

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.

Site Name: Alaskan Way to Post Ave from Jackson St to Columbia St **Date of Inspection:** 8/3/17
Site Address: Alaskan Way to Post Ave from Jackson St to Columbia St **Date of Clean-Up:** 8/7/17
Inspection By: C. Korpi and J. Lohman **SERIS #** 512-06, 679-03, 2404-04
Referred By: SERIS **Photos to FAS?** Yes No

SITE OCCUPANCY DATA

Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
22	5	2	0	29

SITE CHARACTERISTICS

- | | | |
|--|---|--|
| Park | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Sidewalk | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Within 50ft of a water body or wetland | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Roadway | <input checked="" type="checkbox"/> Yes | <input 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 |
| Near Industrial Zone | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Forested Area | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Play Area | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Rented Area | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Slope | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Slide Zone | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Fire | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Other: | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Other: | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

HEALTH CONDITIONS

- | | | |
|-----------------------|---|--|
| Disorganized | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Garbage/Bagged | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Garbage/Loose | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Garbage/Bulky Items | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Garbage/Metal | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Human Waste | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Rats/Mice | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Hazardous Materials | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Falling Tree or Limbs | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Chemical Waste | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Fires | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Criminal Activity | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Weapons | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Open Alcohol | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Sharps | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

TOTAL COUNT:	6
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TOTAL COUNT:	10
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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) | <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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

Specifications/Notes

B. 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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Vegetation Pruning	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Biohazard Waste	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Specifications/Notes

EXTERNAL CONTRACTORS

	Total	Description
Number of Labor Crew Involved	4	Cascadia
Number of Hazmat Crew Involved	1	
Number of Truck Drivers Approved	1	
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	Description
Number of Heavy Teams	_____	_____
Number of Light Teams	_____	_____
Number of Full Time Days On-site Approved	_____	_____
Number of Partial Days On-site Approved	_____	_____
Total Hours Approved	_____	_____

STAGING LOCATION

Date: 8/7/17 Time: 8:30 am Location: Alaskan Way & Yesler

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
- Postings on Individual Tents
- Documentation of the Actual Obstruction or Hazard
- General Photos of the Encampment
- Postings within the Vicinity

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 J. Horan and C. Korpi

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 Removed Tent	OWNER PRESENT Asked FC to Discard	NOT PRESENT Storable	NOT PRESENT Not Storable
22	0	17	2	1	2

STORAGE TOTALS

Number of Bins	Bikes	Large Luggage Items	Large Items
1	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.

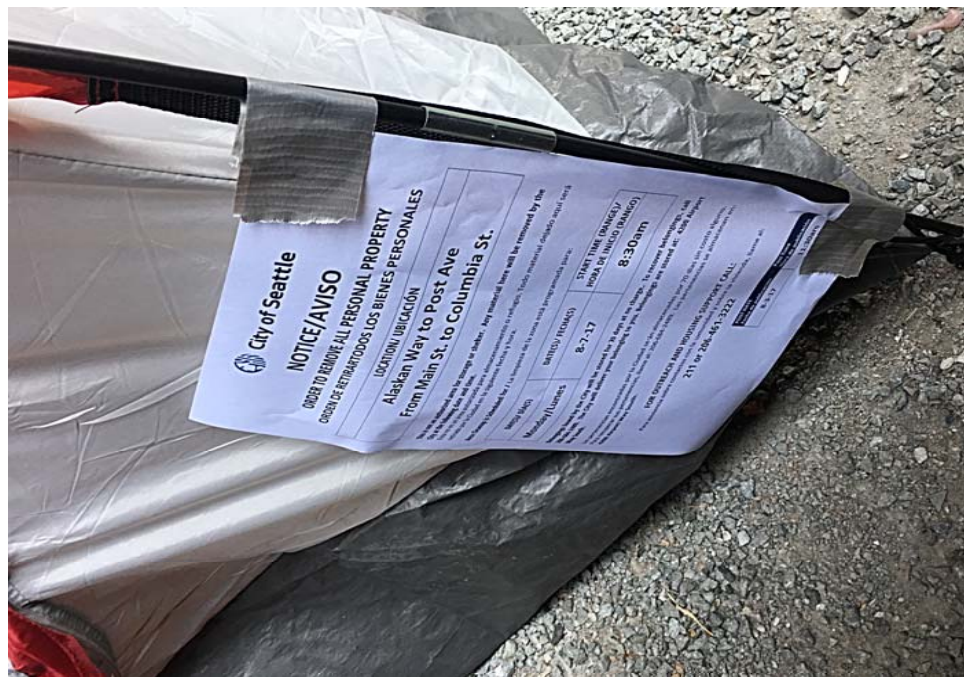
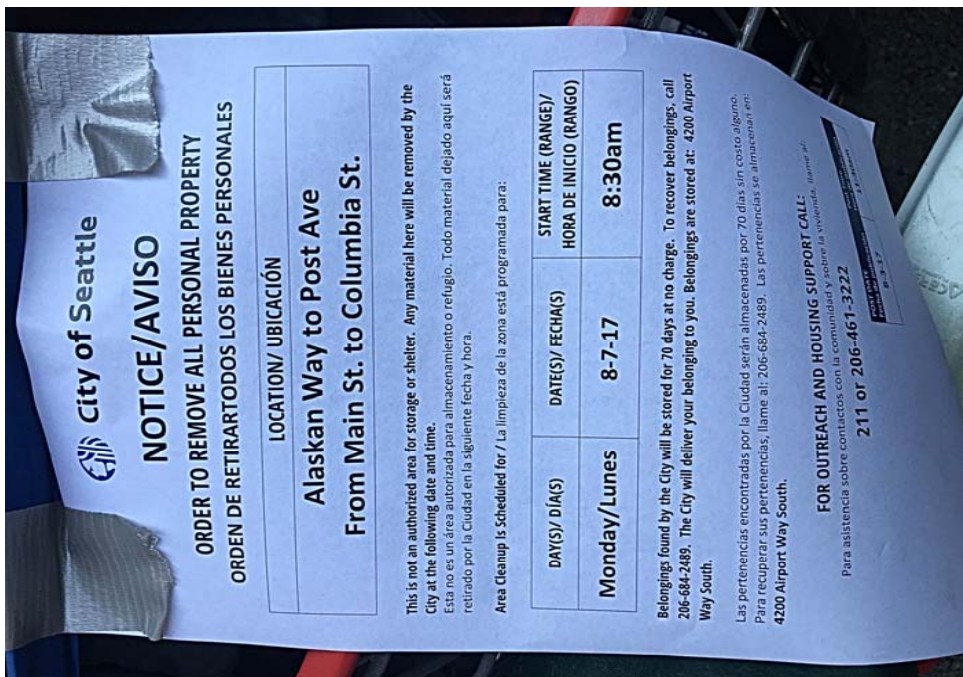
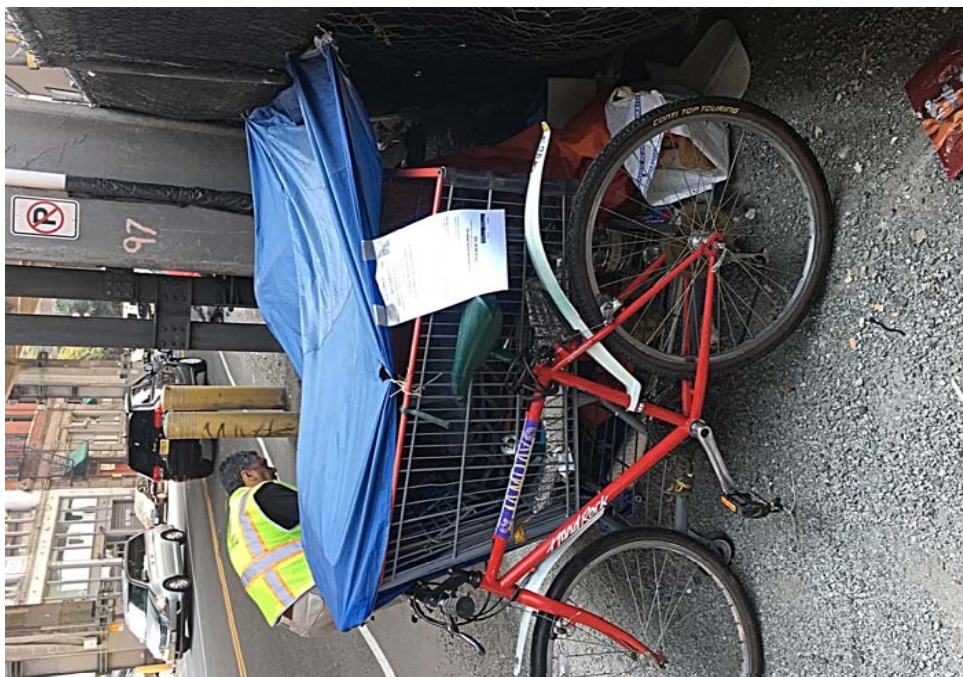
Exhibit A: Site Inspection

