

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: Occidental Ave S from S Massachusetts St to S Lander St **Date of First Inspection:** 1/23/19
Site Address: Occidental Ave S from S Massachusetts St to S Lander St **Date of Clean-Up:** 1/31/19
Inspection By: Jeff Horan **CSR #** 19-00004382
Referred By: SPU, CSR, Community **Photos to FAS?** Yes No

SITE OCCUPANCY DATA

Date of Inspection	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
1/23/19	3	1	0	0	4

SITE CHARACTERISTICS

- 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

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
- Property Damage Yes No

TOTAL COUNT: 3

TOTAL COUNT: 8

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
- General Photos of the Encampment
- Photos of Individual Tents
- Debris Fields
- Obstructions or Hazards
- Vehicles/RVs /License Plates

NAVIGATION TEAM ASSESSMENT		
<input checked="" type="checkbox"/> Full Encampment Clean Up	<input type="checkbox"/> Obstruction Removal	<input type="checkbox"/> Hazard Removal
	<input type="checkbox"/> Tent on side walk	<input type="checkbox"/> Safety of Occupant
	<input type="checkbox"/> Blocking intended use of facility	<input type="checkbox"/> Safety of other near and around camp
		<input type="checkbox"/> Cleared by scheduled contractors- FAS
		<input type="checkbox"/> Remand to SPU
PRE-JOB SITE ASSESSMENT & INSTRUCTIONS		Specifications/Notes
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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No	_____
SPU ASSESSMENT & INSTRUCTIONS	Date	Requirements:
<input type="checkbox"/> Litter removed -area more than 20 feet from active camp		<input type="checkbox"/> Field Coordinator accessed
<input type="checkbox"/> Illegal Dumping -Encampment Related Trash		

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 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 |

Specifications/Notes

EXTERNAL CONTRACTORS

	Total	Description
Number of Labor Crew Involved	4	Elm grove
Number of Hazmat Crew Involved	1	
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	Description
Number of Heavy Teams	0	
Number of Light Teams	0	
Number of Full Time Days On-site Approved	0	
Number of Partial Days On-site Approved	0	
Total Hours Approved	0	

STAGING LOCATION

Date: 01/31/19 Time: 0900 Location: Occidental & Mass

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.

Date	Type	Location	Male Outreach	Female Outreach	Non-specific Gender	Total Number of People Contacted
1/23/2019	Outreach	1700 Occidental	1	1	0	2
1/28/2019	Outreach	1700 Occidental	0	0	0	0

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 Laura Beck

CHECKLIST for ENCAMPMENT CLEAN UP

- | | | |
|--|-----------------|---|
| Notice posting is 72 hours in advance of cleanup (Date:) | <u>01/25/19</u> | <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 (Date:) | <u>01/28/19</u> | <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

SITE OCCUPANCY DATA

Day of Clean-up	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
01/31/19	2	1	0	0	3

STORAGE SUMMARY

Total should equal total in Occupancy Data

TOTAL TENTS/STRUCTURES/BEDROLL/VEHICLES				
OWNER PRESENT Accepted Storage	0		ABANDONED TENT Content Storable	0
OWNER PRESENT Removed Tent	0		ABANDONED TENT/structure Content Not Storable	3
OWNER PRESENT Removed tent but stored contents	0		ABANDONED TENT Storable	0
OWNER PRESENT Asked FC to Discard Tent	0		ABANDONED TENT Not Storable	0
Impounded Vehicle(s)	0		ABANDONED BEDROLL Storable	0
Vehicle(s) -Left Premises	0		ABANDONED BEDROLL Not Storable	0

STORAGE TOTALS

Number of Bins	Bikes	Large Luggage Items	Large Items
0	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

