



# City of Huntington Beach

**File #:** 21-743

**MEETING DATE:** 11/2/2021

## REQUEST FOR CITY COUNCIL ACTION

**SUBMITTED TO:** Honorable Mayor and City Council Members

**SUBMITTED BY:** Robin Estanislau, CMC, City Clerk

**PREPARED BY:** Robin Estanislau, CMC, City Clerk

**Subject:**

**Receive and file the City Clerk's quarterly listing of professional services contracts filed in the City Clerk's Office between January 1, 2021 and June 30, 2021**

**Statement of Issue:**

On a quarterly basis, the City Clerk provides a list of professional services contracts that are entered into by City Departments and consultant firms, pursuant to the Huntington Beach Municipal Code. These contracts have been transmitted to the City Clerk for official filing for the public record, and funds are included in the City budget.

**Financial Impact:**

Not applicable.

**Recommended Action:**

A) Receive and file the "List of Professional Services Contracts Approved by Department Heads and Submitted to the Office of the City Clerk during the period of January 1, 2021 and March 31, 2021;" and,

B) Receive and file the "List of Professional Services Contracts Approved by Department Heads and Submitted to the Office of the City Clerk during the period of April 1, 2021 and June 30, 2021."

**Alternative Action(s):**

Do not proceed, and provide alternative direction to staff.

**Analysis:**

On November 19, 2001, the City Council established a policy to follow the administration of all contracts entered into between City Departments and consultant firms, pursuant to Huntington Beach Municipal Code Chapter 3.03. Administrative Regulation No. 228, effective as of August 4, 2008, prescribes the policy regarding professional service contracts to ensure public review of new contracts through identification on the City Council agenda, as required by section 6.4.1 of the policy.

Attachment #1 is a list of contracts entered into by City Departments and received in the City Clerk's Office for the first quarter of 2021. Attachment #2 is a list of contracts entered into by City Departments and received in the City Clerk's Office for the second quarter of 2021.

**Environmental Status:**

Not applicable.

**Strategic Plan Goal:**

Strengthen long-term financial and economic sustainability

**Attachment(s):**

1. "List of Professional Services Contracts Approved by Department Heads and Submitted to the Office of the City Clerk During the Period January 1, 2021 through March 31, 2021."
2. "List of Professional Services Contracts Approved by Department Heads and Submitted to the Office of the City Clerk During the Period April 1, 2021 through June 30, 2021."