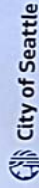
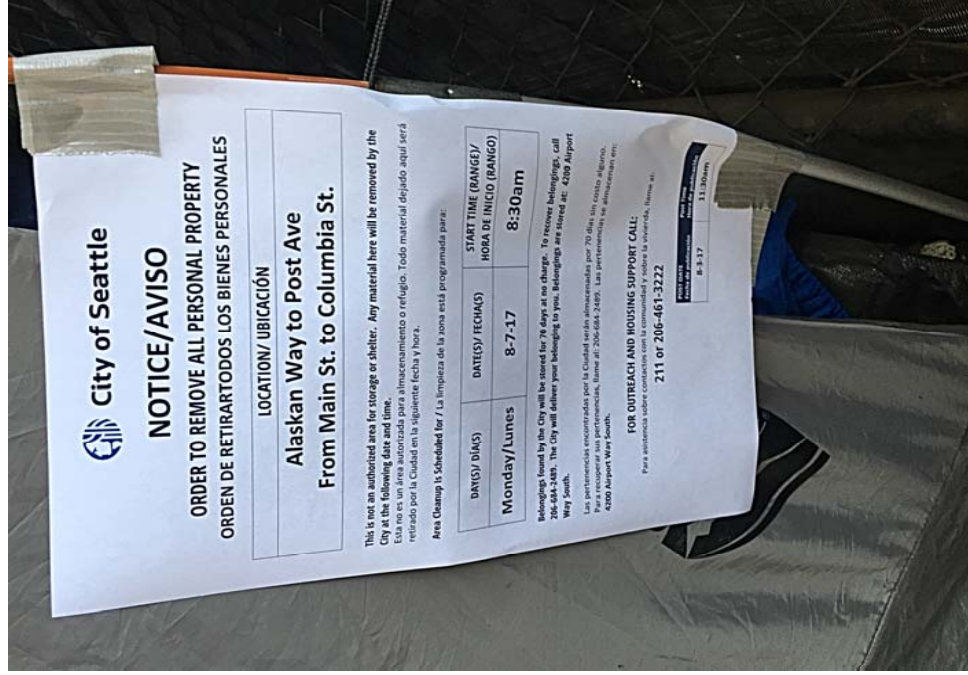
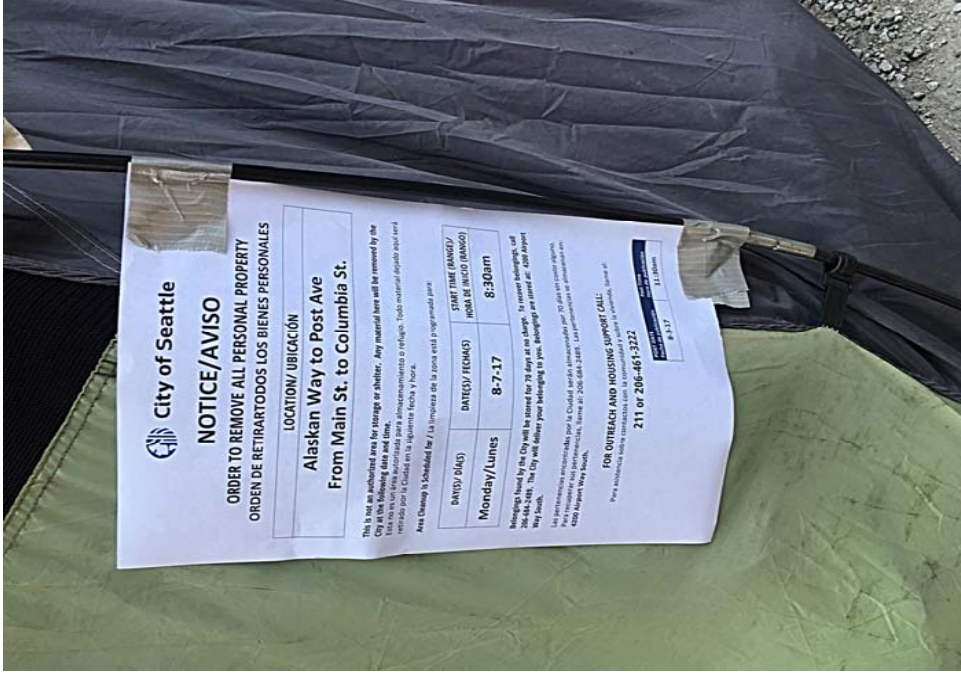
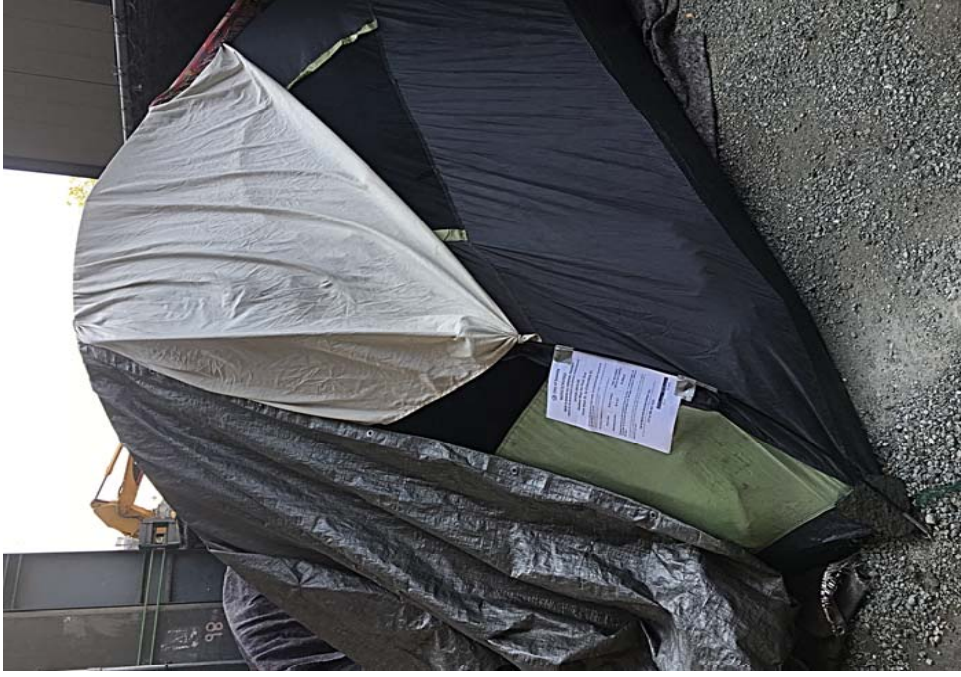












City of Seattle

NOTICE/AVISO

**ORDER TO REMOVE ALL PERSONAL PROPERTY
ORDEN DE RETIRAR TODOS LOS BIENES PERSONALES**

LOCATION/UBICACIÓN

**Alaskan Way to Post Ave
From Main St. to Columbia St.**

This is not an authorized area for storage or shelter. Any material here will be removed by the City at the following date and time. Este espacio no es autorizado para almacenamiento o refugio. Todo material dejado aquí será retirado por la Ciudad en la siguiente fecha y hora.

Area Cleanup is scheduled for 7/11. La limpieza de la zona está programada para:

DATE/DÍA(S)	DATES/FECHAS	START TIME (RANGE)/ HORA DE INICIO (RANGO)
Monday/Lunes	8-7-17	8:30am

Belongings found by the City will be stored for 78 days at our storage. To recover belongings, call 206-664-2429. The City will deliver your belongings to you. Belongings are stored at: 4309 Airport Way South.
Los pertenecidos encontrados por la Ciudad serán almacenados por 78 días en nuestro almacén. Para recuperar los pertenecidos, llame al: 206-664-2429. La pertenecidos se entregarán a usted en: 4309 Airport Way South.

**FOR OUTREACH AND HOUSING SUPPORT CALL:
Para información y asistencia con la comunidad y sobre la vivienda, llame al:**

211 or 206-461-3222

NOTICE/AVISO
8-7-17
11:00am



City of Seattle

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Area Cleanup is scheduled for 7/11. La limpieza de la zona está programada para:

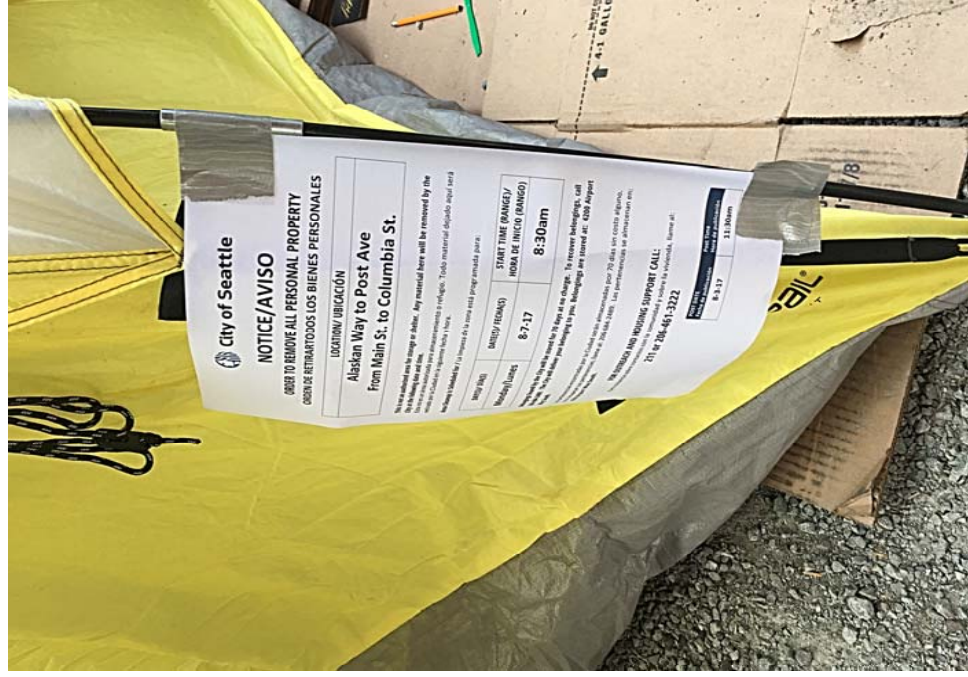
DATE/DÍA(S)	DATES/FECHAS	START TIME (RANGE)/ HORA DE INICIO (RANGO)
Monday/Lunes	8-7-17	8:30am

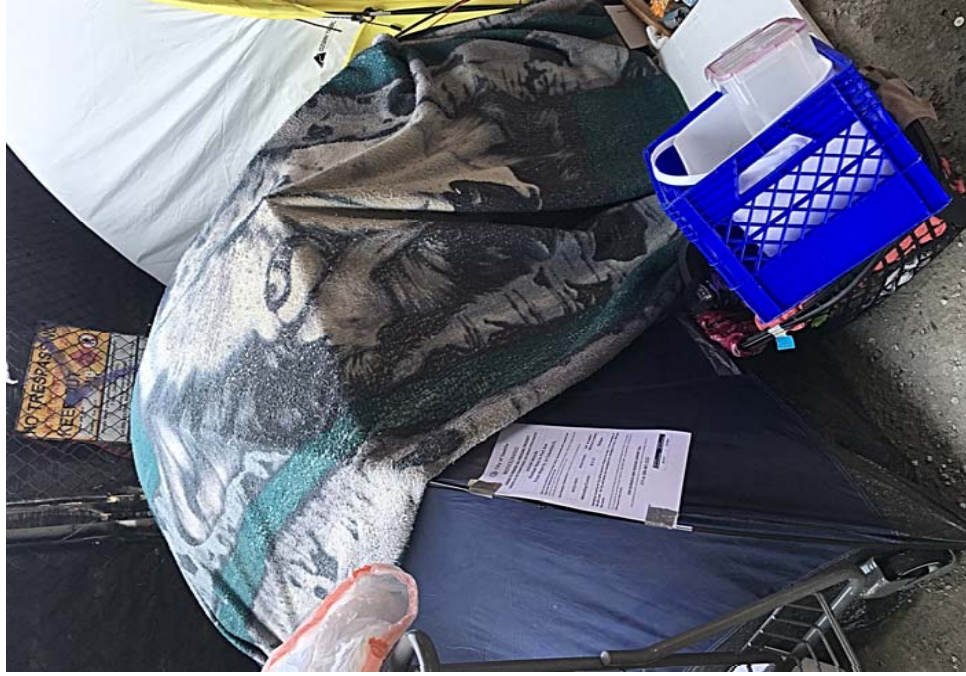
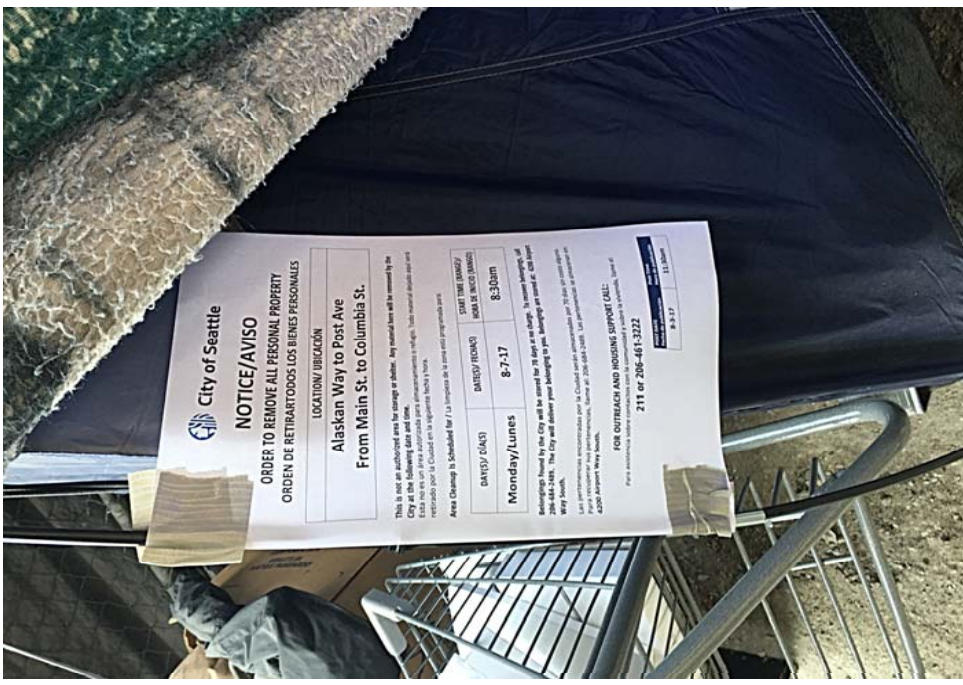
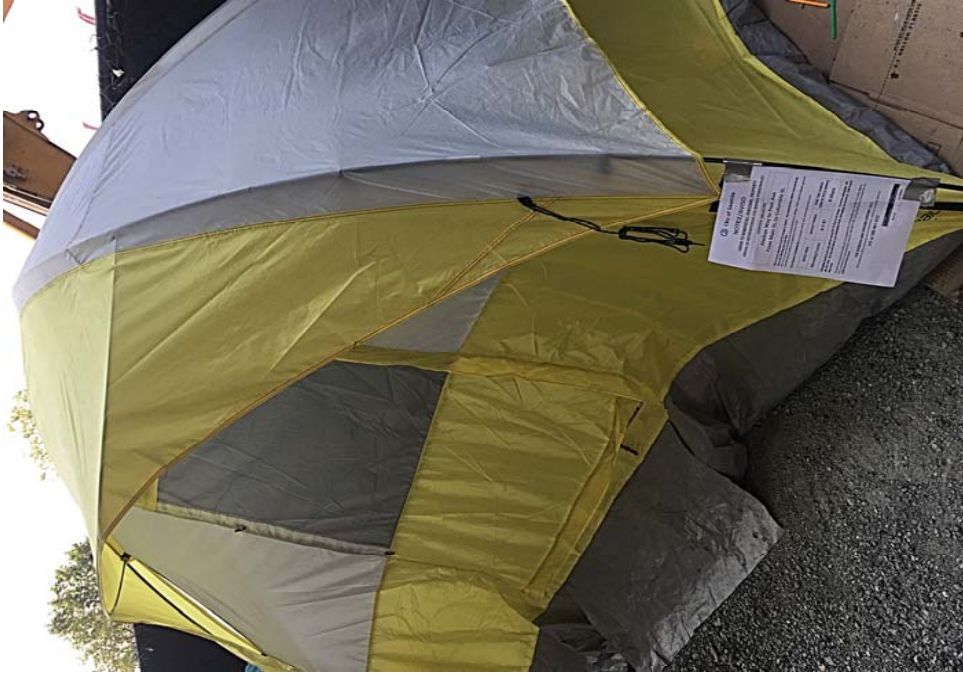
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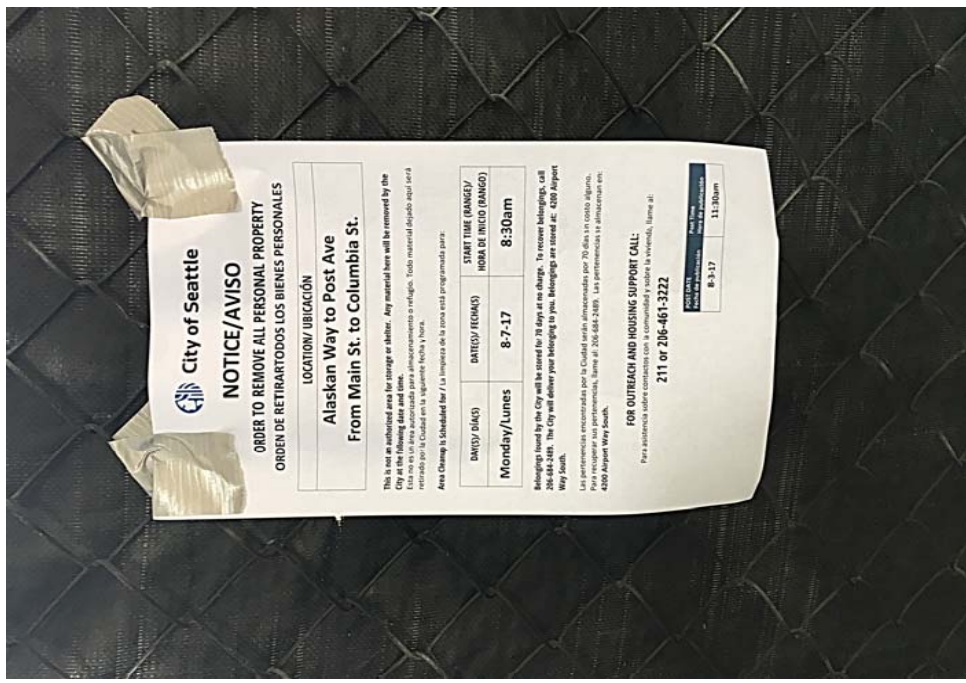
**FOR OUTREACH AND HOUSING SUPPORT CALL:
Para asistencia sobre cuestiones con la comunidad y sobre la vivienda, llame al:**

