

SITE JOURNAL CONTENTS

- Completed Site Journal
- Exhibit A: Site Inspection Photos
- Exhibit B: Site Posting Photos
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- Exhibit D: Clean Up & Storage Photos
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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 Encampments directory on the G:Drive.

Site Name:	Queen Anne Greenbelt - West	Date of Inspection:	06/02/17
Site Address:	Queen Anne Greenbelt - West	Date of Clean-Up:	06/05/17 - 06/09/17
Inspection By:	G. Kim & K. Ewalt	SERIS #	881-04, 14-12, 163-03
Referred By:	SERIS, PARKS	Photos to FAS?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

SITE OCCUPANCY DATA

Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
5	4	0	0	9

SITE CHARACTERISTICS

- | | | |
|--|---|--|
| Park | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Sidewalk | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Within 50ft of a water body or wetland | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Roadway | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Within 50ft of a Guardrail | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Heavy Traffic | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Near Industrial Zone | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Forested Area | <input checked="" type="checkbox"/> Yes | <input 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 checked="" type="checkbox"/> Yes | <input 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 |
| 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 checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Human Waste | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Rats/Mice | <input checked="" type="checkbox"/> Yes | <input 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 type="checkbox"/> Yes | <input type="checkbox"/> No |
| Weapons | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Open Alcohol | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Sharps | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Property Damage | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

TOTAL COUNT:	4
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TOTAL COUNT:	14
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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 (Choose One Type)

- 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 type="checkbox"/> No |
| Waste Hauling to Dump | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Waste Hauling to Other Location | <input 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 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 type="checkbox"/> Yes	<input type="checkbox"/> No
Vegetation Pruning	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Biohazard Waste	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Specifications/Notes

EXTERNAL CONTRACTORS

	Total	Description
Number of Labor Crew Involved	8	Belfor, Bubbers & Cascadia
Number of Hazmat Crew Involved	4	
Number of Truck Drivers Approved	3	
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	1	
Number of Light Teams	3	
Number of Full Time Days On-site Approved	2	
Number of Partial Days On-site Approved	0	
Total Hours Approved	16	

STAGING LOCATION

Date: 06/06/17 Time: 8:30AM Location: Super Supplements, 1154 Elliott Ave W, Seattle, WA 98119 (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

 J. 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
5	1	3	0	1

STORAGE TOTALS

Number of Bins	Bikes	Large Luggage Items	Large Items
8	1	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.

