

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 location.

Encampment:	Broadway Hill Par	k		
Site Address:			Date of Inspection:	12/6/2023
			Date of Clean-Up:	12/7/2023
Final Inspector:			CSR #:	
Referred By:			Photos to HSD?	□ Yes ☑ No
CPT/Bike SPD Response?	☐ Yes	☑ No		
Date of Call to Duty Offic	er:		Time of Call to Duty Officer:	
Date of Call to FC :			Time of Call to FC:	
Date of FC Response :			Time FC arrived on site:	



SITE J	OURN	٩L
Encampme	ent Response T	eam

Time of FC departure from site:			Action:		
System Navigator Called?	□ Yes	☑ No	Name of SN:		
Date of Call to SN:			Time of Call to SN:		
Time SN arrived on site:			Offer of Shelter Made?:	□ Yes	☑ No

SITE OCCUPANCY DATA

Date of Inspection	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
12/6/2023	2	0	0	0	2

PRIORITY CONDITION DATA

VULNERABLE POPULATIONS			PUBLIC HEALTH/BIOWASTE		
Perceived Elderly (60+ years old)	☐ Yes	☑ No	Rats/Mice	☐ Yes	☑ No
Perceived Infants/Children (≤ 14 years old)	☐ Yes	☑ No	Hazardous Materials	☐ Yes	☑ No
Perceived Youth (15-24 years old)	☐ Yes	☑ No	Bio Waste	☑ Yes	□ No
Perceived Not Ambulatory	☐ Yes	☑ No	Chemical Waste	☐ Yes	☑ No
Perceived Wounds	☐ Yes	☑ No	Food Waste	☐ Yes	☑ No
Near Facilities for Children (e.g., school, daycare)	☐ Yes	☑ No	Within 50ft of a water body or wetland	☐ Yes	☑ No



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Encampment Response Team

Near Facilities for the Elderly (e.g., nursing home)	☐ Yes	☑ No	Loose Sharps			Yes	☑ No
Perceived Women	☐ Yes	☑ No		TOTAL COUNT:		1	
Perceived Couples	☐ Yes	☑ No					
LGBTQIA (DATA ONLY COLLECTED IF ASKED	☐ Yes	☑ No	SOLID WASTE				
otherwise leave blank)			Disorganized Garbage			Yes	☑ No
POC (DATA ONLY COLLECTED IF ASKED	☐ Yes	☑ No	Bagged Garbage			Yes	☑ No
otherwise leave blank)			Loose Garbage		\checkmark	Yes	□ No
Presence of Alcohol	☐ Yes	☑ No	<u> </u>				☑ No
Presence of Contained Sharps	☐ Yes	✓ No	Bulky Items Garbage		ш	Yes	™ 140
TOTAL COUNT			Metal			Yes	☑ No
TOTAL COUNT:	0)		TOTAL COUNT:		1	

PUBLIC SAFETY/STRUCTURAL CONCERNS

Weapons	☐ Yes	☑ No	RISK
Park	✓ Yes	□ No	Near lines
Sidewalk	☐ Yes	☑ No	Fallin
Proximity to Bridge	☐ Yes	☑ No	Fores
Impeding Roadway	☐ Yes	☑ No	Rent
Within 50ft of a Guardrail	☐ Yes	☑ No	Prop
Heavy Traffic	☐ Yes	☑ No	

STRUCTURAL CONCERNS/ENVIRONMENTAL

RISKS/EMERGENCY RISK	(S	
Near Industrial Zone-blocking lines	vehicle site	es ☑ No
Falling Trees/Limbs	□ Y∈	es 🗹 No
Forested Area	□ Y∈	es 🗹 No
Rented Area	□ Y∈	es 🗹 No
Property Damage	□ Y€	es 🗹 No
TOT	TAL COUNT:	0



Slope more than 27 degrees	□ Yes ☑ NO
Slide Zone	☐ Yes ☑ No
Fires	☐ Yes ☑ No
Exposed Electrical Wiring	☐ Yes ☑ No
Other	☐ Yes ☑ No
TOTAL CO	OUNT: 1
TOTALS	SCORE: 9
EXHIBIT A: SITE INSPECTION PHOTOS	
During a site inspection, Field Coordinators should	d take photos of the following and store the photos in the appropriate G: Drive folder:
 Cross Street Signs 	Photos of Individual Tents Vehicle/RVs/License Plates
General Photos of the Encampment	Debris Fields

