

Alverno Heights Academy Event Monitor Compliance Form



City of Sierra Madre
232 W. Sierra Madre Blvd.
Sierra Madre, CA 91024
626.355.7135
www.cityofsierramadre.com

APPLICANT'S NAME [REDACTED]

IF ORGANIZED, PROVIDE CONTACT NAME

ADDRESS [REDACTED] CITY [REDACTED] STATE [REDACTED] ZIP CODE [REDACTED] PHONE [REDACTED]

EVENT MONITOR NAME EMMANUELE K. CASTILLO CELL PHONE 626-364-5994

LOCATION OF EVENT AHA - Villa AB

DESCRIPTION OF EVENT
Wedding AB

DATE OF EVENTS 11/18/23 AB OPENING AND CLOSING HOURS 2pm - 1030pm AB

ESTIMATED ATTENDANCE 200 AB IS THERE SEATING? Yes No IF YES, TYPE OF SETTING Banquet + assembly AB

CHECK THOSE THAT APPLY.
 Recorded Music Live Music Serving Food Alcohol
 Other
Specify:

BUSINESS LICENSE ON FILE AB WILL ALCOHOL BEVERAGES BE SERVED Yes No Please remember that the Sierra Madre Municipal Code does not allow the serving or selling of alcohol in public.

NAME(S) OF ADDITIONAL INSURED(S) REQUIRED N/A AB RELATIONSHIP TO INSURED

PRESENT OR PREVIOUS INSURANCE CARRIER ON FILE AB

LIMITS OF COVERAGE ON FILE AB

HAS ANY INSURANCE CARRIER CANCELLED OR REFUSED COVERAGE?
IF SO, EXPLAIN N/A AB

PREVIOUS LOSSES N/A

SECURITY AVAILABLE Events involving alcohol must have security present. TYPE 3 - ~~25~~ Security #1111 NUMBER 3

DOES SECURITY FORCE HAVE POWER TO ARREST OR DETAIN? AB Yes No

Enclose a copy of security directions as separate attachment.

MEDICAL FACILITIES BEING UTILIZED (First aid stations, ambulance on premises)

AMBULANCE RESPONSE TIME

3-5 MINS

HOSPITAL DISTANCE

USC Methodist Hospital - Arcadia 5.3m

EMERGENCY EVACUATION PLAN

In case of catastrophic emergency, i.e., fire, earthquake, bomb threat, etc.
Plan must be attached to application for consideration of approval.

How are you notified of the emergency? How will the crowd be warned? How are exits marked and directions posted? How will the crowd be dispersed from facility, park, parking area, etc.? (Attach separate sheet)

AB ON FILE & posted

STREETS TO BE CLOSED (PLEASE ATTACH A MAP)

ARE YOU ADDITIONALLY APPLYING FOR SPECIAL EVENT INSURANCE?

N/A

SPECIAL REQUESTS (Port-a-potties, trash cans, barricades, sprinklers off in the park, etc.)

AB

ATTACHMENTS

- Fee (or fee waiver request for eligible events)
- Insurance Certificate
- Security Plan
- Emergency Evacuation Plan
- Street Map (for street closures)
- Site/Event Map
- List of Specific Special Requests

I hereby certify that I have read and will abide by all rules and regulations of the City of Sierra Madre. As a duly authorized representative of the sponsoring organization, and on behalf of sponsoring organization, I agree to defend and to hold harmless the City of Sierra Madre, together with its officers and employees, against any and all liability or claim thereof, for any injury, death or property damage allegedly suffered by any person, including sponsoring organization, its agents or employees, due to, caused by, or arising out of, the acts or omissions of the sponsoring organization, its agents or employees, or the negligent acts or omission of the City of Sierra Madre, its officers or employees, and occurring during and as a result of the exercise of the privileges, and the permission hereby being granted to sponsoring organization, its agents and employees.