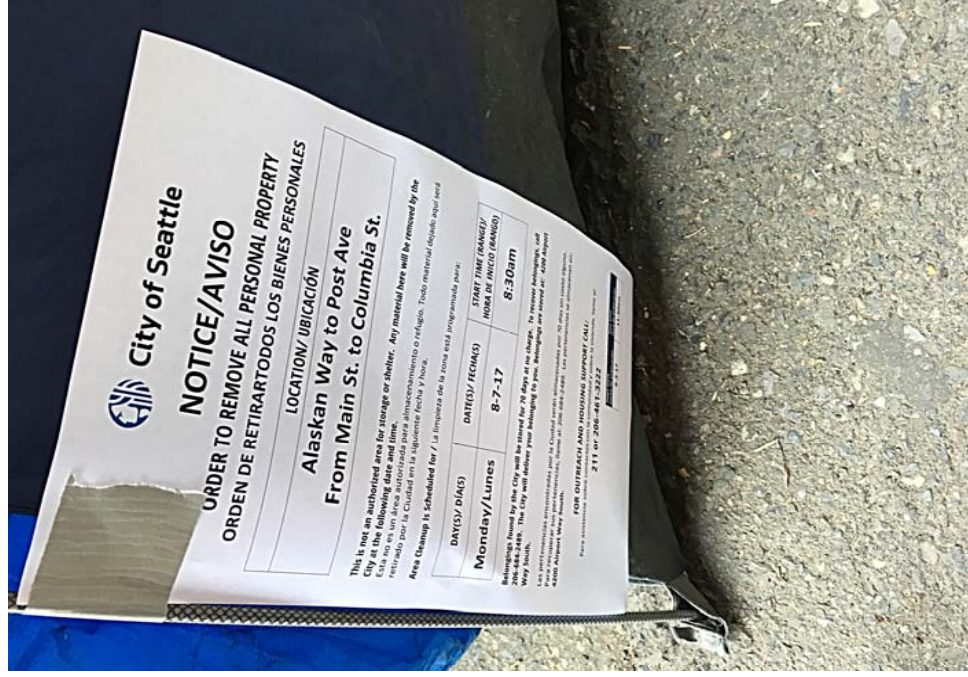
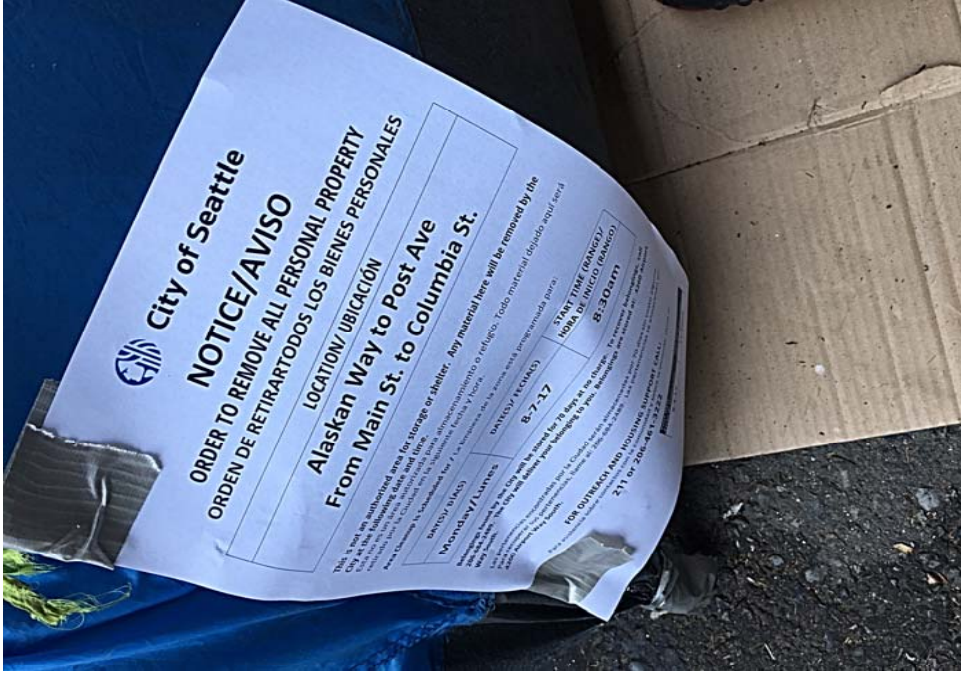
211 or 206-461-3222

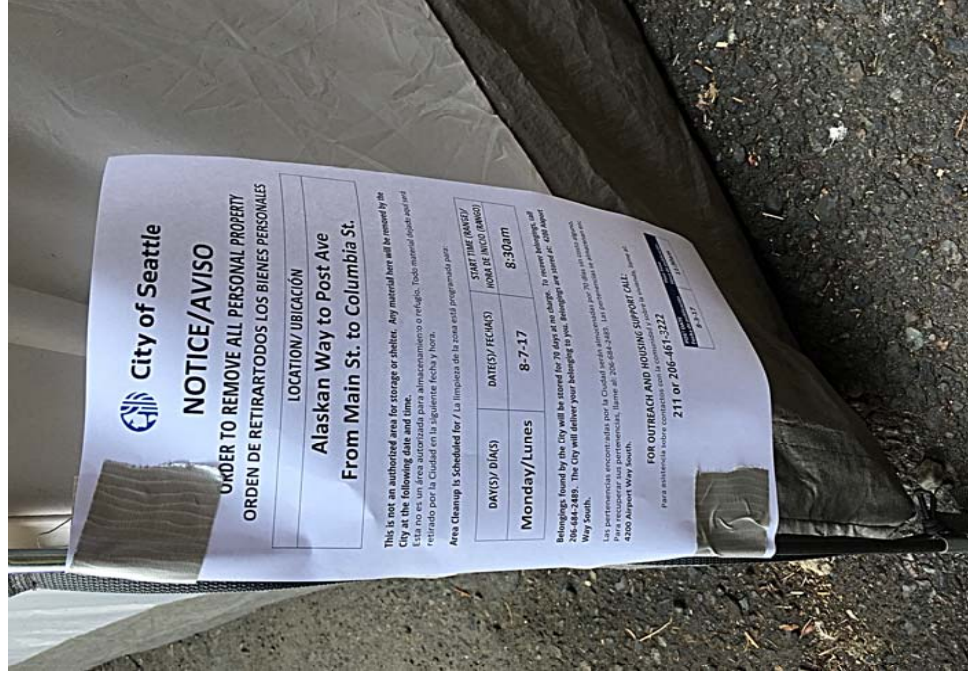
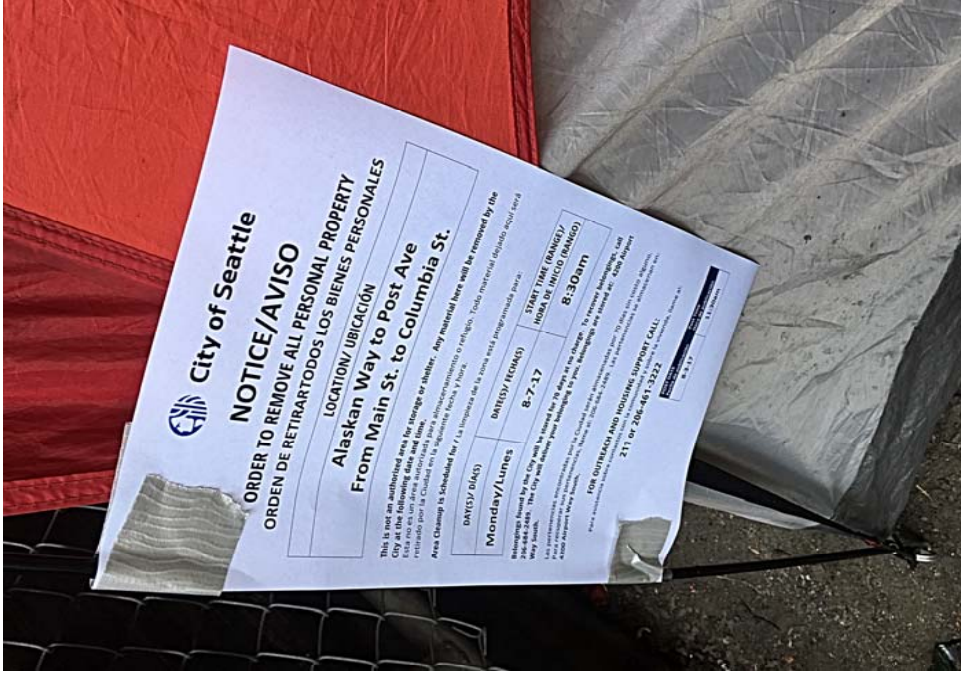
NOTICE/AVISO
8-7-17
11:00am

