

SITE JOURNAL CONTENTS

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- Exhibit A: Site Inspection 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 [G:\FAC\Encampments\Encampment clean ups](#) directory.

	WB I-90 @ Sound Barrier Wall 18		Date of First Inspection: 9/13/17; 11/1/17
Site Address:	1307 Rainier Ave S	Date of Clean-Up:	11/15/17-11/16/17
Inspection By:	C. Korpi & A. Drake-Ericson; C. Korpi & M. Teeters	SERIS #	835-06
Referred By:	SERIS, Community	Photos to FAS?	☒ Yes ☐ No

SITE OCCUPANCY DATA

Date of Inspection	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
9/13/17	11	5	2	0	18
11/1/17	14	6	0	0	20

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:	7
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TOTAL COUNT:	13
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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 ☐ Tent on side walk ☐ Blocking intended use of facility	☐ Hazard Removal ☐ Safety of Occupant ☐ Safety of other near and around camp	☐ Litter Pick Only ☐ Remanded to Illegal Dumping ☐ Cleared by scheduled contractors- FAS ☐ Cleared by scheduled contractors- SPU
PRE-JOB SITE ASSESSMENT & INSTRUCTIONS Uneven Terrain (Fall Protection Required) ☐ Yes ☒ No Waste Hauling to Dump ☒ Yes ☐ No Waste Hauling to Other Location ☒ Yes ☐ No		Specifications/Notes Sam Smith Park and play area with skate bowl and courts immediately behind barrier wall.	

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

EXTERNAL CONTRACTORS

	Total	Description
Number of Labor Crew Involved	5	Cascadia
Number of Hazmat Crew Involved	1	
Number of Truck Drivers Approved	1	
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	WSDOT
Number of Light Teams	1	Parks
Number of Full Time Days On-site Approved	2	
Number of Partial Days On-site Approved	0	
Total Hours Approved	16	

STAGING LOCATION

Date: 11-15-17 Time: 08:30am Location: I-90 West bound @ Exit 3A/3B

C. PRE-CLEAN UP ACTIVITIES

- ☒ **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. Horan/J. Lohman

CHECKLIST for ENCAMPMENT CLEAN UP

Notice posting is 72 hours in advance of cleanup (Date:)	<u>11-09-17</u>	☒ Yes	☐ No
Cleanup is occurring on date specified in notice		☒ Yes	☐ No
Outreach was provided before the cleanup (Date:)	<u>11-13/14-17</u>	☒ Yes	☐ No
Outreach team is present at cleanup site		☒ 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

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
11-15-17 & 11-16-17	15	3	0	0	18

STORAGE SUMMARY

Total should equal total in Occupancy Data

TOTAL TENTS/STRUCTURES	OWNER PRESENT Accepted Storage	OWNER PRESENT Removed Tent	OWNER PRESENT Asked FC to Discard	NOT PRESENT Storable	NOT PRESENT Not Storable
18	0	10	3	0	5

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.

Exhibit A: Site Inspection



















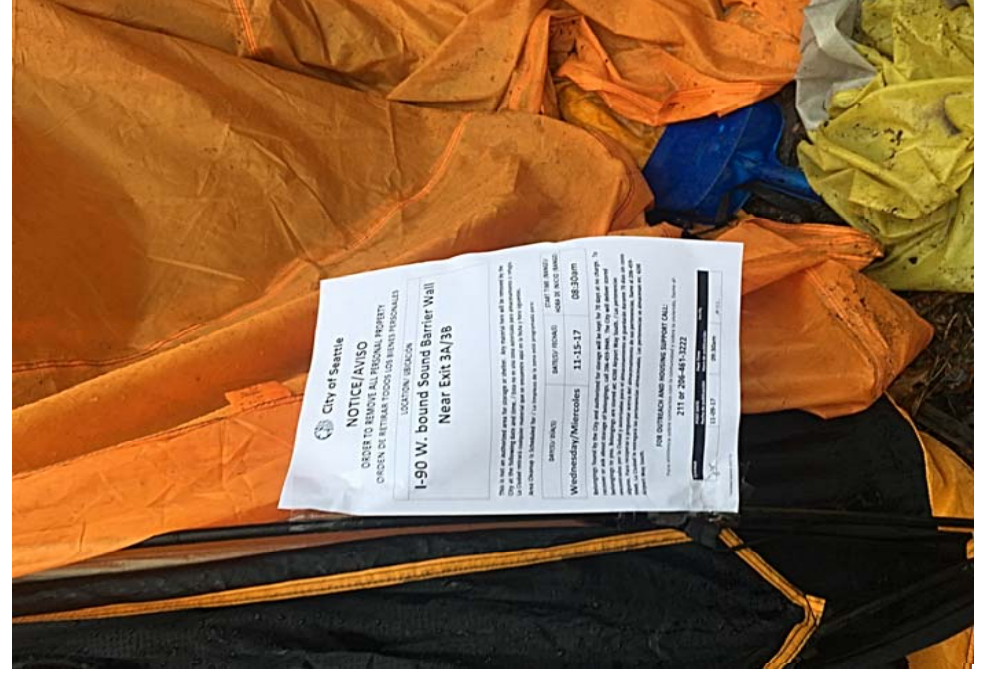
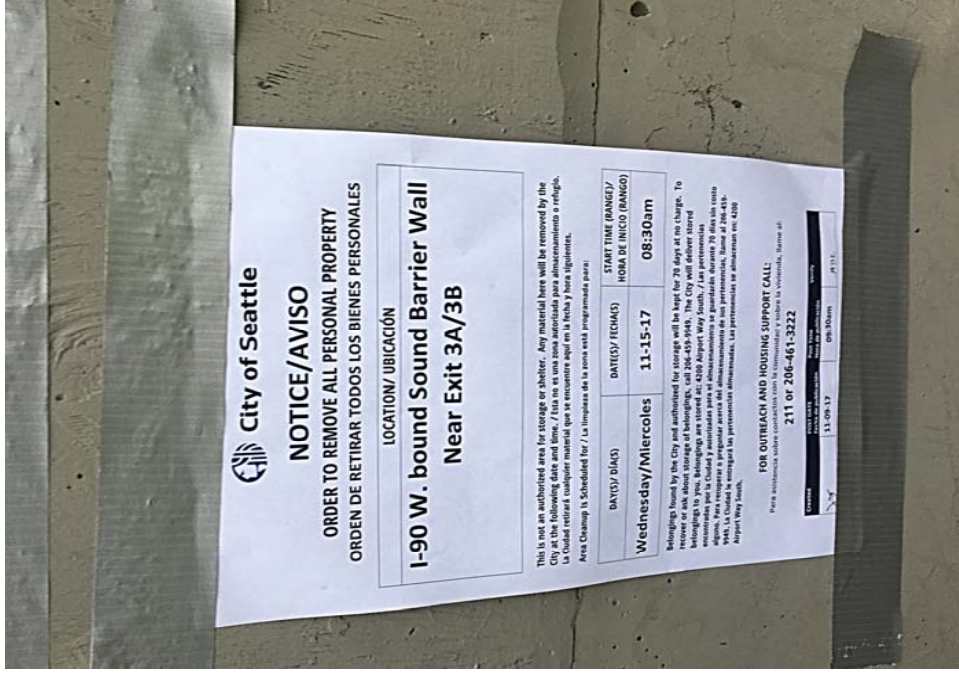


