

Principal Administrative Units and Government Functions of Los Angeles County



**Agricultural Commissioner/Weights and Measures,
Department of**

Kurt Floren, Agricultural Commissioner/

Director of Weights and Measures

12300 Lower Azusa Road

Arcadia 91006-5872

(626) 575-5451

Fax: (626) 350-3243

Enforces state laws which prevent the introduction or spread of insects, diseases, weeds and animal pests; maintains quality and prevents consumer deception in handling and sale of fruits, vegetables, nuts, eggs, honey, seed, salad products and nursery stock; regulates use of pesticides hazardous to persons or property; regulates commercial pest control operations. Under authority of state law and County ordinance, abates hazardous weeds or brush on vacant property; controls noxious weeds and pest animals through legal notice or cooperative agreements; abates bee diseases and provides bee control information; compiles crop production and similar data; administers nursery inspection and certification program; and issues certificates of standardization compliance or pest condition of shipments.



Alternate Public Defender, Office of

Janice Y Fukai, Alternate Public Defender

Hall of Records

320 West Temple Street, Room G-35

Los Angeles, CA 90012

(213) 974-8163

Fax: (213) 626-3171

Provides legal representation to indigent defendants the public defender is unable to represent, due to a conflict of interest or availability, for court proceedings in the Superior Court, and for appeals to higher courts.



Animal Care and Control, Department of

Marcia Mayeda, Director

5898 Cherry Ave

Long Beach 90805

(562) 728-4610

Fax: (562) 422-3408

Enforces state laws and County ordinances regarding the humane care of domestic animals; impounds and shelters stray dogs and cats as well as livestock and other animals normally housed or cared for during cruelty investigations; rescues and returns wild animals to nature. Also licenses dogs and cats; inspects and licenses pet kennels and wild animal compounds in

unincorporated County areas and cities under contract to the department. Conducts state required low-cost rabies vaccination clinics; provides a low-cost spay and neuter program as a pet population control measure.



Assessor, Office of the

John Noguez, Assessor

320 Kenneth Hahn Hall of Administration

500 West Temple Street

Los Angeles 90012

(213) 974-3101

Fax: (213) 617-1493

Locates all taxable property in the County and identifies ownership; establishes value for all property subject to property taxation; reassesses property upon transfer or change of ownership; adds value for new construction; lists the value of all property on the assessment roll; and processes all property tax exemptions. In addition, the department is represented at all assessment appeal hearings.



Auditor-Controller, Department of

Wendy L. Watanabe, Auditor-Controller

525 Kenneth Hahn Hall of Administration

500 West Temple Street

Los Angeles 90012

(213) 974-0383

Fax: (213) 626-5427

Serves as County's auditor, controller, accounting officer and paymaster; maintains financial control over the centralized accounting records and transactions of the County, school districts and special districts; prepares and issues warrants on the County treasury for employee payroll, welfare, services and supplies; conducts operational and financial audits of the County departments, the courts, special districts and concessionaires; checks and certifies assessed valuations, extends tax rates and makes charges against the tax collector; processes tax refunds and cancellations; apportions and distributes taxes to taxing agencies; and provides accounting control of funds to be allocated to community redevelopment agencies.



Beaches and Harbors, Department of

Santos H. Kreimann, Director

13837 Fiji Way

Marina del Rey, CA 90292

(310) 305-9523

Fax: (310) 821-6345

Operates Marina del Rey Small Craft Harbor and 31 miles of beaches from White Point/Royal Palms in the south to Nicholas Canyon Beach in the north.

Within the County-owned Marina del Rey, administers property leases; plans, develops and

maintains all County-operated harbor facilities; organizes, coordinates and maintains community relations and recreational programs; serves as informational focal point for all public activities within the harbor and on the beaches.

Along much of the County's coastline, provides maintenance services and operates recreational vehicle and parking lots; coordinates beach recreational programs; cooperates closely with community groups in developing beach youth and water activities and volunteer participation programs, including anti-litter activities; and helps develop and coordinate maximum revenue-generating programs to benefit the County and improve beach services.



