

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 <u>G:\FAC\Encampments\Encampment clean ups</u> directory.

Site:	Myers Way Greenbelt	Date of First Inspection:	6/4/2018
Site Address:	Myers Way Greenbelt	Date of Clean-Up:	9/24-27/18
		548-05, 32	2-03, 547-02, 246-10,
Inspection By:	Christina Korpi	SERIS # 3077-02	
Referred By:	SERIS, CRS, Community, SPD	Photos to	FAS? 🛛 Yes 🗆 No

SITE OCCUPANCY DATA

Date of Inspection	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
6/4/18	15	29	0	0	44
7/16/2018	12	44	0	1	57

SITE CHARACTERISICS

	TOTAL COUNT:	6	5	
Other:		🗆 Yes	🖾 No	
Other:		🗆 Yes	🖾 No	
Other:		🗆 Yes	🛛 No	
Fire		🛛 Yes	🗆 No	
Slide Zone		🛛 Yes	🗆 No	
Slope		🛛 Yes	🗆 No	
Rented Area		🗆 Yes	🛛 No	
Play Area		🗆 Yes	🛛 No	
Forested Area		🛛 Yes	🗆 No	
Near Industrial Zone		🗆 Yes	🛛 No	
Heavy Traffic		🗆 Yes	🛛 No	
Within 50ft of a Guardi	rail	🛛 Yes	🗆 No	
Roadway		🗆 Yes	🛛 No	
Within 50ft of a water	body or wetland	🛛 Yes	🗆 No	
Sidewalk		🗆 Yes	🛛 No	
Park		🗆 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		🛛 Yes	🗆 No
Weapons		🗆 Yes	🛛 No
Open Alcohol		🛛 Yes	🗆 No
Sharps		🛛 Yes	🗆 No
Property Damage		🛛 Yes	🗆 No
Т	OTAL COUNT:	14	1

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

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- General Photos of the Encampment
- Photos of Individual TentsDebris Fields
- Obstructions or Hazards
- Vehicles/RVs /License Plates



SITE JOURNAL

Encampment Response Team

	N A	AVIGATION TE	AM ASSESSMENT	
Full Encampment Clean Up	Obstruction	n Removal	Hazard Removal	Cleared by scheduled contractors- FAS
	Tent on side	ide walk	□ Safety of Occupant	
	☐ Blocking int facility	tended use of	Safety of other near and around camp	d 🔲 Remand to SPU
PRE-JOB SITE ASSESSMEN Uneven Terrain (Fall Protection Re	_	I CTIONS ⊠Yes □ No	Specifications/Notes	
Waste Hauling to Dump	\boxtimes	🛛 Yes 🗌 No		
Waste Hauling to Other Location	\boxtimes	🛛 Yes 🗌 No		
SPU ASSESSMENT & INST	RUCTIONS	Date		Requirements:
Litter removed -area more that	an 20 feet from			□ Field Coordinator accessed
active camp				
Illegal Dumping -Encampment	Related Trash			

B. RESOURCE PLANNING

SITE CREW ASSESSMENT of FIELD CONDITIONS

JOB SITE INSTRUCTIONS			Specifications/Notes
Fall Protection Required	🛛 Yes	No	
Waste Hauling to Dump	🛛 Yes	No	
			Propane tank removal. Look for all chem. Labelling for proper
Waste Hauling to Other Location	🛛 Yes	No	mitigation of all other contained substances.
Vegetation Pruning	🛛 Yes	No	Removal of tree fall, removal of two standing trees to be replaced as required
Biohazard Waste	🛛 Yes	No	
EXTERNAL CONTRACTORS	Total	Descriptio	on
Number of Labor Crew Involved	8		
Number of Hazmat Crew Involved	8		
Number of Truck Drivers Approved	2		
Number of Full Time Days On-site Approved	4		
Number of Partial Days On-site Approved	0		
Total Hours Approved	32		
INTERNAL CLEAN UP TEAMS	Total	Descriptio	on
Number of Heavy Teams	3	Backhoe,	Loader, Dozer with thumb bucket
		 Existing P	arks Light teams of 6, with supplementation from the Conservation
Number of Light Teams	2+	 Corp. Nu	mber to be decided.
Number of Full Time Days On-site Approved	4		
Number of Partial Days On-site Approved	0		
Total Hours Approved	32		

