,,,*310281# US (Chicago)

Join instructions

<https://us06web.zoom.us/meetings/82066495840/invitations?signature=ib7GX9aPckvTIHWNlwpvOOAf7ieOamEhsRCQk4HoaW8>

I. CALL TO ORDER and PUBLIC COMMENT

Please notify Fortunata Houde (fhoude@nhparking.com) in advance if you have a desire to speak during the Public Comment section or on a specific agenda item.

Please Note: This will be a hybrid meeting. Any member of the public may attend in person or request, in writing, a physical location and any electronic equipment necessary to attend the meeting in real time no later than twenty-four (24) hours prior to the meeting. Said individual shall have the same opportunities to provide comment or otherwise participate in the meeting as would be afforded if the meeting was held in person with the following exception: Under law, if such person loses the ability to participate because of an interruption, failure or degradation of such person's connection to the meeting by electronic equipment, the committee is not required to adjourn or postpone the meeting. Access can be from anywhere by an electronic device that has Zoom program at the address provided above in the Agenda Notice or by phone at the number set forth above in the Agenda Notice.

III. APPROVAL OF THE MINUTES

Approval of the Minutes from the April 27, 2026 Operations Committee Meeting

IV. APPROVAL OF MOTIONS OF THE OPERATIONS COMMITTEE

Motion A: Motion to Approve the Operating Budget V, Related Assumptions, Capital Plan and Rates for Fiscal Year July 1, 2026 Through June 30, 2027.

Motion B: Motion to Enter into a Professional Services Agreement with Desman, Inc. to Provide Professional Engineering Services for a Study and Schematic Design for the Geothermal Project at Union Station Building, NHPA Project #24-022A.

Motion C: Motion to Revise Exhibits A and B to the Union Station Capital Funding Agreement by and between CTDOT and City of New Haven, dated July 24, 2024, Agreement No. 4.29-01(24).

V. MONTHLY STATION AND PARKING MANAGER REPORTS

Present, Read and File

Agenda and Brokerage Manager Report
Operations, Occupancy, & Security
Finance and Variance
Capital Projects

VI. BROKERAGE MANAGER REPORT

Concession and Office Agreements

All existing sublease and concession agreements are currently operating on a month-to-month holdover basis. A waiver request with the Bureau of Education and Services for the Blind (BESB) covering all retail spaces at Union Station is scheduled for the Commission's June agenda.

Greyhound

City legal team continues to review surrender agreement and provided concurrence on 4/15/26. Greyhound has vacated and returned the office space to NHPA in advance of the planned restroom construction (B2 / B8).

Avis

City legal to advise on final indemnification language in the draft surrender agreement. Avis is coordinating with Whiting-Turner regarding its tenant improvements and has been notified of the completion and possession of the 2nd floor space on 12/11/26 and 1st floor vacate date of no later 1/27/27.

Amtrak

Amtrak received draft amendment to place a TVM on 4/14/26 which included the requested CTDOT/City legal PRIIA language. License Agreement for Ticket Kiosk is in process and review. Biweekly meetings with Amtrak, CTDOT, NHPA, and design team are scheduled to fast-track Amtrak relocation, which remains a critical path item for Enabling Plan - Phases 1 & 2. Following final determinations of space needs, new agreements will need to be drafted and signed addressing exclusive tenancy, shared use of ticket and information windows, TVMs, and PRIIA-related reimbursements.

Bureau of Education and Services for the Blind (BESB)

A waiver request for all Union Station retail spaces will be presented to the BESB Commission in June, which then would allow for August launch of retail leasing efforts. Design for a new retail location within the tunnel and west end is underway as part of Enabling Plan – Phase 1. A formal agreement with BESB is currently being drafted by NHPA legal for review.

TASI Lease and Construction – 4th Floor

The agreement with TASI has been drafted awaiting email approval from City and CTDOT legal teams. Coordination is ongoing with Metro-North Railroad surrender agreement for an existing closet space necessary to execute the 4th floor lease. Following lease execution, the next step will be approval of tenant work which has not been submitted. Additional agreements will be required to address shared use of future ticket and information windows, TVMs, and PRIIA-related reimbursements.

NHPA Lease and Construction – 2nd Floor

The NHPA lease for the second floor was approved at the 10/27/25 Operations Committee meeting. Final design and lease documentation will be advanced in coming months after other leases are finalized.

Metro-North Railroad

A surrender agreement for Metro-North Railroad data closet, restrooms, and conference room on the 4th floor has been finalized and is awaiting email approval from City and CTDOT legal teams. Future new agreements will address continuing occupancy of 4th floor office space, shared use of ticket windows, the information booth, TVMs, and PRIIA reimbursements.

Rail-User Agreement / PRIIA / Common Area Maintenance Fees for Concourse Operations

Rail operators contribute proportionate shares of building operating expenses, including elevators, escalators, and other common systems. CTrail, the City, and NHPA recently convened an initial meeting to establish a framework for allocating and reimbursing costs at both Union Station and State Street Station. The intent is to incorporate PRIIA-compliant cost-sharing provisions into future lease and operating agreements.

VII. NEW / OLD BUSINESS

Annual Condition Surveys

Annual Condition Surveys have been communicated to the Operations Committee for action.

Real Estate Brokerage – Marketing

Presentation attached to the Operations Committee Agenda.

Real Estate Brokerage – Welcome to Kathleen Krolak

Congratulations and welcome to Kathleen Krolak on starting on 6/2/2026.

FY2027 Budget

NHPA presented the FY2027 annual budget for vote at this Operations Committee including the PRIIA-compliant station cost-sharing reimbursement.

Information Boards

The design team is awaiting as-built record drawings to review to prepare proposal for replacement system, and the project was added to Exhibit A & B at this Operations Committee.

Enabling Project Phase 1 and 2

Phase 1 amendment approved at the April Operations Committee to include the interior improvements removed from State of Good Repair has been signed and executed.

Phase 2 amendment approved at the April Operations Committee to include renovations of public restrooms has been signed and executed.

Elevators for Office Towers

Added to Exhibit A and B of the Capital Agreement for future actions.

VIII. EXECUTIVE SESSION

Not anticipated to be utilized.

IX. ADJOURNMENT & CAMPUS TOUR (FOLLOWING)