



Utilities Department

3647 Cortez Rd West
Bradenton, FL 34210
Phone number: (941) 792-8811

MEMORANDUM

To: Vicki Tessmer, Supervisor, Board Records
Through: Donya Bascianelli, Customer Experience Manager 
From: Whitney Mayes Customer Experience Supervisor
Date: 8/31/2026
Subject: Refund Request

Refund Request Information

Petitioner:

Forestar USA real Estate Group
551 Cattleman Road Suite 304 Sarasota FL 34219

Reason for request:

On October 21, 2024, Forestar USA Real Estate Group paid a deposit of \$1,300.00 for a temporary auto-flush meter. The auto-flush was never installed, as it was later determined that it was not needed. Proof of payment has been provided, and the account has never had any contracts billed.

We are therefore requesting a refund in the amount of the credit balance of \$1,300.00.

Authorization:

Donya Bascianelli, Customer Experience Manager, approved this refund request on 8/31/2026

CC: Dana Catlett, Customer Experience Division Manager

Michelle Warren, Customer Experience Manager

Donya Bascianelli, Customer Experience Manager

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