

**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 folder in the <G:\FAC\Encampments\Encampment clean ups> directory.

<b>Site Name:</b>	42nd Ave NE & 5th Ave NE	<b>Date of Inspection:</b>	04/13/17
<b>Site Address:</b>	42nd Ave NE & 5th Ave NE	<b>Date of Clean-Up:</b>	04/19/17
<b>Inspection By:</b>	James Lohman	<b>SERIS #</b>	2250-02, 342-10, 752-03, 504-06, 817-04
<b>Referred By:</b>	SERIS. SPD, Community	<b>Photos to FAS?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**SITE OCCUPANCY DATA**

Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
11	3	7	1	22

**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

<b>TOTAL COUNT:</b>	13
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**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

<b>TOTAL COUNT:</b>	13
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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
- Obstructions or Hazards
- General Photos of the Encampment
- Debris Fields
- Vehicles/RVs /License Plates

**NAVIGATION TEAM ASSESSMENT**

- Full Encampment Clean Up  
  Obstruction Removal  
  Hazard Removal  
  Litter Pick Only

**PRE-JOB SITE ASSESSMENT & INSTRUCTIONS**

- Uneven Terrain (Fall Protection Required)  Yes  No
- Waste Hauling to Dump  Yes  No
- Waste Hauling to Other Location  Yes  No

**Specifications/Notes**


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## B. RESOURCE PLANNING

### SITE CREW ASSESSMENT *of* FIELD CONDITIONS

#### JOB SITE INSTRUCTIONS

Fall Protection Required	<input checked="" type="checkbox"/> Yes	<input 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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Biohazard Waste	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

#### Specifications/Notes

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#### EXTERNAL CONTRACTORS

	Total	Description
Number of Labor Crew Involved	4	Belfor
Number of Hazmat Crew Involved	4	Belfor
Number of Truck Drivers Approved	1	
Number of Full Time Days On-site Approved	2	
Number of Partial Days On-site Approved	0	
Total Hours Approved	16	

#### INTERNAL CLEAN UP TEAMS

	Total	Description
Number of Heavy Teams	0	
Number of Light Teams	2	
Number of Full Time Days On-site Approved	1	
Number of Partial Days On-site Approved	0	
Total Hours Approved	8	

#### STAGING LOCATION

Date: 04/19/17 Time: 8:30 AM Location: 42nd Ave NE & 5th Ave NE @ WSDOT Parking Lot

## 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 Tents
- Postings 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.

## 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** James Lohman

### CHECKLIST *for* ENCAMPMENT CLEAN UP

Notice posting is 72 hours in advance of cleanup	<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	<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.

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

### STORAGE SUMMARY

TOTAL TENTS/STRUCTURES	OWNER PRESENT Accepted Storage	OWNER PRESENT Declined Storage	NOT PRESENT Storable	NOT PRESENT Not Storable
14	0	5	1	8

### STORAGE TOTALS

Number of Bins	Bikes	Large Luggage Items	Large Items
1	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.

# 42nd Ave NE & 5th Ave NE

Proposed Clean-Up Area

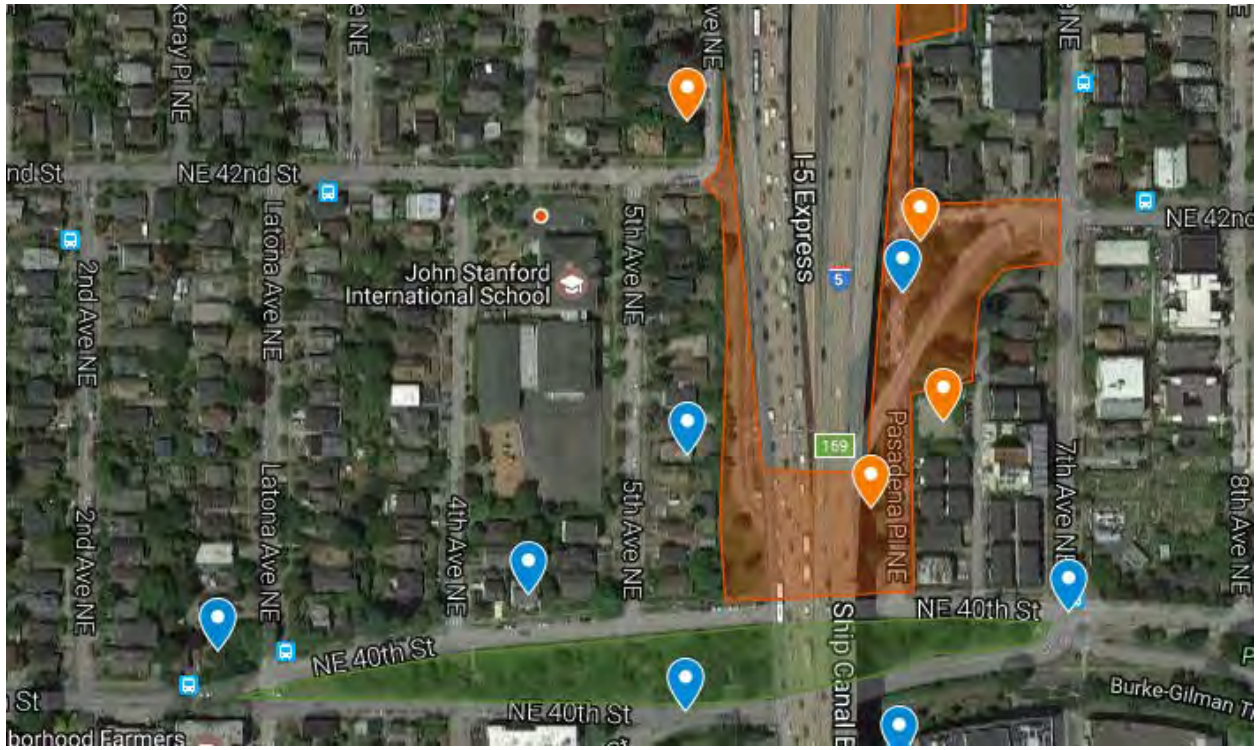
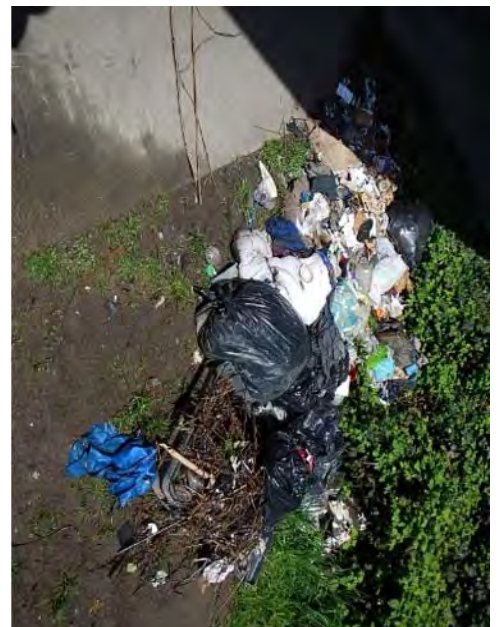


