

San Francisco Arts Commission  
Attn: Alyssa M. Torres  
410 Van Ness, Suite 325  
San Francisco, CA 94102

August 15, 2018

**Re: Tompkins Stairway Garden – Stair Tile Design**

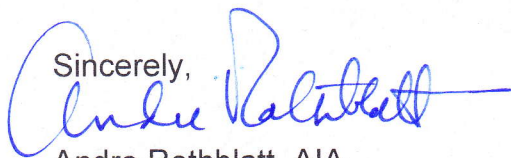
Dear Alyssa Torres,

I am pleased to submit the attached Tompkins Stairs Tile Project to the Arts Commission. I have attached the following:

1. Signed letter from Acting Deputy Director of Operations, Carla Short
2. Completed Design Information Form
3. Lead Artist/Architects resume, statement and examples of previous work
4. Color image of design that indicates exact location of the proposed work.
5. 4 letters of community support
6. Signed Artist Waiver of Proprietary Rights
7. Maintenance Plan

Please let me know if you need any other information to process our application.

Sincerely,



Andre Rothblatt, AIA  
Architect



London N. Breed  
Mayor

Mohammed Nuru  
Director

**Carla Short**  
Superintendent

Urban Forestry  
2323 Cesar Chavez St.  
San Francisco, CA 94124  
tel 415-554-6700

[sfpublicworks.org](http://sfpublicworks.org)  
[facebook.com/sfpublicworks](https://facebook.com/sfpublicworks)  
[twitter.com/sfpublicworks](https://twitter.com/sfpublicworks)

August 22, 2018

San Francisco Arts Commission  
Attn: Alyssa M. Torres  
410 Van Ness Ave., Suite 325  
San Francisco, CA 94102

Dear Commissioners,

On behalf of San Francisco Public Works, I am pleased to write this letter in support of the Tompkins Stairway Garden, a civic improvement project undertaken by the all-volunteer Tompkins Stairs Beautification Group and fiscally sponsored by the San Francisco Parks Alliance.

The project calls for (1) planting the city-owned, 3,000-square-foot site with a drought-tolerant, native-plant greenspace; and (2) installing a multicolored, zigzag-patterned porcelain tile design on the existing stairway's risers. The tile design, inspired by the "Stairs of Peace" in Syria, will celebrate the character of the Southeast Bernal neighborhood and create an aesthetically pleasing focus for community cohesion and stewardship.

SF Public Works is knowledgeable and supportive of longtime efforts by neighbors living near the Tompkins Avenue Stairs to improve the safety and appeal of the site. Through our Street Parks Program, we worked closely with the Tompkins Stairs Beautification Group to conduct a community visioning process, which identified needs and gathered ideas for improving the stairway and surrounding hillside. The stairway tile design, created pro bono by architect and Tompkins Stairs group member Andre Rothblatt, is an outgrowth of this process.

The Tompkins Avenue Stairs, located on an undeveloped portion of Tompkins Ave between Putnam St and Nevada St, are heavily used by schoolchildren, Alemany Farmer's Market customers, neighbors walking to and from shops and services along nearby Cortland Avenue, and other pedestrians. The stairway tile design and other project components will bring dramatic improvements to this neighborhood asset. This project has our full support. If you have any questions, please feel free to contact me or my staff, Julia Brashares, at [julia.brashares@sfdpw.org](mailto:julia.brashares@sfdpw.org) or 415-641-2659.

Sincerely,

Carla Short  
Superintendent, Bureau of Urban Forestry and  
Acting Deputy Director for Operations



**Artwork/Mural Design Information Form**

Lead Artist(s): ANDRE ROTHBLATT

Proposed Site Artwork (Full Address with Cross Streets):

TOMPKINS AVENUE  
BETWEEN NEVADA  
AND PUTNAM STREETS  
(NO STREET ADDRESS)

District #: 9

\*Supervisor’s Districts, where proposed mural will be placed can be found at:

<http://propertymap.sfplanning.org/?name=sffind>

Artwork Title: TOMPKINS AVE. STAIRS

Artwork Dimensions: SEE ATTACHED DRAWINGS

Estimated Schedule: Start: 12/3/18 Completion: 1/11/19

\*Requests for approval should be received 90 days prior to actual implementation of the mural.

Funding Source(s) for mural, please list all:

Community Challenge Grant

**Project Contact Information**

ARTIST(S): ANDRE ROTHBLATT  
Artist Full Name: ANDRE JOEL ROTHBLATT  
Address: 1189 TENNESSEE STREET, SUITE 101  
SAN FRANCISCO, CA 94107  
Email: AROTHBLATT@AOL.COM  
Phone: (415) 626-5112

Project Coordinator (if different than artist):

Full Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: \_\_\_\_\_

Sponsoring Organization (if any):

Organization: S.F. PARKS ALLIANCE

Contact Name: MARISSA ALEXANDER

Address: 1663 MISSION ST, SUITE 320

S.F. CA 94103

Email: [REDACTED]

Phone: (415) 621-3260

Questions 1-4

\*Attach a separate document if needed for the following questions:

1) Proposal (Describes proposed design, site, and theme.)

MULTICOLORED TILES ON EXISTING CONCRETE STAIR RISERS. THE TILE PATTERN CREATES A ZIG ZAG DESIGN.

2) Materials and processes to be used for wall preparation, mural creation and anti-graffiti treatment.

PORCELAIN TILES OVER AN ANTI-FRACTURE MEMBRANE

3) List individuals and groups involved in the mural design, preparation, and implementation.

VICKY RIDEOUT, KAREN RHODES, PETER & WHITNEY CHIU, SHARON NG, IAN CELECIA, YVETTE & KWESI EDWARD.

4.) Maintenance Plan (including parties responsible for maintenance and graffiti abatement)

SEE ATTACHED.