NAVIGATION TEAM ASSESSMENT

☐ Full encampment cleanup
☐ Litter pick
☐ Reported to SPU as illegal dum



☐ Clean - no campers

☑ Obstruction or hazard cleanup

B. OBSTRUCTION/HAZARD

SITE JOURNAL Encampment Response Team

☑ Obstruction Removal		Emphasis Zone		Hazard Removal		
☑ Blocking intended use of facility				Safety of camper		
□ Tent on sidewalk				Safety of others near and around camp		
☐ Tent on median to adjacent sidewalk				Safety of camper and others near and around camp		
a. OBSTRUCTION/HAZARD PR	E-CLE	ANUP ACTIVITIE	S			
CUTOWAST for OBSTRUCTION SEEAN U	n					
CHECKLIST <i>for</i> OBSTRUCTION CLEAN U	Р					
•		ate:)			Yes ☑ No	
Notice posting is 72 hours in advance of cle	anup (D	ate:)				
Notice posting is 72 hours in advance of cle	anup (D tice				Yes □ No	
Notice posting is 72 hours in advance of cle Cleanup is occuring on date specified in no Personnel are ready to identify and collect	anup (D tice belongir	ngs			Yes □ No	
Notice posting is 72 hours in advance of cle Cleanup is occuring on date specified in no Personnel are ready to identify and collect SPD or WSP officers are present to support	anup (D tice belongir cleanup	ngs			Yes □ No Yes □ No Yes □ No	
CHECKLIST for OBSTRUCTION CLEAN UNOtice posting is 72 hours in advance of cleanup is occuring on date specified in not Personnel are ready to identify and collect SPD or WSP officers are present to support Crew is present and ready to support clean NOT REQUIRED but PROVIDE	anup (D tice belongir cleanup up	ngs			Yes □ No Yes □ No Yes □ No	



b. OBSTRUCTION/HAZARD RESOURCE PLANNING

SITE CREW ASSESSMENT of FIELD CONDITIONS

JOB SITE INSTRUCTIONS			Specifications/Notes
Fall Protection Required	☐ Yes	☑ No	
Waste Hauling to Dump	☑ Yes	□ No	
Waste Hauling to Other Location	☐ Yes	☑ No	
Vegetation Pruning	☐ Yes	☑ No	
Biohazard Waste	☐ Yes	☑ No	
Chemical Waste	☐ Yes	☑ No	
EXTERNAL CONTRACTORS Number of Labor Crew Number of Hazmat Crew		Total	Description Fresh Family
Number of Truck Drivers		1	
Contractors Labor Crew Hours On-Site		1	
INTERNAL CLEAN UP TEAMS	-	Total	Description
Number of Heavy Crew			



Heavy Crew Hours On-site			
Number of Labor Crew			
Labor Crew Hours On-site			
STAGING LOCATION			
Date/Time:	Location:		
SITE POSTING PHOTOS			
No Regular Encampment Clean-u	o: 72-hour Notice		
·			

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

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



OUTREACH REPORT

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

Data Taras	1	Male	Female	Non-specific	TOTAL # of People	
Date	Туре	Location	Outreach	Outreach	Gender	Contacted

OBSTRUCTION SITE OCCUPANCY DATA

Date of Inspection	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
12/7/2023	2	0	0	0	2

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

- Owners who are present and accept storage
- · Abandoned property that we are storing
- · Abandoned property that we are disposing of and why

Each tent/structure/bedroll/vehicle should occupy one line so we can document if storage was offered, accepted and/or to explain why items were disposed of.

STORAGE TOTALS

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

Owner Name OR	Owner	Storage?	Not Storable?	# of	# of	# of	# of Large	Short Description



SITE JOURNAL

Encampment Response Team

Tent/Structure #	Present?		Check All That Apply	Bins	Bikes	Luggage	Items	
T1-KJ-1207	No	N/A						Blue, White and Red Rugged Exposure tent left unprotected from rain. Bottom of tent wet (not storable).
T2-KJ-1207	No	N/A		1				Tent left unprotected from weather. All items inside tent wet. Black backpack with personal notebooks and misc. makeup stored because of personal writings in notebooks.



Inspection Photos



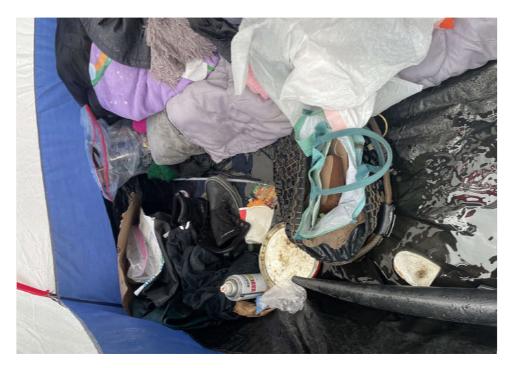




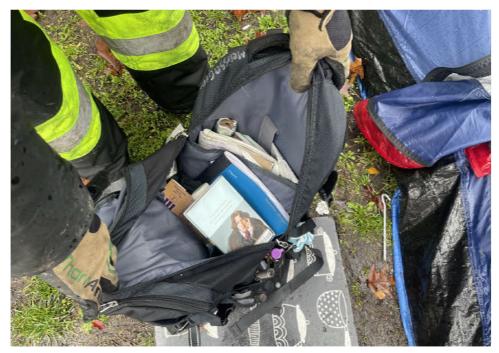




Clean Up Photos











































After Clean Photos







Posting Photos