EXHIBIT A: INSPECTION

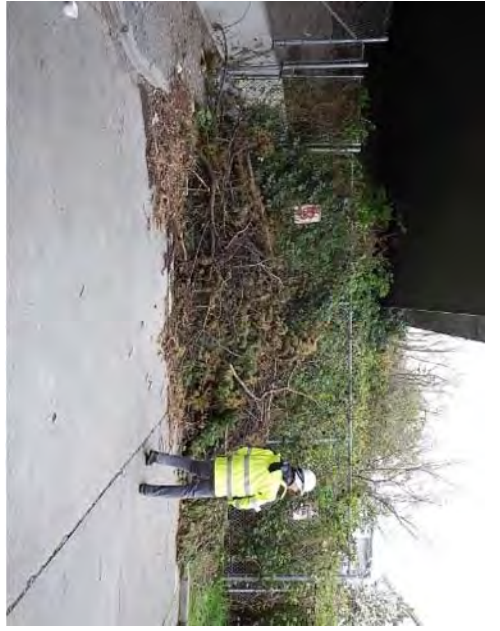




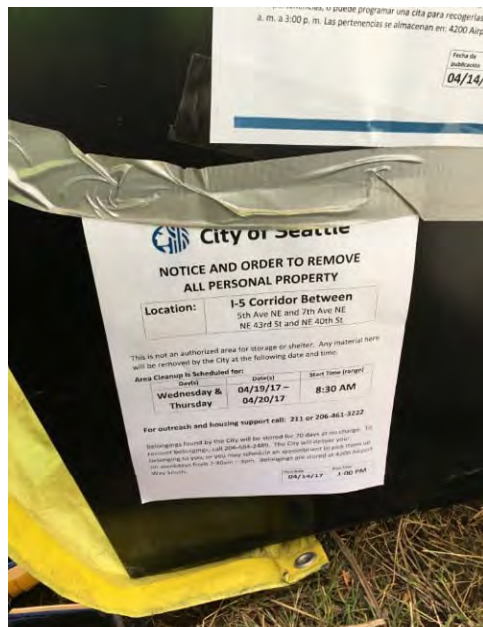
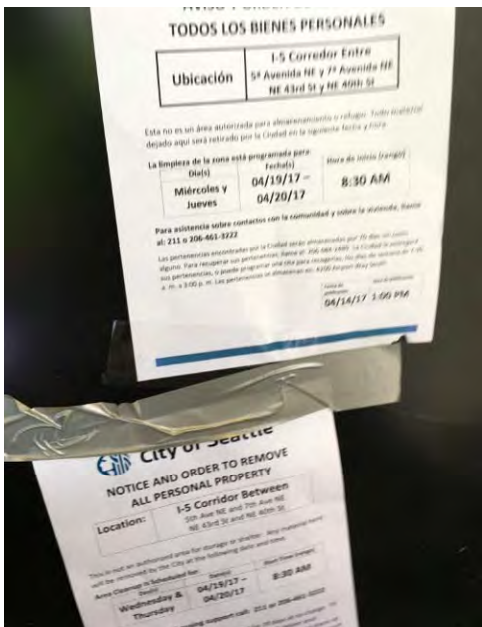
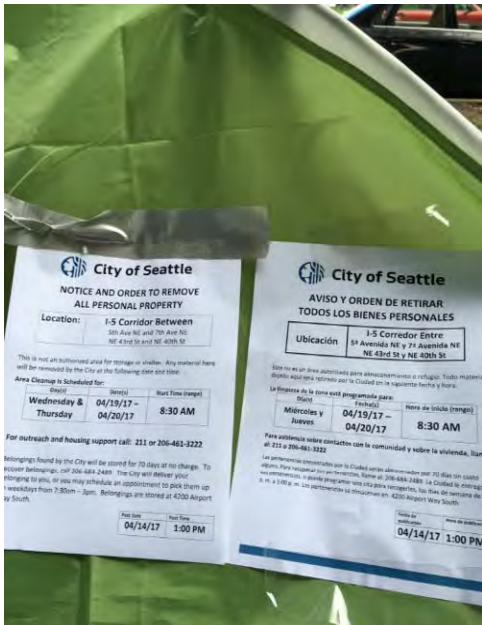
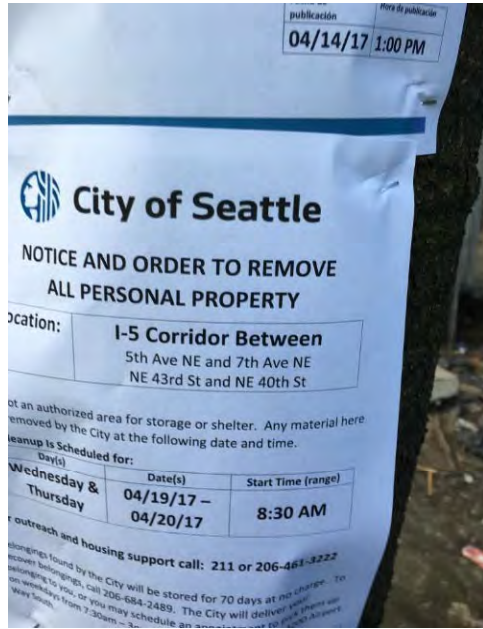
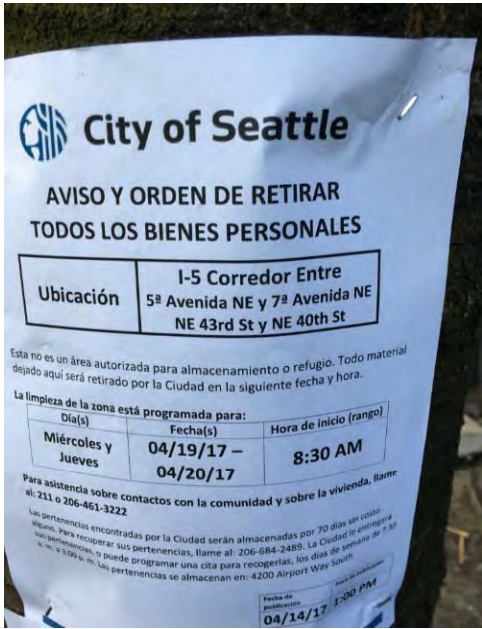


