

January 2026

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
			31 New Years Eve	1 Read Well Meter New Year's Day	2 Check for changes in tax rate	3 Check your Sampling Schedule on Drinking Water Watch*
4	5 OMA Resolution Due.	6	7	8	9 Verify annual report due date to Secretary of	10
11	12 Collect Required Samples	13	14	15	16	17
18	19 MLK Jr. Day	20	21	22	23 Pay GGRT and WCF	24
25	26	27	28	29	30 DFA Q4 Due and Final Annual Budget	31

Important Dates

- ➔ On the first of every month: Collect your monthly meter reading on or before this day and submit your results to the State Engineer (OSE) before the 10th. [Review your water rights permit for details.](#)
- ➔ **Early January: Adoption of Annual Open Meetings Act Resolution by board**
- ➔ **January 9th:** Check Tax and Rev webpage for any changes to Government Gross Receipt Tax (GGRT) or Water Conservation Fee (WCF).
- ➔ Monday mid-month, every month: Collect your required monthly samples. [Review your system plan for what is due.](#) Mid-month is recommended in case you have to re-run a sample. *Check your sampling schedule for DBP, PBCU, VOC's, SOC's etc. and verify with your Compliance Officer
- ➔ On or before the 25th of every month: Pay your monthly Gross Receipt Tax (GRT) and Water Conservation Fee (WCF) for the previous month to the Taxation and Revenue Department.
- ➔ **Before January 31st: Submit second quarter budget report for State Fiscal Year or fourth quarter report for Calendar Fiscal Year to DFA.**

February 2026

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
1	2 Read Well Meter	3	4	5	6	7 Check your Sampling Schedule on Drinking Water Watch*
8	9 Collect Required Samples	10	11	12	13	14  Valentine's Day
15	16 President's Day	17	18	19	20	21
22	23	24	25 Pay GRT and WCF	26	27	28

Important Dates

- ➔ On the first of every month: Collect your monthly meter reading on or before this day and submit your results to the State Engineer (OSE) before the 10th. [Review your water rights permit for details.](#)
- ➔ Monday mid-month, every month: Collect your required monthly samples. [Review your system plan for what is due.](#) Mid-month is recommended in case you have to re-run a sample. *Check your sampling schedule for DBP, PBCU, VOC's, SOC's etc. and verify with your Compliance Officer
- ➔ On or before the 25th of every month: Pay your monthly Gross Receipt Tax (GRT) and Water Conservation Fee (WCF) for the previous month to the Taxation and Revenue Department.

March 2026

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
1 Read Well Meter	2	3	4	5	6	7 Check your Sampling Schedule on Drinking Water Watch*
8	9 Collect Required Samples	10	11	12	13	14
15	16	17 St. Patrick's Day 	18	19	20	21 Pay GRT and WCF
22	23	24	25	26	27	28
29	30	31				

Important Dates

- ➔ On the first of every month: Collect your monthly meter reading on or before this day and submit your results to the State Engineer (OSE) before the 10th. [Review your water rights permit for details.](#)
- ➔ Check sample schedule for Disinfection Byproduct due date. Recommend pulling samples early.
- ➔ Monday mid-month, every month: Collect your required monthly samples. [Review your system plan for what is due.](#) Mid-month is recommended in case you have to re-run a sample. *Check your sampling schedule for DBP, PBCU, VOC's, SOC's etc. and verify with your Compliance Officer
- ➔ On or before the 25th of every month: Pay your monthly Gross Receipt Tax (GRT) and Water Conservation Fee (WCF) for the previous month to the Taxation and Revenue Department.

April 2026

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
			1 Read Well Meter / CCR Deadline Wholesale Systems	2	3	4 Check your Sampling Schedule on Drinking Water Watch*
5 Easter Sunday 	6	7	8	9	10	11
12	13 Collect Required Samples	14	15	16	17	18
19	20	21	22	23	24	25 Pay GRT and WCF
26	27	28	29	30 DFA Quarterly Q1 Budget Due		

Important Dates

- ➔ On the first of every month: Collect your monthly meter reading on or before this day and submit your results to the State Engineer (OSE) before the 10th. [Review your water rights permit for details.](#)
- ➔ **April 1st: Consumer Confidence Report Deadline for wholesale systems to consecutive systems.**
- ➔ Check sample schedule for Disinfection Byproduct due date. Recommend pulling samples early.
- ➔ Monday mid-month, every month: Collect your required monthly samples. [Review your system plan for what is due.](#) Mid-month is recommended in case you have to re-run a sample.
- ➔ On or before the 25th of every month: Pay your monthly Gross Receipt Tax (GRT) and Water Conservation Fee (WCF) for the previous month to the Taxation and Revenue Department.
- ➔ **April 30th: Department of Finance and Administration Quarter 2 Budget report due for January through March**

