

## AGENDA

Grand Forks Events Center Commission

Wednesday April 22, 2026 | 12:00 PM  
City Council Chambers

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\_\_\_ Irene Halbritter    \_\_\_ Matt Fischer    \_\_\_ Russell Kraft    \_\_\_ Ken Vein  
\_\_\_ Julie Rygg    \_\_\_ Bill Chaves

**1) Call to Order**

**2) Roll Call**

**3) Consent Agenda**

- a. Approval of March 25, 2026, meeting minutes

**4) Approval of March 2026 Financials**

**5) 2025 Qualitative Presentation**

**6) Elevator Project – RFP Review**

**7) Pouring Rights – RFP Review**

**8) Items for Surplus – Review and Approval**

**9) Management Reports**

- a. Executive Report
- b. Finance
- c. Operations
- d. Food and Beverage
- e. Partnerships
- f. Marketing
- g. Conference Sales
- h. Event Management

**10) Committee Reports**

- a. Finance & Renovation –2026 Capital Review
- b. Visit Greater Grand Forks
- c. UND

**11) Other**

**12) Adjournment**

NOTE: Members of the Alerus Center Commission may participate in the Committee meeting and any possible executive session which may constitute a quorum of the Commission as well as the Committee.

***Alerus Center Mission  
Statement***

The mission of the Alerus Center is to provide premier entertainment and events that stimulate economic impact and improve the quality of life for Grand Forks area citizens.

**Upcoming Meeting Dates**

***Commission***

May 27, 2026; June 24, 2026; July 22, 2026

***Finance & Renovation***

May 13, 2026; June 10, 2026; July 8, 2026

**Alerus Center Commission**

**Events Center Commission** (3 year terms)

- **Irene Halbritter** – *Vice-Chair*, Public at Large Representative  
Expiration – March 31, 2027
- **Russell Kraft** –Public at Large Representative  
Expiration – June 30, 2027
- **Matt Fischer** - Public at Large Representative  
Expiration – December 31, 2026
- **Ken Vein** - City Council Representative  
Expiration - August 1, 2025
- **Bill Chaves** (non-voting) - UND Representative
- **Julie Rygg** (non-voting) - VGGF Representative

***Alerus Center Management***  
*(701) 792-1200*

<b>Anna Rosburg</b>	General Manager
<b>Derek Hoffert</b>	Asst. General Manager & Director of Partnerships
<b>Shelby Looker</b>	Director of Conference Sales & Marketing
<b>Allen Hess</b>	Director of Food & Beverage
<b>Breanne Sypherd</b>	Director of Events
<b>Dominick Washington</b>	Director of Operations
<b>Andrea Wegener</b>	Director of Finance
<b>Matthew Ternus</b>	Director of Marketing

# ALERUS CENTER

## 2026 Conference Center Event Breakdown (Nature of Event)

### Meetings

- Large : 100+ attendees
- Small: 99 and fewer attendees
- Content Focused • Can be multi-day

### Banquets

- Large: 320+ attendees
- Small: 319 and fewer attendees
- Food/celebration focused • Single day event

### Weddings

- A reception/ceremony for two people celebrating a wedding

### Conventions

- Multi-day event that is content focused
- Typically has advanced registrations
- Is private
- Typically involves hotel stays
- May or may not have tradeshow booths

### Tradeshows

- Vendor Booths
- Private
- No content or meetings

### Consumer Shows

- Large: takes place in the arena or in the parking Lot
- Small: takes place in the meeting rooms and/or ballrooms
- Open to the public
- Tickets may or may not have a price point
- Vendors booth selling or marketing



ALERUS CENTER  
FISCAL YEAR 2026  
EVENTS SPREAD

<u>EVENTS</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTALS</u>
Football Regular Season									1	2	2		5
Other College Sports													0
Other Sports (College, HS)	2			1		1				1	2		7
High School Sports													0
Robotics			1										1
Performing Arts				1								1	2
Minor Concerts									1			1	2
Major Concerts			1						1	1			3
Globetrotters			1										1
Motor Sports				2									2
Family Shows				1	1								2
Comedians													0
Graduations					1								1
Happy Harry's Pork & Brew Festival	1												1
Other													0
Banquets - Large	2	2	2	5	3		1	1	2	4	4	4	30
Banquets - Small	3	3	4	5	3		2	2	3	4	4	4	37
Weddings	1		1	2	3	6		4	4	2	1	2	26
Special Events			1	1					1	1			4
Meetings - Large	2	4	4	4	2	2	1	4	3	4	4	1	35
Meetings - Small	10	10	12	12	10	8	5	10	12	10	10	8	117
Consumer shows - arena	1	1	1		1						1		5
Consumer shows - small		2	1	2			1	1		1	2		10
Crop Expo		1											1
Trade shows				1					1				2
Conventions	1	2	2	1	1	2		1	3	3		2	18
Facility Use								1					1
Community Events	4	4	2	1	2	1			2	2	2	2	22
City Use	2	2	2	2	3	2	2	2	2	2	2	2	25
Equipment Rental			1	1	1					1			4
<b>TOTALS</b>	<b>29</b>	<b>31</b>	<b>35</b>	<b>41</b>	<b>30</b>	<b>22</b>	<b>12</b>	<b>26</b>	<b>36</b>	<b>37</b>	<b>34</b>	<b>27</b>	<b>360</b>

