

***CITY OF BURBANK
ANNUAL FINANCIAL REPORT OF THE
PROPOSITION A LOCAL RETURN FUND
PROPOSITION C LOCAL RETURN FUND
MEASURE R LOCAL RETURN FUND
MEASURE M LOCAL RETURN FUND
TRANSPORTATION DEVELOPMENT ACT
ARTICLE 3 FUND
FOR THE FISCAL YEARS ENDED
JUNE 30, 2021 AND 2020***



Metro[®]



Simpson & Simpson, LLP
Certified Public Accountants

CITY OF BURBANK
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FINANCIAL SECTION



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Independent Auditor's Report

To the Honorable Members of the City Council of the
City of Burbank, California and the
Los Angeles County Metropolitan Transportation Authority

Report on the Financial Statements

We have audited the accompanying financial statements of the Proposition A Local Return Fund (PALRF), Proposition C Local Return Fund (PCLRF), Measure R Local Return Fund (MRLRF), Measure M Local Return Fund (MMLRF) and Transportation Development Act Article 3 Fund (TDAA3F) (collectively, the Funds), of the City of Burbank, California (the City) as of and for the years ended June 30, 2021 and 2020, and the related notes to the financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.



Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the PALRF, PCLRF, MRLRF, MMLRF and TDAA3F of the City of Burbank, California, as of June 30, 2021 and 2020, and the respective changes in financial position for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 2, the financial statements present only the PALRF, PCLRF, MRLRF, MMLRF and TDAA3F of the City and do not purport to, and do not, present fairly the financial position of the City of Paramount, California, as of June 30, 2021 and 2020, and the changes in its financial position for the years then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Supplementary Information

Our audits were conducted for the purpose of forming opinions on each of the Funds' financial statements. The accompanying supplementary information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements.

The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the Funds' financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the Funds' financial statements or to the Funds' financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to each of the Funds' financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have issued our report dated December 13, 2021, on our consideration of the City's internal control over the Funds' financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over the Funds' financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over the Funds' financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over the Funds' financial reporting and compliance.

A handwritten signature in cursive script that reads "Simpson & Simpson".

Los Angeles, California
December 13, 2021

CITY OF BURBANK
PROPOSITION A LOCAL RETURN FUND
BALANCE SHEETS
June 30

	2021	2020
ASSETS		
Cash and investments	\$ 2,309,059	\$ 2,318,542
Interest receivable	4,831	9,306
Accounts receivable	-	780
Due from Metro	241,930	115,380
Total assets	\$ 2,555,820	\$ 2,444,008
 LIABILITIES AND FUND BALANCE		
Liabilities		
Accounts payable	\$ 37,143	\$ 46,519
Total liabilities	37,143	46,519
 Fund Balance		
Restricted	2,518,677	2,397,489
Total fund balance	2,518,677	2,397,489
Total liabilities and fund balance	\$ 2,555,820	\$ 2,444,008

The accompanying notes are an integral part of the financial statements.

CITY OF BURBANK
PROPOSITION A LOCAL RETURN FUND
STATEMENTS OF REVENUES, EXPENDITURES,
For the Fiscal Years Ended June 30

	<u>2021</u>	<u>2020</u>
REVENUES		
Proposition A	\$ 2,131,766	\$ 2,078,502
Proposition A Discretionary Incentive Grant (Note 11)	116,548	115,380
Proposition A Growth Over Inflation Grant (Note 11)	125,382	124,723
Investment income	4,343	93,878
Project generated revenue (Note 10)	-	71,236
Miscellaneous revenue (Note 8)	11,561	23,992
Total revenues	<u>2,389,600</u>	<u>2,507,711</u>
EXPENDITURES		
Various projects	<u>2,026,482</u>	<u>2,264,381</u>
Total expenditures	<u>2,026,482</u>	<u>2,264,381</u>
Excess of revenues over expenditures	363,118	243,330
OTHER FINANCING USES		
Operating transfer out to PCLRF (Note 11)	<u>(241,930)</u>	<u>(240,103)</u>
Excess of revenues over expenditures and other financing	121,188	3,227
Fund balance at beginning of year	<u>2,397,489</u>	<u>2,394,262</u>
Fund balance at end of year	<u>\$ 2,518,677</u>	<u>\$ 2,397,489</u>

The accompanying notes are an integral part of the financial statements.

CITY OF BURBANK
PROPOSITION A LOCAL RETURN FUND
SUPPLEMENTARY INFORMATION
SCHEDULE OF EXPENDITURES
ACTUAL AND METRO APPROVED PROJECT BUDGET
For the Fiscal Year Ended June 30, 2021
(With Comparative Actual Amount for the Fiscal Year Ended June 30, 2020)

Project Code	Project Name	2021			2020 Actual
		Metro Budget	Actual	Variance Favorable (Unfavorable)	
105	Burbank Transportation Service	\$ 1,538,241	\$ 1,277,494	\$ 260,747	\$ 1,546,145
160	RITC Operations and Maintenance	400,000	338,386	61,614	309,555
230	Vehicle Equipment fund	44,810	44,810	-	44,810
610	Planning & Administration - Prop A	450,000	365,792	84,208	294,871
180-03	Bus Replacement 2017	-	-	-	69,000
	Total expenditures	\$ 2,433,051	\$ 2,026,482	\$ 406,569	\$ 2,264,381

See accompanying independent auditor's report.

