

## Encampment Resolution Program Funding Options Report

---

June 30, 2025



**King County**

## I. Contents

II.	Proviso Text .....	3
III.	Executive Summary .....	4
IV.	Background .....	5
V.	Report Requirements .....	11
	How Money Sources in Existing County Budgets Could Be Used to Support an Encampment Resolution Program .....	11
	Considerations for a King County Encampment Resolution Program and Funding .....	12
VI.	Appendices .....	13

## Table of Tables

Table 1. Summary of Encampment Resolution Activities for Key King County Agencies.....	9
Table 2. Specific Agency Governing Codes .....	10
Table 3. Summary of Washington State Encampment Resolution Program .....	Error! Bookmark not defined.

## II. Proviso Text

Of this appropriation, \$50,000 shall not be expended or encumbered until the executive transmits an encampment resolution program funding options report.

The report shall explore how money sources in existing county budgets could be used to support an encampment resolution program, including, but not limited to, money sources within the department of community and human services, the department of natural resources and parks, the road services division, and the water and land resources division, that could be directed towards removing encampments in a way that is both humane and effective.

The executive shall electronically file the plan by June 30, 2025, with the clerk of the council, who shall retain an electronic copy and provide an electronic copy to all councilmembers, the council chief of staff, and the lead staff for the health, housing, and human services committee or its successor.

Ordinance 19861, Section 16, Office of Performance, Strategy, and Budget, P5<sup>1</sup>

---

<sup>1</sup> Ordinance 19861 [\[King County - File #: 2024-0299\]](#)

### III. Executive Summary

A Provision in the County's 2025 adopted budget Ordinance (19861, Section 16, P5) requires transmittal of an encampment resolution program funding options report exploring potential resources to remove homeless encampments in a humane and effective way. Homelessness has been an issue in King County for more than a decade. The County has a distinct role in supporting those with housing insecurity, consistent with County Code, the Executive's True North and Values, and the County's Equity and Social Justice Strategic Plan. King County seeks to reduce homelessness by partnering with organizations and communities to provide services and programs and supplying funding to the King County Regional Homelessness Authority (KCRHA), an entity formed to coordinate homeless response services.

The Roads Services Division (Roads) and divisions within the Department of Natural Resources and Parks (DNRP) have engaged in homeless encampment resolution on their properties, with some consultative support from the Department of Community and Human Services (DCHS). These agencies conduct/support encampment resolution activities when they believe an encampment presents a safety hazard to the encampment residents, surrounding properties, or King County employees; when an encampment interferes with King County operations or capital projects, or as directed by the Executive. In general, agencies use the Parks Division's standard operating procedure for encampment resolution, with slight modifications to meet operational needs or specific site conditions. The activities typically involve contracting with service providers/partners to conduct outreach to encampment residents, using staff or contractors to remove debris and install deterrent infrastructure, and employing King County Sheriff's Office (KCSO) staff to maintain security.

King County agencies have various funds available to address encampment activities. The Wastewater Treatment Division (WTD), Parks Division, Water and Land Resources Division (WLRD), and Roads have used their rate, fee, and levy funds to address encampment activities on land they own or manage. DCHS resource use has generally been limited to in-kind staff resources to coordinate outreach. While use of division funds has been determined to be appropriate for encampment resolution on King County properties, some limitations should be noted:

- Paying for encampment resolution activities draws resources away from core services, especially for Roads, which faces significant financial challenges.
- Roads, WTD, Parks, and WLRD resources can only be used for encampment resolution costs on property owned by each agency or in King County right-of-way (ROW) in the Unincorporated Area in the case of Roads.
- Using DCHS funds/grants for encampment resolution would require approval from the granting agency and working with KCHRA to shift resources from existing shelter and rapid rehousing activities to encampment outreach activities.

King County agency staff consulted for this report felt that the current funding and practices are working relatively well for encampment resolution on King County property. King County staff noted the following key considerations for any potential future program and related funding:

- Pros and cons of development and implementation of a county-wide standard.
- Funding restrictions relative to one fund benefiting another.
- Potential prioritization of encampment residents over others facing housing insecurity.
- Ways to improve communication and the efficacy of partnerships.
- Jurisdiction issues associated with any King County actions on non-County property.