STAGING LOCATION



C. PRE-CLEAN UP ACTIVITIES

EXHIBIT B: SITE POSTING PHOTOS

Regular Encampment Clean-up: 72-hour Notice

- □ **Obstruction or Hazard Clean-up:** Notice of Immediate Removal
- Cross Street Signs
 - General Photos of the Encampment
- Postings on Individual TentsPostings within the Vicinity
- Documentation of the Actual Obstruction or Hazard

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	Туре	Location	Time Arrived @ Site	Male Outreach	Female Outreach	Non- specific Gender	Total Number of People Contacted
2/5/2018	Outreach	Myers Way		0	1		1
2/7/2018	Outreach	Myers Way	9:30	11	4		15
2/21/2018	Outreach	Myers Way		3	2	0	5
3/8/2018	Outreach	Myers Way	11:30	0	0	0	0
3/9/2018	Outreach	Myers Way	11:10	1	0	0	1
3/9/2018	Outreach	Myers Way		2	2	0	4
3/12/2018	Outreach	Myers Way	11:20	1	0	0	1
3/13/2018	Outreach	Myers Way	10:30	2	0	0	2
3/13/2018	Outreach	Myers Way S (ROW under transmission line)		1	0	0	1
3/14/2018	Clean	Myers Way	9:30	3	0	0	3
3/14/2018	Clean	Myers Way		3	0	0	3
3/15/2018	Clean	Myers Way	9:20	1	1	0	2
3/26/2018	Outreach	Myers Way		2	2	0	4
4/9/2018	Outreach	Myers Way		3	1	0	4
4/11/2018	Clean	Myers Way	9:30	14	9	0	23
4/11/2018	Clean	Myers Way	9:30	2	2	0	4
4/12/2018	Clean	Myers Way	11:00	8	3	0	11
6/8/2018	Outreach	Myers Way	10:00	15	4	2	21
6/29/2018	Outreach	Myers Way	10:00	13	8	0	21
7/20/2018	Outreach	Myers Way S	10:00	13	3	0	16
9/11/2018	Outreach	Myers Way North and South of CSC	10:30	14	8	0	22
9/12/2018	Outreach	Myers Way North and South of CSC	10:00	12	4	3	19

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.

City of Seattle

SITE JOURNAL

Encampment Response Team

FIELD COORDINATOR

Jeff Horan, James Lohman, James Sheppard & Laura Beck

CHECKLIST for ENCAMPMENT CLEAN UP

Notice posting is 72 hours in advance of cleanup (Date:)	09/20/18	🛛 Yes	🗆 No
Cleanup is occurring on date specified in notice		🛛 Yes	🗆 No
Outreach was provided before the cleanup (Date:)	9/21/18	🛛 Yes	🗆 No
Outreach team is present at cleanup site		🛛 Yes	🗆 No
Personnel are ready to identify and collect belongings		🛛 Yes	🗆 No
SPD or WSP officers are present to support cleanup		🛛 Yes	🗆 No
Crew is present and ready to support cleanup		🛛 Yes	🗆 No

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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.

- **Cross Street Signs** ٠ General Photos of the Encampment
- Photos of Tent ID Numbers ٠ Individual Tent Contents
- Photos of Storage Bin Contents ٠
- After Photos

SITE OCCUPANCY DATA

Day of Clean-up	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
9/24-27/18	38	22	0	0	60

STORAGE SUMMARY

Total should equal total in Occupancy Data

TOTAL TENTS/STRUCTURES			
OWNER PRESENT	2	ABANDONED TENT	1
Accepted Storage	5	Content Storable	1
OWNER PRESENT	27	ABANDONED TENT	7
Removed Tent	27	Content Not Storable	/
OWNER PRESENT	0	ABANDONED TENT	0
Removed tent but stored contents	0	Storable	0
OWNER PRESENT	16	ABANDONED TENT	6
Asked FC to Discard Tent	10	Not Storable	ð

STORAGE TOTALS

Number of Bins	Bikes	Large Luggage Items	Large Items
25	0	0	1

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. This includes regular, obstruction and hazard clean-ups.

