

#### SITE JOURNAL CONTENTS

**Completed Site Journal** 

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- Exhibit A: Site Inspection Photos Exhibit B: Site Posting Photos
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- 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 folder in the G:\FAC\Encampments\Encampment clean ups directory.

Site:	1 <sup>st</sup> Ave S and SW Kenyon	Date of F	irst Inspection:	8/16	/19		
Site Address:	SW Kenyon St to Highland park Wy SW from 2 <sup>nd</sup> Ave SW to SR 509 including under 509 SB	Date of	Clean-Up:	8/21	-23/19		
Inspection By:	Bruce Bentley, James Shepard, Sili Kalepo	CSR #	19-0015024	1			_
Referred By: C		Photos to	FAS?	🛛 Yes	🗆 No		

#### SITE OCCUPANCY DATA

Date of Inspection	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
8/16/19	26	19	0	0	45

#### SITE CHARACTERISICS

Park	🗆 Yes	🖾 No
Sidewalk	🗆 Yes	🛛 No
Within 50ft of a water body or wetland	🛛 Yes	🗆 No
Roadway	🗆 Yes	🛛 No
Within 50ft of a Guardrail	🛛 Yes	🗆 No
Heavy Traffic	🛛 Yes	🗆 No
Near Industrial Zone	🗆 Yes	🛛 No
Forested Area	🖂 Yes	🗆 No
Play Area	🗆 Yes	🛛 No
Rented Area	🗆 Yes	🛛 No
Slope	🗆 Yes	🖾 No
Slide Zone	🗆 Yes	🛛 No
Fire	🗆 Yes	🛛 No
Other:	🗆 Yes	🛛 No
Other:	🗆 Yes	🖾 No
Other:	🗆 Yes	🛛 No
	4	

#### **HEALTH CONDITIONS** Disorganized 🖾 Yes 🗌 No Garbage/Bagged 🗆 Yes 🛛 No 🛛 Yes Garbage/Loose 🗆 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** 🛛 No 🗆 Yes Weapons 🗌 Yes 🛛 No **Open Alcohol** 🛛 No Yes Sharps 🛛 Yes 🗆 No **Property Damage** 🗌 Yes 🛛 No 8 TOTAL COUNT:

#### TOTAL COUNT:



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**
- ٠ **Obstructions or Hazards** Vehicles/RVs /License Plates



## **SITE JOURNAL**

**Encampment Response Team** 

	N	AVIGATION TE	AM ASSESSMENT	
Full Encampment Clean Up	Obstructio	n Removal	Hazard Removal	Cleared by scheduled contractors- FAS
	Tent on si	de walk	Safety of Occupant	
	☐ Blocking int facility	tended use of	Safety of other near an around camp	d 🛛 Remand to SPU
PRE-JOB SITE ASSESSMEI				
Waste Hauling to Dump		🛛 Yes 🛛 No		
Waste Hauling to Other Location	$\triangleright$	🛛 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	t Related Trash			

### **B. RESOURCE PLANNING**

#### SITE CREW ASSESSMENT of FIELD CONDITIONS

JOB SITE INSTRUCTIONS				Specifications/Notes
Fall Protection Required	🗆 Yes	$\boxtimes$	No	
Waste Hauling to Dump	🛛 Yes		No	
Waste Hauling to Other Location	🛛 Yes		No	
Vegetation Pruning	🛛 Yes		No	
Biohazard Waste	🛛 Yes		No	
EXTERNAL CONTRACTORS	Total		Descriptio	on
Number of Labor Crew Involved	12		Cascadia	/ Elmgrove
Number of Hazmat Crew Involved	6			
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		Descriptio	on
Number of Heavy Teams	2		Parks and	WSDOT
Number of Light Teams	2		Parks	
Number of Full Time Days On-site Approved	3			
Number of Partial Days On-site Approved	0			
Total Hours Approved	8			
STACING LOCATION				

#### STAGING LOCATION

Date:	8/	21/

8/21/19 Time: 0900 Location: Under 1st Ave Bridge

## **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 ▼	Type T	Location	Male Outreach <sub>❤</sub>	Female Outreach <sub></sub>	Non-specific Gender	Total Number of People Contacted ▼
8/12/2019	Outreach	1st & Kenyon	0	0	0	0
8/20/2019	Outreach	1st & Kenyon	12	9	0	21

### **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 and James Shepard

#### CHECKLIST for ENCAMPMENT CLEAN UP

Notice posting is 72 hours in advance of cleanup (Date:)	8/16/19	🛛 Yes	🗆 No
Cleanup is occurring on date specified in notice		🛛 Yes	🗆 No
Outreach was provided before the cleanup (Date:)	8/20/19	🛛 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



#### EXHIBIT D: CLEAN-UP PHOTOS

General Photos of the Encampment

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

- Photos of Tent ID Numbers
  Individual Tent Contents
- Photos of Storage Bin Contents
- After Photos