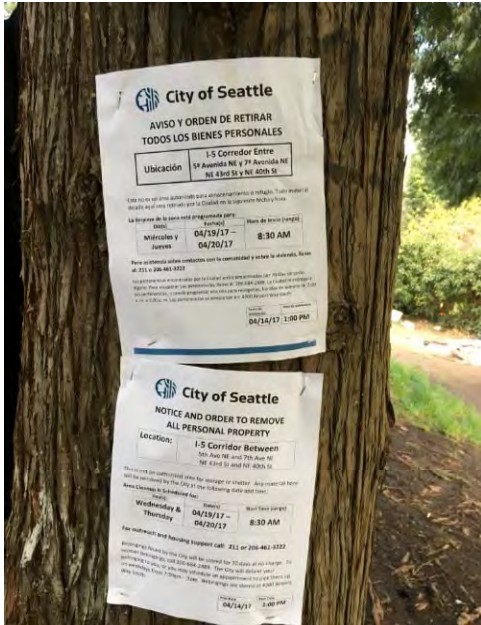
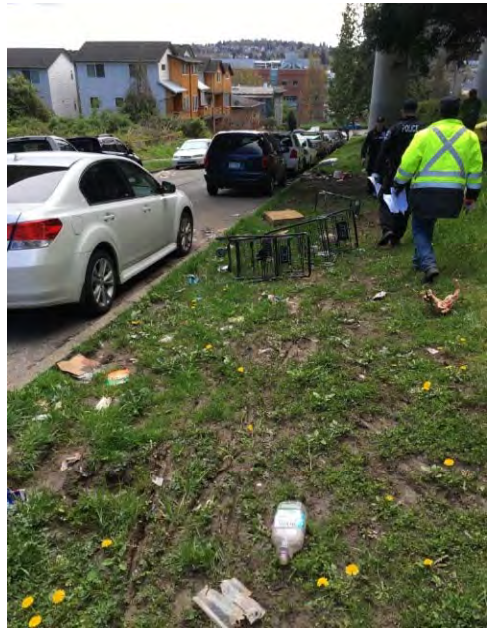






**EXHIBIT A: POSTING**





**City of Seattle**  
**AVISO Y ORDEN DE RETIRAR**  
**TODO LOS BIENES PERSONALES**

**Ubicación** I-5 Corridor Entre  
 5ª Avenida NE y 7ª Avenida NE  
 NE 43rd St y NE 40th St

Este aviso es un aviso público para un evento de retiro de objetos. Todos los bienes muebles que se encuentren en el espacio público de la ciudad deben ser retirados de la propiedad de la ciudad antes del día y hora especificados en el aviso.

La fecha de retiro será el día y hora especificados en el aviso.

**Inicio** 04/19/17 - 8:30 AM  
**Fin** 04/20/17 - 8:30 AM

Para obtener más información o para contestar a cualquier pregunta, llame al 311 o 206-461-3322.

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04/14/17 1:00 PM

**City of Seattle**  
**NOTICE AND ORDER TO REMOVE**  
**ALL PERSONAL PROPERTY**

**Location:** I-5 Corridor Between  
 5th Ave NE and 7th Ave NE  
 NE 43rd St and NE 40th St

This notice is an official notice for the removal of personal property. All personal property located in the public space of the City of Seattle must be removed from the property of the City of Seattle before the date and time specified in the notice.

The removal date and time will be as specified in the notice.

**Start** 04/19/17 - 8:30 AM  
**End** 04/20/17 - 8:30 AM

For more information and to answer questions call: 311 or 206-461-3322.

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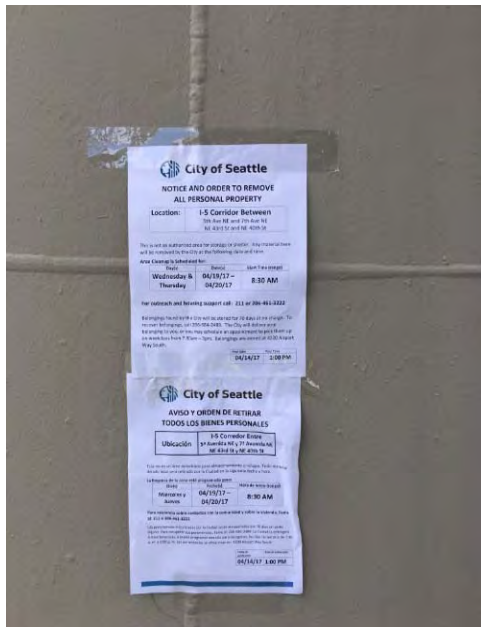
This notice is an official notice for the removal of personal property. All personal property located in the public space of the City of Seattle must be removed from the property of the City of Seattle before the date and time specified in the notice.