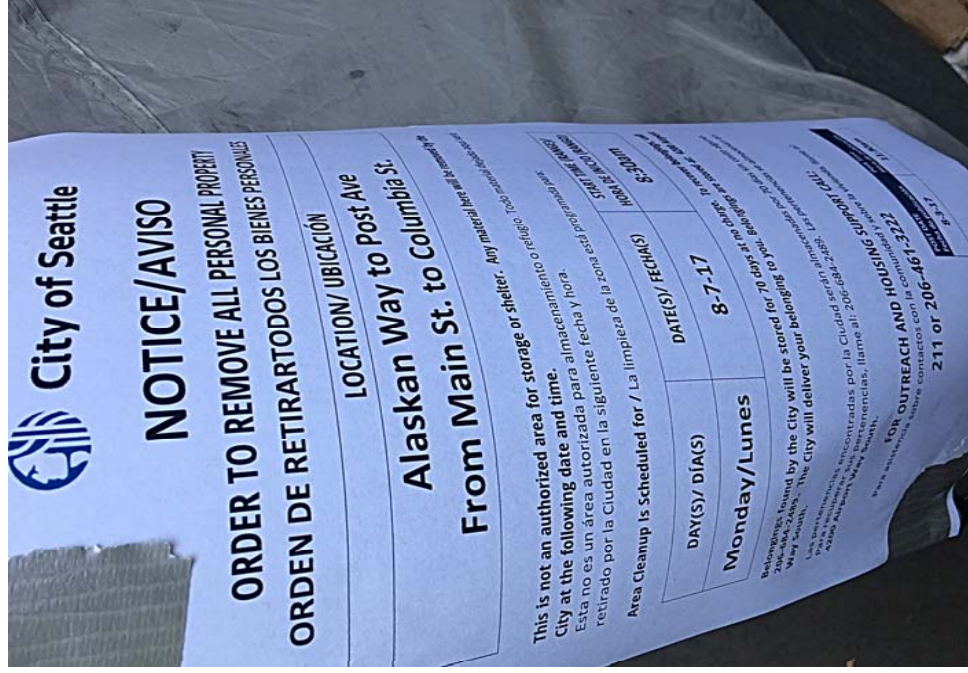
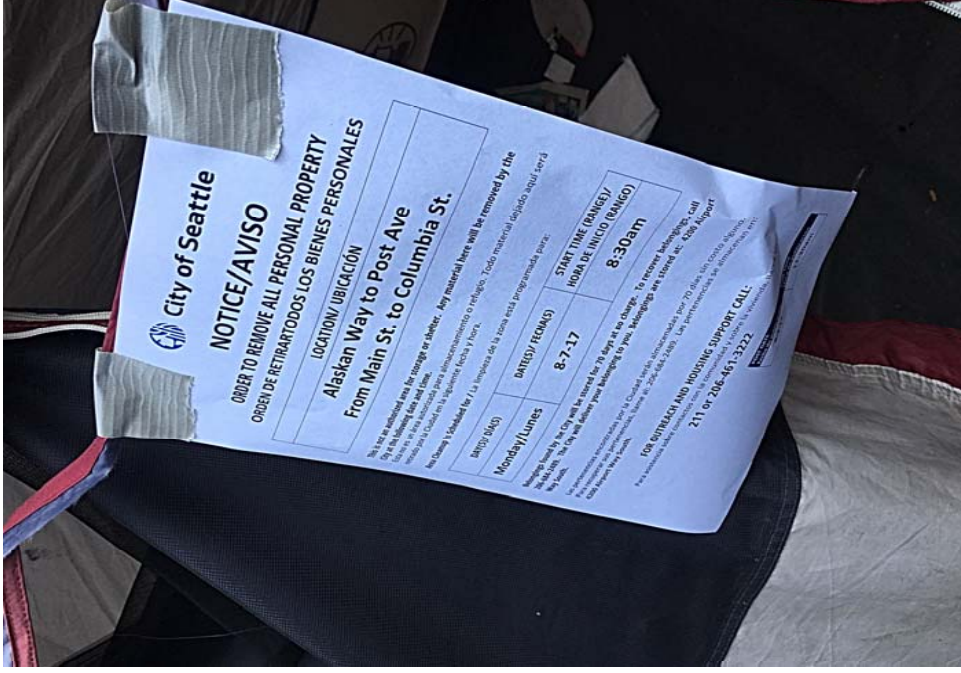




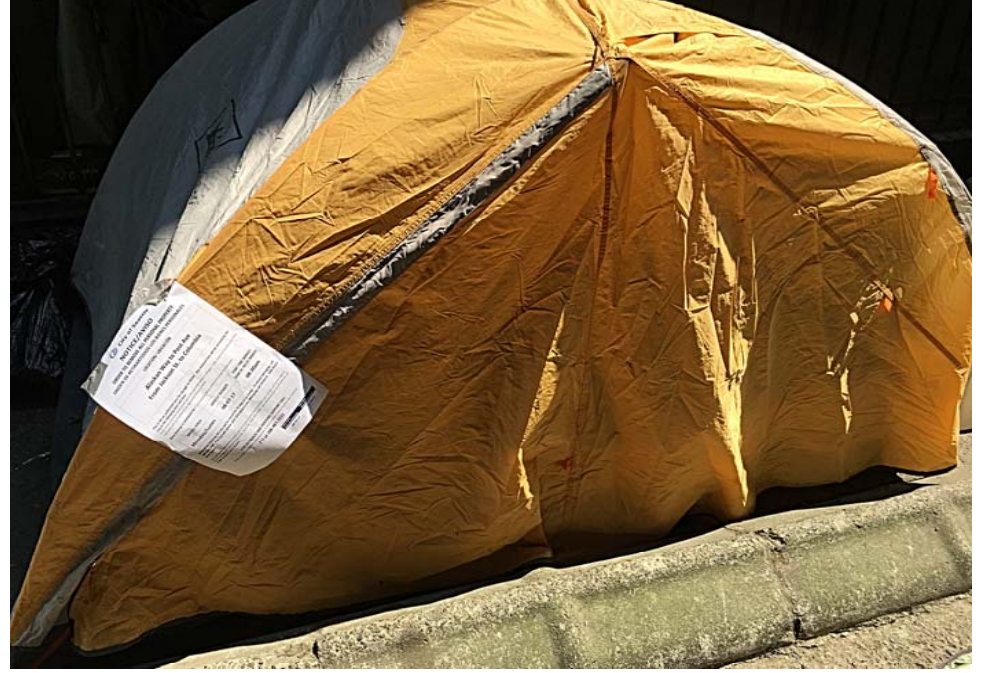
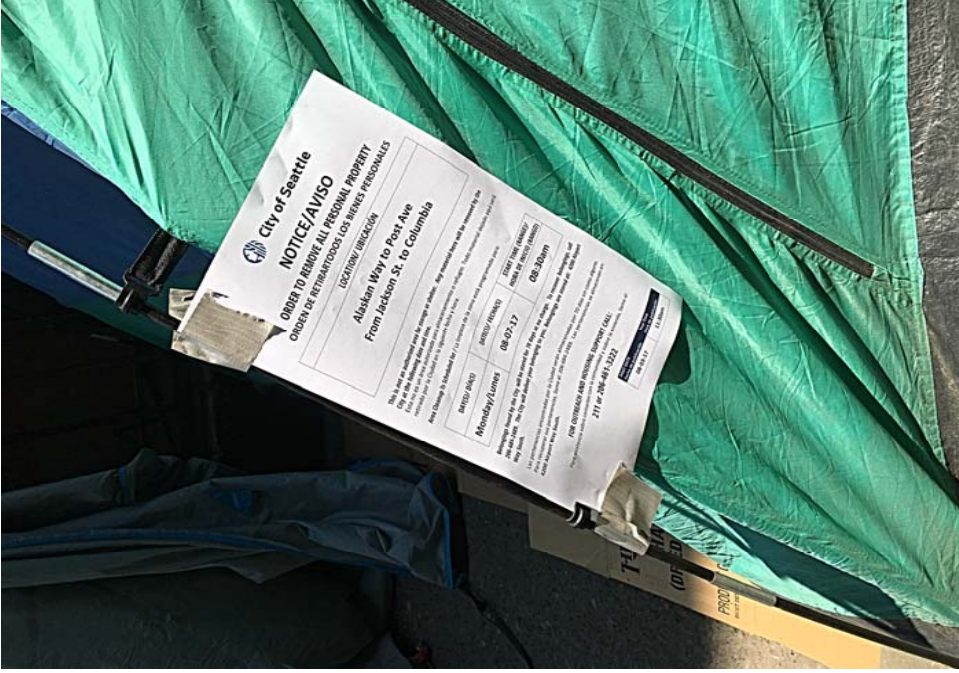
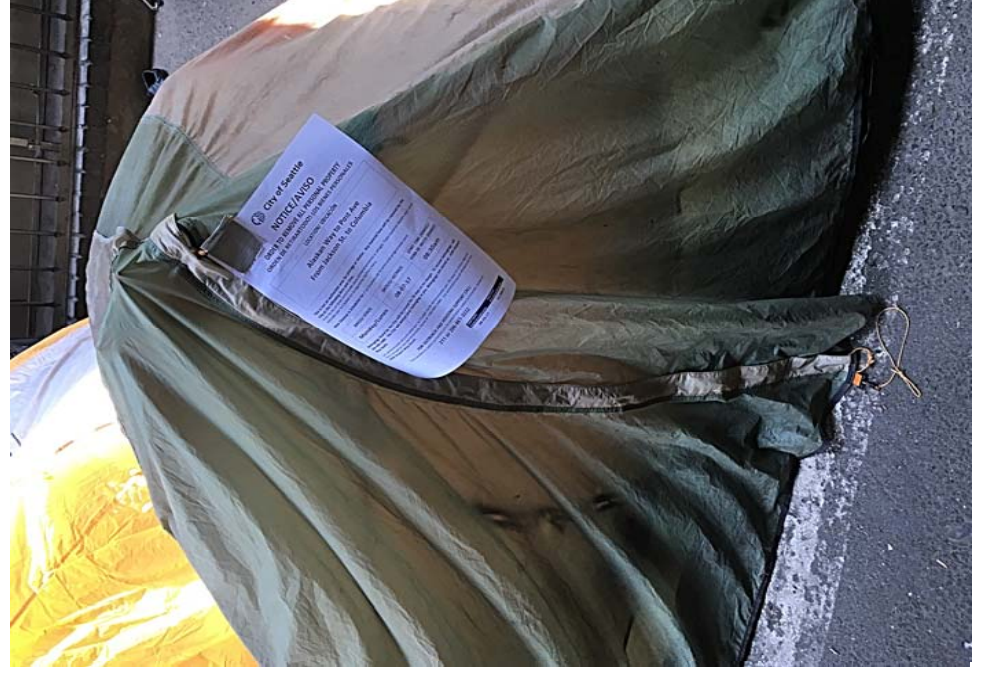




