

**APPROVED** in Open Session  
12/14/2021  
Manatee County Board of County  
Commissioners

Building & Development Services  
Administration / Fiscal  
1112 Manatee Ave West, Bradenton, FL 34205  
Phone number: (941) 748-4501 X3840



## MEMORANDUM

To: Vicki Tessmer, Supervisor, Board Records  
Through: Tammy Boggs, Sr. Fiscal Services Manager On behalf of Tammy Boggs....  
From: Tracy Brainard, Fiscal Specialist Alicia K. Baer  
Date: November 24, 2021  
Subject: Refund Request

Digitally signed by Alicia K. Baer  
Date: 2021.12.01 10:22:01 -05'00'

### Refund Request Information

#### Petitioner

Norman Zulauf  
5810 Garden Lakes Majestic  
Bradenton, FL 34203

#### Reason for Request

A Pre-App meeting never took place

#### Payment Information

**Refund Amount:** \$1,500.00

**Fee Description:** Conference-Pre Application

**Date of Original Payment:** 04/19/2021

**Record/Invoice/Account #** PLN2104-0102 / Receipt # 690493/ Account #1070000000.329008

#### Authorization

Tammy Boggs approved this refund request on 11/30/2021

#### Disclaimer

In an attempt to protect individual privacy and to adhere to Payment Card Industry security standards, backup information for this transaction has been omitted. You may request materials related to this transaction by making a Public Records request online at [www.mymanatee.org/records](http://www.mymanatee.org/records) or by calling (941) 742-5845.