## IV. Background

**Department Overview:** The Office of Performance, Strategy and Budget (PSB) provides comprehensive and regional planning, management, budgeting, and performance assessment for King County government. PSB's work is guided by equity and social justice principles, as well as best practices in financial stewardship and performance management, which includes enhancing accountability and transparency and integrating strategic planning, project management, resource allocation, and continuous improvement into a systematic approach throughout the County.

PSB developed this report because of its centralized role related to planning, analysis, and budget. At the same time actions related to the Proviso response could impact operations of the King County agencies noted below:

- The **Department of Community and Human Services (DCHS)** manages a range of programs and services to help King County's most vulnerable residents while working to strengthen communities. As the regional coordinator for many areas of human services, DCHS plays a strong role in sustaining the region's human services infrastructure, while working across systems to undo historic and system inequities. Regarding this Proviso, the Housing and Community Development Division focuses on community development; creating and preserving affordable and special needs housing; housing repair programs; and services and shelter for people who are homeless or at risk of homelessness.
- The **Roads Services Division (Roads)** is responsible for all County-owned roads, bridges, and related infrastructure in unincorporated King County. The scope of responsibilities encompasses 1,500 miles of roadway, along with 188 bridges and more than 900 acres of real property. Other components of the Road system include road right-of-way, sidewalks, bike lanes, guardrails, drainage and water quality facilities, streetlights, traffic control equipment, and traffic cameras.
- The **Department of Natural Resources and Parks (DNRP)** provides regional parks and trails; protects the region's water, air, land, natural habitats, and historic properties, and reduces, safely disposes of, and creates resources from wastewater and solid waste. Divisions potentially impacted by the Proviso include:
  - The **Parks Division** (Parks) stewards more than 220 parks, 185 miles of regional trails, 275 miles of backcountry trails, and more than 32,000 acres of open space. Parks provides recreational opportunities for King County residents and protects the region's public lands, leaving a legacy for future generations.
  - The **Wastewater Treatment Division** (WTD) is committed to protecting and improving water quality by providing wastewater collection and treatment for local sewer agencies. WTD serves about two million people within a 424-square-mile area with infrastructure that includes wastewater treatment plants, a community septic system, combined sewer overflow facilities, regulator and pump stations, and more than 391 miles of sewer pipelines.
  - The **Water and Land Resources Division** (WLRD) safeguards King County's water and land resources by providing services that protect public health and safety and yield significant environmental benefits. WLRD is the primary agency fulfilling the County's role as service provider to the King County Flood Control District (FCD), a separate local government.

**Key Historical Context:** In general, King County agencies have conducted resolution activities on encampments on: <sup>2</sup>

1. City-owned property where maintenance/construction is planned (WTD).
2. County-owned properties located within cities (Parks, WLRD, WTD).
3. County-owned properties in the unincorporated area (Parks, WLRD, WTD, Roads).

Most encampment resolution activities for Roads, Parks, and WLRD have happened on King County properties in the unincorporated area. Challenges and requirements are different for each of the above situations, and there is also significant variability within these situations. Because of this variability, some flexibility in approach is required.

It should be noted that during the height of the COVID pandemic, County agencies essentially halted encampment resolution activities. Encampment resolution activities began again in earnest with the Green River Road/Titus Pit sites, where some costs were incurred in late 2021 and 2022, but the bulk of activities did not occur until 2023 and 2024.

**Key Current Context:** King County has a distinct role in supporting those with housing insecurity, consistent with King County Code (KCC. Title 24 of the King County Code<sup>3</sup> documents King County policy to partner with cities and towns to support shelter, housing, and other the needs of various low-income households.

DCHS's Housing and Community Development Division (HCD) works in partnership with organizations and communities to provide services and programs that support housing stability and affordable housing opportunities in King County. King County's Health Through Housing (HTH) Initiative is accelerates the region's response to chronic homelessness. Through innovative partnerships and close collaboration with city governments, service providers, and local communities, HTH acquires former hotels and other existing buildings and converts them into apartments that are dignified, affordable, and service enriched. HTH offers two types of housing, permanent supportive housing (PSH) and emergency housing (EH), both of which feature 24/7 staffing and supports. While King County owns and funds operations of most of these housing facilities, management of the buildings and services for its residents are provided through contracts with social service organizations. To reduce housing instability, King County's Housing Finance Program (HFP) administers funds for the development and preservation of affordable housing throughout King County.