SIGNATURE

[Handwritten Signature]

DATE

11/15/23

TITLE

Facilities Director

PHONE NUMBER

11/18/23

Security Name

work cell phone

Security Name

626-364-5994

Event Monitor Checklist

*Securitas
STIS OUT*



City of Sierra Madre

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Sierra Madre, CA 91024

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Number of Guests (not to exceed 200)

○ How many guests attended: _____

○ Police Department Calls for Service, if yes, explain: _____

Any interaction with Alverno Staff and/or Security Guard?

○ If Yes, explain: NO

Any interaction with the Sierra Madre Police Department?

○ If Yes, explain: CHECK-IN / CHECK-OUT

Any interaction with the Neighbors?

○ If Yes, explain: POLICE DEPARTMENT CALLED AND INFORMED ME THAT A NEIGHBOR CALLED TO COMPLAIN ABOUT THE NOISE.

Number of Guests: 200

Event Time Monitoring

○ Event Start Time: 1:30

○ Event End time: 10:30

Gate Entering and Exiting Times

○ Gate Name: Machilinda | Highland | Wilson

○ Gate Opening Time: 8:00 AM | ~~8:00 AM~~ 8:00 AM | 8 AM AB

○ Gate Closing Time: 11:00 PM | 3:03 PM | 2pm APD

*AB + Securitas
STIS
this section*

Noise Readings:

○ 1st Time and Reading: _____

○ 2nd Time and Reading: _____

○ 3rd Time and Reading: _____

○ 4th Time and Reading: _____

Noise conditions satisfied pursuant to Section 3 of Conditional Use Permit No. 22-03

○ If Not, explain: YES

Alcohol conditions satisfied pursuant to Section 4 of Conditional Use Permit No. 22-03

○ If Not, explain: YES

Traffic and Parking conditions satisfied pursuant to Section 5 of Conditional Use Permit No. 22-03

○ If Not, explain: YES

Vehicle Access condition satisfied pursuant to Section 6 of Conditional Use Permit No. 22-03

○ If Not, explain: YES

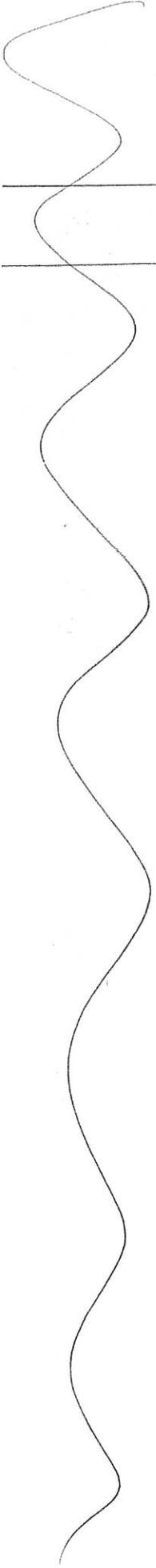
Nighttime Lights conditions satisfied pursuant to Section 7 of Conditional Use Permit No. 22-03

○ If Not, explain: YES

Litter and Garbage conditions satisfied pursuant to Section 8 of Conditional Use Permit No. 22-03

