

ST. AUGUSTINE - ST. JOHNS COUNTY AIRPORT AUTHORITY
First Budget Meeting
held in The Conference Center, Meeting Room B
4730 Casa Cola Way
St. Augustine, Florida
on Monday, September 9, 2019
from 5:01 p.m. to 5:22 p.m.

BOARD MEMBERS PRESENT:

SUZANNE GREEN, Chairman
RANDY BRUNSON
STEVE KIRA
JUSTIN MIRGEAUX

BOARD MEMBERS PRESENT:

BRUCE MAGUIRE

ALSO PRESENT:

DOUGLAS N. BURNETT, Esquire, St. Johns Law Group,
104 Sea Grove Main Street, St. Augustine, FL, 32080,
Attorney for Airport Authority.

EDWARD WUELLNER, A.A.E., Executive Director.

JANET M. BEASON, RPR, RMR, CRR
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P R O C E E D I N G S

CHAIRMAN GREEN: All right. Let's call to order the first public hearing of the 2019-20 budget for the St. Augustine Airport.

We will now have the opening remarks from you, Mr. Wuellner?

MR. KIRA: Do -- do we do another pledge?

CHAIRMAN GREEN: I don't believe so. I have not before, but if someone would like to.

MR. WUELLNER: Do you really want to?

MR. KIRA: No, I don't --

MR. WUELLNER: We don't normally.

MR. KIRA: Because it probably is a continuation of the last meeting.

MR. WUELLNER: We do it for the second public hearing because it's a stand-alone meeting.

MR. KIRA: It's stand-alone, okay.

OPENING REMARKS

MR. WUELLNER: Just the usual -- I say usual comments, but the -- by way of opening remarks, remind you process-wise this is governed by Florida Statutes in terms of the order of the agenda.

We are required to deal with the issue of millage. Even though we aren't likely to adopt a

I N D E X

1		
2		PAGE
3	OPENING REMARKS	3
4	MILLAGE	3
5	Discussion of Millage Rate by Authority	4
6	Public Comment	none
6	Tentative Adoption - Resolution 2019-06	7
7	BUDGET	
8	Proposed Budget - Staff	7
8	Discussion	16
9	Public Comment	none
10	Tentative Adoption - Resolution 2019-07	19
11	COMMENTS	none
12	REPORTER'S CERTIFICATE	22
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		

millage, you still must deal with that before substantive discussions about the budget itself and any action related to the budget.

So I guess that's strategically developed to keep you from second-guessing your budget and suddenly deciding you need more money. So you decide how much money you have before you allocate it in a formal sense.

We are pleased to present, as we have for believe it or not beginning our tenth year, of a zero millage budget that meets the needs of the airport and the citizens of St. Johns County, at the same point is extremely conservative, and provides adequate wiggle room, for lack of better words, to address some -- something that might come up by way of anomaly during the course of a fiscal year.

MR. BRUNSON: That's good to know.

MR. WUELLNER: And we do that by of course maintaining a reasonable level of reserves.

Now, we have made a few changes your -- I'm not going to deal with budget now. So we'll deal with millage first, as I just said.

CHAIRMAN GREEN: Okay. So our first resolution --

1 MR. WUELLNER: First resolution --
 2 CHAIRMAN GREEN: -- is 2019-06.
 3 MR. WUELLNER: Well, you might want to adopt
 4 it before --
 5 CHAIRMAN GREEN: That's what I'm saying.
 6 That's what we're working with, right? You're
 7 going to read it?
 8 MR. WUELLNER: Yes.
 9 MR. BURNETT: Yeah, I'll go ahead and read it
 10 into the record. This would be
 11 St. Augustine-St. Johns County Airport Authority
 12 Resolution 2019-06.
 13 A resolution of the St. Augustine-St. Johns
 14 County Airport Authority of St. Johns County,
 15 Florida adopting the tentative levying of
 16 ad valorem taxes for Fiscal Year 2019-2020
 17 providing for an effective date.
 18 Whereas, the St. Augustine-St. Johns County
 19 Airport Authority of St. Johns County, Florida on
 20 September 9th, 2019 adopted for Fiscal Year
 21 2019-2020 a tentative millage rate following a
 22 public hearing as required by Florida Statute
 23 200.065.
 24 And, whereas, the St. Augustine-St. Johns
 25 County Airport Authority proposed a millage rate of

1 0.0000, and said millage rate does not exceed the
 2 rolled-back rate.
 3 Now, therefore, be it resolved by the
 4 St. Augustine-St. Johns County Airport Authority of
 5 St. Johns County, Florida, that the Fiscal Year
 6 2019-2020 operating tentative millage rate is
 7 0.0000 mills, which does not exceed the rolled-back
 8 rate.
 9 This resolution shall take effect immediately
 10 upon its adoption. Duly adopted at a public
 11 hearing this 9th day of September, 2019.
 12 And, Chairman Green, you may want to take
 13 public comment before.
 14 CHAIRMAN GREEN: Okay. Any public comment on
 15 the resolution as presented?
 16 (None.)
 17 CHAIRMAN GREEN: Hearing none, any board
 18 comment?
 19 MR. BRUNSON: None.
 20 MR. MIRGEAUX: None.
 21 CHAIRMAN GREEN: Okay. Then we will entertain
 22 a motion to --
 23 MR. WUELLNER: Adopt.
 24 CHAIRMAN GREEN: -- adopt the resolution.
 25 MR. MIRGEAUX: Motion to adopt the resolution

1 as read.
 2 CHAIRMAN GREEN: Is there a second?
 3 MR. BRUNSON: Second.
 4 CHAIRMAN GREEN: So there's a first and second
 5 as presented. Any further discussion from the
 6 board?
 7 MR. WUELLNER: For clarification, that's
 8 Resolution 2019-06.
 9 CHAIRMAN GREEN: 06. All in favor of adopting
 10 the Resolution 2019-06 in favor?
 11 MR. BRUNSON: Aye.
 12 MR. KIRA: Aye.
 13 MR. MIRGEAUX: Aye.
 14 CHAIRMAN GREEN: Aye. Any opposed?
 15 (None.)
 16 CHAIRMAN GREEN: None opposed. Then the
 17 adoption of the resolution will pass.
 18 PROPOSED BUDGET - STAFF
 19 MR. WUELLNER: Which allows us now to discuss
 20 the budget or present the budget again.
 21 We have made a number of changes since the
 22 last time you saw it. Nothing of -- nothing that
 23 crazy, but we received -- just in the interest of
 24 sort of full disclosure as to why this made it into
 25 the -- into the capital list, but we had received a

1 call from FAA Airport's District office about three
 2 weeks ago, something like that, indicating that we
 3 are very likely -- they can't tell you
 4 affirmatively, but we are very likely to receive
 5 one of the grants we applied for last summer out of
 6 the supplemental funding as it pertains to
 7 replacing the apron outside of the airline
 8 terminal.
 9 If you recall, that's about a \$3.6, \$3.8
 10 million project of federal dollars representing a
 11 90-plus percent, perhaps as high as 100 percent
 12 funding. We won't know until we actually get a
 13 grant offer on that. We expect that if it's going
 14 to materialize, probably within the next week to
 15 10 days at the latest.
 16 In the abundance of caution, we've gone ahead
 17 and included it in the budget. Worst-case scenario
 18 is the project doesn't materialize and the
 19 airport's resources that would be identified to pay
 20 our share of that would just simply go back into
 21 reserves or simply go to reserves at the end of the
 22 fiscal year next year. So it's not really a
 23 negative, but it is then accommodated within the
 24 budget without any issues.
 25 Otherwise, the capital development program is

1 pretty much the same. If you recall, we presented
2 a budget with almost \$200,000 going to reserves as
3 a part of last -- the presentation we did in July.