**Lead Artist (Architect) Resume**

**Artist/Architect**

Andre Rothblatt, AIA  
1189 Tennessee St., Suite 101  
San Francisco, CA 94107

**Education**

Bachelor of Arts, in Architecture  
UC Berkeley, 1983

**License**

Licensed Architect , #C22561  
State of California, 1991

**Professional  
Experience**

1991- Present  
Andre Rothblatt Architecture  
San Francisco

1988-1991  
The Design Partnership Architects  
San Francisco

**Publications**

San Francisco Chronicle  
San Francisco Examiner  
San Francisco Magazine  
California Home + Design  
Sonoma Magazine  
Fine Homebuilding  
Sunset Magazine

Andre Rothblatt, AIA is an award winning architect who has been providing architectural services for over 30 years in the San Francisco Bay Area. Formerly a licensed building contractor, he sincerely responds to his client's needs with distinctive designs that are carefully composed and richly detailed.

## **Project Summary and Artist/Architect's Statement**

The Tompkins Stairway Garden is a community improvement project that transforms a 3,000 sf hillside in Southeast Bernal heights into a safe and attractive street park, creating green space and increasing foot traffic in a socioeconomically diverse neighborhood. Our project plan, developed with extensive community input feature a fully developed green space with California native plants succulents and other drought- tolerant species. Improvements to the existing concrete stairs which runs through the hillside garden is the other component of the hillside project.

The Tompkins Stairs project consists of tiling over existing concrete stairs on an accepted street between Nevada and Putnam Streets in Bernal Heights. The stairs are located between the Farmers Market and Paul Revere School. The stair design and the adjacent garden improvements are a result of multiyear effort of neighbors and community groups

Inspired by the "Stairs of Peace" in Syria, the final colored tiled zig zag design was a result of numerous neighborhood meetings and discussions. It was the consensus of our group that the tile design should be based on these stairs. As a neighbor with a design background, I was asked to develop a tile scheme based on the "Stairs of Peace", We selected porcelain tiles by Daltille because of their color palette and durability, the final design can be viewed on the attached drawings

As Antoni Gaudi used colorful tiles in Guell Park in Barcelona, we feel that the dynamic composition will create an enhanced experience when ascending the revitalized stairs and garden.



### **Stairs of Peace in Deir Atieh, Syria**

The riser faces are painted, not tiled, but nonetheless served as a partial inspiration for the proposed Tompkins Avenue stairway.



Tompkins Avenue stairs in 2017, prior to repairs and renovation



## Example of Architect's Previous Work (Zig Zag Designs)



### Lombard St. Carport Garage

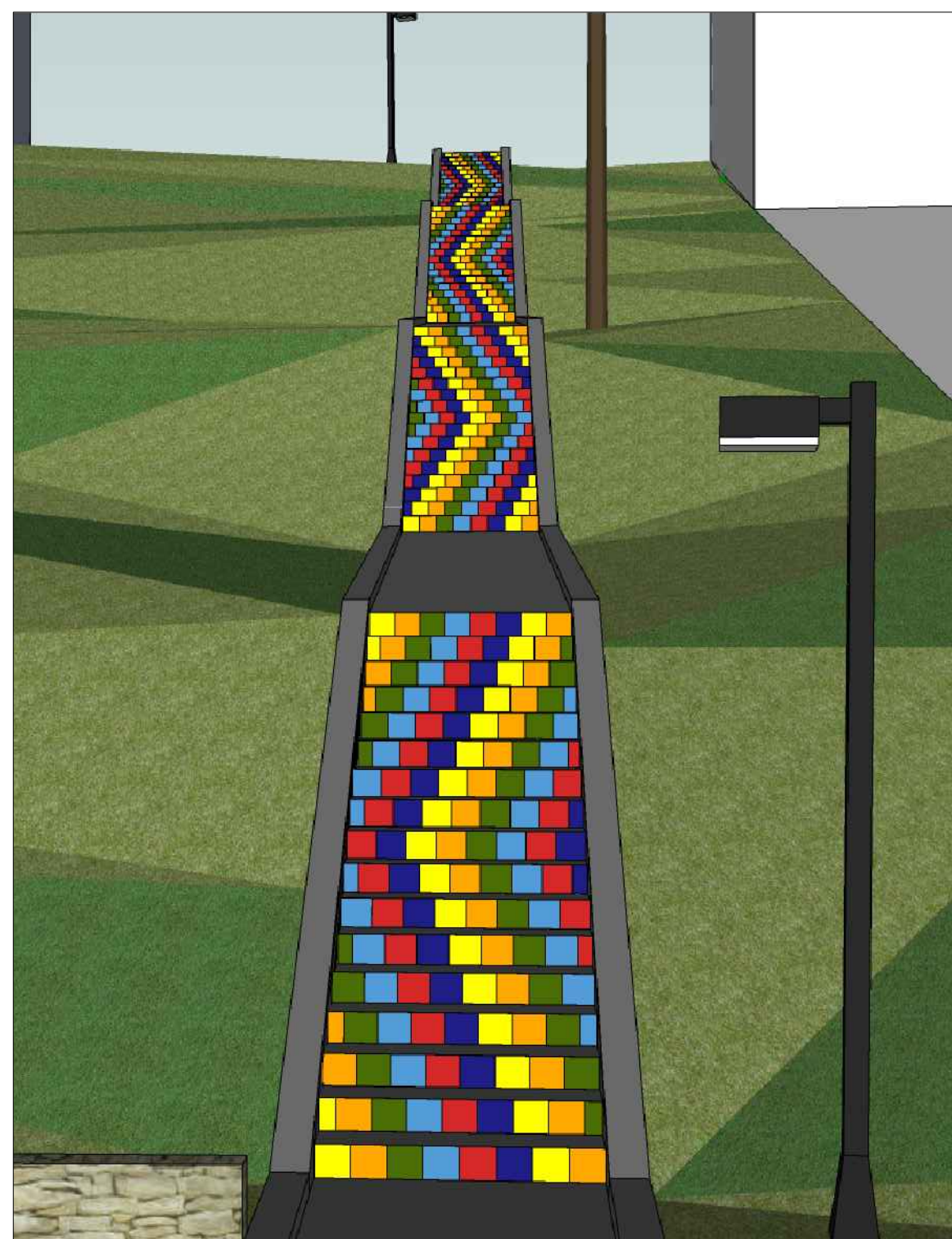
Featured on the front page of the San Francisco Chronicle January 1, 2018 and reviewed by Architectural Critic, John King. Located on Lombard St. this carport/garage structure featuring a zig zag design form a stylized tribute to the street's iconic hairpin turns. John King wrote of this project: "Well-executed whimsy deserves notice, especially in contentious times like these".