CITY OF BURBANK
PROPOSITION A LOCAL RETURN FUND
SUPPLEMENTARY INFORMATION
SCHEDULE OF CAPITAL ASSETS
June 30, 2021

Date Acquired	Description	Balance 7/1/2020	Additions	Deletions	Balance 6/30/2021
Jan-92	Land 101-201 N. Front St.	\$ 2,475,000	\$ -	\$ -	\$ 2,475,000
Feb-96	Land - Burbank Branch Row	428,000	-	-	428,000
Nov-96	Concrete Bus Benches	34,857	-	-	34,857
Jun-97	RITC Station	6,724,780	-	-	6,724,780
Jun-97	Land 217-233 Front Street	1,193,489	-	-	1,193,489
Jun-97	Land 123-211 Front Street	2,233,543	-	-	2,233,543
May-08	Paratransit Vans (4)	220,757	-	220,757 *	-
Apr-16	Senior & Disabled Buses (2)	140,228	-	-	140,228
Apr-18	Star Craft Buses (3)	27,587	-	-	27,587
Total \$		<u>13,478,241</u>	<u>\$ -</u>	<u>\$ 220,757</u>	<u>\$ 13,257,484</u>

* The Paratransit Vans (4) were trade-in for 4 new vans, and they are capitalized under the City's Vehicle Fund.

See accompanying independent auditor's report.

CITY OF BURBANK
PROPOSITION C LOCAL RETURN FUND
BALANCE SHEETS
June 30

	2021	2020
ASSETS		
Cash and investments	\$ 3,972,974	\$ 3,803,944
Due from Metro	-	9,739
Interest receivable	7,320	13,934
Prepaid items	10,000	10,000
Total assets	\$ 3,990,294	\$ 3,837,617
 LIABILITIES AND FUND BALANCE		
Liabilities		
Accounts payable	\$ 372,259	\$ 294,441
Total liabilities	372,259	294,441
 Fund Balance		
Restricted	3,618,035	3,543,176
Total fund balance	3,618,035	3,543,176
Total liabilities and fund balance	\$ 3,990,294	\$ 3,837,617

The accompanying notes are an integral part of the financial statements.

CITY OF BURBANK
PROPOSITION C LOCAL RETURN FUND
STATEMENTS OF REVENUES, EXPENDITURES,
For the Fiscal Years Ended June 30

	2021	2020
REVENUES		
Proposition C	\$ 1,768,224	\$ 1,724,122
Investment income	7,386	140,687
Project generated revenue (Note 10)	173,444	165,500
Miscellaneous revenue (Note 8)	265	417
Total revenues	1,949,319	2,030,726
EXPENDITURES		
Various projects	2,116,390	1,858,053
Total expenditures	2,116,390	1,858,053
Excess (deficiency) of revenues over expenditures	(167,071)	172,673
OTHER FINANCING SOURCES		
Operating transfer in from PALRF (Note 11)	241,930	240,103
Excess of revenues over expenditures and other financing	74,859	412,776
Fund balances at beginning of year	3,543,176	3,130,400
Fund balances at end of year	\$ 3,618,035	\$ 3,543,176

The accompanying notes are an integral part of the financial statements.

CITY OF BURBANK
PROPOSITION C LOCAL RETURN FUND
SUPPLEMENTARY INFORMATION
SCHEDULE OF EXPENDITURES
ACTUAL AND METRO APPROVED PROJECT BUDGET
For the Fiscal Year Ended June 30, 2021
(With Comparative Actual Amount for the Fiscal Year Ended June 30, 2020)

Project Code	Project Name	2021			2020 Actual
		Metro Budget	Actual	Variance Favorable (Unfavorable)	
105	Metrolink Shuttles	\$ 1,600,000	\$ 1,535,023	\$ 64,977	\$ 1,258,220
170	Transit Centers Program	75,000	74,858	142	73,188
180	SFV Transportation Zone Financial Analysis	55,000	49,651	5,349	58,030
260	Vehicle Equipment fund	111,824	111,824	-	111,824
590	Transit Marketing	300	297	3	359
620	Direct Administration	327,692	344,737	(17,045)	356,432
Total expenditures		\$ <u>2,169,816</u>	\$ <u>2,116,390</u>	\$ <u>53,426</u>	\$ <u>1,858,053</u>

See accompanying independent auditor's report.

CITY OF BURBANK
PROPOSITION C LOCAL RETURN FUND
SUPPLEMENTARY INFORMATION
SCHEDULE OF CAPITAL ASSETS
June 30, 2021

Date Acquired	Description	Balance 7/1/2020	Additions	Deletions	Balance 6/30/2021
Jan-97	Electric Bus Storage Facility	\$ 22,480	\$ -	\$ -	\$ 22,480
Jan-04	CNG Fuel Buses	124,547	-	-	124,547
Feb-07	CNG Fuel Buses (5)	1,675,243	-	-	1,675,243
Aug-09	CNG Fuel Buses (5)	147,137	-	-	147,137
May-17	CNG Fuel Buses (6)	2,915,550	-	-	2,915,550
	Total \$	<u>4,884,957</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,884,957</u>

See accompanying independent auditor's report.

