

## MEETING MINUTES

**DATE:** 5/22/2026

**PROJECT:** Dixon County Courthouse  
**PROJECT #:** 26018

**LOCATION:** Dixon County Annex Building & Courthouse

**ATTENDEES:**

Dixon County Committee: Steve Hassler, Lisa Lunz, Julie Hartung, Kevin Connot, Mike Mogus, Austin Stewart

BVH: Cleve Reeves, Andru Meiners, Mark Shepard

NM: Brian Warthen, Khalid Khan

- 
1. Committee Overview
    - BVH and Neumann Monson gave an update and review of our last meeting and where things stand with the project to the committee.
  2. Research
    - See slides from presentation
  3. Program Updates
    - Discussed current programming square footage
      - 28,671 SF
    - The design team discussed potential square footage savings with spaces that could possibly be shared or are redundant. Design team needs to get verification if these could be shared or are not needed from departments.
  4. Design Studies
    - Design team gave a review of the two potential sites
      - Cornfield site
      - Urban site
      - Design Team is assuming 5 acres for the cornfield site
      - Lisa stated the cornfield site price is somewhere around \$75k at \$15k per acre.
      - Carl Lamb was noted as someone to donate fill for the site. Design team to reach out to Carl to start this discussion.
      - Lisa stated in the previous design that the cornfield site needed to be brought up to 1148 to avoid a pump station for sewer and for the building to be out of the flood plain.
    - Review of the pros and cons of each site, these are listed in the slide show.
    - Design team presented the data and matrix of all the information gathered during the programming phase to generate numerous options for each site

# BVH ARCHITECTURE

using AI. This information was then used to help inform the design options presented today.

- The design team presented 5 options for the cornfield site and two options for the urban site.
  - The urban site will have to be two floors which was noted that the communities did not want to see.
- 5. ROM Cost Estimates
  - Design team reviewed the estimates for both sites. See presentation for estimate.
  - Committee gave the direction to focus on the cornfield site for all future design options.
- 6. Schedule
  - CMR Process
    - The design team reviewed the status of the CMR RFP. CMR meetings will start in August after a CMR is selected.
    - June 15th Proposals are due
    - June 16th Proposals to be reviewed by Design Team
    - June 19th @ 9am meeting with design team and committee to score the proposals
    - July 1st will be in-person interviews of shortlisted CMR proposals. Interviews start at 1pm.
- 7. Other comments
  - Plan room link
    - [https://plans.adtechsupply.com/View/ViewJob.aspx?job\\_id=14271&view=info](https://plans.adtechsupply.com/View/ViewJob.aspx?job_id=14271&view=info)
  - See attached documents for CMR services.
  - Community meeting schedule will be discussed at the next County Board of Supervisors meeting.
  - Design team to verify and finalize the requirements of the entrance to the cornfield site with the state.

If you have questions, please call.

BVH Architecture

Andru Meiners  
Senior Associate, Project Manager

*If you disagree with any of these notes or decisions, please respond within three working days of receipt of this document; otherwise, we will assume your concurrence.*

# Dixon County Courthouse

## AdHoc Committee Meeting

5/22/2026



**BVH**  
ARCHITECTURE

**NEUMANN MONSON ARCHITECTS**

# MEETING AGENDA

- Research
- Program Updates
- Design Studies
- ROM Cost Estimates
- Schedule Review
  - CMR Process Update