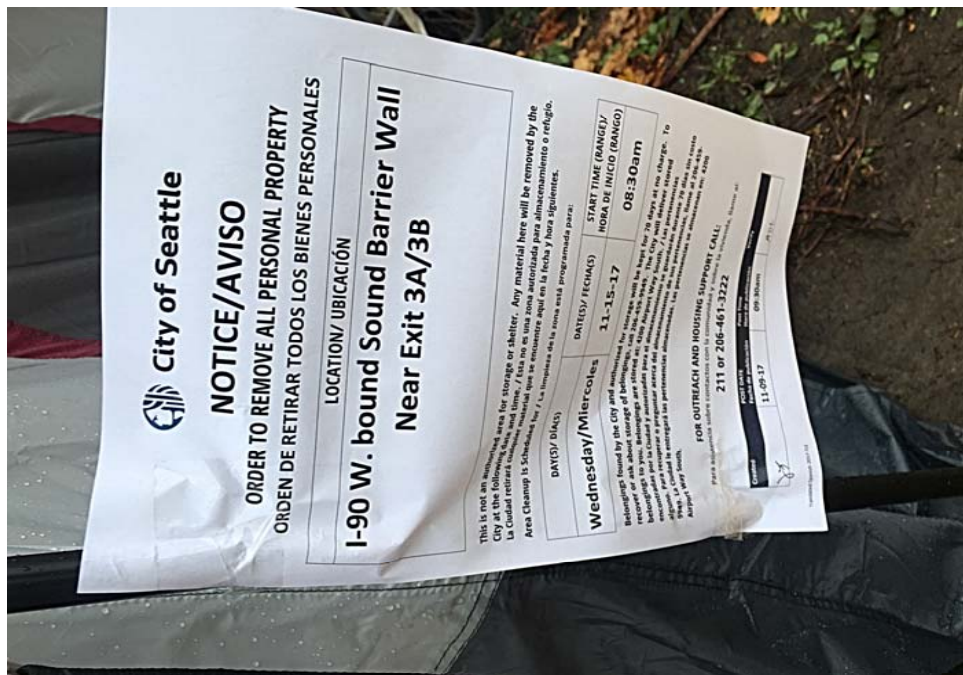


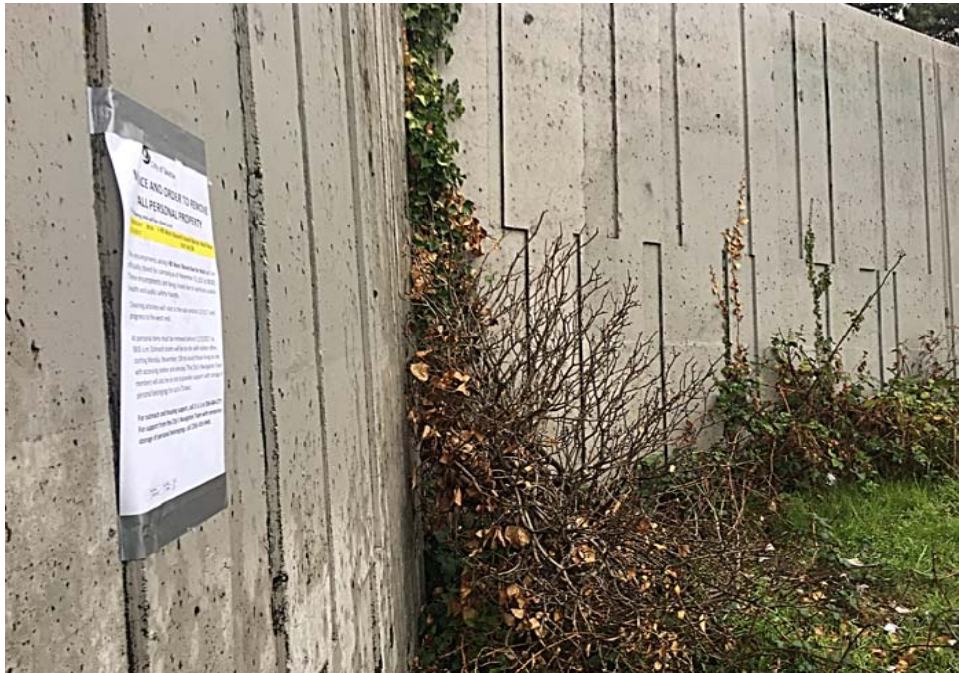


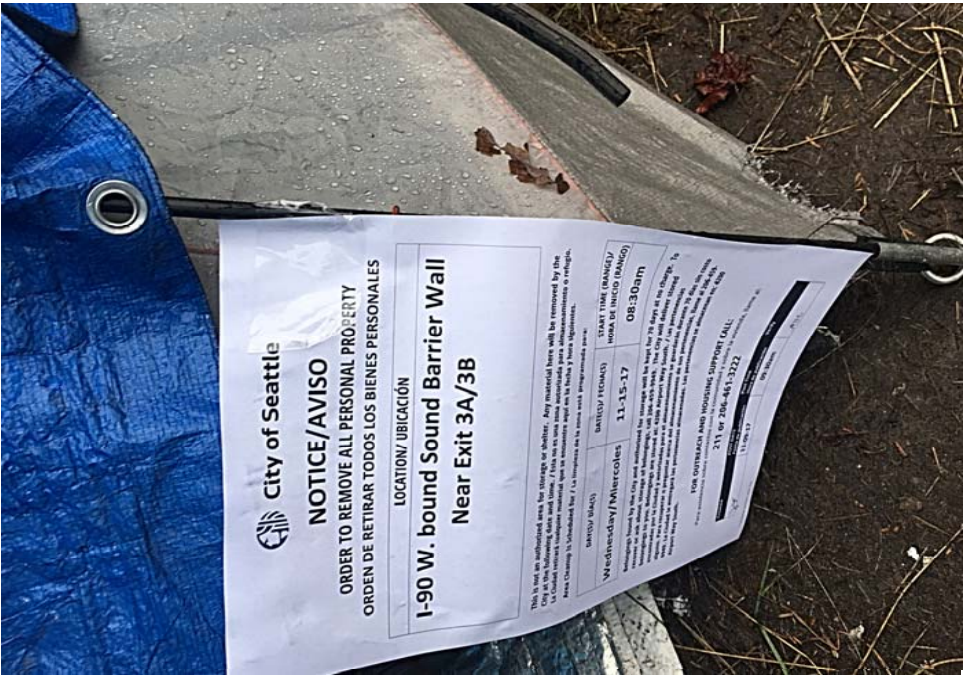
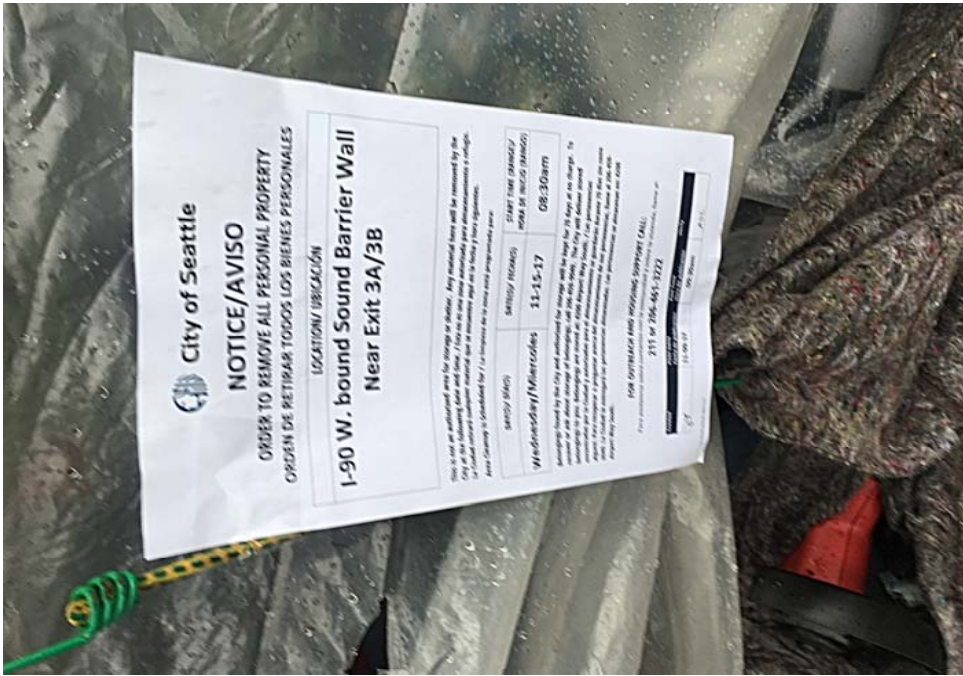


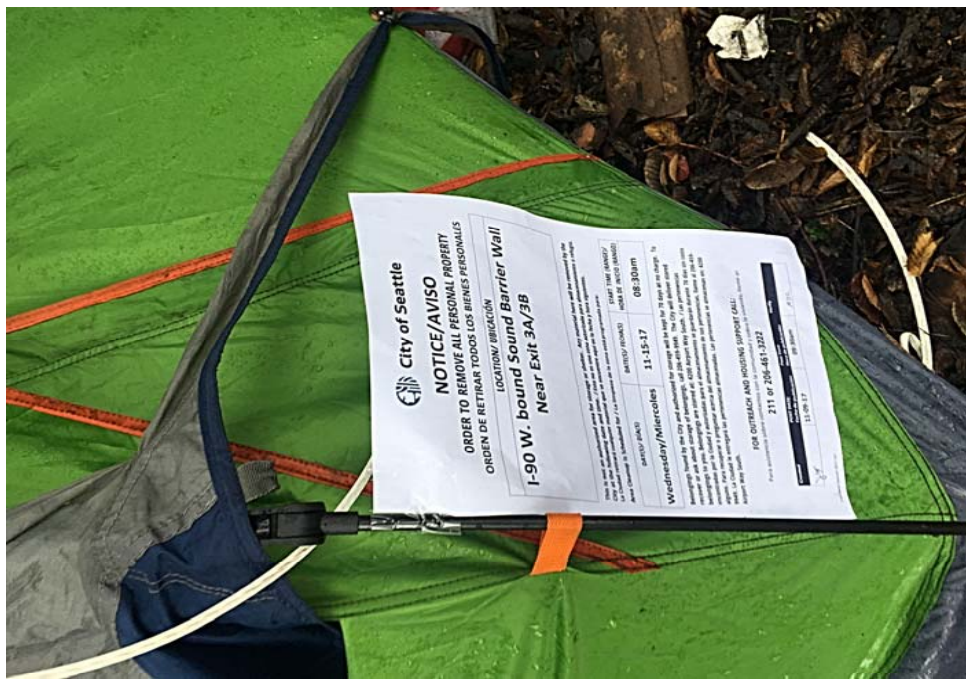
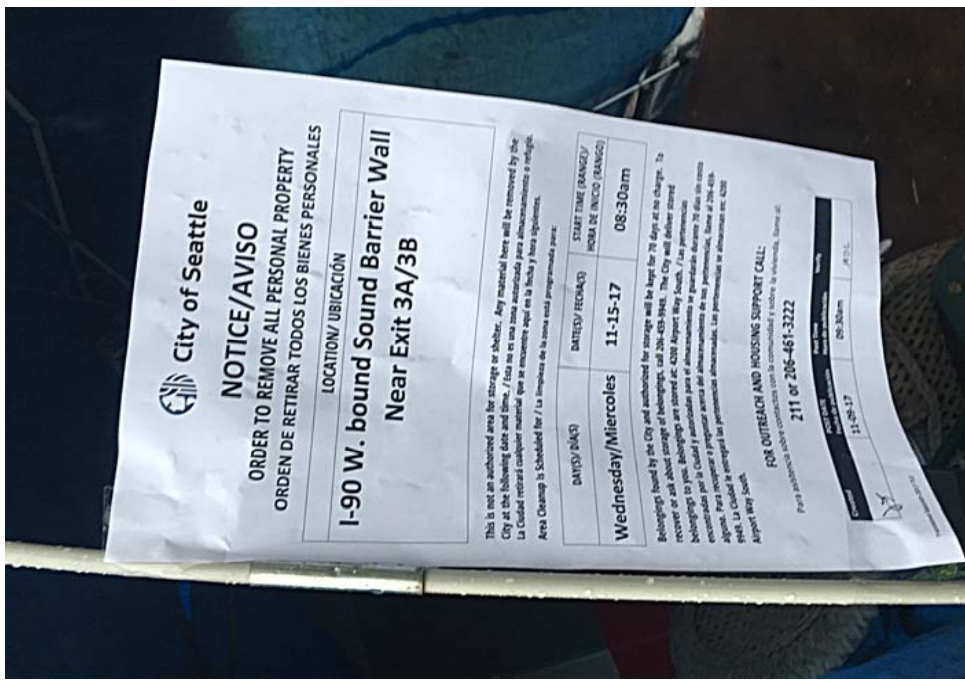
Exhibit B: Site Posting

