



TO: City Council

FROM: Eva Galambos, Mayor

DATE: October 12, 2011 for submission on the Agenda of the October 18, 2011 City Council Meeting

ITEM: U.S. Postal Service ZIP Code Address Changes

Background

Businesses typically use USPS addressing software as the basis of calculations of sales taxes, for the payment of license fees to jurisdictions and other financial matters where the location of the user in relation to their local jurisdiction is relevant. The calculation of taxes for vehicles and larger items (for example, furniture) that are delivered to locations in the City as part of the sale. With Atlanta at an 8 percent sales tax rate, and Sandy Springs at 7 percent, an error in jurisdiction by the retailer could mean that a purchaser who resides in Sandy Springs might pay hundreds, if not thousands of dollars in taxes, which they do not owe.

Another example would be the payment to the local jurisdiction of 911 fees. If the address for a phone located in Sandy Springs defaulted to Atlanta in the USPS software, it is possible that the fee, which should be remitted to Sandy Springs for the operation of the ChatComm 911 Center, could be sent to Atlanta.

In January 2011, the City began discussions with the U.S. Postal Service (USPS) to determine whether or not Sandy Springs could be listed as the default "Preferred Last Line" (the city designation in the address line) for addressing correspondence within the City's municipal boundaries. At that time, we were informed that only those ZIP codes located wholly within the City's municipal boundaries, specifically 30328 and 30350 could be changed to accommodate this request, but that it would have to be approved by postal service officials in Washington, DC.

Discussion

Staff met with the new Atlanta Postmaster Maged S. Aziz and his staff on October 12, 2011 to discuss the USPS's progress with the Preferred Last Line designation request. USPS has agreed to change (with conditions and limitations) the default Preferred Last Line to Sandy Springs, Georgia in all ZIP codes included within the City's municipal boundaries with the exception of 30092, which is not under the purview of the Atlanta Postmaster. For those ZIP Codes crossing the City's municipal boundaries, only those portions of the ZIP Codes located within the City will be impacted. If the request is approved to have Sandy Springs as the default Preferred Last Line, this WILL NOT prohibit a resident or business from continuing to use "Atlanta" as their mailing address as "Atlanta" will remain the secondary Preferred Last Line in the USPS addressing system.

Specifically, the ZIP Codes to be included are:

- Seven ZIP Codes providing street delivery:
 - 30328, Sandy Springs Carrier Annex
 - 30350, Northridge Station
 - 30319, North Atlanta Station
 - 30327, Howell Mill Station
 - 30338, Dunwoody Branch
 - 30339, Cumberland Carrier Facility
 - 30342, Glenridge Station
- Three ZIP Codes providing PO Box service:
 - 30358, Sandy Springs Postal Store
 - 31150, Northridge Station
 - 31156, North Springs Station

USPS has asked for the City's agreement and commitment to the following conditions:

- The City will hold and facilitate public meetings with residents and businesses located in the City to explain the requested change and its impact. USPS will make staff available to answer questions regarding the changes at all public meetings. Feedback from attendees shall be shared with the USPS Atlanta District office;
- The City will provide a "hotline" for citizens to call with questions on the requested change and encourage citizens to use the line to pose questions and obtain information;
- The City will cooperate with the USPS to conduct a survey of all impacted residents and businesses to receive approval of the requested change. The survey will be sent at the expense of the USPS and for the request to be approved, two conditions are to be met:
 - A simple majority of residential customers responding "YES" **AND**
 - A super majority (defined as 80%) of business customers responding "YES."

USPS has asked for a letter from the City agreeing to these conditions.

Alternatives

Council could choose not to agree to the requested conditions, thereby ending efforts to list Sandy Springs as the default Preferred Last Line in the USPS addressing system.