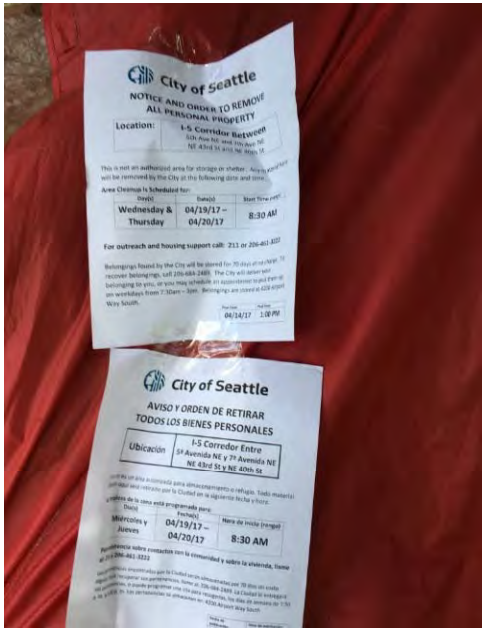
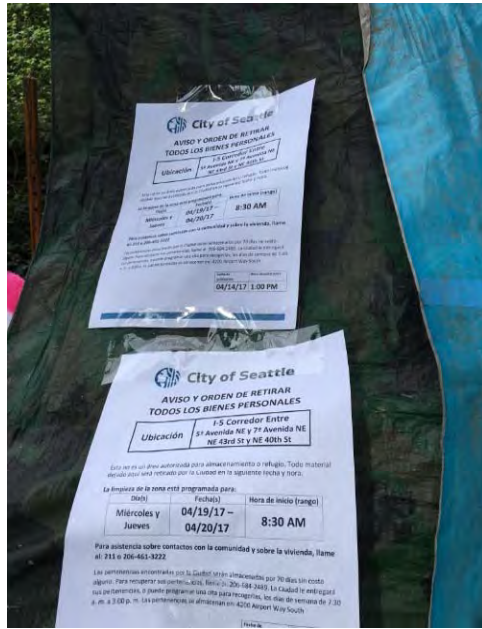
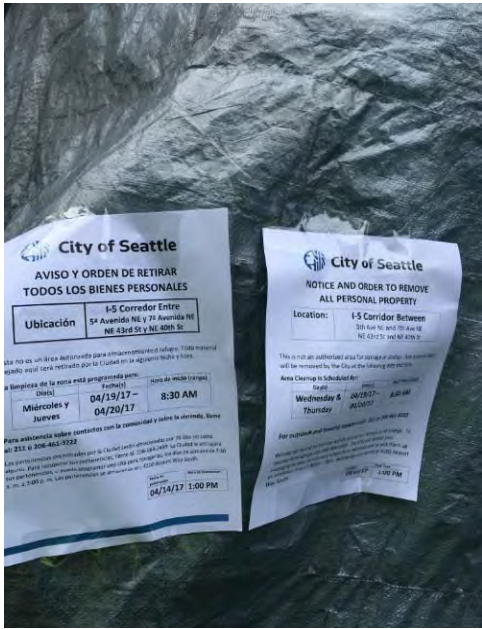
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**Start** 04/19/17 - 8:30 AM  
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04/14/17 1:00 PM