King County also seeks to reduce homelessness/housing insecurity by providing funds to the King County Regional Housing Authority (KCRHA), an entity formed to unify and coordinate funding, policy, and homeless response services throughout the county. KCRHA administers programs and services including:

- Outreach to people experiencing homelessness
- Diversion and prevention of homelessness for persons at imminent risk of housing loss
- Emergency shelter

---

<sup>2</sup> In addition to these situations, there are less common encampment resolution instances, such as when a WTD pipe breaks on city-owned land. This report focuses on the most frequent encampment resolution situations listed above, with an emphasis on activities on county owned land in the unincorporated area. One additional situation to note is encampments on federal land – King County does not have jurisdiction to address such conditions, so such activities are not addressed in this report.

<sup>3</sup> [Title 24 - HOUSING AND COMMUNITY DEVELOPMENT](#).

- Rapid rehousing
- Coordinated entry
- Services associated with Permanent Supportive Housing
- Strategic planning, system administration, data and performance measurement

The County agencies discussed above have engaged in homeless encampment resolution activities on their properties or in partnership with other public entities for encampments not located on their properties. While King County code defines camping as “erecting a tent or shelter or arranging bedding or both for the purpose of, or in such a way as will permit, remaining overnight, or parking a trailer, camper or other vehicle for the purpose of remaining overnight” (KCC Section 7.01.010.I), and while code prohibits camping on Parks property except in designated and posted campsites (KCC Section 7.24.020-050), King County code does not define an “encampment.” The Parks Division has established a standard operating procedure (see Appendix A) for addressing homeless encampments, which defines an encampment as “one or more tents, structures, and/or assembly of camping equipment, bedding materials or personal property in an area of a King County park, which appears to a reasonable person as being used for camping” as defined in KCC Section 7.01.010.I, but this is not a countywide standard operating procedure.

King County agencies conduct or support encampment resolution activities when they believe an encampment presents a safety hazard to the encampment residents, surrounding properties, or King County employees; when an encampment interferes with King County operations or capital projects; when requested by another municipality and approved by department or Executive leadership, or as directed by the Executive.

Currently, individual King County agencies use their staff and agency resources to address encampment issues for their properties. In general, DNRP agencies and Roads use the Parks Division’s standard operating procedure for encampment resolution, with slight modifications to meet operational needs or specific site conditions. The activities generally involve contracting with service providers to conduct outreach to encampment residents regarding shelter and services options, using County staff or contractors/partners to remove debris and install deterrent infrastructure, and employing King County Sheriff’s Office (KCSO) staff to maintain security. The specific agency roles, contractors/partners, activities, locations, funding sources, and recent costs are summarized in Table 1 below.

**Report Methodology:** This report was prepared based on interviews conducted by PSB with key King County staff in DCHS, Roads, and DNRP and information obtained from internet sources on the Washington State Encampment Resolution Program. The interviews with King County staff provided information on their general approach to homeless encampment resolution; past encampment resolution activities and costs; and roles and partnerships, potential funding options and constraints, and considerations for any potential future County program/funding. The internet research on the Washington State Encampment Resolution Program relied primarily on State of Washington web sites describing the program, funding, roles and responsibilities, and outputs. News web sites provided updated information on program fiscal conditions and legislative action. Community engagement and/or stakeholder outreach was not conducted for this report.

Governing Washington State law and King County codes are provided below, including both general governing code and code specific to the agencies identified in the Proviso (see Table 2).

***General Governing Codes:***

- KCC 2.16 Administrative Offices and Executive Departments setting forth duties of administrative offices and executive departments.
- RCW 43.09.210 Local Government Accounting – Separate accounts for each fund or activity prohibiting one local government fund from benefiting another.



