



PINELLAS PARK WATER MANAGEMENT DISTRICT
6460 35TH STREET N.
PINELLAS PARK, FL 33781-6221

A G E N D A

REGULAR AUTHORITY MEETING #6
Fiscal Year 2020/2021

SEPTEMBER 16, 2021
5:30 P.M.

Members of the public will have an opportunity to make public comment on each agenda item during the time that agenda item is considered any comments on items not on the agenda can be made at the end of the agenda. Please keep comments to three (3) minutes for each item.

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES

A. Board Meeting #5 was held on July 15, 2021

***POSSIBLE MOTION - (APPROVE/DENY) THE MINUTES OF THE BOARD MEETING #5
HELD ON JULY 15, 2021.***

V. NEW BUSINESS

NONE

VI. ITEMS OF BUSINESS

A. PROJECTS.

- i. Channel 1C (09/18/2014) – Renewal from 98th Ave. to Confluence of CH 1 (10-08)
- ii. Channel 4 (01/15/2015) – Panel Replacement (10-19)
- iii. Channel 1 (11/16/2017) – Panel Replacement at 66th Street (18-01)
- iv. Channel 1A2 (11/16/2017) – Repair at 49th Street (14-04)
- v. Channel 2E Repair (3/19/2020) – Repair at Mainland's/The Lakes (20-01)
- vi. Channel 5 Rip-Rap Repair (7/16/2020)

B. ADMINISTRATION.

i. Finance

1. Finance Statement – August 2021

POSSIBLE MOTION - (APPROVE/DENY) FINANCIAL STATEMENT FOR AUGUST 2021 AS ON FILE IN THE DISTRICT OFFICE.

2. Investment Summary – September 2021

POSSIBLE MOTION - (APPROVE/DENY) INVESTMENT SUMMARY FOR September 2021.

ii. Executive Director Comments

1. Regular Board Meeting Dates for FY21/22

iii. Legal Counsel Comments

C. MISCELLANEOUS. The next Regular Authority Meeting will be held on Thursday, November 18, 2021 at 5:30 p.m.

VII. PUBLIC COMMENTS

VIII. BOARD MEMBER COMMENTS

IX. ADJOURNMENT

POSSIBLE MOTION - I MOVE WE ADJOURN THE PINELLAS PARK WATER MANAGEMENT DISTRICT BOARD MEETING #6

Pursuant to Section 286.0105, Florida Statutes, any person desiring to appeal any action taken by the District at this meeting will need a record of the proceedings, and for such purpose may be required to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based.

Any person with a disability who needs any accommodation to participate in this proceeding is entitled to assistance at no cost. Please contact the office of the District in writing at 6460 35th Street, Pinellas Park, FL 33781 or by phone at (727) 528-8022 at least two business days prior to the meeting to advise what assistance is needed.

**PINELLAS PARK WATER MANAGEMENT DISTRICT (PPWMD)
6460 35TH STREET N.
PINELLAS PARK, FL 33781-6221
(727) 528-8022**

**July 15, 2021
Regular Authority Meeting #5**

MINUTES

IN ATTENDANCE

Randal A. Roberts, PPWMD
Ann Martin, PPWMD
David Cook, PPWMD
Jennifer Cowan, District Attorney
Carolina Restrepo, District Engineer
Nick Charnas P.E., Applied Sciences
Aaron Petersen, City of Pinellas Park

I. Chairman Ed Taylor called to order the Regular Authority Meeting #5 for June 15, 2021 at 5:31 P.M.

II. ROLL CALL

Mr. Taylor - Here
Mr. Farrell - Here
Mr. Tingler – Absent

III. APPROVAL OF AGENDA

Randal A. Roberts, Executive Director, stated there are no changes to the agenda

IV. MINUTES

Mr. Farrell made a motion to approve the minutes of the Regular Authority Meeting #4 held on May 20, 2021. Second was made by Mr. Taylor.

No discussion. Roll Call:

Voting Aye: Mr. Taylor, Mr. Farrell and Mr. Tingler - absent

MOTION APPROVED

V. NEW BUSINESS

A. Budget.

Mr. Roberts provided a draft budget for the Board to review. Mr. Roberts stated he is working with Applied Sciences and McKim & Creed to get more accurate numbers for the final budget. The line items highlighted in red are line items that will decrease. The revenue went up approximately 10%, keeping the same millage rates.