QUEEN ANNE GREENBELT - WEST

06/05/17 – 06/09/17 Regular Encampment Clean Up

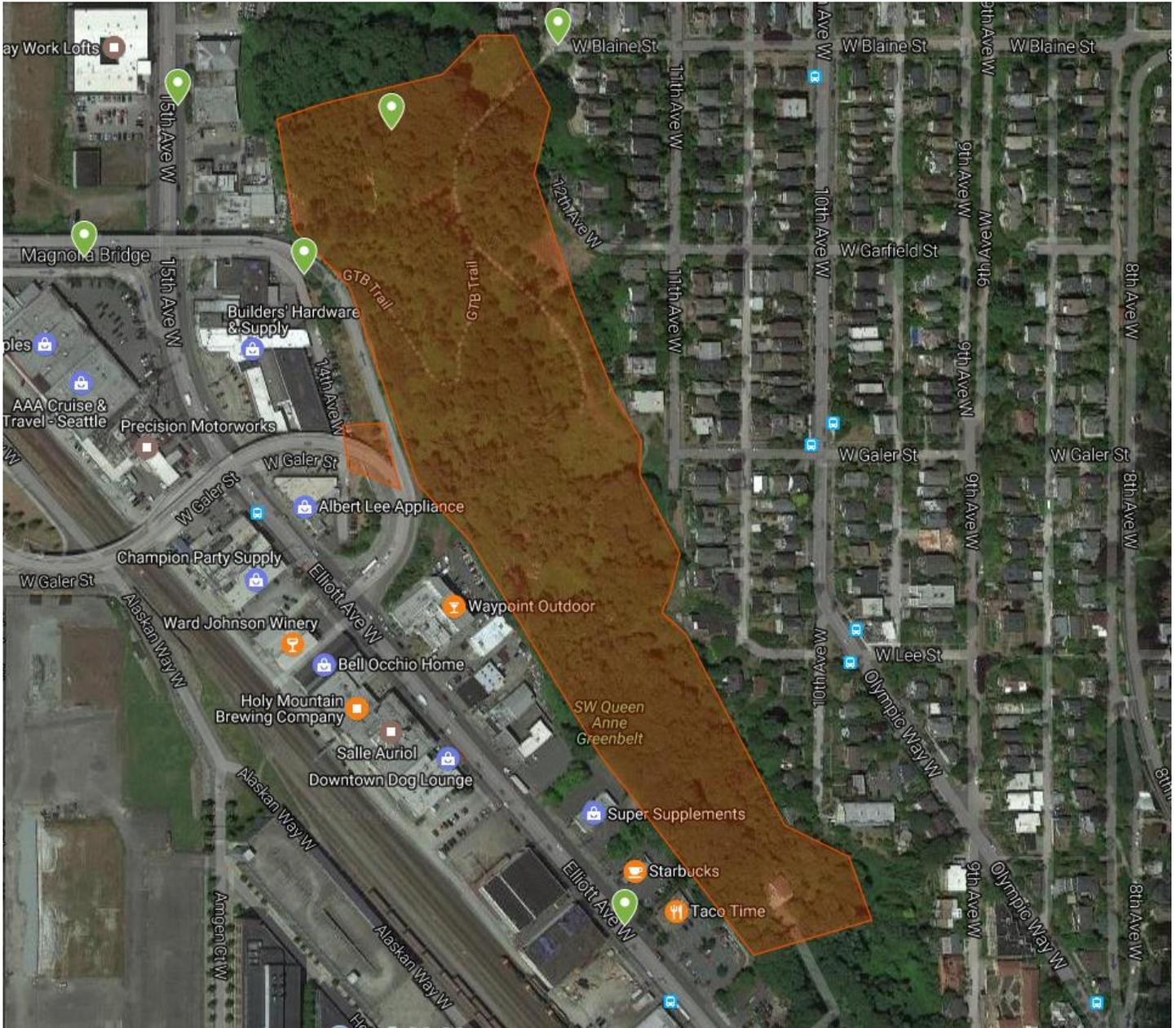
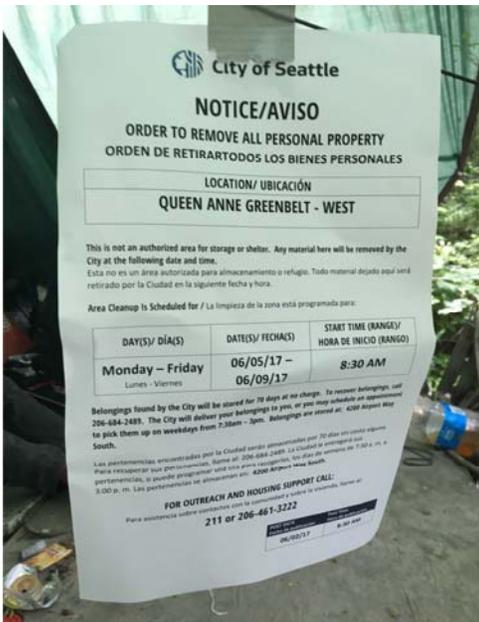
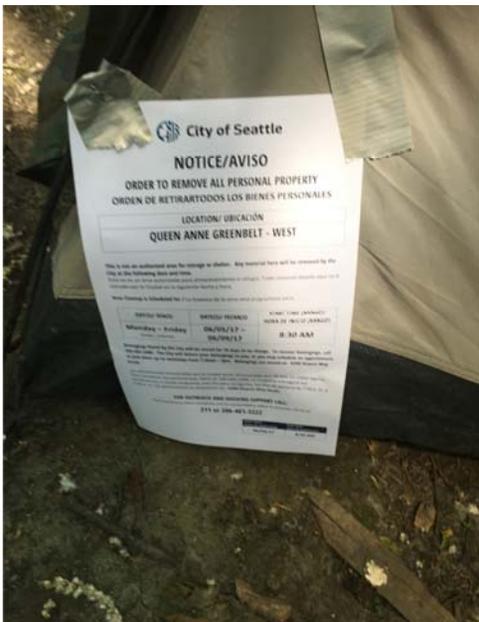
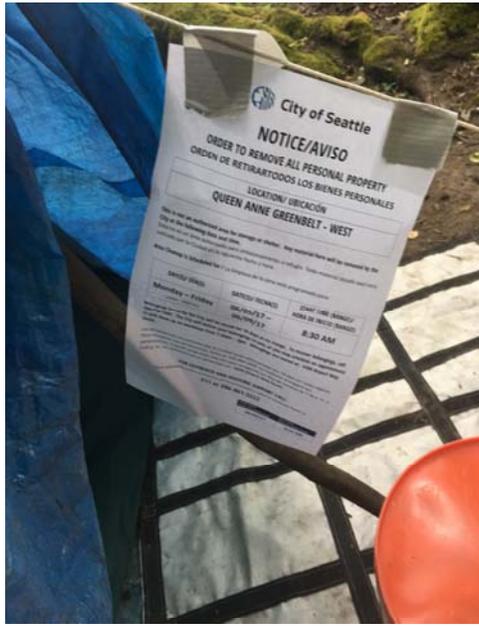