## Example of Architect's Previous Work (Zig Zag Designs)



### Steampunk Bathroom

Featured in California Home + Design, August 2012, the design of this bathroom has been reposted in countless blogs, and was voted one of "25 amazing places you must poop at least once in your life" by Justsomething.com.



3D RENDERING

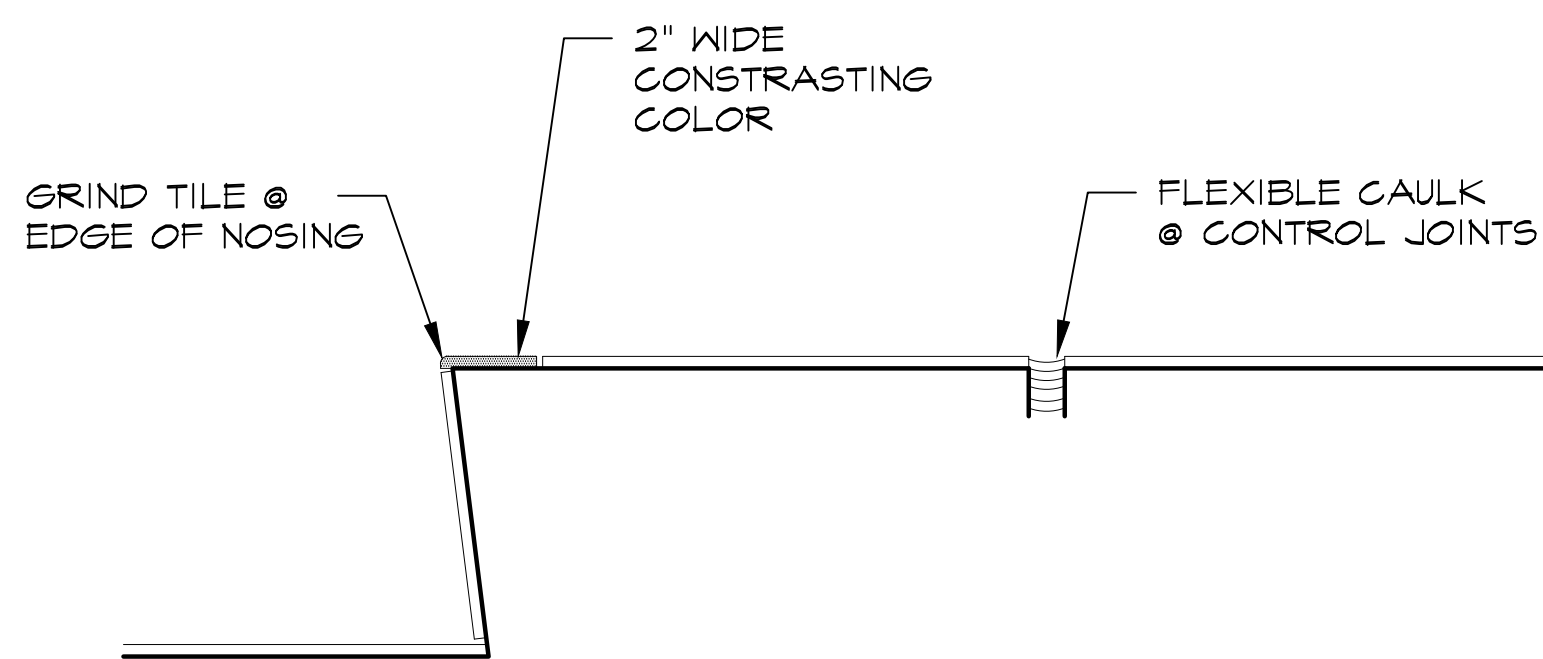
**DCOF:**  
DYNAMIC COEFFICIENT OF FRICTION  
(SLIP RESISTANCE)