CITY OF BURBANK
MEASURE R LOCAL RETURN FUND
BALANCE SHEETS
June 30

	2021	2020
ASSETS		
Cash and investments	\$ 4,190,376	\$ 4,231,666
Due from Metro	-	503,569
Interest receivable	8,232	16,223
Total assets	\$ 4,198,608	\$ 4,751,458
 LIABILITIES AND FUND BALANCE		
Liabilities		
Accounts payable	\$ 114,191	\$ 164,277
Total liabilities	114,191	164,277
 Fund Balance		
Restricted	4,084,417	4,587,181
Total fund balance	4,084,417	4,587,181
Total liabilities and fund balance	\$ 4,198,608	\$ 4,751,458

The accompanying notes are an integral part of the financial statements.

CITY OF BURBANK
MEASURE R LOCAL RETURN FUND
STATEMENTS OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE
For the Fiscal Years Ended June 30

	2021	2020
REVENUES		
Measure R	\$ 1,328,006	\$ 1,291,241
Service charges (Note 9)	-	1,018,747
Investment income	11,819	164,268
Miscellaneous revenue (Note 8)	318	494
Total revenues	1,340,143	2,474,750
 EXPENDITURES		
Various projects	1,842,907	1,324,947
Total expenditures	1,842,907	1,324,947
 Excess (deficiency) of revenues over expenditures	(502,764)	1,149,803
 Fund balance at beginning of year	4,587,181	3,437,378
 Fund balance at end of year	\$ 4,084,417	\$ 4,587,181

The accompanying notes are an integral part of the financial statements.

CITY OF BURBANK
MEASURE R LOCAL RETURN FUND
SUPPLEMENTARY INFORMATION
SCHEDULE OF EXPENDITURES
ACTUAL AND METRO APPROVED PROJECT BUDGET
For the Fiscal Year Ended June 30, 2021
(With Comparative Actual Amount for the Fiscal Year Ended June 30, 2020)

Project Code	Project Name	2021			2020 Actual
		Metro Budget	Actual	Variance Favorable (Unfavorable)	
120	Operating Subsidy to Existing Bus Operator	\$ 884,376	\$ 194,968	\$ 689,408	\$ 653,443
215	Burbank Airport-North Metrolink Station	69,200	17,426	51,774	15,130
215	Burbank Airport-South Metrolink Station	10,800	15,135	(4,335)	10,800
380	Downtown Burbank Parking Study	46,989	-	46,989	108,156
630	Fund Administration (20% Cap)	47,267	47,267	-	30,708
715	Traffic Signal Service Upgrades	125,000	89,036	35,964	-
715	I-5 Mitig Leland Wy	112,800	112,800	-	-
715	Street/Concrete Prog Cap	750,000	192	749,808	-
730	Complete Street Plan	4,575	-	4,575	392,405
805	Downtown Ped Improvements	117,206	-	117,206	-
805	Bike & Pedestrian Minor Project Improvements - Front Street	190,000	-	190,000	-
805	Burbank Channel Bikeway Project	1,001,857	1,366,083	(364,226)	-
815	Citywide School Safety Improvements	1,971	-	1,971	4,213
1.05	Local Res St. Imp Phase IX	-	-	-	10,092
3.90	Midtown Commercial Corridors - Pedestrian Safety	-	-	-	100,000
Total expenditures		\$ 3,362,042	\$ 1,842,907	\$ 1,519,135	\$ 1,324,947

See accompanying independent auditor's report.

CITY OF BURBANK
MEASURE R LOCAL RETURN FUND
SUPPLEMENTARY INFORMATION
SCHEDULE OF CAPITAL ASSETS
 June 30, 2021

<u>Date Acquired</u>	<u>Description</u>	<u>Balance 7/1/2020</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 6/30/2021</u>
None		\$ -	\$ -	\$ -	\$ -
	Total	\$ -	\$ -	\$ -	\$ -

See accompanying independent auditor's report.

CITY OF BURBANK
MEASURE M LOCAL RETURN FUND
BALANCE SHEETS
June 30

	2021	2020
ASSETS		
Cash and investments	\$ 2,007,251	\$ 1,927,774
Interest receivable	4,895	6,940
Total assets	\$ 2,012,146	\$ 1,934,714
 LIABILITIES AND FUND BALANCE		
Liabilities		
Accounts payable	\$ 75,000	\$ -
Total liabilities	75,000	-
 Fund Balance		
Restricted	1,937,146	1,934,714
Total fund balance	1,937,146	1,934,714
Total liabilities and fund balance	\$ 2,012,146	\$ 1,934,714

The accompanying notes are an integral part of the financial statements.

CITY OF BURBANK
MEASURE M LOCAL RETURN FUND
STATEMENTS OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE
For the Fiscal Years Ended June 30

	<u>2021</u>	<u>2020</u>
REVENUES		
Measure M	\$ 1,504,679	\$ 1,453,514
Investment income	12,327	74,660
Total revenues	<u>1,517,006</u>	<u>1,528,174</u>
 EXPENDITURES		
Various projects	<u>1,514,574</u>	<u>2,226,107</u>
Total expenditures	<u>1,514,574</u>	<u>2,226,107</u>
 Excess (deficiency) of revenues over expenditures	2,432	(697,933)
 Fund balance at beginning of year	<u>1,934,714</u>	<u>2,632,647</u>
 Fund balance at end of year	<u><u>\$ 1,937,146</u></u>	<u><u>\$ 1,934,714</u></u>

The accompanying notes are an integral part of the financial statements.