**Table 1. Summary of Encampment Resolution Activities for Key King County Agencies**

Agency	Agency Role	Key Actions Taken	Locations	Partners	Funding Sources	Est. Costs
DCHS	Connect KC agencies w/ service providers.	Service providers conduct outreach to connect encampment residents to shelter/services.	SoDo; supported other departments w/ Green River, Burien Courthouse, and Goat Hill (w/City of Seattle (CoS))	KCRHA, KC Facilities Management Division (FMD), Roads, KCSO, CoS Unified Care Team, Salvation Army, other contracted service partners	American Rescue Plan Act (ARPA) for Burien, DCHS budget	\$1M for Burien In-kind DCHS staff time
Roads	Coordinate w/ service providers for outreach.  Fund staff time or contractor costs.	Service providers and KCSO conduct outreach to connect encampment residents to shelter/services.  KC agency staff/contractors clean area, post no trespassing signs, install lighting, and/or fence areas (specific actions depend on site and operations).	Green River Road, Titus Pit, County ROW; under bridges (Elliott, South Park, Preston Fall City)	KCSO, Parks, DCHS, KCRHA, Salvation Army, REACH, Recovery Navigator and other service providers	Coronavirus Local Fiscal Recovery (CLFR) funds, Roads funds	\$5K for small cleanups \$1.6M for Titus Pit \$570K in 2024 in roadside cleanup <sup>1</sup>
DNRP - Parks			On Parks properties, mostly in south King County	KCSO, KCRHA, Roads, Cascadia, Friends of the Trail, community-based organizations, Auburn, Kent, Redmond, Bellevue <sup>2</sup>	COVID funds, Parks levy	\$20-40K line staff time, 950 hrs KCSO OT, 600-2,000 hrs supervisor time, and \$100K contractor costs per year in 2023-2024
DNRP - WLRD		WTD reaches out to cities, who lead resolution activities.	On stormwater sites (most in White Center); as contract service provider to Flood Control District	Parks, KCSO, KCRHA, contractors, Roads crews	Surface Water Management rate; Flood Control District funds	\$6-20K in staff time and consultant costs <sup>3</sup> per year in 2021-2024 for stormwater sites
DNRP – WTD Properties			On various WTD properties	Parks, KCSO, DCHS, Bio Decon Services, Security Services Northwest (SSNW)	WTD rate revenue	<\$30K per year for cleanup, security, and agency staff time <sup>4</sup>
DNRP – Non-WTD Properties	Align w/ jurisdiction processes.	WTD reaches out to cities, who lead resolution activities.	On public land w/pump stations or underground infrastructure	Cities, especially Seattle and Bellevue	Partner city funding, In-kind staff time	NA

Notes:

1. These cleanup costs likely include some costs associated with illegal dumping, so this cost overestimates those associated with encampment resolution.
2. Parks works with willing cities because encampment residents moving out of King County properties may just move to city properties.
3. These costs do not include KCSO time. They also do not include Parks staff time, who took over managing encampment removals for WLRD in 2024.
4. WTD encampment resolution needs on its properties are relatively minimal. Costs here do not include those for supporting authorized encampments on WTD property.

**Table 2. Specific Agency Governing Codes**

Agency	Applicable Code	Code Provisions
DCHS	KCC 4A.200.355	Establishes the DCHS Housing and Community Development fund and limits funding uses to support: <ul style="list-style-type: none"> <li>• Noncounty organization projects that acquire, renovate, or construct housing for very low to moderate-income people, including homeless households and households with special housing needs.</li> <li>• Operating costs for housing projects, rental assistance, and services for low-income people, including homeless households and households with special housing needs.</li> <li>• Noncounty organization projects related to community development activities.</li> <li>• County costs to administer this fund.</li> </ul>
Roads	KCC 4A.200.660	Establishes the Roads operating fund and designates revenue sources.
	KCC 4A.200.215 and 217	Establishes County Road construction and major maintenance funds and defines revenue sources for the funds.
	RCW 38.82.070	Limits the use of County Road fund revenues for the use of constructing and maintaining County roads, bridges, and park and ride lots and the removal of fish passage barriers.
Parks	KCC 4A.200.480	Establishes the Parks operating fund, identifies fund revenues as those from the six-year levy, and limits their use to those specified in Ordinance 18890, principally including maintaining, operating, and expanding King County's open space system and improving parks, recreation, access and mobility, and funding education programs. Also limits any other revenues to parks and recreation purposes.
	KCC 4A.200.490	Establishes the Parks capital fund and identifies fund revenues including those from the six-year levy and limits their use to those specified in Ordinances 15760, 17568, and 18890, which mirror the functions noted above for the operating fund.
	KCC 7.12.165	Prohibits camping in any King County Park areas except those specifically designated for that purpose.
WLRD	KCC 4A.200.720	Establishes the Surface Water Management (SWM) operating fund and mirrors language in RCW 36.89.080 limiting use of revenues to certain stormwater purposes.
	KCC 4A.200.723	Establishes the SWM capital fund and limits spending to capital facilities related to surface and stormwater management.
	RCW 36.89	Establishes the authority to construct/manage storm water control facilities and develop storm water control regulations.
	RCW 36.89.080	Limits use of WLRD-SWM revenue to the cost and expense of maintaining and operating stormwater control facilities; planning, designing, establishing, acquiring, developing, constructing, and improving such facilities, or paying general obligation or revenue bonds issued for such.
WTD	KCC 4A.200.790	Establishes the WTD operating fund.
	KCC.4A.200.770	Establishes the WTD capital fund with revenues from bonds and debt issuances.
	KCC 28.86.160	Establishes requirements for water and sewer facilities, including that sewer rate revenues can only be used for WTD purposes, including costs of systems operations and maintenance and capital costs.
	RCW 35.58	Establishes metropolitan municipal corporations.