○ If Not, explain: YES

STREET NAME	1 ST READING	2 ND READING	3 RD READING	4 TH READING	5 TH READING	6 TH READING	7 TH READING	8 TH READING
MILSON ST.	2:36 435 481 54.2 MUSIC ON	3:14 42.5 45.2 42.5 MUSIC ON	3:41 49.5 43.0 45.8 MUSIC ON	4:37 47.8 48.7 47.4 MUSIC OFF	6:07 48.8 47.0 47.8 MUSIC OFF	6:58 44.6 56.0 45.7 MUSIC ON	8:13 46.7 49.9 52.7 MUSIC ON	8:58 46.4 47.3 46.0 MUSIC ON
HIGHLAND AVE.	P/P	P/P	3:47 50.3 47.8 54.4 MUSIC ON	4:42 50.4 56.3 51.5 MUSIC OFF	6:12 59.5 53.1 51.8 MUSIC ON	7:03 47.9 47.5 55.8 MUSIC ON	8:17 49.0 51.8 54.9 MUSIC ON	9:04 52.5 52.2 54.1 MUSIC ON
MICHELLE AVE.	2:42 48.3 49.2 51.1 MUSIC ON	3:20 44.0 48.2 47.5 MUSIC ON	3:57 53.5 50.7 51.4 MUSIC ON	4:53 62.7 63.9 63.4 MUSIC OFF	6:16 53.3 55.6 52.3 MUSIC ON	7:07 55.0 50.9 51.7 MUSIC ON	8:20 50.9 52.1 50.5 MUSIC ON	9:08 49.7 51.4 48.8 MUSIC ON
FRANDVIEW AVE.	2:46 50.8 48.5 48.9 MUSIC ON	3:23 49.1 49.2 48.0 MUSIC ON	4:00 48.1 46.4 49.0 MUSIC ON	4:49 49.4 57.6 55.5 MUSIC OFF	6:20 49.5 53.1 47.6 MUSIC ON	7:11 52.2 48.8 50.1 MUSIC ON	8:23 46.6 50.9 47.3 MUSIC ON	9:11 48.2 50.2 45.4 MUSIC ON



Daily Site Report

ALVERNO HEIGHTS ACADEMY - Special Coverage

11/18/2023 08:02am PST - 11/19/2023 08:02am PST



Time	Action	Details
01:38pm PST 11/18/2023	#127807808 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage	Comments Security officer Emmanuel Castillo on site and called Sierra madre police department. Informed them that there would be a wedding taking place from 2:00 PM to 10:30 PM. - Security officer Emmanuel Castillo Officer Signature 
01:42pm PST 11/18/2023	#127807960 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage	Comments Instructed by Andrea to stand by the highland Ave gate entrance and instruct guests to enter . - Security officer Emmanuel Castillo Officer Signature 
02:36pm PST 11/18/2023	#127809917 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage	Comments Wilson St. sound reading 43.5 48.1 54.2 Music is on. Picture 1 

Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to read "Emmanuel Castillo".

02:42pm PST
11/18/2023

#127810144 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Michillinda Ave sound reading
48.3
49.2
51.1
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

02:46pm PST
11/18/2023

#127810288 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Grandview Ave sound reading

50.8

48.5

48.9

Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

<p>03:03pm PST 11/18/2023</p>	<p>#127810855 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage</p>	<p>Comments Closed Highland Ave gate entrance. - Security officer Emmanuel Castillo</p> <p>Officer Signature</p> 
<p>03:14pm PST 11/18/2023</p>	<p>#127811229 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage</p>	<p>Comments Wilson St. sound reading 42.5 45.2 42.5 Music is on.</p> <p>Picture 1</p>  <p>Picture 2</p> 

Picture 3



Officer Signature

03:20pm PST
11/18/2023

#127811400 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Michillinda Ave sound reading
44.0
48.2
47.5
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

03:23pm PST
11/18/2023

#127811523 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Grandview Ave sound reading
49.1
49.2
48.0
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature



03:41pm PST
11/18/2023

#127812132 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Wilson St. sound reading
49.5
45.0
45.8
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to read 'Emmanuel Castillo', is written on a white background.

03:47pm PST
11/18/2023

#127812360 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Highland Ave sound reading
50.3
47.8
54.4
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

03:53pm PST
11/18/2023

#127812592 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Sierra madre police department called my personal cell phone to inform me that a neighbor complained about the noise. They mentioned that they might have to send a couple police officers. I informed the police that I was performing hourly sound reading ,and that I would make a note of this interaction on the vision device.
- Security officer Emmanuel Castillo

Officer Signature

03:57pm PST
11/18/2023

#127812745 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Michillinda Ave sound reading

53.5

50.7

51.4

Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

Handwritten signature in blue ink.

