

SITE JOURNAL CONTENTS

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A. SITE INSPECTION

To be filled out by the Field Coordinator prior to any Full Encampment Clean Up and as part of any Obstruction or Hazard Removal. Site Journals and photos should be saved in the appropriate folder in the <G:\FAC\Encampments\Encampment clean ups> directory.

CRS Listing: 2730 Occidental Ave S., Seattle, WA 98134 **Date of First Inspection:** 4/3/19
Site Address: Occidental Ave S from S Lander St to S Horton St **Date of Clean-Up:** 4/9/19
Inspection By: Jeff Horan **CRS #:** 19-00059705
Referred By: SPU, CSR, Community **Photos to FAS?** Yes No

SITE OCCUPANCY DATA (add additional lines as needed)

| Date of Inspection | Tents | Structures | Bed Rolls | Vehicles | TOTAL COUNT |
|--------------------|-------|------------|-----------|----------|-------------|
| 4/3/19 | 2 | 1 | 0 | 0 | 3 |
| | | | | | |
| | | | | | |
| | | | | | |

SITE CHARACTERISTICS

- Park Yes No
- Sidewalk Yes No
- Within 50ft of a water body or wetland Yes No
- Impeding Roadway Yes No
- Within 50ft of a Guardrail Yes No
- Heavy Traffic Yes No
- Near Industrial Zone-blocking vehicle site lines Yes No
- Forested Area Yes No
- Play Area Yes No
- Rented Area Yes No
- Slope more than 27° Yes No
- Slide Zone Yes No
- Fire Damage Yes No
- Fire Under low Barrier: Yes No
- Other: in ROW Yes No
- Other: Yes No

HEALTH CONDITIONS

- Disorganized Yes No
- Garbage/Bagged Yes No
- Garbage/Loose Yes No
- Garbage/Bulky Items Yes No
- Garbage/Metal Yes No
- Human Waste Yes No
- Rats/Mice Yes No
- Hazardous Materials Yes No
- Falling Tree or Limbs Yes No
- Chemical Waste Yes No
- Fires Yes No
- Criminal Activity (SPD response needed) Yes No
- Weapons Yes No
- Open Alcohol Yes No
- Sharps Yes No
- Property Damage Yes No

TOTAL COUNT: 1

TOTAL COUNT: 8

EXHIBIT A: SITE INSPECTION PHOTOS

During a site inspection, Field Coordinators should take photos of the following and store the photos in the appropriate G: Drive folder:

- Cross Street Signs
- General Photos of the Encampment
- Photos of Individual Tents
- Debris Fields
- Vehicle/RVs/License Plates

| NAVIGATION TEAM ASSESSMENT | | |
|--|---|---|
| <input checked="" type="checkbox"/> Full Encampment Clean Up | <input type="checkbox"/> Litter Pick | <input type="checkbox"/> Remanded to SPU |
| | | <input type="checkbox"/> Reported back to CRS |
| PRE-JOB SITE ASSESSMENT & INSTRUCTIONS | | Specifications/Notes |
| Uneven Terrain (Fall Protection Required) | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | _____ |
| Medical Waste | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| Chemical Waste | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| SPU ASSESSMENT & INSTRUCTIONS | | Requirements: |
| <input type="checkbox"/> Litter removed -area more than 20 feet from active camp | | <input type="checkbox"/> Field Coordinator accessed |
| <input type="checkbox"/> Illegal Dumping -Encampment Related Trash | | |

B. RESOURCE PLANNING

SITE CREW ASSESSMENT *of* FIELD CONDITIONS

JOB SITE INSTRUCTIONS

- | | | |
|---------------------------------|---|--|
| Fall Protection Required | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Waste Hauling to Dump | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Waste Hauling to Other Location | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Vegetation Pruning | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Biohazard Waste | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