TILE #1  
DCOF >0.65 FOR  
RAMPS AND INCLINES

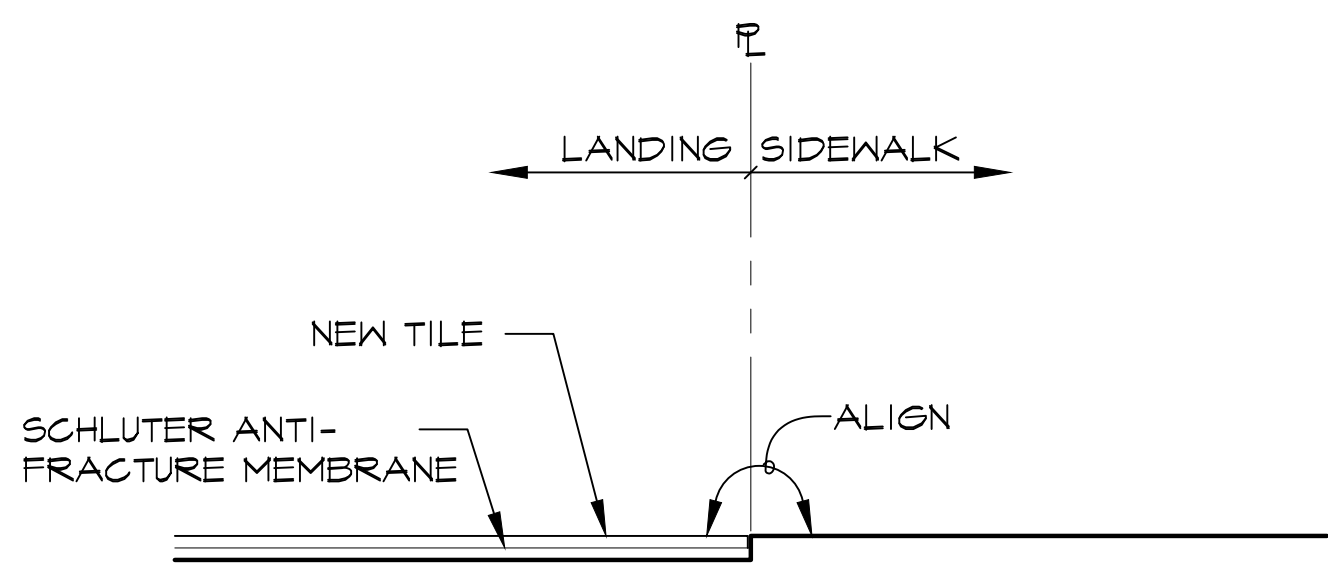
TILE #2  
2" WIDE CONTRASTING COLOR  
DCOF >0.60

TILE #3  
10" X 24" PORCELAIN TILE  
DCOF >0.60

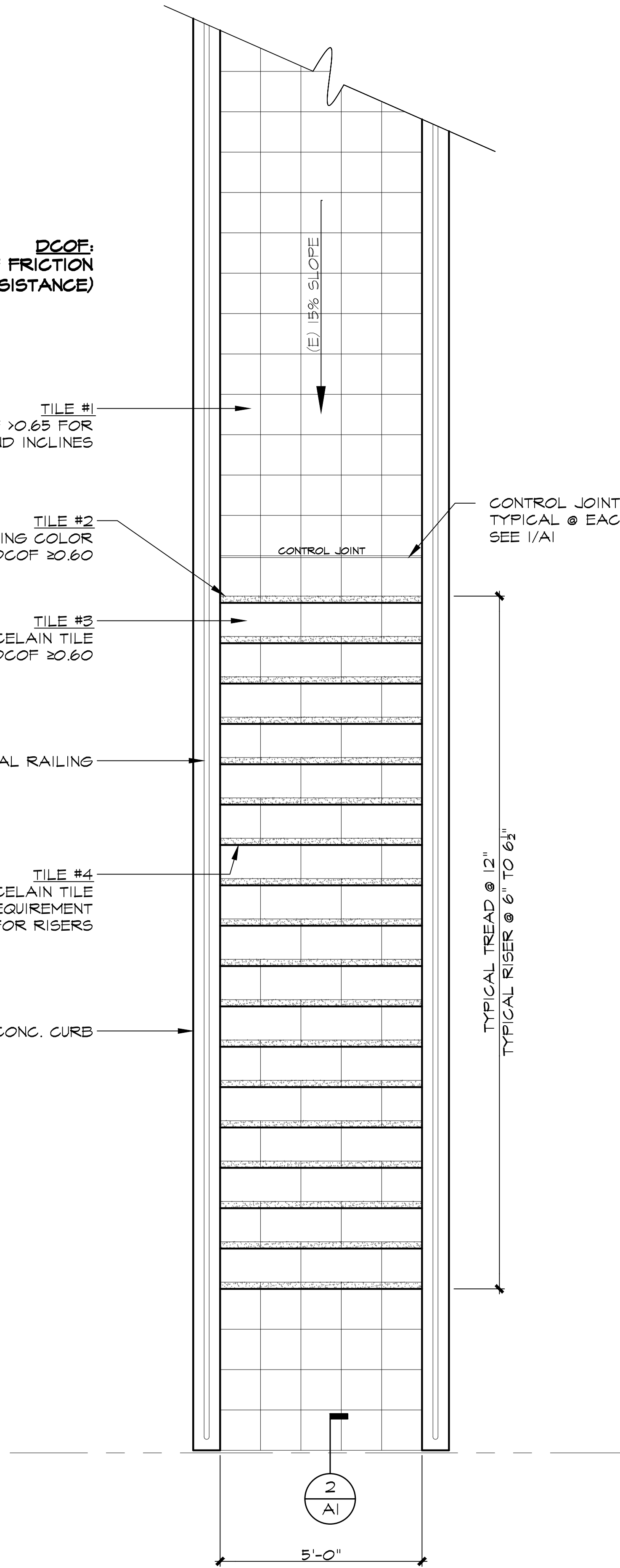
TILE #4  
6" X 6" PORCELAIN TILE  
NO DCOF REQUIREMENT  
FOR RISERS



