

~~Wilson~~ lights OFF AT 10:15

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 Wedding

DESCRIPTION OF EVENT
AAA - Villa

DATE OF EVENTS 10/7/23 OPENING AND CLOSING HOURS 12pm - 10pm

ESTIMATED ATTENDANCE 75 Approx 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
LIMITS OF COVERAGE ON FILE

HAS ANY INSURANCE CARRIER CANCELLED OR REFUSED COVERAGE?
IF SO, EXPLAIN

PREVIOUS LOSSES N/A

SECURITY AVAILABLE Events involving alcohol must have security present. TYPE Securitas + AAA NUMBER 2
DOES SECURITY FORCE HAVE POWER TO ARREST OR DETAIN? Yes No

Enclose a copy of security directions as separate attachment.

usc methodist

MEDICAL FACILITIES BEING UTILIZED (First aid stations, ambulance on premises)		Arcadia
AMBULANCE RESPONSE TIME	5-7 mins	HOSPITAL DISTANCE
		2.7 miles

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)

[REDACTED] [REDACTED] [REDACTED] [REDACTED]

ON FILE & POSTED

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

ARE YOU ADDITIONALLY APPLYING FOR SPECIAL EVENT INSURANCE? N/A

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.

X

SIGNATURE Cynthia CALES

DATE 10/7/23

TITLE AMA REPRESENTATIVE

PHONE NUMBER 323-333-7202

[Signature]
SECURITAS

(626) 364-5994
phone number

Event Monitor Checklist



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: 75 APPROX.
 - Police Department Calls for Service, if yes, explain:
YES - CHECK-IN / CHECK-OUT

- 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: FEMALE NEIGHBOR CALLED TO ASK IF I DID THE
SOULD READING.

Number of Guests: _____

Event Time Monitoring

- Event Start Time: _____
- Event End time: _____

Gate Name	Gate Opening Time	Gate Closing Time
Wilson	8AM ELMER	6:56 PM
Michro Linda	12 PM - Elmer	10:40 PM a
Highland	12 PM - Elmer	3:25 PM

Street Name	1 st Time and Reading	2 nd Time and Reading	3 rd Time and Reading	4 th Time and Reading
Michillinda Ave.	6:05 - 47.0 DCB	7:06 - 49.3 DCB	8:09 - 45.0 DCB	9:10 - 47.5 DCB
Grandview Ave.	6:08 - 48.8 DCB	7:09 - 44.6 DCB	8:11 - 45.6 DCB	9:13 - 47.9 DCB
Wilson St.	5:54 - 42.1 DCB	6:57 - 43.1 DCB	8:00 - 45.3 DCB	9:07 - 49.9 DCB
Highland Ave.	6:01 - 50.4 DCB	7:02 - 48.3 DCB	8:06 - 48.6 DCB	9:01 - 48.3 DCB

Noise Readings:

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

o If Not, explain: _____

YES

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

o If Not, explain: _____

YES

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

o If Not, explain: _____

YES

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

o 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 _____

Daily Site Report

ALVERNO HEIGHTS ACADEMY - Special Coverage

10/07/2023 08:07am PDT - 10/08/2023 08:07am PDT



Time	Action	Details
02:39pm PDT 10/07/2023	#125437920 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage	<p>Comments Security officer Emmanuel Castillo arrived at 2:30. Called Sierra madre police department to inform wedding would take place from 2:30 to 10:00 -security officer Emmanuel Castillo</p> <p>Officer Signature</p> 
02:54pm PDT 10/07/2023	#125438383 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage	<p>Comments Introduced myself to event coordinator and asked what time she wanted the highland gate closed. She instructed me to close Highland gate at 3:30 - Security officer Emmanuel Castillo</p> <p>Officer Signature</p> 
02:56pm PDT 10/07/2023	#125438433 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage	<p>Comments There were cars parked in the front of the house so I asked the guest to move their cars to the Wilson st parking lot - Security officer Emmanuel Castillo</p> <p>Officer Signature</p> 
03:08pm PDT 10/07/2023	#125438915 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage	<p>Comments Directing traffic to the Wilson st parking lot as instructed. - Security officer Emmanuel Castillo</p> <p>Officer Signature</p> 
03:29pm PDT 10/07/2023	#125439641 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage	<p>Comments Closed highland ave gate entrance 5 minutes earlier because the ceremony was starting. - security officer Emmanuel castillo</p>