Board of Supervisors

Sachi A. Hamai, Executive Officer

383 Kenneth Hahn Hall of Administration

500 West Temple Street

Los Angeles 90012

(213) 974-1401

Fax: (213) 633-5100

Serves as the governing body of the County. Enacts ordinances and establishes specific regulations for the administration of County departments and special districts. Adopts the final County budget on or before August 1 each year.

The executive officer acts as administrative head of the department. Serves as secretary to the Board of Supervisors as a whole and maintains records of Board proceedings, which date back to the formation of the County in 1850. Serves as administrative officer of the Assessment Appeals Board, which sits as a board of equalization for Los Angeles County.



Chief Executive Office

William T. Fujioka, Chief Executive Officer

713 Kenneth Hahn Hall of Administration

500 West Temple Street

Los Angeles 90012

(213) 974-1101

Fax: (213) 687-7130

Prepares budget and operational recommendations for the Board of Supervisors; monitors and controls Countywide expenditures; analyzes and advocates legislation; coordinates capital projects and debt, asset, leasing and space management; performs demographic and geographic research; monitors city redevelopment activities to ensure legal conformance and mitigate negative impact on County resources.

Provides central coordination for the County's strategic planning and performance measurement efforts; coordinates emergency preparedness activities and cost recovery efforts following major emergencies and disasters; administers insurance management programs; addresses unincorporated area issues; advises on international protocol issues; collaborates with departments to deliver seamless service to children and their families.

Manages the County's employee relations program and compensation systems; provides risk management services, including workers compensation, health and disability benefits, and loss prevention. Coordinates centralized workplace programs; provides centralized photographic

and graphic arts services; and initiates and promotes activities which provide information about the County to the public.



Chief Information Office

Richard Sanchez, Chief Information Officer

350 S. Figueroa St., Ste 188

Los Angeles, CA 90071

(213) 253-5600

Fax: (213) 633-4733

Develops and implements a strategic direction and vision for the effective application of information technology throughout the County of Los Angeles. Develops Countywide business automation plans, develops enterprise computer and telecommunications standards to ensure compatibility, and ensures all automation initiatives are in concert with both departmental and County objectives.



Child Support Services, Department of

Dr. Steven J. Golightly, Director

5770 S. Eastern Ave.

Commerce, CA 90040

(323) 889-3400

Fax: (323) 838-9545

Provides a wide range of child support services with the primary responsibility for the administration, collection, and distribution of support payments for children. Assists custodial and non-custodial parents with child support procedures and processes, including locating parents, establishing paternity, establishing court orders for child support, modifying court orders, collecting and distributing court-ordered support, and working with other counties, states and countries to obtain child support.

In specialized outreach programs, the Child Support Services Department partners with community-based organizations and other County agencies that provide job training, job placement, peer counseling, and parenting classes to aid unemployed and underemployed non-custodial parents, enabling them to provide emotional, as well as financial, support to their children.



Children and Family Services, Department of

Philip L. Browning, Director

425 Shatto Place

Los Angeles, CA 90020

(213) 351-5600

Fax: (213) 427-6125

Provides social services to children and their families when children are at risk due to actual or potential child abuse, neglect, abandonment or exploitation. This includes protective services to children in their own homes, short-term out-of-home care, adoption, guardianship and long-term foster care. In addition, support is provided to foster parents, adoptive parents and small family home/group home operators that serve children in need of placement. The department's mission

is to protect children and strengthen families.



Civil Service Commission

Lawrence D. Crocker, Director

522 Kenneth Hahn Hall of Administration

500 West Temple Street

Los Angeles 90012

(213) 974-2411

Fax: (213) 974-2534

Conducts hearings on appeals of discharges or reductions of permanent employees, charges of discrimination, suspensions in excess of five days, and scored portions of examinations, as established by the County Charter and Civil Service Rules.