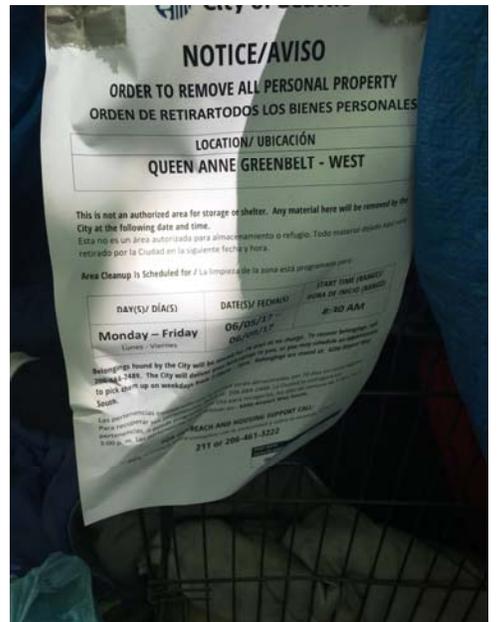
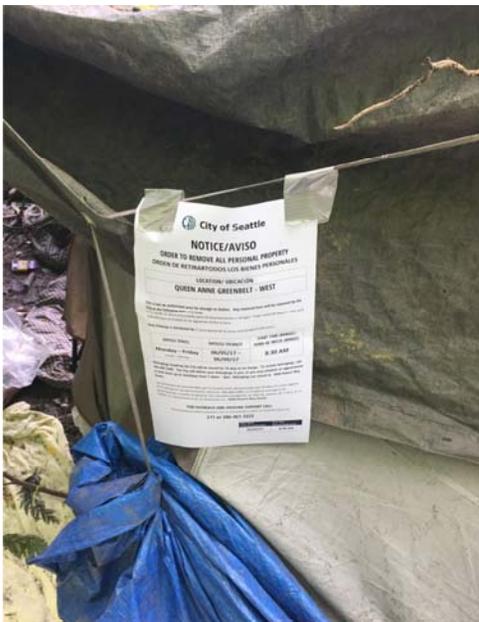
Exhibit A and B (Inspection and Post)











City of Seattle
NOTICE/AVISO
ORDER TO REMOVE ALL PERSONAL PROPERTY
ORDEN DE RETIRAR TODOS LOS BIENES PERSONALES
LOCATION/UBICACIÓN
QUEEN ANNE GREENBELT - WEST

