

STATE REGULATORY REQUIREMENTS

Mutual Domestic Water Consumers Associations (MDWCA) are organized and accountable to the laws of the Sanitary Projects Act (SPA). Provisions of the SPA require that MDWCAs remain in regulatory compliance with the NM Secretary of State, the Open Meetings Act under the Attorney General's Office, the Governor's Executive Order 2013-006 which is regulated by DFA-LGD and the State Auditor's Office, the Safe Drinking Water Act as regulated by the New Mexico Environment Department, NM Tax and Revenue and the NM Office of the State Engineer.

Management and accountability of these laws fall under the responsibility of the Board of Directors which are elected by the MDWCA's membership. According to the governing documents of MDWCAs as outlined in the SPA, the Board of Directors oversee the Technical, Managerial and Financial condition of their water system.

Across New Mexico, MDWCA Board of Directors are committed and dedicated to providing safe drinking water to their customers.

NM Secretary of State	
1	Articles of Incorporation
2	By-Laws
3	Rules and Regulations
4	Annual Corporate Report
Attorney General	
5	Open Meetings Act
6	Public Notice - 10 days Prior to Meeting
7	Agenda - 72 hours Prior to Meeting
DFA-LGD	
8	Annual Budget < \$10,000
9	Tier 1 Certification
10	Annual Budget > \$10,000
11	Tier 2 Certification
12	Annual Budget
13	Quarterly Reports
14	ICIP
State Auditor's Office	
15	Annual Budget < \$10,000
16	Tier 1 Certification
17	Annual Budget between \$10,001 - \$50,000
18	Tier 2 Certification
19	Tier 1 or Tier 2 with Capital Outlay Expenditure
20	Tier 3 Agreed Upon Procedures
21	Annual Budget between \$50,001 - \$250,000
22	Tier 4 Agreed Upon Procedures
23	Cash
24	Book Capital Assets
25	Revenue
26	Expenditures
27	Journal Entries
28	Budgets
29	Audit Report
30	Tier 4 with Capital Outlay Expenditure
31	Tier 5 Agreed Upon Procedures
32	Cash
33	Book Capital Assets
34	Revenue
35	Expenditures
36	Journal Entries
37	Budgets
38	Capital Outlay Appropriations
39	Audit Report
40	Annual Budget between \$250,001 - \$500,000
41	Tier 6 Agreed Upon Procedures
42	Cash
43	Book Capital Assets
44	Debt
45	Revenue
46	Expenditures
47	Journal Entries
48	Budgets
49	Capital Outlay Appropriations
50	Audit Report
51	Annual Budget > \$500,001
52	Full Audit
NMED-DWB/SPA/SDWA	
53	Sanitary Surveys
54	Emergency Response Plan
55	Vulnerability Assessment
56	Operation and Maintenance Plan
57	Source Water Project Plan
58	Asset Management Plan
59	CCRs
	Water Sampling Plan
60	Water Quality Sampling
61	Cross Connection Policy
62	Board Training
63	PER
64	ER
65	Certified Operator
66	Water Audits
67	Reserve Accounts
68	Disbursement Request
69	CPMS - Capital Outlay
70	Budget Management
71	Project Management
NM Tax and Rev	
72	Gross Receipts Tax
73	Water Conservation Fee
NM OSE	
74	Master Meter Readings
	Extension of Time
75	Maintain Permits up to date
78	Maintain Water Right up to date
79	Water Audit
80	Water Conservation Plan > 500ac/ft annually
Additional Requirements	
81	State Purchasing Division - Chief Purchasing Officer
82	5 Year Financial Plan
83	Long-Term Water Plan
84	DUNS / EIN Numbers
85	WTB Match