## V. Report Requirements

The Proviso contains one key requirement: to explore money sources in existing County budgets that could be used to support an encampment resolution program, as detailed below.

Proviso Requirement:

*The report shall explore how money sources in existing county budgets could be used to support an encampment resolution program, including, but not limited to, money sources within the department of community and human services, the department of natural resources and parks, the road services division, and the water and land resources division, that could be directed towards removing encampments in a way that is both humane and effective.*

### How Money Sources in Existing County Budgets Could Be Used to Support an Encampment Resolution Program

As noted, King County agencies have used various funds to address encampment activities. WTD, Parks, WLRD, and Roads have used their rate, fee, and levy funds to address encampment activities on land they own or manage. An exception to this use of rate, fee, and levy funds relates to encampments on other jurisdiction properties containing WTD infrastructure (pump stations or below ground infrastructure). In these instances, the city leads and funds encampment removal activities, coordinating with WTD. DCHS resource use has generally been limited to in-kind staff resources to coordinate outreach.

While use of agency funds has been determined to be appropriate for encampment resolution on King County properties, some limitations should be noted:

- Paying for encampment resolution activities draws resources away from core services, especially for Roads, which faces significant financial challenges.
- There is no designated encampment resolution funding within DCHS, and available resources are committed to contracts with outreach, shelter, and service providers. These resources are insufficient to fully fund needed activities throughout the county.
- DCHS receives revenues for housing from state and federal grants, with most of those resources allocated to transitional and rapid rehousing. The use of grant funding for encampment resolution activities would require approval from the granting agency and would necessitate working with KCRHA to shift resources from existing shelter and rapid rehousing activities to encampment outreach activities.

If King County were to establish a King County Encampment Resolution Program using resources from the agencies identified in Table 1, the resources from each division would need to be segregated and used only for activities on that respective entity's properties consistent with the uses set forth for funds in King County Code and also consistent with Washington State law prohibiting one fund from benefiting another.<sup>4</sup>

---

<sup>4</sup> RCW 43.09.210 Local government accounting – Separate accounts for each fund or activity: [RCW 43.09.210: Local government accounting—Separate accounts for each fund or activity—Exemptions.](#)

In addition to rate, fee, and levy funds, agencies have also used COVID grant funds to address encampment activities, but these funding sources have been discontinued and resources associated with these grants have been expended.

