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The 2010 City of Las Cruces Reference Guide is published for the citizens of Las Cruces by the City of Las Cruces Public Information Office. This guide can be made available in alternative formats by calling:  
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**City of Las Cruces®**  
PEOPLE HELPING PEOPLE

# To provide responsive, cost effective and high quality services to the citizens of Las Cruces.

## CITY HALL

700 N. MAIN STREET

VOICE: (575) 541-2100

FAX: (575) 541-2183

TTY: (575) 541-2182

## CITY MANAGER

TERRENCE MOORE - (575) 541-2076

## ASSISTANT CITY MANAGER

ROBERT L. GARZA - (575) 541-2271

## INTERNAL AUDIT MANAGER

AUDREY EVINS - (575) 541-2247

## PUBLIC INFORMATION OFFICE

DIRECTOR OF COMMUNICATIONS

UDELL VIGIL - (575) 541-2200



The City of Las Cruces is a Home Rule municipality with a council-manager form of government as specified by the City Charter. Policies are set by the city council and administered by a professional staff directed by the city manager. There are nearly 1,400 employees and a total funds budget of approximately \$400 million.

**CITY MANAGER** The city manager is, by City Charter, the chief executive officer of the City, responsible for offering leadership and guidance to all departments and divisions of city government, as well as implementing policies and programs as prioritized and directed by city council. The manager is also charged with ensuring cost effective day-to-day operations of programs and services provided by the organization.

**ASSISTANT CITY MANAGER** The assistant city manager is responsible for overseeing and coordinating the activities of various departments and special projects. The assistant city manager assists the city manager in the daily administration, decision-making, and guidance of City staff, and represents the city manager in his/her absence.

**INTERNAL AUDIT** To provide audits and consulting services designed to promote transparency, accountability, efficiency, and effectiveness of City government for the citizens of Las Cruces.

**PUBLIC INFORMATION OFFICE (PIO)** Informs the public about City Council actions and City services, programs and activities. It is a centralized source for providing multi-media services within the City organization, as well as community outreach services. PIO supports the City's missions and strategic directions through the news media and public relations, and internal and external communications such as advertising and marketing. It operates the City's government access TV channel, Emmy® Award winning CLC-TV, cable channel 20 on Comcast. Programming can be viewed live online at CLCTV.com. PIO also facilitates City-funded annual special events: Music in the Park, 4th of July Celebration, and Christmas Tree Lighting Ceremony.



# Assist citizens to achieve their desired lifestyles by contributing to a better quality of life through community improvement.

700 N. MAIN STREET  
VOICE: (575) 528-3043  
FAX: (575) 528-3155

## ADMINISTRATION

DAVID WEIR, DIRECTOR  
(575) 528-3066 TTY: (575) 528-3016

## DEVELOPMENT SERVICES

CHERYL RODRIGUEZ, ADMINISTRATOR  
(575) 528-3277

## ECONOMIC DEVELOPMENT & REVITALIZATION

CHRISTINE LOGAN, ADMINISTRATOR  
(575) 541-2286

## NEIGHBORHOOD SERVICES

DAVID DOLLAHON, ADMINISTRATOR  
(575) 528-3022

## PERMITTING AND INSPECTIONS

ROBERT KYLE, BUILDING OFFICIAL  
(575) 528-3059

## PLANNING & MPO

VINCENT BANEGAS, ADMINISTRATOR  
(575) 528-3066

## SUSTAINABILITY PROGRAM

THOMAS SCHUSTER,  
SUSTAINABILITY OFFICER  
(575) 528-3069

### YOU MAY APPLY FOR A BUILDING PERMIT AT OUR OFFICE.

All commercial permits need a plan review; however, many residential permits can be obtained "over-the-counter" by submitting an application and the required fees and drawings. "over-the-counter" permits are processed immediately for your convenience. Please come by our office or call us at (575) 528-3059. We can help provide information for your specific project.



## DEPARTMENT DIRECTOR

The Las Cruces Community Development Department conducts a variety of planning activities for the City as well as serves the function of central permitting agency for building and construction permits, business registrations, and a host of other community and economic vibrancy activities.

## BUILDING PERMITS AND INSPECTIONS

Building Permits and Inspections is the source for building, electrical, mechanical, and plumbing permits; plan review and development permits. The office is located 700 N. Main Street. Staff receives and processes plan permit applications and plan review requests. Certified inspectors make site visits to help ensure projects are built in compliance with construction codes. Most construction, alteration, moving, demolition, repair projects, electrical, mechanical and plumbing systems within the City of Las Cruces require a building permit. Some exceptions are:

- Sheds of 120 square feet or less.
- Installing floor covering, painting, papering, and similar finish work.
- Decorative walls used for landscaping that are 24 inches high or less and 12 inches wide or less and are not on property lines.

## DEVELOPMENT SERVICES

Development Services provides the community with an orderly and systematic managed growth approach to the built environment within the city and the Extra-territorial Zone (ETZ). The section works with the Planning and Zoning Commission and ETZ Commission to process requests for annexation, zoning, master plans, subdivisions, variances and also handles sign permits and street addressing. It serves as the source for information on the requirements for these property use and development processes and can answer your questions on issues such as garage sale signs and the steps involved in obtaining a variance or exception to setback, size or other dimensional requirements of the zoning code or in certain instances, the design standards.

## SUSTAINABILITY PROGRAM

The sustainability program is responsible for reducing the environmental impact of City operations and the community as a whole. The program seeks to increase energy efficiency, the use of renewable energy, and the number of green jobs in the community. Community education and outreach are also important, as the program provides tools and information to help residents and businesses cut energy costs and waste. For more information, call (575) 528-3069

### NEIGHBORHOOD SERVICES

Neighborhood Services serves residents by assisting them in improving and maintaining their neighborhoods. Efforts include:

**COMMUNITY DEVELOPMENT BLOCK GRANT/HOME:** Utilizes federal funding to partner with outside agencies to provide services to the City's low and moderate-income residents.

**HOME REHABILITATION PROGRAM:** The program grants and loans money to residents who meet income requirements and own their homes to help them maintain the quality of their homes. Funding is limited to \$50,000 per homeowner. The program also provides entrance ramps to persons who live in mobile homes that meet income requirements and have a qualifying disability. Both programs utilize a waiting list to serve residents on a first-come, first-served basis.

**JUVENILE CITATION PROGRAM:** Youth offenders are referred to this program by the local juvenile probation and parole department. Qualifying offenders who commit a status offense, petty misdemeanor, or misdemeanor complete an education program and provide community service in lieu of sanctions through the formal juvenile justice system.

**AFFORDABLE HOUSING:** Work with local housing providers and interested citizens to develop more housing choices in the area, help citizens better prepare for home ownership and encourage development of affordable housing throughout the community.



### ECONOMIC DEVELOPMENT & REVITALIZATION

Economic development staff work to make Las Cruces a better place to live, work and play! We do this by encouraging economic growth in jobs and tax revenue. Staff is available to assist new and existing businesses through city processes when they relocate or expand current operations.

**MAIN STREET DOWNTOWN:** Downtown is the heart of Las Cruces and the City is committed to make it a vibrant and exciting place to be. Efforts are underway to re-open Main Street so shoppers can drive by and park at the front door. Various other projects are underway to enhance the existing attractions and bring new possibilities into the area. To learn more or get involved yourself, call (575) 528-3163.

**BUSINESS LICENSING:** All businesses operating in New Mexico must register with the State Taxation and Revenue Department. A business that is located within the city limits must have a City business license. A business license is valid for one year. New business licenses require site inspection and a seven day review process. Home based businesses and renewals of an existing license can be completed by mail or in person. For more information call (575) 541-2286.



**FARMERS AND CRAFTS MARKET** The Las Cruces Farmers and Crafts Market is an open-air market located downtown in the heart of Las Cruces. The market is open on Wednesdays and Saturdays year round. Local produce, sold directly by the growers, is available in season. Cold weather crops and hot house vegetables are available in the winter. Breads, burritos, roasted corn and popcorn tempt the shopper and an array of talented crafters await visitors as well. Sing with the mariachi band and stroll the aisles looking for unique locally made woodwork, needlework, metal arts, chile ristras, jewelry, knives, clothing and more.

**INTERESTED IN BEING A VENDOR?** All you need is a home grown product, a state tax identification number and proof that you live in New Mexico. To sell handmade crafts, you must have a state tax identification number and be a Doña Ana County resident. Call (575) 541-2288 to schedule an orientation – you must attend a vendor orientation before selling at the market.

### PLANNING & METROPOLITAN PLANNING ORGANIZATION (MPO)

**PLANNING:** Provides land use planning services to the City Council, extra-territorial zone area, city planning and zoning commission, neighborhoods, and citizens. Planning prepares the comprehensive plan, neighborhood plans, and land use overlay plans to guide the long-term form of the city, its neighborhoods and its services.

**THE METROPOLITAN PLANNING ORGANIZATION (MPO):** Is a transportation planning function administered by the City of Las Cruces for the city, parts of Doña Ana County and the Town of Mesilla. The primary function is to provide transportation planning services from a multi-modal approach addressing issues related to vehicular, pedestrian, bicycle, air, transit, and rail methods of travel. More commonly, the public associates the transportation function as having a key role in the planning of roadways, particularly those associated with principal arterials and collector roadways, two of the major road categories citizens use in and around the city for travel.

### NEIGHBORHOOD ASSOCIATIONS:

The Community Development Department helps neighborhood associations address their community's needs and obtain the information they want about city services and upcoming developments. Contact development services to add your association to the information distribution listing.

**MESQUITE HISTORIC NEIGHBORHOOD:** The South Mesquite Overlay provides guidelines to help ensure that the historic character of Las Cruces' original town site is preserved. If you own property in the Mesquite Historic Neighborhood, and are planning to build, add on or remodel, please contact Community Development staff at (575) 528-3204 or (575) 528-3209 regarding design standards and a review by the South Mesquite Design Review Board.



The Facilities Department provides internal support to the City of Las Cruces, maintains parks and facilities, keeps all City vehicles and equipment functioning safely and properly and maintains City-owned land.

700 N. MAIN STREET  
VOICE: (575) 541-2651  
FAX: (575) 541-2655

FACILITIES DIRECTOR  
BRIAN DENMARK - (575) 541-2651

PROJECT MANAGEMENT ADMINISTRATOR  
ERIC MARTIN - (575) 541-2502

BUILDING SERVICES ADMINISTRATOR  
ALMA LERMA-GRIFFITH - (575) 541-2591

FLEET ADMINISTRATOR  
DONALD HASKINS - (575) 541-2596

PARKS & RECREATION ADMINISTRATOR  
MARK JOHNSTON - (575) 541-2553  
FAX: (575) 541-2512 TTY: (575) 541-2661

LAS CRUCES INTERNATIONAL AIRPORT  
ADMINISTRATOR  
LISA MURPHY - (575) 541-2471  
TTY: (575) 541-5149

**PROJECT MANAGEMENT** The Project Management section provides a full range of services in support of all City-owned facility construction projects. Those services include project evaluation, programming, design, construction cost estimating, preparation of construction documents and the administration of construction contracts. Prepares and conducts City auctions.

**BUILDING SERVICES** The Building Services section provides in-house custodial, welding, electrical, plumbing, heating, ventilation and cooling, and building maintenance services to all City-owned buildings and parks. The section also manages service contracts for elevator repairs and maintenance, pest control, fire extinguishers, fire sprinklers, glass repair, locksmith services, sheet metal, energy management, overhead door, custodial and carpet services.

**FLEET MAINTENANCE** The Fleet Maintenance section maintains more than 1,300 pieces of equipment valued at more than \$28 million. Services include all levels of maintenance for all City-owned vehicles, from preventative maintenance to overhauls and oversees all repairs and servicing of vehicles by outside vendors (glass, body, repair and paint, etc.). Fleet Maintenance also provides coordination for all vehicle acquisitions.

**PARKS & RECREATION** Parks maintains parks, athletic fields, medians, and trails throughout the City, as well as, provides litter and weed control along public roadways. There are more than 87 park sites and public grounds totaling some 514 acres, and more than 60 medians within the City's 76.77 square miles. City facilities, under Parks, include multiple athletic complexes containing softball, baseball and soccer fields, sand volleyball, horseshoe, lighted tennis courts, a skate park and a BMX racetrack.

Recreation offers a variety of programs, activities, and events for the public at the six centers and indoor and outdoor pools. Recreation is also the primary sponsor of all youth and adult leagues in hockey, volleyball, baseball, softball, track and field, triathlons and duathlons, football, basketball, BMX track, boxing and soccer. Recreation collaborates with groups and organizations to provide and carry out quality activities and events for the community. Among the centers or activities handled by Recreation are:

- Life Center /Therapeutic Recreation Program
- Aquatics Program
- Athletics
- Summer Recreation Program
- Summer Food Service Program
- Club Fusion Teen Center
- Meerscheidt Recreation Center
- East Mesa Recreation Center
- Mesilla Park Community Center
- Henry Benavidez Community Center



## VECTOR CONTROL/ MOSQUITO HOTLINE

The City of Las Cruces vector control program, administered by Parks & Recreation, maintains the MOSQUITO HOTLINE (575) 541-2574 year-round for citizen questions and concerns about mosquitoes.

## LAS CRUCES INTERNATIONAL AIRPORT

The Airport is located just north of the West Mesa Industrial Park off Interstate 10, approximately seven miles from the center of the City. As the aerial gateway to the Las Cruces economy, the airport supports more than 85,000 annual operations and is served by two full-service fixed base operators, a restaurant, a flight school, an aircraft maintenance facility, an aircraft upholstery business, UPS air cargo, OmniFlight air ambulance medical service, the Civil Air Patrol, New Mexico Air National Guard, the Experimental Aircraft Association and the New Mexico State University Unmanned Aerial Systems Flight Test Center. More than 155 aircraft are based at Las Cruces International Airport.

Certificated and inspected annually by the Federal Aviation Administration, the airport can handle aircraft from ultra-lights to Boeing 737s. The airport property covers more than 3,400 acres, consists of three runways, a total of about one hundred corporate, private and commercial hangars and 25 acres of paved aircraft parking space.

The airport contributes more than \$20 million annually to the City's economy. The City of Las Cruces receives Federal Aviation Administration (FAA) annual entitlement funds to keep developing infrastructure to accommodate the growing demand for facilities at the airport.

Over the past five years, the airport has obtained more than \$12 million in federal and state grants. The grant money was used to reconstruct and repair runways and taxiways, improve navigational landing systems and develop airport infrastructure for hangar development.