4 As a result of adding that project and the
5 possibility of a -- of an Authority share of
6 5 percent being required, that has been whittled
7 down to a much smaller number.

8 Again, it's unlikely that every project listed
9 in the capital will occur, open, close squarely
10 within the fiscal year. So it's -- it kind of
11 represents a worst-case scenario, meaning every
12 project gets started pretty quickly here, gets
13 completed, and everything gets billed out and every
14 penny gets spent during a current -- a single
15 fiscal year. Unlikely. So, it kind of represents
16 a worst-case scenario from a budget perspective
17 only.

18 Otherwise the projects that we presented in
19 July remain the same, with the total capital budget
20 now coming up to \$5,640,000, which is a significant
21 uptick from the last time.

22 MR. BRUNSON: Where are you reading that
23 number? I'm looking at --

24 MR. WUELLNER: At the very bottom. Where it
25 says total capital equipment and construction.

1 MR. BRUNSON: Oh, yeah, I see it.

2 MR. WUELLNER: And then they're subdivided by
3 funding sources and -- when it makes it into the
4 operating budget.

5 I'm going to talk off the operating revenues
6 and expenses budget, which would be the second page
7 of the -- of the -- what are Excel spreadsheets.
8 So it's going to look like the -- it's got a blue
9 top with a (indicating).

10 But I'll walk through the budget, which again,
11 I'd like to emphasize that this follows the format
12 of your operating statements every month. So your
13 compilation follows this order and this setup. So
14 while it has a little more detail than this does,
15 it follows it precisely so that it should be
16 relatively easy during the year to track how the
17 budget was put in there.

18 So anyway, fueling between FBO and the net of
19 self-service that the Airport Authority does, we
20 expect to have \$242,480 of revenue next year.

21 Moving to leases, we would have a total of all
22 our lease revenues at \$3,659,521. That's a general
23 uptick of about 3.7 percent across the board. I
24 will point out because we don't have a negotiated
25 number under the major leases category as it

1 pertains to Grumman, I do not have an updated
2 number in that. It would likely be a little bit
3 better than what is showing. But I -- until I have
4 that number, it didn't make much sense to guess
5 what it might be.

6 CHAIRMAN GREEN: Did that also include our
7 T-hangars that are not operational just yet or
8 oc- --

9 MR. WUELLNER: It --

10 CHAIRMAN GREEN: -- occupied?

11 MR. WUELLNER: It includes the revenue that
12 exists today, the revenue sources today. So it's
13 actually -- the rate increases are programmed
14 regardless of move into them.

15 The only thing it would affect is an uptick in
16 a -- the few units that come off the -- that would
17 ultimately go to the hangar waiting list
18 individuals, because they would come in at a full
19 new rent versus that laddered rent increase that
20 was approved, what, three years ago, four years
21 ago --

22 CHAIRMAN GREEN: Uh-huh.

23 MR. WUELLNER: -- whatever it was?

24 Agreements, as I mentioned last time, we're
25 putting in a zero for airline operations on the

1 revenue side and we're putting a zero in on the
2 cost or the -- what it cost to do airline service
3 on the expense side. We can always adjust that
4 when something happens. But rather than just have
5 them hanging out there as numbers, it didn't make
6 much sense to us.

7 So under agreements, we have \$84,726 for a
8 total 100 percent revenue number equating to
9 \$3,986,727. Keep in mind we -- we adjust that
10 number by 5 percent downward, so we have a
11 95 percent revenue number of \$3,787,391.

12 That -- if you go to the first page, you'll
13 see that that number is where the total carries
14 forward. We always get this question at this point
15 in the budget process, the front seat -- sheet
16 doesn't agree with -- the revenues don't agree with
17 the second sheet, and they don't. You're
18 absolutely correct.

19 The difference is we take the 5 percent off of
20 the individual revenue categories on the front
21 page, we do it as a summary on the back page
22 because I think it's important for you to
23 understand how much revenue is really in there when
24 we get to the guts of the budget versus a summary.
25 So when you get to the total, they're identical.

1 But that's why.
 2 And for your edification, that number, the
 3 difference between the two is approximately
 4 \$200,000 this year. It's --
 5 CHAIRMAN GREEN: Is that because of the
 6 airline? Because of Via or rental cars --
 7 MR. WUELLNER: No. What I'm saying is the
 8 5 percent number is approximately \$200,000. It's
 9 199,000 and some dollars.
 10 CHAIRMAN GREEN: Okay.
 11 MR. WUELLNER: It's actually out in the
 12 margin. It doesn't -- it's not material to the
 13 budget presentation, but just for your reference.
 14 If all revenue is -- is met, all our revenue
 15 obligations are met this year, we would have an
 16 extra \$200,000 of revenue versus what we budget for
 17 expense. And in theory, that would go to -- or any
 18 portion of that would go back into a reserves kind
 19 of use.
 20 CHAIRMAN GREEN: I was just looking at the
 21 difference between 18-19 and 19-20. It's down --
 22 what does that equate to total revenue?
 23 MR. WUELLNER: It's about --
 24 CHAIRMAN GREEN: I didn't worry about the 95
 25 percent.

