

# MAY 2026

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3	4 City Council 7:00 PM	5 Housing Authority 12:00 PM Power Board 5:30 PM	6	7 Gas Authority 7:00 AM	8	9																																																																																				
10	11 Water Authority 5:00 PM Airport Authority 6:00 PM	12 Finance & Mgt. Agenda Deadline 12:00 PM	13	14	15	16																																																																																				
17	18 Finance & Mgt. 6:00 PM	19 Bd. Of Zoning Appeals 6:00 PM Planning Commission 6:30 PM	20	21 Parks & Rec. Bd. 6:00 PM Community Access 7:00 PM	22	23																																																																																				
24	25 <b>Memorial Day</b>  <b>City offices closed</b>	26 June 1 City Council Agenda Deadline 12:00 PM	27	28	29	30																																																																																				
31		<p style="text-align: center;"><b>April 2026</b></p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>Sa</th> </tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td> </tr> <tr> <td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td> </tr> <tr> <td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td> </tr> <tr> <td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td> </tr> <tr> <td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td> </tr> </tbody> </table>		S	M	T	W	Th	F	Sa				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			<p style="text-align: center;"><b>June 2026</b></p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>Sa</th> </tr> </thead> <tbody> <tr> <td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td> </tr> <tr> <td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td> </tr> <tr> <td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td> </tr> <tr> <td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td> </tr> <tr> <td>28</td><td>29</td><td>30</td><td></td><td></td><td></td><td></td> </tr> </tbody> </table>		S	M	T	W	Th	F	Sa		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					Notes:
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# AGENDA

Dickson City Council  
7:00 pm Monday, May 4, 2026  
Council Chambers, Dickson City Hall  
Mayor Don L. Weiss Jr., O.D. presiding

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Call to Order	Mayor Weiss
Roll Call	City Recorder
Invocation	Councilperson Sanders
Pledge of Allegiance	Mayor Weiss

## Public Hearings

1. ORDINANCE #1581: An Ordinance to amend ORDINANCE #1570 appropriating funds to the departments of the City of Dickson, Tennessee, for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026 **DEFER TO JUNE 1, 2026**

## Minutes

1. April 6, 2026, City Council regular session

## Public Comments

1. Anyone wishing to provide comments germane to any item on this agenda shall indicate so by registering prior to the start of the meeting on the sign-up sheet provided at the entrance to the council chambers. No registrations will be allowed after the meeting has been called to order. The presiding officer shall establish an allotted time for each speaker and determine the order of speakers under the guidelines established in the City of Dickson Public Engagement Policy adopted in Resolution #2023-12

## Old Business

1. Second reading of ORDINANCE #1578: An Ordinance to amend the City of Dickson Zoning Ordinance to establish updated development standards and regulations pertaining to underground utilities and street lighting, landscaping and irrigation requirements, site plan and subdivision submittal requirements, infrastructure and construction requirements, transportation and access design, dumpster and service area design, buffer and open space requirements, planned unit development (PUD) standards, Board of Zoning Appeals – short-term rentals, regional drainage and stormwater, design review map areas, min-storage requirements, rezoning cooling-off period, floodplain/flood way development, and fire hydrants and to provide for proper implementation thereof

2. Second reading of ORDINANCE #1580: An Ordinance to amend the official zoning map of the City of Dickson, Tennessee, by rezoning properties identified as Tax Map 110C, Group A, Parcels 006.00, 006.01, 007.00, 008.00, 009.00, 010.00, 011.00 and 012.00 from B-2 (central business district) and R-2 (medium-density residential) to B-2 (central business district), and repealing any ordinance or part of an ordinance in conflict herewith
3. Second reading of ORDINANCE #1582: An Ordinance to amend Title 1, Chapter 1, Section 1-102 of the Dickson Municipal Code with regard to agendas for City Council and all local governing body meetings

### **New Business**

1. Administer the Peace Officer Oath to Dickson Police Department Officer Dillon Cheeves
2. Report on Ice Storm Fern response by the U.S. Small Business Administration
3. First reading of ORDINANCE #1581: An Ordinance to amend ORDINANCE #1570 appropriating funds to the departments of the City of Dickson, Tennessee, for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026
4. RESOLUTION #2026-31: A Resolution to approve an Add-on Quote for services with First Due Holdings, Inc. to provide the Dickson Fire Department access to additional software services
5. RESOLUTION #2026-32: A Resolution of the Council of the City of Dickson, Tennessee, requesting Dickson Electric System to remove streetlights on West College Street as needed for the Multimodal Access streetscape renovation project
6. RESOLUTION #2026-33: A Resolution of the Council of the City of Dickson, Tennessee, to amend the Project Addendum with Southern Architecture Workshop LLC to provide design services for the City Center Project under a Master Services Agreement
7. RESOLUTION #2026-34: A Resolution of the Council of the City of Dickson, Tennessee, to amend the Project Addendum with Southern Architecture Workshop LLC to provide design services for the Aquatic/Recreation Center Project under a Master Services Agreement
8. RESOLUTION #2026-35: A Resolution of the Council of the City of Dickson, Tennessee, to amend the Project Addendum with Southern Architecture Workshop LLC to provide design services for the Dickson Fire Department Station #2 Project under a Master Services Agreement
9. Request to lower the speed limit on Shadybrook Circle from 30 mph to 20 mph (*Councilperson Outlaw*)
10. Request to extend VFW Drive to connect with Highway 46 (*Jeff Eby*)

11. Appointments

12. Schedule the Finance and Management Committee meeting for 6:00 pm Monday, May 18, 2026, in the Council Chambers at City Hall (*agenda deadline noon May 12, 2026*)

13. Announce the next City Council regular session for 7:00 pm Monday, June 1, 2026, in the council Chambers at Dickson City Hall (*agenda deadline noon May 26, 2026*)

14. Schedule public hearings for 7:00 pm Monday, June 1, 2026, for:

- ORDINANCE #1581: An Ordinance to amend ORDINANCE #1570 appropriating funds to the departments of the City of Dickson, Tennessee, for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026
- Schedule public hearing for ORDINANCE #1583: An Ordinance adopting the annual budget, appropriate funds to the various departments of the City of Dickson, Tennessee, and setting the property tax rate for the fiscal year beginning July 1, 2026, and ending June 30, 2027

**Other Business**

**Communication from the Mayor**

**Adjournment**

# MINUTES

Dickson City Council

7:00 pm April 6, 2026

Council Chambers at Dickson City Hall

The Council of the City of Dickson, Tennessee, met in regular session the sixth day of April, 2026, in the Council Chambers of Dickson City Hall, 600 East Walnut Street.

## Call to Order

Mayor Don L. Weiss Jr. called the meeting to order at 7:00 pm.

<u>Roll Call</u>	<u>Present</u>	<u>Absent</u>
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### Mayor

Don L Weiss Jr.	X	
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### City Council (Ward)

Jason Epley (1 <sup>st</sup> )	X	
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Brett Reynolds (1 <sup>st</sup> )	X	
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Shane Chandler (2 <sup>nd</sup> )	X	
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Kyle Sanders (2 <sup>nd</sup> )	X	
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Stacey Levine (3 <sup>rd</sup> )		X
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Horace Perkins III (3 <sup>rd</sup> )	X	
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Dwight Haynes (4 <sup>th</sup> )	X	
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Michael Outlaw (4 <sup>th</sup> )	X	
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A quorum was present and the following business transacted.

Recorder Chris Norman served as recording secretary.

**Others present:** City Attorney Jerry Smith, City Administrator David Travis, Tax Collector Angie Brown, Treasurer Tammy Dotson, Fire Chief Richard Greer, Police Chief Seth Lyles, Recorder Chris Norman, Planning and Zoning Consultant Amanda Harrington, Senior Activity Center Director Joan Rial, Public Works Director Bret Stock, Court Clerk Gina Swaner, Assistant Police Chief Todd Christian, Assistant Fire Chief Brent Ham, Assistant Public Works Director Cooper Morris, Acting City Recorder Kimberly Givens, Administrative Assistant Tiffany Lane, Capt. Eric Chandler, Dickson Electric System General Manager Darrell Gillespie and others as indicated on the sign-in sheet.

## Invocation

Councilperson Chandler presented the invocation.

## Pledge of Allegiance

Mayor Weiss led the Pledge of Allegiance

## Public Hearings

1. **ORDINANCE #1578: An Ordinance to amend the City of Dickson Zoning Ordinance to establish updated development standards and regulations pertaining to underground utilities and street lighting, landscaping and irrigation requirements,**

site plan and subdivision submittal requirements, infrastructure and construction requirements, transportation and access design, dumpster and service area design, buffer and open space requirements, planned unit development (PUD) standards, Board of Zoning Appeals – short-term rentals, regional drainage and stormwater, design review map areas, min-storage requirements, rezoning cooling-off period, floodplain/flood way development, and fire hydrants and to provide for proper implementation thereof

City Administrator Travis and Planning and Zoning Consultant Harrington explained the amendment. Nobody spoke during the public hearing.

- 2. ORDINANCE #1580: An Ordinance to amend the official zoning map of the City of Dickson, Tennessee, by rezoning properties identified as Tax Map 110C, Group A, Parcels 006.00, 006.01, 007.00, 008.00, 009.00, 010.00, 011.00 and 012.00 from B-2 (central business district) and R-2 (medium-density residential) to B-2 (central business district), and repealing any ordinance or part of an ordinance in conflict herewith**

City Administrator Travis said the rezoning addresses the properties in the block where the City Center is proposed. Nobody spoke during the public hearing.

**Minutes**

- 1. March 2, 2026, City Council regular session and March 16, 2026, special session minutes**

No discussion.

Motion to approve: Councilperson Outlaw

Second: Councilperson Sanders

<b>Roll Call</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Jason Epley (1 <sup>st</sup> )	X			
Brett Reynolds (1 <sup>st</sup> )	X			
Shane Chandler (2 <sup>nd</sup> )	X			
Kyle Sanders (2 <sup>nd</sup> )	X			
Stacey Levine (3 <sup>rd</sup> )				X
Horace Perkins III (3 <sup>rd</sup> )	X			
Dwight Haynes (4 <sup>th</sup> )	X			
Michael Outlaw (4 <sup>th</sup> )	X			

*Motion passed 7-0-0*

**Public Comments**

None

**Old Business**

None

**New Business**

- 1. Present the Dickson Fire Department’s Medal of Valor Award to and recognize firefighters Terrence Darden, Heath Crabtree and Cole Bone for their life-saving efforts in rescuing a victim and extinguishing a residential fire**

Mayor Weiss and Fire Chief Greer recognized the firefighters for their actions.

- 2. Administer the Peace Officer Oath to Dickson Police Department Officer Dillon Cheeves**

Mayor Weiss deferred the item due to Officer Cheeves being unable to attend.

- 3. Fiscal Year 2024-2025 audit presentation**

Matt Wood of Alexander Thompson Arnold CPAs presented the FY24-25 municipal audit.

- 4. First reading of ORDINANCE #1578: An Ordinance to amend the City of Dickson Zoning Ordinance to establish updated development standards and regulations pertaining to underground utilities and street lighting, landscaping and irrigation requirements, site plan and subdivision submittal requirements, infrastructure and construction requirements, transportation and access design, dumpster and service area design, buffer and open space requirements, planned unit development (PUD) standards, Board of Zoning Appeals – short-term rentals, regional drainage and stormwater, design review map areas, min-storage requirements, rezoning cooling-off period, floodplain/flood way development, and fire hydrants and to provide for proper implementation thereof**

Councilperson Haynes asked about responsibility for maintenance of underground utilities. Administrator Travis said it would be no different than overhead utilities. DES General Manager Gillespie said the underground utility lines would be installed to DES standards and should have a lifespan of 30-50 years.

Motion to approve: Vice Mayor Epley

Second: Councilperson Sanders

<b>Roll Call</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Jason Epley (1 <sup>st</sup> )	X			
Brett Reynolds (1 <sup>st</sup> )	X			
Shane Chandler (2 <sup>nd</sup> )	X			
Kyle Sanders (2 <sup>nd</sup> )	X			
Stacey Levine (3 <sup>rd</sup> )				X
Horace Perkins III (3 <sup>rd</sup> )	X			
Dwight Haynes (4 <sup>th</sup> )			X	
Michael Outlaw (4 <sup>th</sup> )	X			

***Motion passed 6-0-1***

- 5. First reading of ORDINANCE #1580: An Ordinance to amend the official zoning map of the City of Dickson, Tennessee, by rezoning properties identified as Tax Map 110C, Group A, Parcels 006.00, 006.01, 007.00, 008.00, 009.00, 010.00, 011.00 and 012.00 from B-2 (central business district) and R-2 (medium-density residential) to B-2 (central business district), and repealing any ordinance or part of an ordinance in conflict herewith**

Motion to approve: Councilperson Sanders  
 Second: Councilperson Perkins

<b>Roll Call</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Jason Epley (1 <sup>st</sup> )	X			
Brett Reynolds (1 <sup>st</sup> )	X			
Shane Chandler (2 <sup>nd</sup> )	X			
Kyle Sanders (2 <sup>nd</sup> )	X			
Stacey Levine (3 <sup>rd</sup> )				X
Horace Perkins III (3 <sup>rd</sup> )	X			
Dwight Haynes (4 <sup>th</sup> )	X			
Michael Outlaw (4 <sup>th</sup> )	X			

***Motion passed 7-0-0***

**6. First reading of ORDINANCE #1582: An Ordinance to amend Title 1, Chapter 1, Section 1-102 of the Dickson Municipal Code with regard to agendas for City Council and all local governing body meetings**

Administrator Travis said a new state law requires local governing bodies to hold public comment periods open to any subject germane to the jurisdiction. The amendment maintains the public comment period for agenda items and adds an open public comment period.

Motion to approve: Councilperson Chandler  
 Second: Councilperson Perkins

<b>Roll Call</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Jason Epley (1 <sup>st</sup> )	X			
Brett Reynolds (1 <sup>st</sup> )	X			
Shane Chandler (2 <sup>nd</sup> )	X			
Kyle Sanders (2 <sup>nd</sup> )	X			
Stacey Levine (3 <sup>rd</sup> )				X
Horace Perkins III (3 <sup>rd</sup> )	X			
Dwight Haynes (4 <sup>th</sup> )	X			
Michael Outlaw (4 <sup>th</sup> )	X			

***Motion passed 7-0-0***

**7. RESOLUTION #2026-23: A Resolution of the Council of the City of Dickson, Tennessee, accepting the audit and report for the Fiscal Year ending June 30, 2025, as prepared and presented by Alexander Thompson Arnold PLLC and submitting same to the Office of the Comptroller of the State of Tennessee**

Motion to approve: Vice Mayor Epley  
 Second: Councilperson Reynolds

<b>Roll Call</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Jason Epley (1 <sup>st</sup> )	X			
Brett Reynolds (1 <sup>st</sup> )	X			
Shane Chandler (2 <sup>nd</sup> )	X			
Kyle Sanders (2 <sup>nd</sup> )	X			
Stacey Levine (3 <sup>rd</sup> )				X
Horace Perkins III (3 <sup>rd</sup> )	X			

Dwight Haynes (4<sup>th</sup>) X  
 Michael Outlaw (4<sup>th</sup>) X

*Motion passed 7-0-0*

**8. RESOLUTION #2026-28: A Resolution of the Council of the City of Dickson, Tennessee, to ratify the Dickson County Urban Growth Plan as recommended by the Dickson County Growth Plan Coordinating Committee**

Motion to approve: Councilperson Chandler

Second: Councilperson Perkins

<b>Roll Call</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Jason Epley (1 <sup>st</sup> )	X			
Brett Reynolds (1 <sup>st</sup> )	X			
Shane Chandler (2 <sup>nd</sup> )	X			
Kyle Sanders (2 <sup>nd</sup> )	X			
Stacey Levine (3 <sup>rd</sup> )				X
Horace Perkins III (3 <sup>rd</sup> )	X			
Dwight Haynes (4 <sup>th</sup> )	X			
Michael Outlaw (4 <sup>th</sup> )	X			

*Motion passed 7-0-0*

**9. RESOLUTION #2026-29: A Resolution of the Council of the City of Dickson, Tennessee, to approve and authorize the Mayor to sign a proposal for subsurface exploration and geotechnical engineering services for the City Center project under a Professional Services Agreement with ECS Southeast, LLC**

Motion to approve: Councilperson Perkins

Second: Councilperson Chandler

<b>Roll Call</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Jason Epley (1 <sup>st</sup> )	X			
Brett Reynolds (1 <sup>st</sup> )	X			
Shane Chandler (2 <sup>nd</sup> )	X			
Kyle Sanders (2 <sup>nd</sup> )	X			
Stacey Levine (3 <sup>rd</sup> )				X
Horace Perkins III (3 <sup>rd</sup> )	X			
Dwight Haynes (4 <sup>th</sup> )	X			
Michael Outlaw (4 <sup>th</sup> )	X			

*Motion passed 7-0-0*

**10. RESOLUTION #2026-30: A Resolution of the Council of the City of Dickson, Tennessee, to approve and authorize the Mayor to sign Change Order No. 1 to the contract with A&S Contracting and Remodeling for construction of a downtown restroom facility**

Motion to approve: Vice Mayor Epley

Second: Councilperson Reynolds

<b>Roll Call</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Jason Epley (1 <sup>st</sup> )	X			
Brett Reynolds (1 <sup>st</sup> )	X			

Shane Chandler (2 <sup>nd</sup> )	X			
Kyle Sanders (2 <sup>nd</sup> )	X			
Stacey Levine (3 <sup>rd</sup> )				X
Horace Perkins III (3 <sup>rd</sup> )	X			
Dwight Haynes (4 <sup>th</sup> )	X			
Michael Outlaw (4 <sup>th</sup> )	X			

***Motion passed 7-0-0***

**11. Appointments**

Mayor Weiss nominated Doris Grigsby for reappointment to the Dickson County Board of Equalization.