Exh A - Inspection Photos























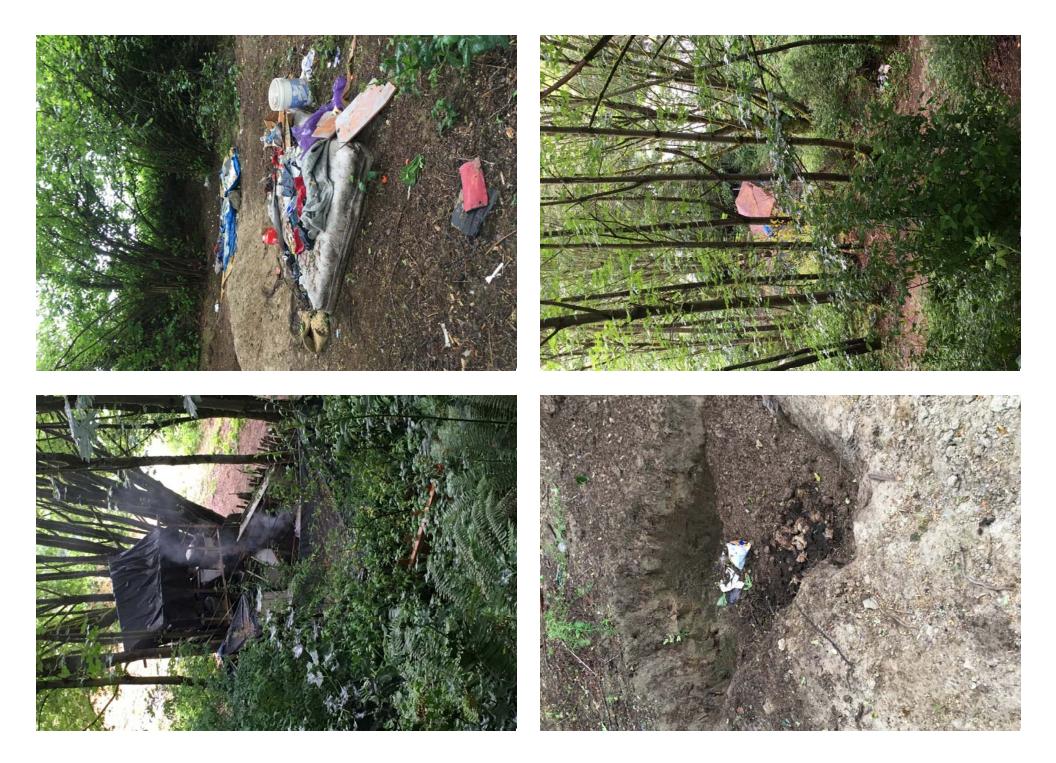








































Exh B - Posting Photos





09/21/2018

A







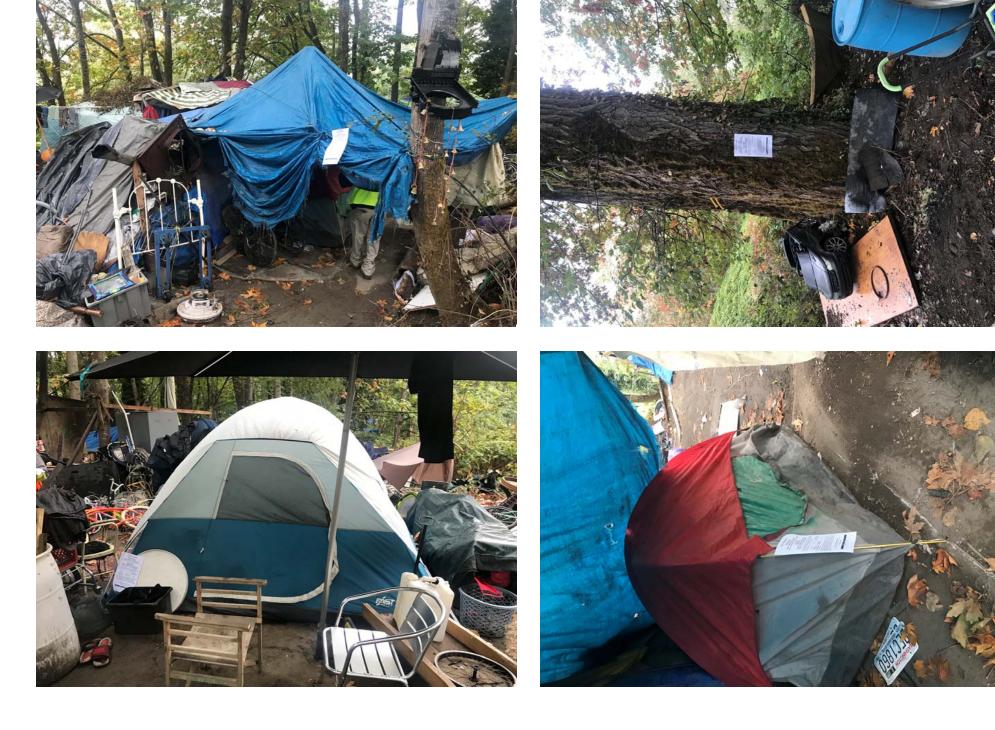


















































































































































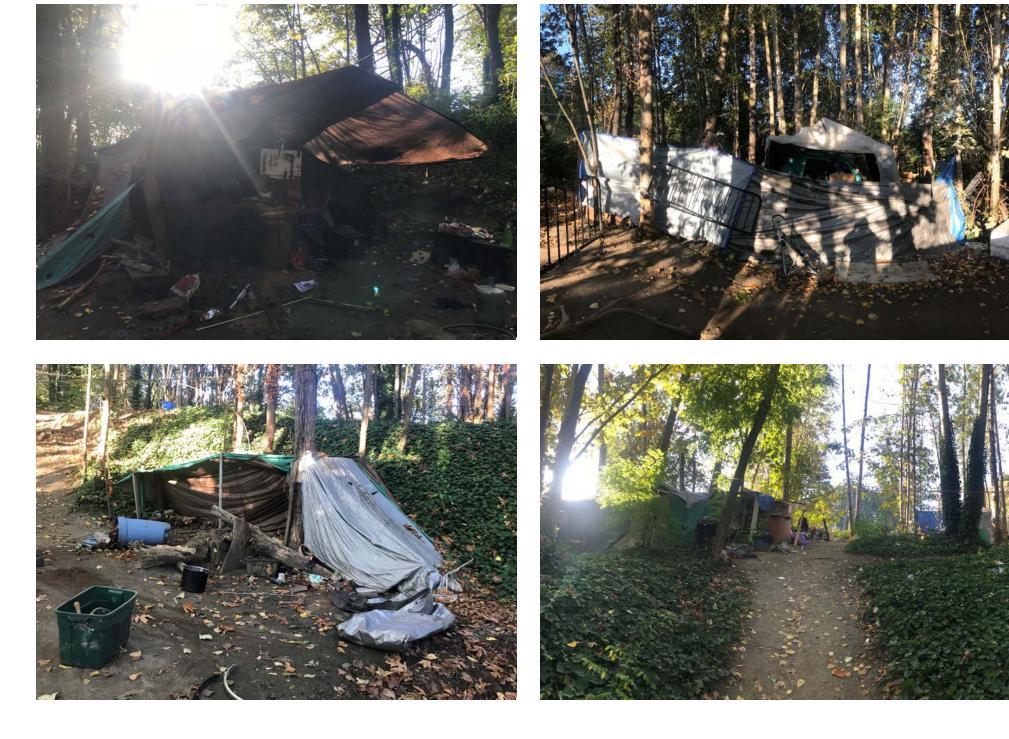


Exh D - Clean Up Photos

























