



SITE JOURNAL CONTENTS

- Completed Site Journal
- Exhibit A: Site Inspection Photos
- Exhibit B: Site Posting Photos
- 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: NW 48th St & Ballard Ave NW Vicinity

Site Address: \_\_\_\_\_ Date of Inspection: 8/21/2025

\_\_\_\_\_ Date of Clean-Up: 8/21/2025

Final Inspector: [REDACTED] CSR #: \_\_\_\_\_

Referred By: \_\_\_\_\_ Photos to HSD?  Yes  No

CPT/Bike SPD Response?  Yes  No

Date of Call to Duty Officer : \_\_\_\_\_ 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: \_\_\_\_\_



Time of FC departure from site: \_\_\_\_\_ Action: \_\_\_\_\_

System Navigator Called?  Yes  No Name of SN: \_\_\_\_\_

Date of Call to SN : \_\_\_\_\_ Time of Call to SN: \_\_\_\_\_

Time SN arrived on site: \_\_\_\_\_ Offer of Shelter Made?:  Yes  No

### SITE OCCUPANCY DATA

Date of Inspection	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
8/21/2025	8	1	0	0	9

### PRIORITY CONDITION DATA

#### VULNERABLE POPULATIONS

- Perceived Elderly (60+ years old)  Yes  No
- Perceived Infants/Children (≤ 14 years old)  Yes  No
- Perceived Youth (15-24 years old)  Yes  No
- Perceived Not Ambulatory  Yes  No
- Perceived Wounds  Yes  No
- Near Facilities for Children (e.g., school, daycare)  Yes  No

#### PUBLIC HEALTH/BIOWASTE

- Rats/Mice  Yes  No
- Hazardous Materials  Yes  No
- Bio Waste  Yes  No
- Chemical Waste  Yes  No
- Food Waste  Yes  No
- Within 50ft of a water body or wetland  Yes  No



Near Facilities for the Elderly (e.g., nursing home)  Yes  No

Perceived Women  Yes  No

Perceived Couples  Yes  No

LGBTQIA (DATA ONLY COLLECTED IF ASKED-- otherwise leave blank)  Yes  No

POC (DATA ONLY COLLECTED IF ASKED-- otherwise leave blank)  Yes  No

Presence of Alcohol  Yes  No

Presence of Contained Sharps  Yes  No

**TOTAL COUNT:** 0

Loose Sharps  Yes  No

**TOTAL COUNT:** 3

**SOLID WASTE**

Disorganized Garbage  Yes  No

Bagged Garbage  Yes  No

Loose Garbage  Yes  No

Bulky Items Garbage  Yes  No

Metal  Yes  No

**TOTAL COUNT:** 4

**PUBLIC SAFETY/STRUCTURAL CONCERNS**

Weapons  Yes  No

Park  Yes  No

Sidewalk  Yes  No

Proximity to Bridge  Yes  No

Impeding Roadway  Yes  No

Within 50ft of a Guardrail  Yes  No

Heavy Traffic  Yes  No

**STRUCTURAL CONCERNS/ENVIRONMENTAL RISKS/EMERGENCY RISKS**

Near Industrial Zone-blocking vehicle site  Yes  No lines

Falling Trees/Limbs  Yes  No

Forested Area  Yes  No

Rented Area  Yes  No

Property Damage  Yes  No

**TOTAL COUNT:** 0



- Slope more than 27 degrees  Yes  No
- Slide Zone  Yes  No
- Fires  Yes  No
- Exposed Electrical Wiring  Yes  No
- Other  Yes  No

**TOTAL COUNT:** 3

**TOTAL SCORE:** 29

**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**

- Full encampment cleanup
- Litter pick
- Reported to SPU as illegal dump



- Obstruction or hazard cleanup
- Clean - no campers

### B. OBSTRUCTION/HAZARD

<input checked="" type="checkbox"/> Obstruction Removal	<input type="checkbox"/> Emphasis Zone	<input type="checkbox"/> Hazard Removal
<input type="checkbox"/> Blocking intended use of facility		<input type="checkbox"/> Safety of camper
<input checked="" type="checkbox"/> Tent on sidewalk		<input type="checkbox"/> Safety of others near and around camp
<input type="checkbox"/> Tent on median to adjacent sidewalk		<input type="checkbox"/> Safety of camper and others near and around camp

#### a. OBSTRUCTION/HAZARD PRE-CLEANUP ACTIVITIES

##### CHECKLIST for OBSTRUCTION CLEAN UP

- Notice posting is 72 hours in advance of cleanup (Date: \_\_\_\_\_)  Yes  No
- Cleanup is occurring on date specified in notice  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
- NOT REQUIRED but PROVIDED:**
- Outreach was provided before the cleanup (Date: \_\_\_\_\_)  Yes  No