B. Health Insurance Renewal.

Mr. Roberts stated the District's health insurance broker got several quotes, the health insurance has increased for the new year. Mr. Roberts is recommending we stay with United Healthcare. All other plans stayed the same.

Mr. Farrell made a motion to approve renew United Healthcare Balance Plan CD-KH/RX849 and all other Health coverages as presented by the Executive Director for 2021-2022. Second was made by Mr. Taylor.

No discussion. Roll Call:

Voting Aye: Mr. Taylor, Mr. Farrell and Mr. Tingler - absent

C. Renew Mowing Contract with Precise Property Management for three (3) years.

Mr. Roberts said that the contractor was agreeable to renewing the contract and we agreed to give a 10% increase for the next year. We can bid again in a year or agree to keep the contractor if everything is still agreeable.

Mr. Farrell made a motion to approve the renewal of the Mowing Contract with Precise Property Management for one year and approve an increase of 10% for a total yearly contract amount of \$43,230. Second was made by Mr. Taylor.

No discussion. Roll Call:

Voting Aye: Mr. Taylor, Mr. Farrell and Mr. Tingler - absent

MOTION APPROVED

VI. ITEMS OF BUSINESS

A. PROJECTS

CHANNEL 1C (09-18-14) – RENEWAL FROM 98TH AVE. TO CONFLUENCE OF CH 1 (10-08)

Randal A. Roberts, Executive Director hopefully to get this out to bid soon.

CHANNEL 4 (01-15-2015) - PANEL REPLACEMENT (10-19)

Nick Charnas P.E., Applied Sciences stated design for this project is 60% completed.

CHANNEL 1 (11-16-2017) – PANEL REPLACEMENT AT 66TH STREET (18-01)

Randal A. Roberts, Executive Director, explained that we are planning on going out to rebid this project because it came in over budget and are working on getting this project out to bid.

CHANNEL 1A2 (11-16-2017) – REPAIR AT 49TH STREET (14-04)

Randal A. Roberts, Executive Director, showed some pictures of the Baffle Box being installed. Nick Charnas P.E., Applied Sciences stated that they are happy with Keystone Excavators progress.

CHANNEL 2E REPAIR (3/19/2020) – REPAIR AT MAINLANDS/THE LAKES (20-01)

Nick Charnas P.E., Applied Sciences stated that the plans are 100% complete, SWFMD has given us our general permit, a site visit on July 22, 2021 is scheduled with FDEP to finalize the permitting on this project.

CHANNEL 5 RIP RAP REPAIR

Randal A. Roberts, Executive Director, stated the contractor will get out there as soon as his schedule permits and the weather allows. Mr. Roberts and Ms. Cowan met with one of the resident to sign a Temporary Construction agreement at the end of May to allow access for this repair.

VII. FINANCIAL STATEMENT

Mr. Farrell made a motion to approve the Financial Statement for June 2021 as on file in the District's Office. Second was made by Mr. Taylor.

No discussion. Roll Call:

Voting Aye: Mr. Taylor, Mr. Farrell and Mr. Tingler - absent

VIII. INVESTMENT SUMMARY

Mr. Farrell made a motion to approve the Investment Summary of July 2021. Second was made by Mr. Taylor.

No discussion. Roll Call:

Voting Aye: Mr. Taylor, Mr. Farrell and Mr. Tingler - absent

EXECUTIVE DIRECTOR COMMENTS

Randal Roberts stated that the Trim Meeting will be September 8 and September 16.

LEGAL COUNSEL COMMENTS

There were no additional comments from legal counsel.

VII. PUBLIC COMMENTS

There were no additional comments from the public.

VIII. BOARD MEMBER COMMENTS

There were no additional comments from the Board.

IX. ADJOURNMENT

There was no further business to come before the Board and Mr. Farrell moved to adjourn the Pinellas Park Water Management District Board Meeting #5. Second was made by Mr. Taylor.

Meeting was adjourned at 6:01 p.m.