Officer Signature



05:54pm PDT
10/07/2023

#125444937 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Wilson St. sound reading
42.1

Picture 1



Officer Signature



06:01pm PDT
10/07/2023

#125445239 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Highland Ave sound reading
50.4

Picture 1



Officer Signature



06:05pm PDT
10/07/2023

#125445389 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Michillinda Ave sound reading
47.0

Picture 1



Officer Signature



06:08pm PDT
10/07/2023

#125445522 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Grandview Ave sound reading
48.8

Picture 1



Officer Signature



<p>06:56pm PDT 10/07/2023</p>	<p>#125447324 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage</p>	<p>Comments Wilson st. Gate entrance closed. - security officer Emmanuel Castillo</p> <p>Officer Signature</p> 
<p>06:57pm PDT 10/07/2023</p>	<p>#125447372 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage</p>	<p>Comments Wilson St. sound reading 43.1</p> <p>Picture 1</p>  <p>Officer Signature</p> 
<p>07:02pm PDT 10/07/2023</p>	<p>#125447615 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage</p>	<p>Comments Highland Ave sound reading 48.3</p> <p>Picture 1</p> 

Officer Signature



07:06pm PDT
10/07/2023

#125447801 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Michillinda Ave sound reading
49.3

Picture 1



Officer Signature



07:09pm PDT
10/07/2023

#125447914 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Grandview Ave sound reading
44.6

Picture 1



Officer Signature



<p>08:00pm PDT 10/07/2023</p>	<p>#125449880 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage</p>	<p>Comments Wilson St. sound reading 45.3</p> <p>Picture 1</p>  <p>Officer Signature</p> 
<p>08:06pm PDT 10/07/2023</p>	<p>#125450174 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage</p>	<p>Comments Highland Ave sound reading 48.6</p> <p>Picture 1</p>  <p>Officer Signature</p> 
<p>08:09pm PDT 10/07/2023</p>	<p>#125450302 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage</p>	<p>Comments Michillinda Ave sound reading 45.0</p>

Picture 1



Officer Signature

08:11pm PDT
10/07/2023

#125450428 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Grandview Ave sound reading
45.6

Picture 1



Officer Signature

09:00pm PDT
10/07/2023

#125452521 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

A resident of the neighborhood called the vision device asking me if I took the sound reading because she could hear the DJ. I reassured her that I was about to start the last round of sound readings.
- Security officer Emmanuel Castillo

Officer Signature



09:01pm PDT
10/07/2023

#125452628 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Wilson St. sound reading
48.3

Picture 1



Officer Signature



09:07pm PDT
10/07/2023

#125452913 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Highland Ave sound reading
49.9

Picture 1



Officer Signature



<p>09:10pm PDT 10/07/2023</p>	<p>#125453052 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage</p>	<p>Comments Michillinda Ave sound reading 47.5</p> <p>Picture 1</p>  <p>Officer Signature</p> 
<p>09:13pm PDT 10/07/2023</p>	<p>#125453209 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage</p>	<p>Comments Grandview Ave sound reading 47.9</p> <p>Picture 1</p>  <p>Officer Signature</p> 
<p>09:52pm PDT 10/07/2023</p>	<p>#125454848 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage</p>	<p>Comments Helped clear out guests from house. Now directing traffic towards the Michillinda entrance gate. - Security officer Emmanuel Castillo</p>

Officer Signature



10:19pm PDT
10/07/2023

#125456108 *Activity Log Entry
Emmanuel Castillo
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

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

Officer Signature

