

# 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 [REDACTED]				
ADDRESS [REDACTED]	CITY [REDACTED]	STATE [REDACTED]	ZIP CODE [REDACTED]	PHONE [REDACTED]
EVENT MONITOR NAME EMMANUEL K. CASTILLO			CELL PHONE 1026-364-5994	
LOCATION OF EVENT AHA-VILLA AB				
DESCRIPTION OF EVENT WEDDING AB				
DATE OF EVENTS 11/11/2023		OPENING AND CLOSING HOURS 2:30 - 10:30 PM		
ESTIMATED ATTENDANCE 125	IS THERE SEATING? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	IF YES, TYPE OF SETTING Banquet + Assembly		
CHECK THOSE THAT APPLY. <input checked="" type="checkbox"/> Recorded Music <input type="checkbox"/> Live Music <input checked="" type="checkbox"/> Serving Food <input checked="" type="checkbox"/> Alcohol <input type="checkbox"/> Other Specify:				
BUSINESS LICENSE ON FILE AB	WILL ALCOHOL BEVERAGES BE SERVED <input checked="" type="checkbox"/> Yes <input type="checkbox"/> 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			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? N/A AB				
IF SO, EXPLAIN N/A AB				
PREVIOUS LOSSES N/A AB				
SECURITY AVAILABLE Events involving alcohol must have security present.		TYPE SECURITY + AHA		NUMBER 2 AB
DOES SECURITY FORCE HAVE POWER TO ARREST OR DETAIN?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No AB	

Enclose a copy of security directions as separate attachment.

USC Arcadia  
Methodist

MEDICAL FACILITIES BEING UTILIZED (First aid stations, ambulance on premises)	
AMBULANCE RESPONSE TIME	HOSPITAL DISTANCE
5-7 mins	2.6 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)

ON FILE AB

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

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

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

~~N/A~~ 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  DATE 11/11/23

TITLE FACILITIES DIRECTOR PHONE NUMBER 626-826-9772

  
 Security Security phone number 626-364-5994 AB

# Event Monitor Checklist

Security  
fills out these  
sections



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)

o How many guests attended: 97

o Police Department Calls for Service, if yes, explain:

CHECK-IN / CHECK-OUT

Any interaction with Alverno Staff and/or Security Guard?

o If Yes, explain: NO

Any interaction with the Sierra Madre Police Department?

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

Any interaction with the Neighbors?

o If Yes, explain: NO

Number of Guests: 97

Event Time Monitoring

o Event Start Time: 2:30 PM

o Event End time: 10:30 PM

Gate Entering and Exiting Times

o Gate Name:	<u>Wilson<sup>AB</sup></u>	<u>Highland<sup>AB</sup></u>	<u>Michelle<sup>AB</sup></u>
o Gate Opening Time:	<u>11 AM<sup>AB</sup></u>	<u>12 PM<sup>AB</sup></u>	<u>12 PM<sup>AB</sup></u>
o Gate Closing Time:	<u>2:56 PM</u>	<u>3:14 PM</u>	<u>10:50 PM<sup>AB</sup></u>

Street Name	1 <sup>st</sup> Time and Reading	2 <sup>nd</sup> Time and Reading	3 <sup>rd</sup> Time and Reading	4 <sup>th</sup> Time and Reading
Michillinda Ave.				
Grandview Ave.				
Wilson St.				
Highland Ave.				

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

11/11/2023 08:09am PST - 11/12/2023 08:09am PST



Time	Action	Details
02:43pm PST 11/11/2023	#127419080 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage	<p><b>Comments</b> Contacted Sierra madre police department to inform that there would be a wedding taking place from 2:30 to 10:30. - Security officer Emmanuel Castillo</p> <p><b>Officer Signature</b></p> 
02:56pm PST 11/11/2023	#127419494 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage	<p><b>Comments</b> Andrea closed Wilson St. parking entrance. Security officer Emmanuel Castillo</p> <p><b>Officer Signature</b></p> 
03:14pm PST 11/11/2023	#127420239 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage	<p><b>Comments</b> Closed Highland Ave gate entrance because the coordinator instructed me to close at 3:15 - Security officer Emmanuel Castillo</p> <p><b>Officer Signature</b></p> 
03:52pm PST 11/11/2023	#127421542 *Activity Log Entry Emmanuel Castillo ALVERNO HEIGHTS ACADEMY - Special Coverage	<p><b>Comments</b> Wilson St. sound reading 43.8 43.3 46.6 Music is on.</p>

Picture 1



Picture 2



Picture 3



Officer Signature

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

03:57pm PST  
11/11/2023

#127421730 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Highland Ave sound reading

47.7

46.0

53.7

Music is on.

**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' text.

04:01pm PST  
11/11/2023

#127421922 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Michillinda Ave sound reading  
58.3  
58.3  
59.2  
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

04:05pm PST  
11/11/2023

#127422085 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Grandview Ave sound reading  
46.3  
47.7  
49.6  
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

04:34pm PST  
11/11/2023

#127423084 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Wilson St. sound reading

44.1

45.9

45.2

Music is on.

**Picture 1**



**Picture 2**



Picture 3



Officer Signature

04:39pm PST  
11/11/2023

#127423263 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Highland Ave sound reading  
50.7  
46.3  
48.8  
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

04:44pm PST  
11/11/2023

#127423428 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**  
Michillinda Ave sound reading  
61.0  
63.6  
63.7  
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

04:48pm PST  
11/11/2023

#127423532 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Grandview Ave sound reading

49.0

48.2

49.1

Music is on.

**Picture 1**



**Picture 2**



Picture 3



Officer Signature

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

05:02pm PST  
11/11/2023

#127424078 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Wilson St. sound reading  
45.2  
47.1  
46.2  
Music is off.