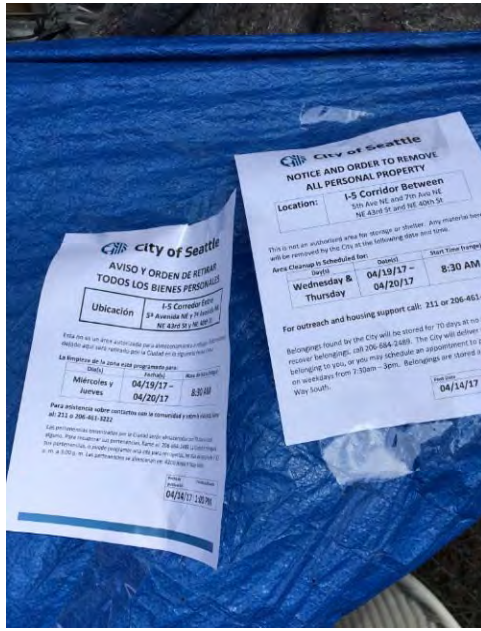
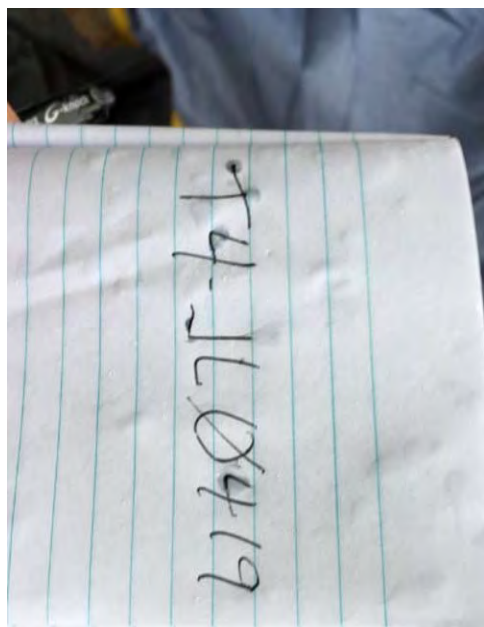
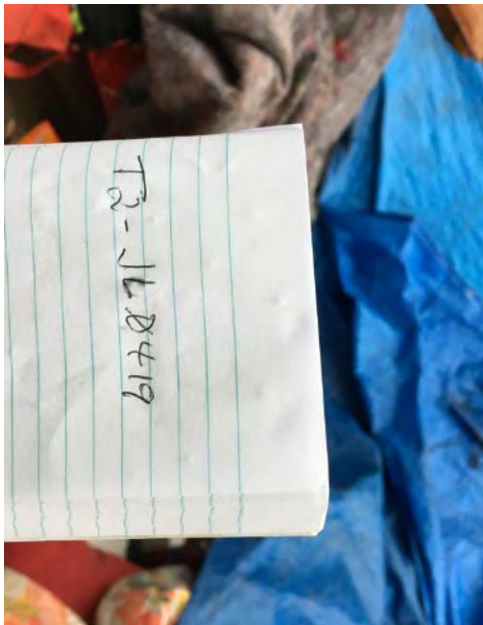
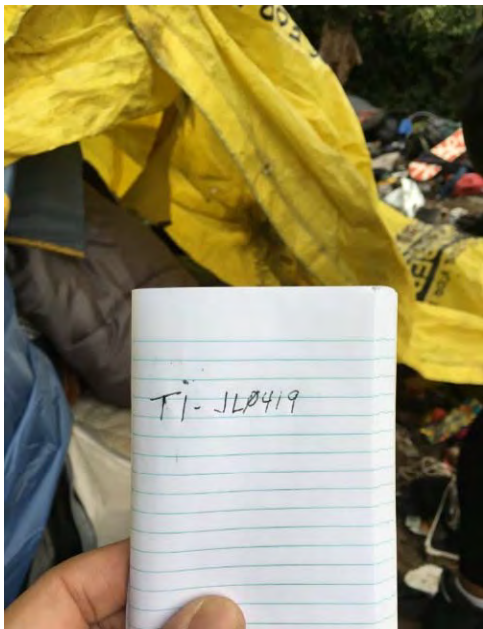
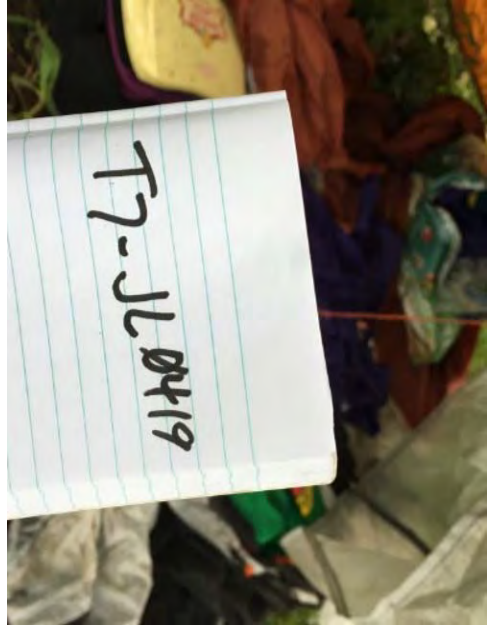


