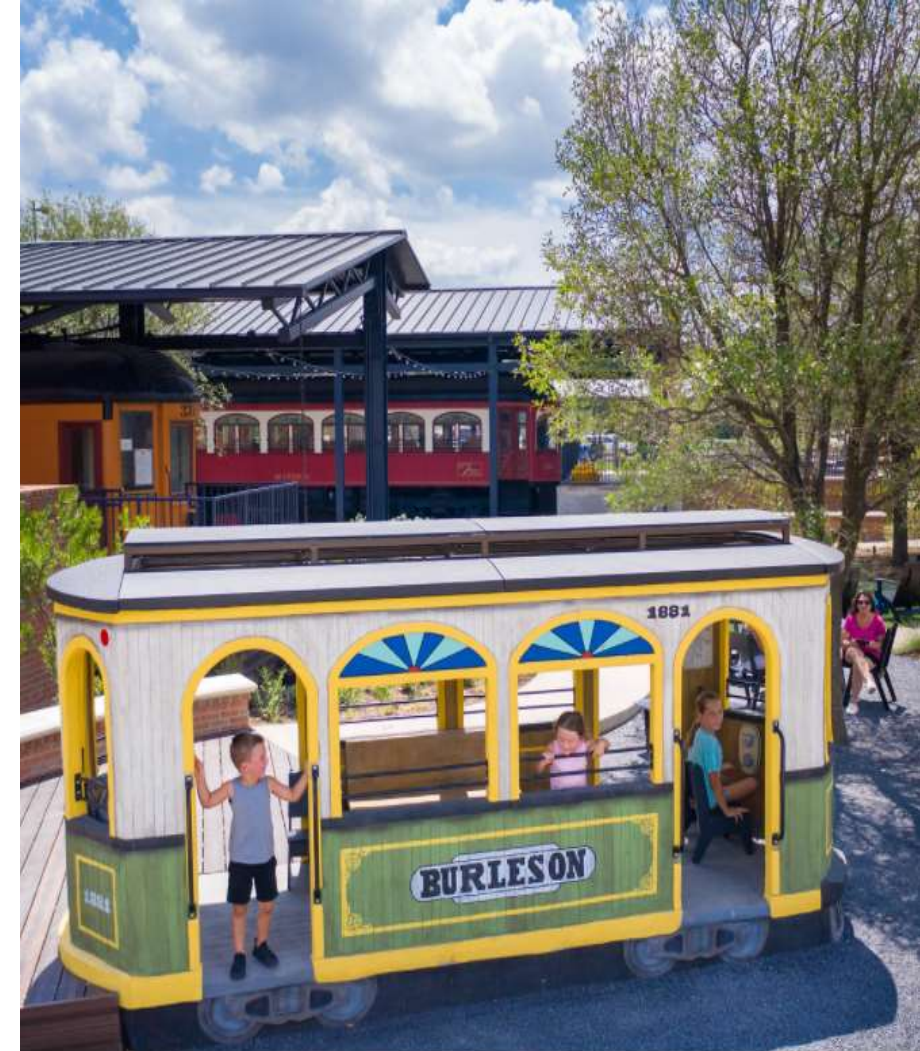




# Mayor Vera Calvin Plaza

# General info.

- 1** Open to the general public 5:00A to 12:00A  
Hours may be altered by City Council, City Manager, Events Committee, or Old Town Administrator for things such as: maintenance, safety concerns, special events, and inclement weather
- 2** Children's play area, pavilions, picnic tables may not be reserved independently
- 3** Plaza lighting is programmed to turn on 30 minutes prior to sunset and is manually turned off each morning by our Parks Maint. staff (approx. 7 am)
- 4** Plaza restroom facilities currently open at 7:30A and are locked at 5:30P daily  
Timing of locks on the restroom facility has been altered a number of times due to vandalism, damage, overnight stays, etc.





# Private events

- ☐ For the purpose of this policy, the term “private” applies to any event to be hosted by a private entity charging admission to enter. The term is not representative of an event only open to a specific group or list of attendees (i.e. wedding, reunion, birthday celebration, etc.)
- ☐ Private events are limited to Hotel/Motel tax recipients only
- ☐ No more than six (6) per year
- ☐ No outside A/V; must use City contracted technician
- ☐ The Plaza’s promenade may not be included within perimeter fencing and shall remain open to pedestrian traffic at all times.
- ☐ Half Day: \$1,500 refundable deposit + \$2,500 reservation fee due at time of reservation  
Full Day: \$2,500 refundable deposit + \$5,000 reservation fee due at time of reservation

# Prohibited Actions

- ☐ Smoking
- ☐ Animals (excluding service animals)
- ☐ Materials/decorations attached to permanent fixtures in the plaza
- ☐ Open flames
- ☐ Fireworks
- ☐ Motorized vehicles (other than those with permission/in affiliation with a parade)
- ☐ No outside A/V equipment is permitted. Events requiring such services must utilize the city's contracted technician

# Plaza Policy Changes

- ☐ Plaza lighting to be programmed to turn on 30 minutes prior to sunset and is manually turned off each morning by our Parks Maintenance staff.
- ☐ Restroom facilities to be opened at 7:00am and close at 10:00pm daily.

These changes were the recommendation of the Community & Intergovernmental Relations Committee on April 23, 2025.

# Requested Action

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- Approve or deny a the proposed changes to the Mayor Vera Calvin Plaza.

\*Staff recommends approval

# Questions / Comments

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