



Department of the Treasury  
Internal Revenue Service  
**Tax Exempt and Government Entities**  
Exempt Organizations Examinations  
1248 North University Drive, Stop 7954/YR  
Plantation, FL 33322

WINDERMERE OAKS WATER SUPPLY CORP  
424 COVENTRY ROAD  
SPICEWOOD, TX 78669

Date:  
02/29/2024  
Taxpayer ID number:  
74-2785317  
Form:  
990  
Tax year ended:  
December 31, 2022  
Response due date:  
03/20/2024  
Person to contact:  
Name: Yosniel Romero  
ID number: 1004383883  
Telephone: 954-991-4408  
Fax: 888-354-5081  
Manager's contact information:  
Name: Viris Williams  
ID number: 1000316275  
Telephone: 954-991-4436

Dear WINDERMERE OAKS WATER SUPPLY CORP:

We selected the entity or item and periods shown above for examination.

**What you need to do**

Call me by the response due date shown above to discuss this examination.

I scheduled an appointment to meet with you on April 1, 2024 at 11am at a location to be determined.

**What we'll discuss**

During our telephone conversation, we'll discuss:

- The examination process,
- Items to be examined,
- Types of documents you'll be asked to provide,
- How to provide documents,
- Scheduling or confirming an appointment, and
- Any concerns or questions you may have.

The enclosed information document request lists items we need to conduct the examination. Please provide the information by the date shown in the enclosed document request.

You can send the information using one of the following methods:

- **Secure messaging:** IRS Secure messaging provides a safe means for exchanging information with IRS online. Secure messaging information is available at [IRS.gov/TEGECconnect](https://www.irs.gov/TEGECconnect). Enclosed is Publication 5295, Secure Messaging for Tax Exempt and Government Entities, which provides additional information about secure messaging.
- **Mail:** Send copies of your documents to the address at the top of this letter.
- **Fax:** Fax your documents to the fax number at the top of this letter using either a fax machine or an online fax service. Protect yourself when sending digital data by understanding the fax service's privacy and security policies.

Send or upload clean, readable copies of your supporting records or information (including receipts, canceled checks, or other explanatory material). Include a copy of this letter. Don't send us original documents unless we specifically ask for them.

#### **Someone can represent you**

If you want to authorize a third party to represent you, complete Form 2848, Power of Attorney and Declaration of Representative. If you want to give us permission to release your confidential tax information to a third party, complete Form 8821, Tax Information Authorization. Mail or fax the completed forms to me at the address or fax number shown at the top of this letter.

#### **Your rights as a taxpayer**

The Internal Revenue Code (IRC) gives taxpayers specific rights. The Taxpayer Bill of Rights groups these into 10 fundamental rights. See IRC Section 7803(a)(3). IRS employees are responsible for being familiar with and following these rights. For additional information about your taxpayer rights, please see Publication 1, Your Rights as a Taxpayer, or visit [IRS.gov/taxpayer-bill-of-rights](https://www.irs.gov/taxpayer-bill-of-rights).

#### **Additional information**

If we need to contact third parties for information regarding your case, we'll send you a separate advance notice.

Enclosed are the following, which provide more information:

- Publication 1, Your Rights as a Taxpayer
- Notice 609, Privacy Act Notice

Find tax forms or publications by visiting [IRS.gov/forms-pubs](https://www.irs.gov/forms-pubs) or calling 800-TAX-FORM (800-829-3676).

If you have questions, you can call me or my manager at the numbers shown above.

I look forward to hearing from you by March 20, 2024.

Thank you for your cooperation.

Sincerely,



Yosniel Romero  
Internal Revenue Agent

Enclosures:  
Publication 1  
Notice 609  
Publication 5295  
Information Document Request (IDR) #990-01



# Your Rights as a Taxpayer

Publication 1

This publication explains your rights as a taxpayer and the processes for examination, appeal, collection, and refunds. Also available in Spanish.

## The Taxpayer Bill of Rights

### 1. The Right to Be Informed

Taxpayers have the right to know what they need to do to comply with the tax laws. They are entitled to clear explanations of the laws and IRS procedures in all tax forms, instructions, publications, notices, and correspondence. They have the right to be informed of IRS decisions about their tax accounts and to receive clear explanations of the outcomes.