Specifications/Notes

EXTERNAL CONTRACTORS

| | Total | Description |
|---|-------|-------------|
| Number of Labor Crew Involved | 8 | Elm Grove |
| Number of Hazmat Crew Involved | 2 | |
| Number of Truck Drivers Approved | 2 | |
| Number of Full Time Days On-site Approved | 1 | |
| Number of Partial Days On-site Approved | 0 | |
| Total Hours Approved | 8 | |

INTERNAL CLEAN UP TEAMS

| | Total | Description |
|---|-------|-------------|
| Number of Heavy Teams | 0 | |
| Number of Light Teams | 0 | |
| Number of Full Time Days On-site Approved | 0 | |
| Number of Partial Days On-site Approved | 0 | |
| Total Hours Approved | 0 | |

STAGING LOCATION

Date: 4/9/19 Time: 0900 Location: Occidental Ave S & S Horton St

C. PRE-CLEAN UP ACTIVITIES

EXHIBIT B: SITE POSTING PHOTOS

- Cross Street Signs
- Close up to read post signage
- After Photos
- General Photos of the Encampment
- At a distance to view entire camp

Field Coordinators should take photos and collect photos from the Navigation Officers and store them photos in the appropriate G: Drive folder:

EXHIBIT C: OUTREACH REPORT

The Outreach Coordinator will provide a consolidated report for both pre-engagement and day-of activities of the outreach and Navigation team.

| Date | Type | Location | Male Outreach | Female Outreach | Non-specific Gender | Total Number of People Contacted |
|----------|----------|------------|---------------|-----------------|---------------------|----------------------------------|
| 4/8/2019 | Outreach | Occidental | 2 | 1 | 0 | 3 |

D. DAY OF CLEAN-UP

For **regular encampment clean-ups**, all checklist items must be marked "Yes" at the start time of the event in order proceed with the clean-up. If for any reason the of the following questions are answered "No" – **the Field Coordinator must immediately halt the clean-up activities.** Hazard and Obstruction clean-ups are excluded from this.

FIELD COORDINATOR Bruce Bentley

CHECKLIST for ENCAMPMENT CLEAN UP

| | | | |
|--|---------------|---|-----------------------------|
| Notice posting is 72 hours in advance of cleanup (Date:) | <u>4/5/19</u> | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Cleanup is occurring on date specified in notice | | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Outreach was provided before the cleanup (Date:) | <u>4/8/19</u> | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Outreach team is present at cleanup site | | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Personnel are ready to identify and collect belongings | | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| SPD or WSP officers are present to support cleanup | | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Crew is present and ready to support cleanup | | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

EXHIBIT D: CLEAN-UP PHOTOS

Field Coordinators are responsible for ensuring that photos are taken to document the clean-up event and saved to the appropriate G: Drive folder. This includes pictures of site conditions, tents, storage, and before/after photos.

- Photo of Storage Post
- Photos of Not Storable content
- Photos of Storable tents
- General Photos of the Encampment
- Tent/Structure Contents
- After Photos

SITE OCCUPANCY DATA

| Day of Clean-up | Tents | Structures | Bed Rolls | Vehicles | TOTAL COUNT |
|-----------------|-------|------------|-----------|----------|-------------|
| 4/9/19 | 2 | 0 | 0 | 0 | 2 |


STORAGE SUMMARY

Total should equal total in Occupancy Data

| TOTAL TENTS/STRUCTURES | | | | |
|--|---|--|--|---|
| OWNER PRESENT Removed Property and Tent | 2 | | ABANDONED TENT/STRUCTURE Content Storable | 0 |
| OWNER PRESENT Discarded Tent/Discarded Property | 0 | | ABANDONED TENT Content Not Storable | 0 |
| OWNER PRESENT Discarded Tent / Stored property | 0 | | ABANDONED TENT Storable | 0 |
| ABANDONED BEDROLL Storable | 0 | | ABANDONED TENT Not Storable | 0 |
| ABANDONED BEDROLL Not Storable | 0 | | IMPOUNDED VEHICLE | 0 |

STORAGE TOTALS

| Number of Bins | Bikes | Large Luggage Items | Large Items |
|----------------|-------|---------------------|-------------|
| 0 | 0 | 0 | 0 |

 **EXHIBIT E: STORAGE INFO**

Field Coordinators are responsible for ensuring that we log information about each tent/structure that is at the clean-up site.