CITY OF BURBANK
MEASURE M LOCAL RETURN FUND
SUPPLEMENTARY INFORMATION
SCHEDULE OF EXPENDITURES
ACTUAL AND METRO APPROVED PROJECT BUDGET
For the Fiscal Year Ended June 30, 2021

Project Code	Project Name	2021			2020 Actual
		Metro Budget	Actual	Variance Favorable (Unfavorable)	
610	Project Administration	\$ 14,574	\$ 14,574	\$ -	\$ 8,271
705	Street Improvements	1,250,000	1,500,000	(250,000)	2,217,836
	Total expenditures	\$ 1,264,574	\$ 1,514,574	\$ (250,000)	\$ 2,226,107

See accompanying independent auditor's report.

CITY OF BURBANK
MEASURE M LOCAL RETURN FUND
SUPPLEMENTARY INFORMATION
SCHEDULE OF CAPITAL ASSETS
 June 30, 2021

Date Acquired	Description	Balance 7/1/2020	Additions	Deletions	Balance 6/30/2021
None		\$ -	\$ -	\$ -	\$ -
	Total	\$ -	\$ -	\$ -	\$ -

See accompanying independent auditor's report.

CITY OF BURBANK
TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 FUND
(PURSUANT TO PUBLIC UTILITIES CODE SECTION 99234)

BALANCE SHEETS

June 30

	2021	2020
ASSETS		
Cash and investments	\$ -	\$ -
Total assets	\$ -	\$ -
 LIABILITIES AND FUND BALANCE		
Liabilities		
Accounts payable	\$ -	\$ -
Total liabilities	-	-
 Fund Balance		
Restricted	-	-
Total fund balance	-	-
Total liabilities and fund balance	\$ -	\$ -

The accompanying notes are an integral part of the financial statements.

CITY OF BURBANK
TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 FUND
STATEMENTS OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
For the Fiscal Years Ended June 30

	2021	2020
REVENUES		
TDA 3	\$ -	\$ -
Total revenues	-	-
 EXPENDITURES		
Various projects	-	194,647
Total expenditures	-	194,647
Deficiency of revenues over expenditures	-	(194,647)
Fund balance at beginning of year	-	194,647
Fund balance at end of year	\$ -	\$ -

The accompanying notes are an integral part of the financial statements.

CITY OF BURBANK
 TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 FUND
 SUPPLEMENTARY INFORMATION
 SCHEDULE OF TRANSPORTATION DEVELOPMENT ACT
 ALLOCATION FOR SPECIFIC PROJECTS
 For the Fiscal Year Ended June 30, 2021

<u>Project Description</u>	<u>Program Year</u>	<u>Allocations</u>	<u>Expenditures</u>	<u>Unexpended Allocations</u>	<u>Project Status</u>
Local allocations					
None		\$ -	\$ -	\$ -	
	Total	\$ -	\$ -		
Fund balance at beginning of year				-	
Fund balance at end of year				-	

See accompanying independent auditor's report.

CITY OF BURBANK
NOTES TO FINANCIAL STATEMENTS
For the Fiscal Years Ended June 30, 2021 and 2020

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Fund Accounting

The operations of the Proposition A Local Return Fund (PALRF), Proposition C Local Return Fund (PCLRF), Measure R Local Return Fund (MRLRF), Measure M Local Return Fund (MMLRF) and Transportation Development Act Article 3 Fund (TDAA3F) (collectively, the Funds) are accounted for in separate sets of self-balancing accounts that comprise their assets, liabilities, fund balance, revenues and expenditures.

PALRF and PCLRF represent 25% and 20%, respectively, of the ½ cent Proposition A and ½ cent Proposition C sales taxes which are distributed to the jurisdictions within Los Angeles County based on population and must be used exclusively for transportation related programs and projects.

MRLRF is derived from 15% of a county-wide ½ cent sales tax which is distributed to the jurisdictions within Los Angeles County based on a per capita basis and must be used exclusively for transportation purposes.

MMLRF is derived from 17% of a county-wide ½ cent sales tax which is distributed to the jurisdictions within Los Angeles County based on a per capita basis and must be used exclusively for transportation purposes.

TDAA3F is a Special Revenue Fund that accounts for the City’s share of the Transportation Development Act Article 3 allocations which are legally restricted for specific purposes.

Basis of Accounting and Measurement focus

PALRF, PCLRF, MRLRF, MMLRF and TDAA3F are accounted for using the modified accrual basis of accounting whereby revenues are recognized when they become both measurable and available to finance expenditures of the current period and expenditures are generally recognized when the related fund liabilities are incurred.

Special Revenue Funds are reported on the spending or “financial flow” measurement focus. This means that generally only current assets, current liabilities and deferred inflows and outflows of resources are included on their balance sheets. The statement of revenues, expenditures and changes in fund balance for Special Revenue Funds generally present increase (revenue and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

Budgets and Budgetary Accounting

The budgeted amounts presented in this report for comparison to the actual amounts are presented in accordance with accounting principles generally accepted in the United States of America.

CITY OF BURBANK
NOTES TO FINANCIAL STATEMENTS
For the Fiscal Years Ended June 30, 2021 and 2020
(Continued)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Fair Value Measurement

In accordance with Government Accounting Standards Board (GASB) Statement No. 72, *Fair Value Measurement and Application*, which became effective for the fiscal year ended June 30, 2016, the City categorizes its fair value measurement within the fair value hierarchy that is based on the valuation inputs used to measure the fair value of the investment. Level 1 inputs are quoted prices in active markets for identical investments; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. Accordingly, the City reports its investment at fair value and recognizes unrealized gain (loss) on investments.

Refer to City's 2021 Comprehensive Annual Financial Report for detailed disclosures regarding the City's investment policy and fair value measurement.