EXHIBIT D: CLEAN UP





T5-JL 0419  
ALB 6

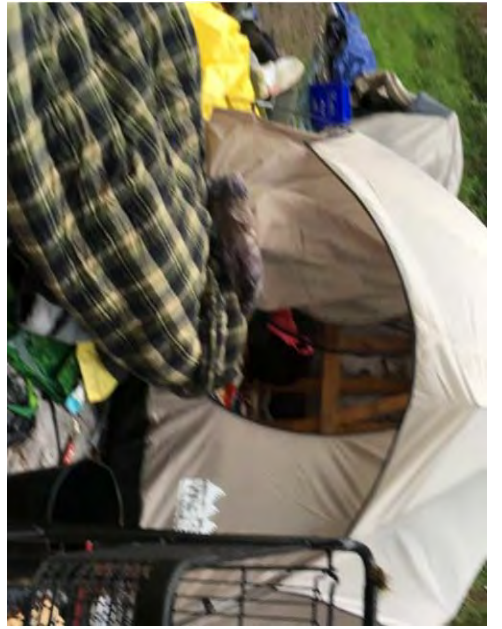


T8-JL 0419

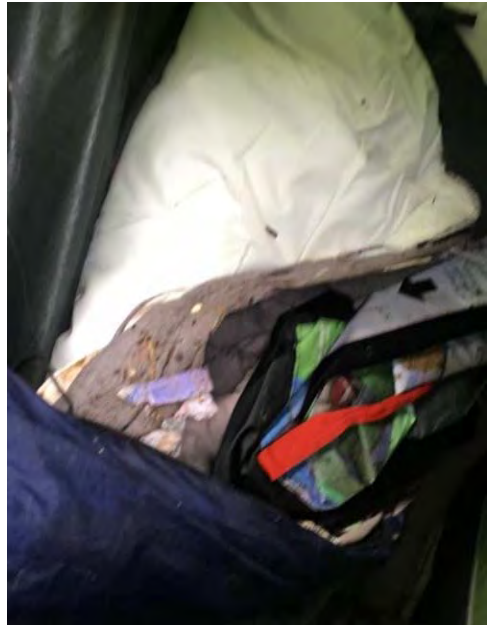




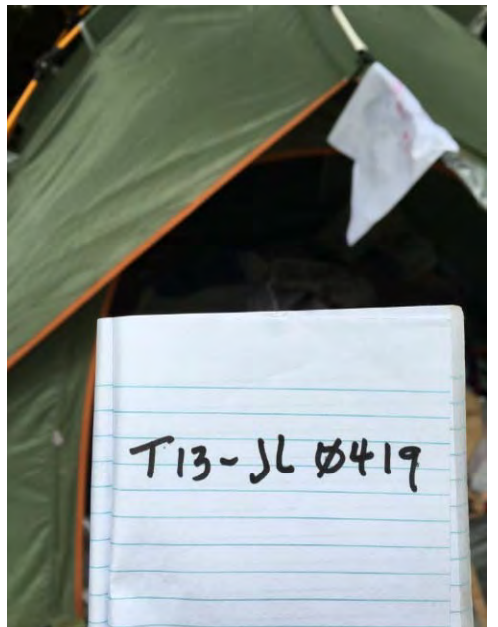
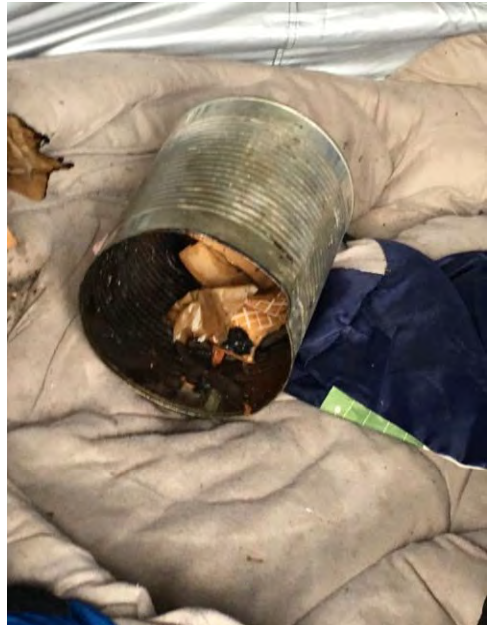
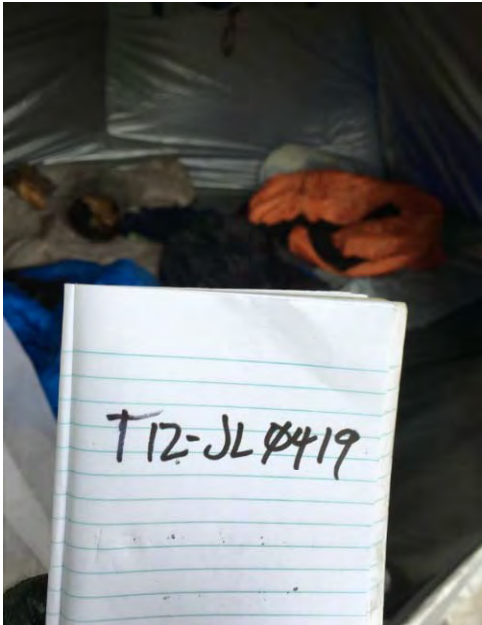
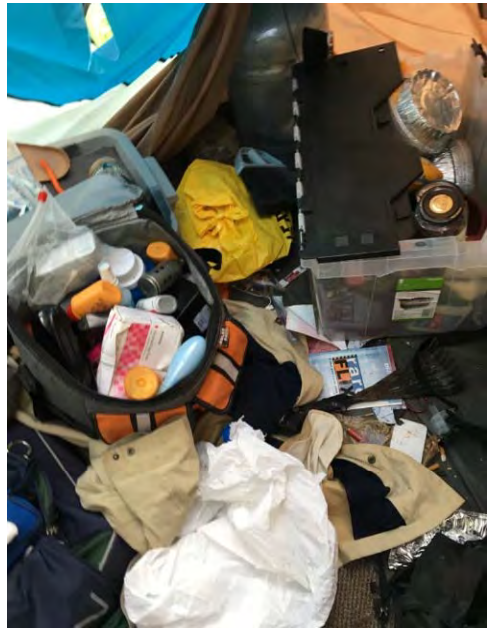
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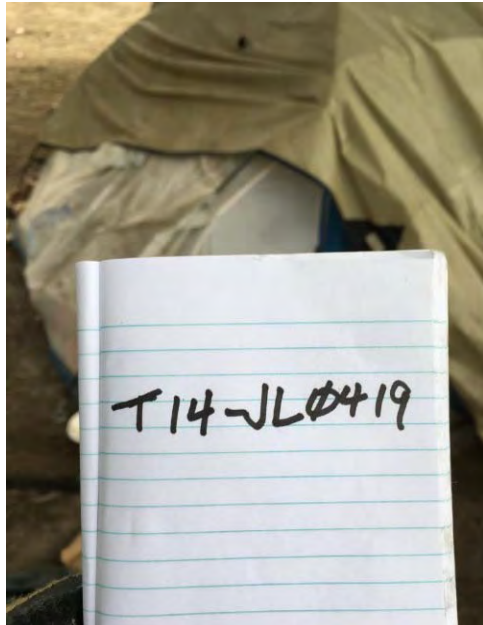
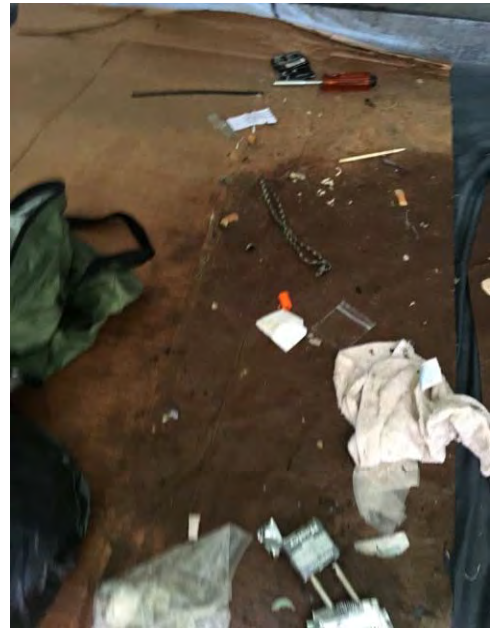
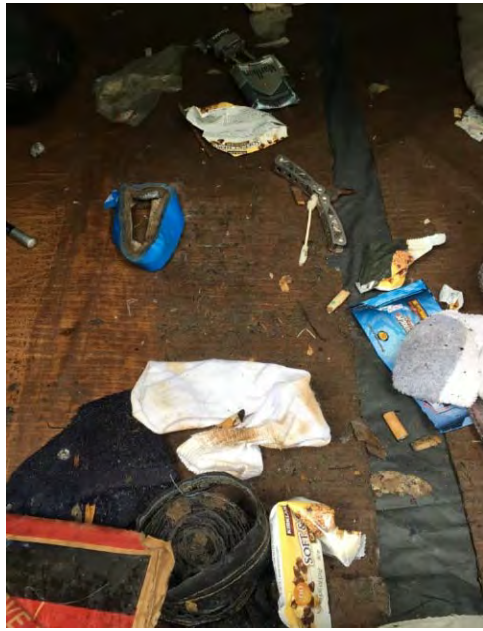


T10-JL0419



T11-JL0419







**City of Seattle**  
**NOTICE OF CLEANUP**

CLEANUP DATE	LOCATION
4/19 & 20, 2017	42 <sup>nd</sup> and 5 <sup>th</sup> and along I-5 from 40th to 45th

This is not an authorized area for storage or shelter. Material found here was removed by the City.