# Facilities Department • Parks & Recreation Listings

Do you need to reserve park space? Call (575) 541-2554.

FOR MAPS LOG ON TO: [www.las-cruces.org/facilities/parks/location/shtm](http://www.las-cruces.org/facilities/parks/location/shtm)

PARKS SECTION  
(575) 541-2550 . FAX (575) 541-2512  
TTY (575) 541-2661

## 1. ALBERT JOHNSON PARK

Corner of Picacho & Main:  
Picnic Tables/Lighted Facility

## 2. APODACA PARK

801 E. Madrid: Picnic Tables/Restrooms/  
Playgrounds/Tennis Courts/Baseball  
Field/Lighted Facility/Softball Field

## 3. BENAVIDEZ COMMUNITY CENTER

1045 W. McClure: Picnic Tables/Restrooms/  
Pool Tables/Meeting Rooms/Basketball  
Court/Playground

## 4. BON BURT PARK

Bon Burt Drive

## 5. BRANIGAN CULTURAL CENTER

500 N. Water: Art & Historical Exhibits,  
Art & Dance Classes

## 6. BRANIGAN LIBRARY

200 E. Picacho: Restrooms/Meeting Room

## 7. BRANIGAN PARK

1255 W. Hayner: Playground/  
Multi-Purpose Field

## 8. BURN LAKE

1855 W. Amador: Under Construction

## 9. BUTTERFIELD SHOOTING RANGE

Interstate 10 West - Exit 127  
Picnic Tables/Grills/Restrooms

## 10. CAMELOT GARDENS PARK

2044 Camelot Drive  
End of Kingsbury Court: Playground

## 11. CAMELOT GARDENS MINI PARK

2044 Camelot: Picnic Tables/Playground

## 12. CAMUNEZ PARK

935 N. Valley: Picnic Tables/Playground/  
Multi-Purpose Field/Basketball Court

## 13. CANDLELIGHT KNOLLS MINI PARK

1505 Candlelight: Playground/Basketball  
Court/Lighted Facility

## 14. CARDON PARK

1050 N. Mesquite: Picnic Tables/Play-  
ground/Basketball Court

## 15. CLUB FUSION

101 E. Union: Restrooms/Meeting Room

## 16. COLLEGE MANOR

Corner of Yale & Stern: Picnic Tables/  
Playground

## 17. COUNTRY CLUB ESTATES PARK

2800 Spitz: Picnic Tables/Playground/  
Multi-Purpose Field

## 18. DESERT HILLS TRAILS

North-3492 Sonora Springs Blvd.  
South-3541 Mission Rd.

## 19. DOWNTOWN MALL

300 S. - 400 N. on Downtown Mall:  
Benches/Shelter/Restrooms

## 19. EAST MESA RECREATION CENTER

5589 Porter: Restrooms/Playground/  
Softball & Baseball Fields/Lighted  
Facility/Pool Tables/Meeting Room

## 20. EAST CAMBRIDGE MINI PARK

120 E. Cambridge

## 21. EAST MESA BATON MEMORIAL POOL

6141 Reynolds Drive: Swimming  
Pool/Restrooms

## 22. EAST MESA RECREATION CENTER

5589 Porter: Restrooms/Playground/  
Softball & Baseball Fields/Lighted  
Facility/Pool Tables/Meeting Room

## 23. EASTSIDE COMMUNITY CENTER

310 N. Tornillo: Restrooms/  
Meeting Room/Pool Room

## 24. EL ENCANTO PARK

410 Avenida de Mesilla: Playground/  
Basketball Court

## 25. FIELD OF DREAMS SOCCER

2302 Tashiro: Soccer Field/Lighted Facility

## 26. FIELD OF DREAMS SOFTBALL

1601 Bruins Lane: Restrooms/Soccer  
Field/Lighted Facility

## 27. FOUR HILLS PARK

Corner of Neptune & Sunridge:  
Picnic Tables

## 28. HESKE GARDENS

750 S. Espina: Benches/Picnic Table

## 29. FRENGER PARK

800 Parkview: Restrooms/Playground/Tennis  
Courts/Lighted Facility/Swimming Pool

## 30. GUS VLACHAKIS PARK

2800 E. Missouri: Picnic Tables/  
Playground/Shelter

## 31. HARTY FIELDS

1840 E. Hadley: Restrooms/Softball Field/  
Lighted Facility

## 32. HERMOSA HEIGHTS PARK

1800 E. Amador: Picnic Tables/  
Playground/Lighted Facility

## 33. HESS TERRACE MINI PARK

500 W. Picacho

## 34. HIGH NOON SOCCER COMPLEX

2004 Bruins Lane: Restrooms/Soccer  
Field/Lighted Facility

## 35. HILLRISE MINI PARK

2619 Hillrise: Basketball Court/Grill/  
Picnic Tables/Shelter

## 36. JARDIN DE MESQUITE

Spruce and Mesquite

## 37. JARDIN DE ESPERANZA

Spruce and San Pedro

## 38. JASON JIRON PARK

355 Three Crosses: Picnic Tables/Shelter/  
Multi-Purpose Field/Basketball Court/  
Volleyball/Playground

## 39. KLEIN PARK

155 N. Mesquite: Picnic Tables/Playground/  
Lighted Facility

## 40. LA BUENA VIDA PARK

La Buena Vida Circle: Picnic Tables/Shelter

## 41. LA FONDA MINI PARK

1500 S. La Fonda

## 42. LA LLORONA PARK

Picacho/Rio Grande: Picnic Tables/Grills/  
Restrooms/Playground/3 Mile Trail

## 43. LAS COLINAS MINI PARK

3731 Jade: Picnic Tables/Basketball Court/  
Volleyball

## 44. LAS COLINAS RETENTION POND

3764 Jade

## 45. LAS CRUCES BMX TRACK

Walnut & Hadley: Restrooms/Lighted Facility

## 46. LAS CRUCES DOG PARK

Hermosa Street (Behind Meerscheidt  
Recreation Center)

## 47. LEGENDS WEST PARK

1120 Motel Blvd

## 48. LEGENDS WEST TRAILS

Along Tashiro Road

## 49. LEGENDS WEST MINI PARK & TRAILS

Meriwether St., Burroughs St. and San  
Miguel Court

## 50. LIONS PARK

701 W. Picacho: Picnic Tables/  
Playground/Tennis Courts/Racquetball/  
Laabs Swimming Pool

## 51. LUSH & LEAN

Spruce and San Pedro

## 52. MAAG PARK

1700 E. Hadley: Restrooms/  
Multi-Purpose Field/Lighted Facility

## 53. MAIN & EL PASEO MINI PARK

Main & El Paseo

## 54. MAJESTIC TERRACE MINI PARK

801 S. Telsor

## 55. MATT YOUNGBLOOD HORSESHOE COURTS

1800 E. Hadley

## 56. MEERSCHIEDT RECREATION CENTER

1600 E. Hadley: Restrooms/Playground/  
Racquetball/Basketball Court/Volleyball/Pool  
Tables/Weight Room/Meeting Room/Gymna-  
sium/Fitness Room

## 57. MESA HEIGHTS PARK

1040 Ash

## 58. MESILLA PARK CENTER

304 W. Bell: Picnic Tables/Restrooms/  
Playground/Pool Room/Meeting Room/  
Gymnasium/Fitness Room

## 59. MESQUITE COMMUNITY GARDEN

Spruce & San Pedro

## 60. MIRANDA MINI PARK

1200 N. Miranda

## 61. MISSION MINI PARK

1603 S. Main

## 62. MUNSON SENIOR CENTER

975 S. Mesquite: Pool Tables/  
Meeting Room/Gymnasium

## 63. MUSEUM OF ART

490 N. Water: Art Exhibits

## 64. MUSEUM OF NATURAL HISTORY

700 S. Telsor, Mesilla Valley Mall: Exhibits

## 65. NEW MEXICO RAILROAD MUSEUM

351 N. Mesilla

## 66. NORTH LAS CRUCES PARK

1001 Valleyview

## 67. NORTHBRIDGE PARK

End of Westridge Rd.: Picnic Tables

## 68. ODD FELLOWS CEMETERY

785 Compress

## 69. OUTLET CHANNEL PARK

2270 Doña Ana

## 70. ORO VISTA PARK/PONDING

Corner of Porter & Central

## 71. PAZ PARK

1875 E. Hadley: Restrooms/  
Baseball Field/Lighted Facility

## 72. PIONEER WOMEN'S PARK

500 W. Las Cruces: Picnic Tables/  
Shelter/Playground/Lighted Facility

## 73. PONDEROSA MINI PARK

1495 Branding Iron Circle: Picnic Tables/  
Grills/Basketball Court/Playground

## 74. PROVENCIO/VAN DAME

MULTI-PURPOSE FIELD  
600 N. Solano: Soccer Fields

## 75. RONALD D. GALLA T-BALL FIELD

1800 E. Hadley: Baseball Field/  
Lighted Facility/Restrooms

## 76. ROSE VILLAGE PARK

225 Bex Court: Picnic Tables

## 77. ROTARY INTERNATIONAL PARK

Center Office Center, 575 S. Alameda

## 78. SACRAMENTO MINI PARK

1640 N. Sacramento

## 79. SAGECREST PARK

601 N. Roadrunner: Picnic Tables/  
Playground/Basketball Court

## 80. SALOPEK/STULL PARK

464 Salopek: Picnic Tables/Playground

## 81. SAN JOSE PARK

100 N. Espina

## 82. SAM GRAFT PARK

4230 Sedona Hills Parkway: Playground/  
Sand Volleyball Court/Basketball Court

## 83. SAMMY BURKE YOUTH BOXING CENTER

700 N. Solano

## 84. SKATE PARK/BMX BICYCLE TRACK

Hadley/Walnut

## 85. SOLDADOS MULTI-PURPOSE FIELD

Hadley/Walnut: Multi-Purpose Field

## 86. SUNRISE TERRACE PARK

2400 E. Hadley & Craig: Picnic Tables/  
Playground

## 87. SUNSET HILLS PARK

3333 Lunaridge: Picnic Tables/Playground

## 88. TELLBROOK PARK

Winchester/Flintlock: Picnic Tables/  
Playground/Basketball Court/Fitness Stations

## 89. THOMAS & LOCUST DRAINWAY

Locust Street

## 90. THREE CROSSES CACTUS GARDEN

North Main Street & Solano

## 91. TONY GOMEZ PARK

Espina & Farney: Picnic Shelters/  
Baseball Field/Playground Area

## 92. TRIVIZ MULTI-PURPOSE PATH

Distance 4.5 miles; Runs along Triviz  
Street from North Main to University Ave.:  
Landscaped/Water Fountains/Benches  
w/shade canopies/Mile Markers

## 93. UNIDAD PARK

East Hadley: Picnic Tables/Playground

## 94. VALLEY VERDE PARK

1751 W. Hadley: Picnic Tables/Grills/  
Basketball Court/Playground

## 95. VALLEY VIEW PARK

750 S. Espina: Picnic Tables/Restrooms/  
Playground

## 96. VETERANS PARK

2651 Roadrunner Pkwy.: Picnic Tables/  
Playground/Restrooms/Multi-Purpose Field

## 97. VILLA ENCANTADA PARK

1236 Birch: Picnic Table/Playground/  
Basketball Court

## 98. VISTA DE LAS MONTAÑAS

Corner of Porter & Village

## 99. WEST GALLAGHER MINI PARK

137 W. Gallagher: Playground

## 100. WATER WISE COMMUNITY GARDEN

Spruce & Campo

## 101. WIA BUILDING

340 N. Reymond: Meeting Room

## 102. YOUNG PARK

1905 E. Nevada: Picnic Tables/Grills/  
Shelter/Restrooms/Playground/  
Tennis Courts/Soccer Field/Pond

## Recreation

### PARKS AND RECREATION

1501 E. HADLEY AVENUE

VOICE: (575) 541-2553

FAX: (575) 541-2636

PARKS & RECREATION ADMINISTRATOR

MARK JOHNSTON - (575) 541-2553

### MEERSCHEIDT RECREATION CENTER

1600 E. HADLEY AVENUE

VOICE: (575) 541-2563

FAX: (575) 541-2636

### AQUATICS

FRENGER INDOOR POOL

800 PARKVIEW

(575) 541-0362

EAST MESA BATAAN MEMORIAL POOL

6141 REYNOLDS DRIVE

(575) 382-6450

LAABS POOL

701 W. PICACHO AVENUE

(575) 524-3168

REGIONAL RECREATION AND

AQUATICS CENTER

1401 E. HADLEY AVENUE

### CLUB FUSION

101 E. UNION AVENUE

VOICE: (575) 541-5181

FAX: (575) 541-5182



### MEERSCHEIDT RECREATION CENTER



#### HOURS OF OPERATION:

MON-WED-FRI: 6 am-8 pm

TUE AND THUR: 8 am-9 am

SAT: 9 am-5 pm

SUN: NO OPEN RECREATION

(RENTALS ONLY)

#### RENTAL HOURS

SUN: 1-9 pm

FEE: \$40 PER HOUR & ROOM

WEIGHTROOM, AGE 18 & UP

FEE: \$1 PER PERSON

\*No children under the age of 11 are allowed in the weightroom.

#### RACQUETBALL COURTS

- FEE: \$2 PER HOUR

- COURTS CAN BE RESERVED IN ADVANCE

- RESERVATIONS FOR NEXT DAY USAGE WILL BE TAKEN AFTER 4 pm.

- WALK-INS ARE WELCOME

Various fitness classes available.  
Call Meerscheidt Recreation  
Center for more information  
**(575) 541-2563.**

## AQUATICS

**POOL RENTALS:** Frenger, East Mesa Bataan Memorial Pool, and Laabs Pools are available for private rentals as long as the rental does not conflict with any program or public swim. Those wishing to rent any city swimming pool must fill out a permit at the Parks & Recreation Office located at 1501 E. Hadley Ave., (575) 541-2554.

For more information on admission,  
classes and pool schedule call:

FRENGER INDOOR POOL: (575) 523-0362 or 541-2563

EAST MESA BATAAN MEMORIAL POOL: (575) 382-6450

LAABS POOL: (575) 524-3168



### CLUB FUSION RENTAL FEES

#### HOURLY RATES

South dance hall rental:

Occupancy 150: \$100.00/hr

North dance hall rental

Occupancy 280: \$150.00/hr

City approved professional security guard services must be provided by renter at a ratio of one guard for every 50 people. The renter must provide their own DJ and/or sound/lighting equipment.