Motion to approve: Councilperson Chandler

Second: Councilperson Outlaw

<b>Roll Call</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Jason Epley (1 <sup>st</sup> )	X			
Brett Reynolds (1 <sup>st</sup> )	X			
Shane Chandler (2 <sup>nd</sup> )	X			
Kyle Sanders (2 <sup>nd</sup> )	X			
Stacey Levine (3 <sup>rd</sup> )				X
Horace Perkins III (3 <sup>rd</sup> )	X			
Dwight Haynes (4 <sup>th</sup> )	X			
Michael Outlaw (4 <sup>th</sup> )	X			

***Motion passed 7-0-0***

Mayor Weiss nominated Beth Duke to complete the unexpired term on the Health and Educational Facilities Board expiring in August 2029.

Motion to approve: Councilperson Reynolds

Second: Councilperson Perkins

<b>Roll Call</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Jason Epley (1 <sup>st</sup> )	X			
Brett Reynolds (1 <sup>st</sup> )	X			
Shane Chandler (2 <sup>nd</sup> )	X			
Kyle Sanders (2 <sup>nd</sup> )	X			
Stacey Levine (3 <sup>rd</sup> )				X
Horace Perkins III (3 <sup>rd</sup> )	X			
Dwight Haynes (4 <sup>th</sup> )	X			
Michael Outlaw (4 <sup>th</sup> )	X			

***Motion passed 7-0-0***

**12. Schedule the Finance and Management Committee meeting**

Mayor Weiss scheduled the Finance and Management Committee meeting for 6:00 pm Thursday, April 20, 2026, in the Council Chambers at Dickson City Hall

**13. Announce the next City Council regular session**

Mayor Weiss announced the next City Council regular session will be 7:00 pm Monday, May 4, 2026, in the council Chambers at Dickson City Hall

**14. Schedule public hearings for 7:00 pm Monday, May 4, 2026**

Mayor Weiss scheduled public hearings for the May 4, 2026 meeting for:

- ORDINANCE #1581: An Ordinance to amend ORDINANCE #1570 appropriating funds to the departments of the City of Dickson, Tennessee, for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026

**Other Business**

1. Mayor Weiss announced the appointment of Kimberly Givens as acting City Recorder effective May 4.
2. Mayor Weiss introduced Tiffany Lane as the new Administrative Assistant to the Mayor and City Administrator.
3. Mayor Weiss and the City Council recognized Chris Norman, who is retiring May 1 after nine years as Administrative Assistant and four years as City Recorder.

**Communication from the Mayor**

None

**Adjournment**

With no other business to come before the council, Mayor Weiss adjourned the meeting at 7:50 pm without objection.

**ATTEST:**

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**Kimberly Givens, RECORDER**

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**Don L. Weiss Jr., O.D., MAYOR**

## **ORDINANCE #1578**

### **AN ORDINANCE TO AMEND THE CITY OF DICKSON ZONING ORDINANCE TO ESTABLISH UPDATED DEVELOPMENT STANDARDS AND REGULATIONS PERTAINING TO UNDERGROUND UTILITIES AND STREET LIGHTING, LANDSCAPING AND IRRIGATION REQUIREMENTS, SITE PLAN AND SUBDIVISION SUBMITTAL REQUIREMENTS, INFRASTRUCTURE AND CONSTRUCTION REQUIREMENTS, TRANSPORTATION AND ACCESS DESIGN, DUMPSTER AND SERVICE AREA DESIGN, BUFFER AND OPEN SPACE REQUIREMENTS, PLANNED UNIT DEVELOPMENT (PUD) STANDARDS, BOARD OF ZONING APPEALS - SHORT-TERM RENTALS, REGIONAL DRAINAGE AND STORMWATER, DESIGN REVIEW MAP AREAS, MINI-STORAGE REQUIREMENTS, REZONING COOLING-OFF PERIOD, FLOOD PLAIN / FLOOD WAY DEVELOPMENT, AND FIRE HYDRANTS, AND TO PROVIDE FOR PROPER IMPLEMENTATION THEREOF**

**WHEREAS**, the City of Dickson desires to ensure safe, coordinated, and aesthetically compatible development through comprehensive and consistent zoning regulations; and

**WHEREAS**, the City's Municipal Planning Commission and Board of Zoning Appeals have identified the need for additional clarity on Planned Unit Development (PUD) calculations, short-term rental eligibility, underground utilities, parking lot design, fire marshal and engineering requirements, drainage and stormwater design review, mini-storage and rezoning requirements, floodplain development requirements, and buffer requirements; and

**WHEREAS**, the Council of the City of Dickson, Tennessee, finds that these provisions are necessary to protect public health, safety and welfare and to ensure responsible growth within the City of Dickson.

Now, therefore, **BE IT ORDAINED BY THE COUNCIL OF THE CITY OF DICKSON, TENNESSEE**, that:

#### **SECTION 1. UNDERGROUND UTILITIES AND STREET LIGHTING**

- All electric, communication, and similar utility lines within a major subdivision, a part of a major subdivision, Planned Unit Development, or Cluster Development, shall be installed underground.
- No new overhead electric or communication lines shall be permitted within any subdivision or new development.
- Developers shall provide streetlights with underground conductors in accordance with City standards and utility provider specifications.

#### **SECTION 2. LANDSCAPING AND IRRIGATION REQUIREMENTS**

- All commercial, industrial, and multifamily developments shall provide an automatic irrigation system for all required landscaped areas.
- All landscape plans shall be prepared, signed, and sealed by a Tennessee-registered Landscape Architect for:

- All commercial and industrial developments,
- All multifamily developments, and
- All single-family subdivisions that are a major subdivision, a part of a major subdivision, Planned Unit Development, or Cluster Development.
- All retaining walls shall have a maximum height of ten (10) feet with a setback of five (5) feet with evergreen landscaping buffering.

### **SECTION 3. SITE PLAN AND SUBDIVISION SUBMITTAL REQUIREMENTS**

- Each development submittal shall include an AutoTURN (or equivalent) analysis demonstrating maneuverability for both a fire truck and a sanitation truck.
- An emergency access plan shall be submitted and approved by the Fire Department prior to the issuance of a grading permit.
- A pre-application meeting is required for all development submittals prior to formal application acceptance (may be waived by Planning Director).
- When a traffic study is required, a scoping meeting shall be conducted, and a scoping summary provided, prior to study completion or formal submittal.
- The meeting requestor shall provide a detailed agenda and formal meeting minutes for all meetings held in relation to the proposed development.

### **SECTION 4. INFRASTRUCTURE AND CONSTRUCTION REQUIREMENTS**

- All roads (to binder course) and fire hydrant infrastructure must be installed, commissioned, and active prior to issuance of any vertical construction or building permits. This requirement may be applied on a per-phase basis as approved by the City Engineer.
- A hard-surface driveway apron extending at least twenty (20) feet from the right-of-way line shall be required for all new developments and driveway permit applications.
- All manholes, utility boxes, and similar appurtenances shall be located either:
  - Outside of the pavement section or wheel track, or
  - Centered within the roadway centerline.
- Pavement sections shall conform to the greater of the City's adopted standard detail or a site-specific design prepared and certified by a licensed geotechnical engineer. A letter from the engineer shall be provided certifying the adequacy of the pavement design and identifying any special conditions.
- In residential developments exceeding one (1) acre in total site area, lots shall be graded to pad-ready condition, including driveway grading shown on approved plans.
- Electric, gas, and telecommunications lines shall be designed and shown on the approved utility plans as part of the construction drawing set.
- Dustless surface shall be defined and clarified to mean a hard, sealed, or treated surface that prevents the creation of loose dust in dry conditions and mud in wet conditions (e.g., concrete, asphalt, etc.).

### **SECTION 5. TRANSPORTATION AND ACCESS DESIGN**

- All street intersections shall be aligned; skewed intersections are prohibited unless otherwise approved by the City Engineer based on site constraints.
- A minimum of two (2) parking spaces shall be provided immediately adjacent to all mail kiosk areas or shared site amenity features.

## **SECTION 6. DUMPSTER AND SERVICE AREA DESIGN**

- All dumpster enclosures shall be located out of public right-of-way view and screened with landscaping materials.
- The landscape screening shall maintain clear separation from the enclosure as required by the Fire Marshal for fire access and safety.

## **SECTION 7. BUFFER AND OPEN SPACE REQUIREMENTS**

- **Fifty-Foot Buffer:** No buildings, structures, utilities, driveways, stormwater basins, or other improvements shall be placed within a required fifty-foot (50') buffer, except for approved landscaping and maintenance access as permitted by the Dickson Municipal Planning Commission.

## **SECTION 8. PLANNED UNIT DEVELOPMENT (PUD) STANDARDS**

- **Net Acreage Clarification:** For all PUD applications, the “net acreage” used in density calculations shall exclude all land occupied by detention or retention basins, driveway areas, public or private roads, utility easements, and similar non-buildable areas.
- Clarify buffer requirements, excluding the following:
  - **Buildings and Structures:** No primary buildings or permanent structures are allowed within a required buffer zone.
  - **Parking Areas:** Parking lots and designated parking areas are not permitted.
  - **Active Development/Construction:** Construction activities and the storage of construction materials and equipment are prohibited within the buffer area, which is intended to be an undisturbed or minimally disturbed zone.
  - **Impervious Surfaces (except as noted):** Large areas of impervious surfaces are restricted to maintain the buffer's function of stormwater infiltration and pollutant filtering.
  - **Alteration of Natural Features:** Significant regrading, land clearing, or disruption of natural drainage patterns is not allowed, unless specific permits are obtained for necessary infrastructure like driveways or utility crossings.
- The Dickson Municipal Planning Commission shall verify net developable area at the time of preliminary PUD approval to ensure consistency with density limits and open space requirements.

## **SECTION 9. BOARD OF ZONING APPEALS – SHORT-TERM RENTALS**

- **Local Residency Requirement:** Applications for short-term rental (Airbnb, VRBO, or similar) use permits shall only be accepted from property owners who maintain a primary residence within the City of Dickson or its Urban Growth Boundary.
- Proof of residency shall be required in the form of a driver’s license, voter registration, or the like.
- The BZA shall consider neighborhood compatibility, parking, and emergency access as part of the short-term rental review process.

## **SECTION 10. REGIONAL DRAINAGE AND STORMWATER**

- For large-scale or multi-tenant development projects, a regional drainage scheme may be required on a case-by-case basis as determined by the City Engineer and approved by the Municipal Planning Commission.

**SECTION 11. DESIGN REVIEW MAP AREAS**

- Expand the areas for design review to mirror the Downtown No-on Street Parking Map.
- Downtown Height Limits – Contextual, based on the heights of surrounding buildings (percentage).

**SECTION 12. MINI-STORAGE REQUIREMENTS**

- Remove Climate Control from B-3 so that all mini-storage facilities are in the B-4 zone, without exceptions.
- Mini-storage facilities are subject to the provisions of the Design Review Manual, regardless of zoned location.
- Remove the requirement for the Board of Zoning Appeals to approve mini-storage uses, making them a use permitted by right in the B-4 zone, subject to Planning Commission site plan approval processes.

**SECTION 13. REZONING COOLING-OFF PERIOD**

- Denied rezoning requests for a different zoning classification must wait a minimum of three (3) months before applying to the Municipal Planning Commission.
- Denied rezoning requests shall not be allowed to reapply for a period of twelve (12) months for the same zone request.

**SECTION 14. FLOOD PLAIN/FLOOD WAY DEVELOPMENT**

- Development shall be prohibited in a designated floodway or an AE Flood Zone.

**SECTION 15. FIRE HYDRANTS**

- Maximum distance of fire hydrant to sidewalk (Fire Marshal)

**SECTION 16. EFFECTIVE DATE**

- This Ordinance shall take effect upon final passage and publication, the public welfare requiring it.

**ATTEST:**

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**Kimberly Givens, RECORDER**

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**Don. L. Weiss Jr., O.D., MAYOR**

Public Hearing: April 6, 2026

Passed First Reading: April 6, 2026

Passed Second Reading: May 4, 2026

**PLANNING COMMISSION RECOMMENDATION DATE: Feb. 17, 2026**

**ORDINANCE #1580**

**AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF DICKSON, TENNESSEE, BY REZONING PROPERTIES IDENTIFIED AS TAX MAP 110C, GROUP A, PARCELS 006.00, 006.01, 007.00, 008.00, 009.00, 010.00, 011.00 AND 012.00 FROM B-2 (CENTRAL BUSINESS DISTRICT) AND R-2 (MEDIUM-DENSITY RESIDENTIAL) TO B-2 (CENTRAL BUSINESS DISTRICT) AND REPEALING ANY ORDINANCE OR PART OF AN ORDINANCE IN CONFLICT HEREWITH**

**WHEREAS**, the Dickson County Emergency Communications District board of directors requested to rezone its property at 201 West Chestnut St. (Map 110C, Group A, Parcel 006.01) from R-2 (medium-density residential) to B-2 (central business district), a copy of which is attached as Exhibit A hereto; and

**WHEREAS**, the City of Dickson, Tennessee, wishes to rezone its property contained in the same block from R-2 (medium-density residential) and B-2 (central business district) to all B-2 (central business district) to maintain uniformity in zoning, to wit: Map 110C, Group A, Parcels 006.00, 007.00, 008.00, 009.00, 010.00, 011.00 and 012.00, as shown in Exhibit B attached hereto; and

**WHEREAS**, the City of Dickson Municipal Planning Commission considered such requests at its meetings Feb. 17 and March 17, 2026, and forwarded same to the Dickson City Council with recommendations for approval; and

**WHEREAS**, a public hearing was properly advertised and conducted at the April 6, 2026, Dickson City Council meeting.

Now, therefore, **BE IT ORDAINED BY THE COUNCIL OF THE CITY OF DICKSON, TENNESSEE**, that:

**SECTION 1.** The official zoning map of the City of Dickson, Tennessee, is amended to classify all of the following properties as B-2 (central business district):

- Tax Map 110C, Group A, Parcel 006.00;
- Tax Map 110C, Group A, Parcel 006.01;
- Tax Map 110C, Group A, Parcel 007.00;
- Tax Map 110C, Group A, Parcel 008.00;
- Tax Map 110C, Group A, Parcel 009.00;
- Tax Map 110C, Group A, Parcel 010.00;
- Tax Map 110C, Group A, Parcel 011.00; and
- Tax Map 110C, Group A, Parcel 012.00.

**SECTION 2.** Any ordinance or part of ordinances in conflict herewith is repealed.

This ordinance shall take effect 30 days after final passage, the public welfare requiring it.

**ATTEST:**

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**Kimberly Givens, RECORDER**

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**Don L. Weiss Jr., O.D., MAYOR**

Public Hearing: April 6, 2026  
Passed First Reading: April 6, 2026  
Passed Second Reading: May 4, 2026

# REZONING REQUEST

**CITY OF DICKSON  
OFFICE OF PLANNING & ZONING  
600 E. WALNUT STREET  
DICKSON, TN 37055  
(615) 441-9505**

NAME OF PROPERTY OWNER: Dickson County Emergency Communications District

ADDRESS OF OWNER: 201 W Chestnut St Dickson, TN 37055

PHONE NUMBER: (615) 569-8882

ADDRESS OF PROPERTY TO REZONE: 201 W Chestnut St Dickson, TN 37055

MAP & PARCEL #: 110C A 006.01

DEED BOOK: \_\_\_\_\_ PAGE NUMBER: \_\_\_\_\_

NUMBER OF ACRES: 0.85 NUMBER OF LOTS: 1

ZONING OF SURROUNDING PROPERTY: B2, R2

NAMES OF SURROUNDING PROPERTY OWNERS: See Attached

AFFECTED THOROUGHFARES: S Mulberry St, W Chestnut St, W Walnut St

PUBLIC UTILITIES PROVIDED: Water, Sewer, Natural Gas

PRESENT ZONING: R2 REQUESTED CHANGE: B2

## FOR OFFICE USE ONLY

DATE REVIEWED BY PLANNING COMMISSION: \_\_\_\_\_

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

REASON FOR DISAPPROVAL: \_\_\_\_\_

PUBLIC HEARING BEFORE COUNCIL: \_\_\_\_\_

*Shane Heath*

*3/10/20*

SIGNATURE OF APPLICANT

DATE

# Ordinance #1580 – 911/City of Dickson rezone Exhibit B



**ORDINANCE #1582**

**AN ORDINANCE TO AMEND TITLE 1, CHAPTER 1, SECTION 1-102 OF THE DICKSON MUNICIPAL CODE WITH REGARD TO AGENDAS FOR CITY COUNCIL AND ALL LOCAL GOVERNING BODY MEETINGS**

**WHEREAS**, the 113<sup>th</sup> Tennessee General Assembly passed and Gov. Bill Lee signed Public Chapter 300 on April 28, 2023, requiring every “governing body” in the State of Tennessee to “reserve a period for public comment to provide the public with the opportunity to comment on matters that are germane to the items on the agenda” for all public meetings and the City Council adopted such in Ordinance #1535 on June 5, 2023; and

**WHEREAS**, the 114<sup>th</sup> Tennessee General Assembly passed and Gov. Bill Lee signed Public Chapter 620 on March 26, 2026, requiring local governing bodies to reserve a period in each public meeting for public comment to provide the public with the opportunity to comment “on any matter that is germane to the jurisdiction of the local governing body, regardless of whether such matter is an item on the agenda for the meeting;” and

**WHEREAS**, Public Chapter 620 defines “local governing body” as “the governing body of an incorporated city or town, county, metropolitan government, school district, regional authority, or other political subdivision of this state other than a state governmental agency or entity.”