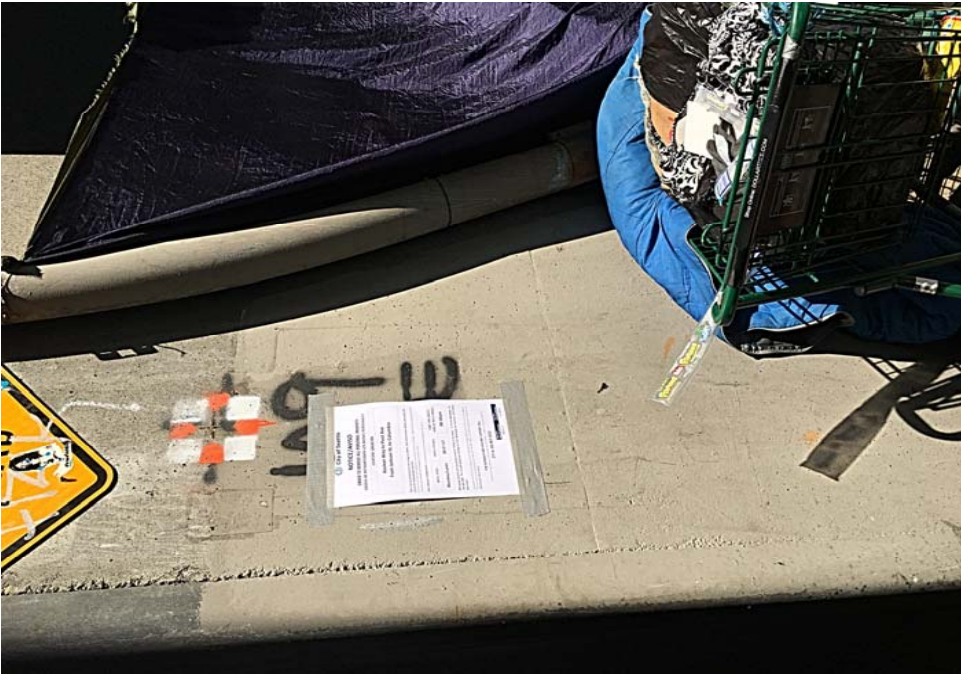


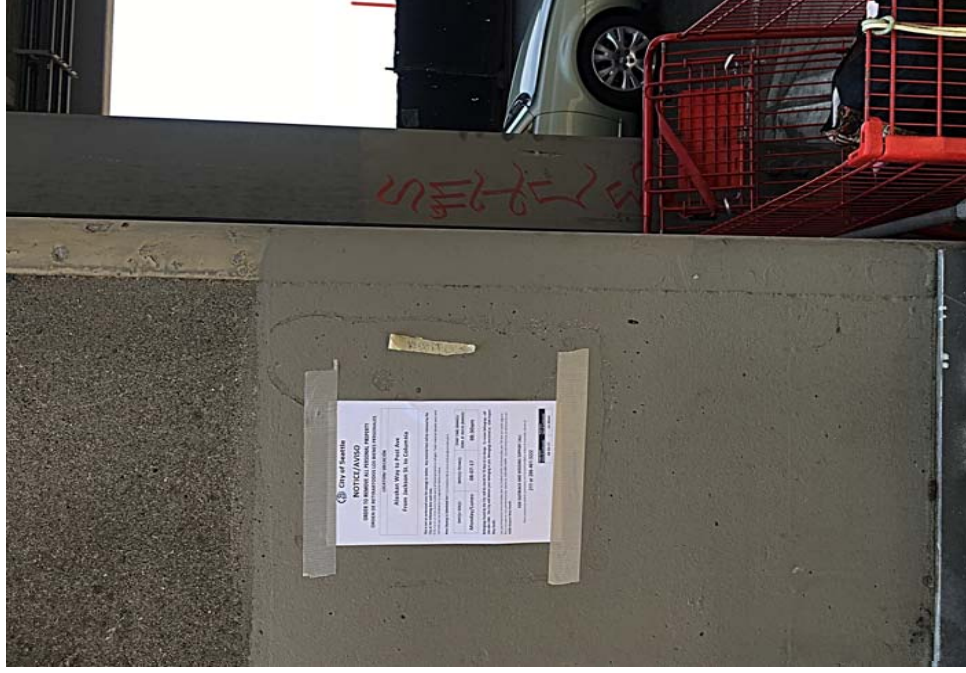




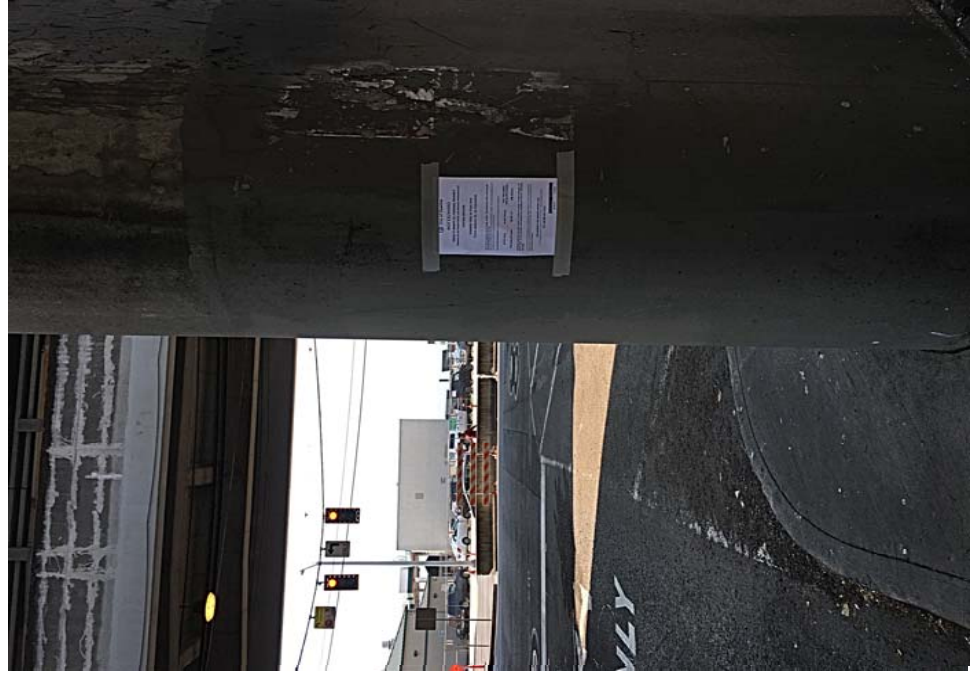
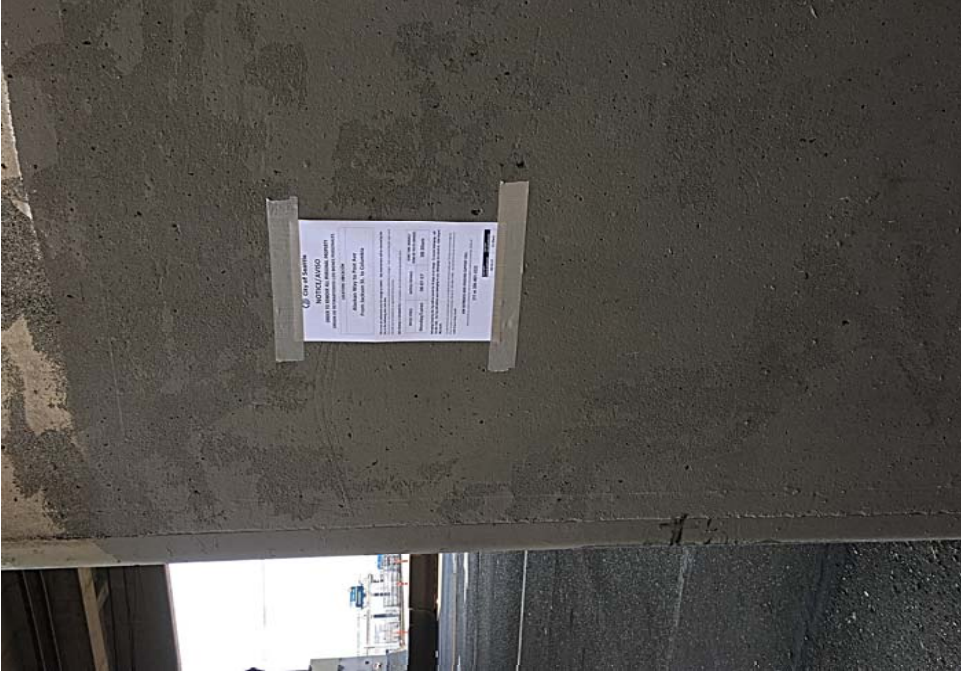