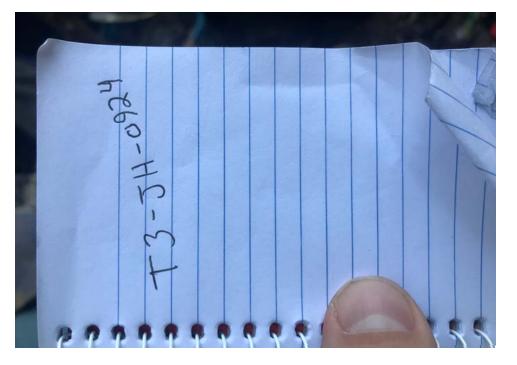








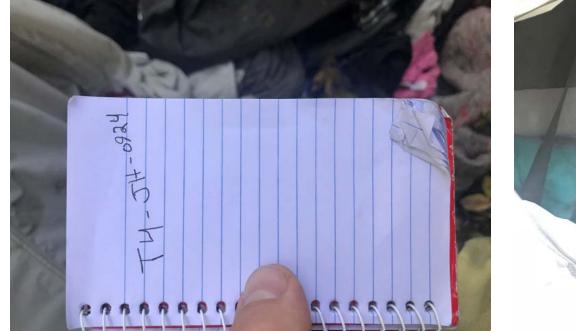












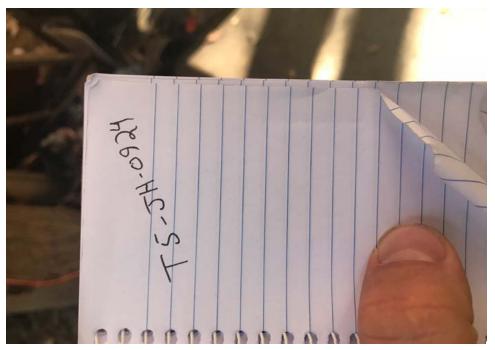












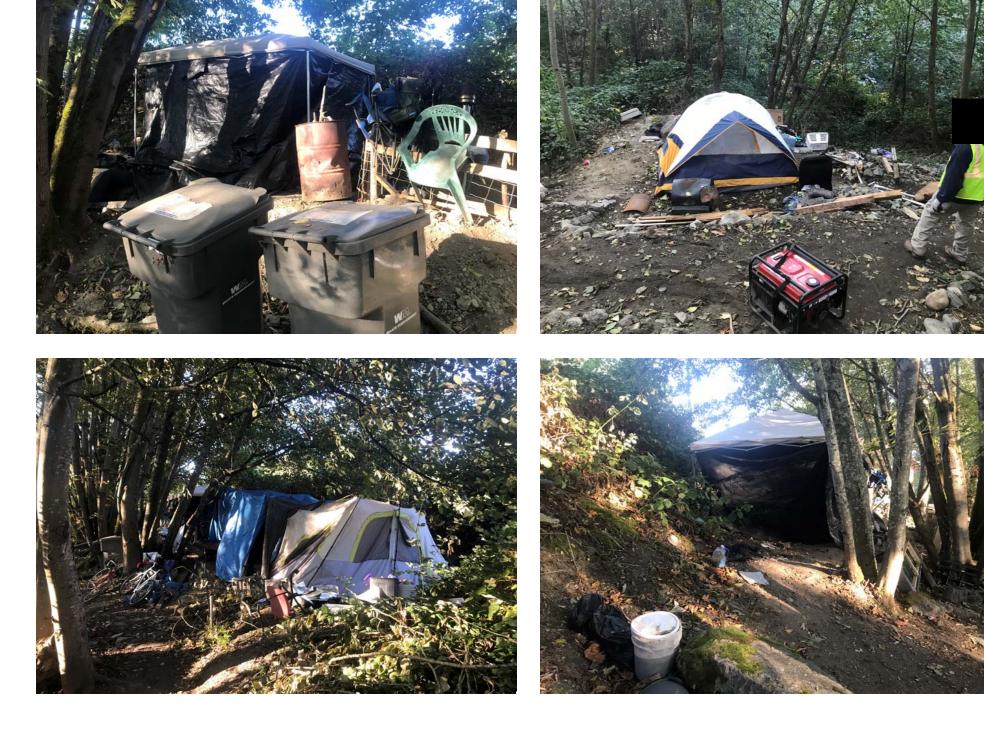
















After Clean Photos

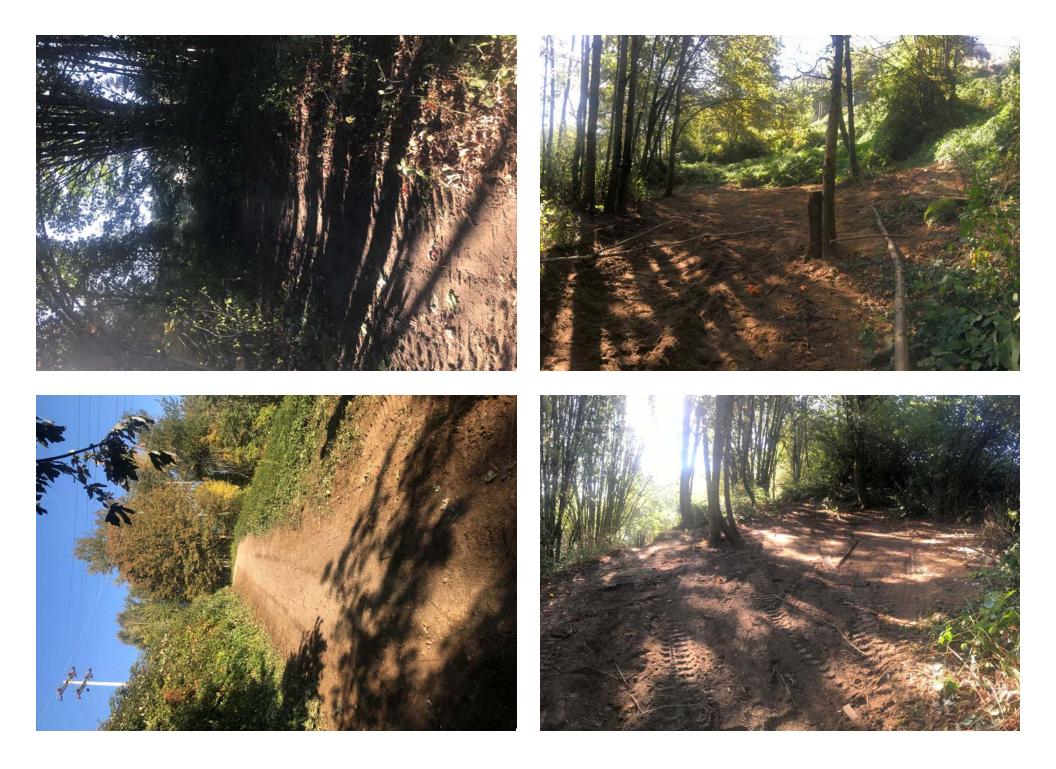




































































































Encampment Response Team

Site Name: Myers Way

Date of Clean Up: 09/24-27/18

