



## Uptown Artway Decoration Policy

### Revision #

Implementation Date 5/9/24

Last Reviewed/Update Date 5/9/24

Page 1 of 2

Resolution # 31905

### 1. *Purpose*

The purpose of this policy is to set forth procedures and rules for decorating the Uptown Artway, hereinafter referred to as the "Artway," for holidays and other special events. The Artway is a unique space in the community that is used by the public to enjoy art and entertainment. The Artway is located partially on City-owned property and partially on privately owned property for which the City has been granted a public access easement.

### 2. *Location of Decorations*

The City will not place holiday or special events decorations or other temporary fixtures on any property that is owned by a private person or entity without permission from said owner.

### 3. *Policy*

- A. Only the City of Marion may decorate the Artway for holidays and special events, except as provided under Paragraph 4 of this policy.
- B. The City of Marion will have sole discretion which holidays and events it will decorate the Artway for and will not accept requests or applications from outside persons or entities.
- C. The City shall have discretion to determine the nature of the decorations used and the duration for which the Artway will be decorated for each event.

### 4. *Third Party Events and General Public*

Pursuant to Marion Code of Ordinances §238-28, the Artway may be reserved for public events sponsored by third parties, hereinafter "reserving parties". Reserving parties may only decorate the space for the duration of their reservation and shall remove all decorations when their reservation ends. Reserving parties shall not use decorations or materials which can not be easily removed at the end of their event.

The general public may use decorations during their use of the Artway, so long as such decorations do not interfere with any scheduled public events, regardless of whether the event is a City event or a third party event. Said decorations shall be removed when the user leaves the Artway. The general public may not use decorations or materials which can not be easily removed when they leave the Artway.

Paint may not be used in the Artway by reserving parties or the general public, without prior approval. Decorations or materials that may not be used by the general public or reserving parties unless they are cleaned up and removed from the Artway at the conclusion of the event include but are not limited to the following: sidewalk chalk, silly string, excessive amounts of confetti or glitter, sand, foam, or any items which convey messaging whether expressly or symbolically (i.e. awareness ribbons or colors).



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**Page 2 of 2****Resolution #** 31905

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Organizers shall ensure that any vendors or participants abide by these guidelines. Additionally, precautions should be taken to prevent any excess mess from being left behind, such as grease from food vendors or materials from art activities. Mats and/or proper cleaning procedures shall be used to ensure that no substances or residue remain at the end of any event.

Neither reserving parties nor the general public shall, in any way, disturb, move, remove, deface, damage, destroy, or dispose of any City decorations. No decorations shall be affixed to any of the sculptures or other artwork located in the Artway. All Artway users shall abide by all other Artway rules set forth in Marion Code of Ordinances Chapter 238 and any applicable regulations set by the Marion Parks Department for reserved facilities.

### **5. Questions**

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Any questions concerning the policy above or related procedures and fees should be directed to the following:

City of Marion, Parks Department  
345 Marion Boulevard  
Marion, IA 52302  
ParksDepartment@cityofmarion.org  
319-447-3590