### 2. The Right to Quality Service

Taxpayers have the right to receive prompt, courteous, and professional assistance in their dealings with the IRS, to be spoken to in a way they can easily understand, to receive clear and easily understandable communications from the IRS, and to speak to a supervisor about inadequate service.

### 3. The Right to Pay No More than the Correct Amount of Tax

Taxpayers have the right to pay only the amount of tax legally due, including interest and penalties, and to have the IRS apply all tax payments properly.

### 4. The Right to Challenge the IRS's Position and Be Heard

Taxpayers have the right to raise objections and provide additional documentation in response to formal IRS actions or proposed actions, to expect that the IRS will consider their timely objections and documentation promptly and fairly, and to receive a response if the IRS does not agree with their position.

### 5. The Right to Appeal an IRS Decision in an Independent Forum

Taxpayers are entitled to a fair and impartial administrative appeal of most IRS decisions, including many penalties, and have the right to receive a written response regarding the Office of Appeals' decision. Taxpayers generally have the right to take their cases to court.

### 6. The Right to Finality

Taxpayers have the right to know the maximum amount of time they have to challenge the IRS's position as well as the maximum amount of time the IRS has to audit a particular tax year or collect a tax debt. Taxpayers have the right to know when the IRS has finished an audit.

### 7. The Right to Privacy

Taxpayers have the right to expect that any IRS inquiry, examination, or enforcement action will comply with the law and be no more intrusive than necessary, and will respect all due process rights, including search and seizure protections, and will provide, where applicable, a collection due process hearing.

### 8. The Right to Confidentiality

Taxpayers have the right to expect that any information they provide to the IRS will not be disclosed unless authorized by the taxpayer or by law. Taxpayers have the right to expect appropriate action will be taken against employees, return preparers, and others who wrongfully use or disclose taxpayer return information.

### 9. The Right to Retain Representation

Taxpayers have the right to retain an authorized representative of their choice to represent them in their dealings with the IRS. Taxpayers have the right to seek assistance from a Low Income Taxpayer Clinic if they cannot afford representation.

### 10. The Right to a Fair and Just Tax System

Taxpayers have the right to expect the tax system to consider facts and circumstances that might affect their underlying liabilities, ability to pay, or ability to provide information timely. Taxpayers have the right to receive assistance from the Taxpayer Advocate Service if they are experiencing financial difficulty or if the IRS has not resolved their tax issues properly and timely through its normal channels.

#### The IRS Mission

Provide America's taxpayers top-quality service by helping them understand and meet their tax responsibilities and enforce the law with integrity and fairness to all.

# Examinations, Appeals, Collections, and Refunds

## Examinations (Audits)

We accept most taxpayers' returns as filed. If we inquire about your return or select it for examination, it does not suggest that you are dishonest. The inquiry or examination may or may not result in more tax. We may close your case without change; or, you may receive a refund.

The process of selecting a return for examination usually begins in one of two ways. First, we use computer programs to identify returns that may have incorrect amounts. These programs may be based on information returns, such as Forms 1099 and W-2, on studies of past examinations, or on certain issues identified by compliance projects. Second, we use information from outside sources that indicates that a return may have incorrect amounts. These sources may include newspapers, public records, and individuals. If we determine that the information is accurate and reliable, we may use it to select a return for examination.

Publication 556, Examination of Returns, Appeal Rights, and Claims for Refund, explains the rules and procedures that we follow in examinations. The following sections give an overview of how we conduct examinations.

### By Mail

We handle many examinations and inquiries by mail. We will send you a letter with either a request for more information or a reason why we believe a change to your return may be needed. You can respond by mail or you can request a personal interview with an examiner. If you mail us the requested information or provide an explanation, we may or may not agree with you, and we will explain the reasons for any changes. Please do not hesitate to write to us about anything you do not understand.

### By Interview

If we notify you that we will conduct your examination through a personal interview, or you request such an interview, you have the right to ask that the examination take place at a reasonable time and place that is convenient for both you and the IRS. If our examiner proposes any changes to your return, he or she will explain the reasons for the changes. If you do not agree with these changes, you can meet with the examiner's supervisor.