May 2026

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
					1 Read Well Meter	2 Check your Sampling Schedule on Drinking Water Watch*
3	4	5 Update ICIP and get board approval.	6	7	8	9
10 Mother's Day 	11 Collect Required Samples	12	13	14	15 Annual Report Due to Sec. of State	16
17	18	19	20	21	22	23 Pay GRT and WCF
24 31	25 Memorial Day	26	27	28	29	30

Important Dates

- ➔ On the first of every month: Collect your monthly meter reading on or before this day and submit your results to the State Engineer (OSE) before the 10th. [Review your water rights permit for details.](#)
- ➔ Check sample schedule for Disinfection Byproduct due date. Recommend pulling samples early.
- ➔ **Early May: Start Infrastructure Capital Improvement Plan (ICIP) and resolution for board approval. Deadline is approaching in June or July!**
- ➔ **May 15th generally but verify this, via their online system. MDWCAs must file an annual report to be in good standing with the corporation bureau at the Secretary of State Office.**
- ➔ Monday mid-month, every month: Collect your required monthly samples. [Review your system plan for what is due.](#) Mid-month is recommended in case you have to re-run a sample.
- ➔ On or before the 25th of every month: Pay your monthly Gross Receipt Tax (GRT) and Water Conservation Fee (WCF) for the previous month to the Taxation and Revenue Department.

June 2026

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
	1 Read Well Meter	2	3	4	5 Check your Sampling Schedule on Drinking Water Watch*	6
7	8 Check DSSP for seasonal sampling.	9	10	11	12 ICIP Submission Deadline (verify)	13
14	15 Collect Required Samples.	16	17	18	19	20
21 Father's Day 	22	23	24	25 Pay GRT and WCF	26	27
28	29	30 Final CCR Version due to NMED				

Important Dates

- ➔ On the first of every month: Collect your monthly meter reading on or before this day and submit your results to the State Engineer (OSE) before the 10th. [Review your water rights permit for details.](#)
- ➔ **June 3rd: Consumer Confidence Report (CCR) due to the New Mexico Environment Department if you would like a courtesy review by NMED staff.**
- ➔ Check sample schedule for Disinfection Byproduct and Lead and Copper due date. Recommend pulling samples early.
- ➔ Monday mid-month, every month: Collect your required monthly samples. [Review your system plan for what is due.](#) Mid-month is recommended in case you have to re-run a sample.
- ➔ **Mid-June: Infrastructure Capital Improvement Plan (ICIP) submission deadline.**
- ➔ On or before the 25th of every month: Pay your monthly Gross Receipt Tax (GRT) and Water Conservation Fee (WCF) for the previous month to the Taxation and Revenue Department.

July 2026

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
			1 Read Well Meter & CCR due to Customers	2	3 Check your Sampling Schedule on Drinking Water Watch*	4 Independence Day! 
5	6	7	8	9	10	11
12	13 Collect Required Samples	14	15	16	17	18
19	20	21	22	23	24	25 Pay GRT and WCF
26	27	28	29	30	31 DFA Quarterly Q2 Budget Due	

Important Dates

- ➔ On the first of every month: Collect your monthly meter reading on or before this day and submit your results to the State Engineer (OSE) before the 10th. [Review your water rights permit for details.](#)
- ➔ **July 1st: Consumer Confidence Report due to Customers**
- ➔ Check sample schedule for Disinfection Byproduct and Lead and Copper due date. Recommend pulling samples early.
- ➔ Monday mid-month, every month: Collect your required monthly samples. [Review your system plan for what is due.](#) Mid-month is recommended in case you have to re-run a sample.
- ➔ On or before the 25th of every month: Pay your monthly Gross Receipt Tax (GRT) and Water Conservation Fee (WCF) for the previous month to the Taxation and Revenue Department.
- ➔ **July 31st: Department of Finance and Administration Quarter 2 Budget report due for April through June**

August 2026

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
						1 Read Well Meter
2	3	4	5 Check your Sampling Schedule on Drinking Water Watch*	6	7	8
9	10 Collect Required Samples	11	12	13	14	15
16	17	18	19	20	21	22 Pay GRT and WCF
23	24	25	26	27	28	29
30	31					

Important Dates

- ➔ On the first of every month: Collect your monthly meter reading on or before this day and submit your results to the State Engineer (OSE) before the 10th. [Review your water rights permit for details.](#)
- ➔ Check sample schedule for Disinfection Byproduct and Lead and Copper due date. Recommend pulling samples early.
- ➔ Monday mid-month, every month: Collect your required monthly samples. [Review your system plan for what is due.](#) Mid-month is recommended in case you have to re-run a sample.
- ➔ On or before the 25th of every month: Pay your monthly Gross Receipt Tax (GRT) and Water Conservation Fee (WCF) for the previous month to the Taxation and Revenue Department.