Fund Balance Reporting

GASB Statement No.54, *Fund Balance Reporting and Governmental Fund Type Definitions*, establishes the fund balance classifications that comprise a hierarchy based primarily on extent to which a government is bound to observe constraints imposed upon the use of resources reported in governmental funds.

The PALRF, PCLRF, MRLRF, MMLRF and TDAA3F report the following fund balance classification as of June 30, 2021:

- Restricted – Amounts that are constrained for specific purpose, which are externally imposed by providers, such as creditors, or amounts constrained due to constitutional provisions or enabling legislation. The uses of the funds' remaining fund balances are restricted for projects approved by Los Angeles County Metropolitan Transportation Authority (Metro).

Information regarding the fund balance reporting policy adopted by the City is described in Note 1 to the City's Comprehensive Annual Financial Report.

NOTE 2 – ANNUAL FINANCIAL STATEMENTS

The financial statements reflect only the financial position and results of operations of the PALRF, PCLRF, MRLRF, MMLRF and TDAA3F and their compliance with the Proposition A and Proposition C Local Return Program Guidelines, Measure R Local Return Program Guidelines, Measure M Local Return Program Guidelines and Transportation Development Act Article 3 and the Los Angeles County Metropolitan Transportation Authority Funding and Allocation Guidelines for Transportation Development Act Article 3 Bicycle and Pedestrian Funds.

CITY OF BURBANK
NOTES TO FINANCIAL STATEMENTS
For the Fiscal Years Ended June 30, 2021 and 2020
(Continued)

NOTE 3 - PROPOSITION A AND PROPOSITION C LOCAL RETURN COMPLIANCE REQUIREMENTS

In accordance with Proposition A and Proposition C Local Return Program Guidelines, funds received pursuant to these guidelines may only be used for Proposition A and Proposition C Local Return approved programs. See accompanying Compliance Matrix.

NOTE 4 – MEASURE R LOCAL RETURN COMPLIANCE REQUIREMENTS

In accordance with Measure R Local Return Program Guidelines, funds received pursuant to these guidelines may only be used for Measure R Local Return approved programs. See accompanying Compliance Matrix.

NOTE 5 – MEASURE M LOCAL RETURN COMPLIANCE REQUIREMENTS

On June 23, 2016, the Metro Board of Directors approved the Los Angeles County Traffic Capital Improvement Plan Ordinance, known as Measure M. In accordance with Measure M Local Return Program Guidelines, funds received pursuant to these guidelines may only be used for Measure M Local Return approved programs. See accompanying Compliance Matrix.

NOTE 6 – TRANSPORTATION DEVELOPMENT ACT COMPLIANCE REQUIREMENTS

In accordance with Public Utilities Code Section 99234, funds received pursuant to this Code’s section may only be used for activities relating to pedestrians and bicycle facilities. See accompanying Compliance Matrix.

NOTE 7 – CASH AND INVESTMENTS

The PALRF, PCLRF, MRLRF, MMLRF and TDAA3F’s cash and investment balances were pooled with various other City funds for deposit and investment purposes. The share of each fund in the pooled cash account was separately maintained and interest income was apportioned to the participating funds based on the relationship of their monthly balances to the total of the pooled cash and investments.

CITY OF BURBANK
NOTES TO FINANCIAL STATEMENTS
For the Fiscal Years Ended June 30, 2021 and 2020
(Continued)

NOTE 8 – MISCELLANEOUS REVENUE

During the fiscal years ended June 30, 2021 and 2020 the City’s PALRF earned miscellaneous revenues in the amounts of \$11,561 and \$23,992, respectively. Miscellaneous revenues for the fiscal years ended June 30, 2021 and 2020 consisted of the following:

PALRF:	2021	2020
Supplemental transportation services provided		
within the City	\$ 11,383	\$ 13,951
Prop A Damaged Recovery	-	9,773
Litigation Settlement	178	268
Total	\$ 11,561	\$ 23,992

During the fiscal years ended June 30, 2021 and 2020 the City’s PCLRF earned miscellaneous revenues of \$265 and \$417, respectively. Miscellaneous revenues for the fiscal years ended June 30, 2021 and June 30, 2020 consist of revenue from the litigation settlement with Lehman Brothers.

During the fiscal years ended June 30, 2021 and 2020 the City’s MRLRF earned miscellaneous revenues of \$318 and \$494 respectively. Miscellaneous revenues for the fiscal years ended June 30, 2021 and June 30, 2020 consist of revenue from the litigation settlement with Lehman Brothers.

NOTE 9 – SERVICE CHARGES – MRLRF

During the fiscal year 2017, the City obtained an approval from Metro to use Measure R funds to supplement structural budget deficient in the PALRF. The funds were used to support the existing bus operations. Because the City’s existing bus service is impacted by Metro/Caltrans Interstate 5/Empire Interchange Project, Metro is reimbursing the City for traffic mitigation measures with Measure R funds. The City earned \$0 and \$503,569 during the fiscal years ended June 30, 2021 and June 30, 2020, respectively.

During the fiscal year 2018, the City entered a restricted grant agreement with CALTRANS. Under the agreement, CALTRANS intends to convey a Sustainable Communities Grant funds to the City for conducting transportation studies and planning within the regional area under the City’s jurisdiction. In the fiscal year 2020, the City obtained an approval from Metro to use Measure R funds to conduct Project Code 1.30 Complete Streets Plan. Because the Complete Streets Plan Project satisfied the City’s restricted grant agreement with CALTRANS, the City received a reimbursement from CALTRANS in amount of \$515,178 during the fiscal year ended June 30, 2020.