#### SITE OCCUPANCY DATA

Day of Clean-up	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
8/21/19	11	9	0	0	20



#### **STORAGE SUMMARY**

Total should equal total in Occupancy Data

TOTAL TENTS/STRUCTURES/BEDROLL/VEHIC	LES		
OWNER PRESENT	0	ABANDONED TENT	0
Accepted Storage	0	Content Storable	0
OWNER PRESENT	6	ABANDONED TENT/Structure	9
Removed Tent	0	Content Not Storable	9
OWNER PRESENT	0	ABANDONED TENT	1
Removed tent but stored contents	0	Storable	L
OWNER PRESENT	4	ABANDONED TENT	0
Asked FC to Discard Tent/Structure	4	Not Storable	0
Impounded Vehicle(s)	0	ABANDONED BEDROLL	0
impounded venicie(s)	0	Storable	0
Vehicle(s) -Left Premises	0	ABANDONED BEDROLL	0
Venicle(s) -Left Fremises	0	Not Storable	0

#### STORAGE TOTALS

Number of Bins	Bikes	Large Luggage Items	Large Items
10	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. This includes regular, obstruction and hazard clean-ups.

## Exh A - Inspection Photos



































































































# Exh B - Posting Photos






























































































## Exh D - Clean up Photos












































































































## After Clean Photos





















## **EXHIBIT E: STORAGE INFO**

**Encampment Response Team** 

**Site Name:** 1<sup>st</sup> Ave S and S Kenyon St

Date of Clean Up: 8/21-23/19

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 <b>or</b> Tent/Structure #	Owner Present?	Storage?	Not Storable? Check All That Apply	# of Bins	# of Bikes	# of Luggage	# of Large Items	Short Description
T3-SK-0821	□ Yes ⊠ No	<ul> <li>□ Accepted</li> <li>□ Declined</li> <li>☑ N/A</li> </ul>	<ul> <li>☑ Hazardous Material</li> <li>☑ Human Waste</li> <li>☑ Damaged</li> </ul>	0	0	0	0	Wet structure, moldy mattress, wet clothes, food scatter throughout the structure, and nothing storable
T4-SK-0821	⊠ Yes □ No	□ Accepted ⊠ Declined □ N/A	<ul> <li>Hazardous Material</li> <li>Human Waste</li> <li>Damaged</li> </ul>	0	0	0	0	Owner, late 50's took what she wanted and ask FC Sili to discard the rest of her material. Camper took tent and discard the rest of her materials
T5-SK-0821	□ Yes ⊠ No	□ Accepted □ Declined ⊠ N/A	<ul> <li>☑ Hazardous Material</li> <li>☑ Human Waste</li> <li>☑ Damaged</li> </ul>	0	0	0	0	Abandon tent, rips in tent, tent waterlogged, soaked mattress, moldy bedding, moldy clothes, moldy wallets and purse with nothing of value, needles in tent, nothing storable
T6-SK-0821	⊠ Yes □ No	<ul> <li>□ Accepted</li> <li>⊠ Declined</li> <li>□ N/A</li> </ul>	<ul> <li>Hazardous Material</li> <li>Human Waste</li> <li>Damaged</li> </ul>	0	0	0	0	Owner ; older white male took what he wanted and FC Sili to discard the rest of his structure and materials
T7-SK-0821	⊠ Yes □ No	<ul> <li>□ Accepted</li> <li>⊠ Declined</li> <li>□ N/A</li> </ul>	<ul> <li>Hazardous Material</li> <li>Human Waste</li> <li>Damaged</li> </ul>	0	0	0	0	Owner, on the second in late 30's took what he wanted and ask FC Sili to discard the rest of his materials. Camper took tent and discard the rest of his materials
T8-SK-0821	□ Yes ⊠ No	<ul> <li>□ Accepted</li> <li>□ Declined</li> <li>⊠ N/A</li> </ul>	<ul> <li>□ Hazardous Material</li> <li>□ Human Waste</li> <li>⊠ Damaged</li> </ul>	0	0	0	0	Abandon structure waterlogged with no roof or covering. It had rained the night before the clean and everything in the tent was soak or wet. Nothing storable