### CLUB FUSION

HOURS OF OPERATION MON-THUR: 10 am-7 pm

FRI: 2 pm-12 am SAT: RENTALS ONLY SUN: CLOSED

**CLUB FUSION TEEN CENTER:** Club Fusion is a teen center with two dance areas, snack bar and game tables. The facility is equipped with nine television monitors and a projection screen. Club Fusion is also a place to hold weddings, meetings, trainings, and company luncheons.

**CLUB FUSION FRIDAY NIGHT POLICY:** The in/out policy at Club Fusion states that once a child has paid for the night, they are in the building for the duration of the event. Phones are available to call for rides and no minor is ever left on the property without supervision. Any child not picked up by 12 am is turned over to the Las Cruces Police Department.

For information please call: Club Fusion Teen Center (575) 541-5181.

## Recreation

**EAST MESA RECREATION CENTER**  
5589 PORTER DRIVE  
(575) 382-1662  
FAX: (575) 382-1663

**HENRY BENAVIDEZ COMMUNITY CENTER**  
1045 W. McCLURE ROAD  
VOICE: (575) 541-5185  
FAX: (575) 541-5188

**MESILLA PARK COMMUNITY CENTER**  
304 W. BELL AVENUE  
VOICE: (575) 541-2455  
FAX: (575) 541-2458

**THE LIFE CENTER**  
2225 E GRIGGS AVENUE  
VOICE: (575) 541-5140  
OR (575) 541-5145  
TTY: (575) 541-2661

### MESILLA PARK COMMUNITY CENTER

**HOURS OF OPERATION**  
MON-FRI: 8 am-9 pm  
SAT: RENTALS ONLY  
SUN: CLOSED

**RENTAL HOURS AND FEES**  
MON-FRI, 8 am - 9 pm  
Auditorium: \$30/hr  
Classroom: \$15/hr  
SAT: 1-11 pm

Multi-purpose room: \$50/hr  
Occupancy: 75

Auditorium room: \$60/hr  
Occupancy: 100

Classrooms in conjunction: \$20/hr  
with multi-purpose or auditorium rooms

City approved professional security guard services must be provided by the renter at a ratio of one guard for ever 50 people. Renter must provide their own DJ and/or sound/lighting equipment.

**FOR INFORMATION CALL:**  
**Mesilla Park**  
**Community Center,**  
**(575) 541-2455.**

**HENRY BENAVIDEZ COMMUNITY CENTER**  
**HOURS OF OPERATION (DURING SCHOOL YEAR)**  
MON-FRI: 8 am-6 pm

**SENIOR ACTIVITIES**  
MON-FRI: 8 am-2:30 pm

**OPEN RECREATION**  
MON-FRI: 2:30-6 pm

**RENTAL HOURS**  
SAT: 9 am-11 pm  
FEE: \$50 HOUR



**SUMMER SCHEDULE**  
**SENIOR ACTIVITIES**  
MON-FRI: 8 am-12:30 pm  
**OPEN RECREATION**  
MON-FRI: 12:30-6 pm

**WHAT'S GOING ON AT**  
**BENAVIDEZ COMMUNITY CENTER?**

- BASKETBALL - FOOSBALL
- PING PONG - SOCCER
- SPECIAL EVENTS
- ARTS & CRAFTS
- TABLE GAMES
- BILLIARDS
- AIR HOCKEY

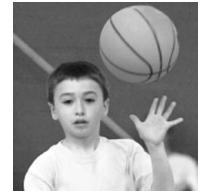
CHECK THE CENTER'S ACTIVITY BOARD  
FOR DATES AND TIMES

**FOR INFORMATION CALL:**  
Benavidez Community Center,  
(575) 541-5185 or (575) 523-1420.



**EAST MESA RECREATION CENTER**  
**HOURS OF OPERATION (DURING SCHOOL YEAR)**  
MON-FRI: 2:30 pm-8 pm

**SUMMER SCHEDULE**  
**OPEN RECREATION**  
MON-FRI: 8 am-5 pm  
**RENTAL HOURS**  
SAT: 9 am-11 pm  
FEE: \$50 HOUR



**WHAT'S GOING ON AT**  
**EAST MESA RECREATION CENTER?**

- BASKETBALL - FOOSBALL
- PING PONG - SOCCER
- SPECIAL EVENTS
- ARTS & CRAFTS
- TABLE GAMES
- BILLIARDS
- AIR HOCKEY

CHECK THE CENTER'S ACTIVITY BOARD  
FOR DATES AND TIMES

**FOR INFORMATION CALL:**  
East Mesa Recreation Center  
(575) 382-1662.

### THERAPEUTIC RECREATION PROGRAM

**Serving the needs of a diverse community.**

The City of Las Cruces Therapeutic Parks and Recreation Program assists adults, youth, and children with and without disabilities in using their leisure time to enhance their physical, social, emotional, intellectual, and artistic abilities. All activities are subject to change. For information on registration, or to receive a free monthly calendar or brochure, please call (575) 541-5140. The document can be made available in alternative formats by calling (575) 541-2554 (voice) or (575) 541-2661 (TTY). For information on activities or special events, please call the Therapeutic Program Hotline at LCTHERA (575) 528-4372.

#### THE LIFE CENTER

**HOURS OF OPERATION MONDAY-FRIDAY: 8 am-5 pm**  
**WITH WEEKLY SCHEDULED NIGHT TIME ACTIVITIES.**  
(Check monthly calendar for dates and times)

**SATURDAY RENTAL HOURS: 8 am-11 pm**  
**CALL (575) 541-5140 FOR INFORMATION ON**  
**AVAILABILITY AND RENTAL FEES.**



## After School Program

1600 E. HADLEY AVENUE

AFTER SCHOOL COORDINATOR  
MARCEL NICOLITZ- (575) 541-2610

Safe, caring and fun! These are the three words that best describe the award winning After School Program provided to the children of Las Cruces through the Parks & Recreation Section.



The Las Cruces Parks and Recreation Section After School Program is designed to provide an affordable, quality after school program for children during the regular school year. The program helps children develop their academic, physical, and social skills in a safe and caring environment. The three major components of the program are educational, nutritional, and recreational, with all three given the same importance. Some of the partners involved in the program are the City museums, library, police department, fire department and various information programs.

The program runs after school from 2:30-5:30 pm, concurrent with the Las Cruces Public School calendar year. For more information please call (575) 541-2610.

## Recreation Centers

**THE LIFE CENTER/Therapeutic Recreation Program**  
2225 E. Griggs Avenue  
Phillip Catanach,  
Therapeutic Recreation Services Supervisor  
(575) 541-5140

**MEERSCHIEDT RECREATION CENTER**  
1600 E. Hadley Avenue  
Claudia Chavez, Recreation Services Supervisor  
(575) 541-2563

**EAST MESA RECREATION CENTER**  
5589 Porter Drive  
Robert Nuñez,  
Recreation Facility Manager  
(575) 382-1662



**HENRY BENAVIDEZ COMMUNITY CENTER**  
1045 W. McClure Road  
Robert Nuñez,  
Recreation Facility Manager  
(575) 541-5185



**AQUATICS PROGRAM**  
800 Parkview Drive  
Sonya Delgado, Recreation Facility Manager  
(575) 541-2553

**CLUB FUSION TEEN CENTER**  
101 E. Union Avenue  
William Dasch, Recreation Facility Manager  
(575) 541-5181

**MESILLA PARK COMMUNITY CENTER**  
304 W. Bell Avenue  
William Dasch, Recreation Facility Manager  
(575) 541-2455

## LEAGUES AND ORGANIZATIONS

**ASA Adult Slow Pitch (Men/Women/Co-Rec)**  
Rick Crespin (575) 523-8981

**Amateur Softball Association**  
Alice Cox (575) 523-4336

**American Red Cross** (575) 526-2631

**B.M.X. Track**  
Robbie Tafoya (575) 532-9651

**Bantam Weight Sports Association**  
Tim Hall (575) 526-1060  
Ed Miller (Basketball) (Message) (575) 522-3010

**Christian Baseball League**  
Brian Conaway (575) 496-8015

**Greater Las Cruces Slowpitch Softball Association**  
Joseph Lanning (575) 525-8545

**High Noon Soccer League (Youth)**  
Rick Hendricks (575) 523-0261  
Erik Tuchfarber, HNSL Office Mgr

**Las Cruces Aquatic Team**  
Shawn Muncie (575) 496-8259

**Las Cruces Inline Hockey Association**  
Derrick Wootton (575) 649-2328

**Las Cruces Skate Park**  
City of Las Cruces (575) 541-2550

**Las Cruces Tennis Club**  
Judy Harlas (575) 527-0299

**Las Cruces Youth Baseball Association**  
Fermin Alvarado (575) 644-8169

**Las Cruces Youth Softball Association**  
Michael Cox (575) 496-3844

**Mesilla Valley Soccer League (Adult)**  
Dominique Gbogbo (575) 642-4629

**Mesilla Valley Track Club**  
Don Shepan (575) 524-7824

**Old Timer's Baseball League**  
Ben Padilla (575) 526-6592

**Picacho Gun Club**  
Cindy Pollock (575) 522-3180

**Rio Grande Girl Scouts**  
Danielle Mulheron (575) 526-2532

**Sammy Burke Youth Boxing Center**  
Lorenzo Saiz (575) 991-6813

**Senior Olympics**  
Genevieve Chavez (575) 541-5171

**Special Olympics**  
Ronda Norfleet (575) 382-1311

**U.S.S.A. Slowpitch Softball**  
Bert Frederick (575) 647-3034

## To provide centralized financial services in accordance with established financial policies for the administration and operating departments of the City of Las Cruces.

700 N. MAIN STREET  
VOICE: (575) 541-2050  
FAX: (575) 541-2039

**FINANCE DIRECTOR**  
MARK SUTTER, CPA, Ph.D.  
(575) 541-2050

**COMPTROLLER**  
PAT DEGMA, CGFM - (575) 541-2080

**OFFICE OF MANAGEMENT AND BUDGET**  
DICK GEBHART - (575) 541-2300

**PURCHASING**  
BOB TELLES - (575) 541-2555

**TREASURER**  
ROBERT SCALING - (575) 541-2035

**GRANTS ADMINISTRATION OFFICE**  
AUGUIE HENRY III - (575) 541-2281

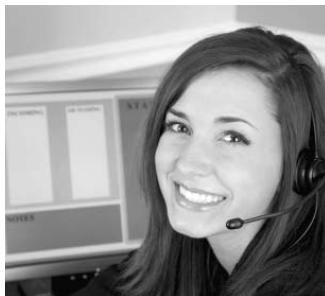
**UTILITIES SERVICES/HOOK UPS**  
(575) 541-2111

The Financial Services Department provides a wide range of services including budgeting, customer services for city utilities, purchasing, paying vendors, receipting and investing public money, financial reporting and accounting, and grant administration.

Staff in the offices of the treasurer, disbursements, purchasing and customer service for city utilities have frequent contact with citizens of Las Cruces in various capacities such as receiving payments, setting up new accounts for City utility services, acquiring and paying for goods and services.

In addition to recording, analyzing, and monitoring financial activity in more than 200 separate funds required to account for the activities of the City, the office of management & budget and accounting are responsible for the preparation of the annual budget, capital improvement program, accounting and financial reporting. Further City support is provided by the grants administration office that develops and administers federal, state and foundation grants, legislative appropriation contracts, and fiscal agency partnerships.

The Financial Services Department faces a challenging economic environment with opportunities for improving services provided to Las Cruces citizens, policy makers, and City departments.



### FISCAL YEAR 2009 GENERAL FUND REVENUES BY SOURCE

REVENUES	Budget	Actual	Percentage
Property Taxes General	8,443,741	8,727,273	11%
Gross Receipts Taxes	57,999,000	58,944,548	71%
State Shared Taxes	597,141	546,229	1%
Franchise Fees	2,761,175	2,772,546	3%
Utility Franchise	1,254,250	1,034,885	1%
Licenses and Permits	1,609,628	1,339,091	2%
Fees and Fines	1,321,969	1,287,875	2%
Charges for Services	1,255,683	1,500,865	2%
Operating grants & contributions	1,550	24,270	0%
Other	3,683,999	3,972,422	5%
Transfers in	1,265,668	1,283,309	2%
<b>Total</b>	<b>80,193,804</b>	<b>81,433,313</b>	<b>100%</b>

### FISCAL YEAR 2009 GENERAL FUND EXPENDITURES BY SOURCE

EXPENDITURES	Budget	Actual	Percentage
General Government	14,861,752	13,686,074	16%
Public Works	10,145,123	9,459,917	11%
Public Safety	19,210,981	20,422,717	23%
Public Services	8,188,293	7,616,571	9%
Fire	9,342,936	9,249,207	10%
Facilities	9,685,046	9,090,348	10%
Community Development	3,104,231	3,062,325	3%
Capital Outlay	1,992,788	2,474,132	3%
Transfers to Others	13,374,545	13,142,998	15%
<b>Total</b>	<b>89,905,695</b>	<b>88,204,289</b>	<b>100%</b>

### The Human Resources Department is committed to providing equal opportunity employment for all qualified persons by attracting, developing, and retaining a skilled and diverse workforce for the City of Las Cruces.

700 N. MAIN STREET  
VOICE: (575) 528-3100  
FAX: (575) 528-3020  
JOB LINE: (575) 528-3032

HUMAN RESOURCES DIRECTOR  
ANDRE MOQUIN  
(575) 528-3100

The department handles all aspects of recruiting and hiring new employees. The department posts all vacant positions, receives applications and résumés, forwards them to the hiring department in which the vacancy exists, which then completes the selection process. Classification and compensation of all City staff positions is another ongoing process handled by the human resources department and is linked to ongoing workforce planning efforts. Employee relations and labor management are a key component of the functions of the human resources department, assisting applicants, employees, supervisors and managers in all areas of employment. Employee benefits are coordinated within the human resources department. Additionally, the office coordinates the employee assistance program, available free of charge to all City employees and their families.

The EEO Office, located within human resources, ensures nondiscrimination in all aspects of City employment and fairly and expeditiously investigates all complaints of discrimination. Training and development is another important part of enhancing employee job skills and performance.

## ADA: Americans with Disabilities Act Human Resources Department

700 N. MAIN STREET  
VOICE: (575) 528-3100  
TTY: (575) 528-3169

### TTY NUMBERS

These numbers are for people with impairments with TTY machines only.