THIS DOCUMENT IS CERTIFIED AS
APPROVED ON _____

ATTEST: _____

DATE: _____

Signed: _____

Chairman

Vice Chairman

Treasurer



PINELLAS PARK WATER MANAGEMENT DISTRICT

BI-MONTHLY SUMMARY OF CDM SMITH ACTIVITIES FY2021

REPORT 6 – September 7, 2021

CDM Smith PN: 6202-253101

PROJECT RELATED UPDATES

CHANNEL 1 WEST of 66th STREET CONCRETE PANEL REPLACEMENT

- No new activities since prior status update. Project will be re-bid.

CHANNEL 1A2 CHANNEL IMPROVEMENTS PROJECT

- Participated in construction progress meetings on July 27 and August 24, 2021.
- Performed periodic site visits to observe construction progress, including on July 29, August 10, August 11, and August 20, 2021.

CHANNEL 1C RENEWAL

- No new activities since prior status update.

CHANNEL 4 PANEL REPLACEMENT AT 58TH AVENUE

- Provided review of the 90% design plans.

NEW DEVELOPMENT REVIEWS - HYDROLOGY MODEL UPDATES

- Continuing to review and update the hydrology models.
- Provided Channel 3 ICPR model to Pennoni upon their request.
- Provided Channel 5 ICPR model to S&ME upon their request.

SUPPORT SERVICES

CONSULTING SUPPORT AND MEETINGS

- Channel 5 rip rap repair consulting support. A meeting discussion was held on July 8, 2021 between CDM Smith and PPWMD to discuss repair.
- Partially prepared bi-monthly Maintenance Report for July and August 2021 (pending to be finalized).

- Participated in the July 2021 Board Meeting.
- Made site visit on July 29, 2021 with PPWMD to Channel 2E.
- Requested quotes for data logger improvements for Channel 3.

GASB REPORT

- No new activities under this task.

PUBLIC FACILITIES REPORT

- No new activities under this task.

CAPITAL IMPROVEMENTS PROGRAM

- Participated in Pinellas County conference call on August 11, 2021 regarding State House Rule HR53.

DISTRICT MODERNIZATION

- Continuing to update electronic maintenance database and work order templates.
- Conducted three meetings during this period to continue updating work order template.

DISTRICT ENGINEER

- Prepared monthly project invoices and status update report.
- Reviewed Channel 3, Phase 2D permit and record documents to complete permit certification.
- Provided review and comments of new district contract documents based on EJCDC documents, including a meeting at PPWMD offices on July 22, 2021 and conference call on July 30, 2021 with District Attorney.
- Assisted with plan for final changes to Channel 5. This included review of PPWMD plan, existing elevations, and rip-rap survey. Worked with PPWMD staff to develop figures to describe changes to be made.



Status Report
for
Pinellas Park Water Management District
July 7 - September 1, 2021

This status report contains a summary of the efforts that Applied Sciences accomplished for the Pinellas Park Water Management District on their projects during the period of July 7 through September 1, 2021.

Channel 1 – West of 66th Street North

1. Attended the Board meeting on July 15
2. Discussed front-end documents with District
3. Submitted FDOT Driveway Permit application on August 25
4. Received FDOT Driveway Permit and reviewed details
5. Discussed project with Priests of the Sacred Heart



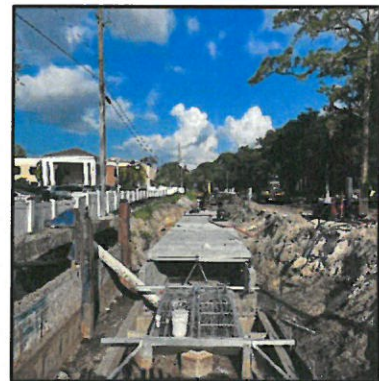
Channel 2E – Improvements at 101st Terrace

1. Coordinated with City of Pinellas Park of 12-inch dia. reclaim waterline
2. Coordinated with Surveyor on obtaining subsurface utility survey
3. Coordinated with Duke Energy several times regarding utility pole relocation
4. Received and reviewed No Permit Required letter from FDEP on August 17



Channel 1A2 – 49th Street to 52nd Street

1. Held Progress Meeting Nos. 3 and 4 on July 27 and August 24, respectively
2. Distributed Progress Meeting minutes for Meeting Nos. 3 and 4 on July 28 and August 26, respectively
3. Reviewed and approved Payment Application Nos. 3 and 4
4. Attended several site visits to provide site observations
5. Coordinated with Driggers Engineering and LBYD on site visits
6. Coordinated with Keystone Excavators several times
7. Assisted the District with submitting for SWFWMD reimbursement
8. Coordinated with Oldcastle several times to develop a solution to baffle box connection
9. Met with resident regarding their shed on August 9