04:00pm PST
11/18/2023

#127812874 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Grandview Ave sound reading
48.1
46.4
49.0
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to be 'Emmanuel Castillo', written over a white background.

04:31pm PST
11/18/2023

#127814058 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Andrea instructed Security officer Hector and myself to prevent guests from walking to the parking lots with alcohol.
- Security officer Emmanuel Castillo

Officer Signature

A handwritten signature in blue ink, appearing to be 'Emmanuel Castillo', written over a white background.

04:37pm PST
11/18/2023

#127814274 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Wilson St. sound reading

47.8

48.7

47.4

Music is off.

Picture 1



Picture 2



Picture 3



Officer Signature

04:42pm PST
11/18/2023

#127814432 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments
Highland Ave sound reading
50.4
56.3
51.5
Music is off.

Picture 1



Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to be 'C. Castillo', is written below the 'Officer Signature' label.

04:49pm PST
11/18/2023

#127814660 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Grandview Ave sound reading
49.4
57.6
55.5
Music is off.
The rain is making the noise reading higher than usual.

Picture 1



Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to be 'E. Castillo'.

04:53pm PST
11/18/2023

#127814793 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Michillinda Ave sound reading
62.7
63.9
63.4
Music is off.
Rain is contaminating the sound reading.

Picture 1



Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to be 'E. Castillo', is written over the 'Officer Signature' label.

06:07pm PST
11/18/2023

#127817580 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Wilson St. sound reading

48.8

47.0

47.8

Music is off.

Picture 1



Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to be 'C. J. Smith'.

06:12pm PST
11/18/2023

#127817791 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Highland Ave sound reading
59.5
53.1
51.8
Someone is speaking through a microphone.

Picture 1



Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to be 'Emmanuel Castillo', written over a light blue background.

06:16pm PST
11/18/2023

#127817963 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments
Michillinda Ave sound reading
53.3
55.6
52.3
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature



06:20pm PST
11/18/2023

#127818064 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Grandview Ave sound reading
49.5
53.1
47.6
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to be 'E. Castillo', written over a white background.

06:58pm PST
11/18/2023

#127819391 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Wilson St. sound reading
44.6
50.0
45.7
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

07:03pm PST
11/18/2023

#127819668 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Highland Ave sound reading
47.9
47.5
55.8
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature



07:07pm PST
11/18/2023

#127819826 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Michillinda Ave sound reading
55.0
50.9
51.7
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

07:11pm PST
11/18/2023

#127819940 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Grandview Ave sound reading
52.2
48.8
50.1
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to be 'Emmanuel Castillo'.

08:13pm PST
11/18/2023

#127822446 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Wilson St. sound reading
46.7
49.9
52.7
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature



08:17pm PST
11/18/2023

#127822629 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Highland Ave sound reading
49.0
51.8
54.9
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to read "E. Castillo".

08:20pm PST
11/18/2023

#127822753 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Michillinda Ave sound reading
50.9
52.1
50.5
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to read "Emmanuel Castillo".

08:23pm PST
11/18/2023

#127822867 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Grandview Ave sound reading
46.6
50.9
47.3
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to be 'C. J. ...'.

08:58pm PST
11/18/2023

#127824313 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Wilson St. sound reading
46.4
47.3
46.0
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to be "C. Castillo", is written over the signature line.

09:04pm PST
11/18/2023

#127824648 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Highland Ave sound reading
52.5
52.2
54.1
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to be 'Emmanuel Castillo', written over a white background.

09:08pm PST
11/18/2023

#127824851 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Michillinda Ave sound reading
49.7
51.4
48.8
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to be 'Emmanuel Castillo'.

Comments

Grandview Ave sound reading
48.2
50.2
45.4
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to be 'E. Castillo', written over a white background.

10:19pm PST
11/18/2023

#127827821 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Turned off Wilson St. parking lot lights.
- Security officer Emmanuel Castillo

Officer Signature

A handwritten signature in blue ink, appearing to be 'E. Castillo', written over a white background.