### Repeat Examinations

If we examined your return for the same items in either of the 2 previous years and proposed no change to your tax liability, please contact us as soon as possible so we can see if we should discontinue the examination.

### Appeals

If you do not agree with the examiner's proposed changes, you can appeal them to

the Appeals Office of the IRS. Most differences can be settled without expensive and time-consuming court trials. Your appeal rights are explained in detail in both Publication 5, Your Appeal Rights and How To Prepare a Protest If You Don't Agree, and Publication 556, Examination of Returns, Appeal Rights, and Claims for Refund.

If you do not wish to use the Appeals Office or disagree with its findings, you may be able to take your case to the U.S. Tax Court, U.S. Court of Federal Claims, or the U.S. District Court where you live. If you take your case to court, the IRS will have the burden of proving certain facts if you kept adequate records to show your tax liability, cooperated with the IRS, and meet certain other conditions. If the court agrees with you on most issues in your case and finds that our position was largely unjustified, you may be able to recover some of your administrative and litigation costs. You will not be eligible to recover these costs unless you tried to resolve your case administratively, including going through the appeals system, and you gave us the information necessary to resolve the case.

## Collections

Publication 594, The IRS Collection Process, explains your rights and responsibilities regarding payment of federal taxes. It describes:

- What to do when you owe taxes. It describes what to do if you get a tax bill and what to do if you think your bill is wrong. It also covers making installment payments, delaying collection action, and submitting an offer in compromise.
- IRS collection actions. It covers liens, releasing a lien, levies, releasing a levy, seizures and sales, and release of property.
- IRS certification to the State Department of a seriously delinquent tax debt, which will generally result in denial of a passport application and may lead to revocation of a passport.

Your collection appeal rights are explained in detail in Publication 1660, Collection Appeal Rights.

## Innocent Spouse Relief

Generally, both you and your spouse are each responsible for paying the full amount of tax, interest, and penalties due on your joint return. However, if you qualify for innocent spouse relief, you may be relieved of part or all of the joint liability. To request relief, you must file Form 8857, Request for Innocent Spouse Relief. For more information on innocent spouse relief, see Publication 971, Innocent Spouse Relief, and Form 8857.

## Potential Third Party Contacts

Generally, the IRS will deal directly with you or your duly authorized representative.

However, we sometimes talk with other persons if we need information that you have been unable to provide, or to verify information we have received. If we do contact other persons, such as a neighbor, bank, employer, or employees, we will generally need to tell them limited information, such as your name. The law prohibits us from disclosing any more information than is necessary to obtain or verify the information we are seeking. Our need to contact other persons may continue as long as there is activity in your case. If we do contact other persons, you have a right to request a list of those contacted. Your request can be made by telephone, in writing, or during a personal interview.

## Refunds

You may file a claim for refund if you think you paid too much tax. You must generally file the claim within 3 years from the date you filed your original return or 2 years from the date you paid the tax, whichever is later. The law generally provides for interest on your refund if it is not paid within 45 days of the date you filed your return or claim for refund. Publication 556, Examination of Returns, Appeal Rights, and Claims for Refund, has more information on refunds.

If you were due a refund but you did not file a return, you generally must file your return within 3 years from the date the return was due (including extensions) to get that refund.

## Taxpayer Advocate Service

TAS is an *independent* organization within the IRS that can help protect your taxpayer rights. We can offer you help if your tax problem is causing a hardship, or you've tried but haven't been able to resolve your problem with the IRS. If you qualify for our assistance, which is always free, we will do everything possible to help you. Visit [www.taxpayeradvocate.irs.gov](http://www.taxpayeradvocate.irs.gov) or call 1-877-777-4778.

## Tax information

The IRS provides the following sources for forms, publications, and additional information.

- **Tax Questions:** 1-800-829-1040 (1-800-829-4059 for TTY/TDD)
- **Forms and Publications:** 1-800-829-3676 (1-800-829-4059 for TTY/TDD)
- **Internet:** [www.irs.gov](http://www.irs.gov)
- **Small Business Ombudsman:** A small business entity can participate in the regulatory process and comment on enforcement actions of the IRS by calling 1-888-REG-FAIR.
- **Treasury Inspector General for Tax Administration:** You can confidentially report misconduct, waste, fraud, or abuse by an IRS employee by calling 1-800-366-4484 (1-800-877-8339 for TTY/TDD). You can remain anonymous.