Channel 4 – Panel Replacement West of 49th Street to 52nd Street

1. Performed inquiries with Utility owners
2. Submitted 90 percent deliverables to District on August 6
3. Coordinated with SWFWMD and FDEP several times on the permit exemption



FINANCIAL STATEMENT

September 2021



PINELLAS PARK WATER MANAGEMENT DISTRICT

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Pinellas Park Water Management District

Balance Sheet

As of 8/31/2021

Assets

Current Assets

PAYROLL-SUNTRUST	\$3,850,080.00	
WELLS FARGO BANK-SAVINGS	25,877.49	
SUNTRUST-OPERATING	13,397,205.29	
STATE POOL ACCT	557,916.27	
STATE POOL ACCT	1,574,275.34	
EMPLOYEE ADVANCES	319.45	
AUDIT-COMMISSION	150.00	
AUDIT-PREPAID COMMISSION	7,912.00	
Total Current Assets		\$19,413,735.84

Total Assets

\$19,413,735.84

Liabilities and Equity

Current Liabilities

AUDIT-ACCRUED RETIREMENT PAYBL	\$0.02	
FICA PAYABLE	(239.50)	
UNION EXPENSE PAYABLE	143.88	
Total Current Liabilities		\$(95.60)

Total Liabilities

\$(95.60)

Equity

FUND BALANCE	\$16,512,571.61	
Current Year Profit/Loss	2,901,259.83	
Total Equity		19,413,831.44

Total Liabilities and Equity

\$19,413,735.84

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Pinellas Park Water Management District
Income Statement
(Current Period & Year To Date)
For the period(s) of 8/1/2021 through 8/31/2021

	Current Period		Year to Date	
Revenues				
AD VALOREM TAX RECEIPTS	\$0.00	0.0 %	\$5,375,469.50	99.3 %
EXCESS FEES-TAX COLLECTOR	0.00	0.0	30,345.59	0.6
MISCELLANEOUS REVENUE	0.00	0.0	105.60	0.0
INTEREST - INVESTMENTS	453.41	100.0	5,809.65	0.1
Total Revenues	\$453.41	100.0 %	\$5,411,730.34	100.0 %
Personnel Services				
SALARIES & WAGES	\$23,638.09	5213.4 %	\$275,607.21	5.1 %
CONTRACT LABOR	2,668.60	588.6	26,404.49	0.5
MATCHING COSTS-FICA	1,808.30	398.8	21,084.04	0.4
RETIREMENT CONTRIBUTIONS	5,381.89	1187.0	30,420.90	0.6
GROUP HEALTH INSURANCE PREMS	12,763.57	2815.0	133,999.61	2.5
GROUP LIFE INSURANCE PREMS	97.42	21.5	4,996.78	0.1
DISABILITY PROGRAM	274.07	60.4	3,114.97	0.1
DENTAL PREMIUM	(62.80)	(13.9)	4,494.55	0.1
GAP INSURANCE PREMIUM	782.96	172.7	2,649.80	0.0
UNEMPLOYMENT COMPENSATION	0.00	0.0	6,516.13	0.1
Total Personnel Services	\$47,352.10	10443.5 %	\$509,288.48	9.4 %
Operating Expenses				
PROF SERVS - UNION EXPENSE	\$0.00	0.0 %	\$2,492.00	0.0 %
GEN CONSULT-MEETINGS/CDM-#37	13,025.35	2872.8	81,559.22	1.5
STREAM GAUGES-HYDROGAGE	0.00	0.0	741.10	0.0
PROF SERVICES-SURVEY-#80	0.00	0.0	745.00	0.0
PROF SERVS-LEGAL	15,432.00	3403.5	43,091.71	0.8
MEDICAL FEES-PROF SERVICES	0.00	0.0	84.00	0.0
ACCOUNTING EXPENSE	0.00	0.0	150.00	0.0
CYMA SUPPORT	536.25	118.3	3,193.09	0.1
AUDIT EXPENSE - CONTRACT	0.00	0.0	25,000.00	0.5
CONTRACT SERVICES-FIELD	0.00	0.0	150.00	0.0
CONTRACT SERVICES-OFFICE	215.22	47.5	2,922.85	0.1
BUILDING MAINTENANCE REPAIRS	0.00	0.0	2,003.00	0.0
LAWN/MAINT SERVICE	69.98	15.4	1,257.80	0.0
GEN COMPUTER SUPPORT-OVERALL	1,110.05	244.8	12,833.62	0.2
MISCELLANEOUS EXPENSE	0.00	0.0	(12,570.15)	(0.2)
BANK CHARGES/FEES	10.00	2.2	64.74	0.0
TELEPHONE/CABLE	0.00	0.0	433.42	0.0
CELL PHONE	289.95	63.9	2,340.30	0.0
INTERNET CHGS	445.34	98.2	4,400.05	0.1
WEB PAGE	0.00	0.0	323.57	0.0
TRANSPORTATION (STAMPS)	0.00	0.0	709.35	0.0
PROGRESSIVE ENERGY-UTILITIES	694.24	153.1	5,662.56	0.1
WATER/SEWER/GARBAGE-CITY PP	238.13	52.5	2,353.97	0.0
RENTALS & LEASES	0.00	0.0	221.32	0.0
INSURANCE & BONDS	18,326.84	4042.0	68,009.84	1.3
TOTAL- DISTRICT REPAIRS	32.10	7.1	3,966.22	0.1
AUTOMOTIVE REPAIR-STAFF VECH	0.00	0.0	47.29	0.0
AUTOMOTIVE REPAIR-CREW VEHICLE F150-09	0.00	0.0	1,150.09	0.0
F750 SUPERCAB TRUCK	0.00	0.0	2,103.72	0.0
F250 HD PICKUP (2001)	0.00	0.0	1,057.14	0.0
F150 PICKUP-REPAIRS	0.00	0.0	790.57	0.0
F550 CREW CAB DUMP TRUCK	746.25	164.6	12,337.65	0.2
JOHN DEERE/ALAMO SLOPEMOWER-2007	0.00	0.0	2,840.37	0.1
2011 F750 REPAIRS	0.00	0.0	2,610.62	0.0

