PUBLIC INFORMATION

Filing a new Claim Against City, including refund of fees.................. 213 978-1133
Status of Claims filed against City (City Attorney's Office)............. 213 978-7050
Council Agenda Items...................................................................... 213 978-1073
Election Information (Election Division)........................................ 213 978-0444
L.A. City Charter........................................................................... 213 978-1133
Business Taxes / Fire Permits / Police Permits............................... 844 663-4411
(Office of Finance - Tax and Permit Division)
Internet: http://finance.lacity.org
Property and Land Ownership Deeds (within City of L.A.).............. 213 482-0060
(Department of Public Works / Bureau of Engineering)
Los Angeles County Information (County-related matters)............ 213 974-1234
(From within L.A. County)
Internet: http://lacounty.gov
Birth / Death / Marriage Records (L.A. County)......................... 800 201-8999
Internet: http://lavote.net/home/records
Grant / Quitclaim Deeds / Recording of Documents / Mechanical
Liens
Internet: http://lavote.net/home/records/property-document-recording/forms/deeds
Federal Information........................................................................ 844 872-4681
Imigration / Income Tax
Internet: http://USA.gov
State of California Information..................................................... 800 807-6755
Domestic Partnership Registration / Apostille of Documents
Internet: http://ca.gov

ADMINISTRATION........................................................................ Room 360
City Clerk, Holly L. Wolcott.......................................................... 213 978-1020
Executive Officer, Petty F. Santos................................................ 213 978-1023
Executive Administrative Assistant III, Izabella Hovhanisian........... 213 978-1022
Secretary, Vacant........................................................................... 213 978-1025
............................................................................................. FAX 213 978-1027

COUNCIL AND PUBLIC SERVICES DIVISION...............Room 395
Division Manager, Patrice Y. Lattimore........................................ 213 978-1050
Assistant Division Manager, Erika Pulst........................................ 213 978-1057
............................................................................................. FAX 213 978-1079
General Information...................................................................... 213 978-1133
Translation Services....................................................................... 213 978-1081

Legislative Processing / Public Services
Section Manager, Melinda Novoa................................................ 213 978-0420
Principal Clerk, Tammy Jenkins.................................................... 213 978-6682
Principal Clerk, Naomi Pantoja..................................................... 213 978-1073
# City Council and Council Committee Services Section

## (Committee Assignment Listing)

### City Health Commission
Rita Moreno

### ADMINISTRATIVE SERVICES DIVISION
(City Clerk/ City Council/ Mayor) Room 224
Division Manager, Vacant
Fiscal Manager, Ruben Viramontes
Fiscal - General City Purposes
Fiscal - Council
Personnel Manager, Patricia Jimenez
Payroll
Accounting Services, Maria Gomez

### BUSINESS IMPROVEMENT DISTRICT DIVISION
Division Manager, Patrice Y. Lattimore
Assistant Division Manager, Christopher Garcia

### NEIGHBORHOOD COUNCIL FUNDING PROGRAM SECTION
Program Manager, Melvin Cañas
Program Supervisor, Janet A. Hernandez
Program Supervisor, Art de Llanos
Accountant, Raymond Kuang
Accounting, Wilburn Sabalburo
Accounting Clerk, Carrisa Bush
Funding Representative, Elynn Liu
Funding Representative, Shawna Dungo
Funding Representative, Mariel Camilo
Neighborhood Council Help Desk

### ELECTION DIVISION
555 Ramirez Street, Space 300, L.A. 90012
Division Manager, Jinny Pak
Assistant Division Manager, Amy Milo
Accounting and Personnel
Multilingual Outreach Unit
Media Coordinator, Josue Marcus

### RECORDS MANAGEMENT DIVISION
555 Ramirez Street, Space 320, L.A. 90012
Records Manager, Michael Holland
City Archives
City Records Center

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**CITY CLERK**

**As of 09/07/22**

**DOCUMENT UPDATED BY:** IZABELLA HOVHANISIAN

**CONTACT NUMBER:** (213) 978-1022
SYSTEMS DIVISION........................................... Room 232
Division Manager, Phenh Lam.............................................. 213 978-0351
Systems Support.............................................................. 213 978-0353
..................................................................................... FAX 213 978-0343