# Department of the Treasury Internal Revenue Service

## Notice 609

(Rev. October 2013)

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### Privacy Act Notice

The Privacy Act of 1974 says that when we ask you for information about yourself, we must first tell you our legal right to ask for the information, why we are asking for it, and how it will be used. We must also tell you what could happen if you do not provide it and whether or not you must respond under the law.

This notice applies to tax returns and any papers filed with them. It also applies to any questions we need to ask you so we can complete, correct, or process your return; figure your tax; and collect tax, interest, or penalties. We ask for information to carry out the U.S. tax laws. We need the information to figure and collect the right amount of tax.

Our legal right to ask for information is found in Internal Revenue Code sections 6001, 6011, and 6012 and their regulations. They say that you must file a return or statement with us for any tax you are liable for. Your response is mandatory under these sections. Sections 7601–7613 authorize us to examine books and records and ask questions to obtain information we need. Section 6109 and its regulations say that you must provide your identification number on what you file. Paid tax return preparers and electronic return originators are also required to provide their identifying numbers.

We may give the information to the Department of Justice to enforce the federal civil and criminal tax laws, and to other federal agencies as provided by law. We may also give it to cities, states, the District of Columbia, and to U.S. commonwealths or possessions to carry out their tax laws. We may give it to certain foreign governments under tax treaties they have with the United States. We may also disclose this

information to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

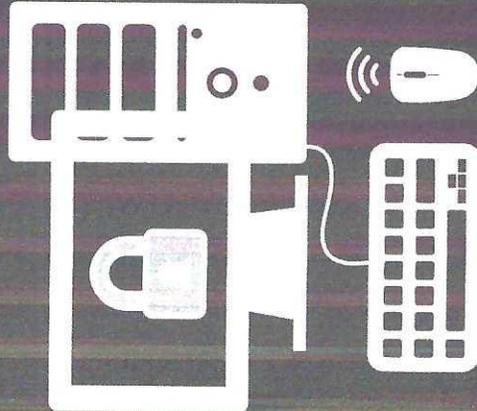
If you do not file a return, the law says that you may be subject to penalties and interest, and in certain cases, criminal prosecution. If you do not provide required information, or provide false or fraudulent information, the law says that we may have to disallow the exemptions, exclusions, credits, deductions, or adjustments shown on your return. This could make your tax higher or delay any refund. You may also be subject to additional interest, penalties, or criminal prosecution.

Please keep this notice with your records. You may want to refer to it if we ask you for other information. If you have questions about the rules for filing and giving information, please visit our website at [IRS.gov](http://IRS.gov), or call or visit any Internal Revenue Service office.

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# Secure Messaging

A new way to connect with IRS Tax Exempt & Government Entities (TEGE)

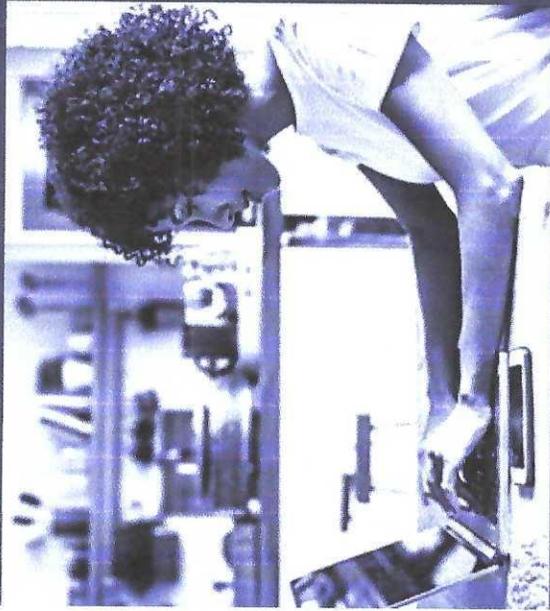


## Wish there were a faster way to resolve your TEGE case?

IRS TEGE now has an easier method of communicating with taxpayers — **IRS Secure Messaging**. With this service, you (and your authorized representative, if applicable) will be able to send and receive messages and digital documents related to your TEGE case quickly and easily.