**b. OBSTRUCTION/HAZARD RESOURCE PLANNING**
**SITE CREW ASSESSMENT of FIELD CONDITIONS**
**JOB SITE INSTRUCTIONS**

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 type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Vegetation Pruning	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Biohazard Waste	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Chemical Waste	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Specifications/Notes**


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 debris hauled to city dump
 

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**EXTERNAL CONTRACTORS**

	<b>Total</b>	<b>Description</b>
Number of Labor Crew	<u>0</u>	<hr/>
Number of Hazmat Crew	<u>0</u>	<hr/>
Number of Truck Drivers	<u>0</u>	<hr/>
Contractors Labor Crew Hours On-Site	<u>0</u>	

**INTERNAL CLEAN UP TEAMS**

	<b>Total</b>	<b>Description</b>
Number of Heavy Crew	<u>0</u>	<hr/>



Heavy Crew Hours On-site	<u>0</u>	
Number of Labor Crew	<u>3</u>	<b>two parks team with trailers &amp; one parks mini packer</b>
Labor Crew Hours On-site	<u>2</u>	

**STAGING LOCATION**

**Date/Time:** \_\_\_\_\_ **Location:** \_\_\_\_\_

**SITE POSTING PHOTOS**

No Regular Encampment Clean-up: 72-hour Notice

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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:



**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
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**OBSTRUCTION SITE OCCUPANCY DATA**

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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
6	1	0	1

Owner Name OR Owner	Storage?	Not Storable?	# of	# of	# of	# of Large	Short Description
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Tent/Structure #	Present?	<i>Check All That Apply</i>		Bins	Bikes	Luggage	Items	
T2-RM-0821	No			1	1	0	0	<p>One Green &amp; White Camel Crown tent was not stored due to moisture and mold inside of it.</p> <p>Items that were stored-</p> <ul style="list-style-type: none"> <li>- One black bag containing one orange and white tent with no tent poles and no brand name, one green and white tent with no tent poles and no brand name</li> <li>- One blue Coleman camping chair</li> <li>- One blue Dynacraft bicycle</li> <li>- One blue bag with assorted clothing</li> </ul>
T1-RM-0821	No			0	0	0	0	Empty Green & White Camel Crown tent not stored due to moisture and mold inside of it.
T3-RM-0821	No			0	0	0	1	One blue and white Sierra Designs tent was not stored nor were various blankets inside the tent stored due to everything



								being wet with what smelled like urine. Items stored- One brown and tan Fender Redondo guitar was in the tent and not contaminated by urine.
T4-RM-0821	No			5	0	0	0	One orange and white Embark tent was not stored nor were various pieces of wet clothing stored due to standing water inside of the tent. Items stored-One red Waterloo toolbox with assorted tools -One Skill saw model 77 -One black toolbox no brand name with assorted tools -One black Rigid toolbox with assorted tools -One silver colored Craftsman toolbox with assorted tools -One white plastic bin with assorted first aid supplies -Two black iPod 60 GB -One Cloud Mobile cellphone with a cracked screen



								<ul style="list-style-type: none"> <li>-One Artia cell phone</li> <li>-One Coleman camping chair</li> <li>-One Siera Folding chair</li> <li>-One HP Plus 4100 printer white</li> <li>-One Coleman night lamp</li> <li>-One Coast night lamp</li> <li>-One white plastic bin containing art supplies</li> <li>-One PWO image unity</li> <li>-One blue plastic bin of assorted clothing</li> <li>-One Holga 1205 camera</li> <li>-One Sunpak auto 433D Thyristor flash</li> <li>-One camera lens</li> <li>-One Ambico camera stand</li> <li>-One clear plastic bag of assorted sunglasses no brand names</li> <li>-One brown purse empty</li> <li>-One Coleman lamp</li> <li>-One white bag of assorted clothing</li> <li>-One brown Calvin Klein wallet empty</li> <li>One black bag of assorted makeup</li> <li>-One green Duponte sleeping bag</li> </ul>
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								<ul style="list-style-type: none"><li>-One brown Sunflora bag containing assorted books</li><li>-One black binder containing assorted training cards</li><li>-Two candles one red and one white</li><li>-One black bag containing one blue and orange tent cover</li><li>-One blue shoebox containing tan Lifestride shoes</li><li>-One green tent no brand name in a ripped bag</li><li>-One Phillips Norelco One Blade trimmer</li><li>-One black Motorfist bag containing one red, white and black Motorfist motorcycle helmet with Smith goggles</li><li>-One Coleman gas grill Triton series</li><li>-One Honeywell fan</li><li>-One Bestik portable power strip</li><li>-One Bio Ionic smart hairdryer</li><li>-One Zuni digital relocatable power strip</li><li>-One Orbi router</li></ul>
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								connected to a Motorola server with outlet plug -One black Thraed Crossover handbag empty
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Inspection Photos









