



**SITE JOURNAL CONTENTS**

- Completed Site Journal
- Exhibit A: Site Inspection Photos
- Exhibit B: Site Posting Photos
- Exhibit C: Outreach Report
- Exhibit D: Clean Up & Storage Photos
- Exhibit E: Storage Detail

**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.

<b>Encampment:</b>	Mercer Corridor Emphasis Area		
<b>Site Address:</b>		<b>Date of Inspection:</b>	2/6/2024
		<b>Date of Clean-Up:</b>	2/6/2024
<b>Final Inspector:</b>	Sam Phillips	<b>CSR #:</b>	
<b>Referred By:</b>		<b>Photos to HSD?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**CPT/Bike SPD Response?** ☐ Yes ☒ No

<b>Date of Call to Duty Officer :</b>		<b>Time of Call to Duty Officer:</b>	
<b>Date of Call to FC :</b>		<b>Time of Call to FC:</b>	
<b>Date of FC Response :</b>		<b>Time FC arrived on site:</b>	



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
2/6/2024	1	0	0	0	1

### PRIORITY CONDITION DATA

#### VULNERABLE POPULATIONS

Perceived Elderly (60+ years old)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Perceived Infants/Children ( $\leq 14$ years old)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Perceived Youth (15-24 years old)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Perceived Not Ambulatory	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Perceived Wounds	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Near Facilities for Children (e.g., school, daycare)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

#### PUBLIC HEALTH/BIOWASTE

Rats/Mice	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Hazardous Materials	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Bio Waste	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Chemical Waste	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Food Waste	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Within 50ft of a water body or wetland	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No





Near Facilities for the Elderly (e.g., nursing home)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Perceived Women	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Perceived Couples	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
LGBTQIA (DATA ONLY COLLECTED IF ASKED-- otherwise leave blank)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
POC (DATA ONLY COLLECTED IF ASKED-- otherwise leave blank)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Presence of Alcohol	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Presence of Contained Sharps	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>TOTAL COUNT:</b>		0

Loose Sharps	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>TOTAL COUNT:</b>		2
<b>SOLID WASTE</b>		
Disorganized Garbage	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Bagged Garbage	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Loose Garbage	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Bulky Items Garbage	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Metal	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>TOTAL COUNT:</b>		2

### PUBLIC SAFETY/STRUCTURAL CONCERNS

Weapons	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Park	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Sidewalk	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Proximity to Bridge	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Impeding Roadway	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Within 50ft of a Guardrail	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Heavy Traffic	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

### STRUCTURAL CONCERNS/ENVIRONMENTAL RISKS/EMERGENCY RISKS

Near Industrial Zone-blocking vehicle site lines	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Falling Trees/Limbs	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Forested Area	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Rented Area	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Property Damage	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>TOTAL COUNT:</b>		2



Slope more than 27 degrees	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Slide Zone	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Fires	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Exposed Electrical Wiring	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Other	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

<b>TOTAL COUNT:</b>	2
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<b>TOTAL SCORE:</b>	20
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#### 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
- 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 dump



- ☒ Obstruction or hazard cleanup  
☐ Clean - no campers

## B. OBSTRUCTION/HAZARD

<input checked="" type="checkbox"/> <b>Obstruction Removal</b>	<input checked="" type="checkbox"/> <b>Emphasis Zone</b>	<input type="checkbox"/> <b>Hazard Removal</b>
<input type="checkbox"/> Blocking intended use of facility		<input type="checkbox"/> Safety of camper
<input type="checkbox"/> Tent on sidewalk		<input type="checkbox"/> Safety of others near and around camp
<input type="checkbox"/> Tent on median to adjacent sidewalk		<input type="checkbox"/> Safety of camper and others near and around camp

### a. OBSTRUCTION/HAZARD PRE-CLEANUP ACTIVITIES

#### CHECKLIST *for* OBSTRUCTION CLEAN UP

- |  |       |   |  |
|--|-------|---|--|
| Notice posting is 72 hours in advance of cleanup (Date:) | _____ | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Cleanup is occurring on date specified in notice         |       | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Personnel are ready to identify and collect belongings   |       | <input type="checkbox"/> Yes            | <input checked="" 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            |
| <b>NOT REQUIRED but PROVIDED:</b>                        |       |   |  |
| Outreach was provided before the cleanup (Date:)         | _____ | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |



**b. OBSTRUCTION/HAZARD 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 type="checkbox"/> Yes	<input checked="" 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
Chemical Waste	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Specifications/Notes**

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**EXTERNAL CONTRACTORS**

	<b>Total</b>	<b>Description</b>
Number of Labor Crew	<u>2</u>	<u>Cascadia</u>
Number of Hazmat Crew	<u>1</u>	<u></u>
Number of Truck Drivers	<u>1</u>	<u></u>
Contractors Labor Crew Hours On-Site	<u>2</u>	<u></u>

**INTERNAL CLEAN UP TEAMS**

	<b>Total</b>	<b>Description</b>
Number of Heavy Crew	<u></u>	<u></u>



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-up: 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.

Date	Type	Location	Male Outreach	Female Outreach	Non-specific Gender	TOTAL # of People Contacted
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### OBSTRUCTION SITE OCCUPANCY DATA

Date of Inspection	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
2/6/2024	1	0	0	0	1

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
2	0	0	2

Owner Name OR	Owner	Storage?	Not Storable?	# of	# of	# of	# of Large	Short Description
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Tent/Structure #	Present?	Check All That Apply	Bins	Bikes	Luggage	Items	
T1 - SP- 0206	No	N/A	1	0	0	1	<div>STORED: 1 Wheelchair 1 Green Floral Mat 1 Metal Cannister 3 Assorted Metal Tools</div> <div>NOT STORED: Green &amp; Grey Tent with human waste Scratched Off Wet Lottery Tickets Oregon Trail Hat with human waste Black Blanket with human waste Blue &amp; Red Blanket with human waste Tan Pillow with human waste Grey Blanket with human waste Colored Rug with human waste Samsung TV with water damage Loose Garbage Bag of cans Metal Bars Wet Pair of Nike Tennis</div>



								Shoes Wet Clothes
T1-SP-0206	No	N/A		1	0	0	1	<p>STORED:</p> <p>1 Wheelchair</p> <p>1 Green Floral Mat with holes</p> <p>1 Metal Cannister</p> <p>3 Assorted Metal Tools</p> <p>NOT STORED:</p> <p>Damaged Green &amp; Grey Tent with human waste</p> <p>Scratched Off Wet Lottery Tickets</p> <p>Oregon Trail Hat with human waste</p> <p>Black Blanket with human waste</p> <p>Blue &amp; Red Blanket with human waste</p> <p>Damaged Tan Pillow with human waste</p> <p>2 Damaged Grey Blankets; 1 with human waste</p> <p>Colored Rug with human waste</p> <p>Samsung TV with water damage</p> <p>Loose Garbage</p> <p>Bag of cans</p>





								Metal Bars Wet Pair of white Nike Tennis Shoes Wet Clothes
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## Inspection Photos

