September 2026

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
		1 Read Well Meter	2	3	4 Check your Sampling Schedule on Drinking Water Watch*	5
6	7	8	9	10	11	12
13	14 Collect Required Samples	15	16	17	18	19
20	21	22	23	24	25 Pay GRT and WCF	26
27	28	29	30 CCR Certification Submittal Due			

Important Dates

- ➔ On the first of every month: Collect your monthly meter reading on or before this day and submit your results to the State Engineer (OSE) before the 10th. [Review your water rights permit for details.](#)
- ➔ Check sample schedule for Disinfection Byproduct and Lead and Copper due date. Recommend pulling samples early.
- ➔ Monday mid-month, every month: Collect your required monthly samples. [Review your system plan for what is due.](#) Mid-month is recommended in case you have to re-run a sample.
- ➔ On or before the 25th of every month: Pay your monthly Gross Receipt Tax (GRT) and Water Conservation Fee (WCF) for the previous month to the Taxation and Revenue Department.
- ➔ **Lead and Copper sampling deadline September 30th.**

October 2026

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
				1 Read Well Meter	2 Check your Sampling Schedule on Drinking Water Watch*	3
4	5	6	7	8	9	10
11	12 Collect Required Samples	13	14	15	16	17
18	19	20	21	22	23 Pay GRT and WCF	24
25	26	27	28	29	30 DFA Quarterly Report Due	31  Halloween

Important Dates

- ➔ On the first of every month: Collect your monthly meter reading on or before this day and submit your results to the State Engineer (OSE) before the 10th. [Review your water rights permit for details.](#)
- ➔ Check sample schedule for Disinfection Byproduct and Lead and Copper due date. Recommend pulling samples early.
- ➔ Monday mid-month, every month: Collect your required monthly samples. [Review your system plan for what is due.](#) Mid-month is recommended in case you have to re-run a sample.
- ➔ On or before the 25th of every month: Pay your monthly Gross Receipt Tax (GRT) and Water Conservation Fee (WCF) for the previous month to the Taxation and Revenue Department.
- ➔ **July – September Quarterly Budget Report Due to DFA**

November 2026

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
1	2 Read Well Meter	3	4	5	6 Check your Sampling Schedule on Drinking Water Watch*	7
8	9 Collect Required Samples	10	11	12	13	14
15	16	17	18	19	20 Pay GRT and WC Fee	21
22	23	24	25	26 Thanksgiving 	27	28
29	30					

Important Dates

- ➔ On the first of every month: Collect your monthly meter reading on or before this day and submit your results to the State Engineer (OSE) before the 10th. [Review your water rights permit for details.](#)
- ➔ Check sample schedule for Disinfection Byproduct due date. Recommend pulling samples early.
- ➔ Monday mid-month, every month: Collect your required monthly samples. [Review your system plan for what is due.](#) Mid-month is recommended in case you have to re-run a sample.
- ➔ On or before the 25th of every month: Pay your monthly Gross Receipt Tax (GRT) and Water Conservation Fee (WCF) for the previous month to the Taxation and Revenue Department.

December 2026

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
		1 Read Well Meter	2	3	4 Check your Sampling Schedule on Drinking Water Watch*	5
6	7 Collect Required Samples	8	9	10	11	12
13	14	15	16	17	18 Pay GRT and WC fee.	19
20	21	22	23	24	25  Christmas Day	26
27	28	29	30	31 New Year's Eve		

Important Dates

- ➔ On the first of every month: Collect your monthly meter reading on or before this day and submit your results to the State Engineer (OSE) before the 10th. [Review your water rights permit for details.](#)
- ➔ Check sample schedule for Disinfection Byproduct due date. Recommend pulling samples early.
- ➔ Monday mid-month, every month: Collect your required monthly samples. [Review your system plan for what is due.](#) Mid-month is recommended in case you have to re-run a sample.
- ➔ On or before the 25th of every month: Pay your monthly Gross Receipt Tax (GRT) and Water Conservation Fee (WCF) for the previous month to the Taxation and Revenue Department.

Contact List Compilation for NMED:

Name/Department	Contact Information	Important Dates
General Drinking Water Inquiries	Drinking.water@env.nm.gov	
Revised Total Coliform Rule	Nmenv.rtcrr@env.nm.gov	
PFAS inquiries	Nmenv-dwb-pfas@state.nm.us	
Disinfection By-Products (DBP2)	Nmenv.dbp@env.nm.gov	
Engineering Plan Review	Nmenv-dwbplanreview@state.nm.us	
Lead and Copper Rule (LCR)	Lcr.manager@env.nm.gov	
Consumer Confidence Report (CCR)	Nmenv.ccr@env.nm.gov	July 1st - Community distribution October 1 st – Certification is due to NMED
Laboratory Invoice Payment	Dwb.lab_invoices@state.nm.us	
Laboratory Results Notifications	Lab.samples@env.nm.gov	
MCL Exceedances	Nmenv.labsamples@env.nm.gov	
Utility Operator Certification	UOCP.Certification@env.nm.gov	
DWSRF Funding	Nmenv-dwbfunding@state.nm.us	
Emerging Contaminants	Emergingcontam.sdc@state.nm.us	