1 MR. WUELLNER: -- 2.1 percent.
 2 CHAIRMAN GREEN: I know, but is that -- where
 3 is that lost from revenues? Is it from some of the
 4 airlines, from some of the --
 5 MR. WUELLNER: Yes.
 6 CHAIRMAN GREEN: -- rental cars?
 7 MR. WUELLNER: Yes, exactly.
 8 CHAIRMAN GREEN: Okay. That's what I --
 9 MR. WUELLNER: Exactly.
 10 CHAIRMAN GREEN: Okay.
 11 MR. WUELLNER: Yes. I'm sorry if that was
 12 your question earlier.
 13 Under expenses, moving to that line, personnel
 14 and benefits at \$1,115,795, all our
 15 operating-related expenses total another
 16 \$1,488,500, for a total expenditure budget of
 17 \$2,604,295 this year.
 18 Now, net from operations leaves us -- we
 19 actually make a profit at this point in our
 20 financial statements of \$1,183,096. That is again
 21 not inclusive of the 5 percent from a revenue
 22 standpoint. So you potentially have another
 23 \$200,000 of -- of money there.
 24 Turning to the next page, non-operating, we
 25 carry that number forward. We have no debt

1 service. We do not anticipate any debt service.
 2 We did not borrow anything. We do not expect to
 3 borrow any money in the coming fiscal year. There
 4 is no investment interest per se. It's been worked
 5 into general. And ad valorem taxes of course is
 6 zero based on the millage you've adopted. That
 7 brings us adjusted net from operations that first
 8 line at still \$1,183,096.
 9 Moving to capital. We kind of took a quick
 10 look at what was in the capital projects list.
 11 We've moved that forward and kind of identified now
 12 the sources of revenue that go against that.
 13 And you will see items there for FAA, FDOT,
 14 FIND, and the Airport Authority match in this. And
 15 you can see how those shares are. FAA would have
 16 \$3.51 million in next year's budget for capital.
 17 FDOT has another \$1,015,000, as does the
 18 Airport Authority having \$1,065,000. The disparity
 19 being capital equipment that's ineligible for FDOT
 20 participation. For a \$5,640,000 expenditure.
 21 When you take our share, which is the
 22 \$1,065,000, and subtract it from the reserves --
 23 not reserves -- from the operating surplus, you
 24 find that we have approximately \$68,096 that we can
 25 move toward reserves. So it's still a positive

1 year. We're not dipping into reserves. It's just
 2 not a huge year to be putting money into reserves.
 3 At the end of the day, we expect to add the
 4 68,000 and change into the reserves, which would
 5 leave us with a reserve number of \$2,563,096 at the
 6 end of next fiscal year. Potentially another
 7 \$200,000 in there, too.
 8 Okay. With that, if you go to the first page,
 9 you'll see that the revenue side of \$10,000,812 --
 10 \$812 -- \$10,812,391 is exactly equal to the total
 11 projected expenses of \$10,812,391 cents -- dollars.
 12 I'm just not going to get that out right today.
 13 But that represents a balanced budget for the
 14 Airport Authority once again, and by statute that
 15 is required.
 16 That's the budget in a -- in a nutshell for
 17 you. Staff recommends approval. We're certainly
 18 willing and anxious to answer any questions or
 19 comments for anything related to this at this
 20 point.
 21 CHAIRMAN GREEN: Any board comment?
 22 MR. KIRA: Two issues.
 23 MR. WUELLNER: Sure.
 24 MR. KIRA: Our -- our dues that we pay to the
 25 TPO and -- and the other organization, where do

1 they go? Where do they come from?
 2 MR. WUELLNER: They come under publications
 3 and memberships under expenditures. It's a general
 4 expense. It's like the second or third one up.
 5 Second one up from the bottom --
 6 MR. KIRA: It's only \$15,000?
 7 MR. WUELLNER: Actually the TPO dues are
 8 significantly less. There about four grand, round
 9 numbers.
 10 MR. KIRA: Oh. That's big business but --
 11 MR. WUELLNER: Yeah. We're -- they do it
 12 based on the --
 13 MR. KIRA: I -- the size of -- I understand.
 14 MR. WUELLNER: Yeah. We're little, compared
 15 to county.
 16 CHAIRMAN GREEN: Any other board comment?
 17 MR. BRUNSON: I have none.
 18 CHAIRMAN GREEN: I'm assuming that most of
 19 our -- I mean, insurance always goes up, liability.
 20 MR. WUELLNER: Actually our insurance, believe
 21 it or not, was stable this year.
 22 We had some -- some discounts from the
 23 worker's comp side of the equation that actually
 24 netted -- the savings on worker's comp netted the
 25 slight increases that were in liability and

1 property.
 2 So actually it was about within \$3,000 total,
 3 which is a nice change. We managed to keep the
 4 health care cost to right at 5 percent this year
 5 and -- which was -- is always a challenge.
 6 CHAIRMAN GREEN: All right. I have nothing
 7 for public comment. If anybody has anything, I
 8 don't have any pieces of paper, if someone wants to
 9 comment.
 10 (None.)
 11 CHAIRMAN GREEN: Okay.
 12 MR. BURNETT: With that, I'll read the
 13 resolution.
 14 It would be St. Augustine-St. Johns County
 15 Airport Authority Resolution 2019-07. A resolution
 16 of the St. Augustine-St. Johns County
 17 Airport Authority of St. Johns County, Florida,
 18 adopting the tentative budget for Fiscal Year
 19 2019-2020 providing for an effective date.
 20 Whereas, the St. Augustine-St. Johns County
 21 Airport Authority of St. Johns County, Florida, on
 22 September 9th, 2019 adopted for Fiscal Year
 23 2019-2020 a tentative budget following a public
 24 hearing as required by Florida Statute 200.065.
 25 And whereas, the St. Augustine-St. Johns

1 County Airport Authority has prepared a budget for
 2 the Fiscal Year 2019-2020.
 3 And whereas, the St. Augustine-St. Johns
 4 County Airport Authority adopted a tentative
 5 millage rate prior to adopting this resolution.
 6 Now, therefore, be it resolved by the
 7 St. Augustine-St. Johns County Airport Authority of
 8 St. Johns County, Florida, that:
 9 1. The annual budget estimates of revenues
 10 and expenditures of the St. Augustine-St. Johns
 11 County Airport Authority for Fiscal Year 2019-2020,
 12 as considered and acted upon under and by the
 13 authority of the laws of Florida are hereby
 14 ratified, approved, and tentatively adopted, and
 15 the amounts of money set forth therein are hereby
 16 appropriated.
 17 2. The annual budget of revenues and
 18 expenditures tentatively adopted for the ensuing
 19 Fiscal Year 2019-2020 shall be attached to the
 20 minutes of this meeting.
 21 This resolution shall take effect immediately
 22 upon its adoption. Duly adopted at a public
 23 hearing this 9th day of September, 2019.
 24 That would be the resolution.
 25 CHAIRMAN GREEN: The resolution's been read

1 formally. Any other comments by the board?
 2 (None.)
 3 CHAIRMAN GREEN: All in -- make a motion to
 4 adopt the resolution or not?
 5 MR. KIRA: Move -- move to adopt the
 6 Resolution 2019-07.
 7 CHAIRMAN GREEN: Is there a second?
 8 MR. BRUNSON: Second.
 9 CHAIRMAN GREEN: Any further board discussion?
 10 (None.)
 11 CHAIRMAN GREEN: All in favor of adopting
 12 Resolution 2019-07?
 13 MR. BRUNSON: Aye.
 14 MR. KIRA: Aye.
 15 MR. MIRGEAUX: Aye.
 16 CHAIRMAN GREEN: Aye. Any opposed?
 17 (None.)
 18 CHAIRMAN GREEN: Motion carries. No opposed.
 19 MR. WUELLNER: Did want to point out if you
 20 prefer a more narrative version, there is this
 21 bigger document, and that will be posted on the
 22 web site when you finally adopt next week.
 23 CHAIRMAN GREEN: Right. Okay. Just a
 24 reminder next Monday at 5:01 we have our final
 25 budget meeting.

