

MINUTES

Grand Forks Events Center Commission

Wednesday May 28, 2025| 12:00 pm
Happy Harry's Suite Level



Call to Order: Jarrod Spoor called the meeting to order at 12:05 pm

Roll Call

Present: Jarrod Spoor, Greg Rixen, Russell Kraft, Scott Foyt, Matt Fischer, Irene Halbritter, Erik Martinson, Ken Vein

City: Maureen Storstad

Alerus Center: Anna Rosburg, Derek Hoffert, Allen Hess, Dominick Washington, Shelby Looker, Breanne Sypherd, Andrea Wegener, Matthew Ternus, AJ Heath

Guests: Ryan Richardson (PCL Contractors), Casey Hutton (EAPC)

We have a quorum.

Consent Agenda

The minutes from the last Commission Meeting on April 23, 2025, were reviewed and approved.

A motion was made by Greg Rixen to approve both sets of minutes; seconded by Matt Fischer Motion passed unanimously.

2026 Budget Review

Anna began reviewing the guiding principles of the budget for the 2026-year, economic plan and the capital strategy. General assumptions cover areas of budgeting to historical spending, full-time positions, budgeting hospitality tax income per the city, utilities, contracted services, three-pronged expectation and the event spread & timeline. She continued to go through all the departments and the goals for the upcoming year, emphasizing the scoreboards for 2026 in capital, and new pricing for the conference center as well as increased interest in the newly renovated suites. The capital strategy recapped the building projects for the remainder of 2025 consisting of finishing up the roof project, the chiller plant project and the conference center renovation as well as what's to come in 2026 and beyond.

Surplus Items

Derek presented the handout of the various items up for sale from the renovations overall building clean up and they will be available to city departments then to the public.

Motion was made to approve the surplus of various items by Russell Kraft, seconded by Scott Foyt Motion passed unanimously.

Soiled Dish Breakdown System Review and Vote

Derek reviewed the two bids that were submitted for this kitchen remodel and upgrade. Pueblo Hotel Supply did not submit bids for all three components stating they were unable to do one and would not do

the demo for that area. The recommendation is the go with Culinex, who was not the lowest bidder, but they did cover all the components.

*Motion was made to approve the Culinex bid for the Soiled Dish Breakdown System by Matt Fischer, seconded by Irene Halbritter
Motion passed unanimously.*

Management Reports

- a. Executive – CC reno is underway with demolition, everyone is working on summer projects now, working on the new accounting system, one more ticketed event to be announced and now working on 2026 booking
- b. Finance – working on the new accounting system and lots of training is forthcoming with help from corporate and getting a grasp on the new components and moving on to the next.
- c. Operations – Sidewalk repairs are underway with Opp and Dakota Mud working on that. C-risers were inspected, rigging motors and cranes were taken down for inspection, and Dakota fire is working on sprinkler inspections. Lots of summer projects are underway as well.
- d. Food & Beverage – Graduation went well, sending someone to VMS and prepping for the new floors in the service hall coming this summer and the dish station remodel.
- e. Partnerships – The new shows for the fall have new interest in suite rentals but are selling fast. There are two contracts for new business, a couple of renewals coming up this summer and Carli has been instrumental in helping out with walkthroughs and getting contracts out.
- f. Marketing – Busy month with announcements and positive responses from posts, Halestorm leading the sales for the fall. Social Media increase in likes Derek has tallied the second most likes this month. Bully Brew – Mercy Me promo went well. Anything Goes coming up & another announcement on Monday June 2
- g. Conference Sales – 246 of 294 for the year 83.5% for the year. April was busy with 42 events and 69 event days with seven dark days. Currently working on a conference center refresh with the first phase of the marketing plan to start next week. Pricing for the renovated ballrooms will be coming soon as well, showing an increase for the coming year.
- h. Events – Summer projects are underway, new intern starting next week, prepping for maternity leave of one event manager, ADA training with DHI and how to work better with ADA and metal detectors. VMS coming up as well.

Conference Center Renovation Update

Ryan summarized they are on track and the demolition going well. The airwall fabric contractors are coming out to take a look at things, the flooring should be starting next week and currently working to get the sheetrock repairs done on the walls. Progress is where they want it to be, and the team will provide updates on Fridays. Update on the loop hearing system should be coming in from Northern Valley today.

Committee Reports

- a. Finance & Renovation – 2024-25 Capital review – roof project should be done with the roof tape. Chiller plant will be at a point late June early July for UND to take a look and make changes to the floor plans. With the water shut off on Tuesday they were able to do cold water tightening and possibly hot water as well with the chiller plant. They want to run the new chillers for about a week before taking down the old chillers.

- b. Visit Greater Grand Forks – Julie is out but Anna summed up that occupancy is up and the Event Funding committee met to award events coming to town.
- c. UND – Announced game times for next season to include the opener at 6pm and 3 games set for 3pm start and then the 1pm for the last 2. UND and NIL and 1883 collective meeting coming up Friday.

Other

Maureen gave a brief update on the Altru Sports complex which is coming along and will have an elevated walking track. This is currently under budget but keeping a close eye on everything. Also, the Mayor would like a change so that the City Council would approve bids for Alerus Center in the future taking this duty from the commission, but this would be more of the 2027-time frame. This is not set in stone but will be a discussion in the future.

Adjournment

*A motion was made by Greg Rixen to adjourn; second by Russell Kraft
Motion passed unanimously.*

Meeting adjourned at 12:59pm

Respectfully submitted,
AJ Heath, Office Manager

Jarrold Spoor,
GFECC Chair