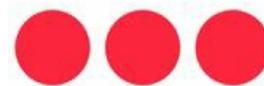


Daily Site Report

ALVERNO HEIGHTS ACADEMY - Special Coverage

09/09/2023 08:05am PDT - 09/10/2023 08:05am PDT



Time	Action	Details
03:34pm PDT 09/09/2023	#123858078 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage	<p>Comments Called Sierra madre police department and let them know that there will be a wedding at Alverno Heights Academy from 4:00 p.m. and ending at 10:00 p.m. - security officer Emmanuel Castillo</p> <p>Officer Signature</p> 
03:42pm PDT 09/09/2023	#123858325 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage	<p>Comments Asked vendors to move van and 2 cars from the main entrance to the house. - Security officer Emmanuel Castillo</p> <p>Officer Signature</p> 
03:49pm PDT 09/09/2023	#123858536 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage	<p>Comments Was instructed by Andrea to close Highland Ave gate entrance at 3:50 p.m. - Security officer Emmanuel Castillo</p> <p>Officer Signature</p> 
03:53pm PDT 09/09/2023	#123858658 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage	<p>Comments Closed Highland ave gate at 3:50. - Security officer Emmanuel Castillo</p> <p>Officer Signature</p> 
04:02pm PDT 09/09/2023	#123859034 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage	<p>Comments Event coordinator asked me to opened highland gate. I asked andrea and she instructed me to close the gate when the event coordinator wants it to be closed. - Security officer Emmanuel Castillo</p>

Officer Signature

04:11pm PDT
09/09/2023

#123859406 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Asked coordinator what time she wanted the highland gate closed and she said to ask her around 4:30.
- Security officer Emmanuel Castillo

Officer Signature

04:24pm PDT
09/09/2023

#123859867 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Coordinator asked me to close highland gate.
- security officer Emmanuel Castillo

Officer Signature

05:58pm PDT
09/09/2023

#123863049 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Wilson st sound reading
49.2

Picture 1



Officer Signature

06:03pm PDT
09/09/2023

#123863300 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments
Highland Ave Sound reading

46.7

Picture 1



Officer Signature

06:07pm PDT
09/09/2023

#123863469 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments
Michillinda Ave sound reading
48.5

Picture 1



Officer Signature

06:12pm PDT
09/09/2023

#123863643 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Grandview Ave sound reading
48.0

Picture 1



Officer Signature

<p>06:54pm PDT 09/09/2023</p>	<p>#123865196 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage</p>	<p>Comments Wilson st sound reading 43.8</p> <p>Picture 1</p>  <p>Officer Signature</p> 
<p>06:59pm PDT 09/09/2023</p>	<p>#123865363 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage</p>	<p>Comments Highland Ave sound reading 47.8</p>

Picture 1



Officer Signature

07:02pm PDT
09/09/2023

#123865548 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments
Michillinda Ave sound reading
46.0

Picture 1



Officer Signature

07:05pm PDT
09/09/2023

#123865680 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments
Grandview Ave sound reading
47.9

Picture 1



Officer Signature



07:58pm PDT
09/09/2023

#123867829 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments
Wilson st sound reading
42.6

Picture 1



Officer Signature



08:02pm PDT
09/09/2023

#123868069 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments
Highland Ave sound reading
45.5

Picture 1



Officer Signature

08:05pm PDT
09/09/2023

#123868229 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments
Michillinda Ave sound reading
47.2

Picture 1



Officer Signature

<p>08:08pm PDT 09/09/2023</p>	<p>#123868358 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage</p>	<p>Comments Grandview Ave sound reading 44.8</p> <p>Picture 1</p>  <p>Officer Signature</p> 
<p>08:52pm PDT 09/09/2023</p>	<p>#123870046 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage</p>	<p>Comments Wilson st sound reading 44.5</p> <p>Picture 1</p>  <p>Officer Signature</p> 
<p>09:00pm PDT 09/09/2023</p>	<p>#123870427 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage</p>	<p>Comments Highland Ave sound reading 48.2</p>

Picture 1



Officer Signature

09:05pm PDT
09/09/2023

#123870650 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Michillinda Ave sound reading
50.4