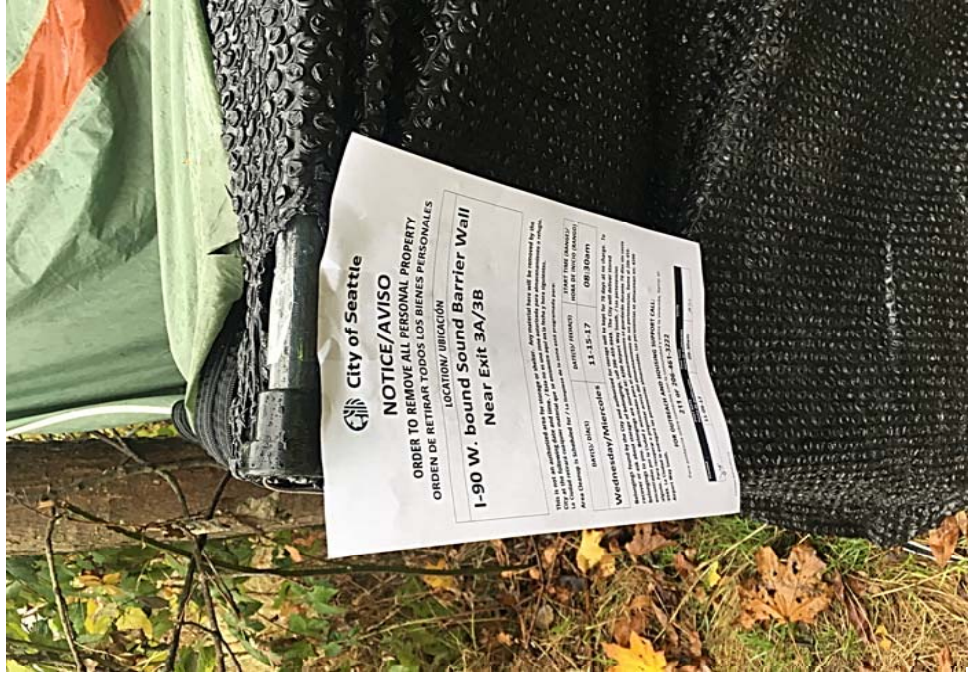


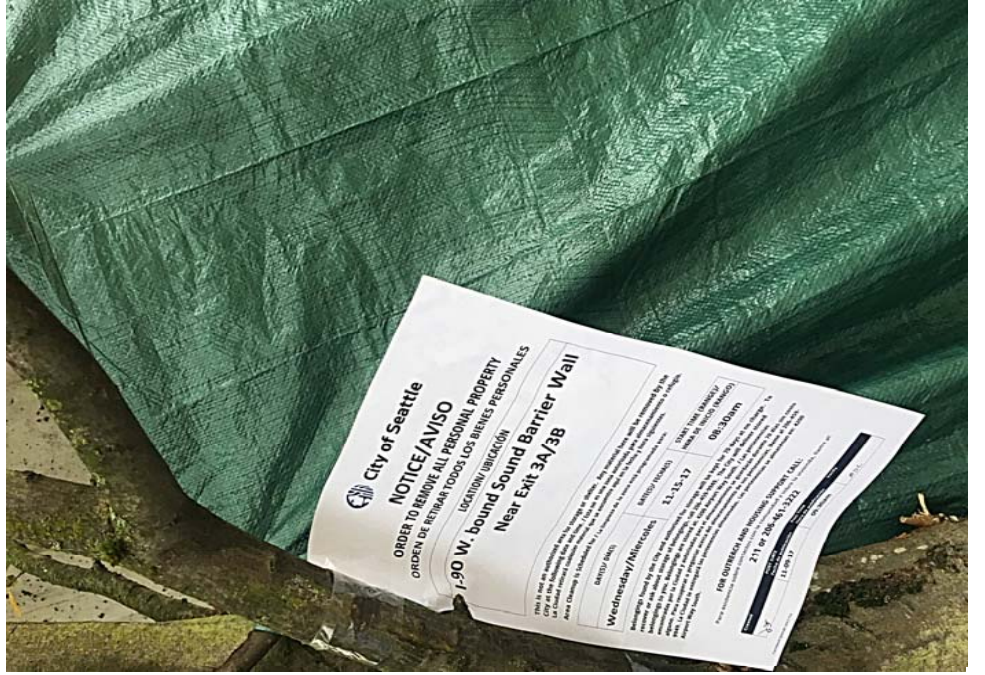
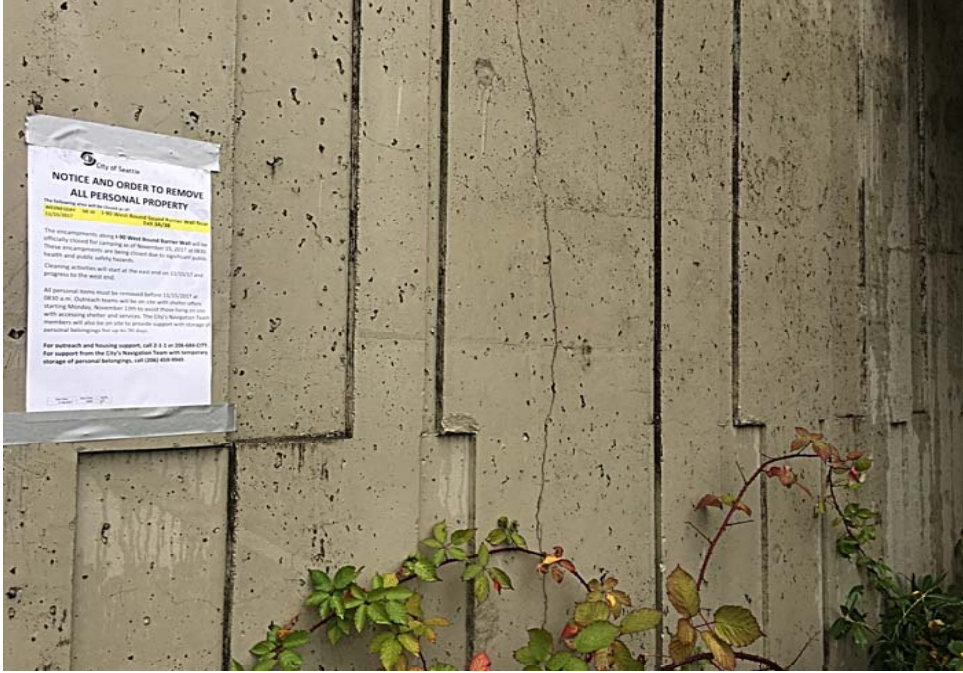