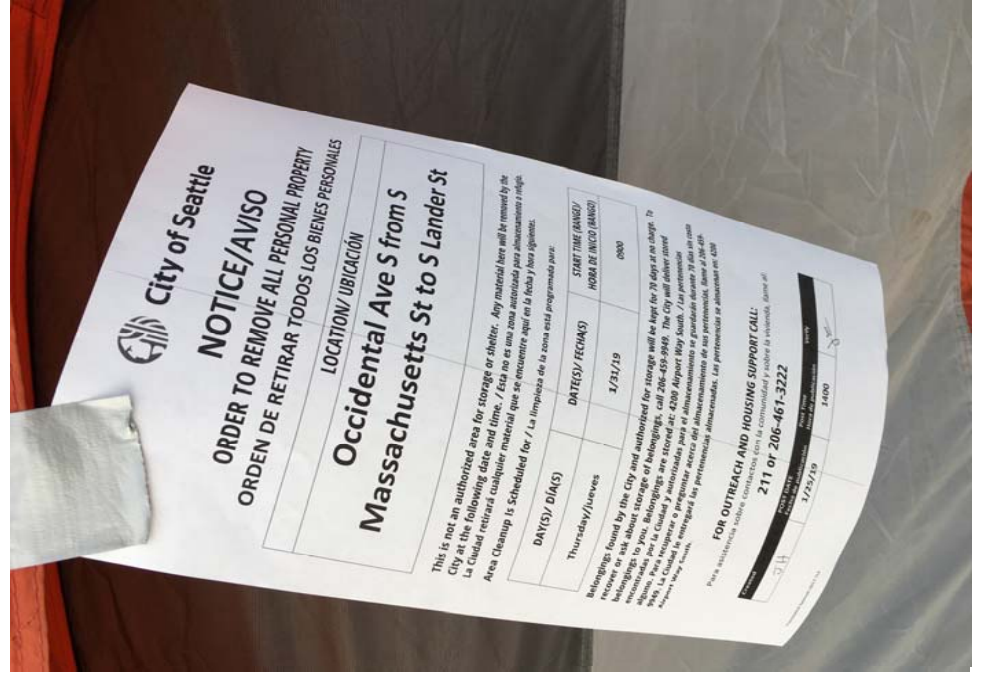
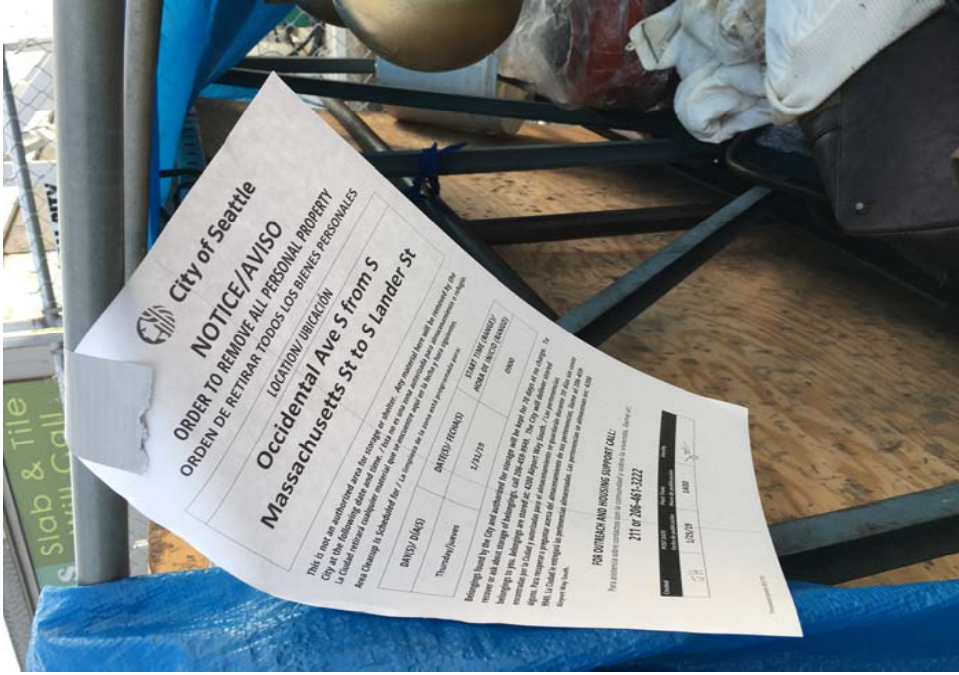