Picture 1



Officer Signature

09:07pm PDT
09/09/2023

#123870767 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Grandview Ave sound reading
45.9

Picture 1



Officer Signature

10:06pm PDT
09/09/2023

#123873267 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Andrea instructed me to direct traffic towards the Michillinda Ave exit.
- Security officer Emmanuel Castillo

Officer Signature

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 *EMMANUEL K. CASTILLO* CELL PHONE *626-364-5994*

LOCATION OF EVENT *AAA - Villa*

DESCRIPTION OF EVENT
wedding

DATE OF EVENTS *9/9/23* OPENING AND CLOSING HOURS *2:30 - 10:30 pm*

ESTIMATED ATTENDANCE *68* IS THERE SEATING? Yes No IF YES, TYPE OF SETTING *Banquet & assembly*

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

BUSINESS LICENSE *ON FILE* 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 *ON FILE* RELATIONSHIP TO INSURED

PRESENT OR PREVIOUS INSURANCE CARRIER *ON FILE*

LIMITS OF COVERAGE *ON FILE*

HAS ANY INSURANCE CARRIER CANCELLED OR REFUSED COVERAGE? *NO*

IF SO, EXPLAIN *N/A*

PREVIOUS LOSSES *N/A* *AAA Rep.*

SECURITY AVAILABLE Events involving alcohol must have security present. TYPE *yes Securitas* NUMBER *1*

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

Enclose a copy of security directions as separate attachment.

MEDICAL FACILITIES BEING UTILIZED (First aid stations, ambulance on premises) 2-5 miles

AMBULANCE RESPONSE TIME 5-7 mins HOSPITAL DISTANCE JSC Methodist - Arcadia

EMERGENCY EVACUATION PLAN
 In case of catastrophic emergency, i.e., fire, earthquake, bomb threat, etc.
Plan must be attached to application for consideration or 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)

[Redacted] [Redacted] [Redacted] [Redacted] [Redacted]
ON FILE

STREETS TO BE CLOSED (PLEASE ATTACH A MAP) N/A

ARE YOU ADDITIONALLY APPLYING FOR SPECIAL EVENT INSURANCE? N/A ON FILE w/ Church

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

N/A

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 [Signature] DATE 9/9/23

TITLE Facilities Director PHONE NUMBER 626-826-9742

* [Signature] 626-364-5994
SECURITAS Guard

Event Monitor Checklist



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

Number of Guests (not to exceed 200)

- How many guests attended: 608
- Police Department Calls for Service, if yes, explain:

NO

Any interaction with Alverno Staff and/or Security Guard?

- If Yes, explain: NO

Any interaction with the Sierra Madre Police Department?

- If Yes, explain: YES, CHECK-IN / CHECK-OUT.

Any interaction with the Neighbors?

- If Yes, explain: NO

Number of Guests: 608

Event Time Monitoring

- Event Start Time: 4:00 PM
- Event End time: 10:00 PM

Gate Entering and Exiting Times

- | | | | |
|----------------------|--------------------|----------------|-----------------|
| ○ Gate Name: | <u>Michellinda</u> | <u>Wilson</u> | <u>Highland</u> |
| ○ Gate Opening Time: | <u>11:50 AM</u> | <u>8 AM</u> | <u>11:45 AM</u> |
| ○ Gate Closing Time: | <u>10:50 PM</u> | <u>3:10 pm</u> | <u>4:24 PM</u> |

Street Name	1 st Time and Reading	2 nd Time and Reading	3 rd Time and Reading	4 th Time and Reading
Michillinda Ave.	6:07 - 48.5 DCB	7:02 - 46.0 DCB	8:05 - 47.2 DCB	9:05 - 50.4 DCB
Grandview Ave.	6:12 - 48.0 DCB	7:05 - 47.9 DCB	8:08 - 44.8 DCB	9:07 - 45.9 DCB
Wilson St.	5:58 - 49.2 DCB	6:54 - 43.8 DCB	7:58 - 42.6 DCB	8:52 - 44.5 DCB
Highland Ave.	6:03 - 46.7 DCB	6:59 - 47.8 DCB	8:02 - 45.5 DCB	9:00 - 48.2 DCB

Noise Readings:

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*