Community & Senior Services

Cynthia D. Banks, Director

3175 West Sixth Street, 3rd Floor

Los Angeles, CA 90020

(213) 637-0798

Fax: (213) 380-8275

Administers a wide variety of community and social services programs throughout Los Angeles County. Persons eligible to receive these programs include senior citizens, pre-delinquent youth, economically disadvantaged persons, unemployed persons, victims of family violence and refugees. Specific programs include unemployment and training, energy conservation, a broad range of services to alleviate poverty, domestic violence shelters, cold weather housing programs, senior nutrition programs, adult protective services, senior transportation and senior in-home care provider registries. Administers the Los Angeles City/County Native American Indian Commission and the Community Services American Indian Block Grant programs.



Community Development Commission/Housing Authority

Sean Rogan, Executive Director

2 Coral Circle

Monterey Park 91755

(323) 890-7400

Fax: (323) 890-8584

Administers the Urban County Community Development Block Grant Program for the County and participating cities. Develops, owns and operates public housing for low-income persons. Administers Section 8 rent subsidy program. Provides consulting services for asset development. Administers the county Mortgage Revenue Bond Program for single-family and multi-family properties. Uses block grant funds for low-interest housing conversion loans to property owners in target areas for housing rehabilitation. Administers the Rental Rehabilitation and Moderate Rehabilitation Program, which helps pay for rehabilitating rental units. Administers the Community Business Revitalization Program, which provides low-interest loans, rebates and matching assistance for businesses in target areas. Responsible for redevelopment programs in

unincorporated County areas. Identifies and analyzes economic and residential development needs.



Consumer Affairs, Department of

Brian Stiger, Director

B-96 Kenneth Hahn Hall of Administration

500 West Temple Street

Los Angeles 90012

(213) 974-9750

Fax: (213) 687-0233

Receives and responds to inquiries and complaints related to consumer problems in the marketplace; investigates and resolves consumer complaints of unethical or deceptive business practices; refers selected complaints to law enforcement and regulatory agencies; informs consumers and merchants of consumer affairs regulations and legislation; conducts consumer/merchant mediation sessions; provides consumer education material to the public; responds to inquiries regarding filing and procedures in Small Claims Court matters; and provides conciliation and formal mediation services to Los Angeles County residents. All services are free.



Coroner, Department of

◀ *Anthony T. Hernandez, Director*

(323) 343-0778

Fax: (323) 221-9768

1104 Mission Road

Los Angeles 90033



Dr. Lakshmanan Sathyavagiswaran ▶
Chief Medical Examiner/Coroner

(323) 343-0522

Fax: (323) 225-2235

1104 Mission Road

Los Angeles 90033

Inquires into and determines the cause, manner and circumstances of death in all unnatural, suspicious, unusual, violent, sudden and unattended deaths. The cause of death is determined by investigation, post mortem examination and laboratory testing.



County Counsel, Office of

John Krattli, Acting County Counsel

648 Kenneth Hahn Hall of Administration

500 West Temple Street

Los Angeles 90012

(213) 974-1801

Fax: (213) 626-7446

Provides legal representation, advice and counsel to the Board of Supervisors, the County, and

other public officers and agencies; assists in representing the County's position in the State Legislature; and serves as the legal officer of Los Angeles County, but does not engage in the practice of criminal law.



District Attorney, Office of
Steve Cooley, District Attorney
210 West Temple Street, Rm 18-709
Los Angeles 90012
(213) 974-3501
Fax: (213) 687-8525

Initiates charges and prosecutes persons accused of both felony and misdemeanor offenses; prosecutes juvenile cases. Enforces civil and criminal laws relating to consumer, environmental and antitrust matters; prosecutes safety violations which result in industrial accidents and fatalities. Focuses special attention on domestic violence, sex crimes, child abduction, and child abuse cases; and operates special units to deal with minors unfit for the juvenile system, hardcore gang offenders, and major narcotic and nursing home abuse cases. Appears at mental and narcotic commitment hearings; investigates allegations of organized criminal activities, corruption and unlawful conduct by public officials and major frauds. Investigates and prosecutes fraud involving workers compensation and automobile insurance. Obtains reimbursement for victims of bad check writers and provides victim advocates to counsel crime victims and accompanies them to court. Conducts crime prevention programs aimed at-risk youths.