Exh A - Inspection Photos





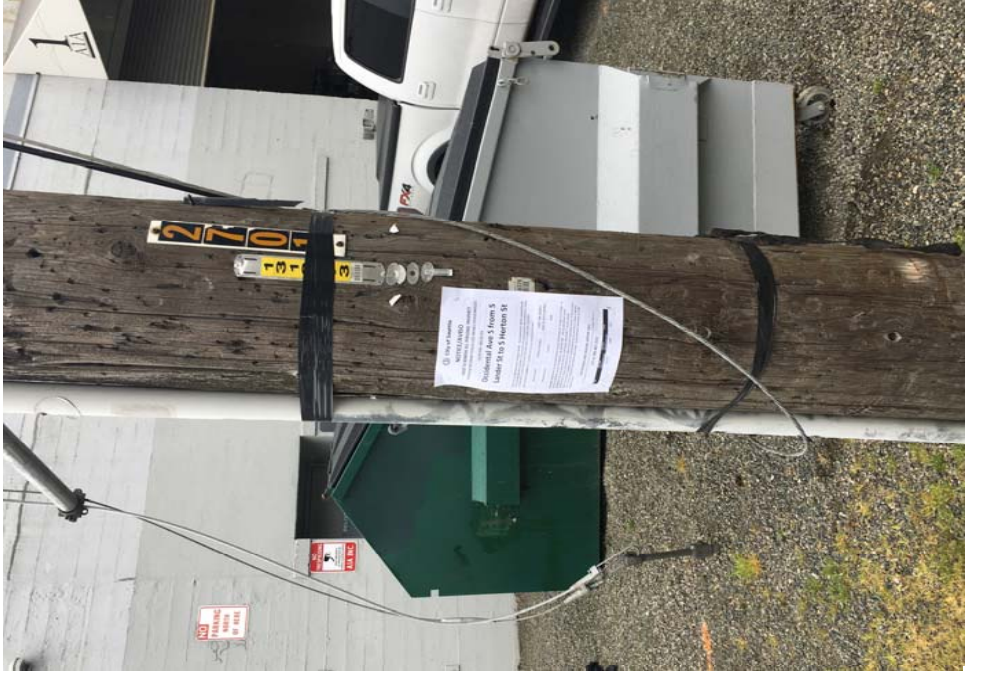


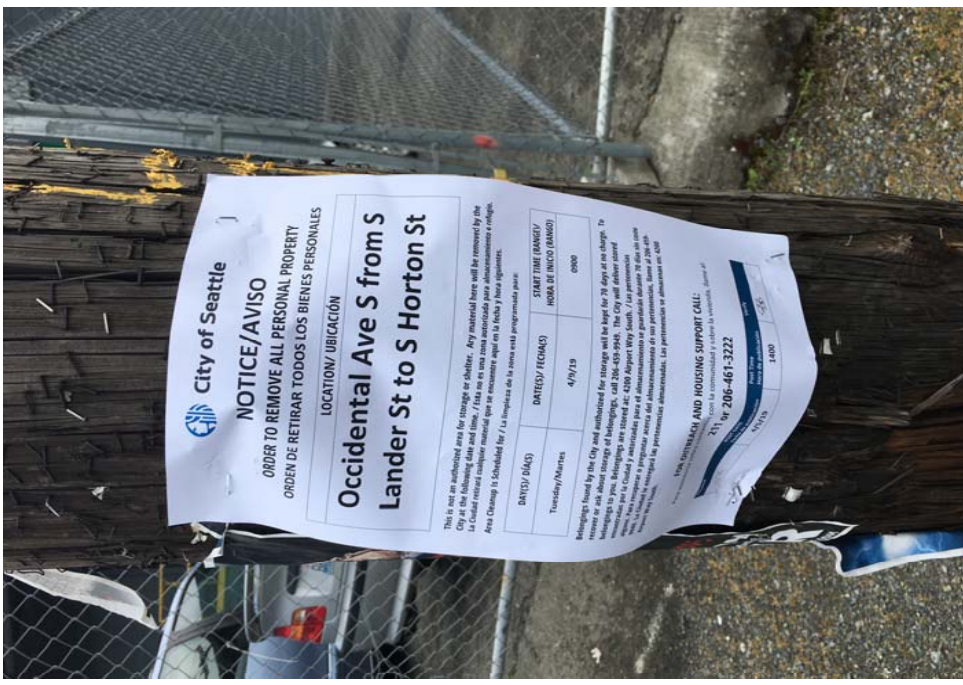


Exh B - Posting Photos













Exh D - Clean Up Photos











After Clean Photos





City of Seattle

NOTICE OF CLEANUP / AVISO DE LIMPIEZA

| | |
|-------------------------------------|---|
| CLEANUP DATE / FECHA DE LIMPIEZA | LOCATION / UBICACIÓN |
| 4/9/19 | Occidental Ave S from S Lander St to S Horton St |

This is not an authorized area for storage or shelter. Material found here was removed by the City. / Esta no es una zona autorizada para almacenamiento o refugio. El material que se encontró aquí fue retirado por la Ciudad.

BELONGINGS ARE IN STORAGE:
Las Pertencias Están En Almacenamiento

YES / SÍ **NO / NO**

TO RECOVER OR ASK ABOUT BELONGINGS CALL:
PARA RECUPERAR SUS PERTENENCIAS, LLAME AL: **206-459-9949**

Belongings found by the City and authorized for storage will be kept for 70 days at no charge. The City will deliver stored belongings to you. Belongings are stored at: 4200 Airport Way South. / Las pertenencias encontradas por la Ciudad y autorizadas para el almacenamiento se guardarán durante 70 días sin costo alguno. La Ciudad le entregará las pertenencias almacenadas. Las pertenencias se almacenan en: 4200 Airport Way South.

FOR OUTREACH AND HOUSING SUPPORT CALL:
Para asistencia sobre contactos con la comunidad y sobre la vivienda, llame al:
211 or 206-461-3222









Site Name: Occidental Ave S from S Lander St to S Horton St

 Date of Clean Up: 4/9/19

 Field Coordinators are responsible for completing this form as part of the *Site Journal*. You should log the following –

- Tent owners who present and accept storage
- Tent owners who are present and indicate that they want their tent/belongings disposed of
- Abandoned tents or items found in debris that we are storing
- Abandoned tents that we are disposing of

Each tent/structure should occupy one line so we can document if storage was offered, accepted or to explain why we disposed or stored items. After this form is complete, you will use the totals from this form to fill out the Storage Summary and Totals information.

Tent Naming Convention: T#-Initials-MonthDay

Example: T1-JH-0428

| Owner Name or Tent/Structure # | Owner Present? | Storage? | Not Storable? <i>Check All That Apply</i> | # of Bins | # of Bikes | # of Luggage | # of Large Items | Short Description |
|--------------------------------|---|--|---|-----------|------------|--------------|------------------|-------------------|
| Nothing Stored | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input type="checkbox"/> N/A | <input type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input type="checkbox"/> Damaged | | | | | |
| | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input type="checkbox"/> N/A | <input type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input type="checkbox"/> Damaged | | | | | |
| | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input type="checkbox"/> N/A | <input type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input type="checkbox"/> Damaged | | | | | |
| | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input type="checkbox"/> N/A | <input type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input type="checkbox"/> Damaged | | | | | |
| | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input type="checkbox"/> N/A | <input type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input type="checkbox"/> Damaged | | | | | |