



Office of the City Manager

October 18, 2012

Consumer Affairs  
United States Postal Service  
1675-7th Street, Room 330  
Oakland, CA 94615-9680

To whom it may concern:

It has come to the City's attention that the Postal Service has removed many neighborhood mail collection boxes in Berkeley. While the need for more efficient collection is understandable, the sudden and unannounced disappearance of collection boxes creates real problems for residents, especially those who may not have a more secure way to set out their mail for collection.

Residents contacted their City Council members and U.S. Representative Barbara Lee's office when the boxes first disappeared. USPS representatives provided the following response:

"When Collection Boxes are removed, a review/audit would have to be conducted to justify the removal of the Collection Box. In the case of Berkeley, the Collection Boxes were removed without conducting the review/audit. Therefore, the 40 Collection Boxes that were removed will be returned back to those 40 sites/locations. When the review/audit is completed and it is deemed that the Collection Box will be removed; then a posting will be placed on the Collection Box indicating when the removal of the Collection Box will take place. In addition, the local Post Office will retain and post a notice for the community that the Collection Box will be removed on a set date."

On behalf of Berkeley residents, we request that the USPS provide the following information:

1. The schedule for the replacement of the boxes that were removed in September;
2. Further information about noticing requirements before a box can be removed;
3. A list of the Berkeley boxes that are currently being audited for removal;
4. The results of the survey.

We also ask that City be notified two weeks in advance of any removal of any collection box. This notification can be sent to the City Manager's Office.

Sincerely,

A handwritten signature in black ink, appearing to read "Christine Daniel".

Christine Daniel  
City Manager

cc: Honorable Mayor and City Councilmembers  
William Rogers, Deputy City Manager  
Zach Cowan, City Attorney  
Mark Numainville, Acting City Clerk  
Ann-Marie Hogan, City Auditor