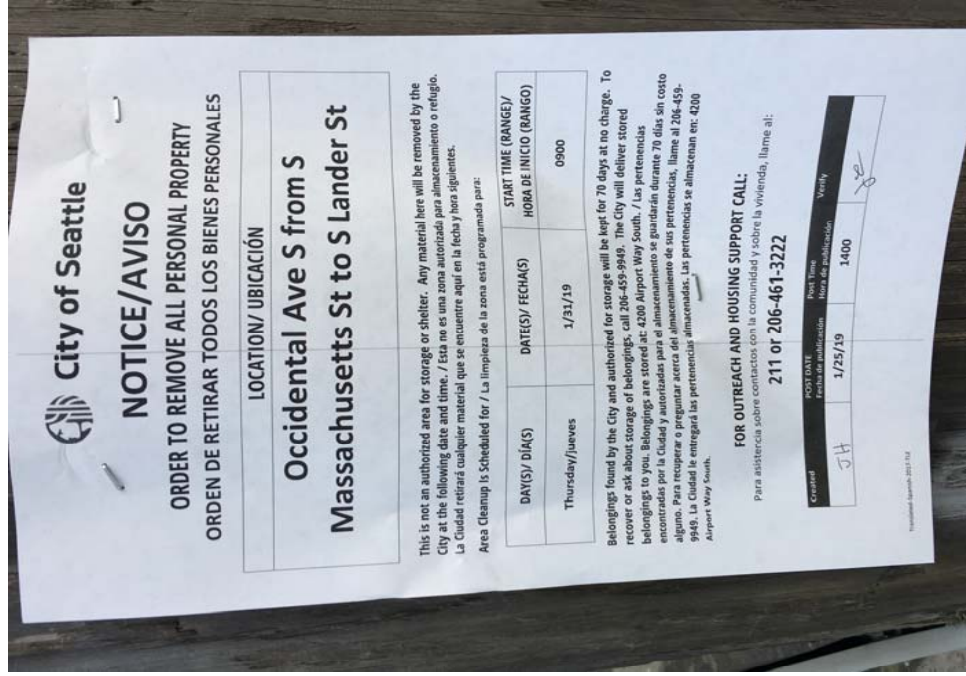


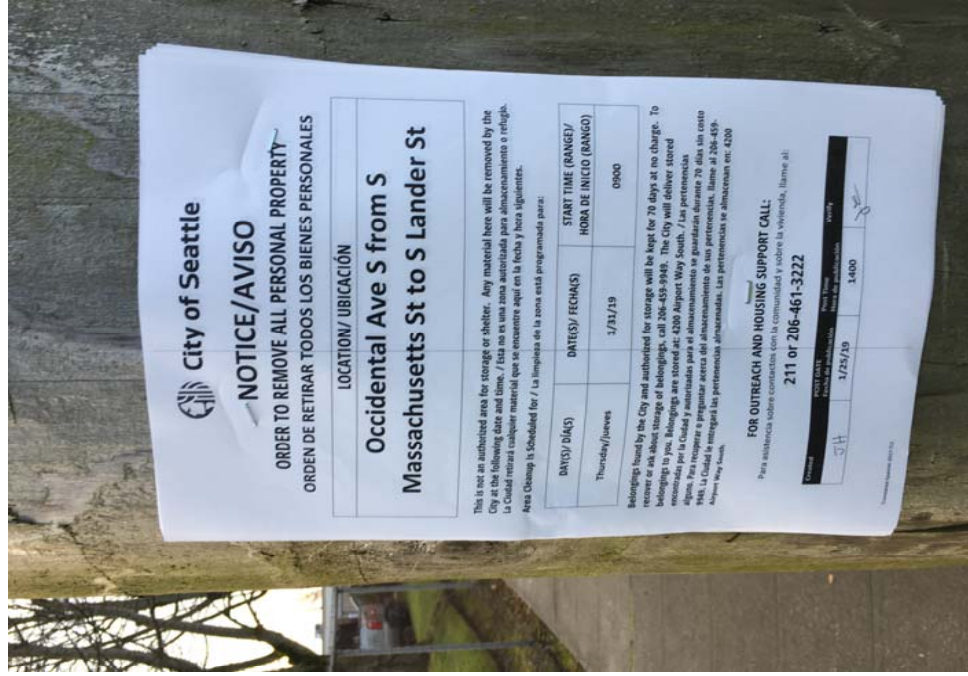
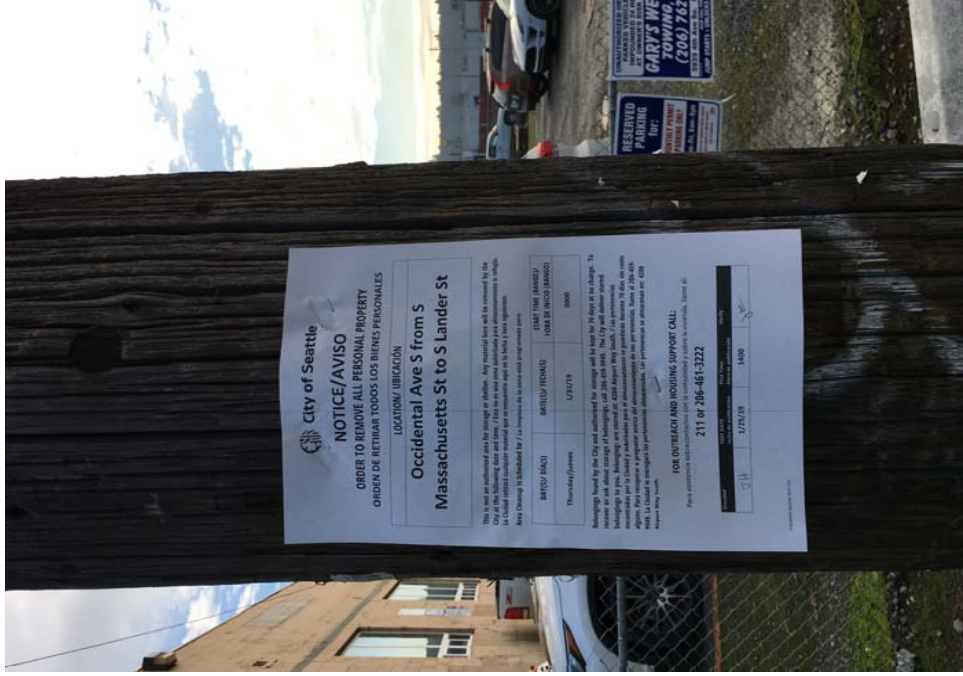