Now, therefore, **BE IT ORDAINED BY THE COUNCIL OF THE CITY OF DICKSON, TENNESSEE**, that:

**SECTION 1.** Title 1 General Administration, Chapter 1 City Council, Section 1-102 Order of Business, paragraph (1) of the Dickson Municipal Code is deleted in its entirety and replaced with:

- 1) At each regularly scheduled meeting of the City Council, the following order of business shall be observed unless dispensed with by a majority vote of the members present:
  - I. Call to order by the Mayor or Presiding Officer
  - II. Roll Call by the Recorder or his/her designee
  - III. Public Hearings (if scheduled)
  - IV. Beer Board session (if scheduled)
  - V. Approval of minutes of the previous meeting(s)
  - VI. Public comment on agenda items
  - VII. Old business
  - VIII. New business
  - IX. Other business
  - X. Communications from the Mayor
  - XI. Open public comment period
  - XII. Adjournment

**SECTION 2.** The City of Dickson Public Engagement Policy adopted in Resolution #2023-12 on June 26, 2023, is amended to include a comment period “germane to the item(s) on the

agenda” and an open public comment period “germane to the jurisdiction of the local governing body.”

This ordinance shall take effect after final passage, the public welfare requiring it.

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**Don. L. Weiss Jr., O.D., MAYOR**

**ATTEST:**

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**Kimberly Givens, RECORDER**

Passed First Reading: April 6, 2026

Passed Second Reading: May 4, 2026



# State of Tennessee

## PUBLIC CHAPTER NO. 620

### HOUSE BILL NO. 22

**By Representatives Davis, Sparks, Cepicky, Fritts, McCalmon, Rudd, Capley,  
Greg Martin, Howell, Reneau, Hardaway, Todd**

**Substituted for: Senate Bill No. 178**

**By Senators Lowe, Bailey, Seal**

AN ACT to amend Tennessee Code Annotated, Title 8, Chapter 44, relative to public meetings.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, Section 8-44-112, is amended by designating subsection (a) as subdivision (a)(1) and by adding the following as subdivision (a)(2):

(2)

(A) A local governing body shall, for each public meeting, reserve a period for public comment to provide the public with the opportunity to comment:

(i) On matters that are germane to the items on the agenda for the meeting; and

(ii) On any matter that is germane to the jurisdiction of the local governing body, regardless of whether such matter is an item on the agenda for the meeting.

(B) As used in this subdivision (a)(2), "local governing body" means the governing body of an incorporated city or town, county, metropolitan government, school district, regional authority, or other political subdivision of this state other than a state governmental agency or entity.

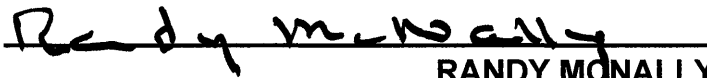
SECTION 2. This act takes effect upon becoming a law, the public welfare requiring it.

HOUSE BILL NO. 22

PASSED: March 12, 2026



CAMERON SEXTON, SPEAKER  
HOUSE OF REPRESENTATIVES



RANDY MCNALLY  
SPEAKER OF THE SENATE

APPROVED this 26<sup>th</sup> day of March 2026



BILL LEE, GOVERNOR



## DISASTER FIELD OPERATIONS CENTER

**Release Date:** April 16, 2026

**Contact:** [Karen.Knapik@sba.gov](mailto:Karen.Knapik@sba.gov)

**Release Number:** TN-20031-01

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### **SBA Offers Disaster Relief to Tennessee Businesses, Nonprofits, and Residents Affected by the Severe Winter Storm**

#### **Low interest disaster loans now available**

**WASHINGTON** — In response to an Presidential disaster declaration issued April 10, the [U.S. Small Business Administration \(SBA\)](#) announced the availability of low interest disaster loans for Tennessee businesses, nonprofits, and residents affected by severe winter storms occurring Jan. 22 – 27.

The declaration covers Tennessee primary counties of Benton, Carroll, Cheatham, Chester, Clay, Davidson, Decatur, Dickson, Dyer, Fayette, Hardeman, Hardin, Henderson, Hickman, Lewis, Macon, Madison, Maury, McNairy, Montgomery, Perry, Robertson, Rutherford, Shelby, Sumner, Trousdale, Wayne, Williamson, and Wilson, which are eligible for both [Physical damage loans](#) and [Economic Injury Disaster Loans \(EIDLs\)](#) from the SBA. Small businesses and most private nonprofit (PNP) organizations in the following adjacent counties are eligible to apply only for SBA EIDLs: Tennessee counties of Bedford, Cannon, Coffee, Crockett, DeKalb, Gibson, Giles, Haywood, Henry, Houston, Humphreys, Jackson, Lake, Lauderdale, Lawrence, Marshall, Obion, Overton, Pickett, Smith, Stewart, Tipton, and Weakley, and the Alabama county of Lauderdale, and the Arkansas counties of Crittenden and Mississippi, and the Kentucky counties of Allen, Christian, Clinton, Cumberland, Logan, Monroe, Simpson, and Todd, and the Missouri county of Pemiscot, as well as the Mississippi counties of Alcorn, Benton, DeSoto, Marshall, Tippah, and Tishomingo.

Businesses and nonprofits are eligible to apply for business physical disaster loans and may borrow up to \$2 million to repair or replace disaster-damaged or destroyed real estate, machinery and equipment, inventory, and other business assets.

Homeowners and renters are eligible to apply for home and personal property loans and may borrow up to \$100,000 to replace or repair personal property, such as clothing, furniture, cars, and appliances. Homeowners may apply for up to \$500,000 to replace or repair their primary residence.

Applicants may also be eligible for a loan increase of up to 20% of their physical damages, as verified by the SBA, for mitigation purposes. Eligible mitigation improvements include strengthening structures to protect against high wind damage, upgrading to wind rated garage doors, and installing a safe room or storm shelter to help protect property and occupants from future damage.

Interest rates are as low as 4% for businesses, 3.625% for PNPs, and 2.875% for homeowners and renters, with terms up to 30 years. Interest does not begin to accrue, and payments are not due,

until 12 months from the date of the first loan disbursement. The SBA sets loan amounts and terms, based on each applicant’s financial condition.

“SBA’s Business Recovery Centers have consistently proven their value to business owners following a disaster,” said Chris Stallings, associate administrator of the Office of Disaster Recovery and Resilience at the SBA. “Business owners can visit these centers to meet face-to-face with specialists who will guide them through the disaster loan application process and connect them with resources to support their recovery.”

As of **Tuesday, April 14**, SBA customer service representatives are available at the Business Recovery Center (BRC) in Hardin County to answer questions about SBA’s disaster loan program, explain the application process and help individuals complete their application. Walk-ins are accepted, but you can schedule an in-person appointment in advance at [appointment.sba.gov](http://appointment.sba.gov).

The BRC hours of operation are listed below:

<p><b><u>HARDIN COUNTY</u></b>          Business Recovery Center (BRC)          Hardin County Emergency Management  <a href="#">400 Armory Lane</a>          Savannah, TN 38372  <b>Opening:</b> Tuesday, April 14, at 8:00 a.m. - 5:00 p.m.  <b>Hours:</b> Monday – Friday, 8:00 a.m. - 5:00 p.m.                    Saturday – 10:00 a.m. to 2:00 p.m.</p> <p><b>Permanently Closing:</b> TBD</p>	<p><b><u>CHESTER COUNTY</u></b>          Mobile Recovery Vehicle (MRV)          Lot behind Henderson City Hall  <a href="#">132 N Washington Ave</a>          Henderson, TN 38340  <b>Opening:</b> Tuesday, April 14, at 9:00 a.m. - 6:00 p.m.  <b>Hours:</b> Wednesday April 15, 9:00 a.m. - 6:00 p.m.                    Thursday, April 16, 9:00 a.m. - 6:00 p.m.</p>
<p><b><u>DECATUR COUNTY</u></b>          Mobile Recovery Vehicle (MRV)          Lot near Decatur County Veterans Service  <a href="#">427 W Highland Dr</a>          Decaturville, TN 38329  <b>Opening:</b> Friday, April 17, 9:00 am - 6:00 p.m.  <b>Hours:</b> Saturday, April 18, 10:00 am - 2:00 p.m.</p>	<p><b><u>HENDERSON COUNTY</u></b>          Mobile Recovery Vehicle (MRV)          Lot near Watson Emergency Services Center –          Henderson County EMA  <a href="#">50 Natchez Trace Dr</a>          Lexington, TN 38351  <b>Opening:</b> Monday, April 20, 9:00 am - 6:00 p.m.  <b>Hours:</b> Tuesday, April 21, 9:00 a.m. - 6:00 p.m.                    Wednesday, April 22, 9:00 a.m. - 6:00 p.m.</p>
<p><b><u>MCNAIRY COUNTY</u></b>          Mobile Recovery Vehicle (MRV)          Lot near McNairy County Courthouse  <a href="#">170 W Court Ave</a>          Selmer, TN 38375  <b>Opening:</b> Thursday, April 23, 9:00 a.m. - 6:00 p.m.  <b>Hours:</b> Friday, April 24, 9:00 a.m.- 6:00 p.m.                    Saturday, April 25, 10:00 a.m. - 2:00 p.m.</p>	

With the changes to FEMA's Sequence of Delivery, survivors are now encouraged to simultaneously apply for FEMA grants and the SBA low-interest disaster loan assistance to fully recover. FEMA grants are intended to cover necessary expenses and serious needs not paid by insurance or other sources. The SBA disaster loan program is designed for your long-term recovery, to make you whole and get you back to your pre-disaster condition.

To apply online, visit [sba.gov/disaster](https://sba.gov/disaster). Applicants may also call SBA's Customer Service Center at (800) 659-2955 or email [disastercustomerservice@sba.gov](mailto:disastercustomerservice@sba.gov) for more information on SBA disaster assistance. For people who are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications relay services.

The filing deadline to return applications for physical property damage is **June 10**. The deadline to return economic injury applications is **Jan. 11, 2027**.

###

### **About the U.S. Small Business Administration**

The U.S. Small Business Administration helps power the American dream of business ownership. As the only go-to resource and voice for small businesses backed by the strength of the federal government, the SBA empowers entrepreneurs and small business owners with the resources and support they need to start, grow or expand their businesses, or recover from a declared disaster. It delivers services through an extensive network of SBA field offices and partnerships with public and private organizations. To learn more, visit [www.sba.gov](https://www.sba.gov).



U.S. Small Business  
Administration

## U.S. SMALL BUSINESS ADMINISTRATION FACT SHEET - DISASTER LOANS

### TENNESSEE Declaration 21501 & 21502 (Disaster: TN-20031)

#### Incident: SEVERE WINTER STORM

occurring: January 22 – 27, 2026

in the Tennessee counties of: **Benton, Carroll, Cheatham, Chester, Clay, Davidson, Decatur, Dickson, Dyer, Fayette, Hardeman, Hardin, Henderson, Hickman, Lewis, Macon, Madison, Maury, McNairy, Montgomery, Perry, Robertson, Rutherford, Shelby, Sumner, Trousdale, Wayne, Williamson, and Wilson**; for economic injury only in the contiguous Tennessee counties of: **Bedford, Cannon, Coffee, Crockett, DeKalb, Gibson, Giles, Haywood, Henry, Houston, Humphreys, Jackson, Lake, Lauderdale, Lawrence, Marshall, Obion, Overton, Pickett, Smith, Stewart, Tipton, and Weakley**; for economic injury only in the contiguous Alabama County of: **Lauderdale**; for economic injury only in the contiguous Arkansas counties of: **Crittenden and Mississippi**; for economic injury only in the contiguous Kentucky counties of: **Allen, Christian, Clinton, Cumberland, Logan, Monroe, Simpson, and Todd**; for economic injury only in the contiguous Missouri County of: **Pemiscot**; and for economic injury only in the contiguous Mississippi counties of: **Alcorn, Benton, DeSoto, Marshall, Tippah, and Tishomingo**

#### Application Filing Deadlines:

Physical Damage: June 10, 2026

Economic Injury: January 11, 2027

If you are located in a declared disaster area, you may be eligible for financial assistance from the U. S. Small Business Administration (SBA).

#### What Types of Disaster Loans are Available?

- Business Physical Disaster Loans – Loans to businesses to repair or replace disaster-damaged property owned by the business, including real estate, inventories, supplies, machinery and equipment. Businesses of any size are eligible. Private, non-profit organizations such as charities, churches, private universities, etc., are also eligible.
- Economic Injury Disaster Loans (EIDL) – Working capital loans to help small businesses, small agricultural cooperatives, small businesses engaged in aquaculture, and most private, non-profit organizations of all sizes meet their ordinary and necessary financial obligations that cannot be met as a direct result of the disaster. These loans are intended to assist through the disaster recovery period.
- Home Disaster Loans – Loans to homeowners or renters to repair or replace disaster-damaged real estate and personal property, including automobiles.

#### What are the Credit Requirements?

- Credit History – Applicants must have a credit history acceptable to SBA.
- Repayment – Applicants must show the ability to repay all loans.

#### What are the Interest Rates?

By law, the interest rates depend on whether each applicant has Credit Available Elsewhere. An applicant does not have Credit Available Elsewhere when SBA determines the applicant does not have sufficient funds or other resources, or the ability to borrow from non-government sources, to provide for its own disaster recovery. An applicant, which SBA determines to have the ability to provide for his or her own recovery is deemed to have Credit Available Elsewhere. Interest rates are fixed for the term of the loan. The interest rates applicable for this disaster are:

Physical Damage Loan Types	No Credit Available Elsewhere	Credit Available Elsewhere
Home Loans	2.875%	5.750%
Business Loans	4.000%	8.000%
Non-Profit Organizations	3.625%	3.625%

Economic Injury Loan Types	No Credit Available Elsewhere	Credit Available Elsewhere
Businesses & Small Agricultural Cooperatives	4.000%	N/A
Non-Profit Organizations	3.625%	N/A

**What are Loan Terms?**

The law authorizes loan terms up to a maximum of 30 years. However, the law restricts businesses with credit available elsewhere to a maximum 7-year term. SBA sets the installment payment amount and corresponding maturity based upon each borrower's ability to repay. Borrowers may be required to provide collateral.

**What are the Loan Amount Limits?**

- **Business Loans** – The law limits business loans to \$2,000,000 for the repair or replacement of real estate, inventories, machinery, equipment and all other physical losses. Subject to this maximum, loan amounts cannot exceed the verified uninsured disaster loss.
- **Economic Injury Disaster Loans (EIDL)** – The law limits EIDLs to \$2,000,000 for alleviating economic injury caused by the disaster. The actual amount of each loan is limited to the economic injury determined by SBA, less business interruption insurance and other recoveries up to the administrative lending limit. EIDL assistance is available only to entities and their owners who cannot provide for their own recovery from non-government sources, as determined by the U.S. Small Business Administration.
- **Business Loan Ceiling** – The \$2,000,000 statutory limit for business loans applies to the combination of physical, economic injury, mitigation and refinancing, and applies to all disaster loans to a business and its affiliates for each disaster. If a business is a major source of employment, SBA has the authority to waive the \$2,000,000 statutory limit.
- **Home Loans** – SBA regulations limit home loans to \$500,000 for the repair or replacement of real estate and \$100,000 to repair or replace personal property. Subject to these maximums, loan amounts cannot exceed the verified uninsured disaster loss.

**What Restrictions are there on Loan Eligibility?**

**Uninsured Losses** – Only uninsured or otherwise uncompensated disaster losses are eligible. Any insurance proceeds which are required to be applied against outstanding mortgages are not available to fund disaster repairs and do not reduce loan eligibility. However, any insurance proceeds voluntarily applied to any outstanding mortgages do reduce loan eligibility.

- **Ineligible Property** – Secondary homes, personal pleasure boats, airplanes, recreational vehicles and similar property are not eligible, unless used for business purposes. Property such as antiques and collections are eligible only to the extent of their functional value. Amounts for landscaping, swimming pools, etc., are limited.
- **Noncompliance** – Applicants who have not complied with the terms of previous SBA loans may not be eligible. This includes borrowers who did not maintain flood and/or hazard insurance on previous SBA loans.

