



Financial Management

9000 Town Center Pkwy
Lakewood Ranch, FL 34202
Phone Number: (941) 792-8811 Ext 5339

MEMORANDUM

To: Vicki Tessmer, Supervisor, Board Records
Through: Sherise Nelson, Utility Accounts Control Supervisor *SN*
From: Tangermaria Lang, Accounting Specialist *TL*
Date: September 1, 2026 *09/01/26*
Subject: Refund Request

Refund Request Information

Petitioner

RYCON CONSTRUCTION INC
1315 301 BLVD E
BRADENTON, FL 34203

Reason for Request

On August 17, 2026, the account balance was \$5,747.48. On August 21, 2026, the customer experience staff processed a credit adjustment that covered the billing periods of April 13, 2026 through August 10, 2026 for \$13,757.71, due to the wrong account setup and charged. Billing charges for \$183.16 were billed on August 25, 2026, which reduced the credit balance to \$7,827.07. An addition credit was processed on August 31, 2026, for \$91.58, leaving a credit balance of \$7,918.65.

We are therefore requesting a refund of \$7,918.65, minus future monthly billing charges on this account.

Refund Amount: \$7,918.65

Record/Invoice/Account # 100268085

Authorization

Sherise Nelson approved this refund request on 09/01/26.

CC: Sherise Nelson, Utility Accounts Control Supervisor
Tangermaria Lang, Accounting Specialist
ucsfiscal@mymanatee.org