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? Check All That Apply	# of Bins	# of Bikes	# of Luggage	# of Large Items	Short Description
T1-LB-0924	⊠ Yes □ No	 □ Accepted ⊠ Declined □ N/A 	 □ Hazardous Material □ Human Waste ☑ Damaged 	0	0	0	0	Owner told FC that he did not want tent or remaining contents. Tent torn and broken poles. Nothing stored
T1-JS-0924	□ Yes ⊠ No	 □ Accepted □ Declined ⊠ N/A 	 Hazardous Material Human Waste Damaged 	0	0	0	0	Structure had zero storage
T2-JS-0924	⊠ Yes □ No	 □ Accepted ⊠ Declined □ N/A 	 Hazardous Material Human Waste Damaged 	0	0	0	0	Owner asked FC to dispose of Structure
T3-JS-0924	□ Yes ⊠ No	□ Accepted □ Declined ⊠ N/A	 Hazardous Material Human Waste Damaged 	0	0	0	0	Tent had rat holes
	⊠ Yes □ No	 ☑ Accepted □ Declined □ N/A 	 Hazardous Material Human Waste Damaged 	2	0	0	0	Toolbox, Bank, CPU, Small Misc. items
	⊠ Yes □ No	 ☑ Accepted □ Declined □ N/A 	 Hazardous Material Human Waste Damaged 	8	0	0	0	Multiple backpacks and small suitcases Box of books