**BELONGINGS ARE IN STORAGE:  YES  NO**

TO RECOVER BELONGINGS CALL: **206-684-2489**

Belongings will be stored for 70 days at no charge. The City will deliver your belonging to you, or you may schedule an appointment to pick them up on weekdays from 7:30am – 3pm. Belongings are stored at: 4200 Airport Way South.

FOR OUTREACH AND HOUSING SUPPORT OR INFORMATION CALL 211 OR 206-461-3222.



**City of Seattle**  
**NOTICE OF CLEANUP**

FECHA DE LIMPIEZA	UBICACION
4/19 & 20, 2017	42 <sup>a</sup> y 5 <sup>a</sup> y a lo largo de la I-5 de 40 a 45

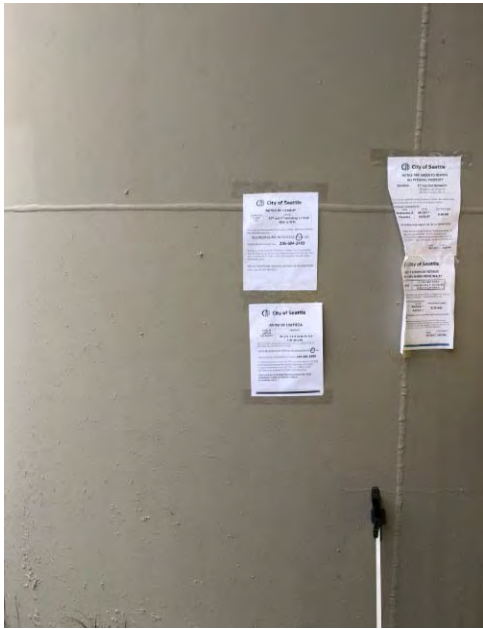
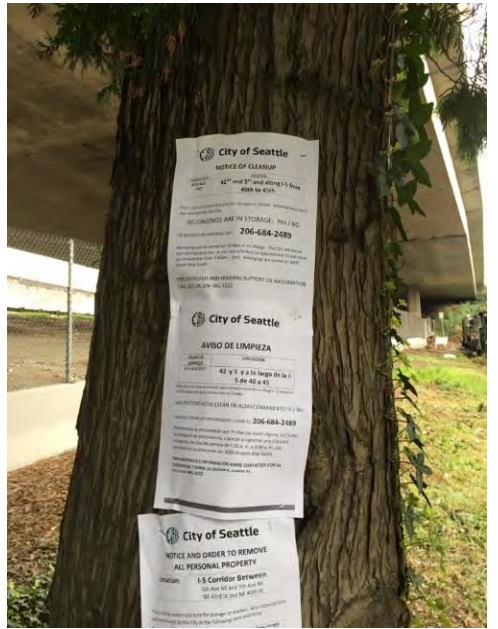
Este no es un área autorizada para almacenamiento o refugio. El material encontrado aquí fue removido por la Ciudad.

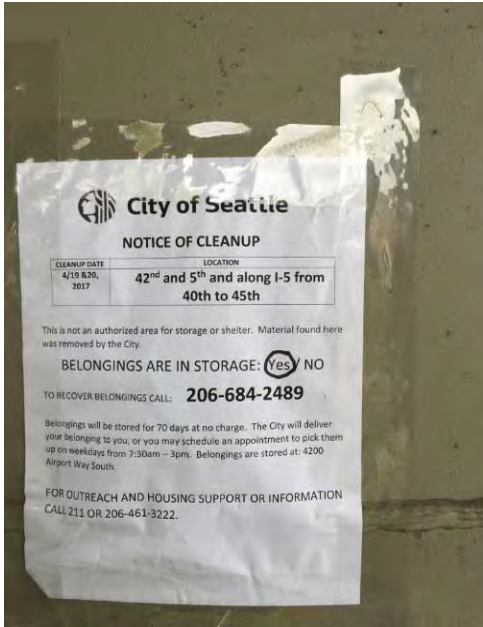
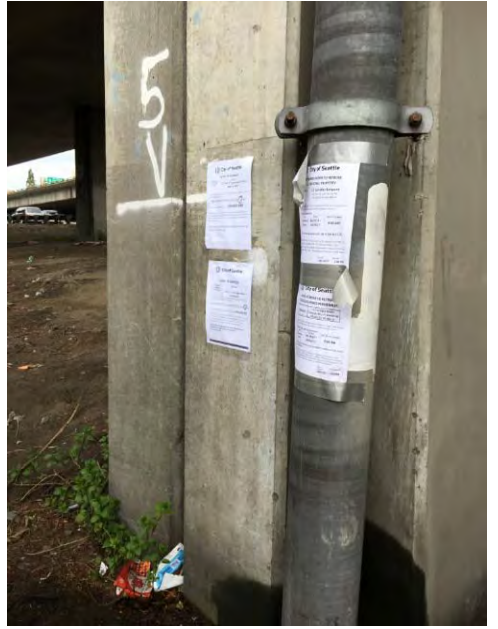
**¡LOS PERTENCEROS ESTÁN EN ALMACENAMIENTO!  SÍ  NO**

