

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AUTHORIZING THE APPOINTMENT OF MATTHEW DUGGAN AS A SPECIAL POLICE OFFICER (UNARMED) FOR THE McKAMEY ANIMAL CENTER TO DO SPECIAL DUTY AS PRESCRIBED HEREIN, SUBJECT TO CERTAIN CONDITIONS.

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BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, TENNESSEE, That MATTHEW DUGGAN be and is hereby appointed as a special police officer for the McKamey Animal Center, subject to certain conditions and restrictions:

1. That said special police officer shall have, possess and exercise every power granted by the statutes of the State of Tennessee or the City of Chattanooga to regular police officers of the City of Chattanooga necessary in the performance of his duties, except he shall not be allowed to carry a firearm. Such powers and performance of duties by said special police officer are expressly limited to the performance of duties in his position as Animal Services Officer, for the McKamey Animal Center.

2. That said special police officer shall not be considered a regular police officer and shall not be entitled to any benefits afforded regular police officers.

3. That such appointment shall expire upon termination of said special police officer's employment by the McKamey Animal Center. Notwithstanding any other provision herein, the City Council of the City of Chattanooga shall have the right to cancel such appointment at any time.

ADOPTED: \_\_\_\_\_, 2014

/mem

# City of Chattanooga



## Resolution Request Form

(This form is only required for resolutions requiring expenditure of City funds)

Date Prepared: August 27, 2014

Preparer: Shea Jefferson

Department: HR

**Brief Description of Purpose for Resolution:**

Resolution Number (if approved by Council): \_\_\_\_\_

*To gain approval for Matthew Duggan, Animal Services Officer with McKamey Animal Center,*

*for a Special Commission in order to execute the duties of Animal Services Officer. This is unarmed.*

Name of Vendor/Contractor/Grant, etc. \_\_\_\_\_

New Contract/Project? (Yes or No) \_\_\_\_\_

Total project cost \$ \_\_\_\_\_

Funds Budgeted? (YES or NO) \_\_\_\_\_

Total City of Chattanooga Portion \$ \_\_\_\_\_

Provide Fund \_\_\_\_\_

City Amount Funded \$ \_\_\_\_\_

Provide Cost Center \_\_\_\_\_

New City Funding Required \$ \_\_\_\_\_

Proposed Funding Source if not budgeted \_\_\_\_\_

City's Match Percentage % \_\_\_\_\_

Grant Period (if applicable) \_\_\_\_\_

List all other funding sources and amount for each contributor.

Amount(s)

Grantor(s)

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

Agency Grant Number \_\_\_\_\_

CFDA Number if known \_\_\_\_\_

Other comments: (Include contingency amount, contractor, and other information useful in preparing resolution)

Approved by: \_\_\_\_\_

Reviewed by: FINANCE OFFICE

DESIGNATED OFFICIAL/ADMINISTRATOR

Please submit completed form to @budget, accounting, City Attorney, City Finance Officer and Deputy Administrator Finance

## Manalla Maria

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**From:** Hurn, Paula  
**Sent:** Wednesday, August 27, 2014 8:51 AM  
**To:** Manalla Maria  
**Subject:** RE: Special Commission - Matt Duggan

Yes -- they are code enforcement officers not armed. Paula

Paula C. Hurn  
Director of Operations  
McKamey Animal Center  
4500 N. Access Road  
Chattanooga, TN. 37415  
423-305-6501

Contribute to the McKamey Animal Center through the Combined Federal Campaign, our CFC #14678. Designate McKamey Animal Center by listing our name as the recipient.

 Please consider the environment before printing this email.



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**From:** Manalla Maria  
**Sent:** Wednesday, August 27, 2014 8:29 AM  
**To:** Hurn, Paula  
**Subject:** RE: Special Commission - Matt Duggan

Is this unarmed?

*Maria Manalla*  
*Legal Assistant*  
*Office of the City Attorney*  
*100 E. 11th Street, Suite 200*  
*Chattanooga, Tennessee 37402*  
*423-643-8236*  
*[manalla\\_m@chattanooga.gov](mailto:manalla_m@chattanooga.gov)*

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**From:** Hurn, Paula  
**Sent:** Tuesday, August 26, 2014 5:58 PM  
**To:** Jefferson Shea; Manalla Maria; Newcomb Tiffany  
**Subject:** Special Commission - Matt Duggan

Ladies,

Attached is a copy of the application for the special police commission for Matt Duggan. He is to be commissioned as an Animal services Officer for the McKamey Animal Center. Please advise when his information is finalized and he is on the City Council agenda. Thank you, Paula

Paula C. Hurn  
Director of Operations  
McKamey Animal Center  
4500 N. Access Road  
Chattanooga, TN. 37415  
423-305-6501

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APPLICATION FOR SPECIAL POLICE COMMISSION  
(Please type or print)

NAME Matthew Duggan WORK PHONE \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
DOB \_\_\_\_\_ SS# \_\_\_\_\_  
DRIVERS LIC. # \_\_\_\_\_ STATE ISSUED TN  
EMPLOYER McKamey Animal Center JOB TITLE Animal Services Officer  
RACE White GENDER Male

HAVE YOU EVER BEEN CONVICTED OF A CRIMINAL OFFENSE? No  
IF YES, PROVIDE DETAILS: DATE, LOCATION, CHARGE & DISPOSITION  
N/A

I authorize a review and full disclosure of all records, or any part thereof, concerning myself, to any authorized agent of the Chattanooga Police or Personnel Department. I grant permission for a background investigation to be conducted by an authorized representative of the City of Chattanooga, knowing that I will not be informed of any information developed by that investigation whether I am accepted or rejected for a special police commission.

I also certify that the information contained on this application is true and correct to the best of my knowledge.

ANY FALSE INFORMATION, INTENTIONALLY GIVEN ON THIS APPLICATION, IS JUST CAUSE FOR REJECTING YOUR APPLICATION.

Applicant Signature [Signature] Date 8-25-2014

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The following information must be completed by the applicant's supervisor:

I certify that the information on this application is true and correct to the best of my knowledge. I further certify that the applicant has the character and the need for a special police commission during such time he/she is under my employment.

Purpose for special commission Animal Services Officer for MAC.  
Supervisor Signature (and print) Jillany Newcomb Jillany Newcomb  
Company and Department McKamey Animal Center Animal Services  
Title Animal Services Date 8-25-14  
Supervisor