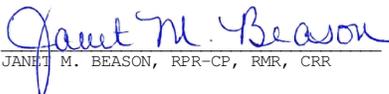
1 All right. We're all excused then. Thank
2 you, everybody.
3 (Hearing concluded at 5:22 p.m.)
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1 REPORTER'S COURT CERTIFICATE

2
3 STATE OF FLORIDA)
4 COUNTY OF ST. JOHNS)
5

6 I, JANET M. BEASON, RPR-CP, RMR, CRR, certify that I
7 was authorized to and did stenographically report the
8 foregoing proceedings and that the transcript is a true
9 record of my stenographic notes.

10 Dated this 17th day of September, 2019.
11

12 
13 JANET M. BEASON, RPR-CP, RMR, CRR
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<p>CHAIRMAN GREEN: [38] MR. BRUNSON: [9] 4/17 6/18 7/2 7/10 9/21 9/25 17/16 20/7 20/12 MR. BURNETT: [2] 5/8 18/11 MR. KIRA: [12] 3/6 3/10 3/12 3/16 7/11 16/21 16/23 17/5 17/9 17/12 20/4 20/13 MR. MIRGEAUX: [4] 6/19 6/24 7/12 20/14 MR. WUELLNER: [31]</p> <p>\$</p> <p>\$1,015,000 [1] 15/17 \$1,065,000 [2] 15/18 15/22 \$1,115,795 [1] 14/14 \$1,183,096 [2] 14/20 15/8 \$1,488,500 [1] 14/16 \$10,000,812 [1] 16/9 \$10,812,391 [2] 16/10 16/11 \$15,000 [1] 17/6 \$2,563,096 [1] 16/5 \$2,604,295 [1] 14/17 \$200,000 [6] 9/2 13/4 13/8 13/16 14/23 16/7 \$242,480 [1] 10/20 \$3,000 [1] 18/2 \$3,659,521 [1] 10/22 \$3,787,391 [1] 12/11 \$3,986,727 [1] 12/9 \$3.51 [1] 15/16 \$3.6 [1] 8/9 \$3.8 [1] 8/9 \$5,640,000 [2] 9/20 15/20 \$68,096 [1] 15/24 \$812 [1] 16/10 \$84,726 [1] 12/7</p> <p>0</p> <p>0.0000 [2] 6/1 6/7 0570 [1] 1/24 06 [6] 2/6 5/2 5/12 7/8 7/9 7/10 07 [4] 2/9 18/15 20/6 20/12</p> <p>1</p> <p>10 [1] 8/15 100 [1] 12/8 100 percent [1] 8/11 104 [1] 1/17 1510 [1] 1/23 16 [1] 2/8 17th [1] 22/10 18-19 [1] 13/21 19 [2] 2/9 13/21 19-20 [1] 13/21</p>	<p>199,000 [1] 13/9</p> <p>2</p> <p>2.1 [1] 14/1 20 [2] 3/3 13/21 200.065 [2] 5/23 18/24 2019 [6] 1/6 5/20 6/11 18/22 19/23 22/10 2019-06 [2] 2/6 5/2 2019-07 [1] 2/9 2019-20 [1] 3/3 2019-2020 [8] 5/16 5/21 6/6 18/19 18/23 19/2 19/11 19/19 2020 [8] 5/16 5/21 6/6 18/19 18/23 19/2 19/11 19/19 22 [1] 2/11</p> <p>3</p> <p>3.7 [1] 10/23 32080 [1] 1/17 32084 [1] 1/24</p> <p>4</p> <p>4730 [1] 1/4</p> <p>5</p> <p>5 percent [6] 9/6 12/10 12/19 13/8 14/21 18/4 5:01 [2] 1/7 20/24 5:22 [2] 1/7 21/3</p> <p>6</p> <p>68,000 [1] 16/4</p> <p>8</p> <p>825-0570 [1] 1/24</p> <p>9</p> <p>90-plus [1] 8/11 904 [1] 1/24 95 [1] 13/24 95 percent [1] 12/11 9th [4] 5/20 6/11 18/22 19/23</p>	<p>adding [1] 9/4 address [1] 4/15 adequate [1] 4/14 adjust [2] 12/3 12/9 adjusted [1] 15/7 adopt [8] 3/25 5/3 6/23 6/24 6/25 20/4 20/5 20/22 adopted [8] 5/20 6/10 15/6 18/22 19/4 19/14 19/18 19/22 adopting [5] 5/15 7/9 18/18 19/5 20/11 adoption [5] 2/6 2/9 6/10 7/17 19/22 affect [1] 11/15 affirmatively [1] 8/4 again [5] 7/20 9/8 10/10 14/20 16/14 against [1] 15/12 agenda [1] 3/23 ago [3] 8/2 11/20 11/21 agree [2] 12/16 12/16 agreements [2] 11/24 12/7 ahead [2] 5/9 8/16 airline [4] 8/7 11/25 12/2 13/6 airlines [1] 14/4 airport [20] 1/1 1/17 3/4 4/12 5/11 5/14 5/19 5/25 6/4 10/19 15/14 15/18 16/14 18/15 18/17 18/21 19/1 19/4 19/7 19/11 Airport Authority [16] 5/11 5/14 5/19 5/25 6/4 10/19 15/14 15/18 16/14 18/15 18/17 18/21 19/1 19/4 19/7 19/11 airport's [2] 8/1 8/19 all [11] 3/2 7/9 10/21 13/14 13/14 14/14 18/6 20/3 20/11 21/1 21/1 allocate [1] 4/7 allows [1] 7/19 almost [1] 9/2 alone [2] 3/16 3/17 also [2] 1/15 11/6 always [4] 12/3 12/14 17/19 18/5 amounts [1] 19/15 annual [2] 19/9 19/17 anomaly [1] 4/16 another [5] 3/7 14/15 14/22 15/17 16/6 answer [1] 16/18 anticipate [1] 15/1 anxious [1] 16/18 any [16] 4/3 6/14 6/17 7/5 7/14 8/24 13/17 15/1 15/3 16/18 16/21 17/16 18/8 20/1 20/9 20/16</p>	<p>anybody [1] 18/7 anything [3] 15/2 16/19 18/7 anyway [1] 10/18 applied [1] 8/5 appropriated [1] 19/16 approval [1] 16/17 approved [2] 11/20 19/14 approximately [3] 13/3 13/8 15/24 apron [1] 8/7 are [13] 3/24 4/9 8/3 8/4 9/22 10/7 11/7 11/13 13/15 15/15 17/7 19/13 19/15 aren't [1] 3/25 as [19] 4/9 4/23 5/22 6/15 7/1 7/5 7/24 8/6 8/11 8/11 9/2 9/4 10/25 11/24 12/5 12/21 15/17 18/24 19/12 assuming [1] 17/18 attached [1] 19/19 Attorney [1] 1/17 AUGUSTINE [18] 1/1 1/5 1/17 1/23 1/24 3/4 5/11 5/13 5/18 5/24 6/4 18/14 18/16 18/20 18/25 19/3 19/7 19/10 authority [21] 1/1 1/17 2/5 5/11 5/14 5/19 5/25 6/4 9/5 10/19 15/14 15/18 16/14 18/15 18/17 18/21 19/1 19/4 19/7 19/11 19/13 authorized [1] 22/7 Aye [8] 7/11 7/12 7/13 7/14 20/13 20/14 20/15 20/16</p> <p>B</p> <p>back [5] 6/2 6/7 8/20 12/21 13/18 balanced [1] 16/13 based [2] 15/6 17/12 be [13] 5/10 6/3 8/19 10/6 10/15 11/2 11/5 16/2 18/14 19/6 19/19 19/24 20/21 BEASON [3] 1/22 22/6 22/13 because [7] 3/13 3/16 10/24 11/18 12/22 13/5 13/6 been [3] 9/6 15/4 19/25 before [5] 3/9 4/1 4/7 5/4 6/13 beginning [1] 4/10 being [2] 9/6 15/19 believe [3] 3/8 4/10 17/20 benefits [1] 14/14 better [2] 4/14 11/3 between [3] 10/18 13/3</p>	<p>13/21 big [1] 17/10 bigger [1] 20/21 billed [1] 9/13 bit [1] 11/2 blue [1] 10/8 board [9] 1/9 1/12 6/17 7/6 10/23 16/21 17/16 20/1 20/9 borrow [2] 15/2 15/3 bottom [2] 9/24 17/5 Boulevard [1] 1/23 brings [1] 15/7 BRUCE [1] 1/13 BRUNSON [1] 1/10 budget [35] BURNETT [1] 1/16 business [1] 17/10</p> <p>C</p> <p>call [2] 3/2 8/1 can [3] 12/3 15/15 15/24 can't [1] 8/3 capital [9] 7/25 8/25 9/9 9/19 9/25 15/9 15/10 15/16 15/19 care [1] 18/4 carries [2] 12/13 20/18 carry [1] 14/25 cars [2] 13/6 14/6 Casa [1] 1/4 case [3] 8/17 9/11 9/16 categories [1] 12/20 category [1] 10/25 caution [1] 8/16 Center [1] 1/3 cents [1] 16/11 certainly [1] 16/17 CERTIFICATE [2] 2/11 22/1 certify [1] 22/6 Chairman [2] 1/10 6/12 challenge [1] 18/5 change [2] 16/4 18/3 changes [2] 4/21 7/21 citizens [1] 4/12 clarification [1] 7/7 close [1] 9/9 Cola [1] 1/4 come [5] 4/15 11/16 11/18 17/1 17/2 coming [2] 9/20 15/3 comment [9] 2/5 2/9 6/13 6/14 6/18 16/21 17/16 18/7 18/9 comments [4] 2/10 3/20 16/19 20/1 comp [2] 17/23 17/24 compared [1] 17/14 compilation [1] 10/13 completed [1] 9/13 concluded [1] 21/3 Conference [1] 1/3 conservative [1] 4/13</p>
--	---	--	--	--