Updated 5/11/2017



Owner Name or Tent/Structure #	Owner Present?	Storage?	Not Storable? Check All That Apply	# of Bins	# of Bikes	# of Luggage	# of Large Items	Short Description
	⊠ Yes □ No	 ☑ Accepted □ Declined □ N/A 	 Hazardous Material Human Waste Damaged 	14	0	0	1	Misc. Clothes/Shoes 1 large suitcase
T1-JH-0924	⊠ Yes □ No	 □ Accepted ⊠ Declined □ N/A 	 Hazardous Material Human Waste Damaged 	0	0	0	0	Owner () took what he wanted and stated to throw the rest away.
T2-JH-0924	□ Yes ⊠ No	 □ Accepted □ Declined ⊠ N/A 	 □ Hazardous Material □ Human Waste ⊠ Damaged 	0	0	0	0	Tent not stored due to being ripped, nothing storable inside.
T3-JH-0924	□ Yes ⊠ No	□ Accepted □ Declined ⊠ N/A	 Hazardous Material Human Waste Damaged 	0	0	0	0	Tent not stored due to having Feces on it, dirty clothes inside nothing storable.
T4-JH-0924	□ Yes ⊠ No	 □ Accepted □ Declined ⊠ N/A 	 □ Hazardous Material □ Human Waste ⊠ Damaged 	0	0	0	0	Tent not stored due to being broken, dirty clothes inside nothing storable.
T5-JH-0924	□ Yes ⊠ No	 □ Accepted □ Declined ⊠ N/A 	 □ Hazardous Material □ Human Waste ⊠ Damaged 	0	0	0	0	Tent not stored due to being ripped, nothing storable inside
Т6-ЈН-0924	⊠ Yes □ No	 □ Accepted ⊠ Declined □ N/A 	 Hazardous Material Human Waste Damaged Beyond Repair 	0	0	0	0	Owner () took what he wanted and stated to throw the rest away.
Т7-ЈН-0924	⊠ Yes □ No	 □ Accepted ⊠ Declined □ N/A 	 Hazardous Material Human Waste Damaged 	0	0	0	0	Owner what he wanted and stated to throw the rest away.
T1-JH-0926	⊠ Yes □ No	 □ Accepted ⊠ Declined □ N/A 	 Hazardous Material Human Waste Damaged 	0	0	0	0	Owner took what he wanted and stated to throw the rest away.



Owner Name or Tent/Structure #	Owner Present?	Storage?	Not Storable? Check All That Apply	# of Bins	# of Bikes	# of Luggage	# of Large Items	Short Description
Owner Name or Tent/Structure #	Owner Present?	Storage?	Not Storable? Check All That Apply	# of Bins	# of Bikes	# of Luggage	# of Large Items	Short Description
T1-JL-0924	□ Yes ⊠ No	 □ Accepted □ Declined ☑ N/A 	 ☑ Hazardous Material □ Human Waste ☑ Damaged 	0	0	0	0	Nothing storable-tent ripped, garbage, and syringes inside tent.
T2-JL-0924	⊠ Yes □ No	□ Accepted ⊠ Declined □ N/A	 Hazardous Material Human Waste Damaged 	0	0	0	0	Owner-
T3-JL-0924	⊠ Yes □ No	□ Accepted ⊠ Declined □ N/A	 Hazardous Material Human Waste Damaged 	0	0	0	0	Owner-
T4-JL-0924	□ Yes ⊠ No	 □ Accepted □ Declined ☑ N/A 	 ☑ Hazardous Material ☑ Human Waste ☑ Damaged 	0	0	0	0	Nothng storable-tent ripped, urine bottles and garbage inside tent.
T5-JL-0924	□ Yes ⊠ No	 □ Accepted □ Declined ⊠ N/A 	 Hazardous Material Human Waste Damaged 	1	0	0	0	This was an open type structure with a torn tarp as a roof. Stored shoes, misc clothing. All else was soiled.
T6-JL-=0924	□ Yes ⊠ No	 □ Accepted □ Declined ⊠ N/A 	 □ Hazardous Material ⊠ Human Waste ⊠ Damaged 	0	0	0	0	Nothing storable- tent ripped, upon entering tent there was a STRONG smell of urine. FC felt it was unsafe to continue inspection.
T7-JL-0924	⊠ Yes □ No	□ Accepted ⊠ Declined □ N/A	 Hazardous Material Human Waste Damaged 	0	0	0	0	Owner – " , " , " , stated all left behind was garbage.
T8-JL-0924	⊠ Yes □ No	□ Accepted ⊠ Declined □ N/A	 Hazardous Material Human Waste Damaged 	0	0	0	0	Owner – s, stated all left behind was garbage.



