



AGENDA INFORMATION
TIFFIN CITY COUNCIL COMMUNICATION

DATE:	July 31, 2025
AGENDA ITEM:	Consideration of a Special Event Application – Drive In Movies 2025 – Infuse Church
ACTION:	Motion

Event Description:

This is a family-friendly community event featuring games and a drive-in style movie. Attendees will park on the grass in designated areas. The event is organized by Infuse Church and will be supported by volunteers for setup, teardown, and cleanup.

Logistics & Support:

- **Parking:** Grass parking in a drive-in style format.
- **Restrooms:** Portable toilets will be provided.
- **Tents:** One to two 20x30 tents for production use.
- **Vendors:** Approximately 2–3 non-food vendors and food vendors (TBD) with valid Mobile Food Licenses.
- **Insurance:** Proof of insurance has been provided.
- **Alcohol:** No alcohol will be served.
- **Public Safety:** No police protection requested; no anticipated need.

Recommendation:

City staff recommends approval of the special event permit for Drive In Movies 2025, contingent upon final coordination with Public Works, Tiffin Fire, and Johnson County Sheriff’s Office as needed.

ATTACHMENTS: Special Event Application



City of Tiffin

Special Events Permit Application

APPLICATIONS MUST BE SUBMITTED 30 DAYS PRIOR TO EVENT

EVENT INFORMATION:

Event Name: Drive In Movies 2025

Date of Event: September 12th, 2025

Description of Event: Community Event - Drive in Movie in the Park

Time of Event: 5pm-11pm

Family friendly event with games and a movie. We expect around 500+ people

Location of Event: Auxiliary Fields/Baseball Fields

Size of Event: (Attendees) 500+ people

CONTACT INFORMATION:

Event Contact Name: Thais Farrey

Contact Phone: (319)512-2014

Contact Email: thais@infuse.church

Event ON SITE Contact Name: Taylor Getting

Contact Phone: (515)570-4404

Contact Email: taylor@infuse.church

LOGISTICS: Please provide maps

Parking & Traffic Plan: Drive In Style park in the grass

Plan for Police Protection: (if needed) N/A

Plan for Restroom Facilities & Locations: Porta Potty

Plan for Setup/Take down: Volunteers will set up, tear down and clean up the park

Temporary Sign Request: (if needed) _____

Tents (size, type and purpose of each tent): One to Two 20x30 Tents for production

FOOD VENDORS (Required to have active Mobile Food License Permit with City of Tiffin)

TBD

VENDORS (NON-FOOD, RIDES)

Probably around 2-3 vendors (TBD)

ADDITIONAL LICENSING:

Proof of Insurance (Please attach): Yes

Alcoholic Beverage License, Name License will be under (Please attach): N/A

I certify that I am the person authorized to act on behalf of the event to request this permit and understand and agree to pay on behalf of the City all sums which the City shall be obligated to pay by reason of any liability imposed upon the City for damages of any kind resulting from use of public property and the public right of way, whether sustained by any person or persons, caused by accident or otherwise and shall defend as its own expense and on behalf of the City any claim against the City arising out of the use of public property and the public right of way and agree to follow all other ordinances that shall pertain including Ordinance 2006-277, City of Tiffin, Iowa. I understand that I will not erect any temporary signage for the event prior to City Approval of signage.

Thais Farrey
Signature

July 28th, 2025
Date

For City Use:

Authorized City Signature: _____ Date: _____

Copy to Applicant: _____ Johnson Co. Sheriff Notified: _____ Public Works Notified: _____ Tiffin Fire Notified: _____