

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

AGENDA DATE: April 23, 2024

PUBLIC HEARING DATE: N/A

CONTACT PERSON(S) NAME AND PHONE NUMBER: Maria O. Pasillas, (915) 212-1737

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL: Goal 6 – Set the Standard for Sound Governance and Fiscal Management

SUBGOAL: 6.11 Provide efficient and effective services to taxpayers

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

A refund to Tax Star Escrow, in the amount of \$3,919.93 for an overpayment made on January 24, 2024 of 2023 taxes, Geo. # H413-999-0040-1900. This action would allow us to comply with state law which requires approval by the legislative body of refunds of tax overpayments greater than \$2,500.00.

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

Approve property tax overpayment refunds greater than \$2,500.00, per the Texas Property Tax Code, Sec. 31.11 – Refunds of Overpayments or Erroneous Payments.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

Council has considered this previously on a routine basis.

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED? YES NO

PRIMARY DEPARTMENT: Tax Office

SECONDARY DEPARTMENT: N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:

Sheryl R. Mack for Maria O. Pasillas

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

OP
+2500 ✓

THE CITY OF EL PASO CONSOLIDATED TAX OFFICE
221 N. Kansas, Suite 300
El Paso, Texas 79901

TAX OFFICE
RECEIVED

APR 02 2024

Phone (915) 212-0106, Fax (915) 212-0108, Email: taxforms@elpasotexas.gov

APPLICATION FOR TAX REFUND

The Consolidated Tax Office collects property taxes for all eligible property taxing entities within El Paso County.

APPLICANT MUST PROVIDE THE FOLLOWING INFORMATION:

Refund To: <i>Tax Stand Escrow</i> ✓	Phone: HOME: <i>(915) 201-4337</i> WORK:	Property ID# (One application per account) <i>113670</i>
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H413-999-0040-1900

Address (mail refund to :) <i>5809 Acacia Circle El Paso TX 79912</i> ✓	Property Address: And/or Legal Description: <i>7120 Pear Tree Lane</i>
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Tax year requested:	Date payment made:	Check No. & Date, if known:	Amount of taxes paid:	Amount of refund requested:
<i>1. 2023</i>	<i>1/24/2024</i>	<i>8268 1-24-24</i>	<i>\$4,193.35</i>	<i>\$3,919.93</i> ✓
<i>2.</i>				
<i>3.</i>				

TOTAL AMOUNT (sum of the above amounts)

(City Council approval required if over \$2,500)

REQUIRED: Copy of original receipt, front & back of negotiated check, OR bank statement showing item cleared (both the bank & taxpayer name must appear)

REASON FOR OVERPAYMENT: *Over paid by accident*

"I certify that information given to obtain this refund is true and correct."

Requestor signature: *Angie Balindo*

Date: *4-2-2024* ✓

Printed name: *Angie Balindo*

Title: *Manager* ✓

Any person knowingly submitting false entries is subject to: (1) Imprisonment of 2 to 10 years, or \$5,000 fine, or both. (2) Imprisonment up to one year, or fine not over \$2,000, or both. (Sec 37.10 Penal Code) An application for a refund must be made within 3 years after the date of the payment or the taxpayer waives the right to the refund (Sec 31.11 (c)).

TAX OFFICE Entry: REFUND APPROVED ✓

Tax Office Approval: *N.I.S.* Date: *4-5-24*
JM Cisneros Date: _____

(Placed on City Council Agenda over \$2,500)

- DISAPPROVED
- Returned to sender
- see below/attached
- Required documentation (Tax receipt, Canceled Check, Bank Statement, or Other) not submitted.
- Record of overpayment not found on this property.

Other: _____

APR 05 2024

Received For