ADA Office:	(575) 528-3169
Branigan Cultural Center:	(575) 541-2161
Branigan Library:	(575) 528-4008
Public Information Office:	(575) 541-2182
Community Development:	(575) 528-3157
Convention & Visitors Bureau:	(575) 541-2142
Fire Department:	(575) 528-4211
Human Resources:	(575) 528-3169
Meerscheidt Recreation Center:	(575) 541-2661
Municipal Court:	(575) 541-2212
Munson Center:	(575) 528-3217
Police Department:	(575) 528-4197
Transit & Dial-A-Ride:	(575) 541-2541
Utilities Department:	(575) 528-3541

TTY users can reach any City department by calling the New Mexico Relay Network at 1-800-659-8331.

### AN INDIVIDUAL IS CONSIDERED TO HAVE A DISABILITY IF HE OR SHE:

*Has a physical or mental impairment that substantially limits one or more major life activities; has a record of such an impairment; is regarded as having such an impairment.*

To be protected by Title II, the individual must meet the essential eligibility requirements for receipt of services or participation in programs, activities or services with or without:

1. Reasonable modifications to the City's rules, policies, or practices.
2. Removal of architectural, communication or transportation barriers.
3. Provision of auxiliary aids and services.

The City of Las Cruces is committed to providing fair and equal access to all programs, services and activities for qualified persons with disabilities. This information is designed to help you understand how Title II of the Americans with Disabilities Act ensures fair and equal access to City government for qualified persons with disabilities.



The following three requirements are the key to the City's equal opportunity policy for persons with disabilities. The City will provide reasonable modification, barrier removal and/or auxiliary aids and services for qualified individuals with physical or mental disabilities unless they would impose an undue burden or fundamentally alter the nature of the service, program or activity.

The City is required to consider these requirements for known disabilities. It is up to the individual with a disability to inform the program representative that a modification, barrier removal or auxiliary aid or service is needed due to a disability. Federal and state laws do not require City program representatives to ask whether a person has a disability.

While efforts are underway to achieve this goal, the City must ensure access to programs, services and activities. Physical changes to a building are required only when there is no other feasible way to make a program, service or activity accessible. Non-structural methods to ensure access including acquisition or redesign of equipment, and provision of services at alternative accessible sites.

- Modifying policies which ban animals to allow a person with disability to use a service dog to access and participate in programs, services or activities.
- Modifying procedures which require a driver's license as the sole form of ID to allow individuals who do not drive due to a disability to use other forms of ID.
- Building modification and/or program relocation to ensure accessibility for individuals with mobility impairments.
- Providing qualified interpreters, assistive devices, such as real-time captioning, assistive listening devices, narrated films or closed/open captioning, for individuals with hearing impairments.
- Providing qualified readers, taped texts, audio recordings, Braille materials, large print materials, and assistance in locating items for individuals with vision impairments.
- Providing computer terminals, speech synthesizers, TTY and communication boards for individuals with speech impairments.
- The City is required to provide a modification, barrier removal or auxiliary aid or service unless they can show it would be unduly costly, extensive, substantial, disruptive or fundamentally alter the nature of its service, program, or activity.

*An individual who believes that he or she has been the subject of discrimination prohibited by this regulation may file a complaint with the Human Resources Director. A copy of the grievance procedure is available upon request and does not preclude other remedies under other civil rights jurisdictions.*



The IT Department continuously strives for excellence in providing cost effective, reliable, secure information systems and technological solutions that support the business strategies of the City of Las Cruces and the information needs of the citizens.

700 N. MAIN STREET  
MAIN OFFICE: (575) 541-2032  
FAX: (575) 541-2064

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**DIRECTOR**  
DON BUSTAMANTE - (575) 541-2032

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**INFORMATION SYSTEMS AND SERVICES**  
PETER GILBERT - (575) 541-2109

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**GEOGRAPHIC INFORMATION SYSTEMS (GIS) SERVICES**  
SUE MINTON - (575) 528-3055

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**ENTERPRISE SERVICES**  
TRISH WEAVER - (575) 541-2088

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**INFRASTRUCTURE SERVICES**  
**TELECOMMUNICATIONS SERVICES**  
SCOTT MARR - (575) 541-2031

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**RADIO & VIDEO & ELECTRONICS SERVICES**  
1501 E. HADLEY AVENUE  
KEN LUCHINI - (575) 541-2630

The department is composed of the following sections:

### **INFORMATION SYSTEMS AND SERVICES**

**GEOGRAPHIC INFORMATION SYSTEMS (GIS) SERVICES** – GIS staff assists other departmental staff and City departments with a variety of data-gathering and geographic database creation, and updates such as updating the water utilities database, fire hydrant locations atlas, crime distribution maps, zoning maps, and property parcel database updates. The section also provides maps to the public.

**DATA CENTER OPERATIONS** – This section is responsible for operating the City computer systems and data center.

**DATABASE ADMINISTRATION** – This section maintains the City's databases, and ensures their reliability and availability.

**ENTERPRISE SERVICES** – This section is responsible for development of specialized applications software to support City activities, provides first-line user support for City applications software users, web services (inter- and intra- net web sites), and supports the City's Enterprise Resource Planning (ERP) system.

**INFRASTRUCTURE SERVICES** – Network services maintains the data infrastructure for the City, resolves network problems, and upgrades the network as required to support City operations. They provide connectivity for over 1,200 Networked devices throughout the City, and monitor the health and status of the City network on a continuous basis.

**DESKTOP SUPPORT** – Desktop support provides support for all City-owned workstations and peripherals

**TELECOMMUNICATIONS SERVICES** – Telecommunications provides support and maintains the City's legacy telephones and Voice-Over-Internet (VOIP) systems.

**RADIO, VIDEO & ELECTRONICS SERVICES** – This section supports the City's public safety radio network, consisting of approximately 1,200 devices, each of which must be maintained, programmed, and ready to support public safety 24/7/365. They also support video camera installation and maintenance, radar maintenance and calibration, and light bar support for City police, fire, and other agency vehicles.

## Developing creative and innovative solutions and positive outcomes to legal and non-legal problems confronting the City of Las Cruces and its citizens.



The Legal Department consists of 22 employees in three sections:

- City attorney's office
- City clerk's office
- Risk management office

**CITY ATTORNEY'S OFFICE** The City Attorney serves as the chief legal advisor to the City Council, the City Manager, and all City departments. The City Attorney's office consists of four attorneys. The attorneys represent the City in all legal matters and administrative proceedings. The City Attorney's office provides training to staff concerning City policies and procedures, and drafts and reviews all City legal documents.

700 N. MAIN STREET  
VOICE: (575) 541-2128  
FAX: (575) 541-2017

**ACTING CITY ATTORNEY**  
HARRY S. (PETE) CONNELLY -  
(575) 541-2128

**CITY CLERK**  
ESTHER MARTINEZ - (575) 541-2115  
FAX: (575) 541-2117  
TTY: (575) 541-2182

**RISK MANAGEMENT OFFICE**  
**RISK MANAGER**  
DUANE GOODE - (575) 528-3665

**RISK MANAGEMENT OFFICE** The risk management office is responsible for handling small liability claims, safety, workers' compensation claims, and managing general liability and workers' compensation liability funds. The office administers the employee drug and alcohol testing program and maintains insurance coverage for City property and equipment. The City is self-insured. Funding for these liability funds comes from the gross receipts tax and utilities revenues.

**CITY CLERK** The city clerk's office provides a link between the citizens and the City Council. The city clerk serves as an information center on the functions of local government. The office maintains and protects all official City records and provides public access to these records. The office provides copies of documents to departments and the public, including ordinances, resolutions, and contracts. The city clerk manages the Las Cruces Municipal Code, compiles the City Council agenda, attends and records all meetings, microfilms and images public documents, and stores inactive records until retention requirements are met. Also, the city clerk is responsible for conducting City elections in accordance with state law and city ordinance.

The Las Cruces City Clerk's Office sends notices to the public and news media on the dates, times, locations and subject matter of meetings involving the Las Cruces City Council. The agendas are posted in city offices and the Thomas Branigan Memorial Library. City Council meetings that are televised will have the agenda posted on [clctv.com](http://clctv.com), otherwise they will be posted on the City's website at [www.las-cruces.org](http://www.las-cruces.org).

The city clerk administers municipal elections, while the county clerk administers all other elections. The county clerk maintains the voter registration database, and shares information with the city clerk. New voters or changes in voter registration may be done at the Doña Ana County Clerk's office. The Doña Ana County Clerk's office is located at 845 N. Motel Blvd. The Bureau of Elections phone number is (575) 647-7428.

### OTHER FUNCTIONS OF THE CITY CLERK'S OFFICE:

- Transcribes minutes from each City Council meeting.
- Serves as custodian of public records.

(Copies of public records may be obtained by visiting the clerk's office. There is a small cost for copies.)

CITY CLERK

# Public Participation at City Council Meetings

## WHEN DOES THE COUNCIL MEET?

The City Council gathers for official meetings to make binding actions of the City the first, third and fourth Mondays of the month. When Monday is a holiday, meetings will be held on the following Tuesday. Special meetings are announced in advance to the public, and may be called at any time by the mayor or four or more councillors. Work sessions are held so that the mayor and council may study problems or examine issues. These are usually held on the second Monday of each month. No official action is taken at work sessions. All meetings take place in City Hall, 700 N. Main Street, unless otherwise noted in an announcement.

## WHERE CAN I GET THE CITY COUNCIL MEETING AGENDA?

Agendas are posted by Friday before the next Monday meeting. They can be obtained at City Hall, 700 North Main Street, and on [clctv.com](http://clctv.com). Meetings are also announced in local news publications.

## WHO MAKES THE MEETING AGENDA?

The Mayor, meeting with the city manager and staff, sets agendas for regular meetings. Agenda meetings are open to the public and are held on the Monday preceding the next regular meeting. Agendas for work sessions are set by the City Council.

## WHAT ITEMS ARE IN AN AGENDA?

The council considers informal action, the passage of resolutions and ordinances. Ordinances are the highest form of legal action the council can make. Examples of ordinances are pet licensing and restrictions on smoking in public places. Ordinances, which become part of the Municipal Code, are published at least two weeks prior to a public hearing. Resolutions are primarily contracts, agreements with other government agencies, and purchasing contracts.

## HOW DO I KEEP TRACK OF COUNCIL ACTION TAKEN ON AN ITEM?

Pick up an agenda before the meeting. Asterisks beside items indicate that those matters are on a “consent agenda,” meaning that they may be passed in a single motion, normally at the beginning of each meeting.

## HOW DO I KNOW IF AN ITEM WAS APPROVED OR DENIED?

The City Council makes motions to approve or deny an item on the council agenda. There must be at least four members voting in favor of an item for it to pass. The minutes taken at the meeting are posted on the City’s web site, ([www.las-cruces.org](http://www.las-cruces.org)). The city clerk’s office also provides the information at City Hall.

## MAY I SPEAK AT A REGULAR CITY COUNCIL MEETING?

Yes. Address any agenda item of interest after the council has discussed it. It’s your turn to make comments when the Mayor asks for public comment. If you want to discuss an item on the consent agenda, it will need to be removed from that agenda before the meeting. Residents may ask the Mayor, City Councillors, city manager or the city clerk to have any item removed from the consent agenda before the meeting.

## WHAT IF I WANT TO TALK ABOUT SOMETHING NOT ON THE AGENDA?

Citizens may speak on any topic during public participation. This section of the agenda appears at the beginning of the agenda. The chair of the meeting, usually the Mayor, must recognize you. Direct all questions to the chair.

## MAY I SPEAK AS LONG AS I WISH?

Persons wishing to speak for an extended period of time should fill out a “Public Participation Form” available at the entrance to the City Council Chambers. You will be limited to one topic. Complete this form and submit it to a council member or the city clerk before the regular council meeting. The Mayor will announce the names of people who will be given additional speaking time during public participation.

The Las Cruces Fire Department is committed to safely providing customer service, fire protection and education while maintaining the highest regard for our community and department. We are committed to: Honesty, continually striving to improve our service, high performance, openness and teamwork, respect for diversity and forward thinking.

FIRE ADMINISTRATION  
201 E. PICACHO AVENUE  
VOICE: (575) 528-3473  
FAX: (575) 528-4082  
TTY: (575) 528-4211

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FIRE CHIEF, ACTING  
TRAVIS BROWN - (575) 528-3473

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DEPUTY CHIEF OF OPERATIONS

ANDREW BENCOMO - (575) 528-3473

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DEPUTY CHIEF OF ADMINISTRATION/  
FIRE MARSHAL, ACTING  
STEVE MIMS - (575) 528-4065  
OR (575) 528-3473

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### FIRE STATIONS LISTING



Station 1: 201 E. Picacho Avenue  
(575) 528-4220

Station 2: 1199 E. Foster Road  
(575) 532-3375

Station 3: 390 N. Valley Drive  
(575) 541-5173

Station 4: 2802 E. Missouri Avenue  
(575) 532-3380

Station 5: 5998 Bataan Memorial East  
(575) 382-5617

Station 6: 2750 Northrise Drive  
(575) 532-3360

Station 7: 8850 Zia Boulevard (Airport)  
(575) 528-3473  
(Station 7 is staffed in the event of an emergency by the crew from Engine 3)



In 1907, a group of volunteers established the Las Cruces Fire Department (LCFD). In 1958, the department evolved from an all-volunteer to a combination paid/volunteer organization. It became a fully paid department in 1964 when Fire Station #1 opened.

As Las Cruces has grown, the City of Las Cruces has kept pace with the addition of six stations. There are 113 firefighters staffing six engine companies, two truck companies, and one command unit. Additionally, there are nine administrative support staff and six prevention services personnel, for a total of 128 personnel.

While LCFD firefighters are licensed at a minimum at the EMT-Basic level, the State of New Mexico recognizes LCFD at the EMT-Intermediate level. Paramedic level service was begun in 2006 to provide optimal care to our residents.



**For more information  
about the LCFD call,  
575-528-3473, or  
visit us on the web at  
[www.clcfd.com](http://www.clcfd.com)**

**Your Las Cruces firefighters do more than save lives and protect property. We also strive to be community leaders by providing a variety of non-emergency activities and services.**

**FIRE PREVENTION SERVICES:** Responsible for reviewing, updating, and enforcing fire-related codes and ordinances. Activities carried out by this division include:

- **FIRE INVESTIGATIONS:** Personnel investigate the cause and origin of fires and explosions of commercial and residential properties. To ensure that fires and explosions of a suspicious nature are thoroughly investigated, the Fire Department's investigators are state-certified police officers for suspected arson cases.

- **BUILDING PLANS REVIEW:** Performed by prevention services personnel to ensure that all construction meets the latest building life safety and fire protection requirements.

- **HOME & BUSINESS FIRE SAFETY INSPECTIONS:** Business inspections are performed annually and home inspections are by request only.