**Note:** Loan applicants should check with agencies / organizations administering any grant or other assistance program under this declaration to determine how an approval of SBA disaster loan might affect their eligibility.

**Is There Help with Funding Mitigation Improvements?**

If your loan application is approved, you may be eligible for additional funds to cover the cost of improvements that will protect your property against future damage. Examples of improvements include retaining walls, seawalls, sump pumps, etc. Mitigation loan money would be in addition to the amount of the approved loan but may not exceed 20 percent of total amount of physical damage to real property, including leasehold improvements, and personal property as verified by SBA to a maximum of \$500,000 for home loans. It is not necessary for the description of improvements and cost estimates to be submitted with the application. SBA approval of the mitigating measures will be required before any loan increase.

**Is There Help Available for Refinancing?**

- SBA can refinance all or part of prior mortgages that are evidenced by a recorded lien, when the applicant (1) does not have credit available elsewhere, (2) has suffered substantial uncompensated disaster damage (40 percent or more of the value of the property or 50% or more of the value of the structure), and (3) intends to repair the damage.
- **Businesses** – Business owners may be eligible for the refinancing of existing mortgages or liens on real estate, machinery and equipment, up to the amount of the loan for the repair or replacement of real estate, machinery, and equipment.
- **Homes** – Homeowners may be eligible for the refinancing of existing liens or mortgages on homes, up to the amount of the loan for real estate repair or replacement.

**What if I Decide to Relocate?**

You may use your SBA disaster loan to relocate. The amount of the relocation loan depends on whether you relocate voluntarily or involuntarily. If you are interested in relocation, an SBA representative can provide you with more details on your specific situation.

**Are There Insurance Requirements for Loans?**

To protect each borrower and the Agency, SBA may require you to obtain and maintain appropriate insurance. By law, borrowers whose damaged or collateral property is located in a special flood hazard area must purchase and maintain flood insurance. SBA requires that flood insurance coverage be the lesser of 1) the total of the disaster loan, 2) the insurable value of the property, or 3) the maximum insurance available.

Applications for disaster loans may be submitted online using the MySBA Loan Portal at <https://lending.sba.gov> or other locally announced locations. Please contact the SBA's Customer Service Center by email at [disastercustomerservice@sba.gov](mailto:disastercustomerservice@sba.gov) or by phone at 1-800-659-2955 for further assistance. For people who are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications relay services.

**ORDINANCE #1581**

**AN ORDINANCE TO AMEND ORDINANCE #1570 APPROPRIATING FUNDS TO THE DEPARTMENTS OF THE CITY OF DICKSON, TENNESSEE, FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026**

**WHEREAS**, the City of Dickson, Tennessee, has set by Ordinance #1570 an operating budget for the Departments of the City of Dickson for the fiscal year beginning July 1, 2025, and ending June 30, 2026; and

**WHEREAS**, it has become necessary to amend that operating budget to reflect the additional revenues and additional expenditures incurred by the departments of the City of Dickson,

Now, therefore, **BE IT ORDAINED BY THE COUNCIL OF THE CITY OF DICKSON, TENNESSEE**, as follows:

**SECTION 1:** That the annual budget for the City of Dickson, Tennessee, for the Fiscal Year 2025-2026 shall be amended and does allocate and appropriate additional funding as follows:

**REVENUES**

<b>Account</b>	<b>Budgeted Amount</b>	<b>Amended Amount</b>	<b>Unanticipated Revenue</b>
<b>General Fund 110 Revenues</b>			
34739 Jackson Foundation/Park Dev.	\$0.00	\$100,000.00	\$100,000.00
36719 Jackson Foundation/Senior Ctr.	\$0.00	\$10,000.00	\$10,000.00
36738 ARP Grant	\$0.00	\$198,985.00	\$198,985.00
37521 Mashburn Trust/Senior Ctr.	\$0.00	\$283,777.00	\$283,777.00
<b>Total Unanticipated Revenue</b>			<b>\$592,762.00</b>
<b>Total Revenues</b>	<b>\$30,854,932.00</b>	<b>\$31,447,694.00</b>	
<b>Total Amended Revenues – Fund 110</b>			<b>\$31,430,582.00</b>
<b>Total Amended Revenues FY2025-2026</b>			<b>\$31,430,582.00</b>

**EXPENDITURES**

<b>Account</b>	<b>Budgeted Amount</b>	<b>Amended Amount</b>	<b>Unanticipated Expenditures</b>
<b>General Fund 110 Expenditures</b>			
625 ARP Grant	\$0.00	\$198,985.00	\$198,985.00
900 Capital Outlay	\$3,330,105.00	\$3,780,105.00	\$450,000.00
<b>Total Unanticipated Expenditures</b>			<b>\$648,985.00</b>
<b>Total Expenditures</b>	<b>\$34,471,214.00</b>	<b>\$35,120,199.00</b>	
<b>Total Amended Expenditures – Fund 110</b>			<b>\$35,120,199.00</b>
<b>Total Amended Expenditures FY2025-2026</b>			<b>\$35,120,199.00</b>

**END OF YEAR ESTIMATES**

<b>Account</b>	<b>Budgeted Amount</b>	<b>Amended Amount</b>	<b>Fund Balance Amendment</b>
<b>Fund Balance</b>			

General Fund 110                                      \$21,183,318.00                      \$20,733,318.00                      (\$450,000.00)

**SECTION 2:** That each department of the City shall limit its expenditures to the amount appropriated; that any changes or amendments to the appropriations set forth in the budget shall be made in accordance to TCA § 9-1-116.

**SECTION 3:** This ordinance shall take effect after final passage, the public welfare requiring the same.

**ATTEST:**

\_\_\_\_\_  
**Kimberly Givens, RECORDER**

\_\_\_\_\_  
**Don L. Weiss Jr., O.D., MAYOR**

Public Hearing: \_\_\_\_\_  
Passed First Reading: \_\_\_\_\_  
Passed Second Reading: \_\_\_\_\_

**RESOLUTION #2026-31**

**A RESOLUTION TO APPROVE AN ADD-ON QUOTE FOR SERVICES WITH FIRST DUE HOLDINGS, INC. TO PROVIDE THE DICKSON FIRE DEPARTMENT ACCESS TO ADDITIONAL SOFTWARE SERVICES**

**WHEREAS**, on November 3, 2025, the city council approved and authorized the Mayor to sign an agreement with First Due Holdings, Inc. to provide the Dickson Fire Department access to certain software services needed for its operations; and

**WHEREAS**, Dickson Fire Department administration has determined additional software services from First Due Holdings, Inc. are necessary for improved efficiency; and

**WHEREAS**, an Add-On Quote (Quote Number 1545132000672827155) to the Agreement of Services has been submitted by Dickson Fire Department administration for access to the additional software for an initial term of thirteen and one-half (13.5) months starting on May 15, 2026; and

Now, therefore, **BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DICKSON, TENNESSEE**, that:

**SECTION 1.** The Add-On Quote for software services attached hereto is hereby approved.

**SECTION 2.** The Mayor is authorized to sign and execute the Add-On Quote and any and all documents and instruments necessary for its implementation.

**SECTION 3.** Payment for services within the scope of services contained in the Add-On Quote is authorized subject to the terms and conditions of the Agreement of Services.

This resolution shall become effective upon passage, the public welfare requiring it.

Approved and adopted this 4th day of May, 2026.

**ATTEST:**

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**Kimberly Givens, RECORDER**

---

**Don L. Weiss Jr., O.D., MAYOR**



## Add-On Quote

**Customer Name:** Dickson Fire Department  
**Billing Address:** 101 Church St.  
 Dickson, TN 37055  
**Subscription Start:** May 15, 2026  
**Initial Term:** 13.5 months  
**Annual Subscription:** \$22,685.00

**Quote Number:** 1545132000672827155  
**Prepared By:** Kevin Mulligan  
**Valid Until:** June 30, 2026

### Product Details

#### Occupancy Management & Pre-Incident Planning

Manage Occupancies, Pre-Incident Mapping, ArcGIS Maps, Fire Systems, Hazardous Material, and Contacts.

#### Responder

Web Responder dashboard and Responder iOS/Android App with notifications, statusing and routing.

#### Inspections

Field Inspections, Configurable Checklists, Violation Management, Virtual Inspections, Inspections Scheduler, and Integrated Pre-Incident Planning.

#### Scheduling

Manage staff schedules with an interactive shift board, configurable call shifts module, messaging, time-off and shift trades.

#### Advanced Training Records with Content

Assign Training, Record Completions, View Training Logs, and Manage Certifications. Enables the administration, assignment, and delivery of online training course content. This module also allows users to upload SCORM files to deliver online training to end users. Advanced Training Records Content Packages included with this purchase are listed below separately.

#### Fire + EMS Content Package - Action Training Systems

Includes access to First Due's Interactive Fire and EMS Course Catalogs for use in the administration, assignment and delivery of web-based training through First Due Advanced Training Records with Content.

Qty/Licenses: 60

#### Assets & Inventory

Assets, vehicles, equipment and inventory management, assets and equipment checks, and work order management.

#### Essentials Online Training Package

Up to 4 Hours Online Training with certified First Due Instructor

#### Implementation and Configuration Services

Services related to configuring and customizing the First Due Platform as described in the Statement of Work.

One-Time Fees Subtotal	\$ 3,300.00
13.5-months Subscription Fees Subtotal	\$ 25,634.05
<b>Grand Total*</b>	<b>\$ 28,934.05</b>

\*Excluding Tax

This Add-On Quote is issued pursuant to, and governed by, the terms and conditions of the Agreement for Services (the "Agreement") entered into between the above-named parties. By accepting this Add-On Quote, Customer agrees that the services and/or products described herein are subject to the terms of the Agreement, which are hereby incorporated by reference. In the event of any conflict between this Add-On Quote and the Agreement, the terms of the Agreement shall govern, except to the extent expressly stated otherwise in this Add-On Quote.

On June 26, 2025, Locality Media, Inc. dba First Due was converted into a limited liability company under applicable law and now operates as Locality Media, LLC dba First Due. All rights and obligations under the Agreement shall continue in full force and effect under the new name.

**Statement of Work.** The attached Statement of Work will detail the Implementation, Training, Data Migration, Integrations, Customer Success Manager, Customer Support, and Assumptions for this Add-On Quote.

**Invoicing and Payment Terms.** The above-listed Grand Total will be invoiced on or around July 1, 2026, and due within thirty (30) days from the date of the invoice. For subsequent annual periods, the Service fees are due and payable annually in advance on July 1<sup>st</sup>.

Note: The October 2026 renewal for Customer's existing modules will be prorated from October 31, 2026 - June 30, 2027, to align with the July 1<sup>st</sup> renewal date go forward.

**Training Content Disclaimer.** As related to First Due's Basic Training Records, Advanced Training Records, and Advanced Training Records with Content modules and associated Training Content, First Due's products are intended to be used by certified instructors and are designed to be integrated into a broader curriculum that includes digital, online, or in person classroom instruction, hands-on practice and the use of educational materials. Some practices or procedures shown may differ from Licensee's competency and procedural requirements. First Due makes no warranty, expressed or implied that the information presented will satisfy any particular situation or need or that any demonstrated procedure is safe. First Due disclaims any liability, loss or risk resulting directly or indirectly from the Training Products.

**Electronic ACH payment Information.** Wells Fargo Bank | ACH Routing Number: 121000248 | Account #: 4192384907

**LOCALITY MEDIA, LLC DBA FIRST DUE**

**DICKSON FIRE DEPARTMENT**

By: \_\_\_\_\_  
(Signature)

By: \_\_\_\_\_  
(Signature)

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## Statement of Work

For

Dickson Fire Department

Quote Number: 1545132000672827155

### 1. Introduction

#### 1.1 Purpose

The purpose of this Statement of Work ("SOW") is to clearly define the Implementation, Training, Data Migration, Integrations, Customer Success Manager, Customer Support, and Assumptions for Customer from First Due for the purchased product(s) set forth in this Add-On Quote ("Purchased Products").

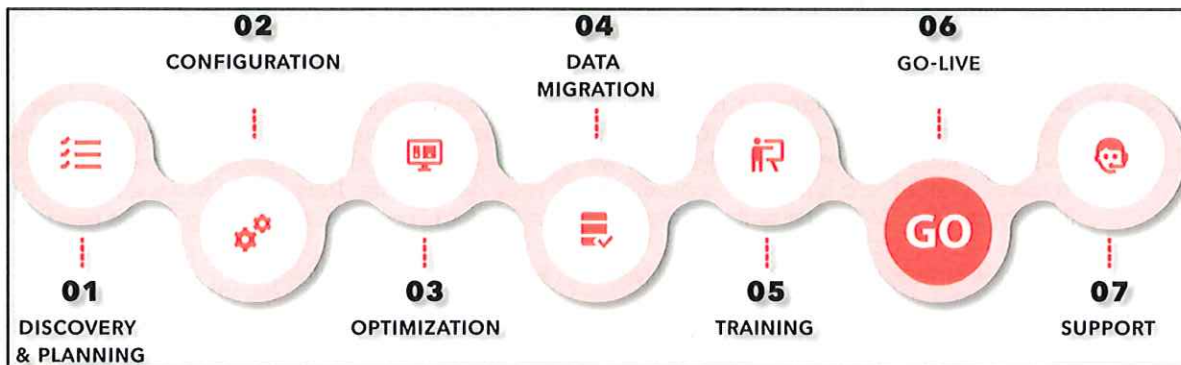
#### 1.2 Scope

This SOW includes the configuration, optimization, and deployment of the Purchased Products with the goal of meeting the organizational needs of the Customer.

### 2. Implementation

#### 2.1 Overview

First Due utilizes a combination waterfall and iterative approach to implementation. This includes Discovery, Configuration, Optimization, Data Migration, Training, and Go-Live.



#### 2.2 Implementation Resources

- **Implementation Manager:** Project lead and go-to person, acting as the primary liaison between the Customer and the First Due project team. The Implementation Manager will develop and execute the project plan, manage communication, and ensure adherence to predefined timelines and quality standards. This individual is also responsible for helping to configure the core system and some of the more straightforward modules.
- **Implementation Product Specialist(s):** While the Implementation Manager will lead the overall project, Product Specialists will be brought in to help configure and optimize specialty modules such as Fire Prevention, ePCR, Assets & Inventory, Training, Scheduling, and Reporting. They are product experts in First Due and are versed in industry best practices for their specific product specialties. Depending on the modules purchased and complexity, your project may be assigned 1-3 Product Specialists.
- **Technical Implementation Specialist:** Responsible for managing data migration from your current vendor to First Due and the integration between First Due and CAD. The Technical Implementation Specialist team comes from a diverse background, ranging from database management to public safety software integration.
- **Customer Success Manager:** As the point person after project completion, the Customer Success Manager (CSM) will be part of the implementation as an advocate and to ensure a seamless transition to support

post go-live. During the Implementation they will regularly check-in to ensure progress is being made and help with the addition of new modules or scope from a commercial perspective. Post go-live, they will provide regular check-ins to ensure the Customer is adopting the Purchased Products and deriving value from them.

- **Training Manager:** Responsible for developing and executing the training plan, with the goal of effective adoption of the Purchased Products by Customer. The Training Manager will be involved throughout the project to ensure they have the Customer specific knowledge to design the most effective training plan possible.

## 2.3 Implementation Phases

**2.3.1 Discovery & Planning:** Once the Project has been assigned, Customer will receive a set of tailored discovery questionnaires. Once filled out, the Implementation Manager will schedule a Project Kick-Off. During this meeting the Customer will receive access to the First Due platform, meet the project team and receive an initial product tour. The Implementation Manager will also provide an overview of the project plan, decide the meeting cadence, and formalize the next steps. CAD Integration and Data Migration planning meetings are also held during this phase, if required. These meetings will be led by the Technical Implementation Specialist.

- Key Meeting(s): Project Kick-Off, CAD Kick-Off, Data Migration Planning
- Milestone(s): Project Kick-Off, System Access
- Customer Task(s): Fill Discovery Questionnaires
- Deliverable(s): Welcome email, Initial Account Set-Up, System Logins Provided

**2.3.2 Configuration:** After planning is complete, the Implementation Manager will begin scheduling the Configuration sessions. Before each configuration session there will be some light prep work for the Customer to complete. Generally, there will generally be one (1) configuration session per module, but in cases where there is more complexity, there may be multiple. These sessions will either be run by the Implementation Manager or the Implementation Product Specialist, depending on the module.

- Key Meeting(s): Module Configuration Sessions (1-2 per module)
- Milestone(s): N/A
- Customer Task(s): Configuration Prep Work (per module)
- Deliverable(s): Initial Module Configuration
- Scope: All Purchased Products

**2.3.3 Optimization:** After the configuration is complete, the Customer will be provided with test work (module User Acceptance Testing (UAT)) to complete. Following the completion of the UAT work, Optimization Sessions will be held to review Customer feedback, correct any issues, and finalize the configuration of the module. There will generally be one (1) Optimization session per module, but in cases where there is more complexity, there may be multiple. Once a module is configured and optimized, the Customer will be provided a module sign-off document to review and sign. Note Configuration and Optimization sessions may run interchangeably to ensure the project stays on-track.