Less City Use: 335

## March 2026 Total Number of Events Comparison

Event Type	2023	2024	2025	2026
Banquets	8	4	5	8
Concerts	0	1	0	0
Family Shows	0	1	0	2
Conventions	0	1	0	1
Meetings	17	17	13	13
Consumer Shows	6	2	2	2
Trade Shows	0	3	1	2
Wedding Receptions	0	0	2	0
Community/Civic	2	4	2	2
Sporting	0	0	0	0
Comedian	0	0	0	0
City Use	3	2	3	4
Beer and Bacon Festival	0	0	0	0
Dance	0	0	0	0
Other	0	0	0	1
Robotics	1	1	1	1
Special Events	1	1	1	1
<b>Monthly Total</b>	<b>38</b>	<b>37</b>	<b>30</b>	<b>37</b>
<b>Year-to-Date Total</b>	<b>108</b>	<b>102</b>	<b>95</b>	<b>101</b>

## March 2026 Total Number of Event Days Comparison

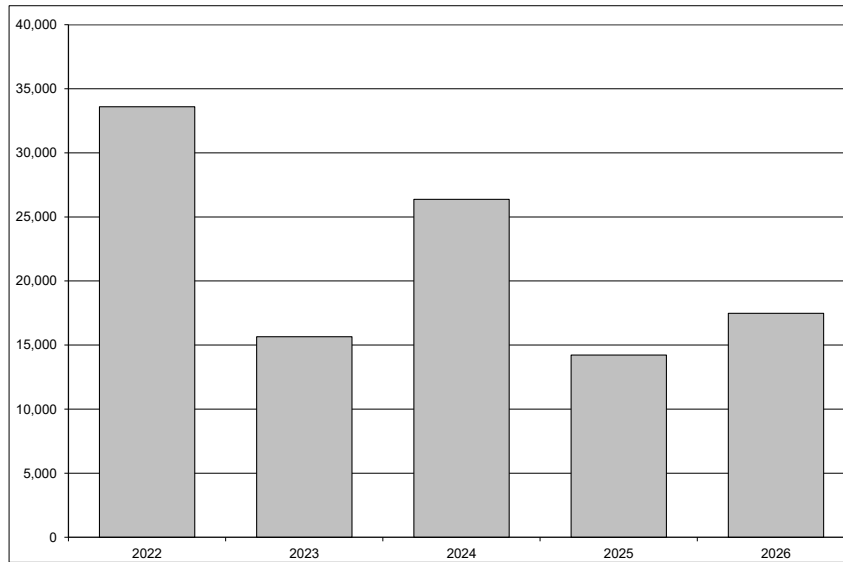
Event Type/Days	2023	2024	2025	2026
Banquets	11	5	7	12
Concerts	0	1	0	
Family Shows	0	5	0	2
Convention	0	3	0	3
Meeting	23	30	18	25
Consumer Show	18	5	5	4
Trade Show	0	9	3	4
Wedding Reception	0	0	2	
Community/Civic	2	4	2	2
Sporting	0	0	0	
Comedian	0	0	0	
City Use	3	3	3	4
Beer and Bacon Festival	0	0	0	
Dance	0	0	0	
Other	0	0	0	1
Robotics	3	4	5	4
Special Events	3	3	3	3
<b>Monthly Total</b>	<b>63</b>	<b>72</b>	<b>47</b>	<b>64</b>
<b>Year-to-Date Total</b>	<b>154</b>	<b>174</b>	<b>149</b>	<b>158</b>