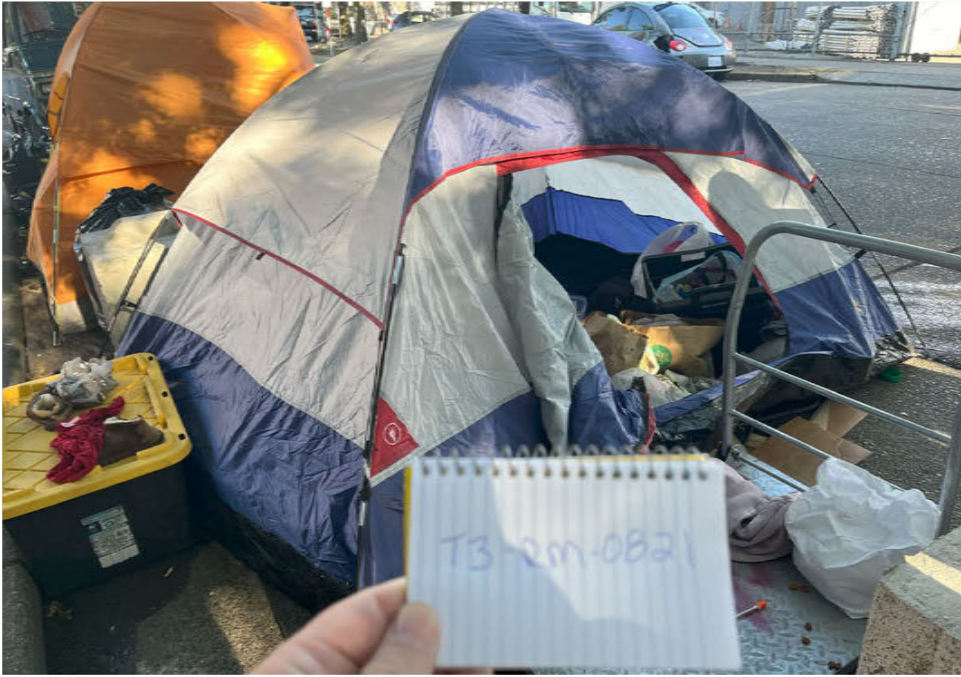
Clean Up Photos



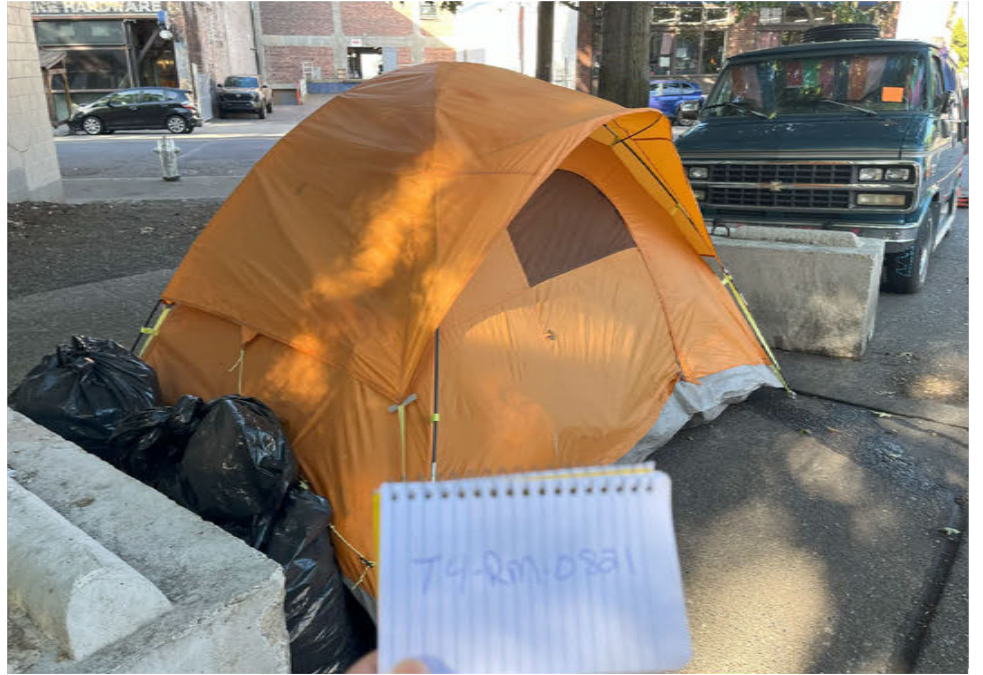










