Owner Name or Tent/Structure #	Owner Present?	Storage?	Not Storable? Check All That Apply	# of Bins	# of Bikes	# of Luggage	# of Large Items	Short Description
T9-JL-0924	⊠ Yes □ No	 □ Accepted ⊠ Declined □ N/A 	 Hazardous Material Human Waste Damaged 	0	0	0	0	Owner- stated all left behind was garbage.
T10-JL-0924	⊠ Yes □ No	 ☑ Accepted □ Declined □ N/A 	 Hazardous Material Human Waste Damaged 	8	0	0	0	owners self stored- books, clothes, bags w/misc items, purple suitcase, back pack. All else left behind was garbage
T11-JL-0924	⊠ Yes □ No	□ Accepted ⊠ Declined □ N/A	 Hazardous Material Human Waste Damaged 	0	0	0	0	Owner stated all left behind was garbage.
T12-JL-0924	□ Yes ⊠ No	□ Accepted □ Declined ⊠ N/A	 ☑ Hazardous Material ☑ Human Waste □ Damaged 	0	0	0	0	Nothing storable- tent ripped, upon entering tent there was a STRONG smell of urine. FC felt it was unsafe to continue inspection.
T13-JL-0924	⊠ Yes □ No	□ Accepted ⊠ Declined □ N/A	 Hazardous Material Human Waste Damaged Beyond Repair 	0	0	0	0	Owner- stated all left behind was garbage.
T14-JL-0924	⊠ Yes □ No	□ Accepted ⊠ Declined □ N/A	 Hazardous Material Human Waste Damaged 	0	0	0	0	Owner – stated all eft behind was garbage.
T1-JL-0925	⊠ Yes □ No	□ Accepted ⊠ Declined □ N/A	 Hazardous Material Human Waste Damaged 	0	0	0	0	Owner-

Owner Name or Tent/Structure #	Owner Present?	Storage?	Not Storable? Check All That Apply	# of Bins	# of Bikes	# of Luggage	# of Large Items	Short Description
T2-JL-0925	□ Yes ⊠ No	 □ Accepted □ Declined ☑ N/A 	 □ Hazardous Material □ Human Waste ☑ Damaged 	0	0	0	0	Nothing storable- tent ripped, garbage inside tent.



Owner Name or Tent/Structure #	Owner Present?	Storage?	Not Storable? Check All That Apply	# of Bins	# of Bikes	# of Luggage	# of Large Items	Short Description
T3-JL-0925	⊠ Yes □ No	□ Accepted ⊠ Declined □ N/A	 Hazardous Material Human Waste Damaged 	0	0	0	0	Owner stated all left behind was garbage.
T1-JL-0926	□ Yes ⊠ No	 □ Accepted □ Declined ⊠ N/A 	 Hazardous Material Human Waste Damaged 	0	0	0	0	Nothing storable- structure was semi burnt, human feces, urine bottles , syringes and garbage throughout structure.
T2-JL-0927	□ Yes ⊠ No	 □ Accepted □ Declined ⊠ N/A 	 Hazardous Material Human Waste Damaged 	0	0	0	0	Nothing storable- tent ripped. Small gas type engine not storable.
Self stored	⊠ Yes □ No	 ☑ Accepted □ Declined □ N/A 	 Hazardous Material Human Waste Damaged 	2	0	0	0	Owners self stored- tool box, small wooden coin bank, CPU, sc items. mi
	☐ Yes ☐ No	 Accepted Declined N/A 	 Hazardous Material Human Waste Damaged 					
	☐ Yes ☐ No	 Accepted Declined N/A 	 Hazardous Material Human Waste Damaged 					
	☐ Yes ☐ No	 Accepted Declined N/A 	 Hazardous Material Human Waste Damaged 					
	☐ Yes ☐ No	 Accepted Declined N/A 	 Hazardous Material Human Waste Damaged 					
	□ Yes □ No	 Accepted Declined N/A 	 Hazardous Material Human Waste Damaged 					