# ALERUS CENTER

## 2026 Attendance Comparison

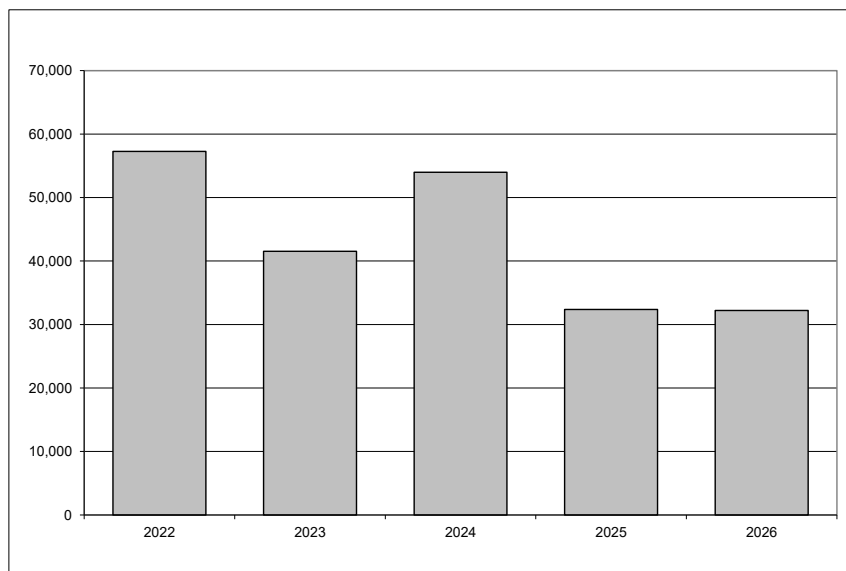
### MARCH

2022	2023	2024	2025	2026
33,593	15,649	26,364	14,224	17,481



### YEAR-TO-DATE COMPARISON

2022	2023	2024	2025	2026
57,259	41,544	53,986	32,379	32,219



## Commission Packet Upcoming Events

Description	Start Date	End Date	Type
Cognia Training	04/22/26	04/22/26	Small Meeting (MEETI)
ACS April Board Meeting	04/22/26	04/22/26	Small Meeting (MEETI)
ACS Leadership (Spring 3)	04/24/26	04/24/26	Small Meeting (MEETI)
2026 North Dakota Champions Ball	04/25/26	04/25/26	Special Event (SPEC)
Paradise Spas: Spa Show	04/25/26	04/26/26	Small Consumer Show (CONSS)
NAU Country Insurance	04/28/26	04/28/26	Small Meeting (MEETI)
Mutual Family Assessment	04/29/26	04/30/26	Small Meeting (MEETI)
City of Grand Forks - Mediation Meeting	04/29/26	04/29/26	City Usage (CITY)
Commencement Awards Banquet 2026	05/01/26	05/01/26	Small Banquet (BANQ)
RRV Motorcyclists 2026	05/01/26	05/03/26	Large Consumer Show (CONSU)
Kappa Delta Sorority Formal	05/02/26	05/02/26	Small Banquet (BANQ)
Brad & Loree's Retirement Party	05/02/26	05/02/26	Small Meeting (MEETI)
Northdale Oil Store Manager Summit	05/05/26	05/06/26	Small Meeting (MEETI)
ACS Training #3: OSHA 10 (Grace Ward)	05/06/26	05/07/26	Small Meeting (MEETI)
UND ASME End of Year Banquet	05/07/26	05/07/26	Small Banquet (BANQ)
United Way Casino Royale	05/08/26	05/09/26	Large Banquet (BANQL)
ACS Leadership (Spring 4)	05/08/26	05/08/26	Small Meeting (MEETI)
Conneran/Haagenson Wedding Reception	05/09/26	05/09/26	Wedding Reception (WEDD)
Olsen/Anderson Wedding Reception	05/09/26	05/09/26	Wedding Reception (WEDD)
Anything Goes Sale 2026	05/09/26	05/09/26	Charity / Community (CHARI)
Parent Aide	05/11/26	05/12/26	Small Meeting (MEETI)
Finance and Renovation	05/13/26	05/13/26	City Usage (CITY)
Hooding Ceremony Master of PA Studies 2026	05/15/26	05/15/26	Large Meeting (MEETL)
UND Spring Commencement	05/16/26	05/16/26	Graduation (GRAD)
Jaryn's UND Graduation Party	05/16/26	05/16/26	Other (OTHER)
Graduation Party	05/16/26	05/16/26	Other (OTHER)
UND Commencement Presidents Luncheon	05/16/26	05/16/26	Small Meeting (MEETI)
2026 Judicial Institute	05/19/26	05/20/26	Large Meeting (MEETL)