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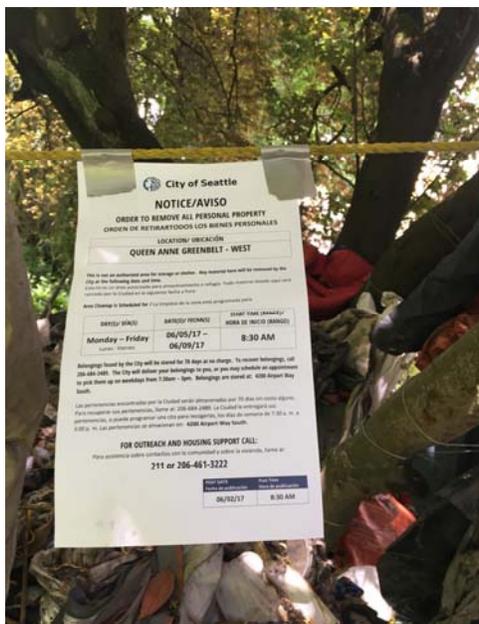
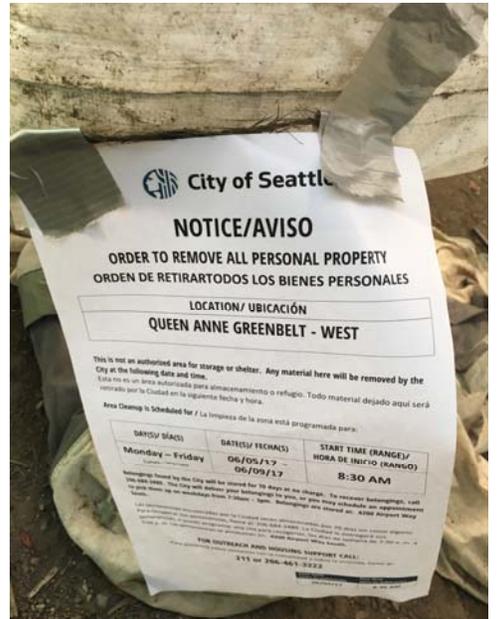
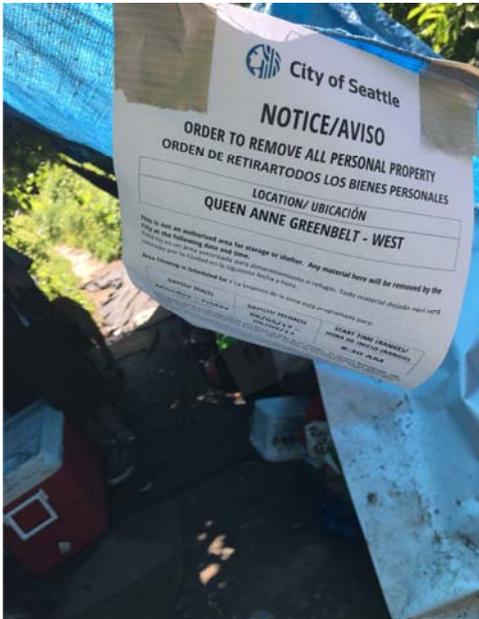
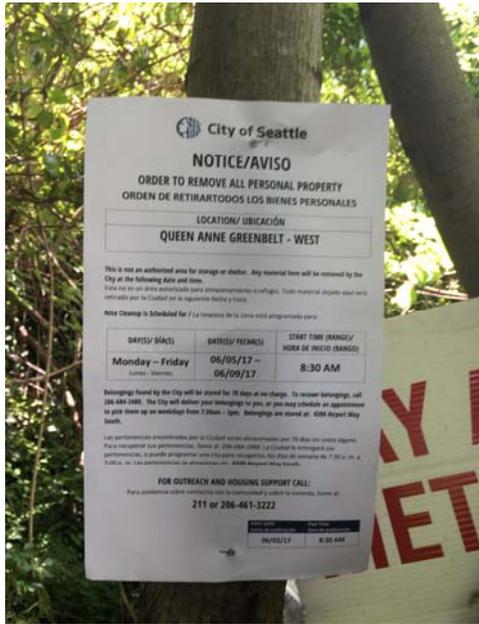
This is not an authorized area for storage or shelter. Any material here will be removed by the City at the following date and time.
 Esta no es un área autorizada para almacenamiento o refugio. Todo material ubicado aquí será retirado por la Ciudad en la siguiente fecha y hora.

Area Cleanup is Scheduled for / La limpieza de la zona está programada para

DAY(S)/DÍA(S)	DATE(S)/FECHA(S)	START TIME (AM/PM) HORA DE INICIO (AM/PM)
Monday - Friday Lunes - Viernes	06/25/22 06/26/22	8:30 AM

Belongings housed by the City will be removed to the City's storage facility at 3000 West 34th Street, Seattle, WA 98199. The City will attempt to contact you by phone or mail to pick up or to pick up on your behalf. Belongings are stored at 3000 West 34th Street.

Call 311 for more information. For more information, please call 311 or visit seattle.gov/311.
 Para recibir más información, llame al 311 o visite seattle.gov/311.
SEARCH AND RECOVERY SUPPORT CALL
 206-461-3222



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

LOCATION/ UBICACIÓN
QUEEN ANNE GREENBELT - WEST

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 un área autorizada para almacenamiento o refugio. Todo material dejado aquí será retirado por la Ciudad en la siguiente fecha y hora.

