

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

**Encampment:** Dearborn Corridor NE side to 10th Ave S

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**Site Address:** S Dearborn St and 10th Ave S      **Date of Inspection:** 8/16/2019

\_\_\_\_\_ **Date of Clean-Up:** 8/20/2019

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**Location Description:** \_\_\_\_\_

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**Inspection By:** Sili Kalepo      **CSR #:** 19-0014186

**Referred By:** Sound Transit, Community, CSR      **Photos to HSD?**     Yes     No

**SITE OCCUPANCY DATA**

Date of Inspection	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
8/16/2019	15	2	0	0	17

**SITE CHARACTERISTICS**

- Park  Yes  No
- Sidewalk  Yes  No
- Within 50ft of a water body or wetland  Yes  No
- Impeding Roadway  Yes  No
- Within 50ft of a Guardrail  Yes  No
- Heavy Traffic  Yes  No
- Near Industrial Zone-blocking vehicle site lines  Yes  No
- Forested Area  Yes  No
- Play Area  Yes  No
- Rented Area  Yes  No
- Slope more than 27 degrees  Yes  No
- Slide Zone  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 (SPD response needed)  Yes  No

Fire Damage	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Weapons	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Fire Under low Structure	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Open Alcohol	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Other:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Sharps	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Other:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Property Damage	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<b>TOTAL COUNT:</b>	5
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<b>TOTAL COUNT:</b>	9
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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**

<input checked="" type="checkbox"/> Full Encampment Clean Up	<input type="checkbox"/> Litter Pick	<input type="checkbox"/> Remanded to SPU	<input type="checkbox"/> Reported back to CSB
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<b>PRE-JOB SITE ASSESSMENT &amp; INSTRUCTIONS</b>  Uneven Terrain (Fall Protection Required) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Medical Waste <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Chemical Waste <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>Specifications/Notes</b>  _____ _____ _____
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SPU ASSESSMENT & INSTRUCTIONS	Date	Requirements:
Litter removed -area more than 20 feet from active camp		No
Illegal Dumping -Encampment Related Trash		

**B. RESOURCE PLANNING**
**SITE CREW ASSESSMENT of FIELD CONDITIONS**

<b>JOB SITE INSTRUCTIONS</b>  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	<b>Specifications/Notes</b>  _____ _____ _____ _____
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Biohazard Waste

 Yes     No

**EXTERNAL CONTRACTORS**

	Total	Description
Number of City Labor Crew Involved	6	Cascadia
Number of Hazmat Crew Involved	2	
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	3	1 Excavator and 2 10 yard dump trucks
Number of Light Teams	2	Parks
Number of Full Time Days On-site Approved	0	
Number of Partial Days On-site Approved	1	
Total Hours Approved	4	

**STAGING LOCATION**
**Date/Time:** 8/20/2019 4:00 PM
**Location:** S Dearborn St and 10th Ave S in the cloverleaf

## C. PRE-CLEAN UP ACTIVITIES

**EXHIBIT B: SITE POSTING PHOTOS**

 Yes    Regular Encampment Clean-up: 72-hour Notice
 

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 No    Obstruction or Hazard Clean-up: Notice of Immediate Removal
 

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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:

**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 # of People Contacted
8/12/2019	Outreach	Dearborn Corridor	11	3	0	14
8/19/2019	Outreach	Dearborn Corridor	41	18	0	59

**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**      Sili Kalepo

**CHECKLIST for ENCAMPMENT CLEAN UP**

Notice posting is 72 hours in advance of cleanup (Date:)	<u>8/16/2019</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>8/19/2019</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.

- Photo of Storage Post
- Photos of Not Storable content
- Photos of Storable tents
- General Photos of the Encampment
- Tent/Structure Contents
- After Photos

**SITE OCCUPANCY DATA (Clean-up)**

Date of Inspection	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
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8/20/2019	5	0	0	0	5
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**STORAGE SUMMARY**

Total should equal total in Occupancy Data

TOTAL TENTS/STRUCTURES			
OWNER PRESENT Removed Property and Tent	0	ABANDONED STRUCTURE Content Not Storable	0
OWNER PRESENT Discarded Tent/Discarded Property	0	ABANDONED TENT Content Not Storable	1
OWNER PRESENT Discarded Tent / Stored Property	0	ABANDONED TENT Storable	0
OWNER PRESENT Stored Tent/Removed Property	0	ABANDONED TENT Not Storable	0
OWNER PRESENT Asked FC to Discarded Tent / Stored property	0	ABANDONED TENT Storable, Content Not Storable	1
OWNER PRESENT Asked FC to Discarded Tent / Removed property	4	ABANDONED TENT Not Storable, Content Storable	0
BEDROLL Removed by Owner	0	VEHICLE POSTED FOR IMPOUND	0
ABANDONED BEDROLL Storable	0	IMPOUNDED VEHICLE	0
ABANDONED BEDROLL Not Storable	0	VEHICLE REMOVED BY OWNER	0
ABANDONED STRUCTURE Content 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.