- Key Meeting(s): Module Optimization Sessions (1-2 per module)
- Milestone(s): Module Acceptance and Sign-Off (1 per module)
- Customer Task(s): Optimization Prep Work (UAT per module)
- Deliverable(s): Module Optimization resulting in Customer Acceptance
- Scope: All Purchased Products

**2.3.4 Data Migration:** Data Migration will occur throughout the project and can be summarized in three steps: (1) initial data migration at the beginning of the project required for configuration, (2) import of historical records, usually occurring throughout the project, and (3) final data migration immediately before go-live. First Due's Data Migration team will review your legacy data environment and provide guidance on the best path to extract, map, and import the data into First Due.

- Key Meeting(s): Data Migration Planning
- Milestone(s): Data Migration Sign-Off
- Customer Task(s): Extract or provide access to legacy data based on guidance from First Due Data Migration team, Data Mapping Assistance, review and approve data load.
- Deliverable(s): Data Migration Plan, Data Mapping Assistance, Data Import

**2.3.5 Training:** As the project is in the final stages, the Training Manager will work with the Customer to arrange a training plan that will result in the successful adoption of the Purchased Products. Note that while Webinar Administrator training will occur during configuration and optimization sessions, the Training Manager will arrange formal Webinar and/or Onsite Train-the-Trainer and/or End User Training Session(s). Additive to the provided training, Customer will also have access to live weekly training academy sessions as well as on demand online training videos and training guides via the First Due Knowledgebase.

- Key Meeting(s): Training Planning, Training Sessions
- Milestone(s): Training Completed
- Customer Task(s): Coordinate staff to be trained
- Deliverable(s): Training Plan and Training Session(s)

**2.3.6 Go-Live:** Once all modules have been signed off and training has been arranged or completed, First Due will work with the Customer to kick-off the Go-live process. This includes: (1) Final System Acceptance, (2) Go-live planning meeting, (3) Final Data Migration, (4) Go-live, and (5) Post go-live implementation support.

- Key Meeting(s): Go-live planning, Post Go-live Check-Ins
- Milestone(s): System Acceptance, Go-live
- Customer Task(s): Final Testing
- Deliverable(s): Post Go-live Implementation Support (2-4 weeks)

**2.3.7 Transition to Customer Success:** Following the completion of the post go-live support period and assuming all critical implementation tasks are complete, Customer will be transitioned to their Customer Success Manager (CSM) and to the First Due Support team.

- Key Meeting(s): Customer Success Transition Meeting
- Milestone(s): Transition to Customer Success and Support
- Customer Task(s): N/A
- Deliverable(s): N/A

### 3. Training

Training is an integral part of any successful implementation. First Due is focused on providing your agency adequate training to ensure effective user adoption of the platform. As part of this SOW, the Customer shall receive:

- Formal training as outlined in Exhibit A - Quote
- Administrator Training as part of the Configuration / Optimization
- Access to live First Due Academy Webinars
- Access to online recorded training videos and guides via an interactive knowledgebase

Any additional scope or detail related to Training will be listed below.

### 4. Data Migration

First Due understands the importance of data migration to our customers and has extensive experience working to migrate historical records into the platform. First Due will use best efforts to migrate applicable data from Customer's existing systems utilizing data migration best practices. This includes:

- Data Migration Planning Session
- Assistance/Guidance in extracting data from existing system/s
- Mapping extracted data to First Due import workbooks
- Importing of Data into First Due

The Data Migration scope of this SOW will be to import legacy data from Customer existing systems in order for the Purchased Products to be operational. This includes operational data and historic records. Note that there are times when certain data is not seen as valuable to migrate to First Due. First Due and Customer will agree during the planning phase on what data needs to be migrated and priorities around data migration.

## 5. Integrations

As part of this SOW, First Due will Implement all integrations and relevant scope outlined in this Add-On Quote. Integrations will be implemented during the configuration and optimization phases outlined above. In most cases, these integrations will be aligned with the module they are related. The only exception to this is the CAD Integration which, if part of scope, will have its own dedicated session at the beginning of an implementation. Customer or complex integrations may follow this same exception and have their own sessions to implement.

First Due will support these integrations post go-live. Note First Due is not responsible for outages, issues, and failures of 3rd Party Vendors. First Due will, however, always endeavor to work with Customer to resolve issues, regardless of responsibility.

Any additional scope or detail related to Integrations will be listed below.

## 6. Customer Success Manager

First Due understands the value of ongoing Customer Success activities post go-live. As part of this SOW, Customer will receive a Customer Success Manager who will be the point person for Customer post go-live. Customer will receive regular check-ins to ensure the adoption of the Purchased Products. As part of the regular check-ins, the Customer Success Manager can help Customer with any major enhancements or issues, new feature updates, interest in other modules and additional training needs.

## 7. Customer Support

A customer's success is important to First Due and we understand having a reliable, knowledgeable Customer Support (or Support) team there to help is vital. Customer Support provides a central point of contact to ensure that all customer support requests are responded to and resolved. Below is a summary of the support components.

### 7.1 Contacting Customer Support

Customer Support is a service provided to our customers when they have questions, requests, or issues with the Services. When Customer submits a support request, a Support Ticket (or Ticket) is created within First Due's Support CRM and a unique ID (or ticket number) is assigned to track and document Customer's support request.

We offer a variety of channels to communicate with our Support team:

- **Online:** <https://support.firstduesizeup.com/portal/en/kb/first-due-community-connect-support>
- **Email:** [support@firstdue.com](mailto:support@firstdue.com)
- **Phone:** (516) 874-5818

### 7.2 Self-Service Resources

First Due strives to provide useful, empowering self-service resources that are available 24/7 on our [online Support Center](#). Our Knowledgebase contains step-by-step/how-to articles, FAQs, videos, best practices, etc.

### 7.3 Hours of Operation

Customer Support hours of operation (Business Hours) are:

- Monday to Friday, 9:00am – 6:00pm ET\*\*
- \*\* 24x7 Support available for Sev 1 (Down/Urgent) issues.

## 8. Assumptions

### 8.1 Customer Participation

Every successful implementation requires adequate participation from the Customer. Although First Due is ultimately responsible for deliverables in the SoW, Customer agrees to attend the necessary calls and complete required preparatory work in order to help drive the project forward. At a minimum, Customer resources will be required for one (1) hour per week for meetings, and half an hour to one (0.5-1) hour of prep work per week by

one or multiple individuals. Customer understands the importance of ensuring the correct Customer resources are available when required.

#### **8.2 Statement of Work Expiration**

Excluding significant delays caused by the First Due team, this SOW will expire within twelve (12) months of the Subscription Start Date as detailed in this Add-On Quote. In situations where the project is delayed for no fault of either party, First Due agrees to extend the term, only if there is an agreed plan to complete the project within the extension period. Note the term expiration does not apply to Section 6 & 7 above and will not impact First Due's ability to support the Customer post go-live.

#### **8.3 Best Practice and Standard Workflow**

First Due intends to meet the organizational needs of the Customer and their respective software requirements by configuring the Purchased Products to closely align with existing workflows. Although First Due is incredibly flexible, there may be times when First Due recommends using standard functionality or best practice to ensure a timely implementation, and simplification of current process. These workflows may differ from Customer existing workflows. Customer understands the importance of collaboration to achieve the ultimate goal of successfully adopting the Purchased Products and is aware there may be changes to existing workflow to accomplish this.

#### **8.4 Go-live Requirements & Gaps**

Over the course of the Implementation, both parties may uncover functionality gaps in the Purchased Products. Some of these gaps may have a material impact on the ability to implement or adopt the product. Gaps of this nature, deemed Go-Live Requirements, will be prioritized to ensure a timely go-live and project completion. However, in the case that certain features are not complete before go-live, they will be added to module and system signoffs as exceptions and will be completed within an agreed upon timeframe.

**RESOLUTION #2026-32**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF DICKSON, TENNESSEE,  
REQUESTING DICKSON ELECTRIC SYSTEM TO REMOVE STREETLIGHTS ON  
WEST COLLEGE STREET AS NEEDED FOR THE MULTIMODAL ACCESS  
STREETSCAPE RENOVATION PROJECT**

**WHEREAS**, the City of Dickson, Tennessee, has been awarded two Tennessee Department of Transportation Multimodal Access grants to make pedestrian and other improvements to West College Street; and

**WHEREAS**, Phase I of the project extends from North Mulberry Street to Walker Street and Phase II extends from Walker Street to Polk Avenue; and

**WHEREAS**, the City of Dickson plans to pursue grant funding to continue the streetscape improvements on West College Street to connect to Henslee Drive; and

**WHEREAS**, as part of the streetscape improvements, sidewalks will be widened and decorative streetlights will be installed, requiring the removal of the existing streetlights as the project progresses.

Now, therefore, **BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DICKSON, TENNESSEE**, that Dickson Electric System is requested to remove streetlights along West College Street in concert with the selected contractor(s) as the streetscape improvement project progresses.

This Resolution shall take effect upon its passage, the public welfare requiring it.

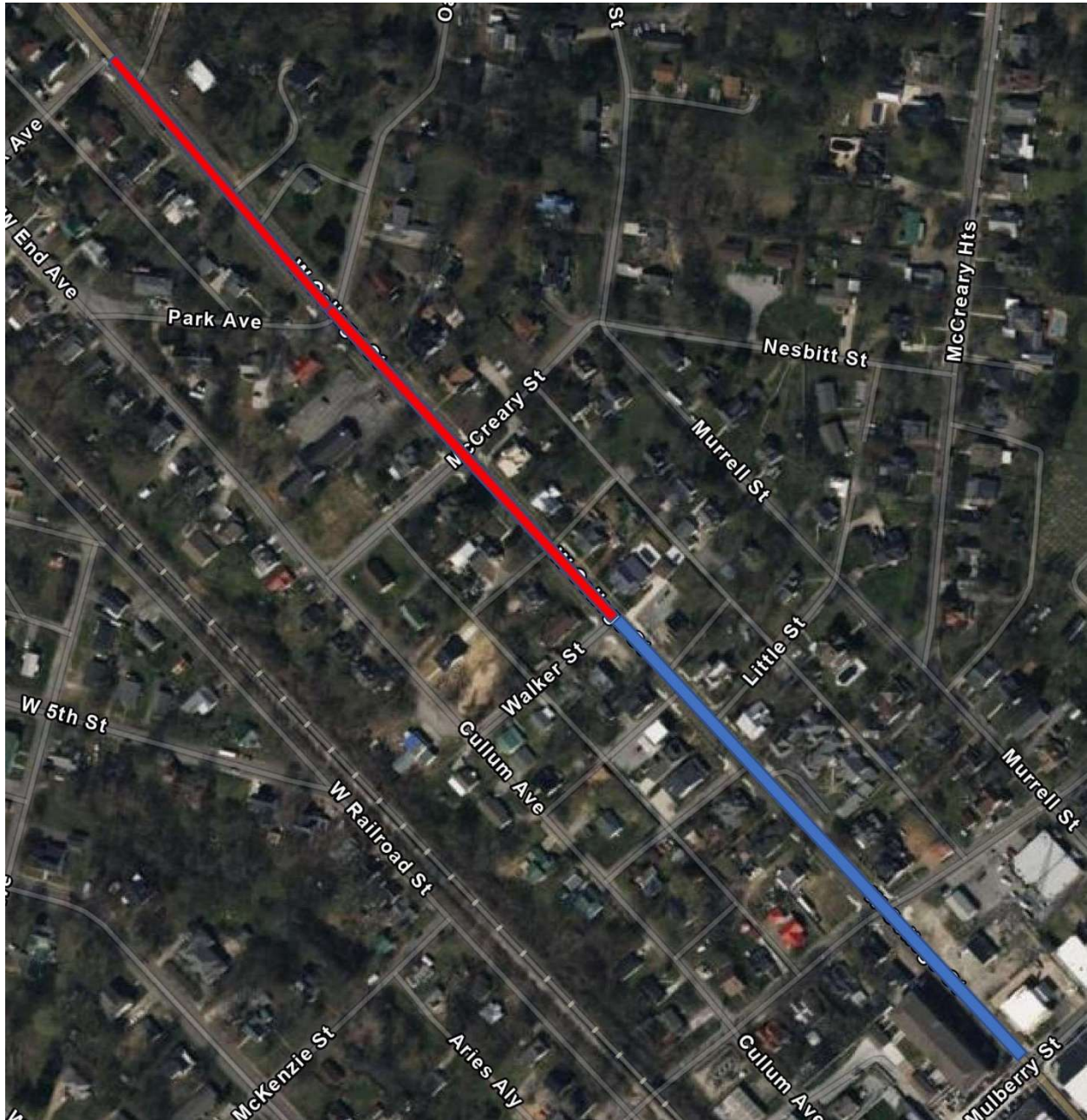
Approved and adopted this 4th day of May, 2026.

**ATTEST:**

\_\_\_\_\_  
**Kimberly Givens, RECORDER**

\_\_\_\_\_  
**Don L. Weiss Jr., O.D., MAYOR**

# West College Street Streetscape Project Phases I and II



**Phase I: North Mulberry Street to Walker Street**  
**Multimodal Access Grant: \$1,271,424 (95/5)**

**Phase II: Walker Street to Polk Avenue**  
**Multimodal Access Grant: \$1,199,895 (90/10)**

**RESOLUTION #2026-33**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF DICKSON, TENNESSEE, TO  
AMEND THE PROJECT ADDENDUM WITH SOUTHERN ARCHITECTURE  
WORKSHOP LLC TO PROVIDE DESIGN SERVICES FOR THE CITY CENTER  
PROJECT UNDER A MASTER SERVICES AGREEMENT**

**WHEREAS**, in Resolution #2025-63 the Council of the City of Dickson, Tennessee, approved a Master Services Agreement (MSA) with Southern Architecture Workshop LLC (SAW) to provide on-call architecture services on Oct. 6, 2025; and

**WHEREAS**, in Resolution #2025-65 on that same date the Council approved a Project Addendum (PA) with SAW to provide design services for a City Center project under said Master Services Agreement; and

**WHEREAS**, as the scope of the City Center project continues to develop, it has become necessary to amend the Project Addendum to include the adjusted construction budget, fees and other design services as contained in the Project Addendum attached hereto.

Now, therefore, **BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DICKSON, TENNESSEE**, that:

**SECTION 1.** The Project Addendum attached as an exhibit hereto is accepted and approved.

**SECTION 2.** The Mayor of the City of Dickson, Tennessee, is hereby authorized to sign said PA and all other instruments and documents necessary to amend the PA for the City Center project under the MSA to add the fees and or services contained therein.

**SECTION 3.** Payment for the services described in such PA is authorized subject to the terms and conditions contained therein.

This Resolution shall take effect upon its passage, the public welfare requiring it.

Approved and adopted this 4th day of May, 2026.

**ATTEST:**

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**Kimberly Givens, RECORDER**

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**Don L. Weiss Jr., O.D., MAYOR**



**PROFESSIONAL SERVICES**

Date: 04.28.2026  
Client: City of Dickson  
Project: Dickson City Center  
Attn: Bret Stock  
Address: 202 S Main St, Dickson, TN 37055

**SERVICES**

- Architecture Southern Architecture Workshop, LLC (SAW)
  - Architectural Design of a new City Center Complex for the City of Dickson
    - Add Design Development + Construction Document Services
    - Increase Construction Budget to \$32,000,000 (Inc from \$25,000,00 Orig)
  - Phases: Programming, Schematic Design, Design Development, Construction Documents
- Engineering
  - Structural Design (KPFF Engineers)
  - Mechanical, Electrical, Plumbing, Fire Protection Engineering (DFH Services)

**FEE | SERVICES PROGRAM TO CD**

**\$1,165,951 LUMP SUM**

<u>Basic Services</u>	
Construction Budget	\$32,000,000
Fee per State Fee Calc (5.51% CC)	\$1,763,200
Future Phase Bid + Construction (26%)	- \$458,432
Total Revised Fee Prog-CD	\$1,304,768
<u>Previously Approved Programming + SD</u>	<u>\$275,588</u>
Basic Services Increase	\$1,029,180
 <u>Additional Services</u>	
Interior Design (SAW)	\$110,000
Redesign of First and Second Floor	\$26,400
 <b>Total Contract Increase</b>	 <b>\$1,165,951</b>

**Attachments**    Terms + Conditions | Exclusions | Hourly Rates

Neil Parrish, AIA LEED AP BD+C

Owner  
Southern Architecture Workshop, LLC

Please sign and return this form to authorize SAW to perform the services outlined above.

\_\_\_\_\_  
Don L. Weiss Jr., O.D.

