

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

**AGENDA DATE:** November 8, 2022  
**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.

El Paso Five Star Homes, Inc. dba Flair Homes Texas, in the amount of \$5,557.05 for an overpayment made on January 30, 2022 of 2021 taxes. (Geo. # C539-999-0100-5900). 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? \_X\_ YES \_\_\_ NO**

**PRIMARY DEPARTMENT:** Tax Office

**SECONDARY DEPARTMENT:** N/A

---

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:** 

---

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

TAX OFFICE  
RECEIVED

OCT 21 2022



MARIA O. PASILLAS, RTA  
CITY OF EL PASO TAX ASSESSOR COLLECTOR  
221 N. KANSAS, STE 300  
EL PASO, TX 79901

PH: (915) 212-0106 FAX: (915) 212-0107 Email: taxforms@elpasotexas.gov

EL PASO FIVE STAR HOMES  
6300 ESCONDIDO  
EL PASO, TX 79912

OP ✓  
+2,500

Geo No. C539-999-0100-5900	Prop ID 685714
Legal Description of the Property BLK 10 CIMARRON CANYON #1 LOT 59 7448 CIMARRON GAP DR 79911	
OWNER: LIBONGCO ARNOLD H & ANGELEEN P	

2021 OVERAGE AMOUNT \$5,557.05 ✓

1: CITY OF EL PASO, 6: COUNTY OF EL PASO, 7: EL PASO COMMUNITY COLLEGE, 8: UNIVERSITY MEDICAL CENTER OF EL PASO, 18: CANUTILLO ISD

Dear Taxpayer:

Our records indicate that an overpayment exists on the property tax account listed above as of the date of this letter. If you paid the taxes on this account and believe you are entitled to a refund, please complete the application below, sign it, and return it to our office. If the taxes were paid by your mortgage/title company or any other party, you must obtain a written letter of release in order for the refund to be issued in your name. If you did not make the payment(s) on this account, please forward this letter to the person who paid these taxes. You may also request the transfer of this overpayment to other tax accounts and/or tax years in the space provided or by attaching an additional sheet if necessary. Your application for refund must be submitted within three years from the date of the overpayment, or you waive the right to the refund (Sec. 31.11c). Governing body approval is required for refunds in excess of \$2500.

**APPLICATION FOR PROPERTY TAX REFUND:** This application must be completed, signed, and submitted with supporting documentation to be valid.

<b>Step 1. Identify the refund recipient.</b> Show information for whomever will be receiving the refund.	Who should the refund be issued to:			
	Name: El Paso Five Star Homes, Inc. dba Flair Homes Texas ✓			
	Address: 6300 Escondido Dr. ✓			
	City, State, Zip: El Paso, Texas 79912			
<b>Step 2. Provide payment information.</b> Please attach copy of cancelled check, original receipt, online payment confirmation or bank/credit card statement.	Daytime Phone No.: 915-584-8629		E-Mail Address: imoreno@winonthomes.net	
	Payment made by:	Check No.	Date Paid	Amount Paid
	Check	23952	1-28-21	5557.05
	TOTAL AMOUNT PAID (sum of the above amounts)			
<b>Step 3. Provide reason for this refund.</b> Please list any accounts and/or years that you intended to pay with this overage.	Please check one of the following:			
	<input checked="" type="checkbox"/>	I paid this account in error and I am entitled to the refund.		
	<input checked="" type="checkbox"/>	I overpaid this account. Please refund the excess to the address listed in Step 1. ✓		
	<input type="checkbox"/>	I want this payment applied to next year's taxes.		
<b>Step 4. Sign the form.</b> Unsigned applications cannot be processed.	This payment should have been applied to other tax account(s) and/or year(s), escrow (listed below):			
	By signing below, I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct. (If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under the Texas Penal Code, Sec. 37.10.)			
	SIGNATURE OF REQUESTOR (REQUIRED) Ivonne Moreno		PRINTED NAME & DATE Ivonne Moreno 10-21-22 ✓	
TAX OFFICE USE ONLY: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied By: N.N. Date: 10-21-22 ✓				



DEPOSIT

Remittance

Detail

Summary Query

Summary

Deposit No.	Account No.	Remit Seq No.	Check No.	Payment Amount	Payment Agreement No.
A02122265	C53999901005900				

Check/Receipt Images	Deposit No.	Receipt Date	Remit Seq No.	Check No.	Payment Type	Payment Amount	Applied Amount	Transaction Type	Account No.	Payer
	A02122265	01/30/2022	50151314	23952	CH	\$55,540.15	\$5,557.05	LG	C53999901005900	26356818-EL PASO FIVE
	A02122265	01/30/2022	50151314	23952	CH	\$55,540.15	\$928.65	AA	C53999901005900	26356818-EL PASO FIVE
	RC221021	01/30/2022	50151314	23952	CH	\$5,557.05	\$5,557.05	TR	C53999901005900	26356818-EL PASO FIVE
	RC221021	01/30/2022	50151314	23952	CH	\$5,557.05	\$5,557.05	TR	C53999901005900	20524828-EL PASO FIVE
	RD3767877	06/09/2021	46881850	0000236225	CH	\$952.90	\$952.90	RD	C53999901005900	22880459-GREAT WESTI
	R0305211267	02/01/2021	46881850	20002	CH	\$0.00	\$952.90	TR	C53999901005900	FLAIR HOMES-TEXAS
	R0305211267	02/01/2021	46881850	20002	CH	\$0.00	\$952.90	TR	C53999901005900	FLAIR HOMES-TEXAS
	RC210603	02/01/2021	46881850	20002	CH	\$952.90	\$952.90	TR	C53999901005900	FLAIR HOMES-TEXAS
	RC210603	02/01/2021	46881850	20002	CH	\$952.90	\$952.90	TR	C53999901005900	22880459-GREAT WESTI
	T02062100005	02/01/2021	46881850	20002	CH	\$60,490.63	\$952.90	LG	C53999901005900	FLAIR HOMES-TEXAS
	A10202065	10/20/2020	44627726	015058	CH	\$952.90	\$952.90	PA	C53999901005900	22880459-GREAT WESTI
	IP02032098	01/31/2020	43511571	CC002900053	CR	\$964.70	\$964.70	PA	C53999901005900	28140354-JOY C WINTON
Applied Total						\$8,403.30				