## Clean Up Photos















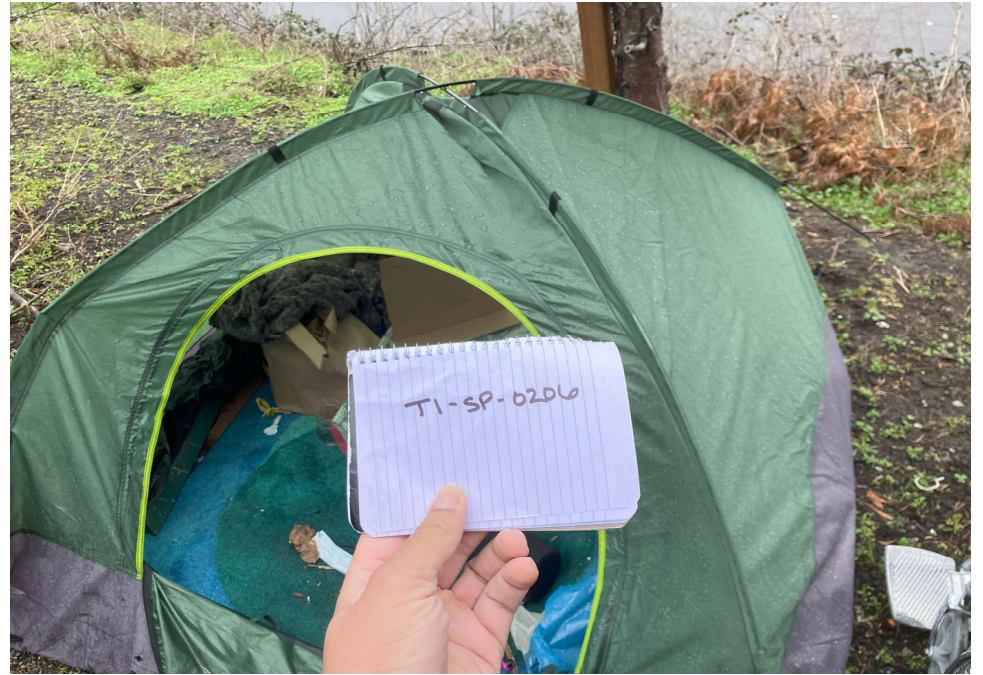








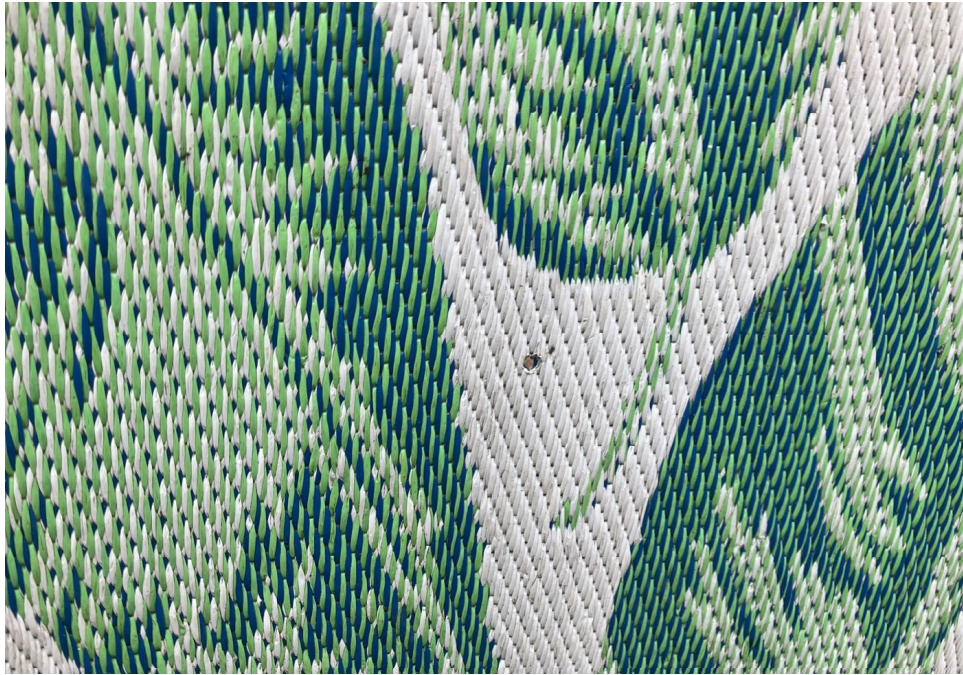




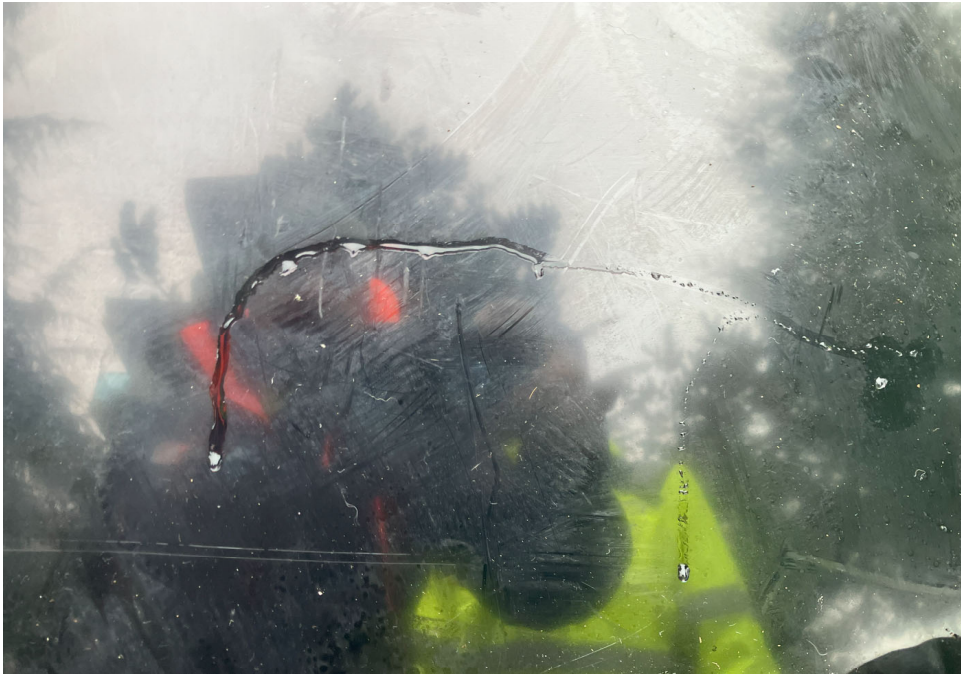












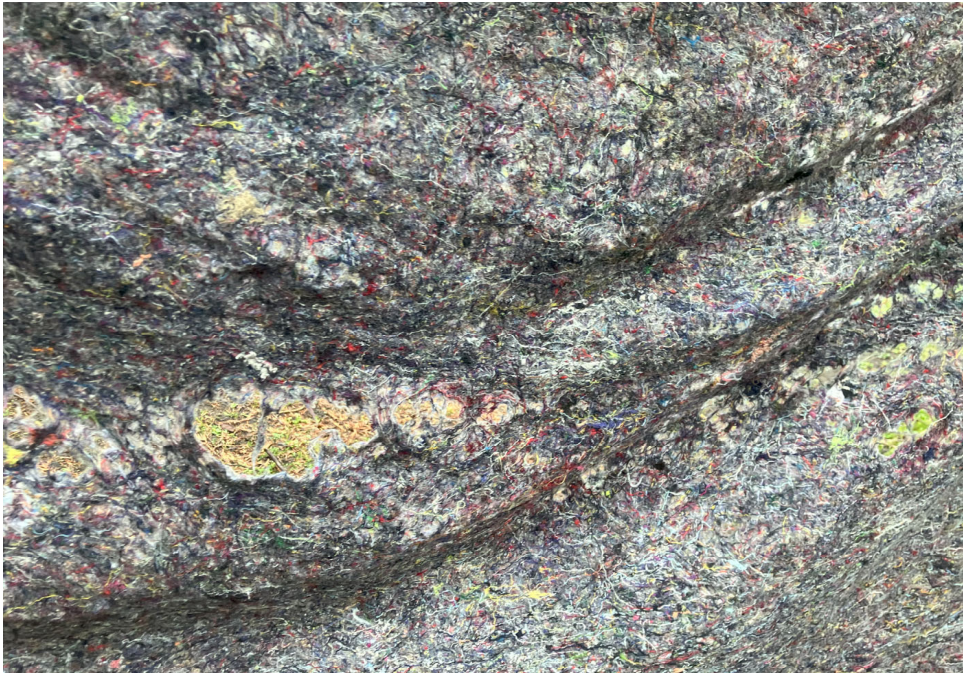


























## After Clean and Posting Photos







**City of Seattle**

**NOTICE OF CLEANUP / AVISO DE LIMPIEZA**

CLEANUP DATE/ FECHA DE LIMPIEZA	LOCATION/ UBICACION
2/6/2024	FAIRVIEW AVE N. + MERCER ST. VICINITY

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 Pertenencias Están En Almacenamiento

YES / Sí ☒ NO / No

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

Belongings found by the City and authorized for storage will be placed into a secure facility within the City of Seattle and stored for 70 days at no charge. The City will deliver stored belongings to you / Las pertenencias encontradas por la Ciudad y autorizadas para el almacenamiento se colocarán en una instalación segura dentro de la Ciudad de Seattle y se almacenarán durante 70 días sin cargo. La Ciudad le entregará las pertenencias guardadas.

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