- **FIRE EXTINGUISHER TRAINING:** Provided to businesses and private citizens on a request only basis.

- **YOUTH FIRE SETTER INTERVENTION PROGRAM:** This program was developed to address the issue of youth fire setting in our community. It targets children ages six to 12 and their parents or caregivers and helps them understand the consequences of intentional firesetting and playing with fire as well as the underlying concerns of firesetting behaviors.



- **EMS:** Responsible for providing medical training and educational services to department members. Serves as liaison to other emergency medical services organizations within the community and region.

- **TRAINING SECTION:** Responsible for providing firefighting training and educational services to department members. Oversees promotional and new hire process.

- **ACADEMY:** Train new recruit classes on an as needed basis to ensure all necessary skills, certifications and testing is completed to a satisfactory level.

- **PUBLIC INFORMATION OFFICE:** Serve as media contact for emergency and non-emergency events. Relays information of interest to the public and media in an effort to increase awareness and knowledge of the Fire Department and fire safety issues.

- **HONOR/COLOR GUARD:** Presentation of colors during various events and ceremonies throughout the community along with funeral assistance as requested.

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**FIRE OPERATIONS:** Responsible for the provision of services to mitigate the effects of a variety of emergency situations, including medical emergencies, physical entrapments, fires, and releases of hazardous materials. Additional community services carried out by this division include:

- **Fire Suppression and Emergency Medical Services**

- **Special Programs/Response Teams:**

- Hazardous Materials Response Team (HMRT)

- Technical Rescue Team (TRT)

- Aircraft Rescue and Firefighting (ARFF)

- **The Vecino Program:** (Vecino is Spanish for neighbor) Daily contact via phone for qualified homebound customers.

- **Blood pressure checks**

- **Emergency medical Coverage for special events**

- **Station & school tours & presentations**

- **sandbags**

- **Car seat safety: Call for appointment.**  
Car seat clinics also available

**For more information on these and other public safety programs, call the LCFD at (575)528-3473, or visit us on the web at [www.clcfd.com](http://www.clcfd.com)**

# The City of Las Cruces is proud to have a very competent police force, ensuring a safe and secure environment for all Las Cruces residents.

217 E. PICACHO AVENUE  
NON-EMERGENCIES: (575) 526-0795  
EMERGENCIES: 911  
FAX: (575) 528-4136  
TTY: (575) 528-4197

INTERIM POLICE CHIEF  
PETE BRADLEY  
(575) 528-4200

DEPUTY CHIEF CHRIS MILLER  
DEPUTY CHIEF JAIME MONTOYA  
(575) 528-4200

CODES ENFORCEMENT CHIEF  
ALMA CORTEZ  
1085 MEDPARK DRIVE  
(575) 528-4100

## HELPFUL NUMBERS IN THE DEPARTMENT

ADMINISTRATION: (575) 528-4200

CRIMINAL INVESTIGATION DIVISION:  
(575) 528-4222

CRIME STOPPERS: (575) 526-8000

EVIDENCE: (575) 528-4168

IDENTIFICATION: (575) 528-4143

TIPS HOTLINE: (575) 528-4264

HIT & RUN SECTION: (575) 528-4141

PATROL DIVISION: (575) 528-4157

OPERATION WEED AND SEED  
A. FIELDER MEMORIAL SAFE HAVEN  
906 N. TORNILLO STREET  
VOICE: (575) 528-4235

SCHOOL RESOURCE OFFICERS:  
(575) 528-4139

STATION OFFICE:  
(575) 528-4127/528-4128

RECORDS: (575) 528-4137

TRAFFIC ENFORCEMENT:  
(575) 528-4164  
(575) 528-4276  
(575) 528-4289

VICTIM ASSISTANCE UNIT:  
(575) 528-4111 TTY: (575) 528-4197

**VICTIM ASSISTANCE UNIT/MAIN STATION:** The victim assistance unit advocates provide services to victim of violent crimes by assisting with documentation for court proceedings, accompaniment to court hearings, guidance through the criminal justice system, assistance with benefits offered by the New Mexico Crime Victim's Reparation Commission, and on-scene and response to the hospital by the Crisis Intervention Response Team (CIRT). The unit is also one of the largest referral sources in the area for victims of crime. Advocates are available at no charge and have time to listen. Crime victim advocates assist victims involved in the following enumerated crimes:

- Child victim of physical or sexual abuse
- Victim of DWI crash
- Victim of domestic violence, (i.e., battery against a household or family member)
- Victim of non-family aggravated assault and battery
- Surviving family members of homicide
- Robbery victims
- Elder abuse
- Stalking
- Harassment
- Hate and bias crimes
- Aggravated indecent exposure (exposure involving a minor child victim)

The program has served over 34,000 victims since its inception in 1993. City funds, federal grants, and City staff and a volunteer program support the Victim Assistance Unit. *(Please see Weed and Seed for satellite office.)*

## OPERATION WEED AND SEED

The strategy of this multi-agency initiative is to "weed" out crime, gang activity, drug trafficking and drug use in high crime neighborhoods and "seed" neighborhoods through social, educational and economic revitalization.

The **A. Fielder Memorial Safe Haven** is a former crack house that was converted into a place where neighborhood residents can interact in a protected, productive environment. The Safe Haven is open 8 am-6 pm, Monday-Friday and various weekend hours. Services for residents in the Mesquite Street Neighborhood include but are not limited to the following:

- Afterschool program for children ages five and up with homework assistance and activities
- Adult education
- Prevention Activities
- Neighborhood revitalization activities and education
- Parenting education
- Mentoring program for children and youth
- Satellite office of the victim's assistance unit providing advocacy service and educational programs.



### The Weed and Seed Strategy consists of:

- Law enforcement
- Prevention/Intervention/Treatment
- Community policing
- Neighborhood restoration

The "Mesquite Street Neighborhood" was designated as a weed and seed site by the United States Department of Justice in 2000 and recognized Graduated Weed and Seed site in 2007. Weed and seed is designed to break the cycle of arrest, delayed, mild or no punishment. Those convicted serve longer sentences mandated by federal law. Community involvement is critical in this initiative.

# Making a Better Community!

The following is a list of common City ordinances:

## CODES ENFORCEMENT

1085 MEDPARK DRIVE

(575) 528-4100

FAX: (575) 528-4533

TTY: (575) 528-4197

## GRAFFITI HOTLINE

(575) 528-4723

## TEEN CHORE

(575) 528-4100

## ANIMAL CONTROL

(575) 528-4100

## KEEP LAS CRUCES BEAUTIFUL

The mission of Keep Las Cruces Beautiful is to engage individuals to take greater responsibility for improving their community environments. KLCB programs work with citizens to provide sustainable solutions to improve the beauty, livability and safety of our neighborhoods. Focus areas include litter prevention and cleanup, beautification and community improvement, graffiti prevention and removal and waste reduction and recycling education. Programs include Trek for Trash and Great American Cleanup; Neighborhood Pride Zone, Adopt a Spot, Graffiti Hotline and visits from service dog, LIBBY. For more information check out the KLCB website: <http://www.las-cruces.org/police/kpcb/>

## TEEN CHORE PROGRAM

The teen chore program was created by Las Cruces Codes Enforcement with the assistance of Juvenile Drug Court and is supervised by codes officers. The free program assists senior citizens and physically disabled citizens with maintenance tasks such as spring clean-up, grass cutting, leaf raking, trimming vegeta-



tion that obstructs sidewalks and other physical tasks. For more information on the teen chore program, contact Las Cruces Codes Enforcement office at (575) 528-4100.

## CODES ENFORCEMENT

**YARD SALES:** Yard, garage or rummage sales, fund-raising or celebration activities for non-profit organizations are permitted for no more than four calendar days, three times at one location in a calendar year.

**SIGNS:** Yard sales signs must be placed on private property with property owner permission. Signs are not permitted in or on road medians, shoulders, sidewalks or other city rights-of-way. Signs shall not be posted on light poles, stop signs or other public property.

**GRAFFITI:** Immediate graffiti removal is the most effective weapon in the fight against graffiti.

**LITTERING:** Dumping litter is prohibited, except in a container or in areas lawfully provided. When litter is thrown or discarded from a motor vehicle, the operator or owner of the vehicle, or both, shall be in violation of this ordinance. Litter includes any garbage, rubbish, trash, cans, bottles, packaging, boxes, paper, tobacco product, furniture or construction materials.

## DISPLAY OF MOTOR VEHICLES FOR SALE:

Any vehicle may be displayed for sale and actually sold by a private individual, not a dealer, only at the current home or work address of the buyer or seller. Vehicles parked on vacant property or any public rights-of-way is prohibited.

## OBSTRUCTIONS OF STREETS AND SIDEWALKS:

It shall be the duty of the occupants or owners of a property to trim all trees located on the property to a minimum of (8') feet above the street or sidewalk. This also includes trimming and maintaining all shrubbery on the property so it does not obstruct the passageway on a street or sidewalk.

**INOPERABLE VEHICLES:** This ordinance includes all motor vehicles that are abandoned, wrecked, dismantled or partially dismantled, or not in operating condition. It is unlawful to park or store such vehicles on any public or private property for more than (72) hours.

**NUISANCES:** Weeds, trash, tall grass and junk are considered nuisances and you may not maintain, use, place, leave or permit them to remain on any public or private property.



**ANIMAL CONTROL** The City of Las Cruces Animal Control provides services to the residents of Las Cruces by enforcing the Municipal Code pertaining to animals. The mission of the City of Las Cruces Animal Control is to ensure a better quality of life to both the residents and their pets by delivering high quality, responsive and cost-effective animal control services. Its mission is accomplished by enforcing animal control laws, compassionate service to animals and their owners. Animal control officers enforce such ordinances as: Restraint of animals (leash law), rabies vaccinations, pet license, nuisance (barking), care and maintenance, and all other ordinances under the Municipal Code which can be found on the City's web site [www.las-cruces.org](http://www.las-cruces.org).



Animal control officers also provide services such as investigating any cruelty to animals both as misdemeanor and felony. Traps are available at no charge to the public for any nuisance animal. Owner's animals that have died are picked up and disposed of for a minimal charge of \$5.00 per animal. Animal control officers also reach out to the public by providing presentations to schools, clubs or any organization



to better educate about proper and responsible pet care. They also hold an annual Pet Expo with fun for everyone; including citizens, their pets, businesses and non-profit organizations.

3551 BATAAN MEMORIAL WEST  
VOICE: (575) 382-0018  
<http://www.ascmv.org>

7 DAYS A WEEK - MON-FRI: 12-6 PM  
SAT & SUN: 12-5 PM

IMPORTANT NUMBERS  
CITY ANIMAL CONTROL  
(575) 526-0795 OR (575) 528-4100

COUNTY ANIMAL CONTROL  
(575) 647-7715

EMERGENCY/NIGHTS: (575) 526-0795  
& WEEKENDS

ANIMAL SERVICES CENTER OF THE  
MESILLA VALLEY: (575) 382-0018

## WHAT IS NEEDED TO LICENSE

- Proof of rabies vaccination.
- Proof of kennel license if more than two pets.
- Proof of spay/neuter for the discount license.
- Proof of purebred registration for purebred license.
- Proof of medical problem for spay/neuter exemption.
- Proof of owner's age (65+) for senior discount.

### PET LICENSING / MICROCHIPPING: What's in it for you and your now identified pet?

**RAPID RETURN HOME:** Your licensed/microchipped pet will be listed in our database for quick return. Pet identification may save your pet a trip to the animal shelter. We offer low cost microchipping for \$20, which includes both the implant and your pet's registration in a nationwide database.

**ADDITIONAL HOLDING TIME:** Licensed/microchipped animals will be held a minimum of five days while a search for the owner is conducted.

**FEES EARMARKED FOR ANIMALS:** All license fees are earmarked for educational outreach, animal care, control and shelter. No license fees go into the City general fund.

**REDUCE PET OVERPOPULATION:** Please get your animal spayed or neutered. We now offer low cost spaying and neutering to the general public. Call (575) 382-0018 for more information

**PET LOST AND FOUND:** If you've found a pet, call the ASCMV and make a found report. Also, check lost reports. If you've lost a pet, whether they have identification or not, you must physically come to the shelter to look for it. The shelter will only hold pets without identification for three (3) days (remember, collars and tags can fall off), so look fast and look often.

### COST OF LICENSING - YEARLY FEES -

Altered (spayed/neutered)  
must show proof.....\$5.00  
Unaltered (unspayed/unneutered).....\$25.00  
AKC Registered must show proof.....\$10.00  
Lifetime Senior Citizen (65+) or  
service pet must be altered.....\$10.00

Licenses  
are  
available at  
the ASCMV  
during  
regular  
hours of  
operation.

**SHELTERING:** The ASCMV has kenneling contracts with the City of Las Cruces and Doña Ana County. Any stray or owner relinquished animals that are picked up by these government animal control officers are brought to the shelter for care and safety.

- Strays that are brought in without identification are held for 72 hours.
- Animals with identification, tags or microchip are held for five days while every attempt is made to use the identification information to contact the owners.
- The general public may also bring strays they have found directly to the shelter and owners may relinquish their pets to the ASCMV.

**COMMUNITY OUTREACH:** We offer owner requested euthanasia for a \$25.00 fee. If you wish to be present, please call ahead to make an appointment. We can also arrange for the cremation of your pet at your expense.

**ADOPTIONS:** The ASCMV provides the public with a selection of dogs, cats and often-other types of pets. Adoption fees for dogs, cats, puppies and kittens - Call for current prices.

This fee includes:

- Spay/neuter surgery • Feline leukemia or heart worm test
- Age appropriate vaccinations • Rabies vaccination and tag
- Microchip permanent identification
- City license if applicable and national registration.

**R.E.S.C.U.E.:** (Reducing Euthanasia at the Shelter through Commitment United with Effort.) R.E.S.C.U.E. began in July of 2003. The rescue program has given animals at the ASCMV another chance at adoption by being placed with breed rescue groups.

**VOLUNTEER PROGRAM:** Volunteers help keep our community's animals healthy and happy and provide support for the shelter's various programs. Orientations are held bi-weekly at the shelter. For more information contact the ASCMV at (575) 382-0018.