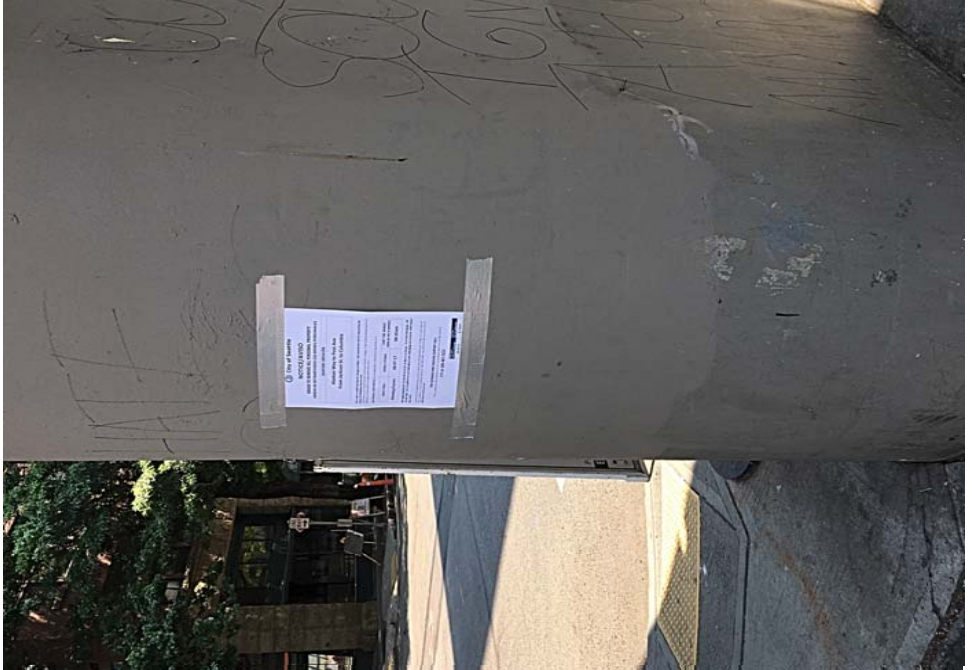












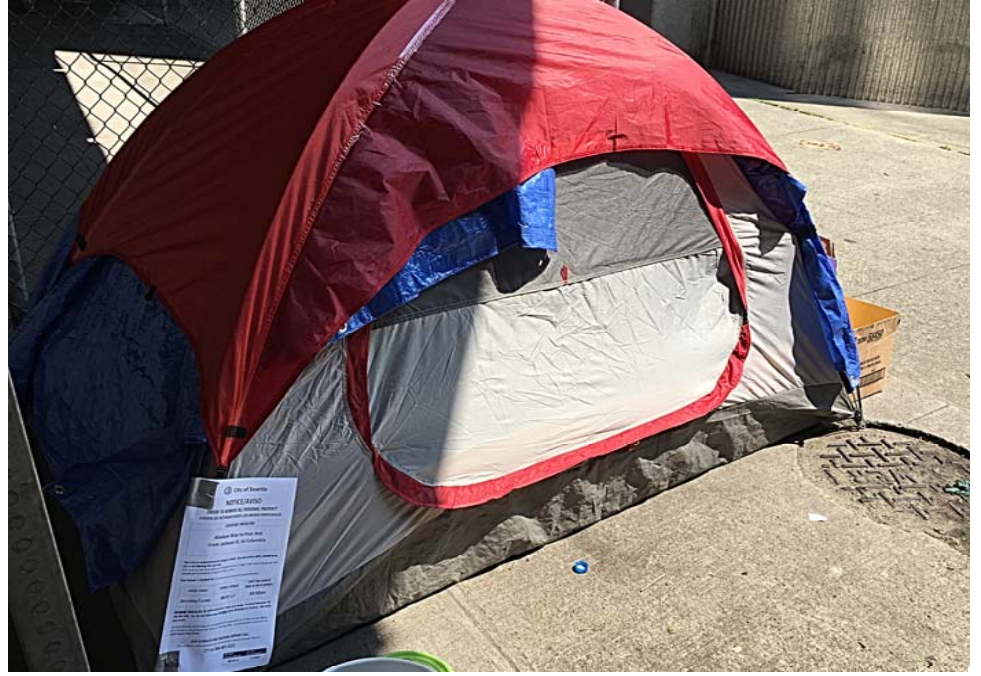
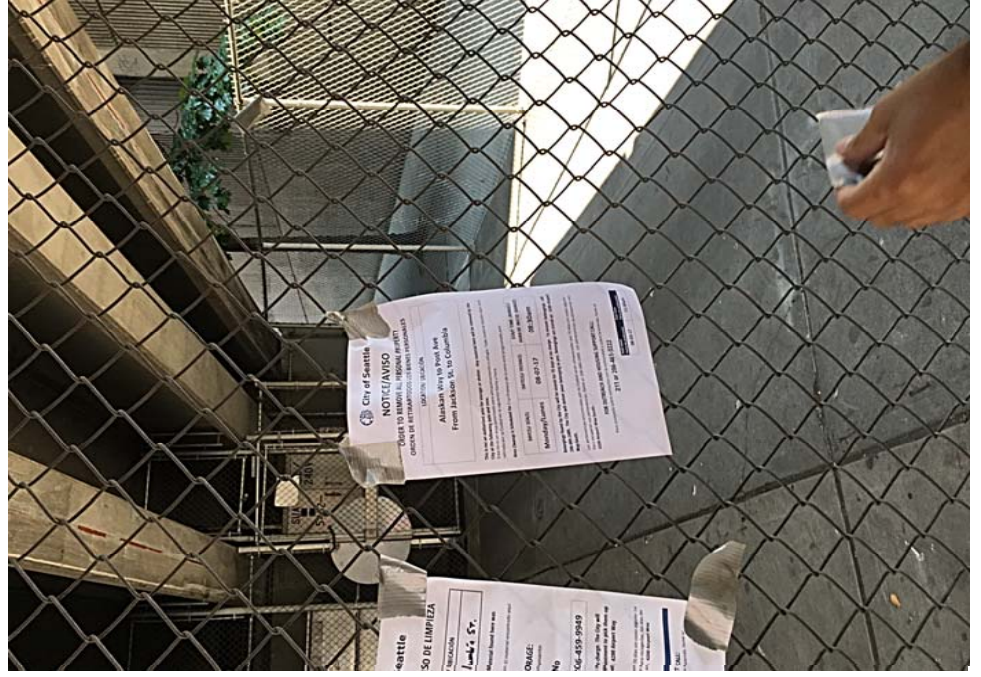
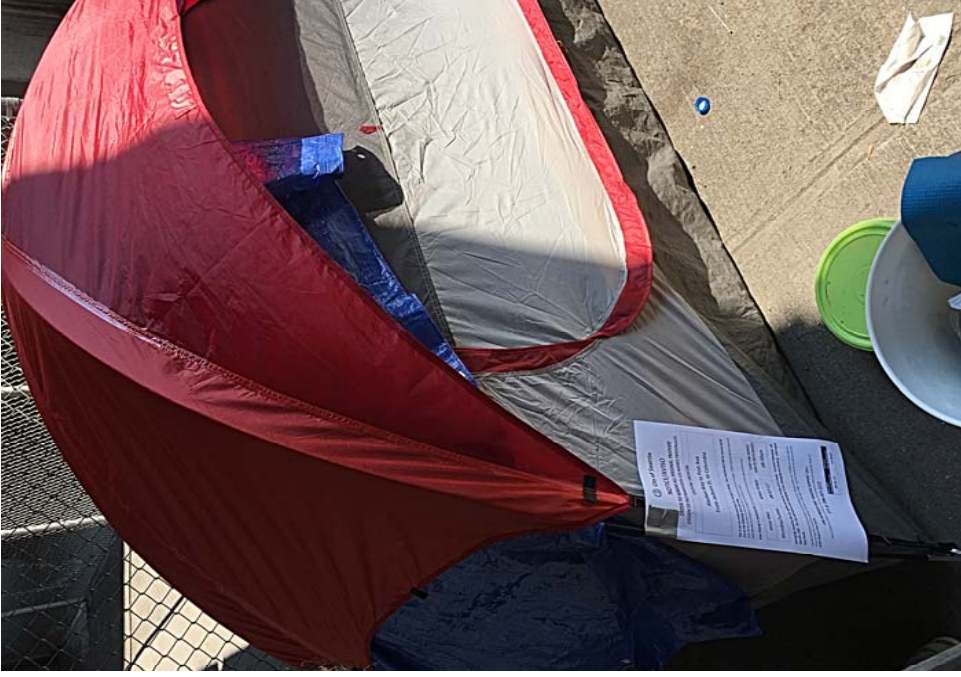
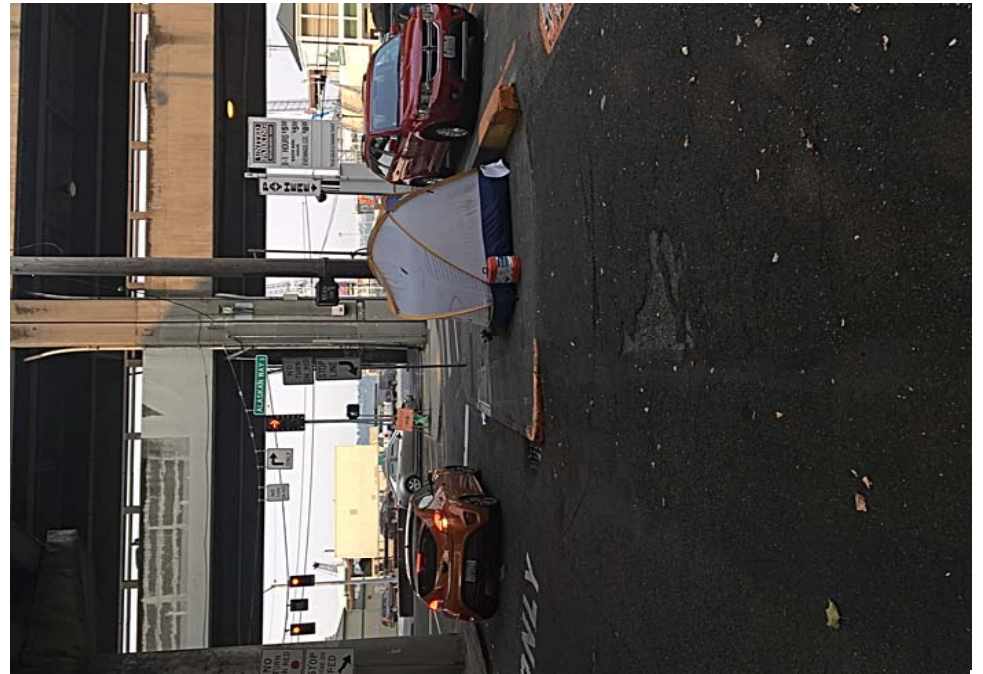