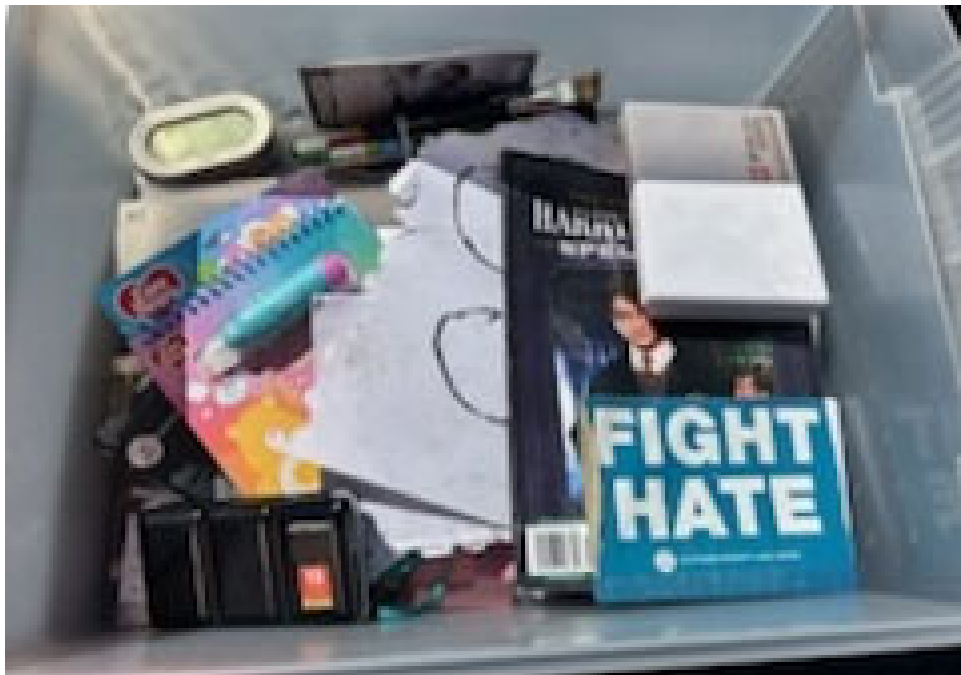




















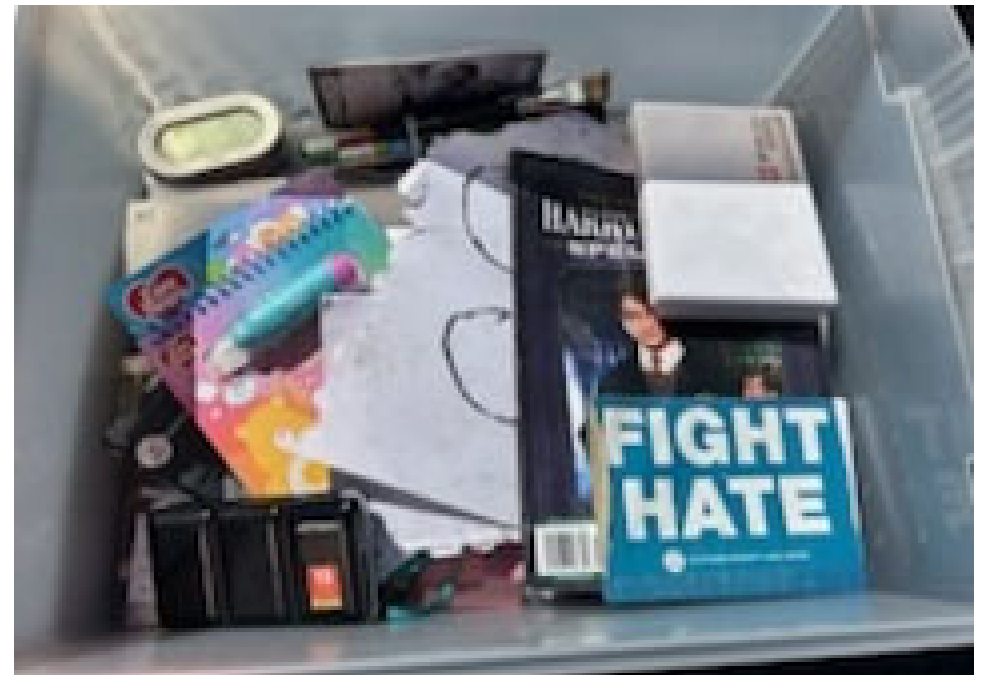
















After Clean and Posting Photos



