

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

Site: Golden Gardens Park **Date of First Inspection:** 3/5/18
Site Address: 8498 Seaview PI NW **Date of Clean-Up:** 7/24/18
Inspection By: Marlan Teeters, Sean Hermes, Laura Beck **SERIS #** 824-04
Referred By: Parks, SERIS, CSR **Photos to FAS?** Yes No

SITE OCCUPANCY DATA

Date of Inspection	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
3/5/18	0	0	0	0	0
06/20/2018	11	3	6	0	20

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

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: 6

TOTAL COUNT: 14

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		
<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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Cascadia
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	
SPU ASSESSMENT & INSTRUCTIONS		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 Yes No
- Waste Hauling to Dump Yes No
- Waste Hauling to Other Location Yes No
- Vegetation Pruning Yes No
- Biohazard Waste Yes No

Specifications/Notes

Cascadia steep terrain

EXTERNAL CONTRACTORS

	Total	Description
Number of Labor Crew Involved	4	Cascadia without Trailer
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	1	Parks with Packer and Gator
Number of Light Teams	1	Parks
Number of Full Time Days On-site Approved	1	
Number of Partial Days On-site Approved	0	
Total Hours Approved	8	

STAGING LOCATION

Date: 7-24-2018 Time: 0900 Location: Parks Service Yard

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.

Date	Type	Location	Male Outreach	Female Outreach	Non-specific Gender	Total Number of People Contacted
7/23/2018	Outreach	Golden Gardens	2	0	0	2

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. Shepard

CHECKLIST for ENCAMPMENT CLEAN UP

Notice posting is 72 hours in advance of cleanup (Date :)	<u>7-19-2018</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>7-23-2018</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
- General Photos of the Encampment
- 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
7-24-2018	6	0	0	0	6

STORAGE SUMMARY


Total should equal total in Occupancy Data

TOTAL TENTS/STRUCTURES			
OWNER PRESENT Accepted Storage	0	ABANDONED TENT Content Storable	0
OWNER PRESENT Removed Tent	4	ABANDONED TENT Content Not Storable	0

TOTAL TENTS/STRUCTURES			
OWNER PRESENT Removed tent but stored contents	0	ABANDONED TENT Storable	0
OWNER PRESENT Asked FC to Discard Tent	1	ABANDONED TENT Not Storable	1