Employee Relations Commission
Paul Causey, Executive Officer
374 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles 90012
(213) 974-2417
Fax: (213) 633-0929

Supervises administration of County employee relations, including the approval of appropriate employee representation units, the conducting of elections to determine employee representatives, the certification of employee representatives, the investigation of unfair employee relations practices and assistance in the resolution of negotiation impasses.



Fire Department
Daryl L. Osby, Fire Chief
1320 North Eastern Avenue
Los Angeles 90063
(323) 881-2401
Fax: (323) 265-9948

Provides fire protection and paramedic service 24 hours a day, 365 days a year. Issues permits and licenses, makes fire inspections, approves building and subdivision plans that pertain to fire prevention. Provides these services for all of the unincorporated areas in Los Angeles County, as well as 54 incorporated cities. Provides lifeguard services at beaches.

The Los Angeles County Fire Department is comprised of the Forester and Fire Warden, a function required by County charter, and the Consolidated Fire Protection District of Los Angeles County, a special district organized under the provisions of the California Health and Safety Code. In 1993-94, the two departments were merged and all functions of the Forester and Fire Warden were transferred to the District.



Health Services, Department of

Dr. Mitchell H. Katz, Director

313 North Figueroa Street, Room 912

Los Angeles 90012

(213) 240-8101

Fax: (213) 481-0503

Protects, maintains and improves the health of the community. Assures that the medically indigent and others who choose DHS for their care have access to quality and compassionate healthcare services that are effective, efficient, comprehensive, and overcome cultural, linguistic, financial and disability-related barriers to access. DHS is a partner with the private sector, other County departments and affiliated educational institutions in training health professionals.

Under its Emergency Medical Services (EMS) agency, coordinates countywide emergency medical services. Involved in a number of public/private strategic alliances to plan for healthy communities and to maintain a vibrant healthcare system that will manage the healthcare needs of the region's Medi-Cal and medically indigent populations.

Operates the Community Health Plan (CHP) HMO; five hospitals; six comprehensive health centers; and multiple health centers across the County organized into eight integrated service planning areas (SPAs). Operates two of the County's five Level 1 trauma centers; two of its six pediatric trauma centers, two of its seven pediatric medical centers, and one of its three burn centers. Four of the DHS hospitals have academic affiliations with Drew, UCLA and USC Medical Schools.

DHS is renowned for its trauma care centers and the Rancho Los Amigos National Rehabilitation Center. Speciality services include perinatal and children's services, chronic disease prevention and treatment, spinal cord injury, emergency/trauma care, burn and psychiatric care services.



Human Resources, Department of

Lisa M. Garrett, Director

579 Kenneth Hahn Hall of Administration

500 West Temple Street

Los Angeles 90012

(213) 974-2406

Fax: (213) 621-0387

Manages the County's human resources policy development and implementation in the areas of recruitment and selection, promotion, discipline, salary and benefits administration, and

employee appeals. Ensures the maintenance of a high quality work force for the provision of critical services to the public. Responsible for a countywide human resources program to ensure fairness and equity for employees and citizens seeking employment with the County.



Internal Services Department

Tom Tindall, Director

1100 N. Eastern Avenue

Los Angeles 90063

(323) 267-2101

Fax: (323) 264-7135

Provides a full range of internal services to other County departments. These services are provided through separate service organizations specializing in the performance of selected activities.

- **Information Technology Services (ITS)**

Provides a full range of data processing and telecommunications services to various County departments. Applies technology to meet the business needs of County government functions, such as elections, property assessment and tax collection, health care, courts, law enforcement and other justice agencies, welfare and general government. Operates data processing centers, advises and assists County agencies in conducting feasibility studies pertaining to computer systems and coordinates equipment acquisitions and contracting activities for data processing service and equipment.

Provides telecommunication services, including engineering, construction, installation, maintenance and operations of telephone, telemetry, television and fiber optic systems; computer terminals, mini-computers, mobile radio, microwaves, facsimile, intercom, paging, public address, electronic sirens, court security alarms and related equipment.