## Considerations for a King County Encampment Resolution Program and Funding

Input from King County agencies consulted for this report noted that while some additional standardization of approach could be beneficial, the current system and funding are working relatively well for the encampment resolution activities on King County property. King County staff provided insights regarding key considerations for any potential future program and related funding, including the following:

- **Standardized Process** – While several agencies outside of Parks use the Parks’ procedures to guide their work, these procedures were not developed in concert with other agencies or to address situations specific to other agencies. Establishing Countywide standard operating procedures could be beneficial, although they would also need to be flexible as each situation is unique, requiring varied levels of outreach and involving different stakeholders/partners, timelines, notification efforts, and clean up and security needs.
- **Centralized Funding** – As noted above, agencies have successfully used their respective resources to address encampments.<sup>5</sup> In addition, KCRHA has provided support and funding for some encampment actions. Should a central fund for encampment resolution program be developed, agency resources that contribute to the fund would need to be segregated and used only by the respective agency contributing the funds to comply with the requirement that one fund not benefit another. Such a centralized fund would not increase resources available for this work, but it would increase the administrative burden of using agency resources to address encampments. Additional resources from the General Fund to support encampment resolutions activities could be beneficial, but encampment resolution activity costs should be weighed against other County needs.
- **Prioritization** – If modeled on the Washington State Encampment Resolution Program, encampments would not be removed unless suitable shelter and services were available. In the current strained homelessness response system, this could result in potentially elevating and prioritizing shelter and services for encampment residents on King County lands above those who have been in the queue longer, those who may have greater needs, or those who may be experiencing homelessness/ housing insecurity in more dangerous conditions.
- **Communication/Partnership** –
  - Staff desire improved communications with other King County agencies when an encampment is on or near multiple King County properties.
  - DNRP noted that resolution of encampments on County-owned land inside city boundaries can be cumbersome, and that some cities are more willing to engage and partner in this work than others.
  - When WTD partners with the City of Seattle on encampments on city-owned land to facilitate construction projects, the city utilizes a ticket generating system and outreach workers that initiate the outreach process. However, many other jurisdictions do not have the same robust systems and have unique rules and regulations, hampering timely resolution.

- Some agencies also desire better engagement and partnership with service providers and KCRHA. KCRHA appears to be limited in what assistance it can provide for encampment resolution activities, which is apparently associated with limitations on provider capacity and a lack of providers located near encampments, especially in south King County. Agencies have had success in areas that have established outreach teams. To be connected to actual housing (not a shelter), unhoused individuals must be nominated/referred by a case worker. Without a partner agency working in the jurisdiction where the encampment is located, it is difficult to get unhoused people out of the cycle of moving from public property to public property.
- ***Non-King County Property*** – Except for addressing encampments on city owned land containing WTD surface or subsurface infrastructure, KCRHA should be the entity that supports outreach, shelter/services, and encampment resolution activities. King County does not have capacity, legal authority, or eligible funds to expand its resolution activities to city-owned or private property, whether in cities or in the unincorporated area.

## VI. Appendices

## Appendix A

### Parks Encampment Removal Standard Operating Procedures

#### 1.0 Purpose

King County Department of Natural Resources and Parks owns and operates real property throughout King County. Unauthorized camping in King County park areas is prohibited by Title 7 of the King County Code. These protocols are intended to provide guidelines for encampment removal.

#### 4.0 King County Code

King County Code 7.12.350: No person shall camp in any King County park area except in areas specifically designated and/or marked for that purpose. (Ord. 6798 § 35, 1984).

#### 3.0 Definitions

- A. “Abandoned Personal Property” means Personal Property which it appears, based on the totality of the circumstances, the owner intentionally relinquished the right to possess by action, verbal and/or written disclaimer, lapse of time or non-use of the same.
- B. "Encampment" means one or more tents, structures, and/or assembly of camping equipment, bedding materials or Personal Property in an area of a King County park, which appears to a reasonable person as being used for camping as defined in K.C.C. Section 7.01.010.G. Encampments do not include sites a reasonable person would conclude are no longer in use for camping because remaining materials consist solely of Solid Waste, as defined below.
- C. “Hazardous Items” means an item which appears to be dangerous or involves risk of harm to the health or safety of humans, animals, or the environment, either in its present form or as stored. Hazardous items include but are not limited to, items contaminated with bacteria, viruses, parasites, and fungi; saturated items; pollutants; poisons; flammable or explosive material; broken glass; metal staples or other sharp metal objects; solvents or other corrosive agents; human waste, controlled substances (unless circumstances indicate that it has been prescribed to the individual), and drug paraphernalia, and other items depending on its condition and site conditions.
- D. “Immediate Hazard” means an Encampment where people camping outdoors are at risk of serious injury or death or their presence creates a risk of serious injury or death to others; including but not limited to Encampments in hazard areas (e.g. landslide or flood prone areas, areas at high risk for fire, areas along or on top of river levees and other critical areas where the lack of sanitation facilities results in human solid or liquid waste being discharged in a manner that threatens public health, etc.).
- E. “Obstruction” means people, tents, personal property, garbage, debris or other objects related to an encampment that: interfere with areas that are necessary for or essential

to the intended use of a public property or facility (e.g., sidewalks, driveways, trails, etc.).