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

































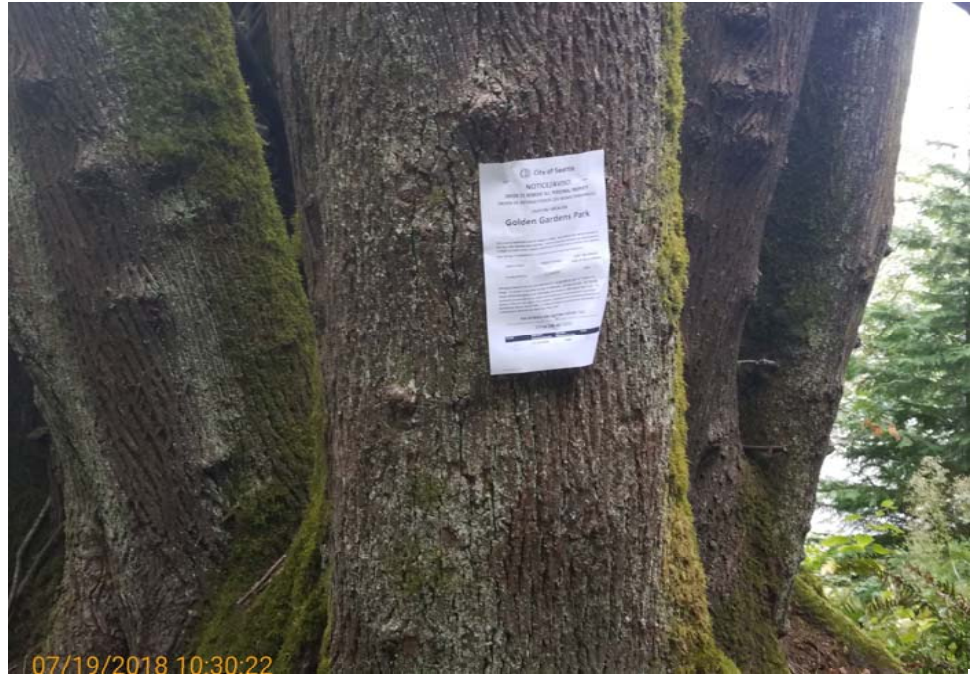


Exh B - Posting Photos







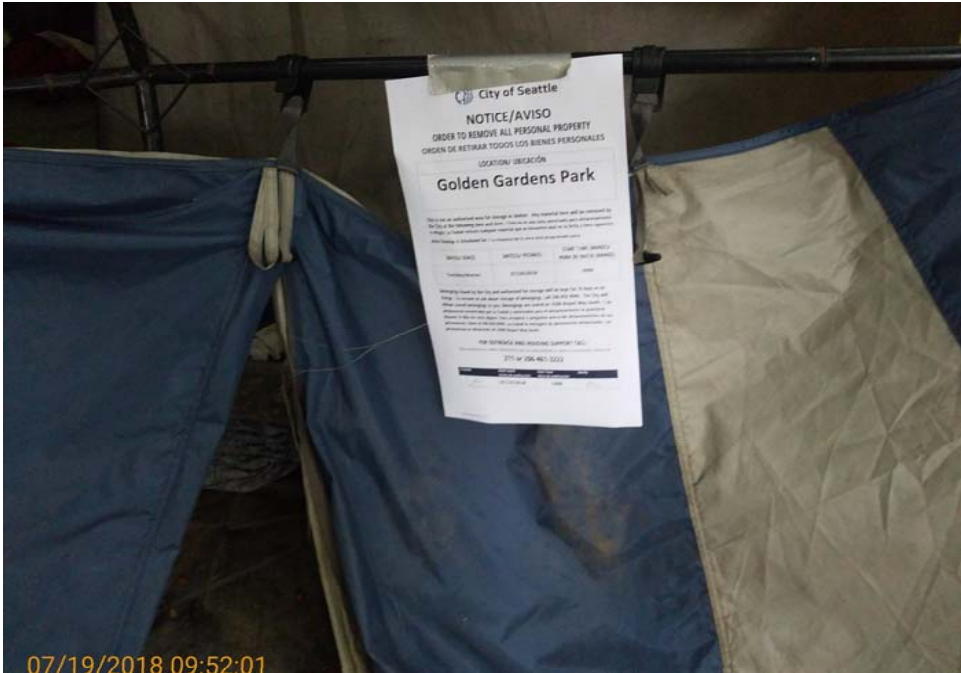






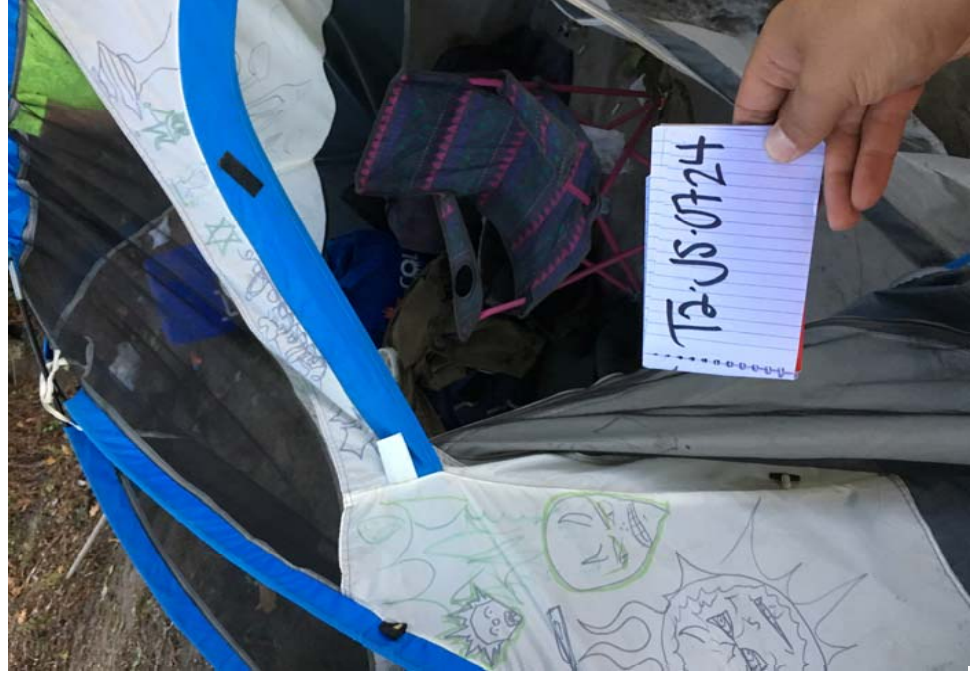
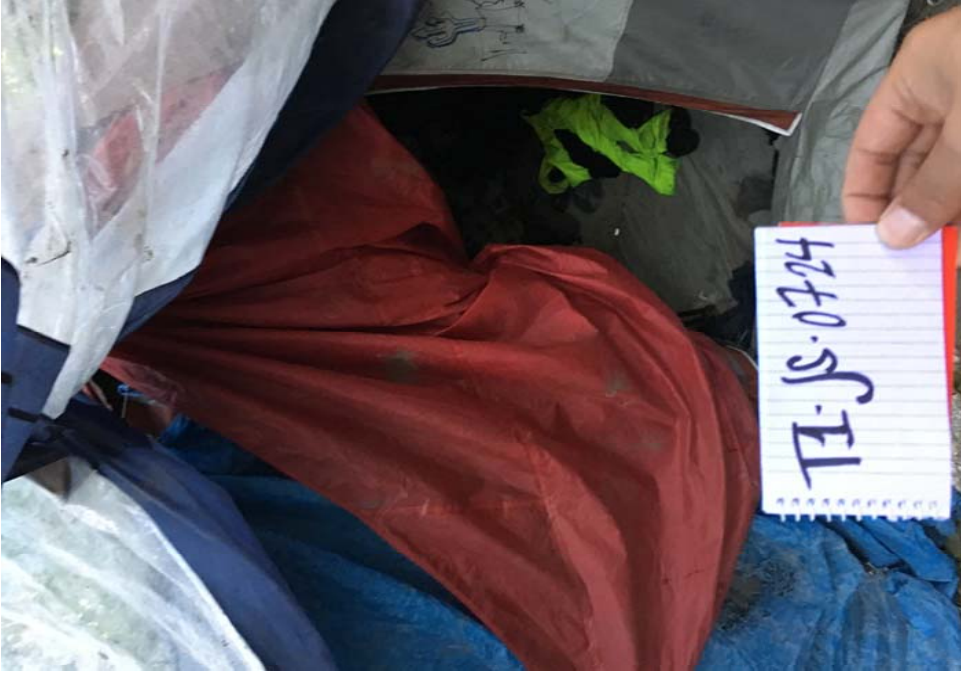






Exh D - Clean Up Photos





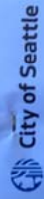












NOTICE OF CLEANUP / AVISO DE LIMPIEZA

ISSUANCE DATE / FECHA DE EMISIÓN	LOCATION / UBICACIÓN
7-24-2018	Golden Gardens Park

This is an authorized area for storage or shelter. Material found here was removed by the City. / Esta es una zona autorizada para almacenamiento o refugio. El material aquí se eliminó por el personal de la Ciudad.

BELONGINGS ARE IN STORAGE:

Los pertenimientos están en almacenamiento

YES / SI

NO/No

TO RECOVER OR ASK ABOUT BELONGINGS **206-459-9949**

CALL: / PARA RECUPERAR LOS Pertenimientos, LLAME AL:

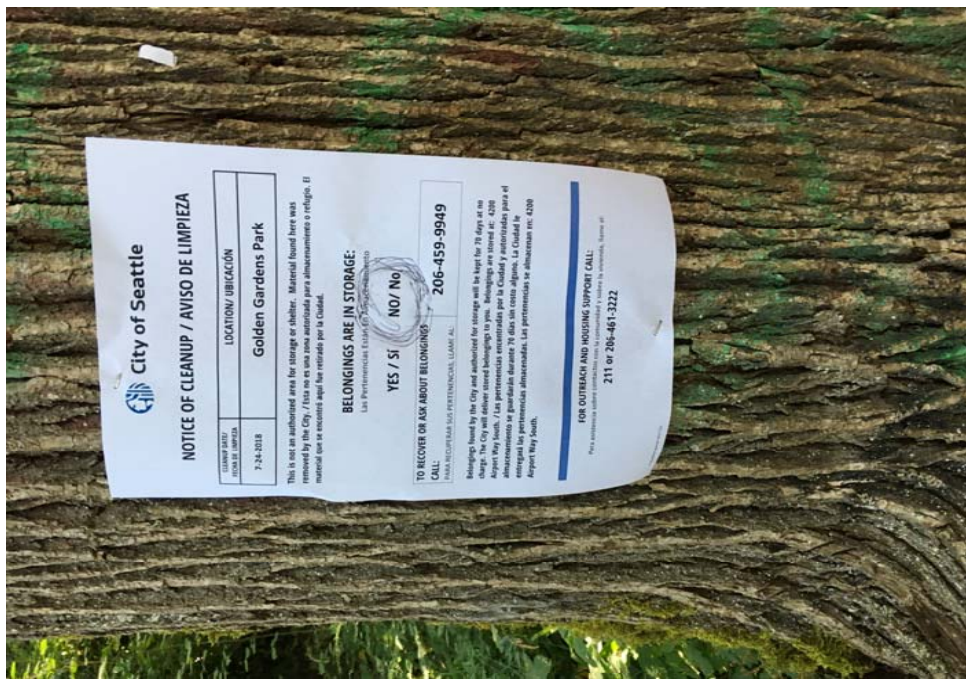
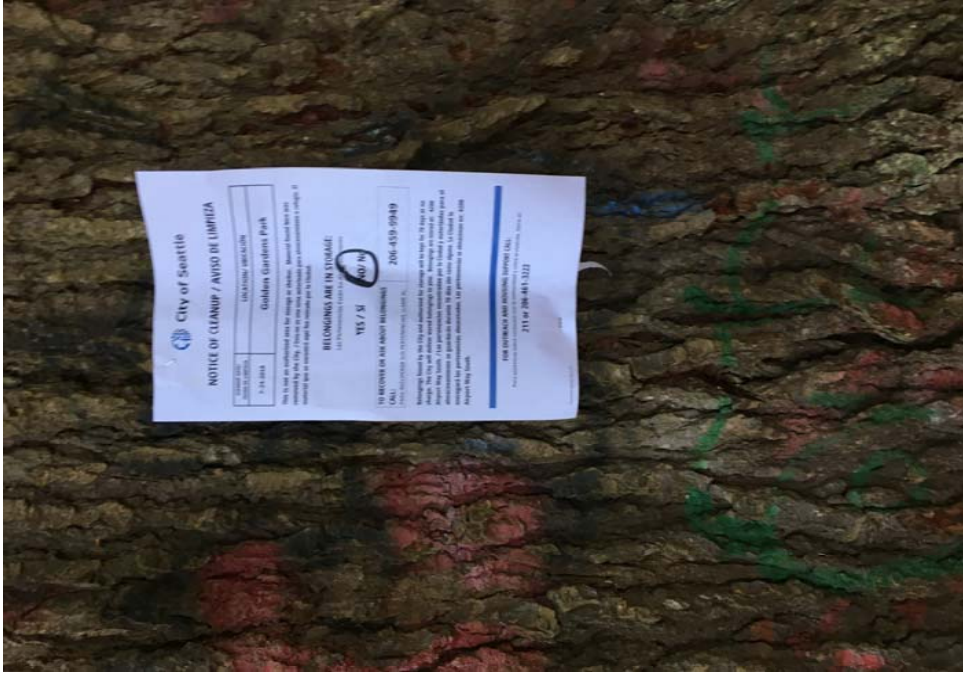
Items found by the City and authorized for storage will be kept for 75 days at our Airport. The City will deliver stored belongings to you. Belongings are stored at our Airport. Los pertenimientos encontrados por la Ciudad y autorizados para el almacenamiento se guardarán en nuestro aeropuerto. Los pertenimientos se almacenarán en: Airport Way South.