1 TYPICAL STAIR SECTION @ TOP  
3" = 1'-0"



2 LANDING/SIDEWALK TRANSITION  
3" = 1'-0"



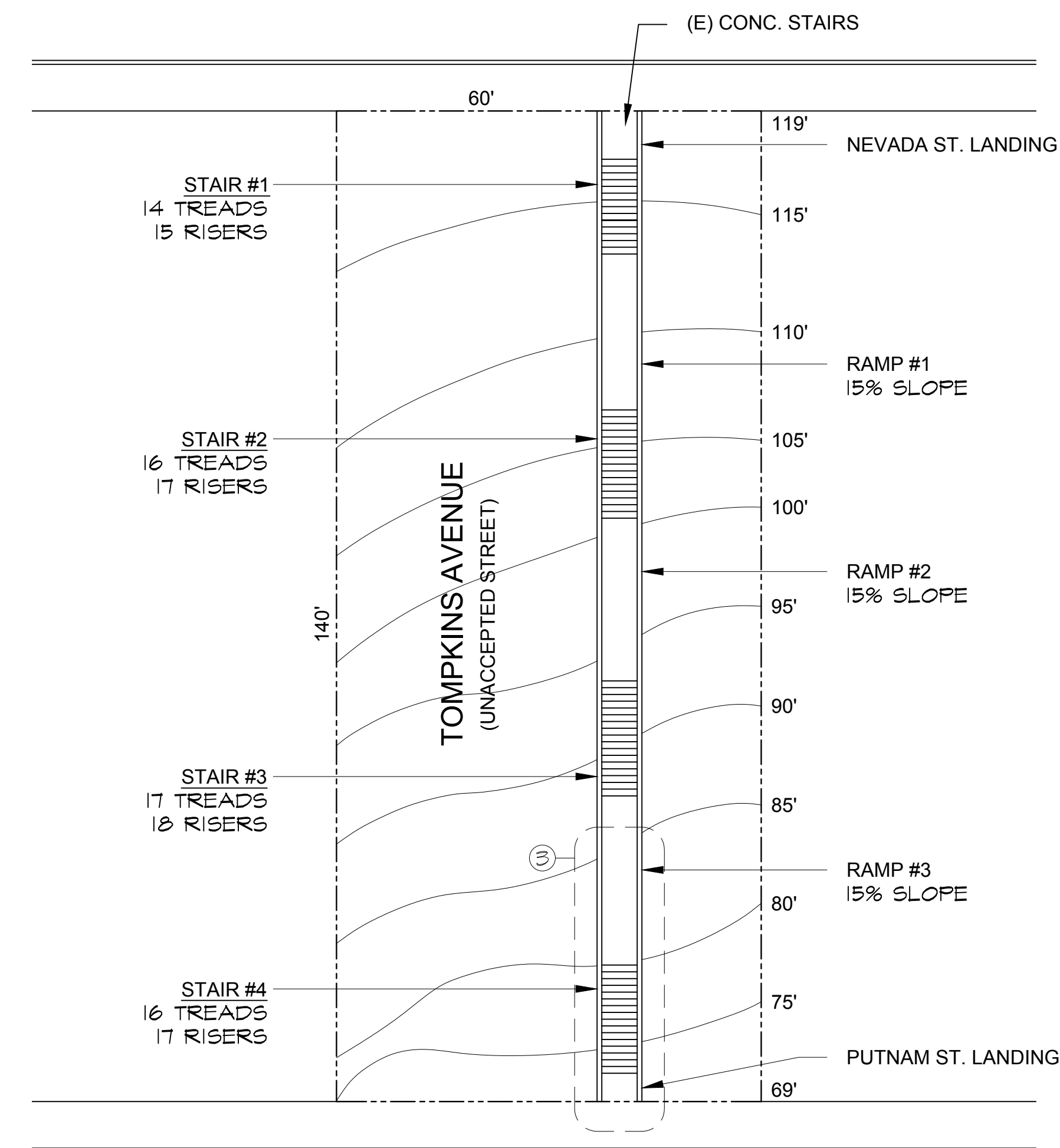
3 ENLARGED STAIR PLAN  
1/2" = 1'-0"

**PROJECT DESCRIPTION**

NEW TILE OVER EXISTING CONCRETE STAIRS ON UNACCEPTED STREET.



**NEVADA STREET**

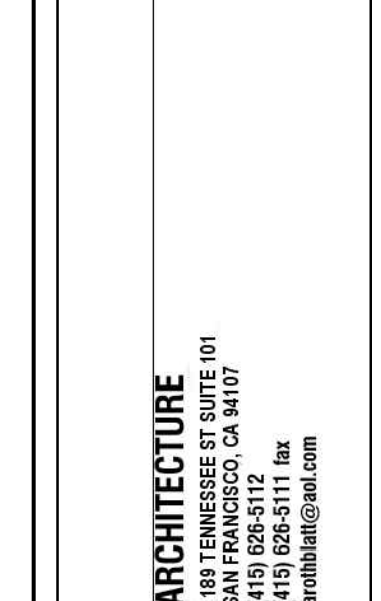


**PUTNAM STREET**



4 PROPOSED SITE PLAN  
1/16" = 1'-0"

REVISIONS	BY



ARCHITECTURE  
1189 TENNESSEE ST SUITE 101  
SAN FRANCISCO, CA 94107  
(415) 626-5112 fax  
arothblatt@aol.com

ANDRE ROTHBLATT  
TOMPKINS AVENUE STAIRS  
BETWEEN NEVADA & PUTNAM STREETS  
SAN FRANCISCO, CA

These documents and ideas incorporated herein, as an instrument of professional service are the property of Andre Rothblatt, AIA and are not to be used in whole or in part, for any reason without the written authorization of Andre Rothblatt, AIA.

Date 1/16/18  
Scale AS SHOWN  
Drawn NSC  
Job  
Sheet  
**A1**  
Of 2 Sheets





# Bernal Heights Neighborhood Center

AFFORDABLE HOUSING | YOUTH PROGRAMS | SENIOR PROGRAMS | EMPLOYMENT DEVELOPMENT | COMMUNITY ORGANIZING

January 31, 2018

Ms. Lanita Henriquez  
Director  
Community Challenge Grant Program  
Division of the City Administrator's Office  
City Hall, Room 362  
One Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

Dear Ms. Henriquez:

On behalf of the Bernal Heights Neighborhood Center (BHNC), I am pleased to write this letter of support for the Tompkins Stairs Beautification Group (TSBG). The BHNC strongly supports the group's efforts to create a beautiful, safe, and vibrant street park at the site of the Tompkins Stairs in Bernal Heights. We fully support their submission for the Community Challenge Grant 2018 round.

