

April 29, 2020

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Dear Bellemont Resident:

Coconino County recently broke ground for the installation of Cluster Box Units (CBUs) for mail delivery in Bellemont. Convenient, safe and secure, these pedestal-mounted units will afford neighborhood residents with 24-hour access to mail and package delivery at strategic locations throughout Bellemont.

The installation of the CBUs began the week of April 20 and is expected to be completed by early May. This schedule is subject to change due to weather or other unforeseen factors. J. Banicki Construction is the contractor responsible for the construction of the project. This is the same contractor that will later build the Bellemont Access and Safety Project, which is scheduled to start by mid-May.

Mail Service Transition

It is very important to note that the U.S. Postal Service (USPS), not the County, will be managing the transition of your mail service from the Pilot Travel Center to the new CBU units. Once installation of the CBUs is completed, the USPS will need to first set up the box numbers and assign the corresponding keys to each receiving address. USPS will then contact residents to schedule the date that service will be moved and provide everyone with new keys and box numbers.

Based on conversations with USPS, we anticipate that this transition will take place in June 2020. Please also note that USPS will coordinate with mail customers who currently receive their mail at Pilot but live outside the Bellemont area as to their new mail delivery locations. For example, USPS has informed us that the residents of Parks who are currently receiving mail in Bellemont will have their mail delivered to the Parks Post Office after the transition process.

CBU Locations

There will be a total of four (4) CBU locations in the Bellemont area that will be installed by the County. A map of all the Bellemont CBU locations is enclosed and also available at www.coconino.az.gov/BellemontCBULocations. Please also note that residents of Flagstaff Meadows Unit III and all future subdivisions will have their mail service located by the developer of these projects.

Project History

Coconino County has been working with Bellemont residents and the USPS for several years to improve the mail delivery service in Bellemont. The 2015 Arizona Department of Transportation (ADOT) *Access Management & Multi-Modal Transportation Study* suggested relocating mailboxes from the Pilot Travel Center to improve traffic circulation and safety. However, relocation of mail service from the Pilot Travel Center to CBUs was initiated at the request of Flagstaff Meadows community residents, not the County, ADOT or the USPS.

In response to this request, the USPS sent a survey to all residents in the Bellemont area asking if they would like CBUs located in the subdivisions and neighborhoods or if they would prefer to keep the mail service inside of the Pilot Travel Center. The majority asked to have the mail service moved out of the travel center. Not surprisingly, the primary reason given by residents in support of the CBU Mail Delivery Project was safety. At present, the number of trucks, passenger vehicles, pedestrians and bicyclists traveling to and from the travel center pose a legitimate safety threat to Bellemont residents and visitors.

County Funding for Bellemont CBUs

The County is able to fund the purchase and installation of the CBU units in Bellemont because, as safety enhancement measures, they are considered an integral part of the upcoming Bellemont Access and Safety Improvements Project. For more information on this project please visit www.coconino.az.gov/BellemontAccessSafetyProject.

CBU Maintenance

The County is installing the CBUs but will **not** be responsible for future and ongoing maintenance. For all locations, the maintenance of the installed CBUs will become the responsibility of the mail recipients, whether through homeowners' associations or through community effort. Although these units are durable and built for the outdoors, they may need periodic maintenance and/or repairs due to vandalism, vehicular damage, etc. In this case, you and your neighbors will need to work together in order to replace or repair the CBUs at shared cost.

If you have any questions or concerns about this project, then please email Public Works at countyroadsinfo@coconino.az.gov. Thank you for your continued support while Coconino County works to complete this important project for your community.

Sincerely,



Nick Hall, P.E., RSP
Assistant County Engineer

Enclosure