## **PUBLIC SERVICES DEPARTMENT**

**700 N. MAIN STREET**  
**VOICE: (575) 528-3477**  
**FAX: (575) 528-3224**

## **PUBLIC SERVICES DIRECTOR**

**LORI GRUMET**  
**(575) 528-3477**

## **BRANIGAN LIBRARY**

**200 E. PICACHO**  
**VOICE: (575) 528-4000**  
**FAX: (575) 528-4030 TTY: (575) 528-4008**  
**LIBRARY ADMINISTRATOR**  
**LYNETTE SCHURDEVIN**  
**(575) 528-4028**

## **CONVENTION & VISITORS BUREAU**

**211 N. WATER STREET**  
**VOICE: (575) 541-2444**  
**FAX: (575) 541-2164 TTY: (575) 541-2142**  
**EXECUTIVE DIRECTOR**  
**KEN MOMPPELLIER**  
**(575) 541-2444**

## **MUSEUMS**

**151 N. CHURCH STREET**  
**VOICE: (575) 541-2296**  
**FAX: (575) 525-8587**  
**MUSEUM SYSTEM ADMINISTRATOR**  
**WILL TICKNOR**  
**(575) 541-2296**

## **SENIOR PROGRAMS**

**975 S. MESQUITE STREET**  
**VOICE: (575) 528-3000**  
**FAX: (575) 528-3351 TTY: (575) 528-3217**  
**ADMINISTRATOR**  
**SHELLEY MODELL**  
**(575) 528-3004**

## **ROADRUNNER TRANSIT**

**1501-A E. HADLEY AVENUE**  
**VOICE: (575) 541-2500**  
**FAX: (575) 541-2545 TTY: (575) 541-2541**  
**TRANSIT ADMINISTRATOR**  
**MICHAEL BARTHOLOMEW**  
**(575) 541-2500**

**Provide resources essential to modern living, improve the livability of our community, enrich the lives of our people and preserve and enhance a high quality of life for all.**

The Public Services Department administers Thomas Branigan Memorial Library, the City's museum system, senior programs, the City's transit system and oversees the Convention & Visitors Bureau.

**BRANIGAN LIBRARY:** With almost 200,000 items in its collection for the public to enjoy, Branigan Library offers a wealth of information and entertainment to the citizens of Las Cruces and Doña Ana County. An interlibrary loan service, where materials can be borrowed from across the nation, supplements that collection. The library also maintains more than 400 magazine and newspaper subscriptions. Weekly programs are offered to stimulate and engage young children to encourage their reading development.

Books-By-Mail, a free service for library cardholders, allows patrons to request library materials and have these items mailed to their homes. If you are a resident of Dona Ana County and if you have a valid library card, you can use Books-By-Mail. This convenient option includes all materials available through the library, such as books, audio books, music CDs and DVDs.

**CONVENTION & VISITORS BUREAU:** The Convention & Visitors Bureau is a nonprofit section organized under the Public Services Department and funded by the lodgers tax collected from visitors staying in Las Cruces hotels, motels and RV parks. The mission of the CVB is to help attract meetings, leisure and business travelers to Las Cruces in the most economic and efficient manner possible to stimulate the local economy. In 2008-09, overnight visitors contributed more than \$61 million to the Las Cruces economy.

**MUSEUMS:** The City of Las Cruces' Museum System consists of the Branigan Cultural Center, the Las Cruces Museum of Art, the Las Cruces Museum of Natural History, and the Las Cruces Railroad Museum.

The Branigan Cultural Center and the Museum of Art are located side-by-side at the north end of the Downtown Mall on North Main Street. The two facilities focus on traditional and contemporary art, and cultural exhibitions, classes, and programming. The Branigan Cultural Center is on the national and state register of historic places.

The Museum of Natural History is located within the Mesilla Valley Mall. Its mission is to broaden the understanding of natural history, science, and the environment of the Chihuahuan Desert. Educational programs, changing exhibitions, living animal collections, and guided tours are available throughout the year.

The Las Cruces Railroad Museum is located in the Historic Santa Fe Depot at the intersection of Mesilla Street and Las Cruces Avenue. The museum focuses on regional railroad history through exhibitions, classes, and programming. The depot is on the National Register of Historic Places.

**SENIOR PROGRAMS:** Senior programs operates programs at five sites for residents 50-years of age and older, and their younger spouses. The centers serve to assist and improve life for the elderly in the areas of good health maintenance, education, recreation, home care, mobility, community service and related information services. A senior lunch program is offered to those 60-years or older, and a "meals on wheels" program provides home delivered meals to homebound seniors. The in-home services program provides a variety of programs in the home, and the Retired Seniors Volunteer Program matches the talents and skills of seniors to help solve community problems.

**ROADRUNNER TRANSIT:** RoadRUNNER Transit operates nine transit routes from three transfer points. RoadRUNNER Transit offers half-fare rates on its fixed route service to youth, ADA-qualified individuals, Medicare cardholders and senior citizens. Bus passes are available at the transit office located at 1501-A E. Hadley Ave; monthly passes are also available at all local Albertsons and City Hall. Daily, weekly, and monthly passes may also be purchased at the fare box. Dial-A-Ride (575) 541-2777 offers complimentary paratransit service to qualified individuals with disabilities, or to seniors registered with the senior transportation program. The Rideshare (1-800-CARPOOL) referral program arranges carpool and vanpool matches for individuals, businesses and organizations.

## Thomas Branigan Memorial Library

BRANIGAN LIBRARY  
200 E. PICACHO AVENUE  
VOICE: (575) 528-4000  
FAX: (575) 528-4030  
TTY: (575) 528-4008  
LYNETTE SCHURDEVIN  
LIBRARY ADMINISTRATOR  
(575) 528-4028

**LIBRARY HOURS**  
**MON-THURS: 8 am-9 pm**  
**FRI: 8 am-6 pm**  
**SAT: 10 am-6 pm**  
**SUN (AUGUST-MAY): 1-5 pm**  
\*THE LIBRARY IS CLOSED ON  
SUNDAYS IN JUNE AND JULY.  
<http://library.las-cruces.org>

### PUBLIC ACCESS COMPUTERS

Located on the library's main floor, more than 20 public access computers are available to our patrons. Library computers have access to the Internet, on-line databases and a full range of Microsoft Office programs, such as Word, Publisher and Excel. Printing is available for 10¢ a page. In order to use the library's public access computers, on-line databases and log in to view your account from home, you must have a Branigan Library card. Signing up for a card is free. If you are a visitor to the City of Las Cruces, you may sign up for a guest card, which is free of charge.

**Dates: Year-around**

**Times: Mon-Thurs.**

**8 am-8:45 pm**

**Fri: 8 am-5:45 pm**

**Sat: 10 am-5:45 pm**

**Sun: 1 pm-4:45 pm**

**\*The Library is CLOSED  
on Sundays in June  
and July.**

**Fee: FREE with a library card.**



Branigan Library was founded in 1932 after Alice Montgomery Branigan, the widow of Thomas Branigan, a dedicated Las Cruces public servant and land owner, bequeathed a total of \$38,000.00 to the Town of Las Cruces for a library building, supplies and books in honor of her late husband. In 1979, the library moved from its old home, what is now the Branigan Cultural Center, to its present location at Picacho and Main.

Currently serving the City of Las Cruces as well as Doña Ana County, Branigan Library is one of the largest public libraries in the State of New Mexico, chartered to serve 100,000 people. The library has materials in a variety of formats, including a large media collection with DVDs and CDs, a growing Spanish collection, books in easy-to-read large print and access to dozens of on-line databases.

The library's mission is to provide patrons with access to information, resources and education through a full range of library services. Stop by and see what Branigan Library can do for you!

### AVAILABLE SERVICES

**HOMEBOUND SERVICE:** Branigan Library offers services to the home-bound in our community. Reading materials, based on individual preferences, are selected from the library's collection and delivered by library volunteers to the homes of patrons unable to come to the library. If you are physically unable to come to Branigan Library for your reading needs, call (575) 528-4000, opt 6 or TTY (575) 528-4008 to request homebound services.

### MUNSON SENIOR CENTER SATELLITE LIBRARY:

In July 2003, Branigan Library began operating a small satellite library at the Robert Munson Senior Center. With a Branigan Library card, patrons have access to books, movies, newspapers and magazines. Patrons also have the option to request items from the main library to be delivered to the center. The Robert Munson Senior Center Library is open from 9 am–3 pm Monday-Friday. Munson Center Library can be reached at (575) 528-3406.

### DIGITAL AUDIOBOOKS:

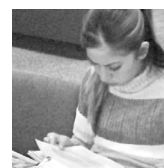
eAudiobooks are now available from NetLibrary for library patrons. eAudiobooks are digital audio-books that are available from the library over the Internet. Patrons can search for, check out and download eAudiobooks to a computer or MP3 or iPod. Patrons can enjoy listening to eAudiobooks anywhere. Go to <http://library.las-cruces.org> to download your eAudiobook today! (Sponsored by the Friends of the Thomas Branigan Memorial Library)

### BOOKS-BY-MAIL:

If you live too far to make it to the library, don't worry! Branigan Library's Books-by-Mail program offers you the option to request items and have them mailed to you at no cost. To sign up for Books-by-Mail service please call 575-528-4000, opt 6; or sign-up online by logging onto the Library website at <http://library.las-cruces.org> and click on the Books-by-Mail tab. All you need is a current TBML Library card and live in Las Cruces or Dona Ana County and you can receive books, movies or audio books by requesting items on-line <http://library.las-cruces.org>, or by calling the Books-by-Mail office at (575) 528-4000, opt 6 or TTY (575) 528-4008.

**DATABASES:** The following databases are available free of charge to library patrons. Some databases require passwords or other log-in information. For instructions on accessing these databases, please contact library staff at (575) 528-4000, opt 2.

- Ancestry.com
- Chilton Library
- Digital Sanborn Maps (New Mexico, 1867-1970)
- Global Road Warrior
- HeritageQuest Online
- Infotrac-Gale Periodical Databases
- Learn-A-Test
- Legal forms
- Gale Legal forms
- NoveList
- Reference USA
- Newsbank



# Las Cruces Museum System

## MUSEUMS



### MUSEUMS

151 N. CHURCH STREET

VOICE: (575) 541-2296

FAX: (575) 525-8587

MUSEUM SYSTEM ADMINISTRATOR

WILL TICKNOR, CPM

(575) 541-2296

### BRANIGAN CULTURAL CENTER

501 N. MAIN STREET

(575) 541-2154

### LAS CRUCES MUSEUM OF ART

491 N. MAIN STREET

(575) 541-2137

### LAS CRUCES MUSEUM OF NATURAL HISTORY

MESILLA VALLEY MALL

700 S. TELSHOR BLVD, #1608

(575) 522-3120

### LAS CRUCES RAILROAD MUSEUM

351 N. MESILLA STREET

(575) 647-4480

FOR CURRENT INFORMATION ON  
EXHIBITIONS, CLASSES, AND  
PROGRAMS FOR ALL MUSEUMS,  
VISIT US ON THE WEB AT:

<http://museums.las-cruces.org>



**CITY MUSEUMS:** The City of Las Cruces' museums have as their mission: To promote understanding and appreciation of natural history, local history, culture and the arts through an ongoing exchange of ideas and information. The museums provide people of all ages and backgrounds an exciting place to learn and celebrate their natural and cultural heritage. It pursues the goal of providing high quality exhibitions and educational programs that enrich the quality of life for our citizens and visitors.

**THE BRANIGAN CULTURAL CENTER:** Has served the community since 1981 with a focus on the history and culture of the region. Built during the Great Depression, the BCC is on both the state and national register of historic places. Programs and collections allow visitors to experience the region's culture and heritage. The Branigan Cultural Center is the permanent home of the Ballet Folklórico de la Tierra del Encanto. Museum Gallery hours are Monday - Friday, 10 am - 4 pm, and Saturday from 9 am - 1 pm. (The Las Cruces Railroad Museum is managed through the Branigan Cultural Center.)

**THE LAS CRUCES MUSEUM OF ART:** Is dedicated to providing the public with quality exhibitions and educational programming primarily focused on contemporary art. Exhibitions change several times a year. In addition, the museum offers affordable, high quality art classes for all ages in drawing, painting, ceramics, weaving, photography, and mixed media. The museum is free and accessible. Museum Gallery hours are Monday - Friday, 10 am - 4 pm; Saturday 9 am - 1 pm; Sunday - closed.

**THE LAS CRUCES MUSEUM OF NATURAL HISTORY:** Is dedicated to enhancing the understanding of natural history, science and the environment of the Chihuahuan Desert. The museum features major traveling exhibitions from the best science and nature centers in the U.S. Numerous classes and programs on a wide variety of topics are offered throughout the year. The museum also houses the Chihuahuan Desert Nature Center, which contains more than 40 live animals from the region. Museum hours are Monday - Thursday, 10 am - 5 pm; Friday 10 am - 8 pm; Saturday 10 am - 5 pm and Sunday, 1 - 5 pm. There is no charge for admission and the Museum is ADA accessible.

**THE LAS CRUCES RAILROAD MUSEUM:** Interprets the impact the Atchison, Topeka and Santa Fe Railroad had on Las Cruces and the Mesilla Valley. The museum is housed in the historic Santa Fe Depot, which is on the National Register of Historic Places, and is located at the intersection of Las Cruces Avenue and Mesilla Street. Museum hours are Thursday through Saturday 10 am - 4 pm. There is no charge for admission and the museum is ADA accessible.

## Las Cruces Convention & Visitors Bureau (CVB)

The Las Cruces Convention & Visitors Bureau (CVB) is dedicated to attracting meetings, leisure and business travelers to Las Cruces in the most economic and efficient manner possible in order to stimulate the local economy.



CONVENTION & VISITORS BUREAU  
211 N. WATER STREET  
VOICE: (575) 541-2444  
FAX: (575) 541-2164  
TTY: (575) 541-2142  
EXECUTIVE DIRECTOR  
KEN MOMPILLIER  
(575) 541-2444

THE CVB IS OPEN  
MON-FRI, 8 am-5 pm  
WE ARE LOCATED AT THE  
CORNER OF WATER STREET  
AND LAS CRUCES AVENUE  
[www.mustseelc.org](http://www.mustseelc.org)  
[email:cvb@lascrucescvb.org](mailto:cvb@lascrucescvb.org)

### In support of this we are committed to:

- Representing Las Cruces with the highest professional and industry standards.
- Promoting community pride in Las Cruces and its future.
- Providing comprehensive visitor information and services.
- Educating and encouraging community awareness of the visitor industry.
- Promoting an environmentally safe industry that provides jobs.
- Projecting a consistent, positive image for Las Cruces by emphasizing its unique qualities.

The CVB offers local and statewide attraction and destination information and is also a complete convention services and meeting planning resource for incoming meetings, groups, conventions and sporting events to Las Cruces. Also available at the CVB is a collection of Las Cruces merchandise bearing the CVB's Las Cruces script logo. Items include: t-shirts, hats, mugs, pins, pens, golf balls and coasters. The CVB's web site is also a source of information ranging from local history and culture to attractions and activities. An on-line calendar of events provides a comprehensive listing of events and exhibits.