Visit [irs.gov/tege](http://irs.gov/tege) to enroll and get started.

Use IRS Secure Messaging to communicate with us online.



## Here are good reasons to try it:

- Safe and secure
- Free and convenient
- Connect anytime from anywhere
- Avoid time on the phone
- Eliminate paper and postage



Visit [irs.gov/TEGEconnect](https://www.irs.gov/TEGEconnect) to enroll and get started.

Form <b>4564</b> (May 2023)	Department of the Treasury - Internal Revenue Service <b>Information Document Request</b>	Request number 990-01
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To (Name of taxpayer)  WINDERMERE OAKS WATER SUPPLY CORPORATION	Subject Form 990 Examination	
	SAIN	Submitted to Organization
	Dates of previous requests (mmdyyyy) None	

Description of documents requested (additional records may be requested as the examination progresses)

The purpose for this examination is to determine the accuracy of information provided on the Form 990 for the tax year ending on December 31, 2022, to verify exempt operations are in compliance with the requirements of IRC Section 501(c)(12), and to determine additional tax liability (if any). The information requested is used to determine whether:

- a) The organization meets the organizational and operational requirements under IRC Section 501(c)(12).
- b) The organization is properly using and disposing assets in accordance with its governing documents.
- c) The organization is correctly accounting for and classifying member versus nonmember income correctly.
- d) The organization correctly classified Fee for Service expenditures and whether they are in furtherance to the organization's exempt purpose.

**Organization's Activities. Please provide for review:**

- 1) Amendments of your Organizing Documents (Articles of Incorporation, By-laws, etc.), if applicable.
- 2) Board meeting minutes, including for minutes for any advisory board, subcommittees, etc.; from 1/1/2021 through 12/31/2023.
- 3) A sample of your newsletters and publications produced by your organizations.
- 4) Copies of contracts and agreements, including agreements with law firms, accounting firms, contractors, and any other service provider. If there is no written contract, provide details of the terms and conditions associated with the agreements, including contract rates.

**Financial Information for tax year ending on 12/31/2022. Please provide:**

- 5) QuickBooks backup file on a flash drive for 1/1/2022 through 12/31/2022. If the organization uses QuickBooks or a similar accounting software, provide:

If you have questions about this Information Document Request, contact the examiner listed below.

Information due by 3/20/2024	<input checked="" type="checkbox"/> At next appointment
	<input type="checkbox"/> Other _____

<b>From</b>			
Examiner name Yosniel Romero	Examiner title Internal Revenue Agent	Employee ID number 1004383883	Date (mmdyyyy) 2/29/2024
Office location 1248 North University Drive, Plantation, FL. 33322		Telephone number 954-991-4408	e-Fax number 888-354-5081

Form <b>4564</b> (May 2023)	Department of the Treasury - Internal Revenue Service <b>Information Document Request</b>	Request number  990-01
To (Name of taxpayer)  WINDERMERE OAKS WATER SUPPLY CORPORATION	Subject <b>Form 990 Examination</b>	
	SAIN	Submitted to <b>Organization</b>
	Dates of previous requests (mmdyyyy) <b>None</b>	

Description of documents requested (additional records may be requested as the examination progresses)

- a. A copy of the original electronic backup file of the QuickBooks books and records that includes the period 1/1/2022 through 12/31/2022.  
This copy should not be an altered version of the QuickBooks data but rather a copy of the original electronic backup file. The QuickBooks backup file should include any changes to the data entered after year end and should have a file extension of QBB. The backup file can be provided on a CD, DVD, or thumb/drive.
- b. Provide the QuickBooks administrator's username and password for the backup file requested in item a) above. Please note that you may temporarily change the administrator's password before copying the electronic backup file for the IRS in response to this IDR; then you may change the password back to the original "standard" one within your main QuickBooks working file.

Username: \_\_\_\_\_ Password: \_\_\_\_\_

- c. For payroll purposes, please include payroll records through 12/31/2022.
- 6) If the organization does not use QuickBooks, provide the following for the periods beginning 1/1/2022 through 12/31/2022. Statements may be provided in PDF or Word Documents. If possible, please provide an electronic copy (Excel) of Journals and Ledgers.
  - a. Financial records (chart of accounts, trial balance, general ledger, subsidiary ledgers, etc.)
  - b. Financial statements (balance sheet, income statement, etc.).
- 7) Accountant's tax reconciliation work papers or a worksheet that reconciles amounts reported on the Form 990 for the tax year ended 12/31/2022 to the financial statements and the general ledger.