\_\_\_\_\_  
Date

## DETAILED SCOPE + APPROACH

- I. Design Development Phase
  - Objective: After receiving the owner's notice to proceed following Schematic Design, SAW will continue to develop the architectural design, detailing, and coordination to a level of detail sufficient for construction documentation and support the construction manager's pricing efforts.
  - Client Meetings
    - Schedule regular meetings with the client (at least bi-weekly) to discuss design progress and gather feedback.
    - Document discussions and decisions made during these meetings for clarity and future reference.
  - 30% Check Set:
    - Prepare a preliminary check set at 30% completion of the design development phase.
    - Conduct a review meeting with the client to present the check set, discuss major design elements, and incorporate feedback.
  - 60% Check Set:
    - Prepare a mid-phase check set at 60% completion.
    - Hold a review meeting with the client to assess design adjustments based on previous feedback and ensure alignment before moving forward.
  - Support Construction Manager's Pricing Effort:
    - Collaborate with the construction manager to provide detailed information needed for accurate pricing, including:
      - Material specifications and quantities
      - Design alternatives and options
      - Preliminary cost estimates based on design elements.
      - Provide clarifications or additional details as requested by the construction manager to facilitate an accurate understanding of the design intent.
  - Value Engineering
    - Conduct a value engineering workshop with the construction manager and key stakeholders to identify opportunities for cost savings while maintaining design integrity and quality.
    - Evaluate design alternatives and modifications that can reduce costs without compromising the project's functional requirements.
    - Document any agreed-upon changes and update the design documents accordingly.
  - Code Review: Review local codes and perform detailed code analysis.
    - Meet with the following Authorities Having Jurisdiction (AHJ's) to review the design and identify potential costs and risks in advance.
      - City of Dickson Codes
      - City of Dickson Fire Department
      - The State Fire Marshal's office
      - Dickson Electrical System
      - Water Authority of Dickson

- ARCHITECTURE SCOPE OF WORK
  - Refine Design: Collaborate with stakeholders to advance design concepts, including layout, materials, and aesthetics.
  - Life-Safety Plans + Code Analysis: A code analysis will be performed utilizing the locally adopted codes. A life-safety plan will then be prepared showing rated assemblies, egress paths, occupant loads, and allowable occupants at each egress element.
  - Exterior Assemblies + Interior Partitions – Detailed Exterior Assemblies and interior partitions will be documented in plan and section identifying the components of each wall in the project including structural, sheathing, insulation water-proofing, acoustic, and finish components.
  - Floor Plans: Create detailed, dimensioned floor plans identifying all project elements and relationships including all floor-mounted millwork, equipment, structure, door, window, and fixture placements and quantities. Plans will be dimensioned and contain references to exterior assemblies, interior partition types, glazing systems, plan details, exterior and interior elevations, building + wall section, and grids.
  - Reflected Ceiling Plans (RCP's): Reflected Ceiling Plans will be created for each interior space and at all exterior overhangs showing ceiling type, elevation, and the placement of all ceiling-mounted fixtures such as lighting, mechanical elements, access panels, and fire protection devices.
  - Roof Plans – A roof plan illustrating the building's roof area, types, drainage strategy, and roof-mounted equipment will be developed in coordination with consultant engineers.
  - Exterior Elevations: Develop exterior building elevations to illustrate the building's exterior appearance, dimensions, and the location of exterior-mounted elements. Elevations will include exterior assembly types and materials, glazing types, mullion and exposed structural placement, as well identification of exterior elements, floor and roof-level elevations, and exterior opening information. References to building and wall sections and enlarged elevations (if-required) will be included.
  - Sections – Wall and Building sections will be developed to show the vertical and horizontal relationships of specific building elements at different points in the building façade and interior. Sections will include references to exterior assemblies, section details, structural elements and openings.
  - Details: Typical Construction Details will be developed at a larger scale showing detailed views of typical construction components and their relationships (3"-1'0" max).
  - Stair and Ramp Plans and Sections - These plans will outline the configuration of stairs and ramps, highlighting dimensions, materials, and handrail details.
  - Door Schedule – An initial draft of the door schedule will be developed documenting every door in the project, including dimensions, materials, hardware, and fire ratings.
  - Finish Plans + Schedule - These documents will detail the finishes for floors, walls, ceilings, and other surfaces within each room or space and show finish direction (where applicable)
  - Specifications: Convert the Outline specification and project narrative provided with Schematic design into a full-specification draft.
  - Working Visualizations: SAW will provide in-house 3D visualizations of the design for better stakeholder understanding. These elements are restricted to those created during the performance of basic services and are not professional renderings.

- Materials and Finishes: Initial materials, finish, and color schemes will be selected and documented for DD pricing.
- Systems Integration: SAW will coordinate with project consultants including engineering disciplines (Structural, Mechanical, Electrical, Plumbing, Fire Protection, and Civil), as well as other design disciplines such as landscape architecture, interiors, furniture, and AV to integrate systems into the design.

## II. Construction Documents Phase

- General Scope:
  - SAW will prepare detailed Construction Documents for estimating, construction and permitting.
- Client Meetings
  - Schedule regular meetings with the client (at least bi-weekly) to discuss design progress and gather feedback.
  - Document discussions and decisions made during these meetings for clarity and future reference.
- Consultant Coordination Meetings:
  - Schedule regular meetings with consultants (structural, mechanical, electrical) to ensure seamless integration of all systems into the architectural design.
  - Document outcomes and action items from these meetings to keep all parties aligned.
- 30% Check Set:
  - Prepare a preliminary check set at 30% completion of the design development phase.
  - Conduct a review meeting with the client to present the check set, discuss major design elements, and incorporate feedback.
- 60% Check Set:
  - Prepare a mid-phase check set at 60% completion.
  - Hold a review meeting with the client to assess design adjustments based on previous feedback and ensure alignment before moving forward.
- 90% Page Turn with Client:
  - Conduct a detailed page turn meeting at 90% completion of construction documents.
  - Present the nearly final documents to the client, allowing for a thorough review and discussion of any last-minute adjustments.
  - Document any changes requested by the client during this review.
  - Final Review: Conduct a thorough review of all documents for accuracy and completeness
- Permit Submissions: Prepare and submit documents required for building permits and approvals.
- Bidding Documents: Create documents for contractor bidding, including instructions and forms.
- Value Engineering Support
  - Assist the client in evaluating cost-saving measures without compromising design intent during the bidding process.
  - Facilitate discussions with contractors to explore alternative materials, methods, or systems that could reduce costs.
  - Prepare a summary of potential value engineering options for the client's consideration, outlining impacts on design, function, and aesthetics.
- ARCHITECTURE SCOPE OF WORK
  - Prepare 100% Construction Documents (CD) including the following:
    - Life Safety Plans - These plans will illustrate the building's compliance with life safety codes. They will include exits, smoke compartments, fire-rated walls, exit routes, and emergency lighting. There will be detailed occupancy load calculations, identified primary and secondary exit paths, locations of alarms and detection systems, and egress signage.

- Code Analysis - This report will summarize how the design complies with applicable building codes and regulations. It assesses structural, mechanical, electrical, plumbing, and energy codes. It will contain a written analysis of applicable codes, zoning requirements, occupancy classifications, required fire-resistance ratings, and summary charts or matrices outlining compliance.
- Exterior Assemblies - These drawings will showcase the different exterior wall systems, including the materials, insulation, moisture control, and structural components. This will include assembly descriptions including material specifications, installation methods, and performance criteria (thermal, moisture, and acoustics).
- Wall Types - This will define the various wall assemblies used throughout the project, including their structural and aesthetic properties. It will include legends, referenced detail drawings, and specifications for each wall type, including finishes, insulation, and fire ratings.
- Details - These drawings will illustrate specific construction elements at a larger scale, helping clarify design intentions for contractors. It will contain enlarged sections/views for critical interfaces (e.g., windows, doors, roof-to-wall connections), along with material specifications and assembly notes.
- Floor Plans - These plans will provide layouts of each level of the building, showing walls, doors, windows, fixtures, and fixed equipment. There will be complete dimensions, room names, areas, annotations for finish types, and layouts of furniture or equipment as required.
- Roof Plans - These plans will provide an overview of the roof's layout, including slopes, drainage systems, material types, and mechanical equipment. These will contain roof slopes, drainage details, rooftop equipment locations, and information on roofing assembly types.
- Elevations - These will depict the exterior views of buildings from various angles, detailing finishes and height dimensions. There will be annotated drawings indicating materials, color palettes, window/door placements, and architectural features.
- Wall Sections - These drawings will break walls down into sections to illustrate the relationship between different construction elements in both horizontal and vertical planes. There will be detailed vertical sections through walls showing insulation, framing, finishes, and additional layers required for durability and performance.
- Typical Exterior Details - These details will focus on common elements in the building's envelope, providing clarity on interfaces of materials. These will include standardized drawings for window installations, door frames, parapet caps, and connection details to assist in consistent construction practices.
- Stair and Ramp Plans and Sections - These plans will outline the configuration of stairs and ramps, highlighting dimensions, materials, and handrail details. They will include floor connections, rise/run dimensions, landing sizes, and compliance with accessibility standards will be included.
- Reflected Ceiling Plans - These plans will depict the layout of the ceiling, including lighting, HVAC elements, and finished ceiling materials while reflecting the view from above. These will include locations of light fixtures, ceiling heights, materials, and any architectural details related to the ceiling design.
- Window Elevations – Every window in the project will be elevated, dimensioned, and the specific glass or glazing will be identified.
- Interior Elevations – A portion of the interior walls, including any containing millwork, equipment, or bathroom fixtures will be elevated, dimensioned, and all components keynoted.
- Door Schedule - This list will detail every door in the project, including dimensions, materials, hardware, and fire ratings. This categorized list will contain door numbers, specifications, and installation notes, often accompanying door location plans.
- Finish Plans + Schedule - These documents will detail the finishes for floors, walls, ceilings, and other surfaces within each room or space. This will include a legend indicating finish types, room finish schedules listing materials, colors, and textures per space, including specifications related to performance and maintenance.
- Enlarged plans of restrooms, stairwells, elevators and any room containing significant amounts of equipment or detail will be developed and annotated to show design intent
- Specifications – A full 3-part specification will be developed for all components in the project.



### III. Interior Design

- Design Development (DD)
  - Interior design concept reflecting civic identity and community presence
    - Council Chamber concepts
    - Dais layout, public seating, overflow strategy
    - Integrated AV zones (screens, cameras, control)
    - Acoustic approach (wall/ceiling treatments)
    - Police HQ concepts:
    - Secure lobby and controlled access sequence
    - Roll-call / briefing rooms, training rooms
  - Circulation with security zoning clarity
  - Integrated lighting + AV coordination
  - Millwork design (dais, reception desks, evidence intake counters etc)
  - Finish selections
  - Coordination with signage/wayfinding intent
  - Outline FF&E strategy (owner provided)
  - Deliverables: DD drawing set, Interior elevations, finish plans/schedules (draft), interior elevations, millwork drawings
- 4. Construction Documents (CD)
  - Final interior plans and enlarged plans (chamber, lobby, locker rooms, etc.)
  - Finish plans and fully specified finish schedules
  - Interior elevations and details
  - Millwork package (plans, sections, details)
  - Door/frame/hardware coordination with security requirements
  - Deliverables: interior drawing package + specifications for bid
- 5. Bidding / Procurement Support
  - Respond to RFIs (interior scope)
  - Evaluate substitutions for compliance with specifications
  - Assist with value engineering
  - Coordinate with FFE vendor
  - Deliverables: RFI responses, addenda as needed
- 6. Construction Administration (CA)
  - Submittal/shop drawing review (finishes, millwork, specialties)
  - Site visits to verify installation and security/detail compliance
  - Respond to RFIs
  - Punch list participation (interior scope)
  - Closeout review (finishes, millwork, specialty items)
  - Deliverables: Submittal reviews, field reports, punch list input

**Exhibit B: 2025 Hourly Rate Schedule**

<b>Principal/Owner</b>	\$275-300/hr
<b>Associate Principal</b>	\$250-275/hr
<b>Project Manager</b>	\$200-250/hr
<b>Project Architect</b>	\$195-225/hr
<b>Project Designer</b>	\$155-195/hr
<b>Interior Designer</b>	\$155-195/hr
<b>Draftsperson</b>	\$120/hr

# **Project Addendum to AIA Document B101 – 2017 Standard Form of Agreement Between Owner and Architect**

**PROJECT ADDENDUM II** entered into as of May 4, 2026

**BETWEEN** the Architect's client identified as the Owner:

The City of Dickson, Tennessee  
600 East Walnut Street  
Dickson, TN 37055

and the Architect:

Southern Architecture Workshop, LLC  
2020 Fieldstone Parkway, Suite 900-263  
Franklin, TN 37069

for the following Project:

Dickson City Center  
202 S Main Street  
Dickson, TN 37055

This Project Addendum supplements and incorporates that certain AIA Document B101 – 2017 Standard Form of Agreement Between Owner and the Architect, dated October 6, 2025 (the "Agreement"). All defined terms and section references used herein are as set forth in the Agreement. See Architect's Proposal dated April 28, 2026 attached hereto as Exhibit A.

## **ARTICLE 1 INITIAL INFORMATION**

**§§ 1.1 – 1.1.3** This Agreement is based on the following Initial Information:

Fee Adjustment for Dickson City Center to add Design Development and Construction Document Phases, to include interior Design, and additional services for revisions

**§ 1.1.4** The Owner's anticipated design and construction milestone dates:

- .1 Design phase milestone dates, if any:
- .2 Construction commencement date:
- .3 Substantial Completion date or dates:
- .4 Other milestone dates:

**§ 1.1.7** The Owner identifies the following representative in accordance with Section 5.3:  
(List name, address, and other contact information.)

Bret M. Stock, PE  
The City of Dickson, Tennessee  
600 East Walnut Street  
Dickson, TN 37055  
Phone: (615) 441-9508  
Email: [bstock@cityofdickson.com](mailto:bstock@cityofdickson.com)

and/or

Cooper Morris, PE  
The City of Dickson, Tennessee  
600 East Walnut Street  
Dickson, TN 37055  
Phone: (615) 441-9508  
Email: [cmorris@cityofdickson.com](mailto:cmorris@cityofdickson.com)

and/or

Dave Travis  
The City of Dickson, Tennessee  
600 East Walnut Street  
Dickson, TN 37055  
Phone: (615) 441-9508  
Email: [dtravis@cityofdickson.com](mailto:dtravis@cityofdickson.com)

**§ 1.1.9** Consultants and contractors retained by the Owner:

Civil Engineering services to be provided by the Owner.

**§ 1.1.10** The Architect identifies the following representative in accordance with Section 2.3:  
(List name, address, and other contact information.)

Neil Parrish, AIA LEED AP BD+C  
Southern Architecture Workshop, LLC  
2020 Fieldstone Parkway, Suite 900-263  
Franklin, TN 37069  
Phone: (615) 830-5600  
Email: [neil@sawarchitect.com](mailto:neil@sawarchitect.com)

**§ 1.1.11** Consultants retained by the Architect:

Structural Engineer:  
KPF Engineers  
4101 Charlotte Avenue  
Suite E 210  
Nashville, TN 37209  
Phone: 615-451-8725  
Email: [nick.deblasis@kpf.com](mailto:nick.deblasis@kpf.com)

Mechanical, Electrical, and Plumbing Engineer:

DFH Services  
PO Box 120371  
Nashville, TN 37212  
Phone: 615-207-4721  
E-mail: [chris@dfhservices.com](mailto:chris@dfhservices.com)

Fire Protection:  
DFH Services  
PO Box 120371  
Nashville, TN 37212  
Phone: 615-207-4721  
E-mail: [chris@dfhservices.com](mailto:chris@dfhservices.com)

§ 1.1.12 Other Initial Information on which the Agreement is based:

This product addendum is in addition to amendments defined in Resolution 2026-1, dated 1.5.2026.

**ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES**

§ 3.1 In addition to those described in the Agreement, the Architect's Basic Services include the following:

n/a

§ 4.2.4 If the services covered by this Agreement have not been completed within six (6) months of the date of the Project Addendum, through no fault of the Architect or any of the Architect Parties, any extension of the Architect's services beyond that time, which results in an increase in costs to the Architect, shall be compensated as Additional Services, subject to Section 4.2.1.

**ARTICLE 11 COMPENSATION**

§ 11.1 For the Architect's Basic Services described under Articles 1, 2, 3 and elsewhere in the Agreement as Basic Services, the Owner shall compensate the Architect as follows:

Stipulated Sum: One Million One Hundred Sixty-Five Thousand Nine Hundred Fifty-One Dollars and 00/100 Dollars (\$1,165,951)

§ 11.5 When compensation for Basic Services is based on a stipulated sum or a percentage basis, the proportion of compensation for each phase of services shall be as follows:

Programming Phase	Zero Percent	(0)%
Schematic Design Phase	Zero Percent	(0)%
Design Development Phase	Fifty Percent	(50)%
Construction Documents Phase	Fifty Percent	(50)%
Procurement Phase	Zero Percent	(0)%
Construction Phase	Zero Percent	(0)%
<hr/>		
Total Basic Compensation	One Hundred Percent	(100%)

§ 11.7 To the extent they become applicable, the hourly billing rates for services of the Architect and the Architect's consultants are set forth below. The rates may be adjusted no more than once annually in accordance with the Architect's and Architect's consultants' normal review practices.

*(If applicable, attach an exhibit of hourly billing rates or insert them below.)*

See Architect's 2025 Hourly Rate Schedule, attached hereto as Exhibit B.