- **Facilities Operations Service (FOS)**

Provides facilities infrastructure support services to various County departments, including building management and maintenance, remodeling, refurbishment, security systems design/installation/maintenance, pumping equipment repair and installation, computer cabling system installation, electrical systems design/installation/repair, air conditioning/heating systems installation and repairs, lighting systems design/installation/repair, special ceremonies set-up and arrangements and other building-related services, including a line of in-house and contract custodial services. Provides for the maintenance of motor vehicles; operates public and employee parking lots. Provides support for emergency response to natural disasters.

- **Purchasing & Central Services**

Purchases supplies, equipment and services for various County departments; manages cooperative purchasing contracts for the benefit of local municipalities; coordinates sale of surplus County property by bid or auction; and provides printing services to various County departments.



Library, County Public

Margaret Donnellan Todd, Librarian

P. O. Box 7011

7400 East Imperial Highway

Downey 90242

(562) 940-8400

Fax: (562) 803-3032

Provides a full range of library services and information products at 87 community libraries, including three bookmobiles. Offers books, paperbacks, periodicals, magazines, government publications, videocassettes, compact discs, books on cassette, audio cassettes, and laser discs. Services include: free and fee-based reference assistance; children's programs; and public computers for information and for the Internet. Provides free service. Serves the County's unincorporated areas and 51 cities.



Mental Health, Department of

Dr. Marvin J. Southard D.S.W., Director

550 S. Vermont Avenue

Los Angeles 90020

(213) 738-4601

Fax: (213) 386-1297

Develops a mental health services system for persons who are severely and/or chronically mentally ill and cannot obtain care in the private sector. Through a system of directly-operated and contract agencies, provides mobile response, crisis management, case management and social rehabilitation. Additionally, provides acute inpatient care. The services are provided in strategically located clinics throughout the eight geographic service areas of the County. Serves as public guardian and is responsible for investigating the need for conservator of all persons referred as allegedly incompetent or gravely disabled by mental illness and , upon appointment as guardian or conservator, is responsible for the care and custody of the person and management of his estate.



Military and Veterans Affairs, Department of

Joseph N. Smith, Director

2615 South Grand Avenue, Suite 100

Los Angeles 90007

(213) 744-4827

Fax: (213) 748-5473

Counsels veterans, their dependents and survivors regarding federal and state benefits such as compensation, pensions, disability, education, hospitalization, loans, and burials. Counsels veterans concerning alcohol abuse, drug abuse, and post-traumatic stress disorders. Provides limited emergency assistance to homeless veterans. Grants state college tuition and fee waivers to qualifying veterans' dependents. Provides liaison between the Board of Supervisors and veterans organizations and the military services.

Administers Patriotic Hall, the County's veterans memorial building, a 10-story facility with meeting rooms, auditorium, gymnasium, and banquet facilities available to the public.



Museum of Art

Michael Govan, CEO and Wallis Anneberg Director

5905 Wilshire Boulevard

Los Angeles 90036

(323) 857-6001

Fax: (323) 857-6148

Acquires, preserves, researches, exhibits and provides for the educational use of works of art in all media from prehistoric times to the present. In addition to the permanent collection and special exhibitions, offers many varied activities, including film series, concerts, lectures, tours of the collections, student and adult classes and special weekend programs designed for the entire family to participate in museum events.



Museum of Natural History

Dr. Jane G. Pisano, President and Director

900 Exposition Boulevard

Los Angeles 90007

(213) 763-3301

Fax: (213) 746-7538

Responsible for public exhibitions, educational programs and research in the natural sciences and in western history. The Board of Governors, consisting of 15 members appointed by the Board of Supervisors, serves as the governing body.



Parks and Recreation, Department of

Russ Guiney, Director

433 South Vermont Avenue

Los Angeles 90020

(213) 738-2951

Fax: (213) 738-6444

Plans, designs and administers maintenance of local and regional County parks, golf courses, special recreational facilities and beautification projects; provides maintenance and recreation services to special assessment districts; provides regional and community recreation programs and services; serves as administrative staff of the Los Angeles County Regional Park and Open Space District; and acts as liaison and provides staff services to the Park and Recreation Commission.

Develops and maintains botanical gardens and arboreta located in four major climatic environments of Los Angeles County; develops plant collections, and grows and tests plants from all parts of the world; conducts research in horticultural, botanical and related environmental problems; conducts daily tours for the general public and special educational tours for school children; disseminates horticultural information; and maintains a botanical and horticultural reference library.