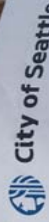
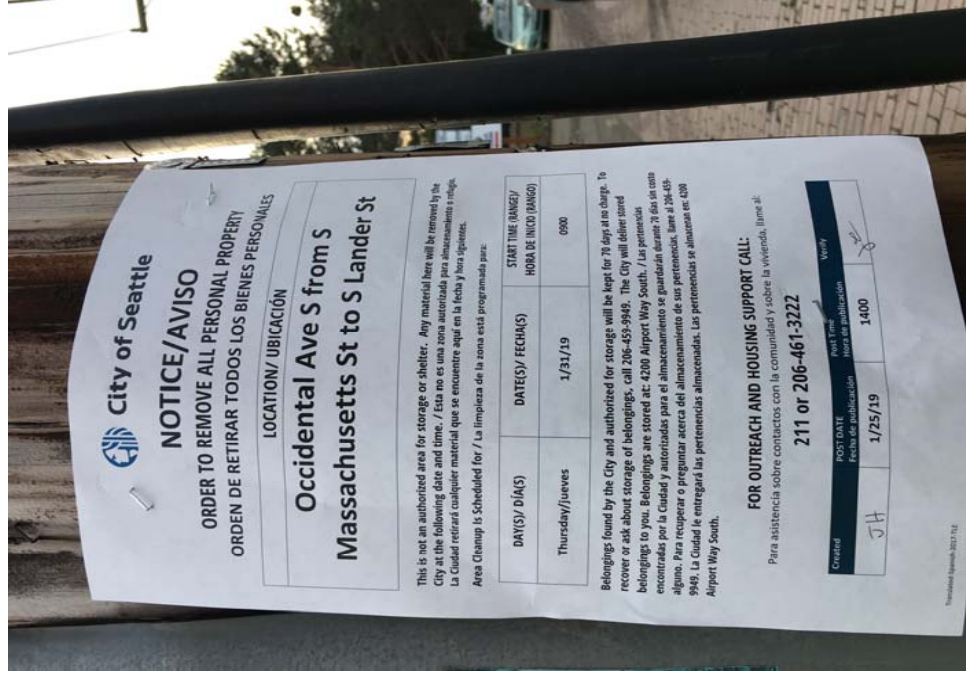
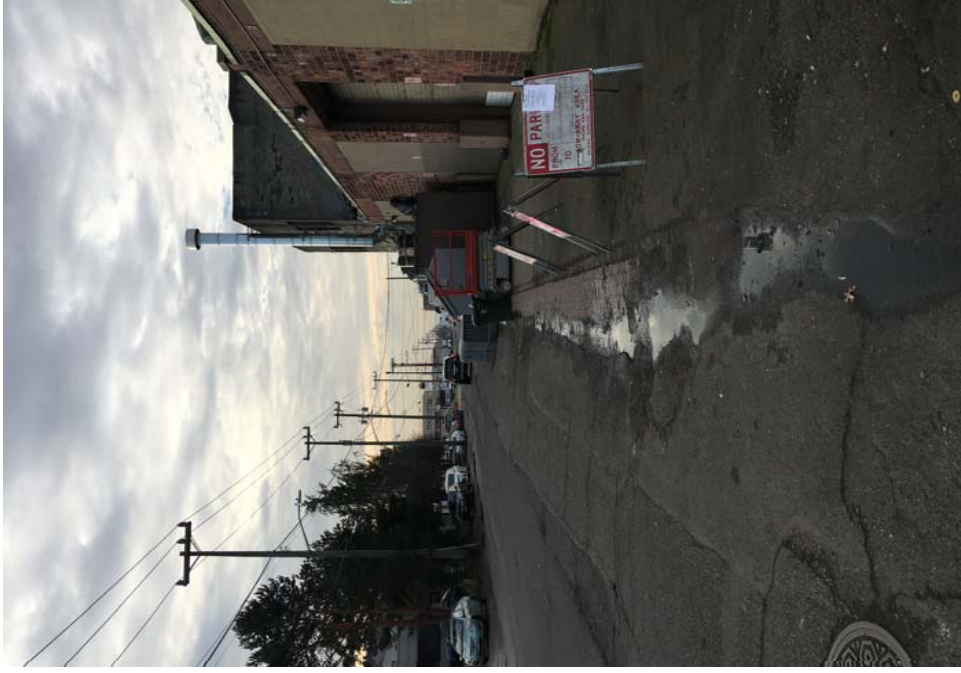


