



## Bismarck Event Center

**DATE:** May 17, 2022  
**FROM:** Charlie Jeske, Event Center Director  
**ITEM:** Capital City Christmas

**REQUEST:**

Request approval to use the Event Center for Capital City Christmas. We are asking for your approval for the Bismarck Event Center staff to collaborate with the Capital City Christmas Committee and others to continue this great event by helping with planning and fundraising.

Please place this item on the May 24, 2022, City Commission meeting agenda.

**BACKGROUND INFORMATION:**

Capital City Christmas is an event that started small but has had surprising success due to excellent community support. We see activities being expanded and developed as well as traditional ones being reinvented, all in the spirit of Christmas.

**RECOMMENDED CITY COMMISSION ACTION:**

We are asking the commission to approve rent up to \$5,000 for this year's events. This will cover most, if not all, of the Breakfast with Santa event as well as the New Year's Gala. The committee will pay any rent over \$5,000. The committee will pay other costs, such as labor and equipment used.

We are also asking for approval for staff to work with the committee on securing donations for the auctions, which will take place at both events.

Staff feels this will be an excellent way to jump-start the non-profits in the community to come together and build for a better Bismarck.

**STAFF CONTACT INFORMATION:**

Charlie Jeske | Event Center Director | 701-355-1370 | [cjeske@bismarcknd.gov](mailto:cjeske@bismarcknd.gov)