Probation Department

Jerry Powers, Director

9150 East Imperial Highway, Room N-31

Downey 90242

(562) 940-2501

Fax: (562) 803-1855

Recommends sanctions to the courts; enforces court orders; operates correctional institutions; and incarcerates delinquents. Designs and implements programs to reduce crime and to ensure victims' rights.

Serves the courts and the community by: conducting 80,000 pre-sentence investigations annually on adults convicted of a crime—about three-quarters of these are felony convictions; conducting 47,000 investigations annually on minors found to have committed what would have been a criminal act for an adult; supervising 80,000 adults and 23,000 juveniles placed on probation by the courts, including 15,000 in special programs; collecting \$12.7 million in restitution and fines from adult and juvenile probationers; disbursing restitution to 27,000 victims of crime; providing secure detention in juvenile halls for approximately 1,700 minors at any one time; providing control and rehabilitation programs in camp facilities for approximately 4,000 minors each year.



Public Defender, Office of

Ronald L. Brown, Public Defender

210 West Temple Street, Room 19-513

Los Angeles 90012

(213) 974-2811

Fax: (213) 625-5031

Provides legal representation to all persons, including juveniles, who are financially unable to employ counsel in criminal proceedings. Services which may be requested by a defendant or ordered by a court include representation in criminal, juvenile, mental health and certain civil proceedings triable in the Superior Court. Limited appellate representation in the state and federal court system may also be provided while public defender is representing the defendant in the trial court.



Public Health, Department of

Jonathan Fielding, M.D., M.P.H., Director of Public Health and Health Officer

313 N. Figueroa St., Rm. 909

Los Angeles 90012

(213) 240-8117

Fax: (213) 975-1273

Protects health, prevents disease, and promotes health and well-being for all persons in Los Angeles County. Assesses health needs, develops policies to address those needs, and develops and implements programs to assure that public health measures are in place to prevent disease and injury and respond rapidly to outbreaks and public health emergencies.

Oversees environmental health to prevent exposure to harmful agents in the environment and promotes healthy behaviors by individuals, families and communities.

Conducts its activities through a network of public health professionals throughout the community: Public health nurses make home visits to families with communicable diseases epidemiologists investigate the sources of disease outbreaks; environmental health specialists ensure safe food, water, and housing; and all work with community coalitions to advocate for public policies to protect and improve health.

Provides services to protect the public from environmental hazards and the risk of acute communicable diseases such as measles, food-borne diseases, AIDS, tuberculosis and sexually transmitted diseases. Administers health promotion/prevention programs such as California Children Services, Child Health and Disability Prevention Program, AIDS Program, Alcohol and Drug Program and Tobacco Control Program. Provides immunizations, tuberculosis and sexually transmitted disease clinical services at 15 sites throughout the County.



Public Social Services, Department of

Sheryl Spiller, Acting Director

12860 Crossroads Parkway South

City of Industry 91746

(562) 908-8383

Fax: (562) 908-0459

Provides cash assistance, benefits and/or social services to needy individuals and families who meet various specific program requirements.

Provides services to residents in need of financial assistance to meet their basic needs for food, housing, child care, in-home care and/or medical assistance. In addition, able-bodied adults are provided a variety of services to help them become employed and achieve economic self-sufficiency as quickly as possible. Programs include CalWORKs (formerly AFDC), L.A. GAIN employment services, Cal-Learn for Teen Parents, In-Home Supportive Services, Food Stamps, Medi-Cal, and General Relief. Also, free personnel recruitment services are available to local business.



Public Works, Department of

Gail Farber, Director

900 South Fremont Avenue

Alhambra 91803-1331

(626) 458-4002

Fax: (626) 457-8897

Designs, constructs, installs, operates, maintains and/or repairs roads, highways, bridges, airports, flood control and water conservation facilities, sanitary sewers, water distribution systems, and regulatory and ministerial programs for the County of Los Angeles, Los Angeles County Flood Control District, other special districts and contract cities that request services. Provides complete project management services for county capital and earthquake recovery projects. Also provides a leadership role in the countywide transportation system, traffic mitigation efforts, and solid and hazardous waste management plans.