C
considered [1] 19/12
construction [1] 9/25
continuation [1] 3/14
correct [1] 12/18
cost [3] 12/2 12/2 18/4
county [22] 1/1 4/12
 5/11 5/14 5/14 5/18
 5/19 5/25 6/4 6/5 17/15
 18/14 18/16 18/17
 18/20 18/21 19/1 19/4
 19/7 19/8 19/11 22/4
course [3] 4/16 4/19
 15/5
Court [2] 1/23 22/1
CP [2] 22/6 22/13
crazy [1] 7/23
CRR [3] 1/22 22/6
 22/13
current [1] 9/14

D
date [2] 5/17 18/19
Dated [1] 22/10
day [4] 6/11 16/3 19/23
 22/10
days [1] 8/15
de [1] 1/23
deal [4] 3/24 4/1 4/22
 4/22
debt [2] 14/25 15/1
decide [1] 4/7
deciding [1] 4/6
detail [1] 10/14
developed [1] 4/4
development [1] 8/25
did [5] 9/3 11/6 15/2
 20/19 22/7
didn't [3] 11/4 12/5
 13/24
difference [3] 12/19
 13/3 13/21
dipping [1] 16/1
Director [1] 1/18
disclosure [1] 7/24
discounts [1] 17/22
discuss [1] 7/19
discussion [4] 2/5 2/8
 7/5 20/9
discussions [1] 4/2
disparity [1] 15/18
District [1] 8/1
do [14] 3/7 3/7 3/7 3/10
 3/15 4/19 11/1 12/2
 12/21 15/1 15/2 16/25
 17/1 17/11
document [1] 20/21
does [6] 6/1 6/7 10/14
 10/19 13/22 15/17
doesn't [3] 8/18 12/16
 13/12
dollars [3] 8/10 13/9
 16/11
don't [7] 3/8 3/11 3/12
 10/24 12/16 12/17 18/8

DOUGLAS [1] 1/16
down [2] 9/7 13/21
downward [1] 12/10
dues [2] 16/24 17/7
Duly [2] 6/10 19/22
during [3] 4/16 9/14
 10/16

E
earlier [1] 14/12
easy [1] 10/16
edification [1] 13/2
EDWARD [1] 1/18
effect [2] 6/9 19/21
effective [2] 5/17 18/19
emphasize [1] 10/11
end [3] 8/21 16/3 16/6
ensuing [1] 19/18
entertain [1] 6/21
equal [1] 16/10
equate [1] 13/22
equating [1] 12/8
equation [1] 17/23
equipment [2] 9/25
 15/19
Esquire [1] 1/16
estimates [1] 19/9
Even [1] 3/25
every [4] 9/8 9/11 9/13
 10/12
everybody [1] 21/2
everything [1] 9/13
exactly [3] 14/7 14/9
 16/10
exceed [2] 6/1 6/7
Excel [1] 10/7
excused [1] 21/1
Executive [1] 1/18
exists [1] 11/12
expect [4] 8/13 10/20
 15/2 16/3
expenditure [2] 14/16
 15/20
expenditures [3] 17/3
 19/10 19/18
expense [3] 12/3 13/17
 17/4
expenses [4] 10/6
 14/13 14/15 16/11
extra [1] 13/16
extremely [1] 4/13

