

**TITLE: OFFICERS LIVING ON CITY OWNED PROPERTY**

**CODIFIED:** 102.1  
**EFFECTIVE:** 09/04/16  
**RESCINDS/AMENDS:** NEW POLICY  
**PAGES:** 2

**PURPOSE**

To provide housing options for police officers and sergeants.

**POLICY**

It is the policy of the City of Santa Fe to allow Police Officers the opportunity to utilize designated affordable housing areas on City owned-property and to see that the use of these areas is successful in not only providing housing for officers but for promoting a safe environment, deterring crime and assisting in curbing vandalism in these areas.

**PROCEDURE**

**102.1.01** Participation in this program is at the sole discretion of the City Manager.

**ELIGIBILITY**

**102.1.02** Participant(s) eligible for this program must be sworn police officers off probation and below the rank of Lieutenant.

**102.1.03** The Chief's Office shall select the participant based off a lottery selection process. Participants shall submit a memo of interest to the Chief's Office only when a vacant property becomes available.

**102.1.04** Participant(s) must have a signed lease on record with the City of Santa Fe and at all times during the duration of the lease the participant must be a resident of the premises, and employed with the City of Santa Fe. In addition, participant(s) must

adhere to all provisions of the City of Santa Fe Lease Agreement.

**102.1.05** Should a participant promote to the rank of Lieutenant or above, the participant shall be permitted to remain on the premises for the term of their existing lease. Upon expiration of the lease participant will be required to vacate the premises.

**102.1.06** Sworn officers living on city owned property prior to the effective date of this policy will be exempt from the rank restrictions set forth herein and will continue to reside at their current locations until the expiration of their lease.

**USE OF PREMISES & PROPERTY**

**102.1.07** Use of the city's property shall at all times be in compliance with the Lease Agreement, the provisions of which may vary based on the specific location, circumstances, and characteristics of the lease premises and the needs of the city as determined by the City Manager.

**RENT**

**102.1.08** The amount of rent amount will be determined by the City of Santa Fe in accordance with state law and may vary based on the specific location of the lease premises and the specific provisions of the Lease Agreement.

**INCIDENTS/ENFORCEMENT ACTION**

**102.1.16** Participant(s) shall report to the city any incidents of damage, or vandalism on the premises as soon as possible, but in no event shall any incident be reported more than twenty-four (24) hours after the time the incident occurs or is discovered.

**102.1.17** The purpose of this program is to be a visible presence to deter crime. Should any incident require the officer to take enforcement action, discretion will be used and the action taken will be in compliance with the Santa Fe Police Department Directives.

- A) Any law enforcement action taken on the part of the participant shall require an immediate notification to the Regional

Emergency Communication Center (RECC)  
and the on duty commander.

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Drafted (amb) 06/15

APPROVED: \_\_\_\_\_



**Patrick G. Gallagher**  
**Chief of Police**

DATE: \_\_\_\_\_

9/6/16