## Senior Programs

**SENIOR PROGRAMS**  
975 S. MESQUITE STREET  
VOICE: (575) 528-3000  
FAX: (575) 528-3351  
TTY: (575) 528-3217  
ADMINISTRATOR  
SHELLEY MODELL  
(575) 528-3004

### FOR INFORMATION CALL:

Senior Programs: (575) 528-3000  
Long Term Care Services: (575) 541-2451  
Senior Meal Reservations: (575) 528-3012

### THE ROBERT MUNSON CENTER

975 S. Mesquite Street

A multi-purpose senior center offering a wide range of activities and services for adults, 50 years of age and older. The center offers something for everyone such as health and wellness programs, fine arts and crafts programs and so much more. The center offers a luncheon meal and recreational opportunities. The hours of operation are Monday-Friday, 8 am-5 pm and Saturday and Sunday, 12-4 pm. This center is free, unless specified.

### THE RETIRED AND SENIOR VOLUNTEER PROGRAM (RSVP)

Munson Senior Center  
975 S. Mesquite Street

Volunteer program that involves adults 55 years and older in community volunteer service. The hours of operation are 8 am-5 pm Monday-Friday. No charge, RSVP membership is required.

### THE SENIOR NUTRITION PROGRAM

The Senior Nutrition Program provides a nutritious and delicious lunch at each of its four senior program sites. The meals are served Monday-Friday, 11 am-12:30 pm. It also offers seven day Meals on Wheels service for persons who are homebound. A fee for those 50-59 years of age is \$6.25 and 60 and older-suggested donation of \$2.50 for each meal.

### IN-HOME AND LONG TERM CARE SERVICES

Mesilla Park Recreation Center  
304 W. Bell Avenue

The Long Term Care Services office provides assistance with Meals on Wheels, homemaker services and help with medical and insurance forms. The hours of operation are Monday-Friday, 8 am-5 pm. No charge, registration is required.

### MESILLA PARK RECREATION CENTER

304 W. Bell Avenue

The center offers a luncheon meal and recreational opportunities, along with long term care services. The hours of operation are Monday-Friday, 8 am-5 pm. This center is free, unless specified.

### EASTSIDE COMMUNITY CENTER

310 N. Tornillo Street

The center offers recreational opportunities for older adults, such as Tai Chi, walking group and more. The center offers a luncheon meal. The hours of operation are Monday-Friday, 8 am-3 pm. This center is free, unless specified.

### HENRY BENAVIDEZ COMMUNITY CENTER

1045 W. McClure Road

The center offers senior citizens a daily luncheon meal, health screenings, educational and recreational activities. The hours of operation are Monday-Friday, 8 am-1 pm. This center is free, unless specified.

### EAST MESA RECREATION CENTER

5589 Porter Drive

The center offers limited recreational and health and wellness activities on a seasonal schedule. Call (575) 528-3000 for details on current days/times of operation. This center is free, unless specified.



# RoadRUNNER Transit

ROADRUNNER TRANSIT  
1501-A E. HADLEY AVENUE  
VOICE: (575) 541-2500  
FAX: (575) 541-2545  
TTY: (575) 541-2541

TRANSIT ADMINISTRATOR  
MICHAEL BARTHOLOMEW  
(575) 541-2500

OFFICE HOURS  
MONDAY-FRIDAY: 8 am-5 pm

## REDUCED FARE PROGRAM

RoadRUNNER Transit offers half-fare on its fixed-route service to ADA (Americans with Disabilities) qualified individuals, Medicare cardholders and senior citizens. Individuals with disabilities must have a valid identification card issued by RoadRUNNER Transit or other public transportation systems. Senior citizens may be required to show proof of age. Applications and special identification cards for reduced fares may be obtained at the transit department office on weekdays, 8:00 a.m. to 5:00 p.m.

## OTHER FARE MEDIA

**Tokens:** \$1.00  
\$10.00 (lot of 12)  
Available only at the transit office.

**Transfers:** Free to fare-paying customers. Transfers are good for the continuation of one trip on any route except the one where the transfer was issued.

**Bus Passes:** All bus passes – except 30-ride passes – are available on the buses. 31-day passes can also be obtained at City Hall, the transit office, and all Albertsons. 30-ride passes available only at the transit office.

## CASH FARES

Exact fare required. Drivers do not carry change.

### FULL FARES

<b>Adult</b>	<b>\$1.00</b>
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### REDUCED FARES

Senior citizens (60 + years)	50¢
Youth (6-18 years)	50¢
Child (5 and under - Limit 3 with paying adult)	Free
Disabled (with Valid I.D.)	50¢
Medicare eligible	50¢
Students (University, Community College, Public-Vocational School)	50¢
Aggie Shuttle (NMSU Spring/Fall Semesters)	Free

**Note:** Children age nine and younger must be accompanied by a fare-paying customer age 10 or older.

**Lost or stolen passes will NOT be replaced.**

**No service on Sunday.**

## PASS FARES

Category	30-Ride Pass	31 Day Pass	Weekly	Daily
Adult	\$30.00	\$30.00	\$8.00	\$2.25
Youth, Senior, Disabled (with Valid I.D.)	\$15.00	\$15.00	\$4.00	\$1.25
Medicare, Student				

**Weekly Passes:** Valid for a specified consecutive seven day period. Two weeks can be purchased on a single pass.

**DIAL-A-RIDE** is a paratransit service offered by the City of Las Cruces and operated by RoadRUNNER Transit. Dial-A-Ride provides curb-to-curb on-demand transportation services to qualified persons with disabilities, as defined by the Americans with Disabilities Act (ADA). Senior citizens age 60 and older, who are registered with the Seniors Transportation Program, are also eligible for Dial-A-Ride services. Dial-A-Ride vehicles are wheelchair accessible and lift-equipped and are operated by specially trained drivers. For eligibility questions and applications, contact the Dial-A-Ride Coordinator or visit the Dial-A-Ride Office, 1501 E. Hadley Ave., Bldg. A. (575) 541-2777. Fares: \$2.00

**RIDESHARE**  
CALL  
**1-800-CARPOOL**  
for more information.

**RIDESHARE** is a free transportation information and referral service with the mission to improve air quality and conserve energy. RIDESHARE offers carpool and vanpool information and matches. Information is also available from RIDESHARE on other types of alternative transportation. RIDESHARE staff can assist in setting up carpool and vanpool programs for businesses and organizations. RIDESHARE has speakers available for presentations. [www.nmrideshare.org](http://www.nmrideshare.org)



Check out our website for new schedules, route updates and services hours. <http://roadrunner.las-cruces.org>

# Building the BEST Las Cruces



The Public Works Department is responsible for many programs, as well as developing projects for the maintenance, operation and construction of the City's infrastructure in the public rights-of-way.

**PUBLIC WORKS DEPARTMENT**  
700 N. MAIN STREET  
VOICE: (575) 528-3333  
FAX: (575) 528-3036

**PUBLIC WORKS DIRECTOR**  
MICHAEL D. JOHNSON, PE  
(575) 528-3333

**TRAFFIC ENGINEERING**  
1501 E. HADLEY AVENUE, BLDG. H  
TRAFFIC ENGINEERING ADMINISTRATOR  
DAN SORIANO, PE  
(575) 541-2505

**STREET SYSTEMS**  
1501 E. HADLEY AVENUE, BLDG. I  
STREET SYSTEMS ADMINISTRATOR  
JEFF HONEYCUTT  
(575) 541-2595

**CONTRACTS ADMINISTRATION**  
CONTRACTS ADMINISTRATOR  
DAVID MAESTAS, PE  
(575) 528-3098

**PROJECT DEVELOPMENT**  
PROJECT DEVELOPMENT ADMINISTRATOR  
LOUIS GRIJALVA, PE  
(575) 528-3135

**ENGINEERING SERVICES**  
ENGINEERING SERVICES ADMINISTRATOR  
LORETTA REYES, PE  
(575) 528-3171

**LAND MANAGEMENT**  
LAND MANAGEMENT ADMINISTRATOR  
BILL R. HAMM  
(575) 528-3171

**POTHOLE POSSE HOTLINE**  
(575) 541-2595

**TRAFFIC ENGINEERING:** Traffic Engineering provides a safe and efficient transportation environment for vehicular and pedestrian traffic through the installation, maintenance and operation of traffic signals, streetlights, traffic markings, and signage. For inquiries and services on the following items, please call Traffic Engineering:

- Street lighting concerns – report the pole number for expedited response.
- Sign repair and maintenance – traffic information and regulatory signs on City streets.
- Traffic signalization – report timing concerns and outages.
- Pavement markings – lines, arrows, crosswalks and other markings.
- School zone flashers – maintenance and operational issues.
- Speed limits and neighborhood traffic studies.

**STREET SYSTEMS:** Street Systems provides maintenance, installation, and operation of the City street and drainage systems to provide for safe and efficient vehicular and pedestrian traffic. Call the Street System office for the following services:

- Pothole patching and repair.
- Street sweeping.
- Street cleaning and debris removal.
- Dirt street grading and watering.
- Alley clearing and maintenance.
- Sidewalk repairs and maintenance.
- Drain cleaning and maintenance.
- Guard rail repair and maintenance.

**CONTRACTS ADMINISTRATION:** Contracts Administration is responsible for consistent, fair, accurate, cost-effective and complete inspection of infrastructure for the City. It also administers all construction contracts and private permits for streets, drainage systems, traffic improvements, and utility infrastructure for gas, sewer and water systems.

**PROJECT DEVELOPMENT:** Project Development provides the technical engineering design work to develop plans and specifications to build, maintain and replace public infrastructure within streets, drainage systems, traffic improvements, and utility systems for gas, sewer and water. Project Development is responsible for:

- Project development and letting schedule updates.
- Capital project evaluation and research.
- Technical assistance and coordination with New Mexico Department of Transportation.
- Structural analysis.
- Design of public works infrastructure.

**ENGINEERING SERVICES:** Engineering Services provides technical engineering services for public works projects and programs such as subdivision and project plan review; floodplain management including management of the City's national flood insurance and community rating system programs; storm water management including implementation of the City's Storm Water Management Plan; special engineering project development; and, development, management, and maintenance of City codes, design standards, specifications, and pricing agreements.

**LAND MANAGEMENT:** Land Management is tasked with managing the processes for acquiring property and rights of way, leasing and disposing of public property for municipal projects and needs, both for short and long term needs. It is also responsible for the City property surveying function, as well as the determination of property ownership status for City owned property and is actively involved in transactions to manage these assets.

## FLOOD INFORMATION PHONE LIST

LAS CRUCES  
(575) 528-3131

DOÑA ANA COUNTY  
(575) 525-5558

NEW MEXICO  
(505) 476-9681

NATIONAL "FEMA"  
1-(800) 427-4661

FLOOD ZONE MAPS  
1-(877) FEMA MAP or  
1-(877) 336-2627

FEMA MAP SERVICE  
CENTER  
1-(800) 358-9616

FEMA PUBLICATIONS  
WAREHOUSE  
1-(800) 480-2520

NATIONAL FLOOD  
INSURANCE PROGRAM  
1-(800) 427-4661



# IS YOUR PROPERTY IN THE FLOOD ZONE?



To find out if you are in a flood zone or for any information on any of the following:

- The local flood hazard.
- Flood safety.
- Flood insurance.
- Property protection measures.
- Natural and beneficial functions.
- Map of the local flood zone.
- The flood warning system.
- Flood plain developmen permit requirements.
- Substantial improvement damage requirements.
- Drainage system maintenance.



**CALL: (575) 528-3131**

NATIONAL FLOOD INSURANCE PROGRAM

**Call: (800) 427-4661**

..... **WEB PAGES** .....  
[www.las-cruces.org](http://www.las-cruces.org) and [www.fema.gov](http://www.fema.gov)

**To report** street light outages, malfunctioning traffic signals or downed traffic control signs, call Traffic Engineering of the Public Works Department at (575) 541-2505 during the normal working hours of 7 am-5 pm, Monday-Friday. For after hours and weekends, call (575) 526-0500.

# Providing reliable, safe and cost effective utility services to customers in the Las Cruces area.



**WATER RESOURCES:** Produces about 6.21 billion gallons of safe drinking water each year. The City's water wells draw water from two deep aquifers – the Mesilla and Jornada bolsons. Wells vary in depth from 400 to 1,300 feet. The City provides a plentiful supply of safe, clean water to its customers during the high water demand periods without the need for water restrictions. The section maintains approximately 390 miles of water lines.

Water conservation desk, (575) 528-3549, informs citizens on how to save water and money by conserving indoors and in our landscapes where water conservation makes sense now and for the future.

Water resources wastewater collections maintains approximately 360 miles of sewer lines and eight lift stations. The Jacob Hands Memorial Wastewater Treatment Facility treats approximately 2.92 billion gallons of sewage per year. The facility puts out high quality effluent that is discharged into the Rio Grande. The effluent meets or exceeds all EPA and NMED standards for surface water discharges. Additionally, the facility has implemented a composting process for sewage sludge that generates high-quality compost that is made available at no charge to the public and area farmers.

680 N. MOTEL BOULEVARD  
VOICE: (575) 528-3500  
FAX: (575) 528-3513 TTY: (575) 528-3690

UTILITIES DIRECTOR  
JORGE GARCIA  
(575) 528-3500

WATER RESOURCES  
WATER RESOURCES ADMINISTRATOR  
GILBERT MORALES  
(575) 528-3515

REGULATORY AND  
ENVIRONMENTAL SERVICES  
ADMINISTRATOR  
MARK RODRIGUEZ  
(575) 528-3689

NATURAL GAS  
NATURAL GAS ADMINISTRATOR  
VINCENT SANCHEZ  
(575) 528-3505

ADMINISTRATIVE SERVICES  
ADMINISTRATOR  
PAT DOMINGUEZ  
(575) 528-3502

SOLID WASTE  
OPERATIONS ADMINISTRATOR  
KLAUS D. KEMMER  
(575) 528-3700

**REGULATORY AND ENVIRONMENTAL SERVICES:** Provides technical services to the Utilities Department and the Joint Superfund Project. Section staff advise and assist the utilities director and section administrators in environmental management and regulatory compliance with laws, regulations, and programs at the federal, state and local levels. The section presently manages four major program areas: Regulatory compliance, environmental programs and projects, laboratory services, and pollution prevention. Pollution prevention includes the backflow prevention, grease interceptor, and industrial pretreatment programs.

