



CITY OF BEVERLY HILLS STAFF REPORT

Meeting Date: August 4, 2009
To: Honorable Mayor & City Council
From: Cheryl Friedling, Deputy City Manager
Subject: Postal Service ZIP Code Change
Attachments: City ZIP Code Map

INTRODUCTION

Councilmember Mirisch requested information regarding the process for initiating the U.S. Postal Service's ZIP code boundary alignment process. The ZIP Code system (Zoning Improvement Plan) is the cornerstone of the U.S. Postal Service's mail distribution system.

Because ZIP codes are based on the location of delivery post offices, they often do not correspond to municipal boundaries. As a result, many Americans have mailing addresses in neighboring jurisdictions. This can cause confusion in voter and school registrations, can result in misdirection of property taxes for cities, or may cause delays in receiving emergency police or fire protection services from the appropriate jurisdiction.

To address these issues, the U.S. Postal Service has developed a 'ZIP Code Boundary Review Process' to accommodate community desires to the extent possible.

DISCUSSION

Residents and businesses in the city of Beverly Hills are assigned ZIP codes 90210, 90211 or 90212.

However, within the 90210 ZIP code boundary is the community of Los Angeles named *Beverly Hills Post Office* (BHPO). These BHPO residents receive Los Angeles city services, vote in Los Angeles elections, and are assigned to Los Angeles Unified School District public schools. However, the inclusion of the name 'Beverly Hills' in the BHPO community name occasionally results in problems that can frustrate residents or result in the misdirection or delay in receiving municipal services.

The City can utilize the 'ZIP Code Boundary Review Process' to request that the U.S. Postal Service change the ZIP codes assigned to Beverly Hills and Beverly Hills Post Office addresses to accomplish the following:

- a) Consolidate all city residences and businesses to the '90210' (or another) ZIP code, or;
- b) Re-assign certain addresses within the City limits to an existing ZIP code, or;
- c) Re-assign residents of the Beverly Hills Post Office community to a different ZIP code.

The Boundary Review Process requires municipalities and community groups that desire a ZIP code change to submit their request in writing to the manager of the appropriate USPS district, along with the rationale for the request. The USPS district manager would identify relevant issues, quantify operational impacts, meet with proponents and opponents, and conduct a survey of all impacted customers.

A formal decision would be provided by the USPS within 60 days. If the USPS's decision was not acceptable to the City, the existing ZIP code boundaries would prevail.

If the City were to pursue this initiative successfully, USPS boundary changes are implemented only on July 1 of each year, when mail volume is at its slowest period.

FISCAL IMPACT

There would be no cost to the city to pursue or implement this initiative. Costs would be incurred for those residents/businesses who receive a new ZIP code, particularly for businesses which would have to reprint stationery and business cards.

RECOMMENDATION

Staff seeks direction from the City Council on this issue.

Cheryl Friedling
Approved By