CITY OF BURBANK
NOTES TO FINANCIAL STATEMENTS
For the Fiscal Years Ended June 30, 2021 and 2020
(Continued)

NOTE 10 – PROJECT GENERATED REVENUE

Project generated revenue for the years ended June 30, 2021 and 2020 consisted of the following:

PALRF:	<u>2021</u>	<u>2020</u>
Transportation fare	\$ -	\$ 12,169
Senior passes	-	2,164
Transportation service fee	-	56,903
Total	<u>\$ -</u>	<u>\$ 71,236</u>

PCLRF:	<u>2021</u>	<u>2020</u>
Metrolink shuttle	\$ -	\$ 126,611
Vending revenue	1,778	5,556
Advertising revenue	171,666	33,333
Total	<u>\$ 173,444</u>	<u>\$ 165,500</u>

NOTE 11 – PROPOSITION A DISCRETIONARY INCENTIVE GRANTS AND PROPOSITION A GROWTH OVER INFLATION GRANT

The Proposition A Discretionary Incentive Grant amounting to \$116,548 and \$115,380 for the years ended June 30, 2021 and 2020, respectively, represent additional funds received from Metro for participating in the Voluntary National Transit Database (NTD) Program. The Proposition A Discretionary Incentive Grant was recorded in the PALRF and a transfer out was made to the PCLRF where the corresponding expenditures were recorded.

The Proposition A Growth Over Inflation Grant amounting to \$125,382 and \$124,723 for the years ended June 30, 2021 and 2020, respectively, represent additional funds received from Metro to expand and improve fixed route transit services provided in the Burbank area. The revenue was recorded in the PALRF and a transfer out was made to the PCLRF where the corresponding expenditures were recorded.

During the fiscal years ended June 30, 2021 and 2020, the total amount transfer-in and out to PALRF and PCLRF were \$241,930 and 240,103, respectively.

NOTE 12 – TRANSPORTATION DEVELOPMENT ACT FUND REVENUE ALLOCATION

The revenue allocation for the years ended June 30, 2021 and 2020 consisted of the following:

	<u>2021</u>	<u>2020</u>
FY 2019-20 allocation	\$ -	\$ -
FY 2020-21 allocation	-	-
Total payment requested	<u>\$ -</u>	<u>\$ -</u>

CITY OF BURBANK
NOTES TO FINANCIAL STATEMENTS
For the Fiscal Years Ended June 30, 2021 and 2020
(Continued)

NOTE 13 – TRANSPORTATION DEVELOPMENT ACT FUNDS RESERVED

In accordance with TDA Article 3 (SB821) Guidelines, funds not spent during the fiscal year have been placed on reserve in the Local Transportation Fund (LTF) account with the County Auditor-Controller to be drawn down whenever the funds become eligible for a specific project and an approved drawdown request is received by Metro. As of June 30, 2021, and 2020, the City has funds on reserve as follows:

		<u>2021</u>		<u>2020</u>
FY 2018-19 allocation	\$	56,522	\$	56,522
FY 2019-20 allocation		77,355		77,355
FY 2020-21 allocation		59,047		-
Available reserve balance	\$	<u>192,924</u>	\$	<u>133,877</u>

NOTE 14 – IMPACT OF CORONAVIRUS

On January 30, 2020, the World Health Organization declared the coronavirus outbreak a "Public Health Emergency of International Concern" and on March 10, 2020, declared it to be a pandemic. The coronavirus and actions taken to mitigate it have had and are expected to continue to have an adverse impact on the economies and financial markets of many countries, including the United States.

It is unknown how long these conditions will last and what the complete financial effect will be to businesses and other affected organizations, including local governmental entities. However, the City's management believes that the financial impact, if any, will not materially affect the June 30, 2021 Funds' financial statement.

NOTE 15 – SUBSEQUENT EVENTS

The City has evaluated subsequent events through December 13, 2021, the date the financial statements were available to be issued and concluded no other events have occurred that require disclosure or adjustments to the financial statements.



SIMPSON & SIMPSON
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**Independent Auditor’s Report on Internal Control Over Financial Reporting
and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in
Accordance with *Government Auditing Standards***

To the Honorable Members of the City Council of the
City of Burbank, California and the
Los Angeles County Metropolitan Transit Authority

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Proposition A Local Return Fund, Proposition C Local Return Fund, Measure R Local Return Fund, Measure M Local Return Fund, and Transportation Development Act Article 3 Fund (collectively, the Funds) of the City of Burbank, California (the City), as of and for the year ended June 30, 2021, and the related notes to the financial statements, and have issued our report thereon dated December 13, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the Funds’ financial statements, we considered the City’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the Funds’ financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City’s internal control. Accordingly, we do not express an opinion on the effectiveness of the City’s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.



Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's Proposition A Local Return Fund, Proposition C Local Return Fund, Measure R Local Return Fund, Measure M Local Return Fund and Transportation Development Act Article 3 Fund financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Simpson & Simpson".