*Current Period - If the report is run for dates that cross fiscal years, this column will show the total of all transactions for the date range selected.
*Year To Date - If the report is run for dates that cross fiscal years, this column will show the fiscal YTD based on the end date selected.

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Pinellas Park Water Management District
Income Statement
(Current Period & Year To Date)
For the period(s) of 8/1/2021 through 8/31/2021

	Current Period		Year to Date	
REPAIRS - JOHN DEERE 2015	0.00	0.0	2,215.21	0.0
REPAIR-DEERE TRACTOR	0.00	0.0	888.99	0.0
GRAPPLE TRUCK REPAIRS	419.90	92.6	539.90	0.0
EXMARK MOWER - REPAIRS	0.00	0.0	489.39	0.0
DITCH MAINTENANCE - TIRES	0.00	0.0	3,778.02	0.1
WHITE TRAILER REPAIRS	0.00	0.0	1,003.75	0.0
CONTRACT SERVS-CH 1-OTHER	17,042.25	3758.7	102,596.17	1.9
SPYDER SUB WORK-CH 2-PPWMD	0.00	0.0	128,330.20	2.4
CH 2E CONTRACT SVC	1,575.00	347.4	86,834.00	1.6
SPYDER SUB WORK-CH 3-PPWMD	0.00	0.0	31,639.64	0.6
SPYDER SUB WORK-CH#4-PPWMD	1,842.50	406.4	30,822.31	0.6
SUB WORK-CH5-PPWMD	227.03	50.1	7,739.47	0.1
REPAIR-OFFICE EQUIPMENT	0.00	0.0	1,260.78	0.0
PRINTING & BINDING	0.00	0.0	90.00	0.0
PROMOTIONAL-MISC	0.00	0.0	300.00	0.0
LEGAL ADS	0.00	0.0	1,231.00	0.0
BID ADS	0.00	0.0	156.00	0.0
MISC ADS	0.00	0.0	996.00	0.0
OFFICE SUPPLIES	853.11	188.2	5,154.06	0.1
PETROLEUM EXPENSE	1,398.24	308.4	9,889.16	0.2
TIRES,BATTERIES,ACCESS-FIELD	0.00	0.0	50.00	0.0
RENTALS-EQUIPMENT-MAINT	0.00	0.0	(79.72)	0.0
UNIFORM/GEAR APPAREL EXPENSE	315.79	69.6	6,571.02	0.1
MAINTENANCE SUPPLIES-GENERAL	30.00	6.6	9,054.06	0.2
CHEMICALS FOR SPRAYING	1,506.00	332.1	18,693.13	0.3
MEMBERSHIP & DUES	500.00	110.3	1,750.00	0.0
EDUCAT/REGISTRATIONS/SEMINARS	0.00	0.0	475.00	0.0
2015 Xmark Mower - 52" - Repairs	0.00	0.0	40.44	0.0
IMAGING EQUIPMENT	2,340.72	516.2	2,340.72	0.0
Total Operating Expenses	\$79,222.24	17472.5 %	\$729,924.73	13.5 %
Capital Outlay				
OFFICE BLDG-35TH ST NO.	\$225.00	49.6 %	\$3,400.00	0.1 %
TOTAL: EQUIPMENT	17,762.98	3917.6	17,762.98	0.3
2020 Ford F350	0.00	0.0	2,895.00	0.1
CH 1C RNWL-98TH AV TO CH1 (10-08)ENG/GEO	0.00	0.0	931,097.13	17.2