Exh B - Posting Photos









NOTICE/AVISO

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

LOCACION/ UBICACION

**Occidental Ave S from S
Massachusetts St to S Lander St**

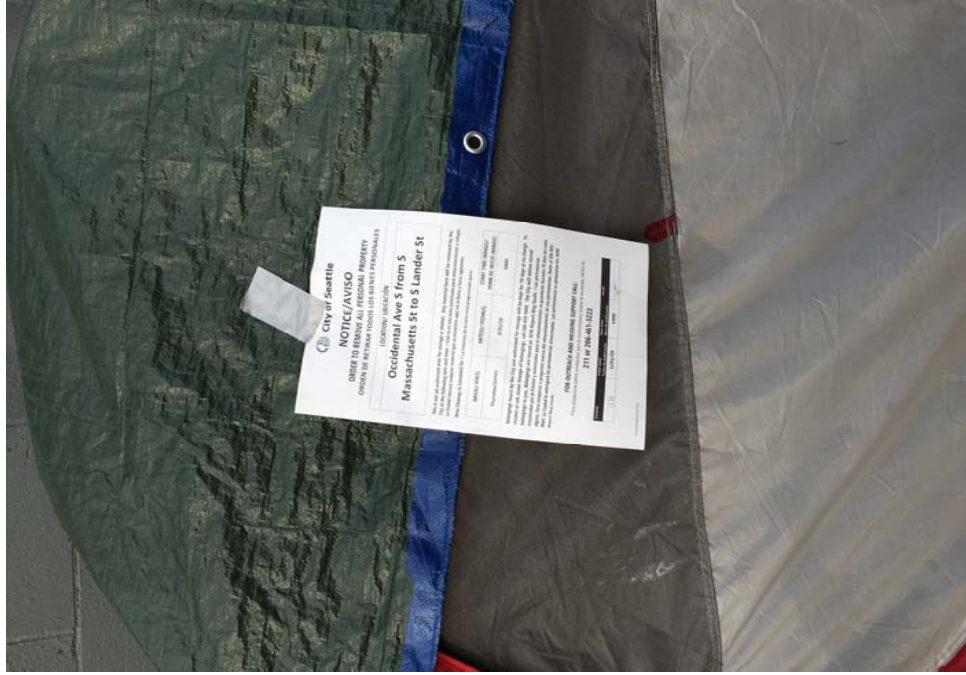
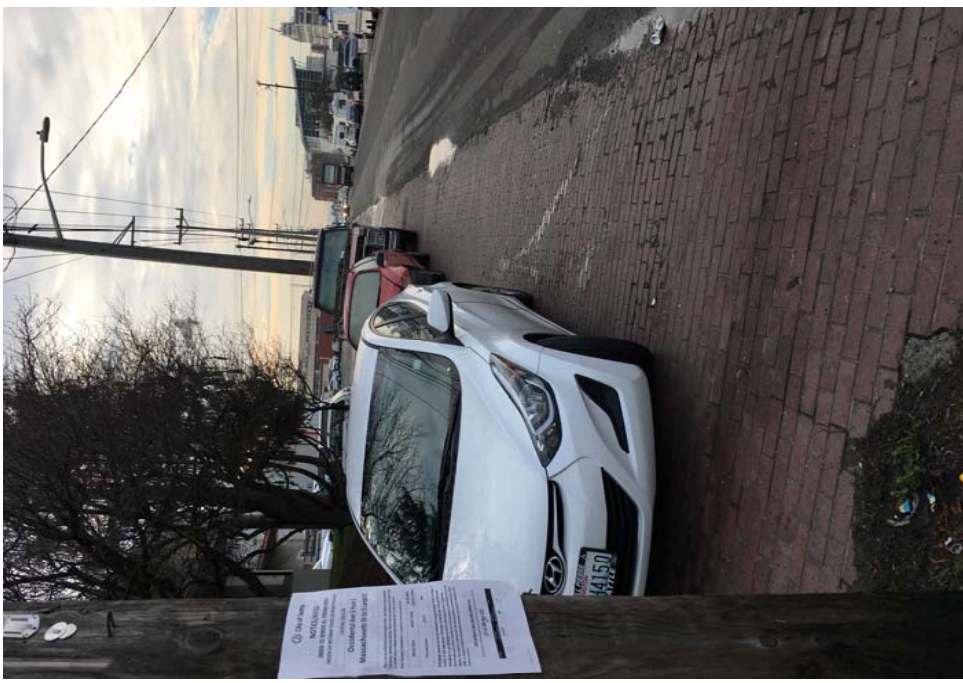
This is not an authorized area for storage or shelter. Any material here will be removed by the City at the following date and time. / Esta no es una zona autorizada para almacenamientos o refugio. La ciudad retirará cualquier material que se encuentre aquí en la fecha y hora siguientes.
Area Cleanup is Scheduled for / La limpieza de la zona está programada para:

DAY(S)/ DÍAS	DATE(S)/ FECHAS	START TIME /RANGE/ HORA DE INICIO (RANGO)
Thursday/Jueves	1/31/19	0900

Belongings found by the City and authorized for storage will be kept for 70 days at no charge. To recover or ask about storage of belongings, call 206-455-9549. The City will deliver stored belongings to you. Belongings are stored at: 4200 Airport Way South. / Las pertenencias encontradas por la Ciudad y autorizadas para el almacenamiento se guardarán durante 70 días sin cargo alguno. Para recuperar o preguntar acerca del almacenamiento de sus pertenencias, llame al 206-455-9549. La Ciudad le entregará las pertenencias almacenadas. Las pertenencias se almacenar 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**

Created	POST DATE Fecha de publicación	POST CODE Código de publicación	Verify
JH	1/25/19	1400	[Signature]



City of Seattle
NOTICE/AVISO
ORDER TO REMOVE ALL PERSONAL PROPERTY
ORDEN DE RETIRAR TODOS LOS BIENES PERSONALES

LOCATION/ UBICACIÓN
Occidental Ave S from S
Massachusetts St to S Lander St

This notice is published to give the property or vehicle owner notice that the City of Seattle may remove the property or vehicle from the public right-of-way. Any material here will be removed by the City of Seattle on the following date and time. If you have any questions, please call the City of Seattle at 206-469-3222. If you have any questions, please call the City of Seattle at 206-469-3222.