F
FAA [3] 8/1 15/13
 15/15
favor [3] 7/9 7/10 20/11
FBO [1] 10/18
FDOT [3] 15/13 15/17
 15/19
federal [1] 8/10
few [2] 4/21 11/16
final [1] 20/24
finally [1] 20/22
financial [1] 14/20
find [2] 15/14 15/24

first [9] 1/2 3/3 4/23
 4/24 5/1 7/4 12/12 15/7
 16/8
fiscal [14] 4/16 5/16
 5/20 6/5 8/22 9/10 9/15
 15/3 16/6 18/18 18/22
 19/2 19/11 19/19
Fiscal Year [4] 18/18
 19/2 19/11 19/19
FL [2] 1/17 1/24
Florida [12] 1/5 3/22
 5/15 5/19 5/22 6/5
 18/17 18/21 18/24 19/8
 19/13 22/3
Florida Statute [2]
 5/22 18/24
Florida Statutes [1]
 3/22
following [2] 5/21
 18/23
follows [3] 10/11 10/13
 10/15
foregoing [1] 22/8
formal [1] 4/8
formally [1] 20/1
format [1] 10/11
forth [1] 19/15
forward [3] 12/14
 14/25 15/11
four [2] 11/20 17/8
front [2] 12/15 12/20
fueling [1] 10/18
full [2] 7/24 11/18
funding [3] 8/6 8/12
 10/3
further [2] 7/5 20/9

G
general [3] 10/22 15/5
 17/3
get [5] 8/12 12/14
 12/24 12/25 16/12
gets [4] 9/12 9/12 9/13
 9/14
go [10] 5/9 8/20 8/21
 11/17 12/12 13/17
 13/18 15/12 16/8 17/1
goes [1] 17/19
going [7] 4/22 5/7 8/13
 9/2 10/5 10/8 16/12
gone [1] 8/16
good [1] 4/18
got [1] 10/8
governed [1] 3/21
grand [1] 17/8
grant [1] 8/13
grants [1] 8/5
GREEN [2] 1/10 6/12
Group [1] 1/16
Grove [1] 1/17
Grumman [1] 11/1
guess [2] 4/4 11/4
guessing [1] 4/5
guts [1] 12/24

H
had [2] 7/25 17/22
hangar [1] 11/17
hangars [1] 11/7
hanging [1] 12/5
happens [1] 12/4
has [5] 9/6 10/14 15/17
 18/7 19/1
have [23]
having [1] 15/18
health [1] 18/4
hearing [8] 3/3 3/16
 5/22 6/11 6/17 18/24
 19/23 21/3
held [1] 1/3
here [1] 9/12
hereby [2] 19/13 19/15
high [1] 8/11
how [4] 4/7 10/16
 12/23 15/15
huge [1] 16/2
huh [1] 11/22

I
I'd [1] 10/11
I'll [3] 5/9 10/10 18/12
I'm [8] 4/21 5/5 9/23
 10/5 13/7 14/11 16/12
 17/18
identical [1] 12/25
identified [2] 8/19
 15/11
immediately [2] 6/9
 19/21
important [1] 12/22
include [1] 11/6
included [1] 8/17
includes [1] 11/11
inclusive [1] 14/21
increase [1] 11/19
increases [2] 11/13
 17/25
indicating [2] 8/2 10/9
individual [1] 12/20
individuals [1] 11/18
ineligible [1] 15/19
insurance [2] 17/19
 17/20
interest [2] 7/23 15/4
investment [1] 15/4
is [35]
issue [1] 3/24
issues [2] 8/24 16/22
it [42]
it's [22] 3/16 3/17 8/13
 8/22 9/8 9/10 10/8 10/8
 11/12 12/22 13/4 13/8
 13/11 13/12 13/21
 13/23 15/4 15/25 16/1
 17/3 17/4 17/6
items [1] 15/13
its [2] 6/10 19/22
itself [1] 4/2

J
JANET [3] 1/22 22/6
 22/13
JOHNS [22] 1/1 1/16
 4/12 5/11 5/13 5/14
 5/18 5/19 5/24 6/4 6/5
 18/14 18/16 18/17
 18/20 18/21 18/25 19/3
 19/7 19/8 19/10 22/4
July [2] 9/3 9/19
just [11] 3/19 4/23 7/23
 8/20 11/7 12/4 13/13
 13/20 16/1 16/12 20/23
JUSTIN [1] 1/11

K
keep [3] 4/5 12/9 18/3
kind [5] 9/10 9/15
 13/18 15/9 15/11
KIRA [1] 1/11
know [3] 4/18 8/12
 14/2

L
lack [1] 4/14
laddered [1] 11/19
last [6] 3/14 7/22 8/5
 9/3 9/21 11/24
latest [1] 8/15
Law [1] 1/16
laws [1] 19/13
lease [1] 10/22
leases [2] 10/21 10/25
leave [1] 16/5
leaves [1] 14/18
Leon [1] 1/23
less [1] 17/8
Let's [1] 3/2
level [1] 4/20
levying [1] 5/15
liability [2] 17/19 17/25
like [5] 3/9 8/2 10/8
 10/11 17/4
likely [4] 3/25 8/3 8/4
 11/2
line [2] 14/13 15/8
list [3] 7/25 11/17
 15/10
listed [1] 9/8
little [3] 10/14 11/2
 17/14
look [2] 10/8 15/10
looking [2] 9/23 13/20
lost [1] 14/3

M
made [3] 4/21 7/21
 7/24
MAGUIRE [1] 1/13
Main [1] 1/17
maintaining [1] 4/20
major [1] 10/25
make [4] 11/4 12/5
 14/19 20/3
makes [1] 10/3