## **EXHIBIT E: STORAGE INFO**

**Encampment Response Team** 

Owner Name <b>or</b> Tent/Structure #	Owner Present?	Storage?	Not Storable? Check All That Apply	# of Bins	# of Bikes	# of Luggage	# of Large Items	Short Description
	⊠ Yes □ No	<ul><li>☑ Accepted</li><li>□ Declined</li><li>□ N/A</li></ul>	<ul> <li>Hazardous Material</li> <li>Human Waste</li> <li>Damaged</li> </ul>	7	0	0	0	Owner, store items with FC Sili; 3 black trash bags of clothes, 2 black suitcases, 4 purple bags of clothes, 2 white trash bags of clothes, Walmart bag of personal items, white & black of personal items she stored
	⊠ Yes □ No	<ul> <li>☑ Accepted</li> <li>□ Declined</li> <li>□ N/A</li> </ul>	<ul> <li>Hazardous Material</li> <li>Human Waste</li> <li>Damaged</li> </ul>	3	0	0	0	Owner, store items with FC Sili; 1 black bag, 1 map bag, 1 black and white bag, 1 air mattress, pink bag, 1 blue bag
T1-JS-0821	□ Yes □ No	Accepted     Declined     N/A	<ul> <li>Hazardous Material</li> <li>Human Waste</li> <li>Damaged</li> </ul>	0	0	0	0	Abandon structure waterlogged with no roof or covering. It had rained the night before the clean and everything in the tent was soak or wet. Nothing storable
T2-JS-0821	□ Yes □ No	<ul> <li>Accepted</li> <li>Declined</li> <li>N/A</li> </ul>	<ul> <li>Hazardous Material</li> <li>Human Waste</li> <li>Damaged</li> </ul>	0	0	0	0	Abandon structure waterlogged with no roof or covering. It had rained the night before the clean and everything in the tent was soak or wet. Nothing storable
T3-JS-0821	□ Yes □ No	<ul> <li>Accepted</li> <li>Declined</li> <li>N/A</li> </ul>	<ul> <li>Hazardous Material</li> <li>Human Waste</li> <li>Damaged</li> </ul>	0	0	0	0	Fc was going to store belongings but camper asked FC Bruce if they could pack it up. African American Woman in 40's.
T4-JS-0821	□ Yes □ No	<ul> <li>Accepted</li> <li>Declined</li> <li>N/A</li> </ul>	<ul> <li>Hazardous Material</li> <li>Human Waste</li> <li>Damaged</li> </ul>	0	0	0	0	Tent was ripped and had mildew growing inside.
T5-JS-0821	□ Yes □ No	<ul> <li>Accepted</li> <li>Declined</li> <li>N/A</li> </ul>	<ul> <li>Hazardous Material</li> <li>Human Waste</li> <li>Damaged Beyond Repair</li> </ul>	0	0	0	0	Abandon structure waterlogged with no roof or covering. It had rained the night before the clean and everything in the tent was soak or wet. Nothing storable
T6-JS-0821	☐ Yes □ No	<ul> <li>Accepted</li> <li>Declined</li> <li>N/A</li> </ul>	<ul> <li>Hazardous Material</li> <li>Human Waste</li> <li>Damaged</li> </ul>	0	0	0	0	Abandon structure waterlogged with no roof or covering. It had rained the night before the clean and everything in the tent was soak or wet. Nothing storable
T7-JS-0821	□ Yes □ No	<ul> <li>Accepted</li> <li>Declined</li> <li>N/A</li> </ul>	<ul> <li>Hazardous Material</li> <li>Human Waste</li> <li>Damaged</li> </ul>	0	0	0	0	Abandon structure waterlogged with no roof or covering. It had rained the night before the clean and everything in the tent was soak or wet. Nothing storable



## **EXHIBIT E: STORAGE INFO**

**Encampment Response Team** 

Owner Name <b>or</b> Tent/Structure #	Owner Present?	Storage?	Not Storable? Check All That Apply	# of Bins	# of Bikes	# of Luggage	# of Large Items	Short Description
T8-JS-0821	□ Yes □ No	<ul> <li>Accepted</li> <li>Declined</li> <li>N/A</li> </ul>	<ul> <li>Hazardous Material</li> <li>Human Waste</li> <li>Damaged</li> </ul>	0	0	0	0	Tent was filled with moldy big pillows and was not Storable.
T9-JS-0821	□ Yes □ No	Accepted     Declined     N/A	<ul> <li>Hazardous Material</li> <li>Human Waste</li> <li>Damaged</li> </ul>	0	0	0	0	Structure was collapsed. No storage
T10-JS-0821	□ Yes □ No	Accepted     Declined     N/A	<ul> <li>Hazardous Material</li> <li>Human Waste</li> <li>Damaged</li> </ul>	0	0	0	0	Belongings were scattered. FC Shepard looked through Debris and found no storage.
T11-JS-0821	□ Yes □ No	Accepted     Declined     N/A	<ul> <li>Hazardous Material</li> <li>Human Waste</li> <li>Damaged</li> </ul>	0	0	0	0	Tent was covered in a film of dirt and mud. Not Storable.
T2-JS-0821	□ Yes □ No	<ul> <li>Accepted</li> <li>Declined</li> <li>N/A</li> </ul>	<ul> <li>Hazardous Material</li> <li>Human Waste</li> <li>Damaged</li> </ul>	0	0	0	0	Tent was waterlogged and had mud covering the floors. FC Shepard did not store