DATE/TIEMPO	START TIME/HORA DE INICIO	END TIME/HORA DE FIN
Thursday/ jueves	12/17/19	0900

Materials here by the City will be removed for storage with the right for 78 days at no charge. To receive an order to remove the property or vehicle, please call the City of Seattle at 206-469-3222. If you have any questions, please call the City of Seattle at 206-469-3222.

FOR OUTREACH AND HOUSING SUPPORT CALL:
211 or 206-469-3222

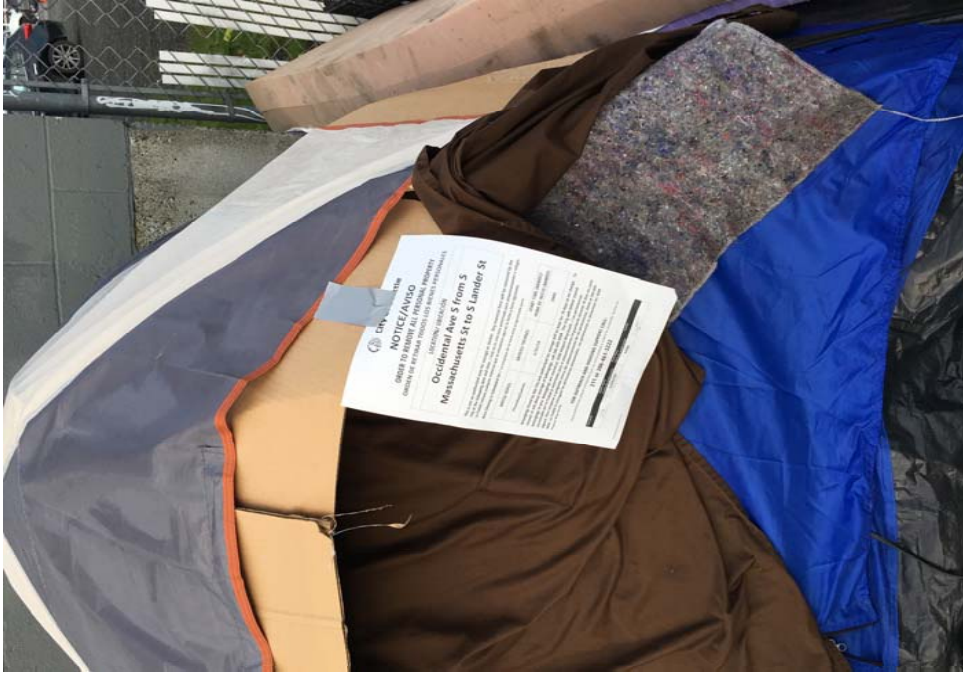
City of Seattle
NOTICE/AVISO
ORDER TO REMOVE ALL PERSONAL PROPERTY
ORDEN DE RETIRAR TODOS LOS BIENES PERSONALES

LOCATION/ UBICACIÓN
Occidental Ave S from S
Massachusetts St to S Lander St

This notice is published to give the property or vehicle owner notice that the City of Seattle may remove the property or vehicle from the public right-of-way. Any material here will be removed by the City of Seattle on the following date and time. If you have any questions, please call the City of Seattle at 206-469-3222. If you have any questions, please call the City of Seattle at 206-469-3222.

DATE/TIEMPO	START TIME/HORA DE INICIO	END TIME/HORA DE FIN
Thursday/ jueves	12/17/19	1400