If you have questions about this Information Document Request, contact the examiner listed below.

Information due by <b>3/20/2024</b>	<input checked="" type="checkbox"/> At next appointment <input type="checkbox"/> Other _____
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<b>From</b>			
Examiner name Yosniel Romero	Examiner title Internal Revenue Agent	Employee ID number 1004383883	Date (mmdyyyy) <b>2/29/2024</b>
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Form <b>4564</b> (May 2023)	Department of the Treasury - Internal Revenue Service <b>Information Document Request</b>	Request number 990-01
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To (Name of taxpayer)  WINDERMERE OAKS WATER SUPPLY CORPORATION	Subject Form 990 Examination	
	SAIN	Submitted to Organization
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Description of documents requested (additional records may be requested as the examination progresses)

- 8) Bank statements, credit card statements, and investment records for 1/1/2022 through 12/31/2022.
- 9) Please have cancelled checks (front and back) and deposit slips for 1/1/2022 through 12/31/2022, available for review (A sample will be requested during the exam).

**Form 990 Accuracy for tax year ending 12/31/2022, Please provide:**

- 10) Describe all form of revenue that the organization received from any sources during the period under examination. Provide details such as whether the revenue was from member versus non-member sources, description, amounts, etc.
- 11) On Page 10, Part IX, Statement of Functional Expenses, if not specifically provided in the Accountant's workpapers, provide a breakdown of the following expenses to include general ledger account number, general ledger description, amounts, and payee information that make up each total. A sample selection will be requested during the exam.
  - a. **#11. Fees for Services**
    - i. #11b – Legal - \$299,568
    - ii. #11c – Accounting - \$27,023
  - b. **#22. Depreciation, Depletion, and Amortization - \$113,574**
    - i. Provide detail asset records, including schedules, acquisition records, board approvals, and disposition records (if applicable), to include details regarding to whom any assets were sold to.
  - c. **#24. Other Expenses**
    - i. #24d – Contract Services - \$3,121

If you have questions about this Information Document Request, contact the examiner listed below.

Information due by 3/20/2024	<input checked="" type="checkbox"/> At next appointment <input type="checkbox"/> Other _____
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<b>From</b>			
Examiner name Yosniel Romero	Examiner title Internal Revenue Agent	Employee ID number 1004383883	Date (mmdyyyy) 2/29/2024
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Description of documents requested (additional records may be requested as the examination progresses)

- 12) On page 11, *Balance Sheet*, the organization reported in the Assets section a year-end balance of \$62,538 for "Other Assets", explain what this amount represents, including acquisition records, a breakdown of the asset (s), and general ledger details.
- 13) On page 11, *Balance Sheet*, the organization reported in the Liabilities section a year-end balance for Secured mortgages and notes payable to unrelated third parties of \$604,650. Provide copies of contracts and agreements, terms of use, amounts, etc., for each liability, including an explanation of why the liability was incurred and how it benefits the organization in furtherance its exempt purpose.

It isn't necessary for you to make copies of the requested records. If copies are needed, they will be requested during the audit. As a result of the exam of the above documents, additional records, invoices and expense items may be requested during the audit. If necessary, the exam may be expanded to include prior and/or subsequent years, or related tax returns of your organization.

Upon receipt of your response, I will let you know within 10 business days if the information you submitted is complete.

If you have questions about this Information Document Request, contact the examiner listed below.

Information due by  At next appointment  
3/20/2024  Other \_\_\_\_\_

**From**

Examiner name Yosniel Romero	Examiner title Internal Revenue Agent	Employee ID number 1004383883	Date (mmddyyyy) 2/29/2024
Office location 1248 North University Drive, Plantation, FL. 33322		Telephone number 954-991-4408	e-Fax number 888-354-5081

**Internal Revenue Service**

Mail Stop 7954/YR  
1248 N. University Drive  
Plantation, FL 33322-4725

Official Business  
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MIAMI FL  
1 MAR 2024 PM 1



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