<p>M</p> <p>managed [1] 18/3 margin [1] 13/12 match [1] 15/14 material [1] 13/12 materialize [2] 8/14 8/18 may [1] 6/12 mean [1] 17/19 meaning [1] 9/11 meeting [6] 1/2 1/3 3/14 3/16 19/20 20/25 meets [1] 4/11 MEMBERS [2] 1/9 1/12 memberships [1] 17/3 mentioned [1] 11/24 met [2] 13/14 13/15 might [3] 4/15 5/3 11/5 millage [12] 2/4 2/5 3/25 4/1 4/11 4/23 5/21 5/25 6/1 6/6 15/6 19/5 million [2] 8/10 15/16 mills [1] 6/7 mind [1] 12/9 minutes [1] 19/20 MIRGEAUX [1] 1/11 Monday [2] 1/6 20/24 money [6] 4/6 4/7 14/23 15/3 16/2 19/15 month [1] 10/12 more [3] 4/6 10/14 20/20 most [1] 17/18 motion [4] 6/22 6/25 20/3 20/18 move [4] 11/14 15/25 20/5 20/5 moved [1] 15/11 moving [3] 10/21 14/13 15/9 Mr. [1] 3/6 Mr. Wuellner [1] 3/6 much [6] 4/7 9/1 9/7 11/4 12/6 12/23 must [1] 4/1 my [1] 22/9</p>	<p>14/24 none [14] 2/5 2/9 2/10 6/16 6/17 6/19 6/20 7/15 7/16 17/17 18/10 20/2 20/10 20/17 normally [1] 3/12 not [19] 3/9 4/10 4/22 6/1 6/7 8/22 11/1 11/7 13/12 14/21 15/1 15/2 15/2 15/23 16/1 16/2 16/12 17/21 20/4 notes [1] 22/9 nothing [3] 7/22 7/22 18/6 now [9] 3/5 4/21 4/22 6/3 7/19 9/20 14/18 15/11 19/6 number [14] 7/21 9/7 9/23 10/25 11/2 11/4 12/8 12/10 12/11 12/13 13/2 13/8 14/25 16/5 numbers [2] 12/5 17/9 nutshell [1] 16/16</p>	<p>out [7] 8/5 9/13 10/24 12/5 13/11 16/12 20/19 outside [1] 8/7</p> <p>P</p> <p>p.m [3] 1/7 1/7 21/3 page [7] 2/2 10/6 12/12 12/21 12/21 14/24 16/8 paper [1] 18/8 part [1] 9/3 participation [1] 15/20 pass [1] 7/17 pay [2] 8/19 16/24 penny [1] 9/14 per [1] 15/4 per se [1] 15/4 percent [13] 8/11 8/11 9/6 10/23 12/8 12/10 12/11 12/19 13/8 13/25 14/1 14/21 18/4 perhaps [1] 8/11 personnel [1] 14/13 perspective [1] 9/16 pertains [2] 8/6 11/1 pieces [1] 18/8 pleased [1] 4/9 pledge [1] 3/7 plus [1] 8/11 point [6] 4/13 10/24 12/14 14/19 16/20 20/19 Ponce [1] 1/23 portion [1] 13/18 positive [1] 15/25 possibility [1] 9/5 posted [1] 20/21 potentially [2] 14/22 16/6 precisely [1] 10/15 prefer [1] 20/20 prepared [1] 19/1 present [5] 1/9 1/12 1/15 4/9 7/20 presentation [2] 9/3 13/13 presented [4] 6/15 7/5 9/1 9/18 pretty [2] 9/1 9/12 prior [1] 19/5 probably [2] 3/13 8/14 proceedings [1] 22/8 process [2] 3/21 12/15 process-wise [1] 3/21 profit [1] 14/19 program [1] 8/25 programmed [1] 11/13 project [5] 8/10 8/18 9/4 9/8 9/12 projected [1] 16/11 projects [2] 9/18 15/10 property [1] 18/1 proposed [3] 2/8 5/25 7/18 provides [1] 4/14 providing [2] 5/17</p>	<p>18/19 public [11] 2/5 2/9 3/3 3/15 5/22 6/10 6/13 6/14 18/7 18/23 19/22 publications [1] 17/2 put [1] 10/17 putting [3] 11/25 12/1 16/2</p> <p>Q</p> <p>question [2] 12/14 14/12 questions [1] 16/18 quick [1] 15/9 quickly [1] 9/12</p> <p>R</p> <p>RANDY [1] 1/10 rate [9] 2/5 5/21 5/25 6/1 6/2 6/6 6/8 11/13 19/5 rather [1] 12/4 ratified [1] 19/14 read [5] 5/7 5/9 7/1 18/12 19/25 reading [1] 9/22 really [3] 3/10 8/22 12/23 reasonable [1] 4/20 recall [2] 8/9 9/1 receive [1] 8/4 received [2] 7/23 7/25 recommends [1] 16/17 record [2] 5/10 22/9 reference [1] 13/13 regardless [1] 11/14 related [3] 4/3 14/15 16/19 relatively [1] 10/16 remain [1] 9/19 remarks [4] 2/3 3/5 3/18 3/20 remind [1] 3/21 reminder [1] 20/24 rent [2] 11/19 11/19 rental [2] 13/6 14/6 replacing [1] 8/7 report [1] 22/7 REPORTER'S [2] 2/11 22/1 Reporters [1] 1/23 representing [1] 8/10 represents [3] 9/11 9/15 16/13 required [5] 3/24 5/22 9/6 16/15 18/24 reserve [1] 16/5 reserves [11] 4/20 8/21 8/21 9/2 13/18 15/22 15/23 15/25 16/1 16/2 16/4 resolution [22] 2/6 2/9 4/25 5/1 5/12 5/13 6/9 6/15 6/24 6/25 7/8 7/10 7/17 18/13 18/15 18/15</p>	<p>19/5 19/21 19/24 20/4 20/6 20/12 Resolution 2019-06 [3] 5/12 7/8 7/10 Resolution 2019-07 [3] 18/15 20/6 20/12 resolution's [1] 19/25 resolved [2] 6/3 19/6 resources [1] 8/19 result [1] 9/4 revenue [15] 10/20 11/11 11/12 12/1 12/8 12/11 12/20 12/23 13/14 13/14 13/16 13/22 14/21 15/12 16/9 revenues [6] 10/5 10/22 12/16 14/3 19/9 19/17 right [7] 3/2 5/6 16/12 18/4 18/6 20/23 21/1 RMR [3] 1/22 22/6 22/13 rolled [2] 6/2 6/7 rolled-back [2] 6/2 6/7 room [2] 1/3 4/14 round [1] 17/8 RPR [3] 1/22 22/6 22/13 RPR-CP [2] 22/6 22/13</p> <p>S</p> <p>said [2] 4/23 6/1 same [3] 4/13 9/1 9/19 savings [1] 17/24 saw [1] 7/22 say [1] 3/19 saying [2] 5/5 13/7 says [1] 9/25 scenario [3] 8/17 9/11 9/16 se [1] 15/4 Sea [1] 1/17 seat [1] 12/15 second [11] 3/15 4/5 7/2 7/3 7/4 10/6 12/17 17/4 17/5 20/7 20/8 second-guessing [1] 4/5 see [5] 10/1 12/13 15/13 15/15 16/9 self [1] 10/19 self-service [1] 10/19 sense [3] 4/8 11/4 12/6 September [6] 1/6 5/20 6/11 18/22 19/23 22/10 service [4] 10/19 12/2 15/1 15/1 set [1] 19/15 setup [1] 10/13 shall [3] 6/9 19/19 19/21 share [3] 8/20 9/5 15/21 shares [1] 15/15 sheet [2] 12/15 12/17</p>
