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**From:** Susan Yogi <SYogi@esassoc.com>  
**Sent:** Tuesday, July 30, 2019 9:34 PM  
**To:** Poling, Jeanie (CPC)  
**Cc:** Balboa Reservoir Compliance (ECN)  
**Subject:** RE: Balboa Distribution List  
**Attachments:** \_Consolidated Mailing List\_DSEIR.xlsx

Jeanie,

Here's the updated/finalized mailing list. Just select and copy the email address rows in the "Emails-Consolidated" tab and past into the BCC field of the email. The semi-colons are already included so you shouldn't need to do anything else. Thanks!

**Susan K. Yogi**  
Senior Managing Associate

ESA | Environmental Science Associates  
415.962.8447 direct

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**From:** Poling, Jeanie (CPC) <jeanie.poling@sfgov.org>  
**Sent:** Monday, July 29, 2019 5:48 PM  
**To:** Susan Yogi <SYogi@esassoc.com>  
**Cc:** Balboa Reservoir Compliance (ECN) <balboareservoircompliance.ecn@sfgov.org>  
**Subject:** RE: Balboa Distribution List

Hi Susan,

I updated the distribution list from the version I sent you on Friday. I didn't track my changes, but all I did was add more emails to the end of the list.

Regarding the NOA, please add the word Supplemental in the first row under Case Type: Environmental (Draft Supplemental Environmental Impact Report). Also, when you put the document into 11x17 format (and enlarged to 24x36) the page can be longer than the 8 ½ x 11 format, so you can adjust font size, etc. to make it read better.

Regarding posting. I agree with the locations you sent. Also please add 11x17 postings to these locations:

- On the fence to the pedestrian right-of-way east of the library on Ocean Ave
- On a light pole in front of the library entrance
- On a light pole on Frida Kahlo Way near the crosswalk between the east basin and the main campus
- At Unity Plaza

Thanks,  
Jeanie

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**From:** Poling, Jeanie (CPC)  
**Sent:** Friday, July 26, 2019 4:09 PM  
**To:** Susan Yogi <SYogi@esassoc.com>  
**Cc:** Balboa Reservoir Compliance (ECN) <[balboareservoircompliance.ecn@sfgov.org](mailto:balboareservoircompliance.ecn@sfgov.org)>  
**Subject:** RE: Balboa Distribution List

Hi Susan,

Please see the attached and my bracketed bold comments below.

Thanks,  
**Jeanie Poling**  
**Senior Environmental Planner**  
San Francisco Planning Department  
1650 Mission Street, Suite 400 San Francisco, CA 94103  
Direct: 415.575.9072 | [www.sfplanning.org](http://www.sfplanning.org)  
[San Francisco Property Information Map](#)

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**From:** Susan Yogi <[SYogi@esassoc.com](mailto:SYogi@esassoc.com)>  
**Sent:** Wednesday, July 24, 2019 3:10 PM  
**To:** Poling, Jeanie (CPC) <[jeanie.poling@sfgov.org](mailto:jeanie.poling@sfgov.org)>  
**Cc:** Susan Yogi <[SYogi@esassoc.com](mailto:SYogi@esassoc.com)>  
**Subject:** Balboa Distribution List

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Jeanie,

Attached is the updated mailing list.

- Standard EP List tab
  - Confirm number of copies for you need for yourself and the PIC counter **[12, including the two for Virna/the library. Also see EP's latest EIR distribution list, attached. The 13 copies for the Planning Commission should come to me]**
  - Confirm number of copies for VirnaLiza **[see above]**
  - We had 2 rows for the Main Library Government Information Services department. I took out the document count for row 46 and left in the hard copy counts in row 66.
- Owners and Residents tab
  - No change since October
- Neighborhood Group tab
  - Added Michael Ahrens and included him in the hard copy count **[Yes. See the attached distribution list of interested parties]**
  - Should Norman Yee receive a hard copy of the Draft SEIR? **[Yes. See the attached distribution list of interested parties]**
- Emails-Consolidated tab
  - Updated the email distribution to reflect those you added or updated (notes attached) **[See the attached distribution list of interested parties, I added the email addresses of all people who contacted me about the project to date. Also see Citywide list of interested parties attached]**
  - Removed email addresses that bounced

If you can take a look at this by Friday that would be great. Thanks!

**Susan K. Yogi**

Senior Managing Associate

**ESA | Environmental Science Associates**

*Celebrating 50 Years of Work that Matters in 2019!*

550 Kearny Street, Suite 800

San Francisco, CA 94108

415.896.5900 main

415.962.8447 direct

[syogi@esassoc.com](mailto:syogi@esassoc.com) | [esassoc.com](http://esassoc.com)

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