Los Angeles, California
December 13, 2021

COMPLIANCE SECTION



SIMPSON & SIMPSON

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FOUNDING PARTNERS
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Independent Auditor's Report On Compliance

To the Honorable Members of the City Council of the
City of Burbank, California and the
Los Angeles County Metropolitan Transit Authority

Report on Compliance

We have audited the compliance of the City of Burbank, California (the City) with the Proposition A and Proposition C Local Return Guidelines, Measure R Local Return Guidelines, Measure M Local Return Guidelines, Transportation Development Act Article 3, and the Los Angeles County Metropolitan Transportation Authority's Funding and Allocation Guidelines for the Transportation Development Act Article 3 Bicycle and Pedestrian Funds (collectively, the Guidelines) for the year ended June 30, 2021.

Management's Responsibility

Management is responsible for the City's compliance with the Guidelines.

Auditor's Responsibility

Our responsibility is to express an opinion on the City's compliance based on our audit. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the Guidelines referred to in the preceding paragraph. Those standards and the Guidelines require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on Proposition A Local Return Program, Proposition C Local Return Program, Measure R Local Return Program, Measure M Local Return Program, and Transportation Development Act Article 3 Program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance with the Guidelines. However, our audit does not provide a legal determination of the City's compliance with the Guidelines.

Opinion on Each Local Return Program and Transportation Development Act Article 3

In our opinion, the City complied, in all material respects, with the compliance requirements of the Guidelines for the year ended June 30, 2021.



Report on Internal Control Over Compliance

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the Guidelines referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance under the Guidelines will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with the Guidelines that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that we consider to be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Guidelines. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in cursive script that reads "Simpson & Simpson".

Los Angeles, California
December 13, 2021

CITY OF BURBANK
COMPLIANCE MATRIX
Year Ended June 30, 2021

Compliance Requirement		In Compliance			Questioned Costs	If no, provide details and management response.
		Yes	No	N/A		
A. Proposition A and Proposition C Local Return Funds						
1.	Uses the State Controller’s Uniform System of Accounts and Records or has established a separate Proposition A and Proposition C Local Transit Assistance Account for Local Return purposes.	X			None	
2.	Revenues received including allocations, project generated revenues and interest income was properly credited to the Proposition A and/or Proposition C Local Return Account.	X			None	
3.	Funds were expended with Metro’s approval and were not substituted for property tax.	X			None	
4.	Timely use of funds.	X			None	
5.	Administrative expenses are within the 20% cap.	X			None	
6.	Expenditures that exceeded 25% of approved project budget have approved amended Project Description Form (Form A) or electronic equivalent.	X			None	
7.	Annual Project Update Report (Form B) or electronic equivalent was submitted on time.	X			None	
8.	Annual Expenditure Report (Form C) or electronic equivalent was submitted on time.	X			None	
9.	Pavement Management System (PMS) is in place and being used for Street Maintenance or Improvement Projects Expenditures.			X	None	There were no Street Maintenance or Improvement Project Expenditures in FY 20/21.
10.	Local Return Account is credited for reimbursable expenditures.	X			None	
11.	Where Proposition A funds were given, loaned or exchanged by one jurisdiction to another, the receiving jurisdiction has credited its Local Return Account with the funds received.			X	None	Prop A and Prop C funds were not given, loaned, or exchanged in FY 20/21.
12.	Self-Certification was completed and submitted for Intelligent Transportation Systems projects and elements.			X	None	There was no Intelligent Transportation Systems projects or elements in FY 20/21.

CITY OF BURBANK
COMPLIANCE MATRIX
Year Ended June 30, 2021

Compliance Requirement		In Compliance			Questioned Costs	If no, provide details and management response.
		Yes	No	N/A		
A. Proposition A and Proposition C Local Return Funds						
13.	A separate account was established for Capital reserve funds, Capital reserve was approved by Metro and current status is reported in the Annual Project Update (Form B) or electronic equivalent.			X	None	No capital reserve fund established for Prop A and Prop C funds in FY 20/21.
14.	Recreational transit form was submitted on time.			X	None	There was no recreational transit in FY 20/21.
15.	Fund exchanges (trades, loans, or gifts) were approved by Metro.			X	None	There were no fund exchanges in FY 20/21.
16.	Proposition C Local Return Funds were used to augment, not supplant existing local revenues being used for road improvement purposes.	X			None	
17.	All on-going and carryover projects were reported on Form B or electronic equivalent.	X			None	
18.	Cash or cash equivalents are maintained.	X			None	
19.	Accounting procedures, record keeping, and documentation are adequate.	X			None	

CITY OF BURBANK
COMPLIANCE MATRIX
Year Ended June 30, 2021
(Continued)

Compliance Requirement		In Compliance			Questioned Costs	If no, provide details and management response.
		Yes	No	N/A		
B. Measure R Local Return Fund						
1.	Funds were expended for transportation purposes.	X			None	
2.	Separate Measure R Local Return Account was established.	X			None	
3.	Revenues received including allocations, project generated revenues and interest income was properly credited to the Measure R Local Return Account.	X			None	
4.	Funds were expended with Metro's approval.	X			None	
5.	Funds were not substituted for property tax and are in compliance with the Maintenance of Effort.	X			None	
6.	Timely use of funds.	X			None	
7.	Administrative expenses are within the 20% cap.	X			None	
8.	Expenditure Plan (Form One or electronic equivalent) was submitted on time.	X			None	
9.	Expenditure Report (Form Two or electronic equivalent) was submitted on time.	X			None	
10.	Where funds expended were reimbursable by other grants or fund sources, the reimbursement was credited to the Local Return Account upon receipt of the reimbursement.	X			None	
11.	Where Measure R funds were given, loaned or exchanged by one jurisdiction to another, the receiving jurisdiction has credited its Local Return Account with the funds received.			X	None	Measure R funds were not given, loaned or exchanged in FY 20/21.
12.	A separate account was established for Capital reserve funds and Capital reserve was approved by Metro.			X	None	No capital reserve fund established for Measure R Fund in FY 20/21.
13.	Funds were used to augment, not supplant existing local revenues being used for transportation purposes unless there is a fund shortfall.	X			None	