 Site Name: Dearborn Corridor NE side to 10th Ave S

 Date of Clean Up: 8/20/2019

 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-SK-0820	Yes	N/A		0	0	0	0	Owner █████ middle age African male took what he wanted and ask FC Sili to discard his tents.
T3-SK-0820	Yes	Declined		0	0	0	0	Owner █████ middle age African male took what he wanted and ask FC Sili to discard his tents.
T5-SK0820	Yes	Declined		0	0	0	0	█████, older black male took what he wanted and asked FC Sili to discard the rest of his tent.
T2-SK-0820	Yes	Declined		0	0	0	0	Owner █████ middle age African male took what he wanted and ask FC Sili to discard his tents.
T4-SK-0820	No	N/A		0	0	0	0	Rips in tent, hole in the bottom of tent, human waste located inside of tent. Nothing Storable.

# Exh A - Inspection Photos



































## NOTICE/AVISO

ORDER TO REMOVE ALL PERSONAL PROPERTY

ORDEN DE RETIRAR TODOS LOS BIENES PERSONALES

LOCATION/ UBICACIÓN

**Dearborn Corridor NE side to 10th Ave S including Sound Transit Construction Zone**

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 almacenamiento 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)/ FECHA(S)	START TIME (RANGE)/ HORA DE INICIO (RANGO)
Tuesday/Martes	8/20/19	0800

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 206-459-5949. 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. Para recuperar o preguntar acerca del almacenamiento de sus pertenencias, llame al 206-459-5949. La Ciudad le entregará las pertenencias almacenadas. Las pertenencias se almacenarán en: 4200 Airport Way South.

### FOR OUTREACH AND HOUSING SUPPORT CALL:

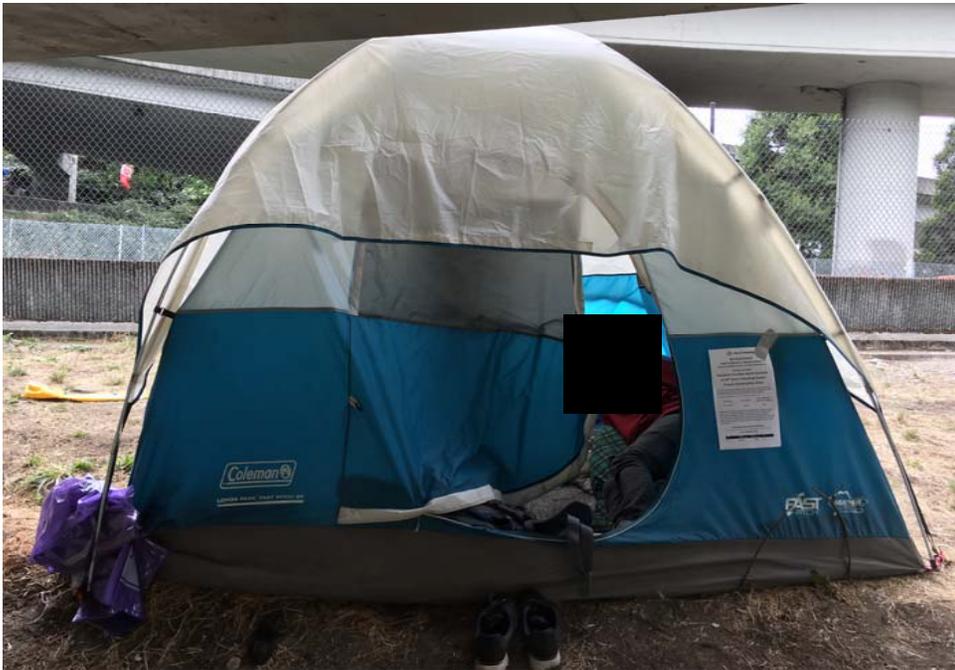
Para asistencia sobre contactos con la comunidad y sobre la vivienda, llame al:

**211 or 206-461-3222**

Created	POST DATE Fecha de publicación	Post Time Hora de publicación	Verify
SK	8/16/19	0900	BB

## Exh B - Posting Photos

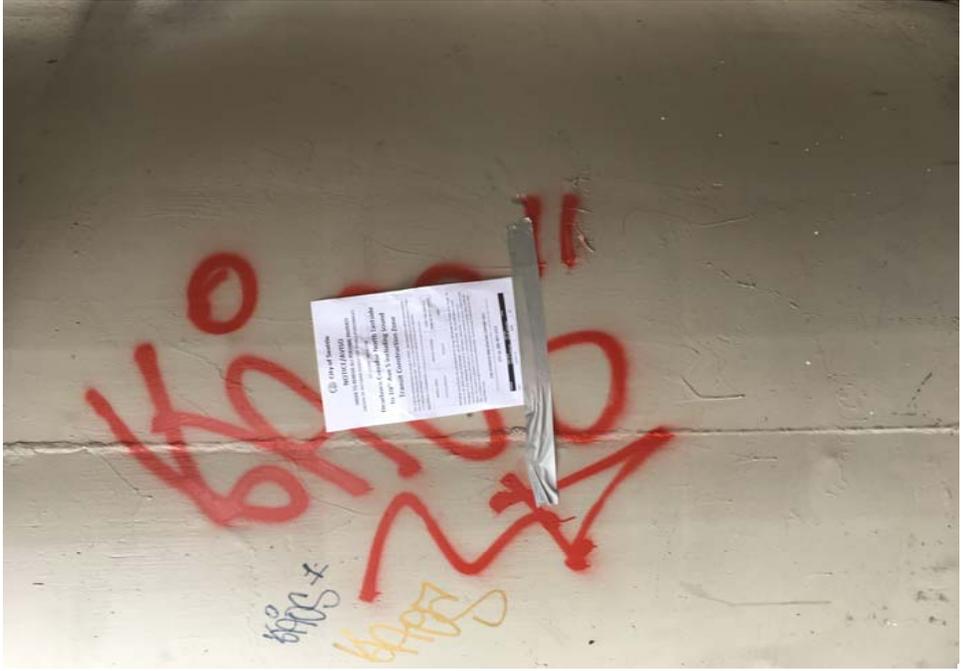








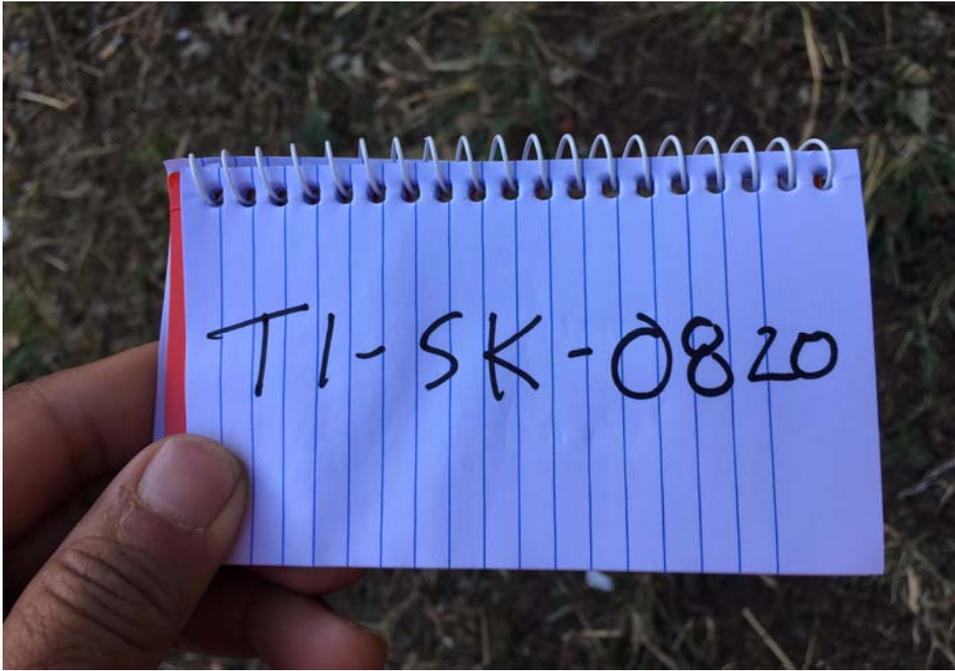




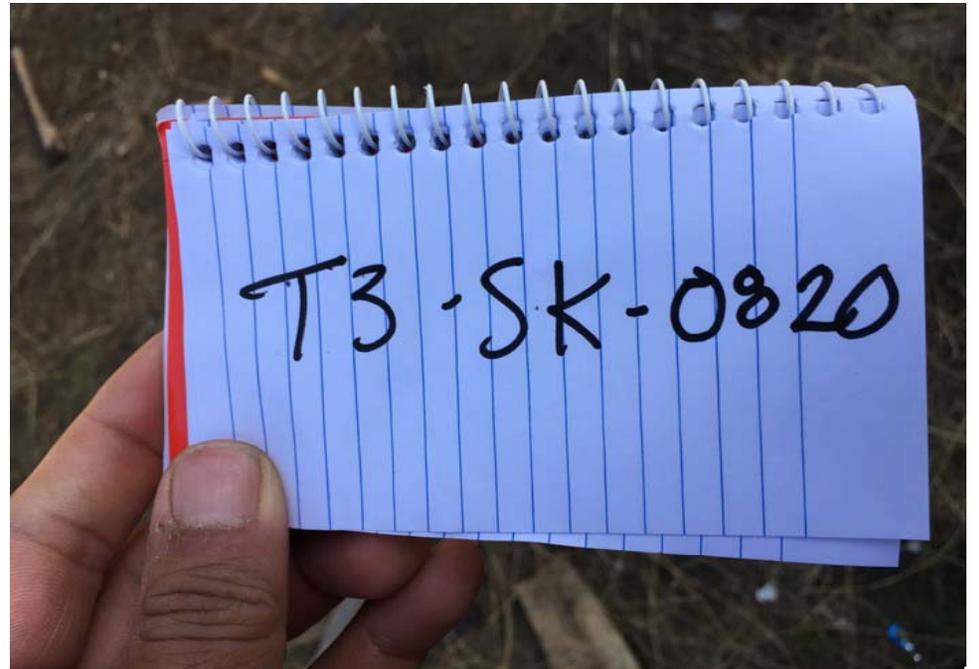
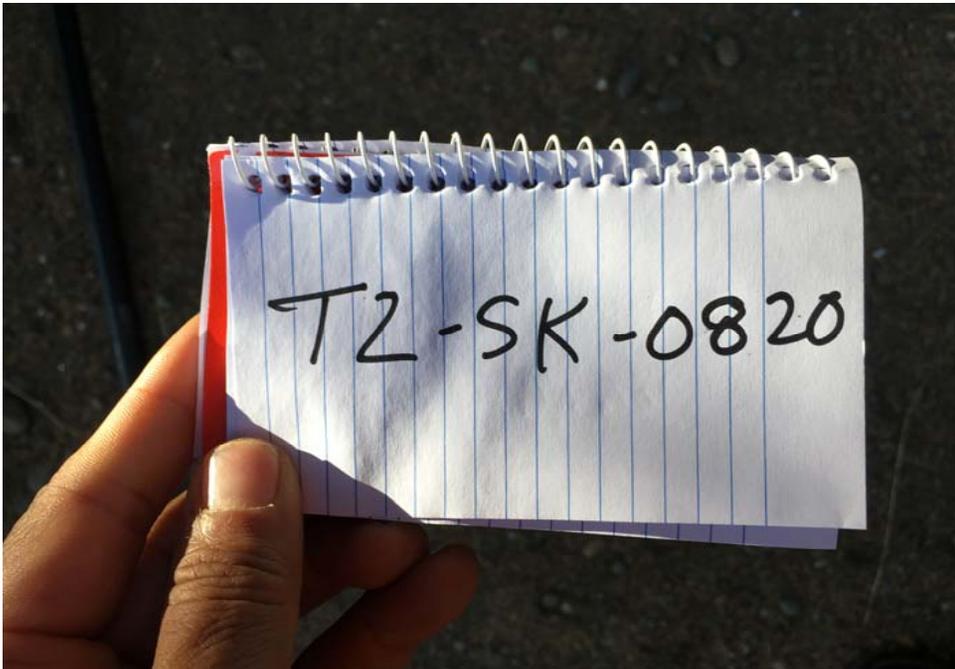