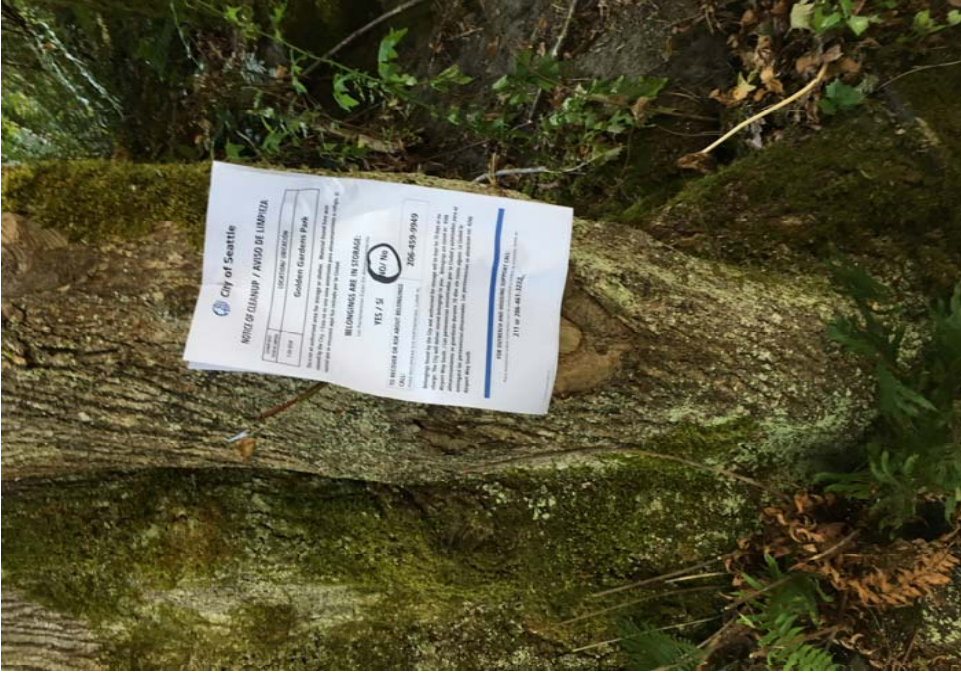
FOR OUTREACH AND HOUSING SUPPORT CALL:

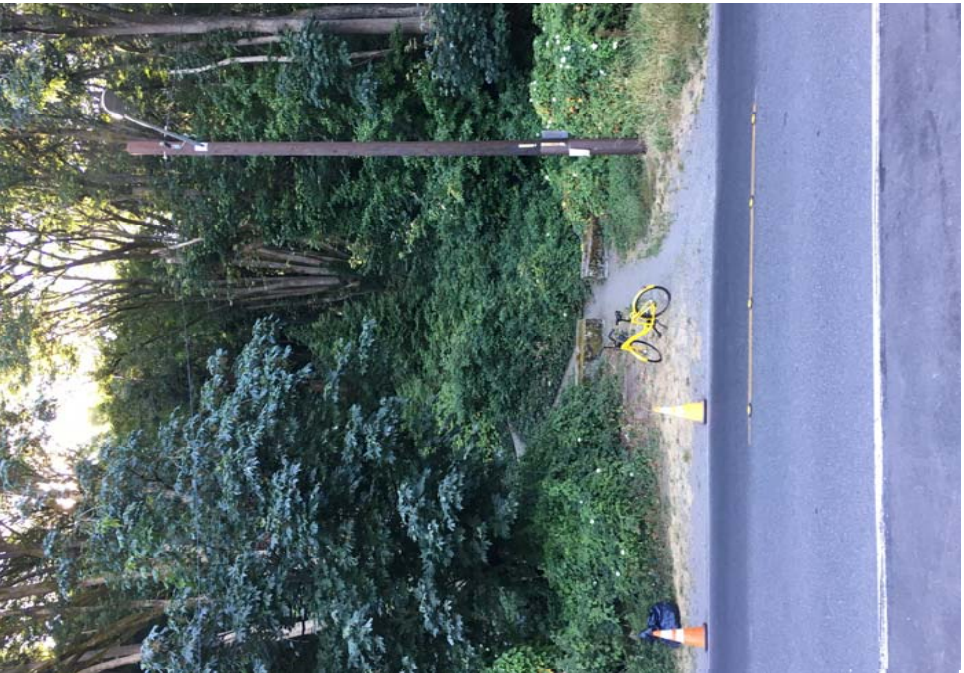
Para información sobre servicios de apoyo de vivienda y apoyo de vivienda, llame al:

211 or 206-461-3222









Site Name: Golden Gardens

 Date of Clean Up: 7-24-2018

 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-JS-0724	<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	Tent was in horrible condition. Could not Store.
T2-JS-0724	<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	FC asked to dispose of Tent by Camper.
	<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					
	<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					