Area Cleanup is Scheduled for / La limpieza de la zona está programada para:

DAYS/ DÍAS	DATES/ FECHAS	START TIME (RANGE)/ HORA DE INICIO (RANGO)
Monday - Friday Lunes - Viernes	06/05/17 - 06/09/17	8:30 AM

Belongings housed by the City will be stored for 78 days at no charge. To recover belongings, call 206-461-3222. The City will deliver your belongings to you, or you may schedule an appointment to pick them up on weekdays from 7:00am - 5pm. Belongings are stored at: 4200 Airport Way South.

Los pertenencias almacenadas por la Ciudad serán almacenadas por 78 días sin costo alguno. Para recuperar sus pertenencias, llame al 206-461-3222. La Ciudad le entregará sus pertenencias, o puede programar una cita para recogerlas, los días de semana de 7:00 a. m. a 5:00 p. m. Las pertenencias se almacenarán en: 4200 Airport Way South.

FOR OUTREACH AND HOUSING SUPPORT CALL:
 Para asistencia sobre cuestiones relacionadas con la vivienda, llame al:
211 or 206-461-3222

City of Seattle
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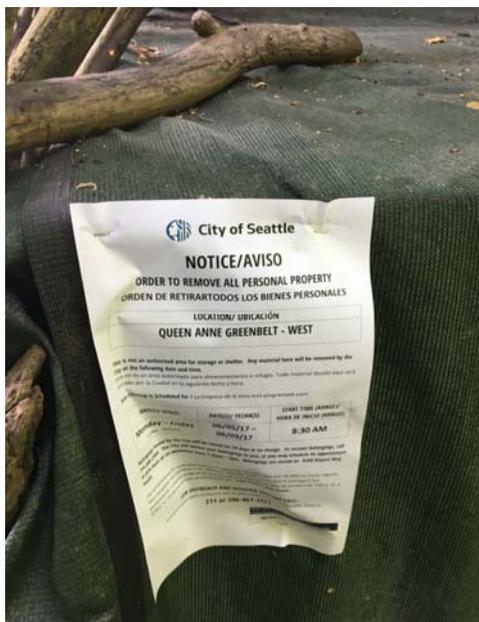
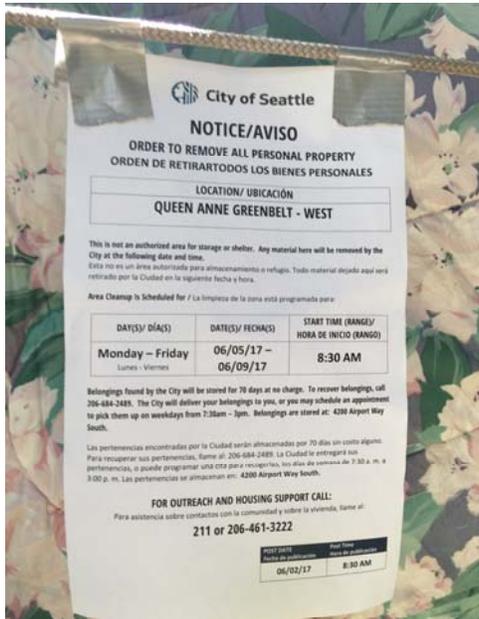
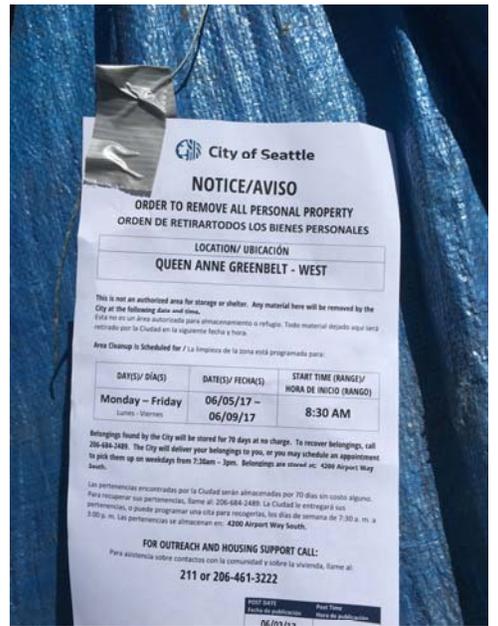
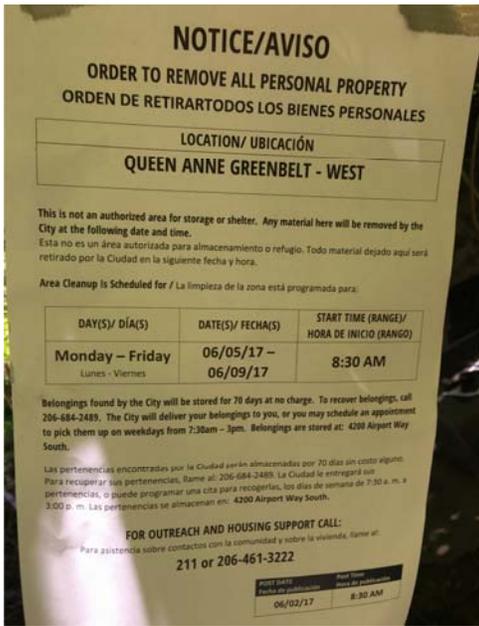
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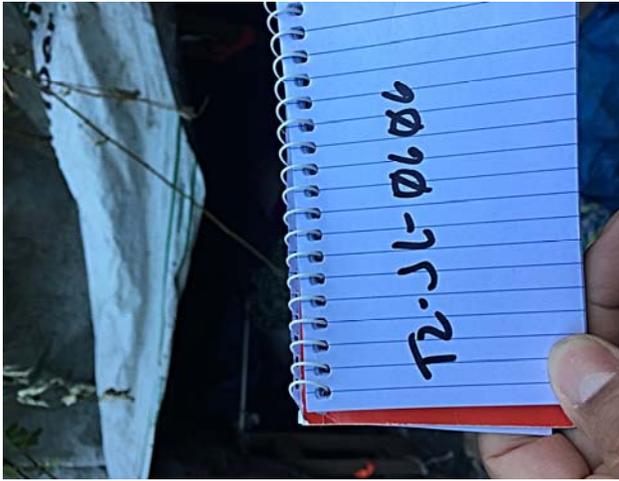