- F. "Personal Property" means an item that: is reasonably recognizable as belonging to a person; has apparent utility in its present condition and circumstances; and is not hazardous. Examples of personal property include but are not limited to identification, personal papers and documents, eyeglasses, prescription medications, photographs, jewelry, crutches, and wheelchairs. Personal Property does not include building materials such as wood products, metal, pallets, rigid plastic, Hazardous Items or Solid Waste. The relevant personnel will determine whether an item is Personal Property and in cases where the status of an item cannot be reasonably determined in the staff member's good faith and best judgment based on the totality of the circumstances, the staff member will treat the item as Personal Property.
- G. "Solid Waste" has the same meaning as in RCW 70A.205.015(24): all putrescible and non-putrescible solid and semisolid wastes including, but not limited to, garbage, rubbish, ashes, industrial wastes, swill, sewage sludge, demolition and construction wastes, abandoned vehicles or parts thereof, and recyclable materials.

#### **4.0 Removal of Obstructions and Immediate Hazard Encampments**

Obstructions and Immediate Hazard Encampments may be removed immediately. If an Obstruction or Immediate Hazard Encampment is observed and is to be immediately removed by County personnel observing the Obstruction or Immediate Hazard Encampment, a notice is not required to be affixed to the Obstruction or Immediate Hazard Encampment before its removal.

If an Obstruction and Immediate Hazard Encampment is believed to be inhabited, the King County Sheriff Park Patrol Deputy (PPD) personnel must be contacted and must be present for the duration of the removal efforts, or until PPD determines that its presence is no longer necessary. Parks personnel and PPD will use their best efforts to remove an Obstruction and Immediate Hazard Encampment within 72 hours from the date of inspection. If they do not commence removal within 72 hours, they should follow the provisions of Sections 6 through 10, inclusive.

For an immediate removal of an Obstruction and Immediate Hazard Encampment, Parks personnel and PPD shall do all of the following:

- A. Provide written and/or oral notice to inhabitants that Parks personnel intend to immediately remove the Obstruction and Immediate Hazard Encampment.
- B. Post the Notice of Encampment Removal, described in Section 9, and any Personal Property must be removed, stored, and made available for recovery by its owner as provided for in Section 10.
- C. Parks personnel, contracted personnel and PPD may immediately remove and dispose of Hazardous Items and Solid Waste.
- D. Parks personnel or PPD should document the obstructions and immediate hazard conditions via email to Parks Director and to whom the oral and/or written notices were

made. Parks personnel or PPD shall photograph documentation of the posting of the Notice of Encampment Removal.

## **5.0 Removal of Unauthorized Encampments**

Upon identification of an Encampment, King County personnel shall report the Encampment to the Parks District Maintenance Coordinator (PDMC)/supervisor and coordinate a return visit with the PPD for confirmation. Prior to removal, personnel will post a notice as described in Section 6.0 below. Each Encampment should be approached with caution by personnel and the PPD. Personnel will inspect the Encampment and document the number of tents, shelters, vehicles, people, and other safety related concerns.

## **6.0 Notice Requirements:**

- A. Encampments shall be posted with a 'Notice to Vacate Area' sign.
- B. The "Notice to Vacate Area" sign shall be affixed to a tree, fence, or wooden stake in at least one conspicuous location on the site, preferably near the tent opening with zip-tie. Additional notices shall be posted, as needed, to ensure that individuals in the Encampment will see them.
- C. The "Notice to Vacate Area" shall be posted no fewer than 72 hours before encampment removal.
- D. The Notice to Vacate Area sign shall include all the following:
  - 1. The date and time the Notice was posted.
  - 2. The date and time that removal of the Encampment is scheduled to commence.
  - 3. A warning that Hazardous Items and Solid Waste will be disposed of immediately and not placed in storage.
  - 4. A statement that Personal Property removed from the Encampment will be stored for 60 days and that failure to claim Personal Property within that period will result in its destruction.
- E. The notice shall be printed in English and other languages as needed.
- F. The "Notice to Vacate Area" sign shall be photographed. Two photographs shall be taken of each notice: one close-up showing the posting date and time, and a second showing the notice and, to the extent possible, the tent or Encampment.
- G. Maintain a supply of "Notice to Vacate Area" signs, which should be printed on waterproof paper or laminated, in each maintenance personnel vehicle.

