



Office of the City Manager

October 15, 2012

Ms. Diana Alvarado
USPS Pacific Facilities Service Office
1300 Evans Avenue, Suite 200
San Francisco, CA 94188-8200

Subject: Public Meeting Regarding Berkeley Main Post Office

Dear Ms. Alvarado,

Thank you for your message letting us know that the United States Postal Service (USPS) was declining the opportunity to use a special City Council meeting to conduct a required public meeting regarding the proposed sale of the Berkeley Main Post Office. Your message indicated that the USPS would be setting a date and time for the required meeting at another time in the future. In light of that, we are requesting that the Service take into consideration the following important elements for that meeting:

- Scheduling the meeting in the evening so that all community members have the opportunity to attend;
- Ensuring that the location is large enough to accommodate the anticipated attendance and is located in close proximity to public transit;
- Providing notification of the meeting to all City of Berkeley residents, not just holders of post office boxes at the Berkeley Main Post Office; and
- Providing an opportunity for a representative of the City of Berkeley to speak as part of the Agenda for the meeting.

Please let us know how the USPS will accommodate these requests. Also, we would like to renew our request for information made in our previous letter and would appreciate receiving that information prior to the public meeting mentioned above, as well as confirmation that the USPS, as lead agency, will involve the City of Berkeley and its Landmarks Preservation Commission as a consulting party in findings and determinations made during the Section 106 process.

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We appreciate your attention to this matter. Please let us know if you have further questions or require clarification about any of our requests. Either myself or Deputy City Manager William Rogers can be reached at 510-981-7000.

Sincerely,

A handwritten signature in black ink, appearing to read "Christine Daniel". The signature is fluid and cursive, with a large loop at the end.

Christine Daniel
City Manager

cc: Honorable Congressmember Barbara Lee
Honorable Mayor and City Councilmembers
William Rogers, Deputy City Manager
Zach Cowan, City Attorney
Eric Angstadt, Planning Director
Mark Numainville, Acting City Clerk
Mary Kay Clunies-Ross, Public Information Officer