FOR OUTREACH AND HOUSING SUPPORT CALL:
211 or 206-469-3222





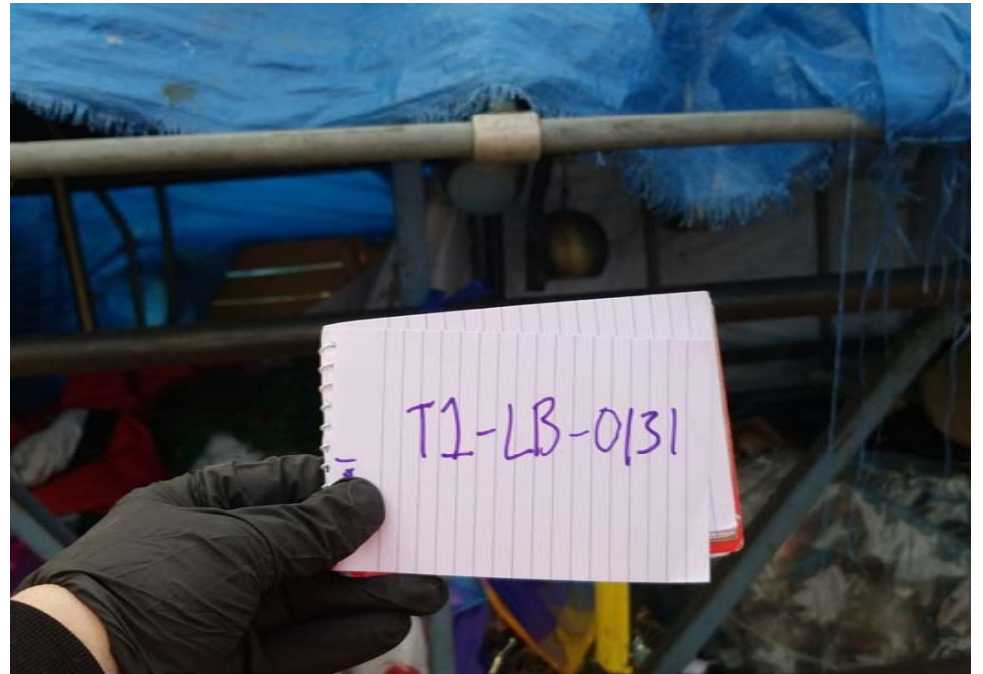


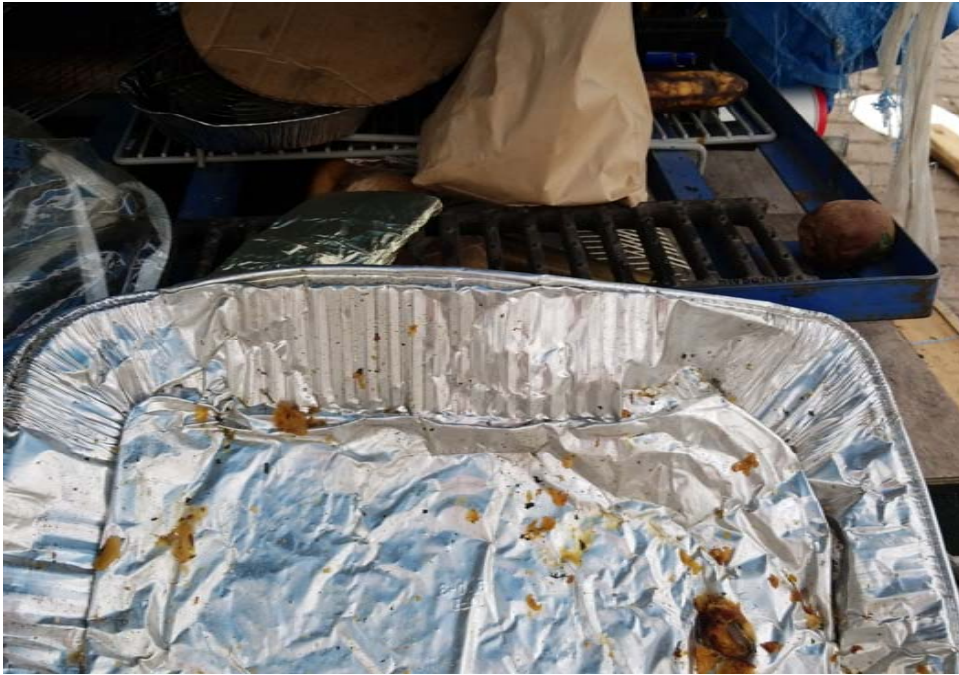
Exh D - Clean Up Photos

















After Clean Photos







City of Seattle
 NOTICE OF CLEANUP / AVISO DE LIMPIEZA

LOCATION / UBICACION
 Occidental Ave S from S
 Massachusetts St to S
 Lander St

DATE / FECHA
 02/21/25

This is not an authorized area for storage or shelter. Material found here was removed by the City. If you do not have authorization from the City, you are responsible for removing your materials from the site.