Exhibit D: Site Clean up





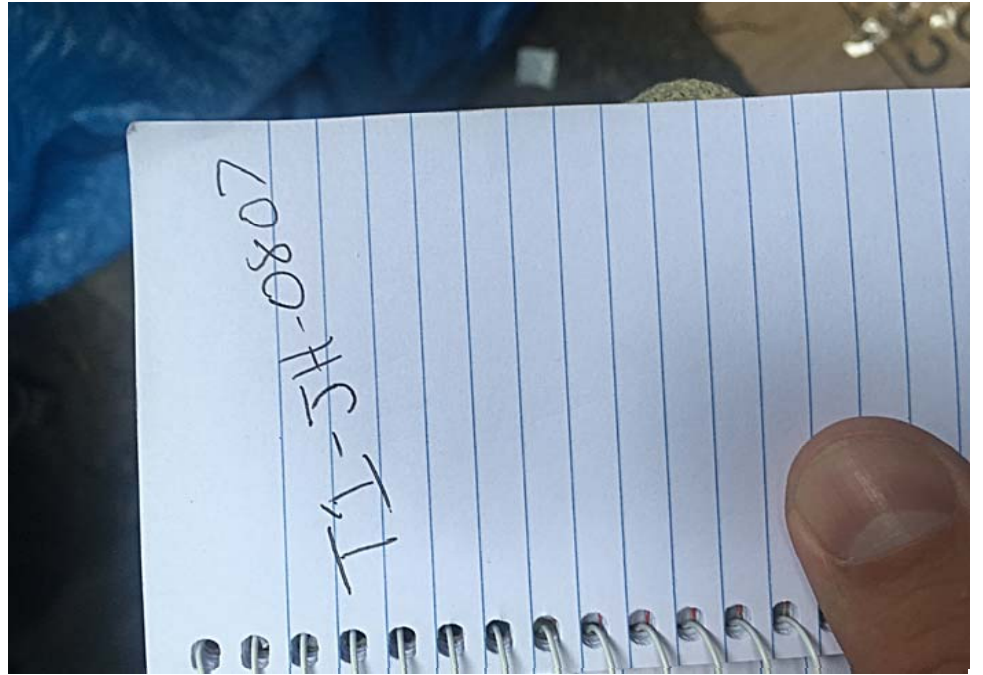




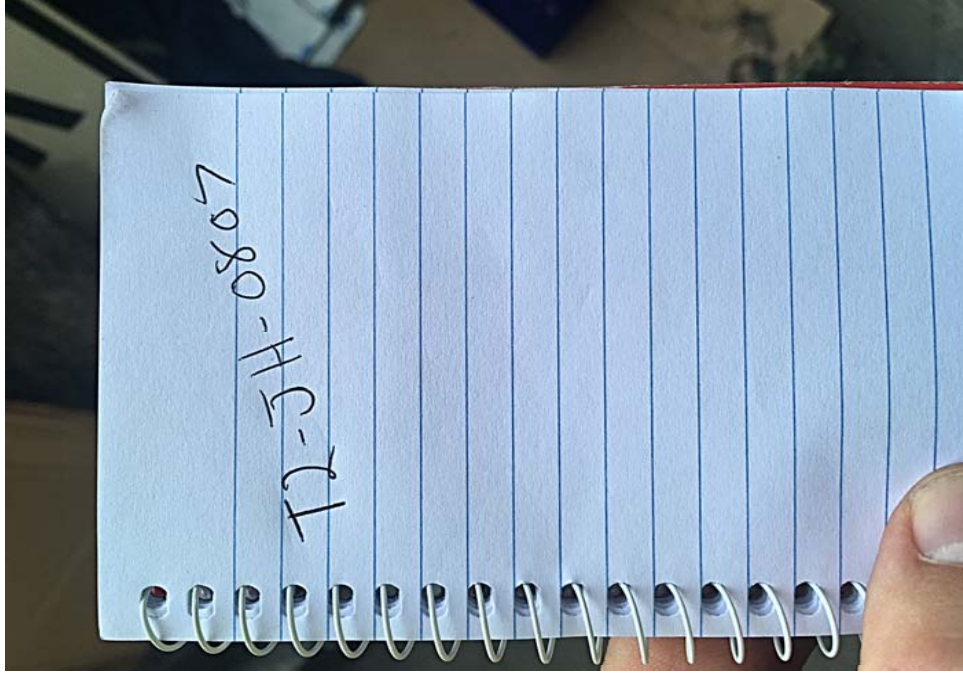
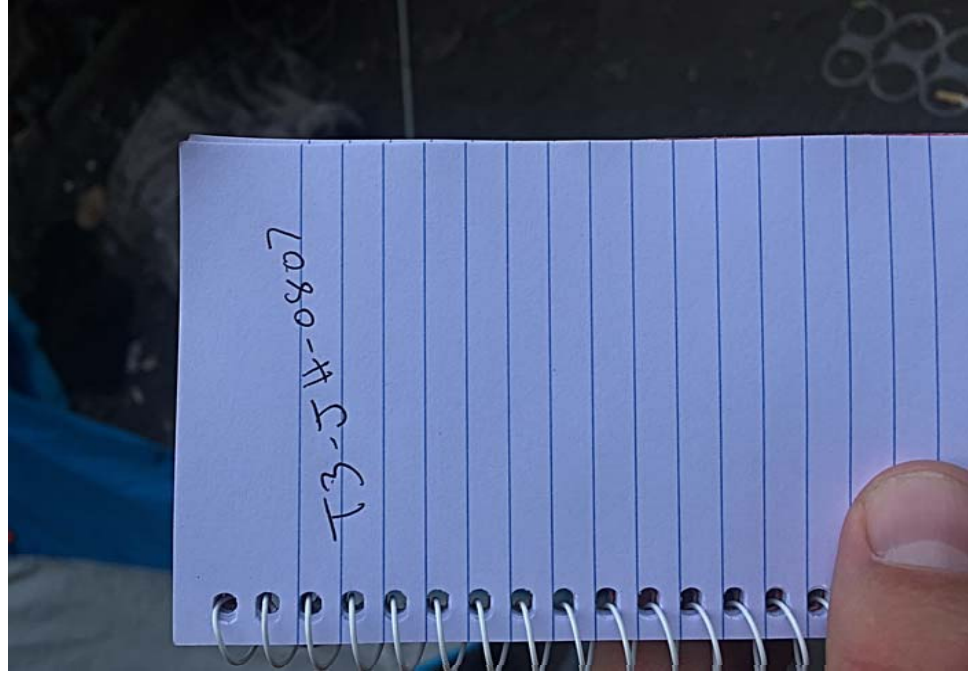


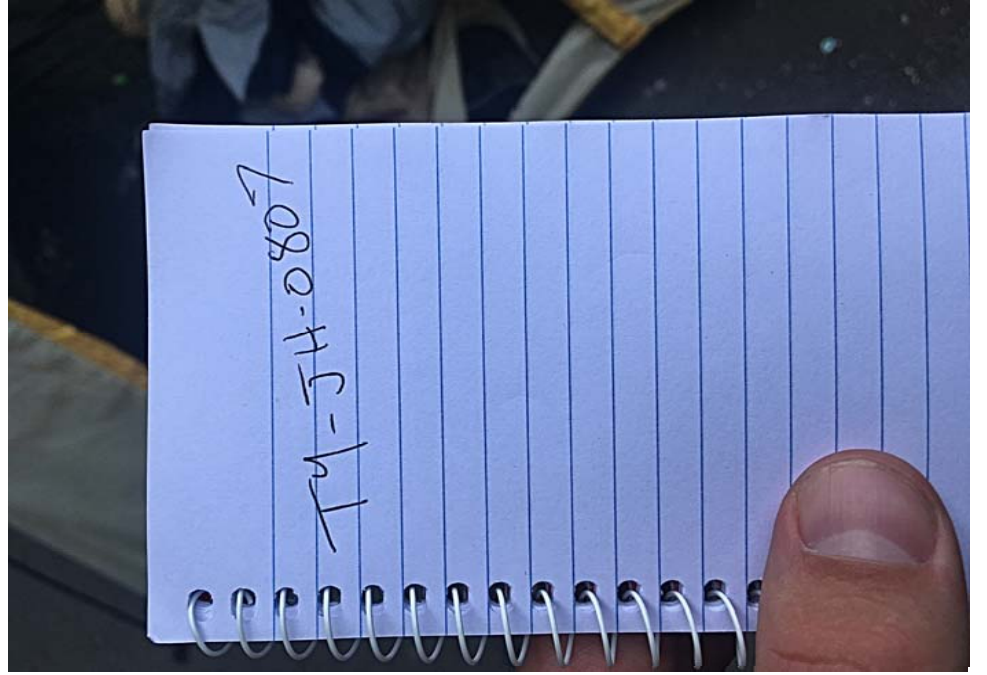


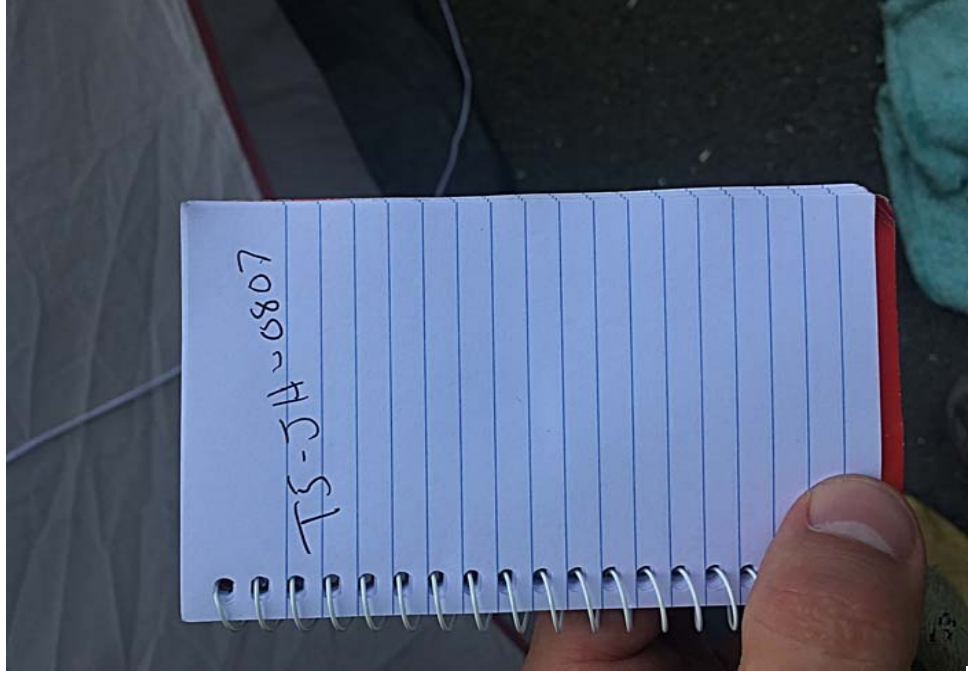




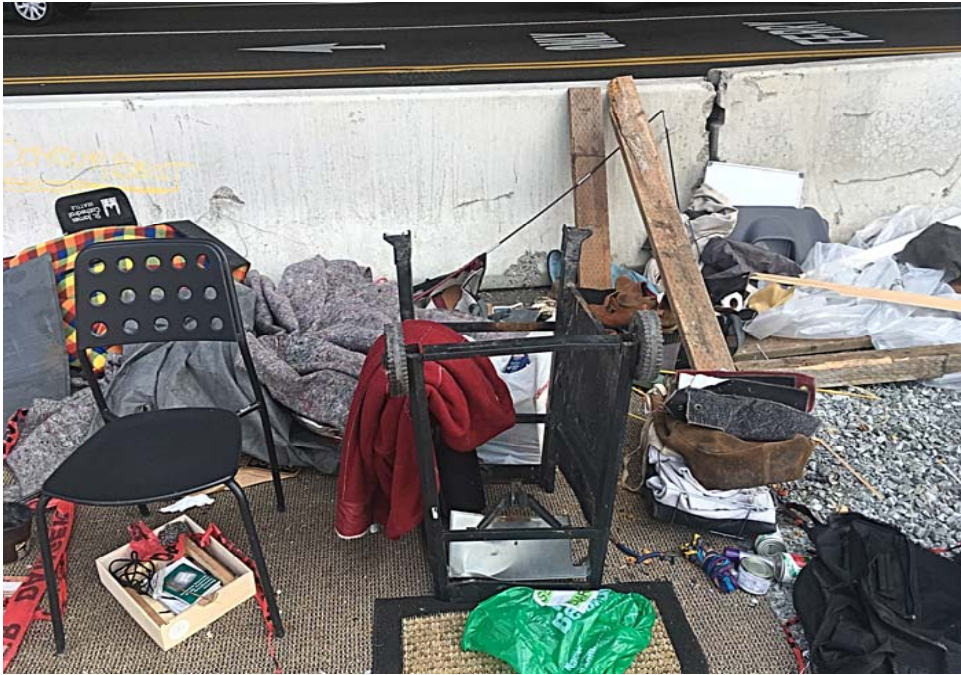














NOTICE OF CLEANUP / AVISO DE LIMPIEZA

CLEANUP DATE/ FECHA DE LIMPIEZA	LOCATION/ UBICACIÓN
8/7/17	Alaskan Way to Post Ave from Columbia St. to Jackson St.

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

Esta no es un área autorizada para almacenamiento o refugio. El material encontrado aquí será retirado por la Ciudad

BELONGINGS ARE IN STORAGE:

Las Pertencias Están En Almacenamiento

YES / Si

NO/ No

TO RECOVER BELONGINGS CALL:

PARA RECUPERAR SUS PERTENENCIAS, LLAME AL:

206-459-9949

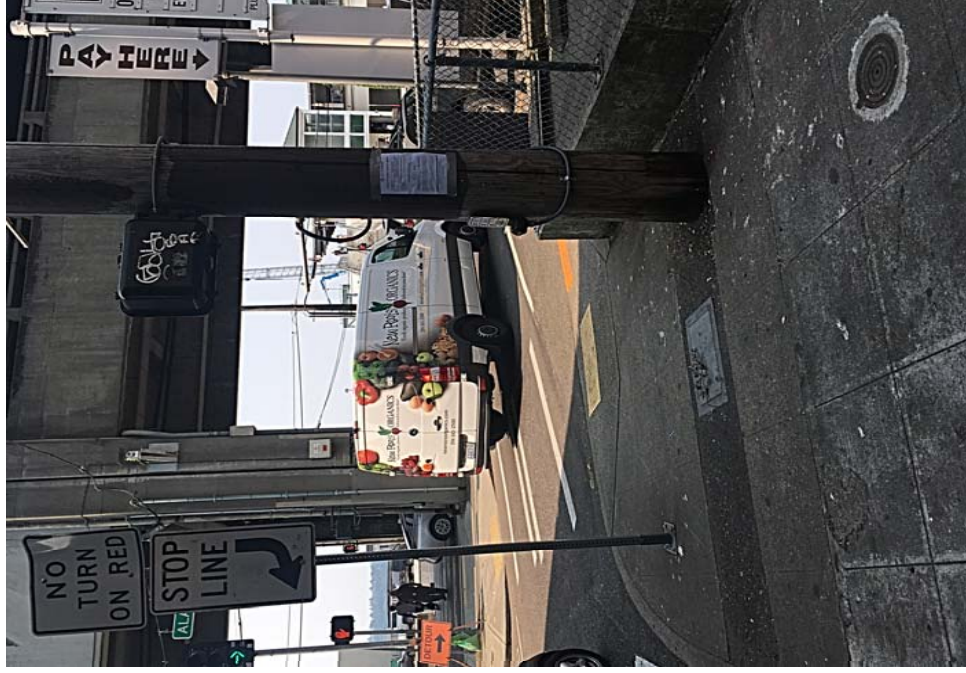
Belongings found by the City will be stored for 70 days at no charge. The City will deliver your belonging to you, or you may schedule an appointment to pick them up on weekdays from 7:30am – 3pm. Belongings are stored at: 4200 Airport Way South.