Picture 1



Picture 2



Picture 3



Officer Signature

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

05:08pm PST  
11/11/2023

#127424319 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Highland Ave sound reading  
48.3  
49.7  
50.1  
No music.

Picture 1



Picture 2



Picture 3



Officer Signature

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

05:12pm PST  
11/11/2023

#127424480 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Michillinda Ave sound reading

48.2

46.3

47.9

Music is off.

**Picture 1**



**Picture 2**



**Picture 3**



**Officer Signature**

A handwritten signature in blue ink, appearing to be 'C. J. [unclear]'. The signature is written in a cursive style.

05:18pm PST  
11/11/2023

#127424708 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Grandview Ave sound reading  
55.0  
55.5  
54.8  
Vacuum across the street contaminated sound reading.  
Music is off.

**Picture 1**



**Picture 2**



**Picture 3**



**Officer Signature**



05:21pm PST  
11/11/2023

**#127424822 \*Activity Log Entry**  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

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

**Officer Signature**



06:02pm PST  
11/11/2023

**#127426199 \*Activity Log Entry**  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Wilson St. sound reading  
47.1  
46.5  
45.5  
Music is off.

**Picture 1**



Picture 2



Picture 3



Officer Signature

06:07pm PST  
11/11/2023

#127426390 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Highland Ave sound reading  
51.1  
46.7  
45.4  
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

Handwritten signature in blue ink.

06:11pm PST  
11/11/2023

#127426535 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**  
Michillinda Ave sound reading  
44.7  
46.3  
47.1  
Music is on.

**Picture 1**



**Picture 2**



**Picture 3**



**Officer Signature**



06:15pm PST  
11/11/2023

#127426670 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Grandview Ave sound reading  
48.5  
45.6  
46.9  
Music is on.

**Picture 1**



**Picture 2**



Picture 3



Officer Signature

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

06:46pm PST  
11/11/2023

#127427674 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Wilson St. sound reading  
47.5  
44.8  
45.3  
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

06:52pm PST  
11/11/2023

#127427834 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Highland Ave sound reading  
48.1  
49.0  
52.8  
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

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

06:55pm PST  
11/11/2023

#127427978 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Michillinda Ave sound reading

46.7

45.2

45.7

Music is on.

**Picture 1**



**Picture 2**



**Picture 3**



**Officer Signature**

A handwritten signature in blue ink, appearing to be 'C. J. Smith', written over a white background.

06:58pm PST  
11/11/2023

#127428100 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**  
Grandview Ave sound reading  
48.3  
45.5  
44.5  
Music is on.

**Picture 1**



**Picture 2**



**Picture 3**



**Officer Signature**



07:07pm PST  
11/11/2023

#127428539 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Wilson St. sound reading  
47.3  
45.8  
46.0  
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.

07:12pm PST  
11/11/2023

#127428717 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

Comments

Highland Ave sound reading  
57.5  
58.0  
51.3  
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

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

07:16pm PST  
11/11/2023

#127428829 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Michillinda Ave sound reading  
48.9  
50.5  
47.1  
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

Handwritten signature in blue ink.

07:19pm PST  
11/11/2023

#127428966 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Grandview Ave sound reading

49.3

43.7

45.2

Music is on.

**Picture 1**



**Picture 2**



Picture 3



Officer Signature

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

07:36pm PST  
11/11/2023

#127429605 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Wilson St. sound reading  
50.5  
49.3  
46.7  
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

07:40pm PST  
11/11/2023

#127429756 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Highland Ave sound reading  
52.7  
50.9  
51.0  
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

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

07:44pm PST  
11/11/2023

#127429871 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Michillinda Ave sound reading

52.3

46.8

47.0

Music is on.

**Picture 1**



**Picture 2**



Picture 3



Officer Signature

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

07:47pm PST  
11/11/2023

#127429948 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Grandview Ave sound reading  
44.7  
49.2  
44.9  
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

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

07:56pm PST  
11/11/2023

#127430335 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Wilson St. sound reading  
45.0  
43.5  
42.6  
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

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

08:01pm PST  
11/11/2023

#127430525 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Highland Ave sound reading

51.6

49.7

49.3

Music is on.

**Picture 1**



**Picture 2**



**Picture 3**



**Officer Signature**

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

08:05pm PST  
11/11/2023

#127430682 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**  
Michillinda Ave sound reading  
44.9  
46.1  
51.3  
Music is on.

**Picture 1**



**Picture 2**



**Picture 3**



**Officer Signature**



08:09pm PST  
11/11/2023

#127431099 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Grandview Ave sound reading  
44.2  
48.3  
48.0  
Music is on.

**Picture 1**



**Picture 2**



Picture 3



Officer Signature

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

08:58pm PST  
11/11/2023

#127432801 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Wilson St. sound reading  
45.9  
44.2  
43.8  
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

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

09:07pm PST  
11/11/2023

#127433346 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Highland Ave sound reading  
53.9  
50.9  
54.1  
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

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

09:09pm PST  
11/11/2023

#127433450 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Michillinda Ave sound reading

46.2

45.4

46.4

Music is on.

**Picture 1**



**Picture 2**



Picture 3



Officer Signature

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

09:11pm PST  
11/11/2023

#127433562 \*Activity Log Entry  
Emmanuel Castillo  
ALVERNO HEIGHTS ACADEMY - Special Coverage

**Comments**

Grandview Ave sound reading  
46.2  
52.6  
47.0  
Music is on.

Picture 1



Picture 2



Picture 3



Officer Signature

A handwritten signature in blue ink, appearing to read 'C. J. [unclear]'. The signature is written in a cursive style.