## **7.0 Encampment Site Cleanup**

- A. Another coordinated return by the PPD and Parks personnel to the site shall occur between 72 to 96 hours after posting the 'Notice to Vacate Area' for Encampment removal and follow notice requirements set forth in 6.0.



- B. If PPD and Parks personnel do not commence the removal process on the date provided in the notice, they must re-post notice of the Encampment removal.
- C. If campers have not left, the PPD shall notify campers that they may gather Personal Property but then must leave immediately.
- D. The PPD shall provide the main communication with campers.
- E. Personnel shall begin an Inventory of Personal Property Form and identify whether Personal Property is being held or was deemed Abandoned Personal Property.
- F. Once the site has been cleared of campers, proceed with a site evaluation to determine necessary steps for restoration.
- G. Once the Encampment is vacated, personnel shall photograph the site to document what has been left behind.
- H. To remove encampment Solid Waste and dangerous or contaminated items, King County will either contact a contracted cleanup vendor or will waste themselves. When biohazards are present, a contracted vendor will be responsible for cleanup (This is a pilot program for 2023).
- I. If, during this process, suspected methamphetamine production materials are found, personnel shall immediately leave the area and shall not re-enter the area until PPD has removed the suspect material and given permission to re-enter the site.
- J. King County personnel and vendors shall wear appropriate personal protection equipment and utilize all appropriate safety equipment as required by the safety office.
- K. The Personal Property Inventory Form and photos will be completed and filed.

## **8.0 Outreach for Encampment Removals**

- A. King County Regional Homelessness Authority (KCRHA) will be contacted to provide outreach resources and housing referral services to link individuals to needed services, at minimum, a week prior to Encampment removal unless the encampment is removed under section 4.0 of these guidelines (Obstruction/Immediate Hazard).
- B. The PPD will provide additional information to campers on site regarding available support services. Parks Division personnel may also provide 211 information.
- C. If pets that appear to be unhealthy are observed, animal control will be contacted.

## **9.0 Post Encampment Removal Notice**

- A. Once removal of the Encampment has occurred a “Notice of Encampment Removal” shall be prominently posted where the Encampment has been removed.
  - 1. The Notice of Encampment Removal shall state: The date the removal of the Encampment was performed.
  - 2. Whether Personal Property was stored by the County.
  - 3. Where the personal property is stored.

- 4. How any stored Personal Property may be claimed by its owner; and
- 5. That Personal Property not claimed will be destroyed after 60 days.
- C. The Notice of Encampment Removal shall remain posted for at least 10 days.
- D. The “Notice of Encampment Removal” sign shall be photographed. Two photographs shall be taken of each notice: one close-up showing the posting date and time, and a second showing the notice and, to the extent possible, the area of removal.
- E. Maintain a supply of “Notice of Encampment Removal” signs, which should be printed on waterproof paper or laminated, in each maintenance personnel vehicle.

#### **10.0 Storage of and Recovering Personal Property**

- A. Items that could be Personal Property shall be boxed and labeled with the site name, removal date and contents, and stored at a specified location for 60 days. Additionally, an inventory of these items is to be documented in the Personal Property Inventory Form.
- B. Abandoned Personal Property, Hazardous Items and Solid Waste need not be collected or inventoried.
- C. The decision to designate personal property as Abandoned Personal Property shall be documented on the Personal Property Inventory Form.
- D. Personal Property that is not recovered by its owner after 60 days from the date that it was stored may be discarded.

#### **Attachments**

- 1. Memorandum of Agreement by and Between King County and Service Employees International Union-Local 925
- 2. Notice to Vacate Area
- 3. Notice of Property Removal
- 4. Personal Property Inventory Form