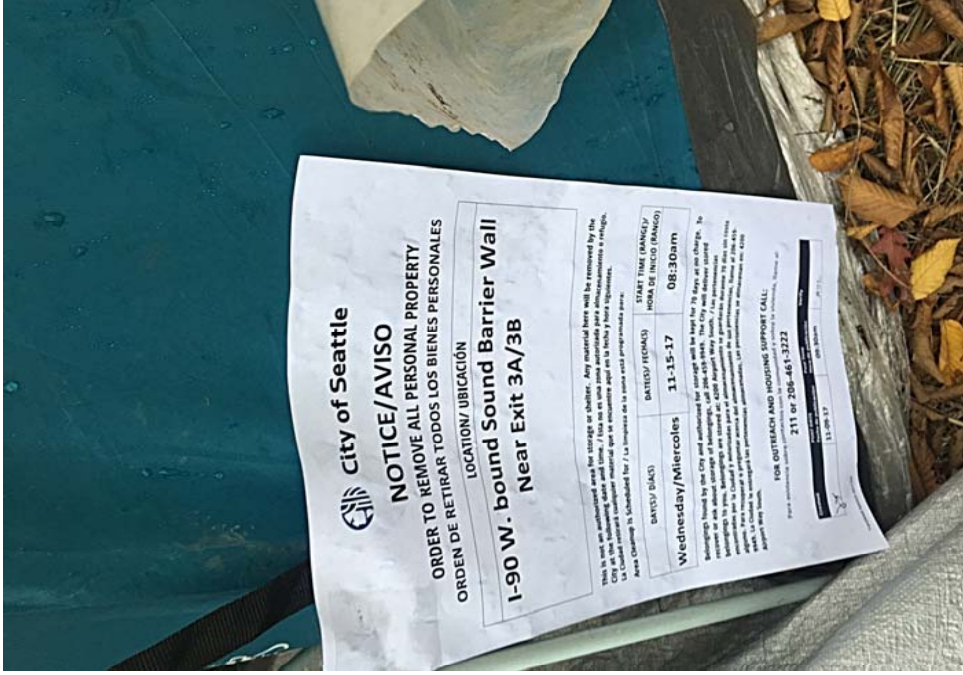


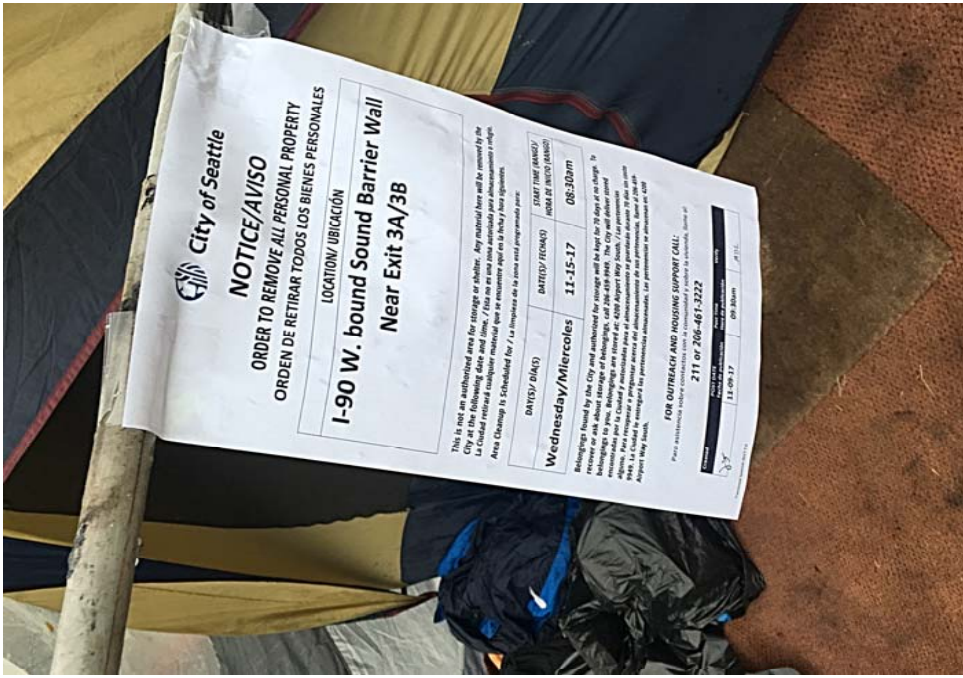
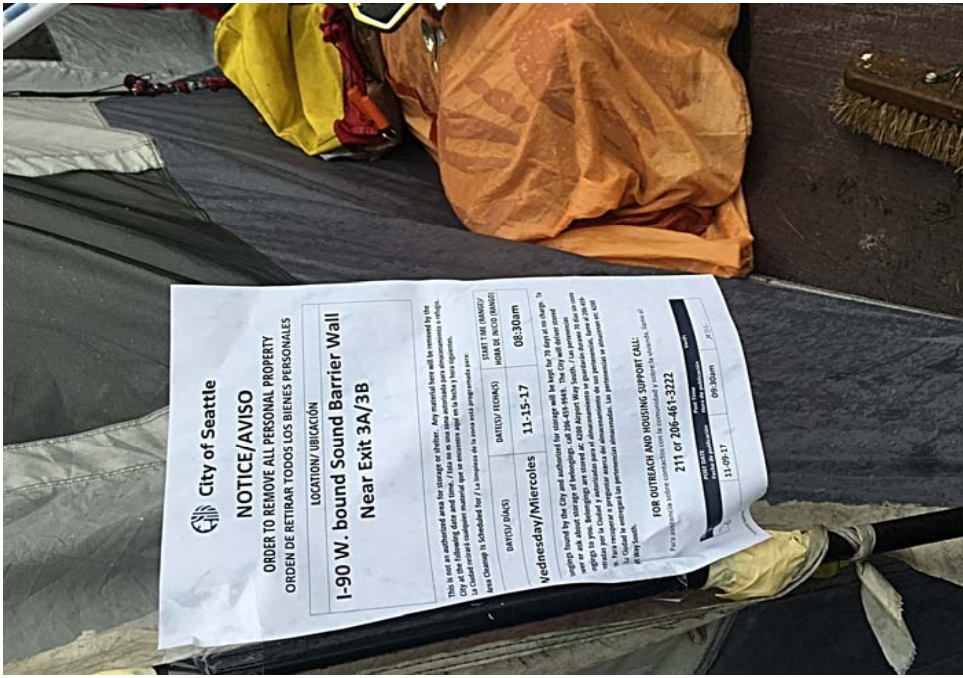


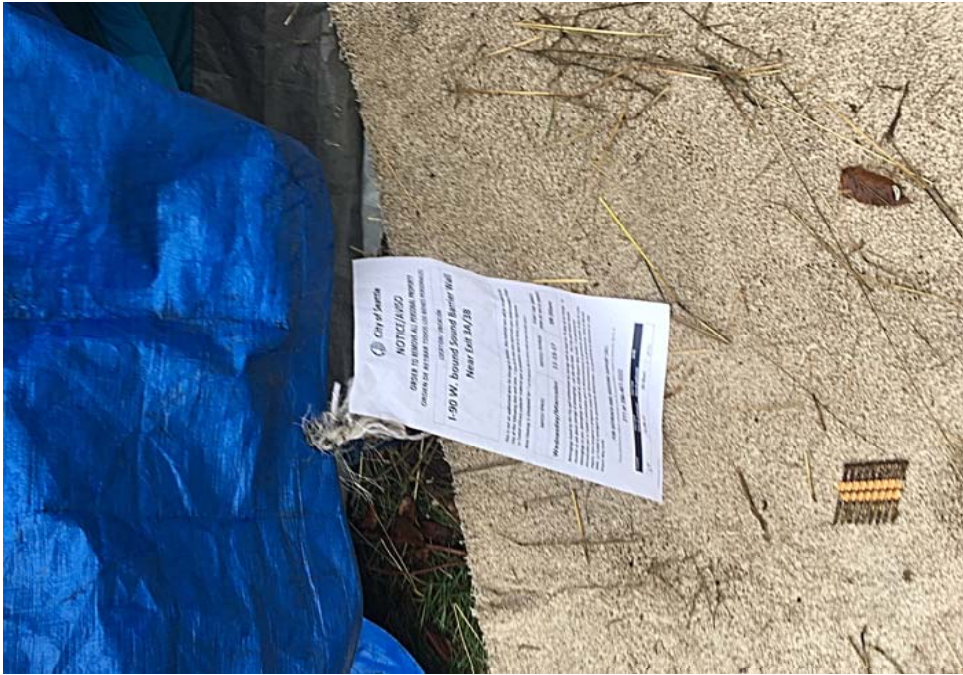


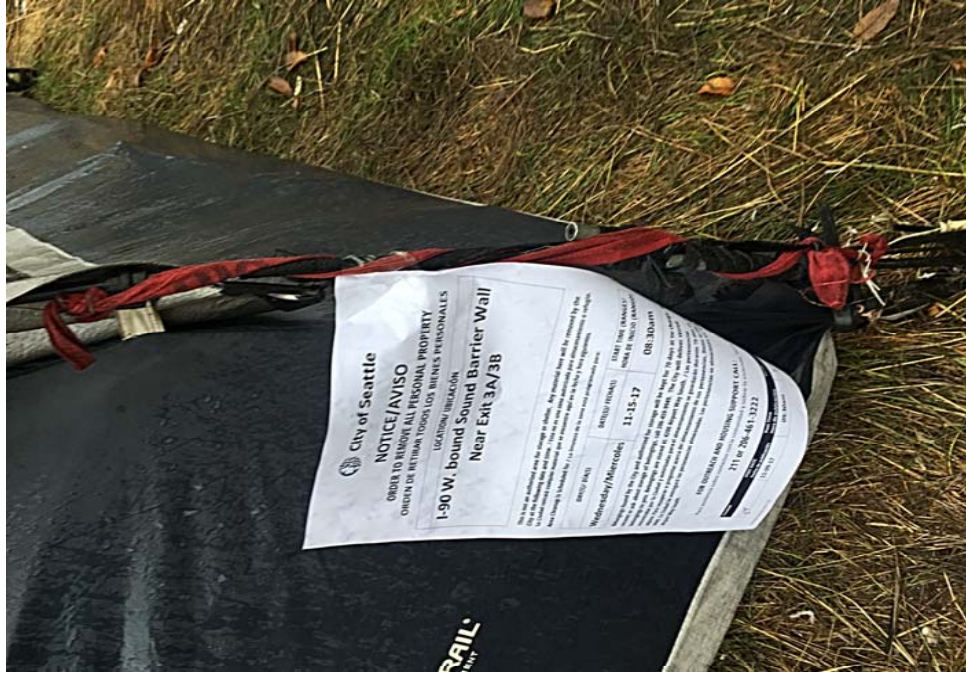
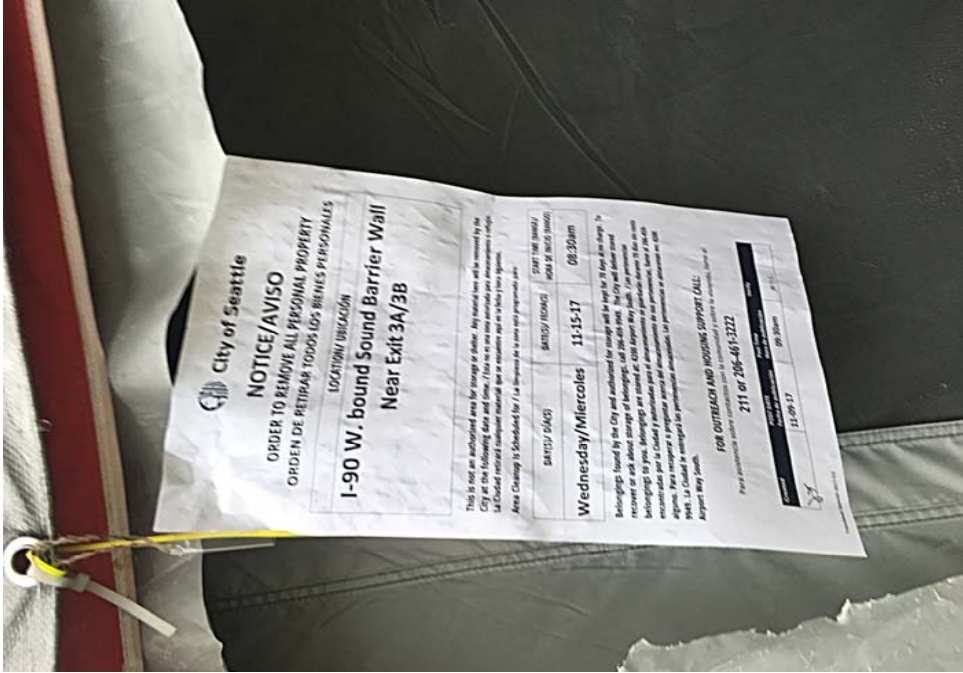