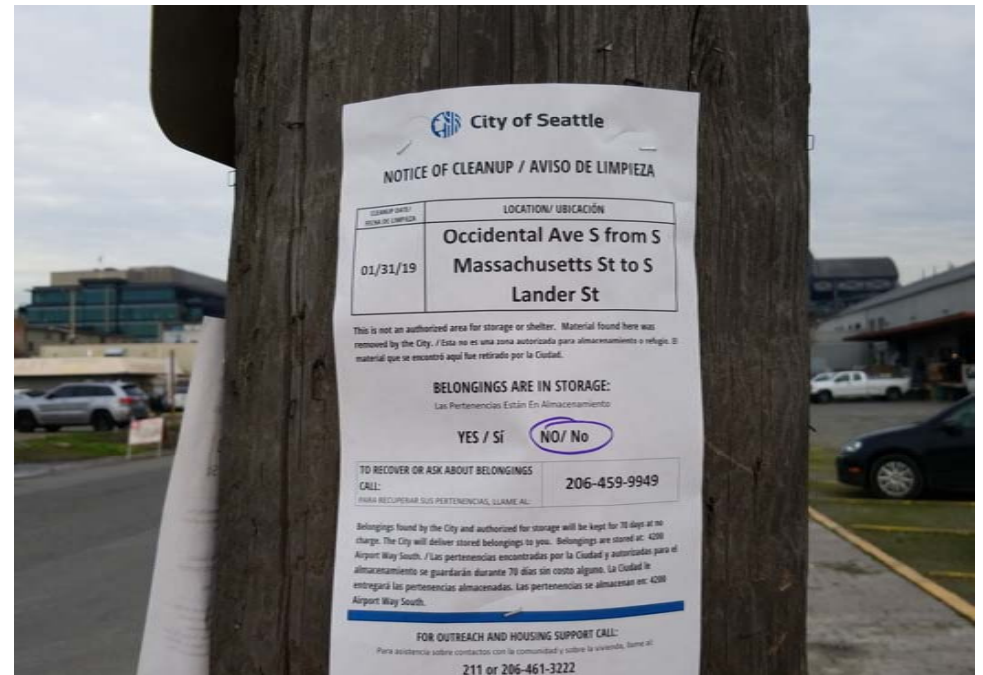
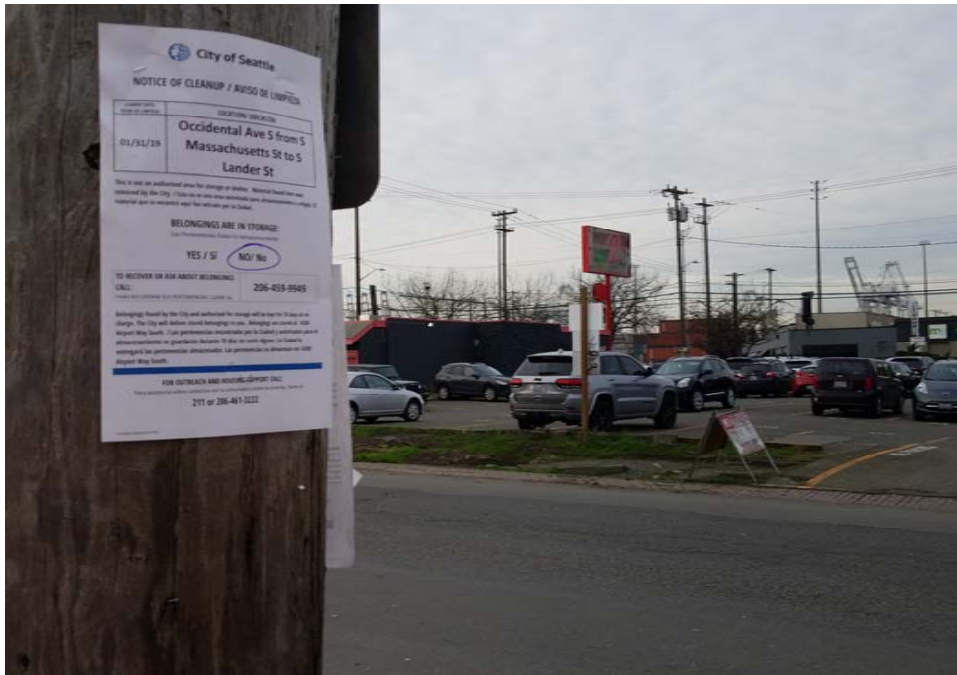
BELONGINGS ARE IN STORAGE:
 Los pertenencias se encuentran en almacenamiento.

YES / SI NO / No

TO REMOVE OR ASK ABOUT BELONGINGS CALL: 206-459-9949

Belongings stored by the City and authorized for storage will be kept for 90 days at no charge. The City will dispose of items after 90 days. Belongings are stored at 4200 Alport Way South. Los pertenencias almacenadas por la Ciudad y autorizadas para el almacenamiento se guardarán durante 90 días sin costo alguno. Los Ciudadanos interesados en recuperar sus pertenencias almacenadas. Las pertenencias se almacenarán en: 4200 Alport Way South.

FOR OUTREACH AND HOUSING SUPPORT CALL:
 Para asistencia y apoyo de vivienda, llame al: 211 o 206-461-3222





NOTICE OF CLEANUP / AVISO DE LIMPIEZA

CLEANUP DATE / FECHA DE LIMPIEZA	LOCATION / UBICACIÓN
01/31/19	Occidental Ave S from S Massachusetts St to S Lander St

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 Pertencencias Están En Almacenamiento

YES / SÍ NO / No

TO RECOVER OR ASK ABOUT BELONGINGS

CALL: **206-459-9949**

PARA RECUPERAR SUS PERTENENCIAS, LLÁMAME AL:

Belongings found by the City and authorized for storage will be kept for 70 days at no charge. The City will deliver stored belongings to you. Belongings are stored at: 4200 Airport Way South. / Las pertenencias encontradas por la Ciudad y autorizadas para el almacenamiento se guardarán durante 70 días sin costo alguno. La Ciudad le entregará las pertenencias almacenadas. 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: Occidental Ave S from S Massachusetts St to S Lander St

 Date of Clean Up: 01/31/19

 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 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-LB-0131	<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 checked="" type="checkbox"/> Damaged	0	0	0	0	Structure had ripped/torn tarp, moldy and rotten food, bedding wet nothing storable
T2-LB-0131	<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 checked="" type="checkbox"/> Damaged	0	0	0	0	Tent had multiple rips/tears, broken zipper, tent had cardboard empty alcohol bottle and misc loose garbage. Nothing storable
T3-LB-0131	<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 checked="" type="checkbox"/> Damaged	0	0	0	0	Tent was torn/ripped. Inside had soiled bedding and debris. Nothing storable.
	<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					
	<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					