**NATURAL GAS:** Provides a safe, reliable supply of natural gas to the citizens of Las Cruces and Doña Ana County. It maintains, operates and manages two gas systems. The City's system consists of more than 800 miles of gas lines that provide gas service within the city limits to 30,000 customers. The Rio Grande Natural Gas Association's (RGNGA) system provides service to more than 15,000 customers within Doña Ana County and the Extra Territorial Zone.

The section is responsible for maintaining the integrity of the two systems through rehabilitation programs and new construction projects. It installs gas mains, gas service lines, builds regulator stations, performs gas line repairs, locates gas mains and services, and carries out a corrosion control program to protect metallic pipelines from external, internal, and atmospheric corrosion. It also manages the pressures in the systems, installs gas meters, leak surveys the systems, monitors gas odorant, responds to calls for line breaks, gas leaks, and carbon monoxide.

**ADMINISTRATIVE SERVICES:** Provides ancillary services for the operating utilities. The ancillary services include financial, budgetary, rates and regulations, meter repair, measurements, meter reading, field services, warehousing, dispatch, and new installations. The services are provided for customers of the City of Las Cruces Utilities.

**SOLID WASTE:** Provides residential and commercial solid waste service to residents and businesses within the City. The section's goal is to provide safe, economical, environmentally sound, and aesthetically acceptable solid waste management while meeting regulatory requirements as set by the state and federal governments. Customer service fees fund the section, which varies depending on the type and number of containers serviced.

# Utilities Services

CUSTOMER SERVICE OFFICE  
CITY HALL  
700 N. MAIN STREET  
VOICE: (575) 541-2111  
FAX: (575) 541-2052  
TTY: (575) 528-3541

## WATER, GAS, SOLID WASTE, WASTEWATER:

Owned by the City of Las Cruces and available for sign up at City Hall, 700 N. Main Street. Billed monthly, with all rates set by City Council. Gas and water meter readings are taken approximately once a month. The amount billed is associated with gas and water used, plus a monthly access charge. A customer may be required to pay a minimum \$60.00 utility deposit when activating services.

*Rio Grande Natural Gas Association* is a separate entity and operated by the City of Las Cruces. The Rio Grande Natural Gas Association Board of Directors establishes all rates, service charges, deposits and policy.



## PAYMENT METHODS



City Hall: Walk-In

Western Union: You may pay your bills at any Western Union site in Las Cruces. For more information call, (575) 541-2131

Pay Online: [www.las-cruces.org](http://www.las-cruces.org)

Pay by Phone: 1-866-426-9757

## Cost of Services

### WATER

Current residential rates for bills rendered after Sept 1, 2003

**\$6.82 monthly access charge**

0-3,000 gals \$0.77 per 1,000 gallons

>3,000 gals \$1.63 per 1,000 gallons

### CITY GAS

Current residential rates for bills rendered after July 1, 2005:

**\$13.75 monthly access charge**

**\$1.33 per dekatherm (DTH)**

Gas volume rate plus cost of gas.

### SOLID WASTE

Current monthly residential rates for bills rendered after July 1, 2005:

**\$15.10 Residential**

**\$11.29 Senior citizens over 60 years of age (one container only)**

**\$3.72 Additional container**

### WASTEWATER

Current residential monthly rates for bills rendered after July 1, 2005:

**\$5.38 monthly access charge**

0-2,000 gals \$1.32 per 1,000 gallons

>2,000 gals \$2.34 per 1,000 gallons

# Solid Waste Services

SOLID WASTE SERVICES  
OPERATIONS ADMINISTRATOR  
KLAUS D. KEMMER  
(575) 528-3700



The City of Las Cruces provides once-a-week residential solid waste service. All waste must be placed in the City-owned 96 or 64-gallon container. Solid waste employees deliver the containers to you. If for some reason a second container is needed, solid waste will provide one for an additional monthly fee of \$3.72.

## QUESTIONS CONCERNING SOLID WASTE SERVICE CALL

**(575) 528-3700**

**HOW THE SOLID WASTE SERVICE OPERATES!** On collection day your container must be rolled to a flat surface, NOT THE SIDEWALK, at the curb or edge of the street with the handles and wheels pointing away from the street. Containers must be in place by 6:00 am and removed by 7:00 pm. To allow access by the automated equipment, containers should not be within six (6) feet of parked vehicles, trees, mail boxes, etc.

**WHAT WASTE IS ALLOWED?** You may put all of your normal residential garbage into the container. Residents must bag and tie all moist household refuse like food, food containers, yard waste, pet waste, or disposable diapers. This helps keep your container clean. Do not over fill your containers. Lids should be properly closed to prevent spillage and littering.

### LARGE BULKY ITEMS AND TREE BRANCHES CALL FOR YOUR FREE GRAPPLER SERVICE DAY:

**Every two weeks, the grapple truck will collect bulky waste not suitable for normal collection containers.**

- Simply place your waste at the curb in front of the house by 6:00 am. All loose material and yard waste must be tied or in plastic bags strong enough to contain the waste.
- Old refrigerators, appliances, and water heaters must have water and freon drained.
- Branches must be cut to five foot lengths and tied together. Solid Waste will pick up an amount equal to one level 1/2 ton pick up truck load for free. Larger loads need to pay based on the amount of trash. Grapple items must be at least six (6) feet away from vehicles, trees, mailboxes, etc.

### WHAT WASTE IS NOT ALLOWED IN YOUR POLY CONTAINER?

- Large bulky items such as appliances, furniture or auto parts.
- Concrete, rocks, dirt or sod.
- Debris from construction, remodeling or demolition.
- Livestock waste.
- Any form of hazardous waste.
- Tree trimmings that exceed two (2) feet.
- Hot ashes, oil, gas, paint or any form of hazardous waste.



### SOLID WASTE SERVICES

**PLEASE DO NOT OVERFILL YOUR CONTAINER.**  
Lid should be properly closed to prevent littering.

**ARRANGEMENTS FOR SENIOR CITIZENS & HANDICAPPED CUSTOMERS:** Customers unable to roll containers to the street must call the solid waste section for an application for residential disabled trash service. A form will be mailed to the customer with all the necessary requirements for arrangements to commence.

**OTHER OPTIONS:** You may take excess waste to the South Central Solid Waste Authority Transfer Station (SCSWA) located at 2865 W. Amador Avenue and a fee will be assessed depending on the total weight.

- You may ASK a neighbor for use of their solid waste container.
- A "special collection" can be arranged for an additional fee.
- Clean fill, i.e., dirt, cement, may be taken to the Foothills Road landfill, (Old landfill) which is open Monday - Friday, 8 am-4 pm.

**RESPONSIBILITY:** Please remember, containers provided to you by solid waste are property of the City of Las Cruces. But you, the resident, are responsible for any loss, theft, fire or other damage caused by negligence or abuse of the container. The City will replace or repair containers broken through normal use. Each homeowner should record the container's serial number. Keep the container clean by washing it as often as necessary.

**COMMERCIAL SERVICE:** The City of Las Cruces provides commercial service to businesses in the form of metal dumpsters and roll offs.

**NOTE:** Items NOT picked up by the grapple include: concrete, concrete blocks, bricks, blocks, asphalt, dirt, or sod; vinyl or linoleum flooring; any glass such as windows, sliding glass doors, windows, etc.; fluorescent light bulbs and fluorescent light fixtures with ballasts; any roofing material such as shingles, build up roofing, modified, roofing tiles, sheet metal, etc., sheetrock; lead pipe or insulated cast iron pipe; tires; any insulations such as fiberglass, Styrofoam, etc.; chain link fencing including posts; railroad ties; cast iron bath tubs; paint gas, oil, hazardous waste, etc., any vehicle parts; dead animals. For grapple service on a day other than your normal pick up, please call (575) 528-3700. A minimum charge will be added to your utility bill based on the amount of trash collected.

## Use Pesticides Responsibly

If you use pesticides, the City needs your help to reduce pesticide pollution in the Rio Grande. Your efforts could save you and other ratepayers millions of dollars.



### PHONE NUMBERS

#### EMERGENCY 911

NM POISON CONTROL CENTER  
1-800-432-6866

NATIONAL PESTICIDE HOTLINE  
1-800-858-7378

DOÑA ANA COUNTY COOPERATIVE  
EXTENSION SERVICE  
(575) 525-6649

LAS CRUCES HOUSEHOLD  
HAZARDOUS WASTE PROGRAM  
RECYCLING CENTER  
(575) 528-3689

WATER RESOURCES  
CITY OF LAS CRUCES  
(575) 528-3515  
TTY: (575) 528-3541

POLLUTION PREVENTION  
REGULATORY & ENVIRONMENTAL  
SERVICES, CITY OF LAS CRUCES  
(575) 528-3689  
TTY: (575) 528-3596



The City would like to remind you not to dispose of pesticides into drains. They are produced because they are toxic to something, anything that kills or otherwise controls pests of any kind is a pesticide. Pesticides include insecticides, herbicides, fungicides, rodenticides, disinfectants and plant growth regulators. Before you buy any pesticide, first determine what the target is and then consider if a less toxic alternative is available. Fire ant bait products, bacterial sprays, soaps, oils and natural pesticides pollute less and are safer to use. If you have remaining pesticide and don't plan to use it until later, store it away from children and pets, in a well-ventilated area.

If you don't want to store your pesticide, take unused pesticides to the Recycling Center at 2855 W. Amador Avenue for proper disposal.

For more information, contact the City of Las Cruces Regulatory & Environmental Services at (575) 528-3689.

**IF YOU MUST PURCHASE A PESTICIDE, BUY THE SMALLEST POSSIBLE AMOUNT NEEDED. BEFORE USING A PESTICIDE, KNOW HOW AND WHEN TO USE IT.**

- Always read the label and mix exactly as directed.
- Apply to target (problem) areas only.
- Don't apply to sidewalks or driveways (hard surfaces).
- Do not apply pesticides if heavy rainfall is anticipated or create run-off to the street by over watering your lawn.

## RECYCLING CENTER HOURS

**MON-FRI: 7 am-5 pm**  
**SAT: 8 am-4 pm**  
**SUN: Closed**

## Water Resources

WATER RESOURCES ADMINISTRATOR  
GILBERT MORALES  
(575) 528-3515  
TTY (575) 528-3541

**APRIL 1 - SEPTEMBER 30**  
**Water before 10 am and after 6 pm.**  
**Year-round outside vegetation -**  
**No watering allowed on Mondays.**

### EVEN-NUMBERED ADDRESSES:

Water on Tuesday, Thursday and Saturday.

### ODD-NUMBERED ADDRESSES:

Water on Wednesday, Friday and Sunday.



### **WATER CONSERVATION DESK, (575) 528-3549**

Find out how we all can participate easily, save water and money by conserving indoors and in our landscapes where water conservation makes sense now and for the future.

**For more water conservation information contact the water conservation coordinator at (575) 528-3549.**



Need more info?  
[www.TheScrappyPages.com](http://www.TheScrappyPages.com)

SOUTH CENTRAL  
SOLID WASTE AUTHORITY  
2865 W. AMADOR AVENUE  
VOICE: (575) 528-3800  
FAX: (575) 528-3582

RECYCLING CENTER HOURS  
MON-FRI: 7 am-5 pm  
SAT & SUN: 8 am-4 pm

## WHAT CAN I RECYCLE?

- Aluminum and tin cans;
- Newspapers, cardboard, office paper, junk mail, magazines, phone books, catalogues, mixed papers;
- Plastics #1 and #2 (milk jugs, colored detergent bottles, soda/water bottles).

"Recycling is the easiest way for an individual to make a difference for the planet," says English Bird, executive director of the New Mexico Recycling Coalition.

"When you recycle PAPER, fewer trees need to be harvested;

when you recycle METALS, less mining occurs;

and by recycling PLASTIC you're reducing our need for oil and natural gas."

## BUY RECYCLED!



Recycling is great for the environment! Go a step further to "close the loop" by making a commitment to purchase goods made from recyclables for your home and place of business.

# South Central Solid Waste Authority LAS CRUCES RECYCLES!

In January 2010, we switched to single stream recycling, which makes it even easier to recycle!

## NO MORE SEPARATING

All your recyclables - paper, plastics, metal, cardboard - can be mixed together and dropped off at one of our MANY drop-off locations.

## DROP OFF LOCATIONS

- SIX Commercial sites
- THIRTEEN Schools
- EIGHT County sites
- FIVE State Parks

### RECYCLING CENTER

2865 W. Amador Ave.

HOURS: M-F 7 am-5 pm;

Saturday and Sunday 8 am-4 pm.

We accept all the recyclables listed. PLUS old appliances and scrap metal, household hazardous waste (household cleaners, pesticides, herbicides, motor oil, cooking oil, antifreeze, rechargeable batteries, vehicle batteries, paints, stains or any item considered ignitable, poisonous or corrosive), florescent light bulbs, E-Scrap (computers and other electronics) and tires (for a fee, depending on size).

### THE OLD LANDFILL

555 Sonoma Ranch Blvd.

M-F 8 am-5 pm, and Sat 8am-4pm.

Go to the end of east Lohman Avenue and turn right, following the road around to the blue bins. This is the only location which also takes YARD WASTE.

K-MART, 1240 El Paseo Rd.

WAL-MART SUPERCENTER

1550 S. Valley Dr.

SAM'S CLUB, 2711 N. Telshor Blvd.  
(by the gas pumps)

MESILLA VALLEY MALL  
(Southwest of JC Penny)



## SCHOOL DROP-OFF LOCATIONS

Neighbors are invited to take advantage of bright blue bins in the parking lots of nearby schools - drop off your recycling at:

**ALAMEDA ELEMENTARY**

1325 N. Alameda Blvd.

**BOOKER T. WASHINGTON**

755 E. Chestnut Ave.

**CAMINO REAL MIDDLE SCHOOL**

2961 Roadrunner Parkway

**CENTRAL ELEMENTARY**

150 N. Alameda Blvd.

**DESERT HILLS ELEMENTARY**

280 N. Roadrunner Parkway

**HERMOSA HEIGHTS ELEMENTARY**

1655 E. Amador Ave.

**HOLY CROSS**

1331 N Miranda St.

**MESILLA PARK ELEMENTARY**

955 W. Union Ave.

**PICACHO MIDDLE SCHOOL**

2700 W. Picacho Ave.

**SIERRA MIDDLE SCHOOL**

1700 E. Spruce

**UNIVERSITY HILLS ELEMENTARY**

2005 S. Locust St.

**VALLEY VIEW**

915 California Ave.

**VISTA MIDDLE SCHOOL**

4465 Elks Dr.