Regional Planning, Department of

Richard J. Bruckner, Director

1390 Hall of Records
320 West Temple Street
Los Angeles 90012
(213) 974-6401
Fax: (213) 974-6384

Establishes and maintains a continuing comprehensive long-range process for the physical, social and economic development of the County; prepares and maintains area and community plans and administers the County subdivision and zoning ordinances; develops and maintains a base of information on conditions in the County; and develops programs to encourage effectuation of the County's General Plan.

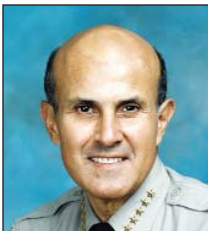


Registrar-Recorder/County Clerk, Department of

Dean C. Logan, Registrar-Recorder/County Clerk

Harry L. Hufford Registrar-Recorder Building
12400 E. Imperial Highway
Norwalk 90650-8357
(562) 462-2716
Fax: (562) 929-4790

Registers voters and maintains voter files; conducts federal, state, local and special elections; checks petitions for initiatives and referenda; records legal documents which serve as the basis for determining ownership of real property in Los Angeles County; maintains and issues copies of birth, death and marriage records; issues marriage licenses, files fictitious business names statements; performs civil marriages; administers notary public oaths; authenticates notary signatures.



Sheriff's Department

Lee Baca, Sheriff

4700 Ramona Boulevard
Monterey Park 91754-2169
(323) 526-5000
Fax: (323) 267-6600

Administers the police function of the County, and is responsible for enforcement of all laws and regulations as required or requested by statute; participates in programs for rehabilitation, prevention of crime and suppression of delinquency; directs and coordinates emergency services; maintains security and assists in the functions of the superior courts; and operates County detention facilities.



Treasurer and Tax Collector, Office of
Mark J. Saladino, Treasurer and Tax Collector
437 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles 90012
(213) 974-2101
Fax: (213) 626-1812

Administers and manages the County treasury and provides for the collection, custody, investment and disbursement of all County general trust, schools, and special district funds. Bills and collects current and delinquent real (secured) property taxes and personal (unsecured) property taxes. Bills and collects transient occupancy taxes for unincorporated areas of the County. Issues and collects fees required under Los Angeles County business and public health licensing ordinances. Collects monies owed the County for debts arising from the receipt of services provided through County resources such as hospital bills or out-patient clinics. Serves as ex-officio member of the LACERA Board of Retirement, Board of Investments and Los Angeles Unified School District Annuity Reserve Fund Board.

Serves as the public administrator and conducts investigations of decedents who resided or had property in Los Angeles County where no executor, legatee or heir has sought to administer the estate. Manages the estates of decedents when appointed by the court. Provides trust accounting and property management services for gravely mentally disabled and probate conservatees under the conservatorship of the Public Guardian.

County-Related, but Separate Agencies



Education, Office of
Arturo Delgado, Superintendent
9300 East Imperial Highway, Room 109
Downey 90242
(562) 922-6127
Fax: (562) 922-6678

As an intermediate unit between the State Department of Education and the 94 public school districts in the County, the Los Angeles County Office of Education provides instructional, consultant and business services to districts, their students and other clients; provides educational leadership; works with public and private agencies to benefit public education; operates schools and classes for talented arts students, handicapped children, juvenile wards of the Probation Department and students seeking vocational skills.



Los Angeles County Employees Retirement Association

Gregg Rademacher, Chief Executive Officer

Gateway Plaza, 300 North Lake Avenue, Suite 820

Pasadena 91101

(626) 564-6000

Fax: (626) 564-6190

Provides retirement, disability and survivor benefits to the safety and general members employed by Los Angeles County and four other participating agencies: Little Lake Cemetery District, Local Agency Formation Commission, Los Angeles County Office of Education and South Coast Air Quality Management District.

Administers a comprehensive health benefits program for the retirees of these five employers.