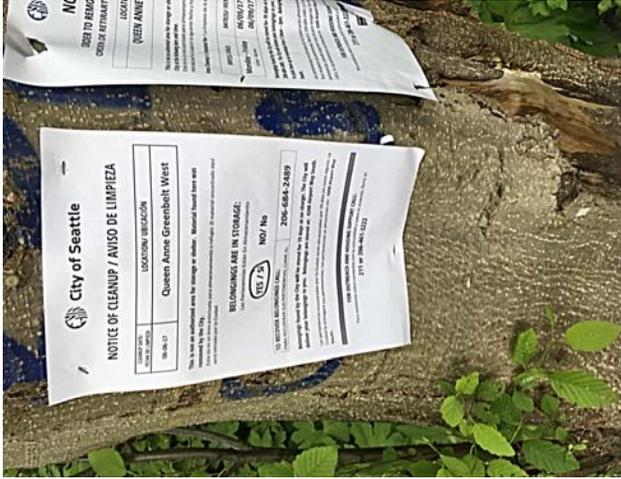
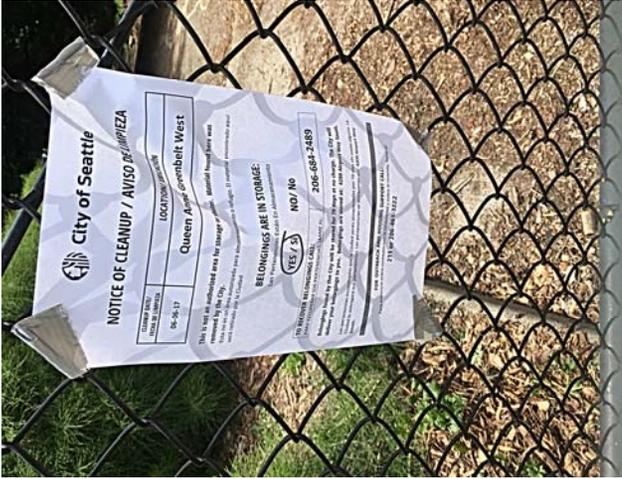












Site Name: West Queen Anne Greenbelt

 Date of Clean Up: 06-05-17

 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-0605 Owner " [REDACTED] retrieved his property prior to leaving site	<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	Red bag w/clothes, 1 pr shoes, white bag w/blanket, white radio
T2-JL-0606	<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	All items wet, moldy smelled of urine
[REDACTED]	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" 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	8	1	0	1	Self stored-clothes, personal items, red bag, computer, black bicycle,
	<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					