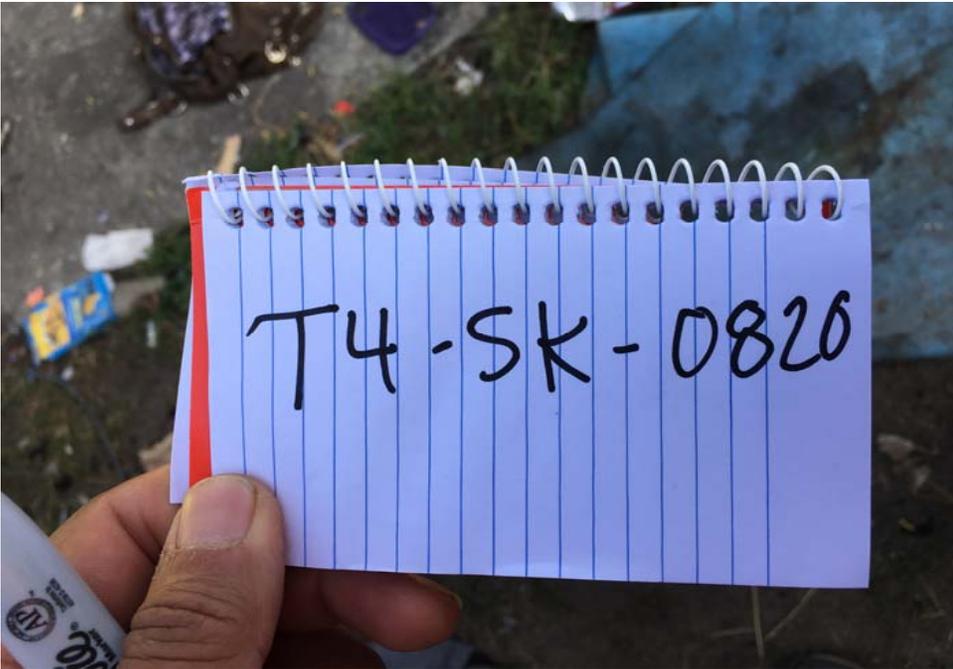
# Exh D - Clean Up Photos



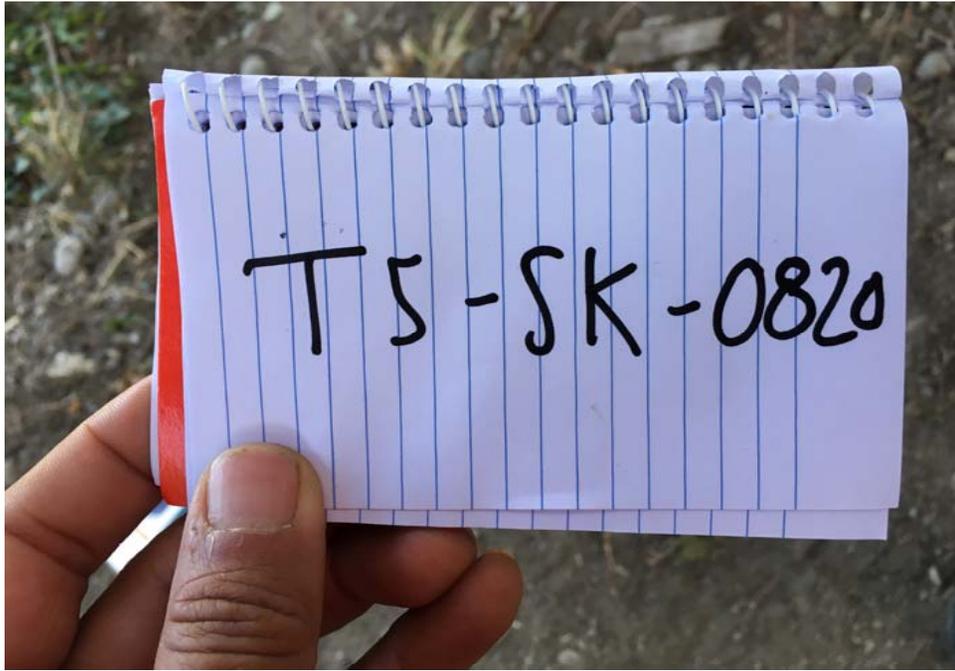












# After Clean Photos