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<p>S</p> <p>should [1] 10/15 showing [1] 11/3 side [4] 12/1 12/3 16/9 17/23 significant [1] 9/20 significantly [1] 17/8 simply [2] 8/20 8/21 since [1] 7/21 single [1] 9/14 site [1] 20/22 size [1] 17/13 slight [1] 17/25 smaller [1] 9/7 so [21] 3/8 4/4 4/6 4/22 4/24 7/4 8/22 9/10 9/15 10/8 10/12 10/13 10/15 10/18 11/12 12/7 12/10 12/25 14/22 15/25 18/2 some [6] 4/15 13/9 14/3 14/4 17/22 17/22 someone [2] 3/9 18/8 something [3] 4/15 8/2 12/4 sorry [1] 14/11 sort [1] 7/24 sources [3] 10/3 11/12 15/12 spent [1] 9/14 spreadsheets [1] 10/7 squarely [1] 9/9 ST [9] 1/1 1/1 1/5 1/16 1/17 1/23 1/24 6/5 22/4 St. [31] St. Augustine [1] 3/4 St. Augustine-St. Johns [6] 5/11 5/13 5/24 18/25 19/3 19/10 St. Augustine-St. Johns County [6] 5/18 6/4 18/14 18/16 18/20 19/7 St. Johns County [6] 4/12 5/14 5/19 18/17 18/21 19/8 stable [1] 17/21 Staff [3] 2/8 7/18 16/17 stand [2] 3/16 3/17 stand-alone [2] 3/16 3/17 standpoint [1] 14/22 started [1] 9/12 STATE [1] 22/3 statements [2] 10/12 14/20 statute [3] 5/22 16/14 18/24 Statutes [1] 3/22 stenographic [1] 22/9 stenographically [1] 22/7 STEVE [1] 1/11 still [3] 4/1 15/8 15/25 strategically [1] 4/4 Street [1] 1/17</p>	<p>subdivided [1] 10/2 substantive [1] 4/2 subtract [1] 15/22 suddenly [1] 4/6 summary [2] 12/21 12/24 summer [1] 8/5 supplemental [1] 8/6 Sure [1] 16/23 surplus [1] 15/23 SUZANNE [1] 1/10</p> <p>T</p> <p>T-hangars [1] 11/7 take [5] 6/9 6/12 12/19 15/21 19/21 talk [1] 10/5 taxes [2] 5/16 15/5 tell [1] 8/3 tentative [8] 2/6 2/9 5/15 5/21 6/6 18/18 18/23 19/4 tentatively [2] 19/14 19/18 tenth [1] 4/10 terminal [1] 8/8 terms [1] 3/22 than [3] 10/14 11/3 12/4 Thank [1] 21/1 that [67] that's [12] 4/4 4/18 5/5 5/6 7/7 8/9 10/22 13/1 14/8 15/19 16/16 17/10 them [2] 11/14 12/5 then [5] 6/21 7/16 8/23 10/2 21/1 theory [1] 13/17 there [11] 7/2 10/17 12/5 12/23 14/23 15/3 15/13 16/7 17/8 20/7 20/20 there's [1] 7/4 therefore [2] 6/3 19/6 therein [1] 19/15 they [7] 8/3 11/18 12/17 17/1 17/1 17/2 17/11 they're [2] 10/2 12/25 thing [1] 11/15 think [1] 12/22 third [1] 17/4 this [26] those [1] 15/15 though [1] 3/25 three [2] 8/1 11/20 through [1] 10/10 time [3] 7/22 9/21 11/24 today [3] 11/12 11/12 16/12 too [1] 16/7 took [1] 15/9 top [1] 10/9 total [11] 9/19 9/25</p>	<p>10/21 12/8 12/13 12/25 13/22 14/15 14/16 16/10 18/2 toward [1] 15/25 TPO [2] 16/25 17/7 track [1] 10/16 transcript [1] 22/8 true [1] 22/8 Turning [1] 14/24 two [2] 13/3 16/22</p> <p>U</p> <p>Uh [1] 11/22 Uh-huh [1] 11/22 ultimately [1] 11/17 under [6] 10/25 12/7 14/13 17/2 17/3 19/12 understand [2] 12/23 17/13 units [1] 11/16 unlikely [2] 9/8 9/15 until [2] 8/12 11/3 up [5] 4/16 9/20 17/4 17/5 17/19 updated [1] 11/1 upon [3] 6/10 19/12 19/22 uptick [3] 9/21 10/23 11/15 us [5] 7/19 12/6 14/18 15/7 16/5 use [1] 13/19 usual [2] 3/19 3/19</p> <p>V</p> <p>valorem [2] 5/16 15/5 version [1] 20/20 versus [3] 11/19 12/24 13/16 very [3] 8/3 8/4 9/24 Via [1] 13/6</p> <p>W</p> <p>waiting [1] 11/17 walk [1] 10/10 want [4] 3/10 5/3 6/12 20/19 wants [1] 18/8 was [10] 10/17 11/20 11/23 13/20 14/11 15/10 17/21 18/2 18/5 22/7 way [3] 1/4 3/20 4/16 we [51] we'll [1] 4/22 we're [8] 5/6 11/24 12/1 16/1 16/17 17/11 17/14 21/1 we've [2] 8/16 15/11 web [1] 20/22 web site [1] 20/22 week [2] 8/14 20/22 weeks [1] 8/2 Well [1] 5/3 were [1] 17/25</p>	<p>what [12] 5/5 5/6 10/7 11/3 11/5 11/20 12/2 13/7 13/16 13/22 14/8 15/10 whatever [1] 11/23 when [6] 10/3 12/4 12/23 12/25 15/21 20/22 where [6] 9/22 9/24 12/13 14/2 16/25 17/1 whereas [5] 5/18 5/24 18/20 18/25 19/3 which [9] 6/7 7/19 9/20 10/6 10/10 15/21 16/4 18/3 18/5 while [1] 10/14 whittled [1] 9/6 why [2] 7/24 13/1 wiggle [1] 4/14 will [7] 3/5 6/21 7/17 9/9 10/24 15/13 20/21 willing [1] 16/18 wise [1] 3/21 within [4] 8/14 8/23 9/10 18/2 without [1] 8/24 won't [1] 8/12 words [1] 4/15 worked [1] 15/4 worker's [2] 17/23 17/24 working [1] 5/6 worry [1] 13/24 worst [3] 8/17 9/11 9/16 worst-case [3] 8/17 9/11 9/16 would [17] 3/9 5/10 8/19 8/20 10/6 10/21 11/2 11/15 11/16 11/18 13/15 13/17 13/18 15/15 16/4 18/14 19/24 WUELLNER [2] 1/18 3/6</p> <p>Y</p> <p>yeah [4] 5/9 10/1 17/11 17/14 year [25] year's [1] 15/16 years [2] 11/20 11/20 Yes [4] 5/8 14/5 14/7 14/11 yet [1] 11/7 you [29] you'll [2] 12/12 16/9 You're [2] 5/6 12/17 you've [1] 15/6 your [7] 4/5 4/21 10/12 10/12 13/2 13/13 14/12</p> <p>Z</p> <p>zero [4] 4/11 11/25 12/1 15/6</p>	
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