For too long, the Tompkins Avenue stairs have been a blight on the surrounding area, generating litter, attracting drug and alcohol use, and even attracting homeless encampments. We believe this is a safety project as well as a beautification and greening project. Residents of Southeast Bernal deserve a safe pedestrian passageway to and from the major transportation routes, public services (Paul Revere Preparatory School, Bernal Heights Library and neighborhood playgrounds), and shops on Cortland Avenue.

The Stairs also serve as a vital link to the Alemany Farmers Market, one of the most important and historic institutions in our neighborhood as well as a major affordable income housing project Market Heights Apartments. The Southeast Bernal neighborhood is economically diverse, and is bordered by major freeways and high-density traffic. This neighborhood deserves a peaceful, healthful, green oasis and the staircase promises to be an example of urban revitalization. We are excited to see this area turned into a safe and vibrant new garden, with a beautifully tiled staircase.

The Neighborhood Center has been working with the TSBG for more than a year on this project. We were happy to host a community "visioning" process last fall, facilitated by DPW, to introduce community members to the project, generate ideas for our goals for the site, and develop key design elements. The group is making great progress and recently won a \$20,000 Carbon Grant and has rounded up over 300 hours of volunteer labor through a neighborhood pledge. We have regularly attended the monthly meetings of the Group and have been excited to see the community members build consensus and generate support from DPW, the PUC, and Supervisor Ronen's office.

Sincerely,

Gina Dacus  
Executive Director

kilusan  
acción  
行動  
action

**BERNAL** | 515 Cortland Avenue, San Francisco, CA 94110 | ph: 415.206.2140 | fx: 415.648.0793  
**EXCELSIOR** | 4468 Mission Street, San Francisco, CA 94112 | ph: 415.206.2140 | fx: 415.334.9918



## MARKET HEIGHTS APARTMENTS BOOMERANG HOUSING ASSOCIATES

January 18, 2018

Ms. Lanita Henriquez  
Director  
Community Challenge Grant Program  
Division of the City Administrator's Office  
City Hall, Room 362  
One Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

Dear Ms. Henriquez:

On behalf of Market Heights Apartments, I am pleased to write this letter in support of the Tompkins Stairway Garden, and their application to the San Francisco Community Challenge Grant Program. I applaud past and current efforts of this neighborhood group who are committed to improve and beautify the stairs and surrounding environs.

211 & 291 Putnam Street and 1000 Tompkins, which is about 100 feet from the staircase. Many students of Paul Revere School that live at Market Heights Apartments below the school and travel this staircase daily. The stairs, while usable, have seen better days. They have fallen in disrepair and are surrounded by a mix of overgrown shrubbery and invasive, non-native weed species. Over the years, the site has withstood considerable blight, marked by debris, graffiti, and other signs of neglect. Since 2007, Tompkins Stairs neighbors have been working diligently to improve the safety, access, and appeal of the stairs and hillside to benefit all of South Bernal. The recent addition of the mid-stairs lights, periodic cleanups by DPW and neighborhood volunteers, and the involvement of Supervisor Ronen have all made a difference to the quality of life in the neighborhood. As a Resident Manager of Market Heights Apartments, I believe families and students deserve a safe pedestrian passageway to and from the major transportation routes, public services (school, library, playground), and shops on Cortland Avenue.



## MARKET HEIGHTS APARTMENTS BOOMERANG HOUSING ASSOCIATES

After extensive community input, and working with Arterra Landscape Architects, this group has developed a thoughtful garden site plan, featuring California native plants as well as a unique staircase tile design. The timing is right for landscaping the site with beneficial plants that will attract birds, butterflies and other wildlife for our students and neighbors to enjoy. Renewed support from the Community Challenge Grant is crucial at this juncture to beautify this parcel of land with the collateral benefit of improving the safety of families & students who travel this corridor daily.

Market Heights Apartments residents, students and management welcome further community improvements to the stairs. I fully support the Tompkins Stairway Garden Project grant application to the San Francisco Community Challenge Grant Program. If you have any questions regarding this project, please feel free to contact me at 415.282-1686 or [REDACTED]

Sincerely,

Terry Manzon, RM

# Paul Revere PreK-8

555 Tompkins Ave., San Francisco, CA 94110

Phone: 415-695-5656 Fax: 415-647-0878

Lee Bryan, Principal

Indira Larios, Asst. Principal

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January 17, 2018

Ms. Lanita Henriquez  
Director  
Community Challenge Grant Program  
Division of the City Administrator's Office  
City Hall, Room 362  
One Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

Dear Ms. Henriquez:

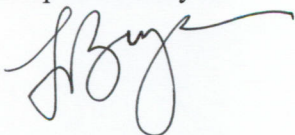
On behalf of Paul Revere Elementary School, I am pleased to write this letter in support of the Tompkins Stairway Garden, and their application to the San Francisco Community Challenge Grant Program. I applaud past and current efforts of this neighborhood group who are committed to improve and beautify the stairs and surrounding environs.

Paul Revere Elementary School is located at 555 Tompkins, which is about 100 feet from the staircase. Many of my students live in Market Heights Apartments below the school and travel this staircase daily. The stairs, while usable, have seen better days. They have fallen in disrepair and are surrounded by a mix of overgrown shrubbery and invasive, non-native weed species. Over the years, the site has withstood considerable blight, marked by debris, graffiti, and other signs of neglect. Since 2007, Tompkins Stairs neighbors have been working diligently to improve the safety, access, and appeal of the stairs and hillside to benefit all of South Bernal. The recent addition of the mid-stairs lights, periodic cleanups by DPW and neighborhood volunteers, and the involvement of Supervisor Ronen have all made a difference to the quality of life in the neighborhood. As a school principal in the area, I believe my families deserve a safe pedestrian passageway to and from the major transportation routes, public services (school, library, playground), and shops on Cortland Avenue.

