



Office Directory

• Where to go to find:



ADMINISTRATIVE SERVICES

717 W Main Street
Located upstairs

Internal Management Services
Information Processing

BOYS & GIRLS CLUB

805 7th Avenue

Pool Reservations
Youth Recreation Services

CITY ATTORNEY

Currently Vacant Offices

Contract Attorney
Moyes, Sellers, and Sims
Phoenix, AZ
Contact City Manager/City Clerk

CITY CLERK

717 W Main Street
Across from the County Courthouse

Business Licenses
Council Correspondence
Council Meetings
Dog Tags
Elections
Employee Newsletter
Insurance Claims *(not worker's comp)*
Proclamations
Record Requests
Records

CITY MANAGER

808 8th Avenue
Old Library/Oddfellows Home

Airport Information
Citizen Concerns
City Manager Service Awards
Council Concerns
Department Head/Staff Concerns
Mt. Graham Golf Course Information
Pride of Safford Awards
Quarterly Employee Meetings

FINANCIAL SERVICES

717 W Main Street
Located Upstairs

Accounts Payable
Accounts Receivable
Budget inquiries
Payroll
Requests for City CARF (financials)

FIRE DEPARTMENT

650 S 7th Avenue
Next to City Hall

Volunteer Firemen

GIS (Geomatics)

405 W Discovery Park Boulevard
Across from Mt Graham High School

Aerial Photography
Annexation Maps
Contour Information
Development Maps
Elevation Data
GNSS (GPS) Base Station Info
GNSS (GPS) GPS Survey Control
Monuments
Parks & Open Space Info
Street Maps & Address Ranges
Utility Maps & Test Results
Joint Use Pole Attachments
Internal Only:
ArcReader Support
Database Design
PowerPoint Presentation Images

GOLF COURSE

Golf Course Road

Leisure Activity

HUMAN RESOURCES

717 W Main Street
Located downstairs

Internal Employee Information
Job applications/openings are available at DES Job Service, in the Mt Graham Shopping Center

PLANNING & COMMUNITY

DEVELOPMENT

808 8th Avenue

Old Library/Oddfellows Home

Planning & Zoning
Community Development Services
Building Permits
Neighborhood Officer
Neighborhood Complaints
Code Enforcement
Safford Downtown /Special Events
Community Services
Mobile Food Vending Permits
Park Reservations
(Firth & Glen Meadows Park only)
Rifle Range Reservations
City Hall Annex Community & Conference Room

POLICE DEPARTMENT

525 S 10th Avenue

Across from Firth Park/Swimming Pool

Crimes/Emergencies
Traffic Control Office

PUBLIC WORKS

220 W Discovery Park Boulevard
Next to Redington Land & Cattle Co

Adopt a Road/Trail Program
Cemetery Maintenance
Cemetery Records/Sales
City Building Maintenance
Drainage
Golf Course Maintenance
Park Maintenance
Retention Pond Maintenance
Right of Way Permits
Special Events
Streets/Sidewalks/Curbs/Alley & Right of Way Repair/Maintenance
Swimming Pool Maintenance
Trash Services (Sanitation)

CITY/MAGISTRATE COURT

717 Main Street

*Access behind City Hall, off 7th Street*Civil & Criminal Traffic Violations
Criminal Misdemeanors**INFORMATION TECHNOLOGY**

717 W Main Street

*Located upstairs*Internal Communications and
Technology Support Only**SWIMMING POOL**

Located on 10th Avenue

*Across from the Safford Police Station*Open Summers Only
Contact 432-4251 to reserve the pool
Aerobics
Swim Lessons
Swim Team**CUSTOMER SERVICE**

717 Main Street

*Across from the County Courthouse*Meter Reading & Field Services
Utility Rates & Policy Knowledge
Utility Service & Service Changes**LANDFILL**

2755 N Safford Landfill Road

Located Across the River

Open for all County Residents

LIBRARY

808 7th Avenue

Programs and Books Available for
All Ages**UTILITIES**

405 W Discovery Park Boulevard

*Across from Mt Graham High School*Applications for Meter Installs
Bluestakes
Certain Special Events
Emergency & Routine Dispatching
Landfill Applications & Questions
Notaries Available
Standpipe Water Distribution
Water, Gas, Sewer, Electric
Maintenance Problems**ENGINEERING****PROJECT MANAGEMENT**

405 W Discovery Park Boulevard

*Across from Mt Graham High School*Ensures Project Conforms to all
Laws, Rules, and Regulations
Monitor Outside Consultants for
Public Work Projects
Oversees Grant Administration
Oversight for all City Capital
Improvement Projects
Plans, Designs, & Administers
Construction Activities
Provide Civil Engineering Services
to all City Departments
Review and Approve Developer's
Plan**MECHANIC SHOP/FLEET SERVICES**

373 W Discovery Park Boulevard

Maintain City Vehicles & Equip

WAREHOUSE

373 W Discovery Park Boulevard

Stocks Inventory for City Operations
Provides Emergency Assistance to
Other Entities and Cities