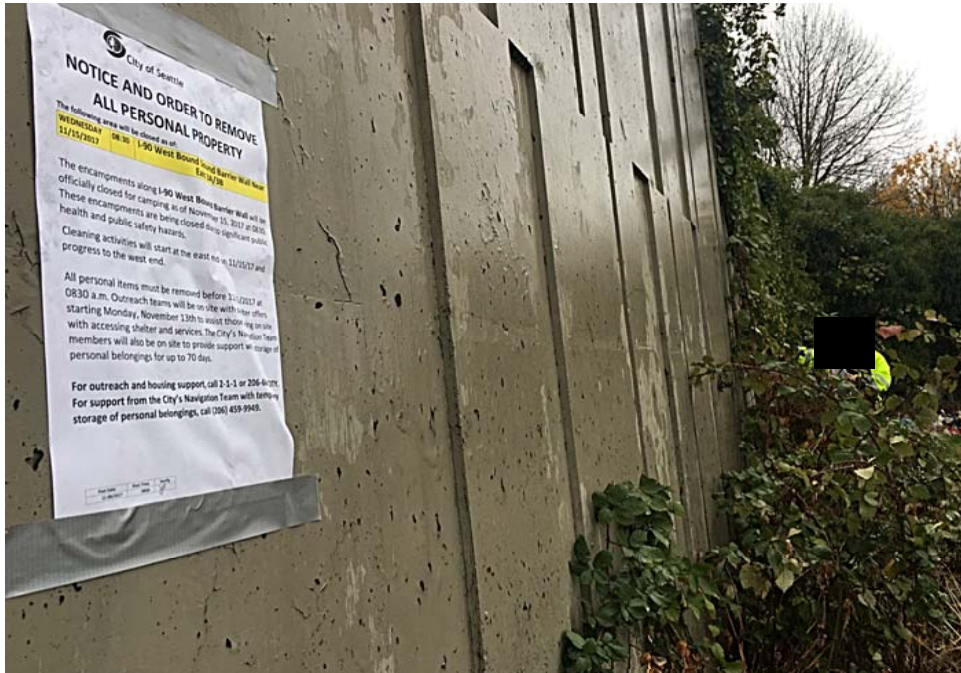


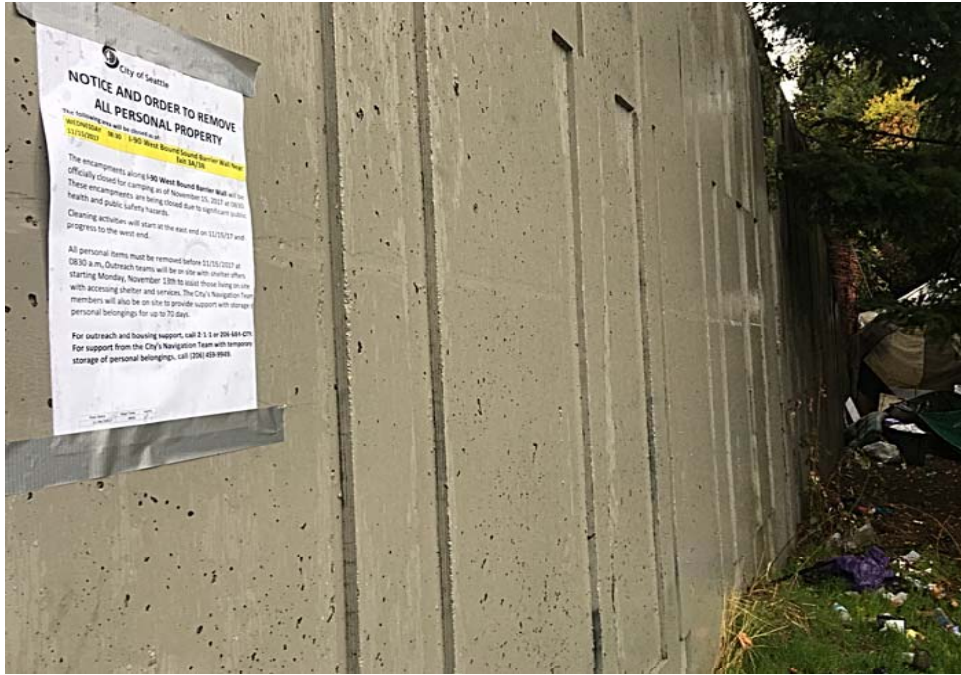


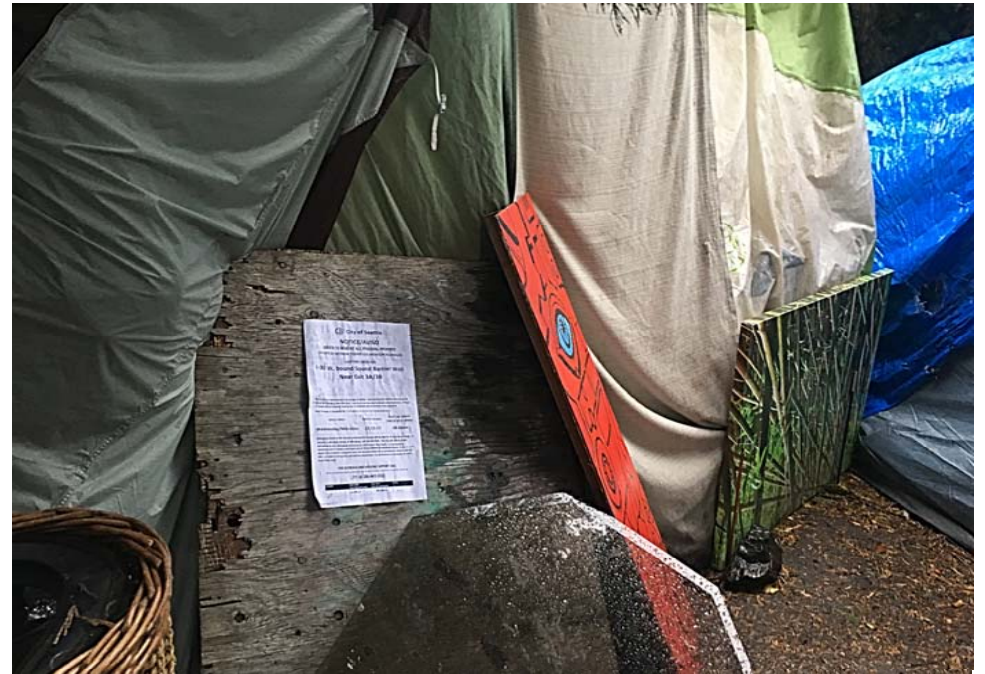
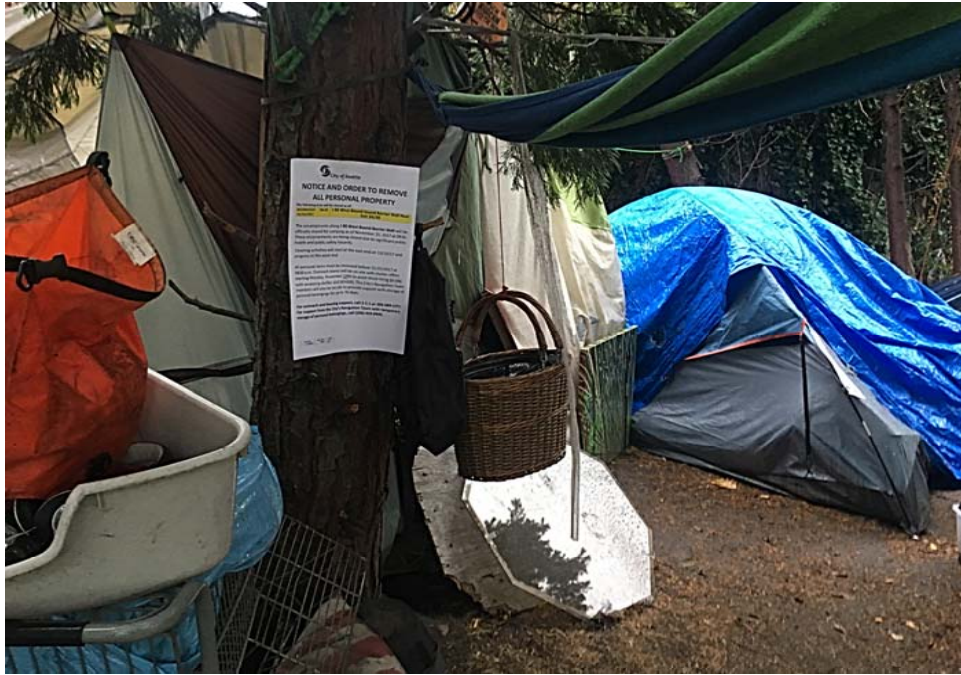