After extensive community input, and working with Arterra Landscape Architects, this group has developed a thoughtful garden site plan, featuring California native plants as well as a unique staircase tile design. The timing is right for landscaping the site with beneficial plants that will attract birds, butterflies and other wildlife for our students and neighbors to enjoy. Renewed support from the Community Challenge Grant is crucial at this juncture to beautify this parcel of land with the collateral benefit of improving the safety of my students who travel this corridor daily.

Paul Revere Elementary families, students and staff welcome further community improvements to the stairs. I fully support the Tompkins Stairway Garden Project grant application to the San Francisco Community Challenge Grant Program. If you have any questions regarding this project, please feel free to contact me at 415.695.5656 or [REDACTED].

Sincerely, Principal Lee Bryan





Member, Board of Supervisors  
District 9



City and County of San Francisco

## HILLARY RONEN

January 30, 2018

Ms. Lanita Henriquez  
Director, Community Challenge Grant Program  
Division of the City Administrator's Office  
City Hall, Room 362  
One Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

Dear Ms. Henriquez:

I am pleased to support the Tompkins Stairs Beautification Group's 2018 application for a Community Challenge Grant. I strongly support the group's continued efforts to create a beautiful, safe, and vibrant street park at the site of the Tompkins Stairs in Southeast Bernal Heights.

For too long, trash and crime have overwhelmed the stairway on Tompkins that connects Nevada and Putnam Streets in Southeast Bernal heights. TSBG is a group of neighbors dedicated to improving safety, while incorporating beautification and greening. Residents of the area take pride in the walkability of their neighborhood and deserve a safe pedestrian passageway to and from the major transportation routes, public services (Paul Revere Preparatory School, Ogden Terrace Community Garden, Bernal Heights Library, Bernal Heights Neighborhood Center, and playgrounds at Holly Park and St. Mary's Park), and shops on Cortland Avenue.

The Stairs also serve as a vital link to the Alemany Farmers' Market, one of the most important and historic institutions in our neighborhood, and serve the adjacent Market Heights Apartments, nonprofit-owned affordable housing. The Southeast Bernal neighborhood is economically and racially diverse, and is bordered by major freeways and high-density traffic. This neighborhood deserves a peaceful, healthful, green oasis, and the staircase promises to be an example of urban revitalization. We are excited to see this area turned into a safe and vibrant new garden, with a beautifully tiled staircase.

My office has been working with TSBG for more than a year on this project. The group is making great progress, recently was awarded a \$20,000 grant from the SF Carbon Fund, and has over 300 hours of volunteer labor pledged. My staff have attended the monthly meetings, and I am excited to see community members build consensus and generate support from Public Works, SFPUC/Water, and SF Parks Alliance.

Thank you for considering this well-deserving application. If you would like additional information, please call my Legislative Aide, Amy Beinart, at 415.554.7739.

Sincerely,

A handwritten signature in blue ink that reads "Hillary Ronen".

Supervisor Hillary Ronen  
San Francisco Board of Supervisors



Mark Farrell  
Mayor

Mohammed Nuru  
Director

**Patrick Rivera**  
Manager

Design & Engineering  
30 Van Ness Ave.  
San Francisco, CA 94102  
tel 415-558-4000

[sfpublicworks.org](http://sfpublicworks.org)  
[facebook.com/sfpublicworks](https://facebook.com/sfpublicworks)  
[twitter.com/sfpublicworks](https://twitter.com/sfpublicworks)

June 15, 2018

Tompkins Stairs Project  
c/o Andre Rothblatt  
1189 Tennessee St., Suite 101  
San Francisco, CA 94107

**sent via email: [arothblatt@aol.com](mailto:arothblatt@aol.com)**

Subject: Tompkins Ave. Stairs Project

Dear Mr. Rothblatt:

San Francisco Public Works is knowledgeable and supportive of past and current efforts by neighbors living near Tompkins Avenue Stairs to improve and beautify the stairs and the surrounding parcel. As you know, Public Works has been working with this neighborhood group for a number of years and we applaud their efforts to positively transform this site from a blighted parcel into a beautiful community asset.

Public Works staff has concluded cement repairs to the existing 140-foot public stairway in preparation for the installation of colorful porcelain tiles on the stairs.

This letter acknowledges that Public Works' structural engineers have received, reviewed, and approved the tile stairs site plan, submitted to Public Works by Andre Rothblatt Architecture, and that tiling work can proceed on the Tompkins Avenue Stairs.

Sincerely,

A handwritten signature in black ink, appearing to read "Raymond Lui".

Raymond Lui, SE  
Section Manager  
Structural Engineering Section

Cc: Julia Brashares, SF Public Works

## FIVE-YEAR MAINTENANCE PLAN

### YEAR 1

The first focus for the **Tompkins Stairs Beautification Group** in Year One will be to augment the work of our selected independent contractor in executing the landscaping plans of the green space located on Tompkins Avenue between Putnam Street and Nevada Street, the Tompkins Stairway Garden. The landscaping of the 3,000-square-foot hillside will consist of removing or pruning existing trees and shrubs, preparing the ground and soil (i.e., weeding, leveling, adding topsoil, mulching), cleaning the area of detritus and trash, installing irrigation systems (automated and manual), and planting native drought-resistant plants.

The second focus for the group in the first year will be to oversee our selected independent contractor in executing the repairs and tiling of the 140-foot public stairway located on the site. SF Public Works has already inspected the safety of the Tompkins Stairs and repaired some portions. The Tompkins Group will arrange for the installation of bright porcelain tiles on the stair risers, creating a vibrant pattern from top to bottom. The stair's handrails will be painted.

