Alverno Villa - Event Monitor Checklist

The below portion to be completed by the Event Monitor

Event Information:

Event Date:

Time Music Started: _____

Time Music Stopped: _____

Time Last Guest & Vendor Left: _____

Time Gate Closed: _____

Time Parking Lights Turned Off: _____

Number of Security Guard(s): _____

Security Guard Name: _____

Security Guard Name: _____

Event Monitor Information:

Event Monitor Name: _____

Event Monitor Phone: _____

Event Monitor Arrival Time: _____

Event Monitor Departure Time: _____

No Monitor

This portion to be completed by AHA personnel

5/24/25

AHA Personnel Name *Andrea Bertollini*

Event Type: *Wedding*

Event scheduled start time: *3:30 pm* (*4:3*)

Event scheduled end time: *9:30 pm*

Gate Name: *Wilson St.*
Gate open time: *8 AM* closed *4:10pm*

Gate Name: *Highland Ave.*
Gate open time: *1pm* / closed *3:50pm*

Gate Name: *Michillinda Ave.*
Gate open time: *10 AM* closed *10:00pm*

No. of rented events between these dates: *#10*
January 2025, 2024 and
May 2025, 2024

No. of rented events this month: *3*

Number of guests:
100

ceremony started 4:10 pm
Reception music started 5pm
music off 9:29 pm

Security Guard Hector
2pm - 10pm

Alverno Villa - Event Monitor Checklist

Noise Levels

Street Name	1st Reading P.L			2nd Reading			3rd Reading			4th Reading		
	Time	dB Int.	Ext.	Time	dB Int.	Ext.	Time	dB Int.	Ext.	Time	dB Int.	Ext.
Michillinda Avenue	5:55		50.1	6:07		50	7:07		49.2	8:16		46.8
Grandview Avenue	5:40		41.3	6:25		43.2	7:21		40.2	8:30		46.3
Wilson Street	5:10		42.7	6:37		44.8	7:39		43.4	8:47		42.4
Highland Avenue	5:25		49	6:52		46.4	8:00		40.1	9:00		47.1

Street Name	5th Reading			6th Reading			7th Reading			8th Reading		
	Time	dB Int.	Ext.	Time	dB Int.	Ext.	Time	dB Int.	Ext.	Time	dB Int.	Ext.
Michillinda Avenue	9:12 ~~8:27~~		50.1									
Grandview Avenue	41.3											
Wilson Street	9:04		46.4									
Highland Avenue												

Street Name	9th Reading			10th Reading			11th Reading			12th Reading		
	Time	dB Int.	Ext.	Time	dB Int.	Ext.	Time	dB Int.	Ext.	Time	dB Int.	Ext.
Michillinda Avenue												
Grandview Avenue												
Wilson Street												
Highland Avenue												

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Were the Conditional Use Permit #22-03 Conditions Satisfied?

	Yes	No
Section 1 – Frequency of Use / Level of Use	Yes	No
If no, please provide details		

	Yes	No
Section 2 – Time of Use	Yes	No
If no, please provide details		

	Yes	No
Section 3 – Noise	Yes	No
If no, please provide details		

	Yes	No
Section 4 – Alcohol	Yes	No
If no, please provide details		

	Yes	No
Section 5 – Traffic / Parking	Yes	No
If no, please provide details		

	Yes	No
Section 6 – Vehicle Access	Yes	No
If no, please provide details		

	Yes	No
Section 7 – Nighttime Lights	Yes	No
If no, please provide details		

	Yes	No
Section 8 – Litter and Garbage	Yes	No
If not please provide details		

Any interaction with Alverno staff, security, or SMPD?

Alverno staff?	Yes	No
Name:		
Nature of Interaction:		
Noise Reading (dB) & Time:		
Remedy, if any:		

Sierra Madre Police Department?	Yes	(No)
Name:		
Nature of Interaction:		
Noise Reading (dB) & Time:		
Remedy, if any:		

Any interaction with the Public (In person or telephonic)?	Yes	(No)
Name:		
Nature of Interaction:		
Noise Reading (dB) & Time:		
Remedy, if any:		

Any interaction with the Public (In person or telephonic)?	Yes	(No)
Name:		
Nature of Interaction:		
Noise Reading (dB) & Time:		
Remedy, if any:		

Any interaction with the Public (In person or telephonic)?	Yes	(No)
Name:		
Nature of Interaction:		
Noise Reading (dB) & Time:		
Remedy, if any:		