§ 11.8.2 The total compensation paid by the Owner for Reimbursable Expenses shall not exceed \$5,000, in the aggregate for the Project, without the Owner's prior written consent.

**ARTICLE 13 SCOPE OF THE AGREEMENT**

§ 13.2.4 Other documents forming a part of the Agreement are as follows:

Exhibit A: Architect's Proposal dated April 28, 2026

Exhibit B: Architect's 2025 Hourly Rate Schedule

This Project Addendum entered into as of the day and year first written above.

**OWNER**

**ARCHITECT**

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*(Signature)*

The City of Dickson, Tennessee

By: Don L. Weiss Jr., O.D.

Its: Mayor

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*(Printed name and title)*

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*(Signature)*

Southern Architecture Workshop, LLC

By: Neil Parrish, AIA

Its: Owner

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*(Printed name and title)*

**RESOLUTION #2026-34**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF DICKSON, TENNESSEE, TO  
AMEND THE PROJECT ADDENDUM WITH SOUTHERN ARCHITECTURE  
WORKSHOP LLC TO PROVIDE DESIGN SERVICES FOR THE  
AQUATIC/RECREATION CENTER PROJECT UNDER A MASTER SERVICES  
AGREEMENT**

**WHEREAS**, in Resolution #2025-63 the Council of the City of Dickson, Tennessee, approved a Master Services Agreement (MSA) with Southern Architecture Workshop LLC (SAW) to provide on-call architecture services on Oct. 6, 2025; and

**WHEREAS**, in Resolution #2025-64 on that same date the Council approved a Project Addendum (PA) with SAW to provide design services for an Aquatic/Recreation Center project under said Master Services Agreement; and

**WHEREAS**, as the scope of the Aquatic/Recreation Center project continues to develop, it has become necessary to amend the Project Addendum to include the adjusted construction budget, fees and other design services as contained in the Project Addendum (PA) attached hereto.

Now, therefore, **BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DICKSON, TENNESSEE**, that:

**SECTION 1.** The Project Addendum attached as an exhibit hereto is accepted and approved.

**SECTION 2.** The Mayor of the City of Dickson, Tennessee, is hereby authorized to sign said PSA and all other instruments and documents necessary to amend the PA for the Aquatic/Recreation Center project under the MSA to add the fees and/or services contained therein.

**SECTION 3.** Payment for the services described in such PA is authorized subject to the terms and conditions contained therein.

This Resolution shall take effect upon its passage, the public welfare requiring it.

Approved and adopted this 4th day of May, 2026.

**ATTEST:**

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**Kimberly Givens, RECORDER**

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**Don L. Weiss Jr., O.D., MAYOR**



**EXHIBIT A: PROFESSIONAL SERVICES**

Date: 04.28.2026  
Client: City of Dickson  
Project: Dickson Aquatic and Recreation Center  
Attn: Bret Stock  
Address: 202 S Main St, Dickson, TN 37055

**SERVICES**

- Architecture Southern Architecture Workshop, LLC (SAW)
  - Architectural Design of a new Aquatic and Rec Center Complex for the City of Dickson
    - Approximately 50,000 gsf
    - Current Construction Budget \$28,000,000 (Inc from \$23,000,00 Orig)
  - Phases: Programming, Schematic Design, Design Development, Construction Documents
  - For an adjustment to the basic services fee due to an increase in construction cost. The detailed scope identified in the previous proposal remains the same.
- Engineering
  - Structural Design (KPF Engineers)
  - Mechanical, Electrical, Plumbing, Fire Protection Engineering (DFH Services)
  - Pool (Counsilman-Hunsaker)

**FEE | BASIC SERVICES INCREASE PROGRAM TO CD**

**\$200,439 LUMP SUM**

<u>Current Project Budget + Fee Proposal</u>	
Construction Budget	\$28,000,000
Fee per State Fee Calc (5.56% CC)	\$1,556,800
<u>Admin Fee (.2% CC)</u>	<u>\$56,000</u>
Total Project Fee	\$1,612,800
Future Phase Bid + Construction (26%)	- \$419,328
Total Revised Fee Prog-CD	\$1,193,472
<u>Previously Approved Prog-CD</u>	<u>\$993,033</u>
<b>Total Contract Increase</b>	<b>\$200,439</b>

**Attachments** Detailed Approach | Terms + Conditions | Exclusions | Hourly Rates | Draft Schedule

Thank you for the opportunity to participate in this exciting project!

Neil Parrish, AIA LEED AP BD+C

Owner  
Southern Architecture Workshop, LLC

Please sign and return this form to authorize SAW to perform the services outlined above.

\_\_\_\_\_  
Don L. Weiss Jr., O.D.

\_\_\_\_\_  
Date

**Exhibit B: 2025 Hourly Rate Schedule**

<b>Principal/Owner</b>	\$275-300/hr
<b>Associate Principal</b>	\$250-275/hr
<b>Project Manager</b>	\$200-250/hr
<b>Project Architect</b>	\$195-225/hr
<b>Project Designer</b>	\$155-195/hr
<b>Interior Designer</b>	\$155-195/hr
<b>Draftsperson</b>	\$120/hr

# **Project Addendum to AIA Document B101 – 2017 Standard Form of Agreement Between Owner and Architect**

**PROJECT ADDENDUM II** entered into as of May 4, 2026

**BETWEEN** the Architect's client identified as the Owner:

The City of Dickson, Tennessee  
600 East Walnut Street  
Dickson, TN 37055

and the Architect:

Southern Architecture Workshop, LLC  
2020 Fieldstone Parkway, Suite 900-263  
Franklin, TN 37069

for the following Project:

Dickson Aquatic and Recreation Center  
800 Highway 70 W  
Dickson, TN 37055

This Project Addendum supplements and incorporates that certain AIA Document B101 – 2017 Standard Form of Agreement Between Owner and the Architect, dated October 6, 2025 (the "Agreement"). All defined terms and section references used herein are as set forth in the Agreement. See Architect's Proposal dated April 28, 2026 attached hereto as Exhibit A.

## **ARTICLE 1 INITIAL INFORMATION**

**§§ 1.1 – 1.1.3** This Agreement is based on the following Initial Information:

Fee Adjustment for Dickson Aquatic and Recreation Center for increase in contract cost from \$23 million to \$28 million.

**§ 1.1.4** The Owner's anticipated design and construction milestone dates:

- .1 Design phase milestone dates, if any:
- .2 Construction commencement date:
- .3 Substantial Completion date or dates:
- .4 Other milestone dates:

**§ 1.1.7** The Owner identifies the following representative in accordance with Section 5.3:  
(List name, address, and other contact information.)

Bret M. Stock, PE  
The City of Dickson, Tennessee  
600 East Walnut Street  
Dickson, TN 37055  
Phone: (615) 441-9508  
Email: [bstock@cityofdickson.com](mailto:bstock@cityofdickson.com)

and/or

Cooper Morris, PE  
The City of Dickson, Tennessee  
600 East Walnut Street  
Dickson, TN 37055  
Phone: (615) 441-9508  
Email: [cmorris@cityofdickson.com](mailto:cmorris@cityofdickson.com)

and/or

Dave Travis  
The City of Dickson, Tennessee  
600 East Walnut Street  
Dickson, TN 37055  
Phone: (615) 441-9508  
Email: [dtravis@cityofdickson.com](mailto:dtravis@cityofdickson.com)

**§ 1.1.9** Consultants and contractors retained by the Owner:

Civil Engineering services to be provided by the Owner.

**§ 1.1.10** The Architect identifies the following representative in accordance with Section 2.3:  
(List name, address, and other contact information.)

Neil Parrish, AIA LEED AP BD+C  
Southern Architecture Workshop, LLC  
2020 Fieldstone Parkway, Suite 900-263  
Franklin, TN 37069  
Phone: (615) 830-5600  
Email: [neil@sawarchitect.com](mailto:neil@sawarchitect.com)

**§ 1.1.11** Consultants retained by the Architect:

Structural Engineer:  
KPF Engineers  
4101 Charlotte Avenue  
Suite E 210  
Nashville, TN 37209  
Phone: 615-451-8725  
Email: [nick.deblasis@kpf.com](mailto:nick.deblasis@kpf.com)

Mechanical, Electrical, and Plumbing Engineer:

DFH Services  
PO Box 120371  
Nashville, TN 37212  
Phone: 615-207-4721  
E-mail: [chris@dfhservices.com](mailto:chris@dfhservices.com)

Fire Protection:  
DFH Services  
PO Box 120371  
Nashville, TN 37212  
Phone: 615-207-4721  
E-mail: [chris@dfhservices.com](mailto:chris@dfhservices.com)

§ 1.1.12 Other Initial Information on which the Agreement is based:

This product addendum is in addition to amendments defined in Resolution 2026-1, dated 1.5.2026.

**ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES**

§ 3.1 In addition to those described in the Agreement, the Architect's Basic Services include the following:

n/a

§ 4.2.4 If the services covered by this Agreement have not been completed within six (6) months of the date of the Project Addendum, through no fault of the Architect or any of the Architect Parties, any extension of the Architect's services beyond that time, which results in an increase in costs to the Architect, shall be compensated as Additional Services, subject to Section 4.2.1.

**ARTICLE 11 COMPENSATION**

§ 11.1 For the Architect's Basic Services described under Articles 1, 2, 3 and elsewhere in the Agreement as Basic Services, the Owner shall compensate the Architect as follows:

Stipulated Sum: Two Hundred Thousand Four Hundred Thirty Nine Dollars and 00/100 Dollars (\$200,439)

§ 11.5 When compensation for Basic Services is based on a stipulated sum or a percentage basis, the proportion of compensation for each phase of services shall be as follows:

Programming Phase	Four Percent	(4)%
Schematic Design Phase	Fifteen Percent	(15)%
Design Development Phase	Twenty-Six Percent	(26)%
Construction Documents Phase	Twenty-Eight Percent	(28)%
Procurement Phase	One Percent	(1)%
Construction Phase	Twenty-Five Percent	(25)%
<hr/>		
Total Basic Compensation	One Hundred Percent	(100%)

§ 11.7 To the extent they become applicable, the hourly billing rates for services of the Architect and the Architect's consultants are set forth below. The rates may be adjusted no more than once annually in accordance with the Architect's and Architect's consultants' normal review practices.

*(If applicable, attach an exhibit of hourly billing rates or insert them below.)*

See Architect's 2025 Hourly Rate Schedule, attached hereto as Exhibit B.

§ 11.8.2 The total compensation paid by the Owner for Reimbursable Expenses shall not exceed \$5,000, in the aggregate for the Project, without the Owner's prior written consent.

**ARTICLE 13 SCOPE OF THE AGREEMENT**

§ 13.2.4 Other documents forming a part of the Agreement are as follows:

Exhibit A: Architect's Proposal dated April 28, 2026

Exhibit B: Architect's 2025 Hourly Rate Schedule

This Project Addendum entered into as of the day and year first written above.

**OWNER**

**ARCHITECT**

\_\_\_\_\_  
*(Signature)*

The City of Dickson, Tennessee

By: Don L. Weiss Jr., O.D.

Its: Mayor

\_\_\_\_\_  
*(Printed name and title)*

\_\_\_\_\_  
*(Signature)*

Southern Architecture Workshop, LLC

By: Neil Parrish, AIA

Its: Owner

\_\_\_\_\_  
*(Printed name and title)*

**RESOLUTION #2026-35**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF DICKSON, TENNESSEE, TO  
AMEND THE PROJECT ADDENDUM WITH SOUTHERN ARCHITECTURE  
WORKSHOP LLC TO PROVIDE DESIGN SERVICES FOR THE DICKSON FIRE  
DEPARTMENT STATION #2 PROJECT UNDER A MASTER SERVICES  
AGREEMENT**

**WHEREAS**, in Resolution #2025-63 the Council of the City of Dickson, Tennessee, approved a Master Services Agreement (MSA) with Southern Architecture Workshop LLC (SAW) to provide on-call architecture services on Oct. 6, 2025; and

**WHEREAS**, in Resolution #2026-1 the Council approved a Project Addendum (PA) with SAW to provide design services for the Dickson Fire Department Station #2 project under said Master Services Agreement on Jan. 5, 2026; and

**WHEREAS**, as the scope of the Dickson Fire Department Station #2 project continues to develop, it has become necessary to amend the Project Addendum to include the adjusted construction budget, fees and other design services as contained in the Project Addendum attached hereto.

Now, therefore, **BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DICKSON, TENNESSEE**, that:

**SECTION 1.** The Project Addendum attached as an exhibit hereto is accepted and approved.

**SECTION 2.** The Mayor of the City of Dickson, Tennessee, is hereby authorized to sign said PSA and all other instruments and documents necessary to amend the PA for the Dickson Fire Department Station #2 project under the MSA to add the fees and/or services contained therein.

**SECTION 3.** Payment for the services described in such PA is authorized subject to the terms and conditions contained therein.

This Resolution shall take effect upon its passage, the public welfare requiring it.

Approved and adopted this 4th day of May, 2026.

**ATTEST:**

---

**Kimberly Givens, RECORDER**

---

**Don L. Weiss Jr., MAYOR**



**EXHIBIT A PROFESSIONAL SERVICES**

Date: 04.28.2026  
Client: City of Dickson  
Project: Fire Station 2  
Attn: Bret Stock  
Address: 202 S Main St, Dickson, TN 37055

**SERVICES**

- Architecture Southern Architecture Workshop, LLC (SAW)
  - Phases: Programming – Construction Documents for the new Fire Station 2
    - Approximately 6,000 gsf + Training Center
    - Construction Budget \$5,000,000
- Engineering
  - Structural Design (KPF Engineers)
  - Mechanical, Electrical, Plumbing, Fire Protection Engineering (DFH Services)

<b>FEE   BASIC SERVICES DD + CD</b>	<b>\$195,925 LUMP SUM</b>
Construction Budget	\$5,000,000
Fee per State Fee Calc (6.31% CC)	\$315,500
Future Phase Bid + Construction (26%)	- \$84,630
Total Fee Prog-CD	\$230,870
<u>Previously Approved Programming + SD</u>	<u>\$61,845</u>
Basic Services Increase	\$169,025
<u>Additional Services</u>	
Interior Design (SAW)	\$18,100
Redesign of Plan + Elevations based on Revised Program	\$8,800
<b>Total Contract Increase</b>	<b>\$195,925</b>

**Attachments**    Detailed Approach | Terms + Conditions | Exclusions | Hourly Rates

Thank you for the opportunity to participate in this exciting project!

Neil Parrish, AIA LEED AP BD+C

Owner  
Southern Architecture Workshop, LLC

Please sign and return this form to authorize SAW to perform the services outlined above.

\_\_\_\_\_  
Don L. Weiss Jr., O.D.

\_\_\_\_\_  
Date

## DETAILED SCOPE + APPROACH

- I. Design Development Phase
  - Objective: After receiving the owner's notice to proceed following Schematic Design, SAW will continue to develop the architectural design, detailing, and coordination to a level of detail sufficient for construction documentation and support the construction manager's pricing efforts.
  - Client Meetings
    - Schedule regular meetings with the client (at least bi-weekly) to discuss design progress and gather feedback.
    - Document discussions and decisions made during these meetings for clarity and future reference.
  - 30% Check Set:
    - Prepare a preliminary check set at 30% completion of the design development phase.
    - Conduct a review meeting with the client to present the check set, discuss major design elements, and incorporate feedback.
  - 60% Check Set:
    - Prepare a mid-phase check set at 60% completion.
    - Hold a review meeting with the client to assess design adjustments based on previous feedback and ensure alignment before moving forward.
  - Support Construction Manager's Pricing Effort:
    - Collaborate with the construction manager to provide detailed information needed for accurate pricing, including:
      - Material specifications and quantities
      - Design alternatives and options
      - Preliminary cost estimates based on design elements.
      - Provide clarifications or additional details as requested by the construction manager to facilitate an accurate understanding of the design intent.
  - Value Engineering
    - Conduct a value engineering workshop with the construction manager and key stakeholders to identify opportunities for cost savings while maintaining design integrity and quality.
    - Evaluate design alternatives and modifications that can reduce costs without compromising the project's functional requirements.
    - Document any agreed-upon changes and update the design documents accordingly.
  - Code Review: Review local codes and perform detailed code analysis.
    - Meet with the following Authorities Having Jurisdiction (AHJ's) to review the design and identify potential costs and risks in advance.
      - City of Dickson Codes
      - City of Dickson Fire Department
      - The State Fire Marshal's office
      - Dickson Electrical System
      - Water Authority of Dickson

- ARCHITECTURE SCOPE OF WORK
  - Refine Design: Collaborate with stakeholders to advance design concepts, including layout, materials, and aesthetics.
  - Life-Safety Plans + Code Analysis: A code analysis will be performed utilizing the locally adopted codes. A life-safety plan will then be prepared showing rated assemblies, egress paths, occupant loads, and allowable occupants at each egress element.
  - Exterior Assemblies + Interior Partitions – Detailed Exterior Assemblies and interior partitions will be documented in plan and section identifying the components of each wall in the project including structural, sheathing, insulation water-proofing, acoustic, and finish components.
  - Floor Plans: Create detailed, dimensioned floor plans identifying all project elements and relationships including all floor-mounted millwork, equipment, structure, door, window, and fixture placements and quantities. Plans will be dimensioned and contain references to exterior assemblies, interior partition types, glazing systems, plan details, exterior and interior elevations, building + wall section, and grids.
  - Reflected Ceiling Plans (RCP's): Reflected Ceiling Plans will be created for each interior space and at all exterior overhangs showing ceiling type, elevation, and the placement of all ceiling-mounted fixtures such as lighting, mechanical elements, access panels, and fire protection devices.
  - Roof Plans – A roof plan illustrating the building's roof area, types, drainage strategy, and roof-mounted equipment will be developed in coordination with consultant engineers.
  - Exterior Elevations: Develop exterior building elevations to illustrate the building's exterior appearance, dimensions, and the location of exterior-mounted elements. Elevations will include exterior assembly types and materials, glazing types, mullion and exposed structural placement, as well identification of exterior elements, floor and roof-level elevations, and exterior opening information. References to building and wall sections and enlarged elevations (if-required) will be included.
  - Sections – Wall and Building sections will be developed to show the vertical and horizontal relationships of specific building elements at different points in the building façade and interior. Sections will include references to exterior assemblies, section details, structural elements and openings.
  - Details: Typical Construction Details will be developed at a larger scale showing detailed views of typical construction components and their relationships (3"-1'0" max).
  - Stair and Ramp Plans and Sections - These plans will outline the configuration of stairs and ramps, highlighting dimensions, materials, and handrail details.
  - Door Schedule – An initial draft of the door schedule will be developed documenting every door in the project, including dimensions, materials, hardware, and fire ratings.
  - Finish Plans + Schedule - These documents will detail the finishes for floors, walls, ceilings, and other surfaces within each room or space and show finish direction (where applicable)
  - Specifications: Convert the Outline specification and project narrative provided with Schematic design into a full-specification draft.
  - Working Visualizations: SAW will provide in-house 3D visualizations of the design for better stakeholder understanding. These elements are restricted to those created during the performance of basic services and are not professional renderings.