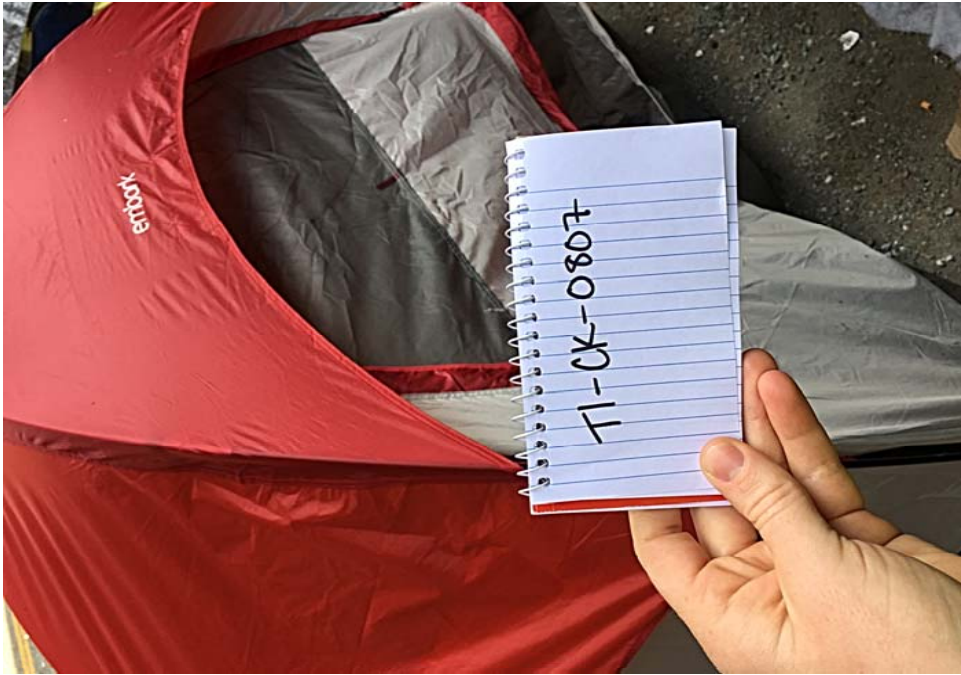
Las pertenencias encontradas por la Ciudad serán almacenadas por 70 días sin costo alguno. La Ciudad le entregará sus pertenencias, o puede programar una cita para recogerlas, los días de semana de 7:30 a. m. a 3:00 p. m. Las pertenencias se almacenan en: 4200 Airport Way South.

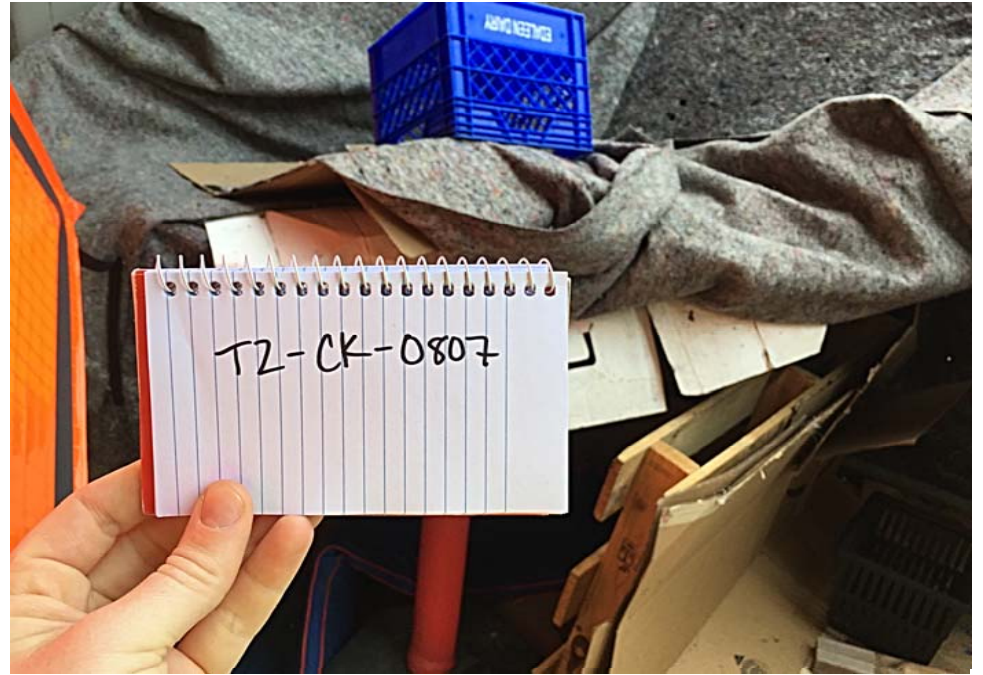
FOR OUTREACH AND HOUSING SUPPORT CALL:

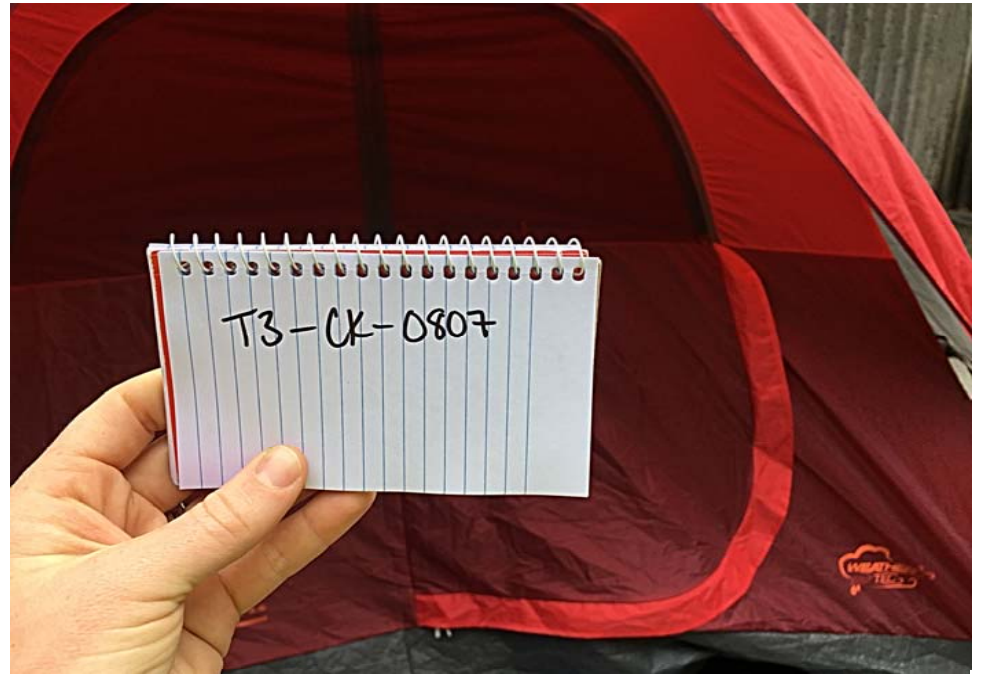
Para asistencia, sobre contactos con la comunidad y sobre la vivienda, llame al:

211 or 206-461-3222







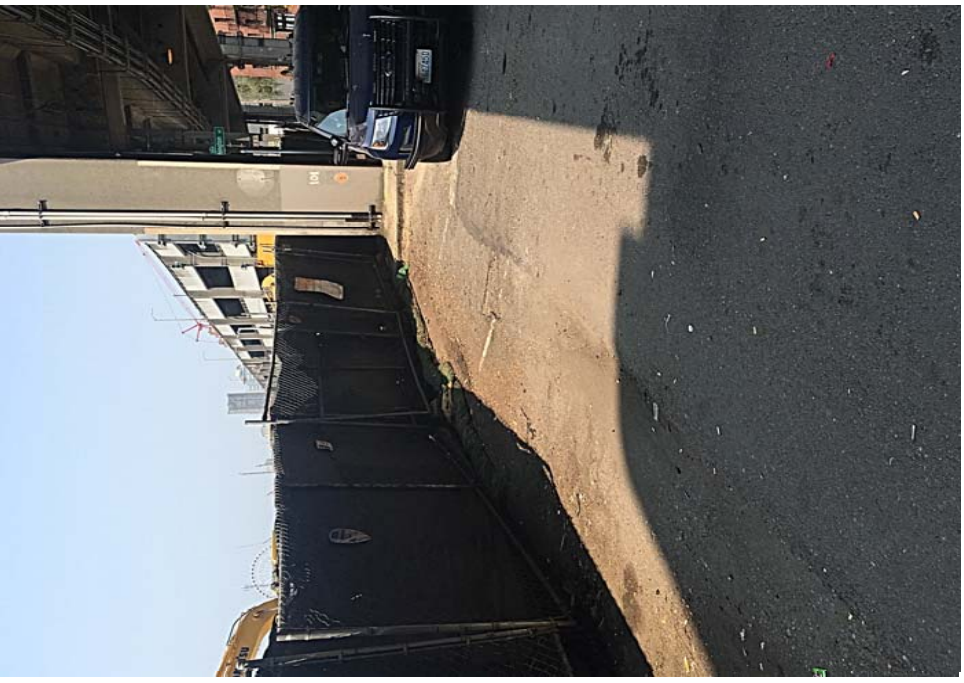












Site Name: Alaskan Way to Post Ave from Jackson St to Columbia St

 Date of Clean Up: 8/7/17

 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-CK-0807	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input checked="" type="checkbox"/> Declined <input type="checkbox"/> N/A	<input type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input type="checkbox"/> Damaged	0	0	0	0	Tent was not storable, during clean owner returned and removed tent from site.
T2-CK-0807	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Hazardous Material <input checked="" type="checkbox"/> Human Waste <input checked="" type="checkbox"/> Damaged	0	0	0	0	Structure made out of pallets. Nothing storable inside—only one bed mat, which smelled strongly of urine.
T3-CK-0807	<input type="checkbox"/> Yes <input checked="" 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	1	0	1	0	Stored red and gray tent, as well as suitcase with all belongings inside.
T1-JH-0807	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input checked="" type="checkbox"/> Declined <input type="checkbox"/> N/A	<input type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input type="checkbox"/> Damaged	0	0	0	0	Owner () came on site and took his belongings that he wanted
T2-JH-0807	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input checked="" type="checkbox"/> Declined <input type="checkbox"/> N/A	<input type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input type="checkbox"/> Damaged	0	0	0	0	Owners took what they wanted and stated to throw the rest away
T3-JH-0807	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input checked="" type="checkbox"/> Declined <input type="checkbox"/> N/A	<input type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input type="checkbox"/> Damaged	0	0	0	0	Owners took what they wanted and stated to throw the rest away

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
T4-JH-0807	<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 type="checkbox"/> Damaged	0	0	0	0	Tent had blood on it and nothing storable inside
T5-JH-0807	<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	0	0	0	0	Tent was ripped and had needles inside and nothing storable
Found in debris	<input type="checkbox"/> Yes <input checked="" 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	0	0	0	0	There was a large pile of debris that a Veterans ID, reduced buss pass, debit card and a casino card was found that all belonged to ██████████. (FC brought the card to the WDVA office and they confirmed VP was a client. WDVA staff took the cards to give back to VP the next time he is in the office). During the clean-up in another section a man (who was not the man on the ID cards) with a cane came up to this FC and a Nav Officer and stated that his tent got thrown away, the man pointed to the area where the debris was and stated that he had tent there. This FC stated that there was no tent in that area and that photos were taken before and after. The man then pointed to the contractor's truck and stated, "that's my tent". This FC let the man know that the debris in that truck was not from that area and that the truck that picked up the debris pile he stated he had a tent near had already left the site to dump, the man continued to say that his tent was in the truck. This FC stated that some ID cards were found and asked the man his name and when he responded with a different name then was on the ID cards, the man became upset and stated to wave his cane around and was asked by SPD to leave, the man left without incident.
	<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					
	<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					

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
	<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					
	<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					
	<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					
	<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					