The association's operations are governed primarily by the California Constitution and the County Employees Retirement Law of 1937. The general management of LACERA is vested in the Board of Retirement while the Board of Investments is responsible for the investment of the system's assets.



Local Agency Formation Commission

Paul Novak

80 S. Lake Ave., Ste. 870

Pasadena, CA 91101

(626) 204-6500

Fax: (626) 204-6507

Independent, state-created agency which screens proposals for incorporation of new cities, formation of new special districts and changes in boundaries of existing cities and districts; establishes "spheres of influence" for all cities and districts within the County.



Los Angeles Law Library

Marcia J. Koslov, Director

301 West First Street

Los Angeles 90012

(213) 629-3531

Fax: (213) 613-1329

Serves the legal information needs of all of Los Angeles County's citizens through a main library, six branch locations and public library partnerships. Provides access to legal information, practice guides and forms, both in print and online. Reference services respond to inquiries from walk-in, telephone, e-mail and online chat. Visit the website at <http://lalawlibrary.org>



Metropolitan Transportation Authority

Arthur T. Leahy, Chief Executive Officer

1 Gateway Plaza

Los Angeles 90012

(213) 922-6888

Fax: (213) 922-7447

Serves as the major operator of bus and rail services in Los Angeles County. Provides transportation planning, rail construction and multi-modal transit services for the entire region.



Music Center - Performing Arts Center of Los Angeles County

Stephen Rountree, President

135 North Grand Avenue

Los Angeles, CA 90012

(213) 972-4321

Fax: (213) 972-7373

Operates as a public-private partnership between the County of Los Angeles and the Performing Arts Center of Los Angeles County. It is one of the three largest performing arts centers in the nation, with more than 1.3 million visitors annually. The Music Center is comprised of four venues – Walt Disney Concert Hall, the Dorothy Chandler Pavilion, Ahmanson Theater and Mark Taper Forum – as well as outdoor theaters, plazas, and gardens. Visitors can experience the Music Center day or night by taking a variety of tours offered throughout the week, dining in one of the five Patina Group restaurants or attending a performance by any of the four internationally acclaimed resident companies: The Los Angeles Philharmonic, Center Theater Group, LA Opera and the Los Angeles Master Chorale. Additionally, the Music Center offers the largest presentation of dance in Los Angeles, a speaker series, free programming for children and families throughout the year and free or low-cost active arts programs which engage people from diverse backgrounds and experiences and encourages them to sing, dance, play music and tell stories together just for the sheer enjoyment and love of it.



PHOTO
PENDING

Sanitation Districts

Grace Chan, Chief Engineer and General Manager

1955 Workman Mill Road

Whittier 90601

(562) 699-7411

Fax: (562) 695-8660

An independent special district serving the water pollution control and solid waste management needs of more than half the people in Los Angeles County. The agency is made up of 26 separate districts, working cooperatively under one administrative staff headquartered near Whittier. The policy body for the Sanitation Districts consists of the mayors of the 78 cities on the system as well as the chair of the county Board of Supervisors.

The agency's eleven water pollution control plans (sewage treatment plants) treat approximately

520 million gallons a day, 190 of which are available for reuse in the dry Southern California climate. Four sanitary landfills handle nearly 17,600 tons a day of trash (approximately half the countywide disposal capacity). The agency also operates three recycle centers, a refuse-to-energy facility, gas-to-energy facilities, and a refuse transfer station.



Superior Court

◆ *Lee Smalley Edmond, Presiding Judge*

111 North Hill Street, Room 204
Los Angeles 90012

(213) 974-5600

Fax: (213) 680-1263



John A. Clarke, Executive Officer/Clerk ▲

111 North Hill Street, Room 105E
Los Angeles 90012

(213) 974-5401

Fax: (213) 621-7952

Handles all cases in equity; cases involving title to, or possession of, real property; felony and misdemeanor criminal cases; probate and divorce matters; conciliation and domestic relations cases; adoptions; psychiatric and juvenile cases.

Handles civil cases, i.e. collections of accounts, promissory notes; unlawful detainer actions and damages resulting from automobile collisions; traffic infractions; provides a forum for resolution of small claims matters with a jurisdiction of \$5,000 or less