

SITE JOURNAL CONTENTS

• Completed Site Journal

Exhibit A: Site Inspection Photos

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• Exhibit C: Outreach Report

• Exhibit D: Clean Up & Storage Photos

Exhibit E: Storage Detail

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.

Encampment:	Broadway Hill Par	k		
Site Address:			Date of Inspection:	6/3/2024
-			Date of Clean-Up:	6/3/2024
Final Inspector:			CSR #:	
Referred By:			Photos to HSD?	☑ Yes □ No
CPT/Bike SPD Response?	☐ Yes	☑ No		
Date of Call to Duty Office	er:		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:	



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Encampme	ent Response Team

SITE OCCUPANCY DATA

Date of Inspection	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
6/3/2024	1	0	0	0	1

PRIORITY CONDITION DATA

VULNERABLE POPULATIONS			PUBLIC HEALTH/BIOWASTE		
Perceived Elderly (60+ years old)	☐ Yes	☑ No	Rats/Mice	✓ Yes	□ No
Perceived Infants/Children (≤ 14 years old)	☐ Yes	☑ No	Hazardous Materials	✓ Yes	□ No
Perceived Youth (15-24 years old)	☐ Yes	☑ No	Bio Waste	☑ Yes	□ No
Perceived Not Ambulatory	☐ Yes	☑ No	Chemical Waste	✓ Yes ✓ Yes	□ No
Perceived Wounds	☐ Yes	☑ No	Food Waste	☐ Yes	☑ No
Near Facilities for Children (e.g., school, daycare)	☐ Yes	☑ No	Within 50ft of a water body or wetland	☐ Yes	☑ No



Within 50ft of a Guardrail

Heavy Traffic

Near Facilities for the Elderly (e.g., nursing home) ☐ Yes

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Encampment Response Team

☑ Yes □ No

Perceived Women	☐ Yes	☑ No	TOTAL COUNT:	5)
Perceived Couples	☐ Yes	☑ No		<u> </u>	
LGBTQIA (DATA ONLY COLLECTED IF ASKEDotherwise leave blank)	□ Yes	☑ No	SOLID WASTE Disorganized Garbage	☑ Yes	□ No
POC (DATA ONLY COLLECTED IF ASKED otherwise leave blank)	☐ Yes	☑ No	Bagged Garbage	☑ Yes	□ No
Presence of Alcohol	☐ Yes	☑ No	Loose Garbage	☑ Yes	□ No
Presence of Contained Sharps	☑ Yes	□ No	Bulky Items Garbage	☐ Yes	☑ No
TOTAL COUNT:			Metal	☐ Yes	☑ No
TOTAL COUNT.	0		TOTAL COUNT:	3	1
PUBLIC SAFETY/STRUCTURAL CONCER	NS		STRUCTURAL CONCERNS/ENVIROI	NMENTA	L
PUBLIC SAFETY/STRUCTURAL CONCER Weapons	NS □ Yes	☑ No	RISKS/EMERGENCY RISKS		
					.L ☑ No
Weapons	☐ Yes	□ No	RISKS/EMERGENCY RISKS Near Industrial Zone-blocking vehicle site		
Weapons Park	□ Yes ☑ Yes	□ No ☑ No	RISKS/EMERGENCY RISKS Near Industrial Zone-blocking vehicle site lines	□ Yes	☑ No

☑ No

☑ No

Property Damage

☐ Yes

☐ Yes

☑ No

Loose Sharps

☑ Yes

1

TOTAL COUNT:

□ No



Vehicle/RVs/License Plates

	Slope more than 27 degrees		⊔ Yes	☑ No			
	Slide Zone		☐ Yes	☑ No			
	Fires		☐ Yes	☑ No			
	Exposed Electrical Wiring		☐ Yes	☑ No			
	Other		☐ Yes	☑ No			
		TOTAL COUNT:	1				
					ı		
					I		
		TOTAL SCORE:	30				
-	EXHIBIT A: SITE INSPECTION PI	HOTOS					
ļ	During a site inspection, Field Coordina	ators should take pl	notos of th	e followir	ng and store the photos i	in the appropriate G: I	Orive folder:

NAVIGATION TEAM ASSESSMENT

Debris Fields

Photos of Individual Tents

Full encampment cleanup
Litter pick
Reported to SPU as illegal dum

General Photos of the Encampment

Cross Street Signs



☐ Clean - no campers

☑ Obstruction or hazard cleanup

B. OBSTRUCTION/HAZARD

SITE JOURNAL Encampment Response Team

V	Obstruction Removal		Emphasis Zone	Hazard Removal		
Ø	Blocking intended use of facility			Safety of camper		
	Tent on sidewalk			Safety of others near and around camp		
	Tent on median to adjacent sidewalk			Safety of camper and others near and around camp		
	OBSTRUCTION/HAZARD PRE-C	CLEA	ANUP ACTIVITIES			
CHI	ECKLIST for OBSTRUCTION CLEAN UP					
Not	cice posting is 72 hours in advance of cleanu	p (Da	ate:)		☐ Yes	☑ No
Clea	anup is occuring on date specified in notice				☑ Yes	□ No
Per	sonnel are ready to identify and collect belo	ngin	gs		☐ Yes	☑ No
SPD	or WSP officers are present to support clea	nup			☑ Yes	□ No
Cre	w is present and ready to support cleanup				☑ Yes	□ No
	NOT REQUIRED but PROVIDED:					
Out	treach was provided before the cleanup (Da	te:)			☐ Yes	☑ No
			-			



b. OBSTRUCTION/HAZARD RESOURCE PLANNING

SITE CREW ASSESSMENT of FIELD CONDITIONS

JOB SITE INSTRUCTIONS			Specifications/Notes
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	
Chemical Waste	☐ Yes	☑ No	
EXTERNAL CONTRACTORS	٦	Γotal	Description
Number of Labor Crew			
Number of Hazmat Crew			
Number of Truck Drivers			
Contractors Labor Crew Hours On-Site			
INTERNAL CLEAN UP TEAMS	٦	Γotal	Description
Number of Heavy Crew			



Heav	y Crew Hours On-site		
Numl	per of Labor Crew	1	SPR Light team (2 staff)
Laboi	Crew Hours On-site	1	
STAGI	NG LOCATION		
Date/	Time:	Location:	
	_		
SITE I	POSTING PHOTOS		
	Regular Encampment Cla	ean-up: 72-hour Notice	

- 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.

Data Type	Turno	Location	Male	Female	Non-specific	TOTAL # of People
Date	Type	Location	Outreach	Outreach	Gender	Contacted

OBSTRUCTION SITE OCCUPANCY DATA

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6/3/2024	1	0	0	0	1

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		
1	1	0	0		

Owner Name OR	Owner	Storage?	Not Storable?	# of	# of	# of	# of Large	Short Description



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Encampment Response Team

Tent/Structure #	Present?		Check All That Apply	Bins	Bikes	Luggage	Items	
T1-KJ-0603	No	N/A		1	1	0	0	1 Bike painted white; 1 bike helmet; 1 Latern light; 1 blue and grey coleman tent.

Inspection Photos







Clean Up Photos



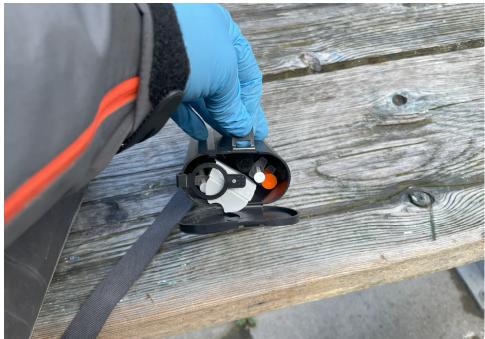












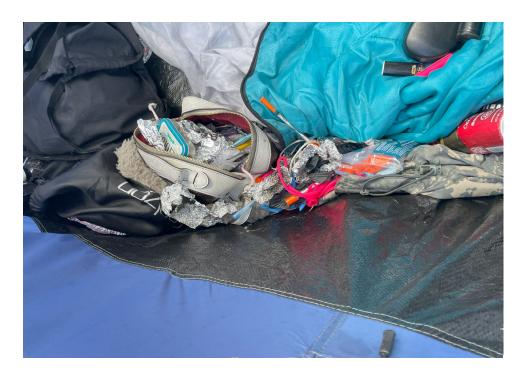




















After Clean and Posting Photos