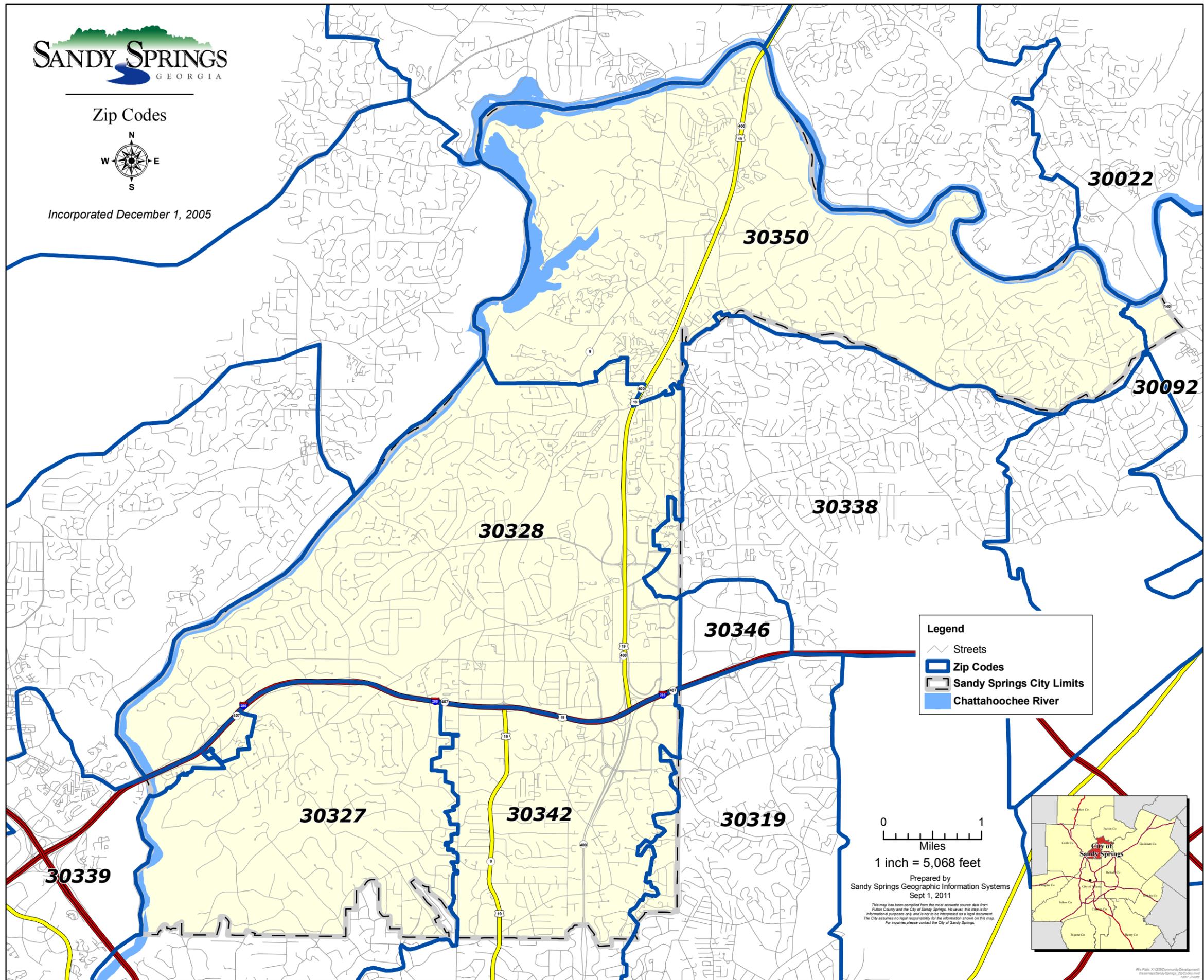
Attachment

1. Map of ZIP Codes in the City.

Zip Codes

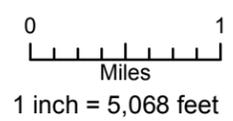


Incorporated December 1, 2005



Legend

- Streets
- Zip Codes
- Sandy Springs City Limits
- Chattahoochee River



Prepared by
Sandy Springs Geographic Information Systems
Sept 1, 2011

This map has been compiled from the most accurate source data from Fulton County and the City of Sandy Springs. However, this map is for informational purposes only and is not to be interpreted as a legal document. The City assumes no legal responsibility for the information shown on this map. For inquiries please contact the City of Sandy Springs.