During project execution, ongoing maintenance of the Tompkins Stairway Garden and the Tompkins Stairs will be performed throughout the year. This will include: watering, weeding, pruning, soil treatments, clean-up of any trash, animal waste, and graffiti, and inspections of the tiles and stairs. This work will be performed as follows:

- Most of this work will be performed by neighbors who have pledged time and assistance. Attached is the **Volunteer Pledge Form** we are circulating to secure these commitments, as well as a table showing the **pledged volunteer hours** we have secured to date, equaling nearly **\$8,500** in value. Group members Ian Celecia and Sharon Ng will be the coordinators of these pledged responsibilities, following up with each volunteer to ensure compliance.
- The Tompkins Group will also reach out to other street park associations, community gardens, and schools for volunteer assistance.
- Work days will be organized by the Tompkins Group on a monthly basis (or more frequently, if needed). The Tompkins Group will rely mostly on the efforts of neighbors, but expect donated services from local businesses, and will also rely on any available resources from city agencies.
- As a designated Street Park, the Tompkins site is eligible for scheduled SF Public Works/SF Parks Alliance work days, with crews, tools, and materials for green waste removal provided by Public Works and volunteer help provided by the Tompkins Group stewards.
- A daily inspection of the Tompkins Stairway Garden will be performed by Ian Celecia and Sharon Ng, who will be the dedicated stewards of the property. Each is an active member of the Tompkins Group, and they live at 200 Putnam Street, directly adjacent to the Tompkins Stairway Garden (with a complete view of the entire Tompkins green space from their deck) to report any issues (watering, weeding, pruning, graffiti, and/or clean-up).

- Annual inspections by Public Works and/or contractors (as needed, based on reports from the daily inspections by the stewards) to determine if repairs are needed.
- The response time for any clean-up is expected to be within 24 to 48 hours by either the stewards and/or neighbors who have pledged assistance.
- The response time for problems with plants, trees, soil, or stairway safety hazards is expected to be within a week by the stewards and/or neighbor volunteers who have pledged assistance.

A budget will be maintained for maintenance purposes. Fundraising efforts will continue on an ongoing basis as follows: soliciting donations from individuals and businesses (in-person, by mail, or through a fundraising website that can be linked through the Tompkins project's own dedicated website); in-kind donations from individuals and businesses of services, materials, and plants; applying as needed for available grants from the city, county, state, federal, or private resources; and organizing, or participating in, events to raise awareness and seek involvement and/or donations.

A dedicated website will be maintained, which will provide updates, schedules, events, lists, and projects.

The Tompkins Group will continue to meet monthly to organize and manage all required work and projects for the Tompkins Stairway Garden, working with our fiscal sponsor:

- Budget reviews, approvals, reporting, and submissions;
- Contractor negotiations, engagements, payments, and monitoring;
- Organizing volunteers for clean-up, garden work, website maintenance, fundraising, etc.;
- Scheduling work days;
- Liaising with SF Public Works, the SF Parks Alliance, the Bureau of Urban Forestry, and other agencies.

## **YEARS 2 – 5**

After the implementation of the Tompkins Stairway Garden project, ongoing maintenance of the garden landscaping and improved stairway will be performed throughout the year. This will include: watering, weeding, pruning, soil treatments, cleaning any trash or animal waste, cleaning graffiti, and, as needed, replacing plants, repairing irrigation, and repairing or replacing stairway components. This work will be performed as follows:

- Most of this work will be performed by volunteers, under the coordination of the Tompkins Group's designated maintenance stewards.
- Work days will be organized by the Tompkins Group on a monthly basis (or more frequently, if needed). The Tompkins Group will rely mostly on the efforts of neighbors, but expect donated services from local businesses, and will also rely on any available resources from city agencies.

## Tompkins Stairs Beautification Group | Tompkins Stairway Garden

- As a designated Street Park, the Tompkins site is eligible for scheduled SF Public Works/SF Parks Alliance work days, with crews, tools, and materials for green waste removal provided by Public Works and volunteer help provided by the Tompkins Group stewards.
- A daily inspection of the Tompkins Stairway Garden will be performed by Ian Celecia and Sharon Ng, who will be the dedicated stewards of the property.
- The response time for any clean-up is expected to be within 24 to 48 hours by either the stewards and/or neighbors who have pledged assistance.
- The response time for problems with plants, trees, soil, graffiti, and stairway safety hazards is expected to be within a week by the stewards and/or neighbor volunteers who have pledged assistance.

A budget will be maintained for the stairway garden's upkeep, including replacements of plants, irrigation components, and stairway tiling if necessary. Fundraising efforts will continue on an ongoing basis as follows: soliciting donations from individuals and businesses (in-person, by mail, or through a fundraising website that can be linked through the Tompkins project's own dedicated website); in-kind donations from individuals and businesses of services, materials, and plants; applying as needed for available grants from the city, county, state, federal, or private resources; and organizing, or participating in, events to raise awareness and seek involvement and/or donations.

A dedicated website will be maintained, which will provide updates, schedules, events, lists, and projects.

The Tompkins Group will continue to meet monthly to organize and manage all required work and projects for the Tompkins Stairway Garden, working with our fiscal sponsor:

- Budget reviews, approvals, reporting, and submissions;
- Contractor negotiations, engagements, payments, and monitoring;
- Organizing volunteers for clean-up, garden work, website maintenance, fundraising, etc.;
- Scheduling work days;
- Liaising with SF Public Works, the SF Parks Alliance, the Bureau of Urban Forestry, and other agencies.
- Partial re-tiling and repairs are expected to occur at least every three years.

**Artist Andre Rothblatt is the lead member of the Tompkins Community Group**  
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**Tompkins Community Group Project Leader is Vicky Rideout,** [REDACTED]  
[REDACTED]