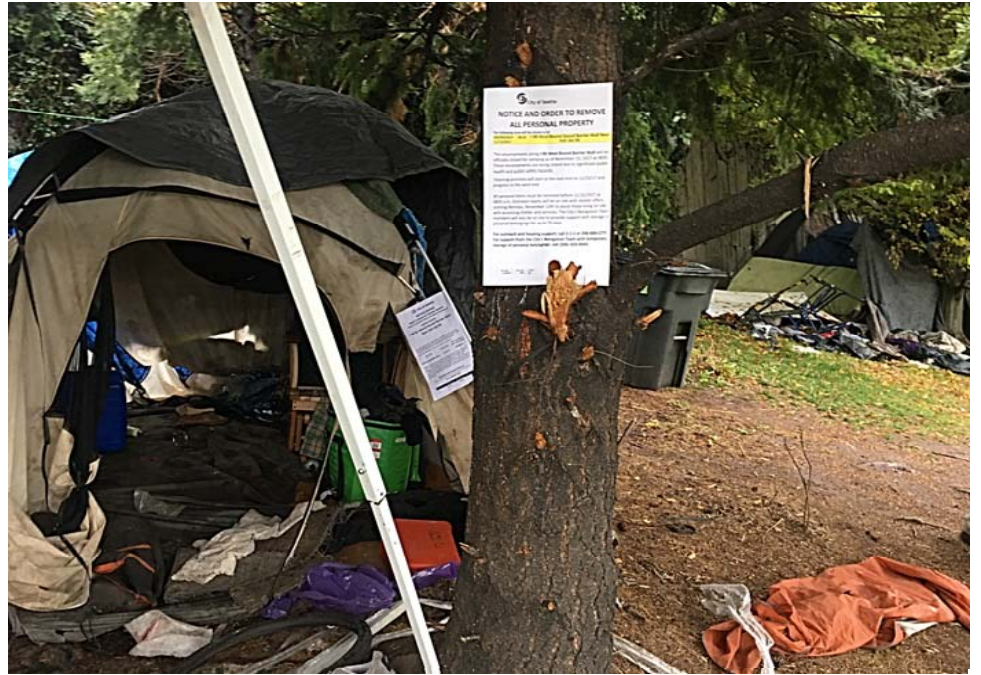
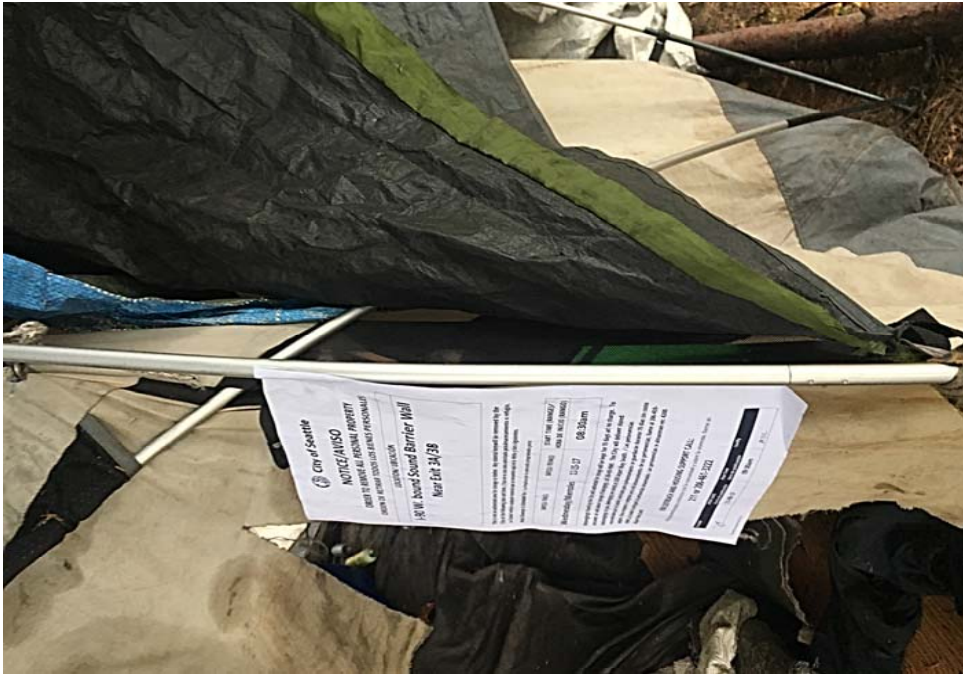