- Materials and Finishes: Initial materials, finish, and color schemes will be selected and documented for DD pricing.
- Systems Integration: SAW will coordinate with project consultants including engineering disciplines (Structural, Mechanical, Electrical, Plumbing, Fire Protection, and Civil), as well as other design disciplines such as landscape architecture, interiors, furniture, and AV to integrate systems into the design.

## II. Construction Documents Phase

- General Scope:
  - SAW will prepare detailed Construction Documents for estimating, construction and permitting.
- Client Meetings
  - Schedule regular meetings with the client (at least bi-weekly) to discuss design progress and gather feedback.
  - Document discussions and decisions made during these meetings for clarity and future reference.
- Consultant Coordination Meetings:
  - Schedule regular meetings with consultants (structural, mechanical, electrical) to ensure seamless integration of all systems into the architectural design.
  - Document outcomes and action items from these meetings to keep all parties aligned.
- 30% Check Set:
  - Prepare a preliminary check set at 30% completion of the design development phase.
  - Conduct a review meeting with the client to present the check set, discuss major design elements, and incorporate feedback.
- 60% Check Set:
  - Prepare a mid-phase check set at 60% completion.
  - Hold a review meeting with the client to assess design adjustments based on previous feedback and ensure alignment before moving forward.
- 90% Page Turn with Client:
  - Conduct a detailed page turn meeting at 90% completion of construction documents.
  - Present the nearly final documents to the client, allowing for a thorough review and discussion of any last-minute adjustments.
  - Document any changes requested by the client during this review.
  - Final Review: Conduct a thorough review of all documents for accuracy and completeness
- Permit Submissions: Prepare and submit documents required for building permits and approvals.
- Bidding Documents: Create documents for contractor bidding, including instructions and forms.
- Value Engineering Support
  - Assist the client in evaluating cost-saving measures without compromising design intent during the bidding process.
  - Facilitate discussions with contractors to explore alternative materials, methods, or systems that could reduce costs.
  - Prepare a summary of potential value engineering options for the client's consideration, outlining impacts on design, function, and aesthetics.
- ARCHITECTURE SCOPE OF WORK
  - Prepare 100% Construction Documents (CD) including the following:
    - Life Safety Plans - These plans will illustrate the building's compliance with life safety codes. They will include exits, smoke compartments, fire-rated walls, exit routes, and emergency lighting. There will be detailed occupancy load calculations, identified primary and secondary exit paths, locations of alarms and detection systems, and egress signage.

- Code Analysis - This report will summarize how the design complies with applicable building codes and regulations. It assesses structural, mechanical, electrical, plumbing, and energy codes. It will contain a written analysis of applicable codes, zoning requirements, occupancy classifications, required fire-resistance ratings, and summary charts or matrices outlining compliance.
- Exterior Assemblies - These drawings will showcase the different exterior wall systems, including the materials, insulation, moisture control, and structural components. This will include assembly descriptions including material specifications, installation methods, and performance criteria (thermal, moisture, and acoustics).
- Wall Types - This will define the various wall assemblies used throughout the project, including their structural and aesthetic properties. It will include legends, referenced detail drawings, and specifications for each wall type, including finishes, insulation, and fire ratings.
- Details - These drawings will illustrate specific construction elements at a larger scale, helping clarify design intentions for contractors. It will contain enlarged sections/views for critical interfaces (e.g., windows, doors, roof-to-wall connections), along with material specifications and assembly notes.
- Floor Plans - These plans will provide layouts of each level of the building, showing walls, doors, windows, fixtures, and fixed equipment. There will be complete dimensions, room names, areas, annotations for finish types, and layouts of furniture or equipment as required.
- Roof Plans - These plans will provide an overview of the roof's layout, including slopes, drainage systems, material types, and mechanical equipment. These will contain roof slopes, drainage details, rooftop equipment locations, and information on roofing assembly types.
- Elevations - These will depict the exterior views of buildings from various angles, detailing finishes and height dimensions. There will be annotated drawings indicating materials, color palettes, window/door placements, and architectural features.
- Wall Sections - These drawings will break walls down into sections to illustrate the relationship between different construction elements in both horizontal and vertical planes. There will be detailed vertical sections through walls showing insulation, framing, finishes, and additional layers required for durability and performance.
- Typical Exterior Details - These details will focus on common elements in the building's envelope, providing clarity on interfaces of materials. These will include standardized drawings for window installations, door frames, parapet caps, and connection details to assist in consistent construction practices.
- Stair and Ramp Plans and Sections - These plans will outline the configuration of stairs and ramps, highlighting dimensions, materials, and handrail details. They will include floor connections, rise/run dimensions, landing sizes, and compliance with accessibility standards will be included.
- Reflected Ceiling Plans - These plans will depict the layout of the ceiling, including lighting, HVAC elements, and finished ceiling materials while reflecting the view from above. These will include locations of light fixtures, ceiling heights, materials, and any architectural details related to the ceiling design.
- Window Elevations – Every window in the project will be elevated, dimensioned, and the specific glass or glazing will be identified.
- Interior Elevations – A portion of the interior walls, including any containing millwork, equipment, or bathroom fixtures will be elevated, dimensioned, and all components keynoted.
- Door Schedule - This list will detail every door in the project, including dimensions, materials, hardware, and fire ratings. This categorized list will contain door numbers, specifications, and installation notes, often accompanying door location plans.
- Finish Plans + Schedule - These documents will detail the finishes for floors, walls, ceilings, and other surfaces within each room or space. This will include a legend indicating finish types, room finish schedules listing materials, colors, and textures per space, including specifications related to performance and maintenance.
- Enlarged plans of restrooms, stairwells, elevators and any room containing significant amounts of equipment or detail will be developed and annotated to show design intent
- Specifications – A full 3-part specification will be developed for all components in the project.



### III. Interior Design

- Design Development (DD)
  - Interior design concept reflecting civic identity and community presence
    - Council Chamber concepts
    - Dais layout, public seating, overflow strategy
    - Integrated AV zones (screens, cameras, control)
    - Acoustic approach (wall/ceiling treatments)
    - Police HQ concepts:
    - Secure lobby and controlled access sequence
    - Roll-call / briefing rooms, training rooms
  - Circulation with security zoning clarity
  - Integrated lighting + AV coordination
  - Millwork design (dais, reception desks, evidence intake counters etc.)
  - Finish selections
  - Coordination with signage/wayfinding intent
  - Outline FF&E strategy (owner provided)
  - Deliverables: DD drawing set, Interior elevations, finish plans/schedules (draft), interior elevations, millwork drawings
- 4. Construction Documents (CD)
  - Final interior plans and enlarged plans (chamber, lobby, locker rooms, etc.)
  - Finish plans and fully specified finish schedules
  - Interior elevations and details
  - Millwork package (plans, sections, details)
  - Door/frame/hardware coordination with security requirements
  - Deliverables: interior drawing package + specifications for bid
- 5. Bidding / Procurement Support
  - Respond to RFIs (interior scope)
  - Evaluate substitutions for compliance with specifications
  - Assist with value engineering
  - Coordinate with FFE vendor
  - Deliverables: RFI responses, addenda as needed
- 6. Construction Administration (CA)
  - Submittal/shop drawing review (finishes, millwork, specialties)
  - Site visits to verify installation and security/detail compliance
  - Respond to RFIs
  - Punch list participation (interior scope)
  - Closeout review (finishes, millwork, specialty items)
  - Deliverables: Submittal reviews, field reports, punch list input

**Exhibit B: 2025 Hourly Rate Schedule**

<b>Principal/Owner</b>	\$275-300/hr
<b>Associate Principal</b>	\$250-275/hr
<b>Project Manager</b>	\$200-250/hr
<b>Project Architect</b>	\$195-225/hr
<b>Project Designer</b>	\$155-195/hr
<b>Interior Designer</b>	\$155-195/hr
<b>Draftsperson</b>	\$120/hr

# **Project Addendum to AIA Document B101 – 2017 Standard Form of Agreement Between Owner and Architect**

**PROJECT ADDENDUM II** entered into as of May 4, 2026

**BETWEEN** the Architect’s client identified as the Owner:

The City of Dickson, Tennessee  
600 East Walnut Street  
Dickson, TN 37055

and the Architect:

Southern Architecture Workshop, LLC  
2020 Fieldstone Parkway, Suite 900-263  
Franklin, TN 37069

for the following Project:

Fire Station 2  
0 Marshal Stewart  
Dickson, TN 37055

This Project Addendum supplements and incorporates that certain AIA Document B101 – 2017 Standard Form of Agreement Between Owner and the Architect, dated October 6, 2025 (the “Agreement”). All defined terms and section references used herein are as set forth in the Agreement. See Architect’s Proposal dated April 28, 2026 attached hereto as Exhibit A.

## **ARTICLE 1 INITIAL INFORMATION**

**§§ 1.1 – 1.1.3** This Agreement is based on the following Initial Information:

Fee Adjustment for Fire Station 2 to add Design Development and Construction Document Phases, to include interior Design, and additional services for revisions

**§ 1.1.4** The Owner’s anticipated design and construction milestone dates:

- .1 Design phase milestone dates, if any:
- .2 Construction commencement date:
- .3 Substantial Completion date or dates:
- .4 Other milestone dates:

**§ 1.1.7** The Owner identifies the following representative in accordance with Section 5.3:  
(List name, address, and other contact information.)

Bret M. Stock, PE  
The City of Dickson, Tennessee  
600 East Walnut Street  
Dickson, TN 37055  
Phone: (615) 441-9508  
Email: [bstock@cityofdickson.com](mailto:bstock@cityofdickson.com)

and/or

Cooper Morris, PE  
The City of Dickson, Tennessee  
600 East Walnut Street  
Dickson, TN 37055  
Phone: (615) 441-9508  
Email: [cmorris@cityofdickson.com](mailto:cmorris@cityofdickson.com)

and/or

Dave Travis  
The City of Dickson, Tennessee  
600 East Walnut Street  
Dickson, TN 37055  
Phone: (615) 441-9508  
Email: [dtravis@cityofdickson.com](mailto:dtravis@cityofdickson.com)

**§ 1.1.9** Consultants and contractors retained by the Owner:

Civil Engineering services to be provided by the Owner.

**§ 1.1.10** The Architect identifies the following representative in accordance with Section 2.3:  
(List name, address, and other contact information.)

Neil Parrish, AIA LEED AP BD+C  
Southern Architecture Workshop, LLC  
2020 Fieldstone Parkway, Suite 900-263  
Franklin, TN 37069  
Phone: (615) 830-5600  
Email: [neil@sawarchitect.com](mailto:neil@sawarchitect.com)

**§ 1.1.11** Consultants retained by the Architect:

Structural Engineer:  
KPF Engineers  
4101 Charlotte Avenue  
Suite E 210  
Nashville, TN 37209  
Phone: 615-451-8725  
Email: [nick.deblasis@kpf.com](mailto:nick.deblasis@kpf.com)

Mechanical, Electrical, and Plumbing Engineer:

DFH Services  
PO Box 120371  
Nashville, TN 37212  
Phone: 615-207-4721  
E-mail: [chris@dfhservices.com](mailto:chris@dfhservices.com)

Fire Protection:  
DFH Services  
PO Box 120371  
Nashville, TN 37212  
Phone: 615-207-4721  
E-mail: [chris@dfhservices.com](mailto:chris@dfhservices.com)

§ 1.1.12 Other Initial Information on which the Agreement is based:

This product addendum is in addition to amendments defined in Resolution 2026-1, dated 1.5.2026.

**ARTICLE 3 SCOPE OF ARCHITECT’S BASIC SERVICES**

§ 3.1 In addition to those described in the Agreement, the Architect’s Basic Services include the following:

n/a

§ 4.2.4 If the services covered by this Agreement have not been completed within six (6) months of the date of the Project Addendum, through no fault of the Architect or any of the Architect Parties, any extension of the Architect’s services beyond that time, which results in an increase in costs to the Architect, shall be compensated as Additional Services, subject to Section 4.2.1.

**ARTICLE 11 COMPENSATION**

§ 11.1 For the Architect’s Basic Services described under Articles 1, 2, 3 and elsewhere in the Agreement as Basic Services, the Owner shall compensate the Architect as follows:

Stipulated Sum: One Hundred Ninety-Five Thousand Twenty Five Dollars and 00/100 Dollars (\$195,025)

§ 11.5 When compensation for Basic Services is based on a stipulated sum or a percentage basis, the proportion of compensation for each phase of services shall be as follows:

Programming Phase	Four Percent	(4)%
Schematic Design Phase	Fifteen Percent	(15)%
Design Development Phase	Forty Percent	(40)%
Construction Documents Phase	Forty One Percent	(41)%
Procurement Phase	Zero Percent	(0)%
Construction Phase	Zero Percent	(0)%
<hr/>		
Total Basic Compensation	One Hundred Percent	(100%)

§ 11.7 To the extent they become applicable, the hourly billing rates for services of the Architect and the Architect’s consultants are set forth below. The rates may be adjusted no more than once annually in accordance with the Architect’s and Architect’s consultants’ normal review practices.

*(If applicable, attach an exhibit of hourly billing rates or insert them below.)*

See Architect’s 2025 Hourly Rate Schedule, attached hereto as Exhibit B.

§ 11.8.2 The total compensation paid by the Owner for Reimbursable Expenses shall not exceed \$5,000, in the aggregate for the Project, without the Owner's prior written consent.

**ARTICLE 13 SCOPE OF THE AGREEMENT**

§ 13.2.4 Other documents forming a part of the Agreement are as follows:

Exhibit A: Architect's Proposal dated April 28, 2026

Exhibit B: Architect's 2025 Hourly Rate Schedule

This Project Addendum entered into as of the day and year first written above.

**OWNER**

**ARCHITECT**

\_\_\_\_\_  
*(Signature)*

The City of Dickson, Tennessee

By: Don L. Weiss Jr., O.D.

Its: Mayor

\_\_\_\_\_  
*(Printed name and title)*

\_\_\_\_\_  
*(Signature)*

Southern Architecture Workshop, LLC

By: Neil Parrish, AIA

Its: Owner

\_\_\_\_\_  
*(Printed name and title)*

# Shadybrook Circle

*currently 30 mph*



## Chris Norman

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**From:** Jotform <noreply@jotform.com>  
**Sent:** Friday, April 17, 2026 2:51 PM  
**To:** Chris Norman  
**Subject:** Re: City of Dickson Request for Inclusion on City Council Agenda



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### City of Dickson Request for Inclusion on City Council Agenda

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Date: 04-17-2026

To request to be included on the agenda for a City of Dickson City Council meeting, please state the nature of the request: Requesting the opening of VFW Drive onto Hwy 46!

Name of individual submitting request: Jeffrey Eby

Date of council meeting requested: 05-04-2026

Name of individual or group requesting to appear before the Council: VFW 4641 Dickson

Address (City/State/Zip): 4641 VFW Drive  
Dickson, TN 37055

Phone Number: (615) 418-5837

Email: jeff@vfw4641.org

Resident of the City of Dickson?  Yes

I have read the City of Dickson's Policy For CHECKED: Yes