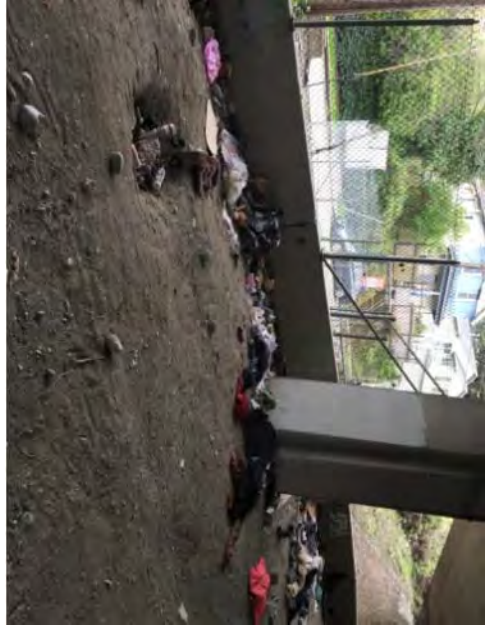
PARA RECUPERAR PERTENCEROS LLAME AL: **206-684-2489**

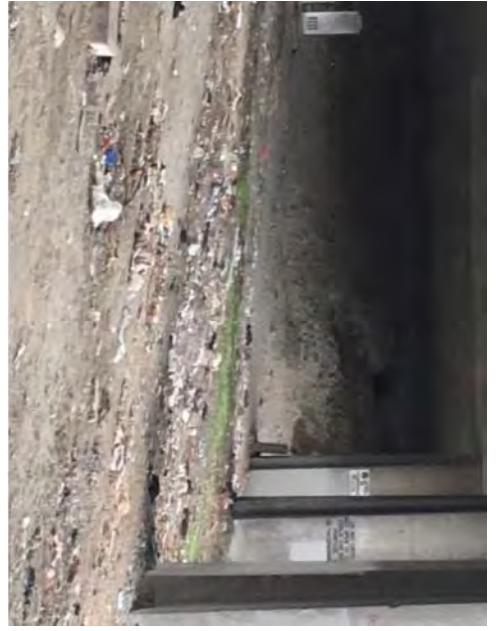
Los perteneceros serán almacenados por 70 días sin costo alguno. La Ciudad le entregará sus perteneceros, o puede programar una cita para recogerlos. Los días de entrega son: 7:30 a. m. a 3:00 p. m., los días de lunes a viernes de 7:30 a. m. a 3:00 p. m. Los perteneceros se almacenan en: 4200 Airport Way South.

PARA ASISTENCIA E INFORMACIÓN SOBRE CONTACTOS CON LA COMUNIDAD Y SOBRE LA VISITA, LLAME AL: 211 O 206-461-3222











Site Name: 42<sup>nd</sup> Ave NE & 5<sup>th</sup> Ave NE

 Date of Clean-Up 04-19-17

 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
T1-JL-0419	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input checked="" type="checkbox"/> Declined <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input checked="" type="checkbox"/> Damaged Beyond Repair	0	0	0	0	Owner stated anything left behind was garbage
T2-JL-0419	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input checked="" type="checkbox"/> Declined <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input checked="" type="checkbox"/> Damaged Beyond Repair	0	0	0	0	Owner stated anything left behind was garbage
T3-JL-0419	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input checked="" type="checkbox"/> N/A	<input checked="" type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input checked="" type="checkbox"/> Damaged Beyond Repair	0	0	0	0	All Contents wet, moldy, smells of urine
T4-JL-0419	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input checked="" type="checkbox"/> N/A	<input checked="" type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input checked="" type="checkbox"/> Damaged Beyond Repair	0	0	0	0	All contents wet, moldy, ,smells of urine
T5-JL-0419	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input checked="" type="checkbox"/> Declined <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input checked="" type="checkbox"/> Damaged Beyond Repair	0	0	0	0	Owner stated anything left behind was garbage
T6-JL-0419	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input checked="" type="checkbox"/> N/A	<input checked="" type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input checked="" type="checkbox"/> Damaged Beyond Repair	0	0	0	0	All contents wet, moldy, smells of urine

Owner Name <i>or</i> Tent/Structure #	Owner Present?	Storage?	Not Storable? <i>Check All That Apply</i>	# of Bins	# of Bikes	# of Luggage	# of Large Items	Short Description
T7-JL-0419	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input checked="" type="checkbox"/> N/A	<input checked="" type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input checked="" type="checkbox"/> Damaged Beyond Repair	0	0	0	0	All contents wet, moldy, smells of urine
T8-JL-0419	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input checked="" type="checkbox"/> Declined <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input checked="" type="checkbox"/> Damaged Beyond Repair	0	0	0	0	Owner stated anything left behind was garbage
T9-JL-0419	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input checked="" type="checkbox"/> N/A	<input checked="" type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input checked="" type="checkbox"/> Damaged Beyond Repair	0	0	0	0	All contents wet, moldy smells of urine
T10-JL-0419	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input checked="" type="checkbox"/> N/A	<input checked="" type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input checked="" type="checkbox"/> Damaged Beyond Repair	0	0	0	0	All contents wet, moldy, smells of urine
T11-JL-0419	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input checked="" type="checkbox"/> N/A	<input checked="" type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input checked="" type="checkbox"/> Damaged Beyond Repair	1	0	0	0	Green back pack with bag of new socks. All other contents wet, moldy
T12-JL-0419	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input checked="" type="checkbox"/> N/A	<input checked="" type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input checked="" type="checkbox"/> Damaged Beyond Repair	0	0	0	0	All contents wet, moldy, smells of urine
T13-JL-0419	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input checked="" type="checkbox"/> N/A	<input checked="" type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input checked="" type="checkbox"/> Damaged Beyond Repair	0	0	0	0	All contents wet, moldy, smells of urine
T14-JL-0419	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input type="checkbox"/> Damaged Beyond Repair	0	0	0	0	Owner removed everything
	<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 Beyond Repair					