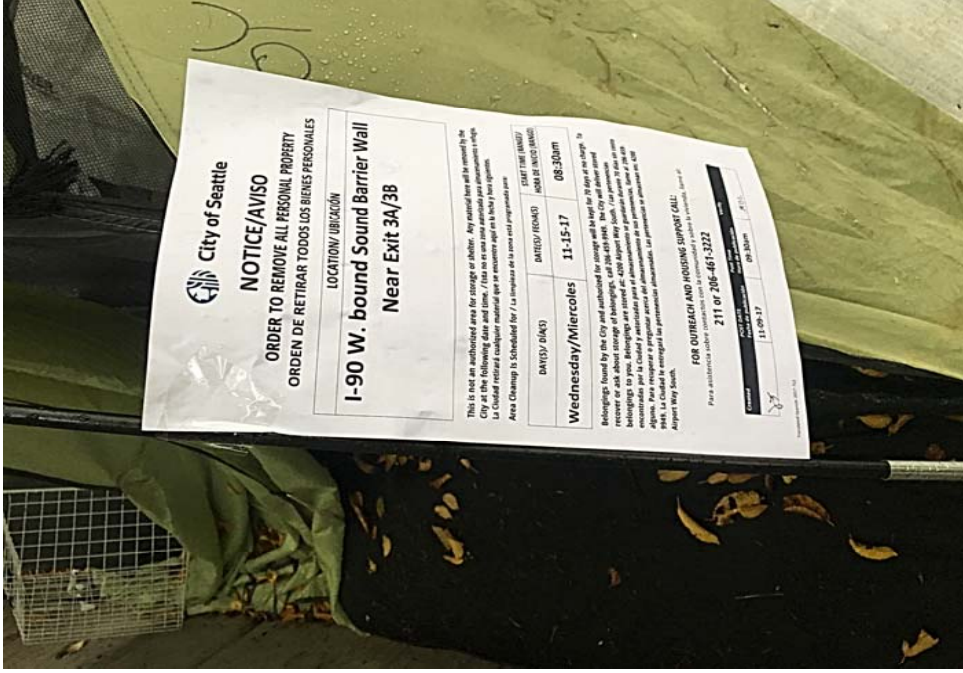




Exhibit D: Site Clean up















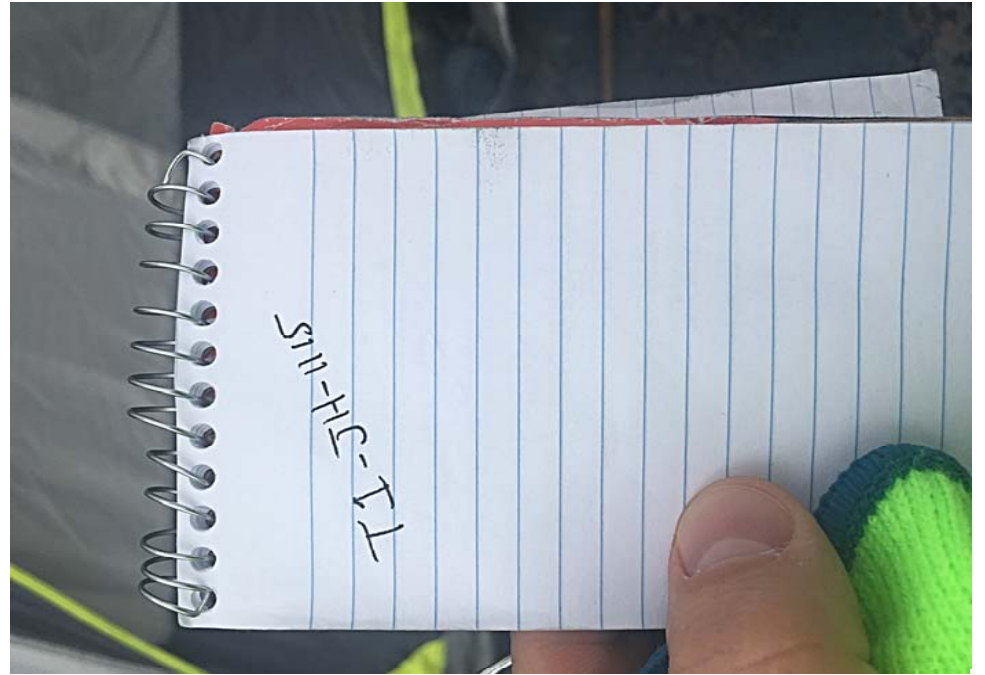






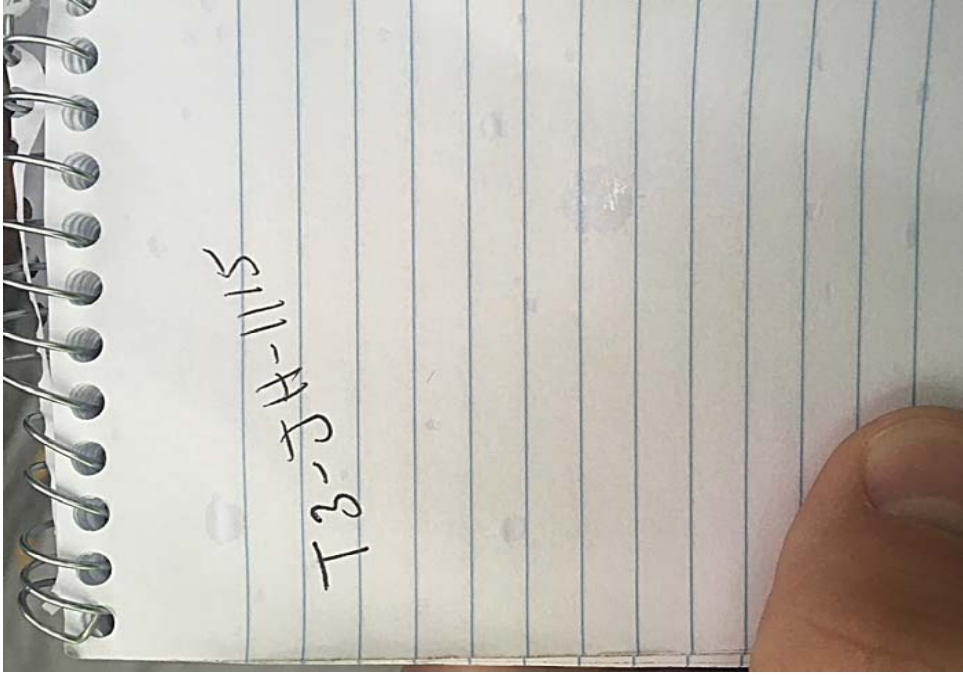




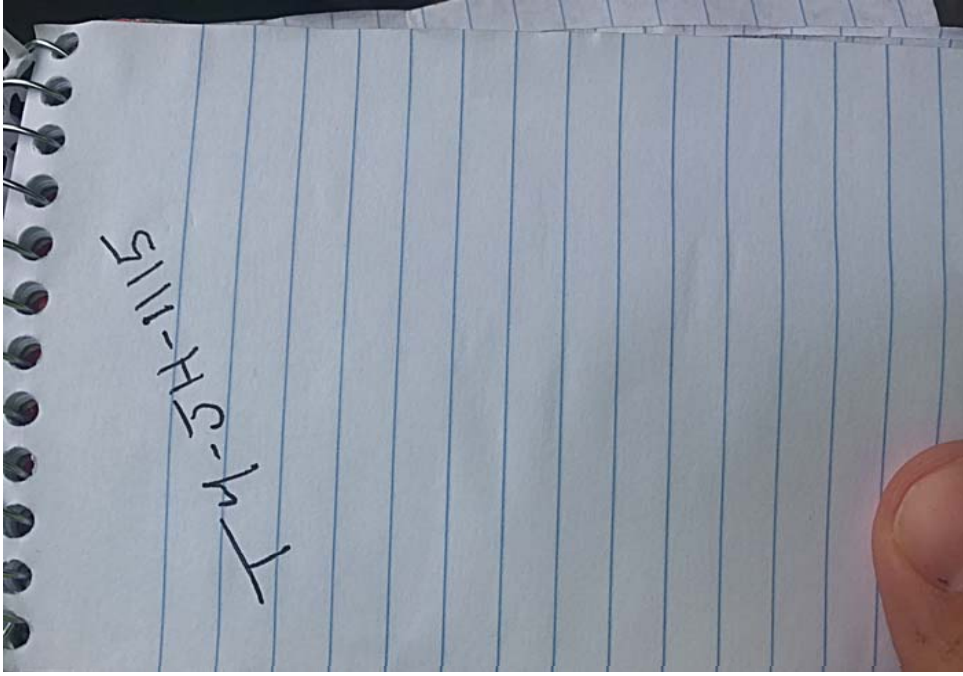


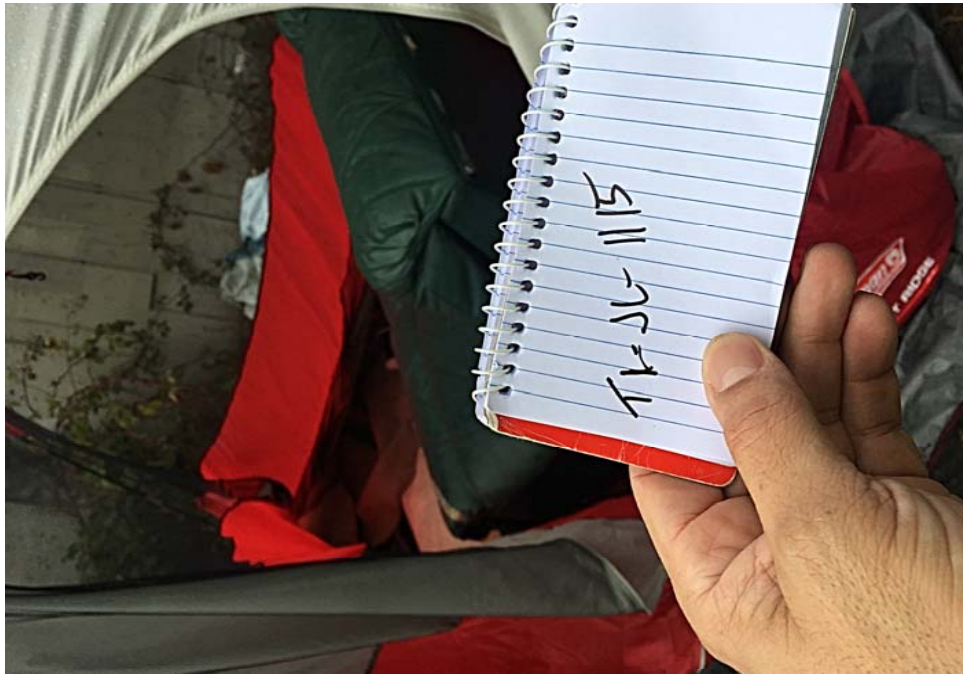
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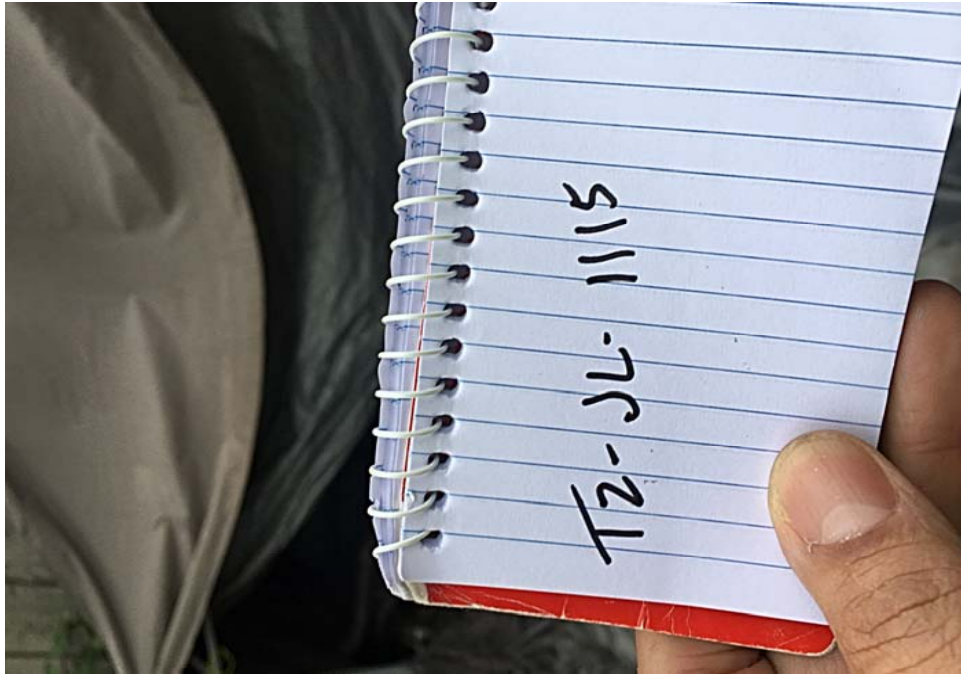




