

**SITE JOURNAL CONTENTS**

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**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>	<u>South Park Plaza vicinity</u>		
<b>Site Address:</b>	<u>_____</u>	<b>Date of Inspection:</b>	<u>3/24/2023</u>
		<b>Date of Clean-Up:</b>	<u>3/27/2023</u>
<b>Final Inspector:</b>	<u>James Lohman</u>	<b>CSR #:</b>	<u>_____</u>
<b>Referred By:</b>	<u>_____</u>	<b>Photos to HSD?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No



CPT/Bike SPD Response?  Yes  No

Date of Call to Duty Officer : \_\_\_\_\_ Time of Call to Duty Officer: \_\_\_\_\_

Date of Call to FC : \_\_\_\_\_ Time of Call to FC: \_\_\_\_\_

Date of FC Response : \_\_\_\_\_ Time FC arrived on site: \_\_\_\_\_

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
3/24/2023	2	3	0	2	7

**PRIORITY CONDITION DATA**

**VULNERABLE POPULATIONS**

Perceived Elderly (60+ years old)  Yes  No

**PUBLIC HEALTH/BIOWASTE**

Rats/Mice  Yes  No

Perceived Infants/Children (≤ 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
Near Facilities for the Elderly (e.g., nursing home)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Perceived Women	<input checked="" type="checkbox"/> Yes	<input 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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Presence of Contained Sharps	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>TOTAL COUNT:</b>		<b>0</b>

Hazardous Materials	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Bio Waste	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Chemical Waste	<input checked="" type="checkbox"/> Yes	<input 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
Loose Sharps	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>TOTAL COUNT:</b>		<b>6</b>

**SOLID WASTE**

Disorganized Garbage	<input checked="" type="checkbox"/> Yes	<input 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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Metal	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>TOTAL COUNT:</b>		<b>4</b>

**PUBLIC SAFETY/STRUCTURAL CONCERNS**

Weapons	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Park	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Sidewalk	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Proximity to Bridge	<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 type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

- Impeding Roadway  Yes  No
- Within 50ft of a Guardrail  Yes  No
- Heavy Traffic  Yes  No
- Slope more than 27 degrees  Yes  No
- Slide Zone  Yes  No
- Fires  Yes  No
- Exposed Electrical Wiring  Yes  No
- Other  Yes  No

 Rented Area  Yes  No

 Property Damage  Yes  No

<b>TOTAL COUNT:</b>	0
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<b>TOTAL COUNT:</b>	3
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<b>TOTAL SCORE:</b>	41
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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"/> Obstruction Removal	<input type="checkbox"/> Emphasis Zone	<input type="checkbox"/> Hazard Removal
<input checked="" 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: \_\_\_\_\_)  Yes  No
- Cleanup is occurring on date specified in notice  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
- NOT REQUIRED but PROVIDED:**
- Outreach was provided before the cleanup (Date: \_\_\_\_\_)  Yes  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 checked="" type="checkbox"/> Yes | <input 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	6	4 Fresh Family 2 Cascadia
Number of Hazmat Crew	1	
Number of Truck Drivers	3	
Contractors Labor Crew Hours On-Site	4	

**INTERNAL CLEAN UP TEAMS**

	<b>Total</b>	<b>Description</b>
Number of Heavy Crew	0	
Heavy Crew Hours On-site	0	
Number of Labor Crew	1	SPR light team
Labor Crew Hours On-site	4	

**STAGING LOCATION**

Date/Time: \_\_\_\_\_ Location: \_\_\_\_\_

**SITE POSTING PHOTOS**

 No Regular Encampment Clean-up: 72-hour Notice
 

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- 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
3/27/2023	0	2	0	1	3

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
0	0	0	0

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
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Inspection Photos





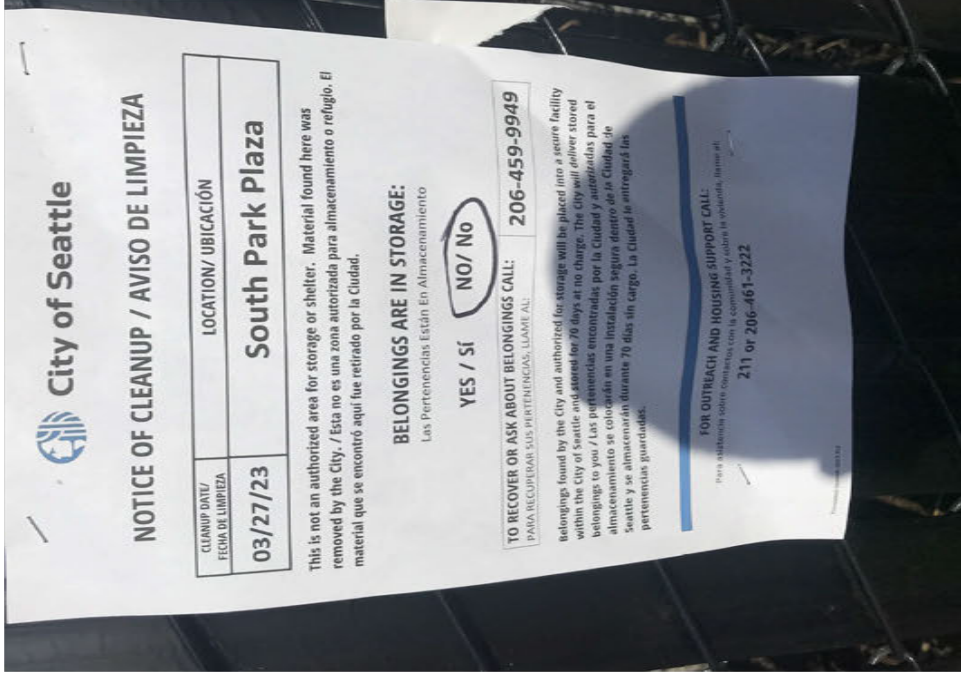
Clean Up Photos





After Clean Photos









Posting Photos







**DATE OF NOTICE: 03/24/23**

**City of Seattle**

**NOTICE/AVISO**

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

AS OF/ DESDE	TIME/ HORA	LOCATION/ UBICACIÓN
03/27/23	09:00am	S Rose St to Dallas Ave S and from 14 <sup>th</sup> Ave to 12 <sup>th</sup> Ave S

Materials in this area are an obstruction of the intended use of this property, are in a hazardous location or present an American with Disabilities Act (ADA) obstruction. This is not an authorized area for storage or shelter. Any materials left here will be removed by the city on or after the date and time posted above, and materials 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. / Los materiales en esta área son una obstrucción del uso previsto de esta propiedad, están en un lugar peligroso o presentan una obstrucción de la Ley de Estadadidencias con Discapacidades (ADA). Esta no es un área autorizada para almacenamiento o refugio. La Ciudad retirará todos los materiales que se encuentran aquí en la fecha y hora indicadas anteriormente o después, y las pertenencias encontradas que la Ciudad de Seattle y se almacenarán durante 70 días sin cargo.

**TO RECOVER OR ASK ABOUT STORAGE OF BELONGINGS CALL: / PARA RECUPERAR SUS PERTENENCIAS, LLAME A:** **206-459-9949**

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