CITY OF BURBANK
COMPLIANCE MATRIX
Year Ended June 30, 2021
(Continued)

Compliance Requirement		In Compliance			Questioned Costs	If no, provide details and management response.
		Yes	No	N/A		
B. Measure R Local Return Fund						
14.	Recreational transit form was submitted on time.			X	None	There was no recreational transit funded by Measure R in FY 20/21.
15.	Fund exchanges (trades, loans, or gifts) were approved by Metro.			X	None	There were no fund exchanges in FY 20/21.
16.	Accounting procedures, record keeping, and documentation are adequate.	X			None	

CITY OF BURBANK
COMPLIANCE MATRIX
Year Ended June 30, 2021
(Continued)

Compliance Requirement		In Compliance			Questioned Costs	If no, provide details and management response.
		Yes	No	N/A		
C. Measure M Local Return Fund						
1.	Funds were expended for transportation purposes.	X			None	
2.	Separate Measure M Local Return Account was established.	X			None	
3.	Revenues received including allocations, project generated revenues and interest income was properly credited to the Measure M Local Return Account.	X			None	
4.	Funds were expended with Metro's approval.	X			None	
5.	Funds were not substituted for property tax and are in compliance with the Maintenance of Effort.	X			None	
6.	Timely use of funds.	X			None	
7.	Administrative expenses are within the 20% cap.	X			None	
8.	Expenditure Plan (Form M-One or electronic equivalent) was submitted on time.	X			None	
9.	Expenditure Report (Form M-Two or electronic equivalent) was submitted on time.	X			None	
10.	Where funds expended were reimbursable by other grants or fund sources, the reimbursement was credited to the Local Return Account upon receipt of the reimbursement.	X			None	
11.	Where Measure M funds were given, loaned or exchanged by one jurisdiction to another, the receiving jurisdiction has credited its Local Return Account with the funds received.			X	None	Measure M funds were not given, loaned or exchanged in FY 20/21.
12.	A separate account was established for Capital reserve funds and Capital reserve was approved by Metro.			X	None	No capital reserve fund established for Measure M Fund in FY 20/21.
13.	Funds were used to augment, not supplant existing local revenues being used for transportation purposes unless there is a fund shortfall.	X			None	

CITY OF BURBANK
COMPLIANCE MATRIX
 Year Ended June 30, 2021
 (Continued)

Compliance Requirement		In Compliance			Questioned Costs	If no, provide details and management response.
		Yes	No	N/A		
C. Measure M Local Return Fund						
14.	Recreational transit form was submitted on time.			X	None	There was no recreational transit funded by Measure M in FY 20/21.
15.	Fund exchanges (trades, loans, or gifts) were approved by Metro.			X	None	There were no fund exchanges in FY 20/21.
16.	Accounting procedures, record keeping, and documentation are adequate.	X			None	

CITY OF BURBANK
COMPLIANCE MATRIX
 Year Ended June 30, 2021
 (Continued)

Compliance Requirement		In Compliance			Questioned Costs	If no, provide details and management response.
		Yes	No	N/A		
D. Transportation Development Act Article 3 Fund						
1.	Timely use of funds.	X			None	
2.	Expenditures were incurred for activities relating to pedestrian and bicycle facilities and amenities.			X	None	No expenditures were incurred in FY 20/21.

CITY OF BURBANK
SCHEDULE OF FINDINGS AND RECOMMENDATIONS
June 30, 2021

No findings were noted.

EXIT CONFERENCE

CITY OF BURBANK
PROPOSITION A, PROPOSITION C, MEASURE R, MEASURE M LOCAL RETURN FUNDS AND
TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 FUND
EXIT CONFERENCE
June 30, 2021

An exit conference was held on December 27, 2021 with the City of Burbank. Those in attendance were:

Simpson & Simpson Representative:

Terry Bian, Senior Auditor

City's Representative:

Angela O'Connor, Accountant
Beverly Wong, Senior Administrative Analyst

Matters Discussed:

Results of the audit disclosed no significant control deficiencies and no non-compliance issue with Metro Guidelines.

A copy of this report was forwarded to the following City representative(s) for their comments prior to the issuance of the final report:

Angela O'Connor, Accountant
Beverly Wong, Senior Administrative Analyst

Simpson & Simpson, LLP
633 West 5th Street, Suite 3320
Los Angeles, CA 90071

RE: CITY OF BURBANK ANNUAL FINANCIAL REPORT OF THE PROPOSITION A LOCAL RETURN FUND, PROPOSITION C LOCAL RETURN FUND, MEASURE R LOCAL RETURN FUND, MEASURE M LOCAL RETURN FUND AND TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 FUND FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

I have received the annual financial report of the Proposition A Local Return Fund, Proposition C Local Return Fund, Measure R Local Return Fund, Measure M Local Return Fund and Transportation Development Act Article 3 Fund for the years ended June 30, 2021 and 2020 for the City of Burbank and agree with the contents of the report except as indicated below:

(Attach additional pages if necessary)

Very truly yours,

Name

Title

Date