

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

DEPARTMENT: Tax Department

AGENDA DATE: December 9, 2014

CONTACT PERSON NAME AND PHONE NUMBER: David Childs, Ph.D., Tax Assessor Collector, 212-1736

DISTRICT(S) AFFECTED: All

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.

Approve property tax overpayment refunds.

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?

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.

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?

N/A

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

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

DEPARTMENT HEAD:

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

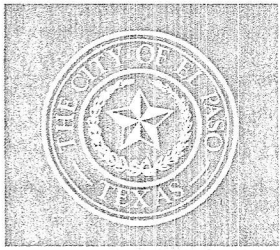
Information copy to appropriate Deputy City Manager

TAX REFUNDS
December 9, 2014

1. Wells Fargo Real Estate Tax Services in the amount of \$7,451.72 overpayment on July 14, 2014 of 2013 taxes.
(Geo. # C813-999-0050-0300)
2. Wells Fargo Real Estate Tax Services in the amount of \$3,061.67 overpayment on July 14, 2014 of 2013 taxes.
(Geo. # C813-999-0050-0300)

Richarda Duffy Momsen
City Clerk

David Childs by Maria Ramos
David Childs, Ph.D.
Tax Assessor Collector



INTERNAL AUDIT OFFICE

Mayor

Oscar Leaser

DATE: November 26, 2014

TO: David W. Childs, Ph.D., Tax Assessor and Collector

FROM: Edmundo S. Calderon, CIA, CGAP, CRMA, Chief Internal Auditor 

City Council

SUBJECT: Review of Tax Refunds for the Week of November 17, 2014

District 1
Ann Morgan Lilly

Tax refunds for the week of November 17, 2014 for duplicate payments, selection sequence 1793047, have been reviewed. The list of tax refunds provided by the Tax Office consisted of 11 tax refunds. The Internal Audit Office selected a sample size of 8 tax refunds. The sample was representative of the entire 11 refund population, with a 95% confidence level and with a 2% margin of error.

District 2
Larry Romero

The Internal Audit Office reviewed the refund applications, copies of cancelled checks or proof of payments, check register, and the Payment History Page created in the ACT System for the sample selected.

District 3
Emma Acosta

District 4
Carl L. Robinson

Based on our review, the following tax refunds were determined to be overpayments and not to be duplicate payments:

District 5
Dr. Michiel R. Noe

- Wells Fargo Real Estate Tax Services C813-999-0050-0300 \$7,451.72 - Needs to go to City Council for Approval.
- Wells Fargo Real Estate Tax Services C813-999-0050-0300 \$3,061.67 – Needs to go to City Council for Approval.
- Citimortgage Inc. S619-999-0010-4700 \$2,494.83 – Appropriate to refund.

District 6
Claudia Ordaz

All other refunds were determined to be appropriate.

District 7
Lily Limón

District 8
Cortney C. Niland

City Manager

Tommy Gonzalez

cc: Tommy Gonzalez, City Manager
Mark Sutter, Chief Financial Officer

Internal Audit Office

City 2 | P.O. Box 1890 | El Paso, Texas 79950 | (915) 212-0069

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