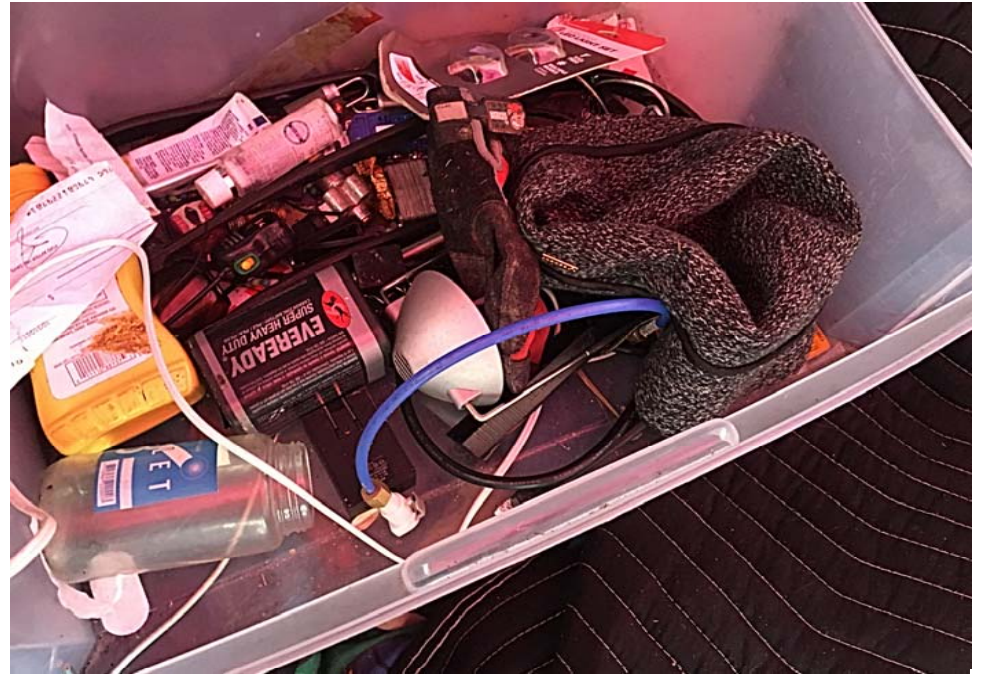
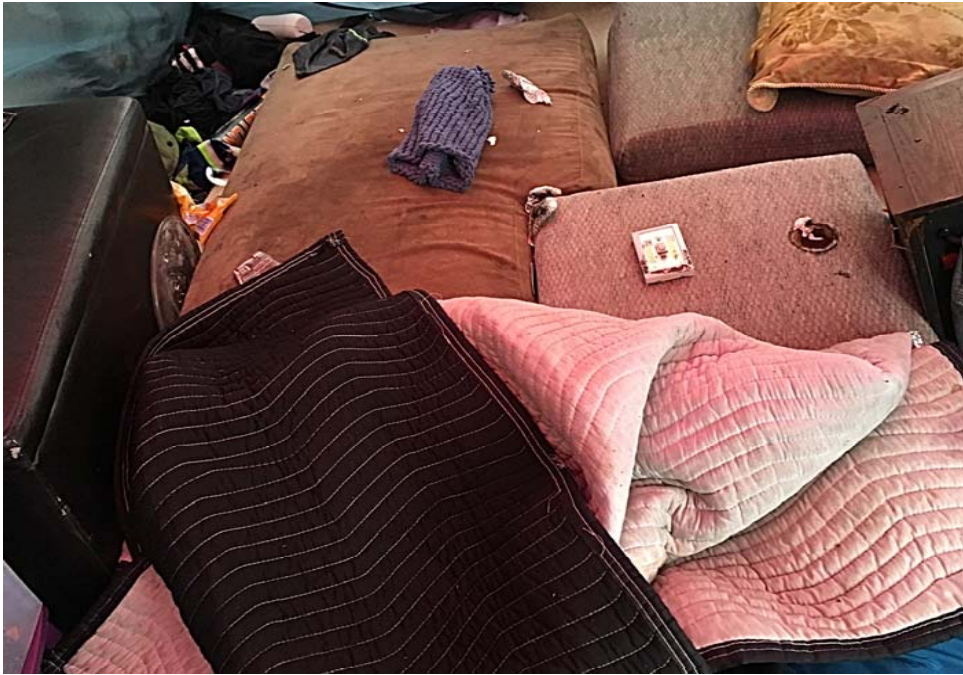




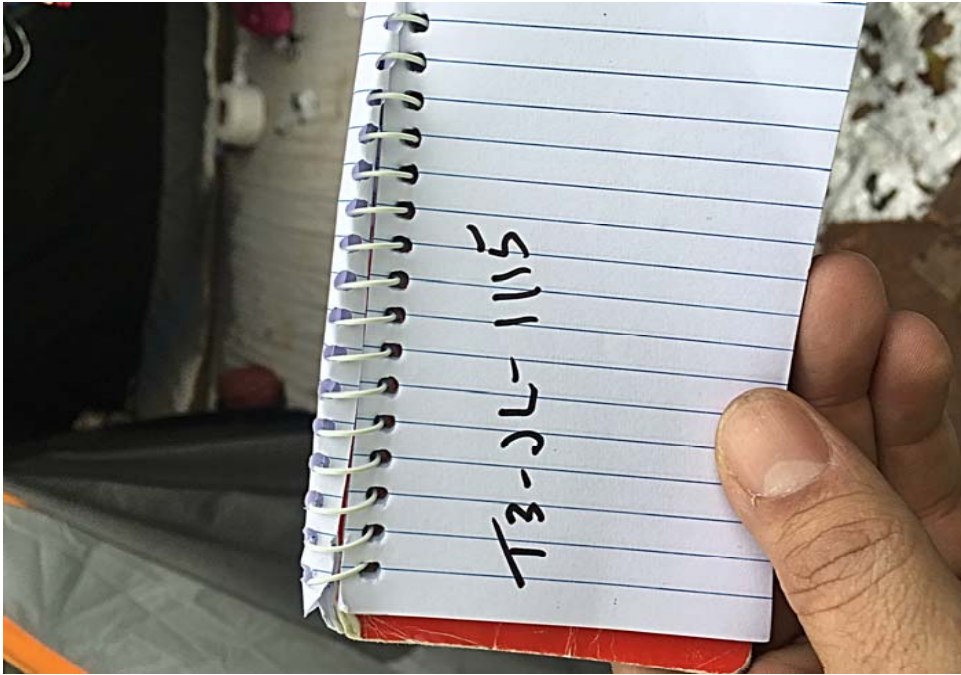


























**City of Seattle**

NOTICE OF CLEANUP / AVISO DE LIMPIEZA

CLEANUP DATE/ FECHA DE LIMPIEZA	LOCATION/ UBICACIÓN
11-15/16-17	I-90 W. Bound Sound Barrier Wall

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 Pertenenencias Están En Almacenamiento

YES / SÍ

NO/ No

TO RECOVER OR ASK ABOUT BELONGINGS CALL:
PARA RECUPERAR SUS PERTENENCIAS, LLAME AL:
206-459-9949

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: I-90 Sound Barrier Wall

Date of Clean Up: 11/15/17 – 11/16/17

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? Check All That Apply	# of Bins	# of Bikes	# of Luggage	# of Large Items	Short Description
T1-MJT-1115	☒ Yes ☐ No	☐ Accepted ☒ Declined ☐ N/A	☐ Hazardous Material ☒ Human Waste ☒ Damaged	0	0	0	0	Occupant left tent with desired belongings. The rest of the belongings were not storable.
T1-JL-1115	☐ Yes ☒ No	☐ Accepted ☐ Declined ☒ N/A	☐ Hazardous Material ☐ Human Waste ☒ Damaged	0	0	0	0	Nothing stored-tent ripped, everything inside was wet.
T2-JL-1115	☐ Yes ☒ No	☐ Accepted ☐ Declined ☒ N/A	☐ Hazardous Material ☒ Human Waste ☒ Damaged	0	0	0	0	Nothing stored-tent ripped, FOUL smell coming from inside tent, wet and moldy clothes. Urine bottles.
T3-JL-1115	☐ Yes ☒ No	☐ Accepted ☐ Declined ☒ N/A	☒ Hazardous Material ☐ Human Waste ☒ Damaged	0	0	0	0	Nothing stored-tent ripped, syringes inside, wet moldy mattress inside.
T1-JH-1115	☒ Yes ☐ No	☐ Accepted ☒ Declined ☐ N/A	☐ Hazardous Material ☐ Human Waste ☐ Damaged N/A	0	0	0	0	Camper took what he wanted and stated to throw the rest away
T2-JH-1115	☐ Yes ☒ No	☐ Accepted ☐ Declined ☒ N/A	☐ Hazardous Material ☐ Human Waste ☒ Damaged	0	0	0	0	Tent ripped and wet inside, nothing storable

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
T3-JH-1115	☐ Yes ☒ No	☐ Accepted ☐ Declined ☒ N/A	☐ Hazardous Material ☐ Human Waste ☒ Damaged	0	0	0	0	Tent ripped and wet inside, nothing storable
T4-JH-1115	☒ Yes ☐ No	☐ Accepted ☒ Declined ☐ N/A	☐ Hazardous Material ☐ Human Waste ☐ Damaged N/A	0	0	0	0	Camper took what she wanted and stated to throw the rest away
	☐ Yes ☐ No	☐ Accepted ☐ Declined ☐ N/A	☐ Hazardous Material ☐ Human Waste ☐ Damaged					
	☐ Yes ☐ No	☐ Accepted ☐ Declined ☐ N/A	☐ Hazardous Material ☐ Human Waste ☐ Damaged					
	☐ Yes ☐ No	☐ Accepted ☐ Declined ☐ N/A	☐ Hazardous Material ☐ Human Waste ☐ Damaged					
	☐ Yes ☐ No	☐ Accepted ☐ Declined ☐ N/A	☐ Hazardous Material ☐ Human Waste ☐ Damaged					
	☐ Yes ☐ No	☐ Accepted ☐ Declined ☐ N/A	☐ Hazardous Material ☐ Human Waste ☐ Damaged Beyond Repair					
	☐ Yes ☐ No	☐ Accepted ☐ Declined ☐ N/A	☐ Hazardous Material ☐ Human Waste ☐ Damaged					
	☐ Yes ☐ No	☐ Accepted ☐ Declined ☐ N/A	☐ Hazardous Material ☐ Human Waste ☐ Damaged					