Engineering Ch.1 - FY 17-18	7,250.00	1599.0	167,098.37	3.1
CH 4 PNEL RPL 65/58AV&71ST/72LN(10-19)	9,575.00	2111.8	9,575.00	0.2
PROPERTY APPRAISER	0.00	0.0	30,403.54	0.6
TAX COLLECTOR-COMMISSIONS	0.00	0.0	108,442.90	2.0
TAX COLLECTOR/LICENSE,TAGS,FEE	0.00	0.0	336.99	0.0
Total Capital Outlay	\$34,812.98	7678.0 %	\$1,271,011.91	23.5 %
Total Expenses	\$161,387.32	35594.1 %	\$2,510,225.12	46.4 %
Income (Loss) from Operations	\$(160,933.91)	(35494.1)%	\$2,901,505.22	53.6 %
Other Income (Expense)				
TAX COLLECTOR-PROPERTY TAX DUE	(\$45.43)	(10.0)%	(\$245.39)	0.0 %
Total Other Income (Expense)	\$(45.43)	(10.0)%	(\$245.39)	0.0 %
Income (Loss) Before Income Taxes	\$(160,979.34)	(35504.1)%	\$2,901,259.83	53.6 %
Net Income (Loss)	\$(160,979.34)	(35504.1)%	\$2,901,259.83	53.6 %

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INVESTMENT SUMMARY

July 2021

Type of Investment	Max Percent	Jul-21		Aug-21		Difference
POOL		\$ 2,132,007.60	10.64%	\$ 2,132,191.61	10.99%	\$ 184.01
WELLS FARGO		\$ 32,460.33	0.16%	\$ 25,877.49	0.13%	\$ (6,582.84)
SUNTRUST		\$ 17,878,171.00	89.20%	\$ 17,247,293.21	88.88%	\$ (630,877.79)
CD		\$ -	0.00%	\$ -	0.00%	\$ -
TREASURY		\$ -	0.00%	\$ -	0.00%	\$ -
REPOS		\$ -	0.00%	\$ -	0.00%	\$ -
TOTAL	100.00	\$ 20,042,638.93	100.00%	\$ 19,405,362.31	100.00%	\$ (637,276.62)

Approved _____ Date _____



PINELLAS PARK WATER MANAGEMENT DISTRICT

CALENDAR OF REGULAR AUTHORITY MEETINGS

FISCAL YEAR 2021-2022

All Regular Authority Meetings are held on the third Thursday of every other month at 5:30 P.M., at the District office located at 6460 35th Street N., Pinellas Park, Florida 33781-6221. Any changes or additions to the following schedule will be duly advertised in a general circulation newspaper, distributed to local authorities, and posted at the District office.

DATES OF MEETINGS

November 18, 2021

January 20, 2022

March 17, 2022

May 19, 2022

July 21, 2022

September 15, 2022

Anyone wanting to appeal an official decision made on any subject at a meeting must have a verbatim record of the meeting and the appeal must include the testimony and evidence on which the appeal is based.