# FEEDBACK NEEDED

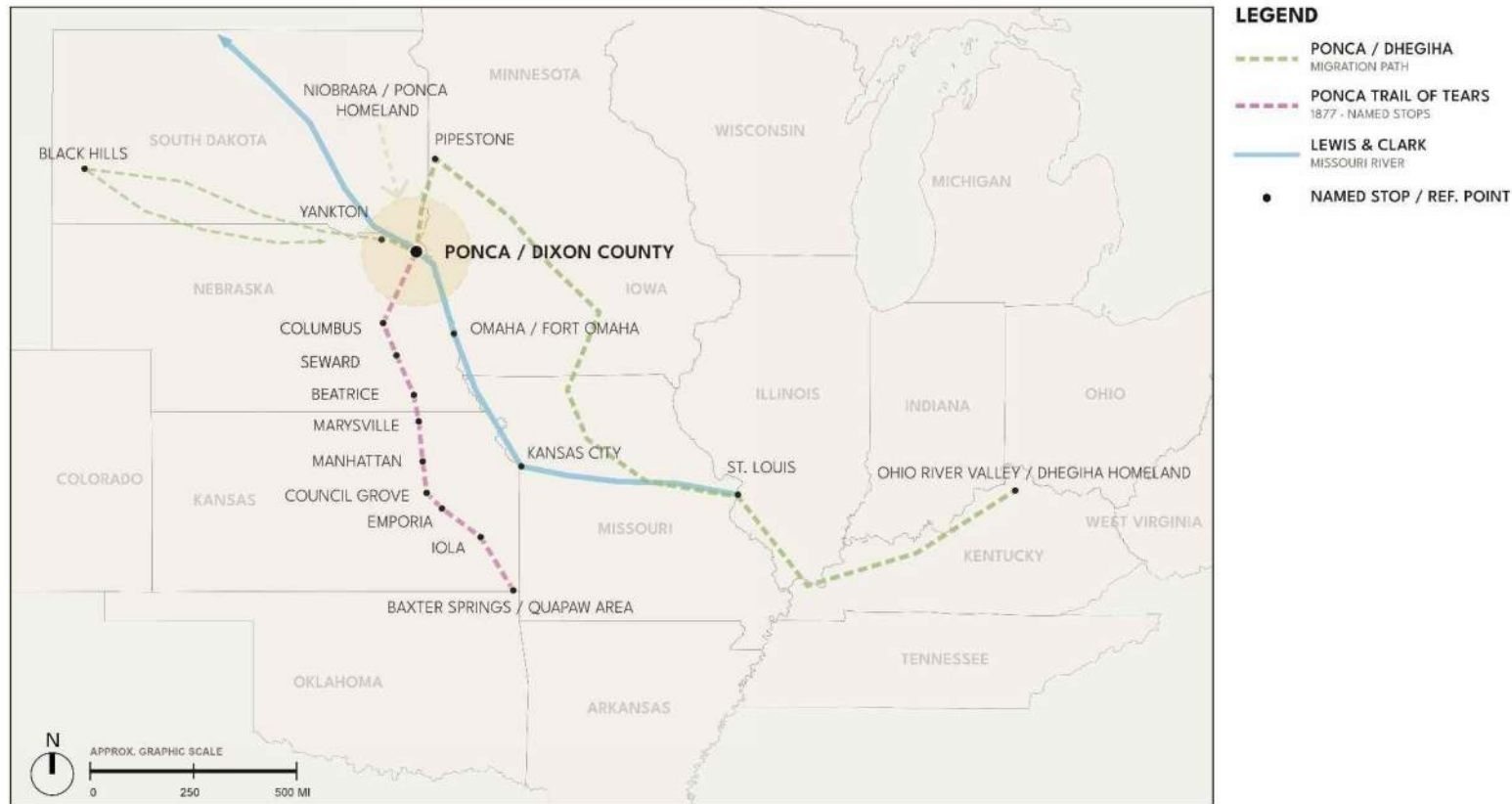
- Space Program (building size goal)
- Site Selection
- Cost Estimate

# Research

# Design Research

- Early settlements all centered on the intersection of the Aowa and South Creeks
- Ponca originally settled in area in the early 1600's after separating from the Omaha tribe
- Lewis & Clark Expedition noted the area's geology; greenhorn limestone and graneros shale are prevalent
- Town of Ponca first platted in 1856, settlement started
- Dixon County first organized in 1858

# Dixon County Historic Pathways





# Cues from Dixon County Research

- Aowa and South Creek Confluence: Historical 'centering' for both the Ponca Tribe and Pioneer first settlements
- Trial of Standing Bear (1879): Legally established Native Americans as 'persons' & granted civil rights
- Ponca Earth Lodges
- Local Geology and Geography
- Agricultural Building Forms

# Design Cues



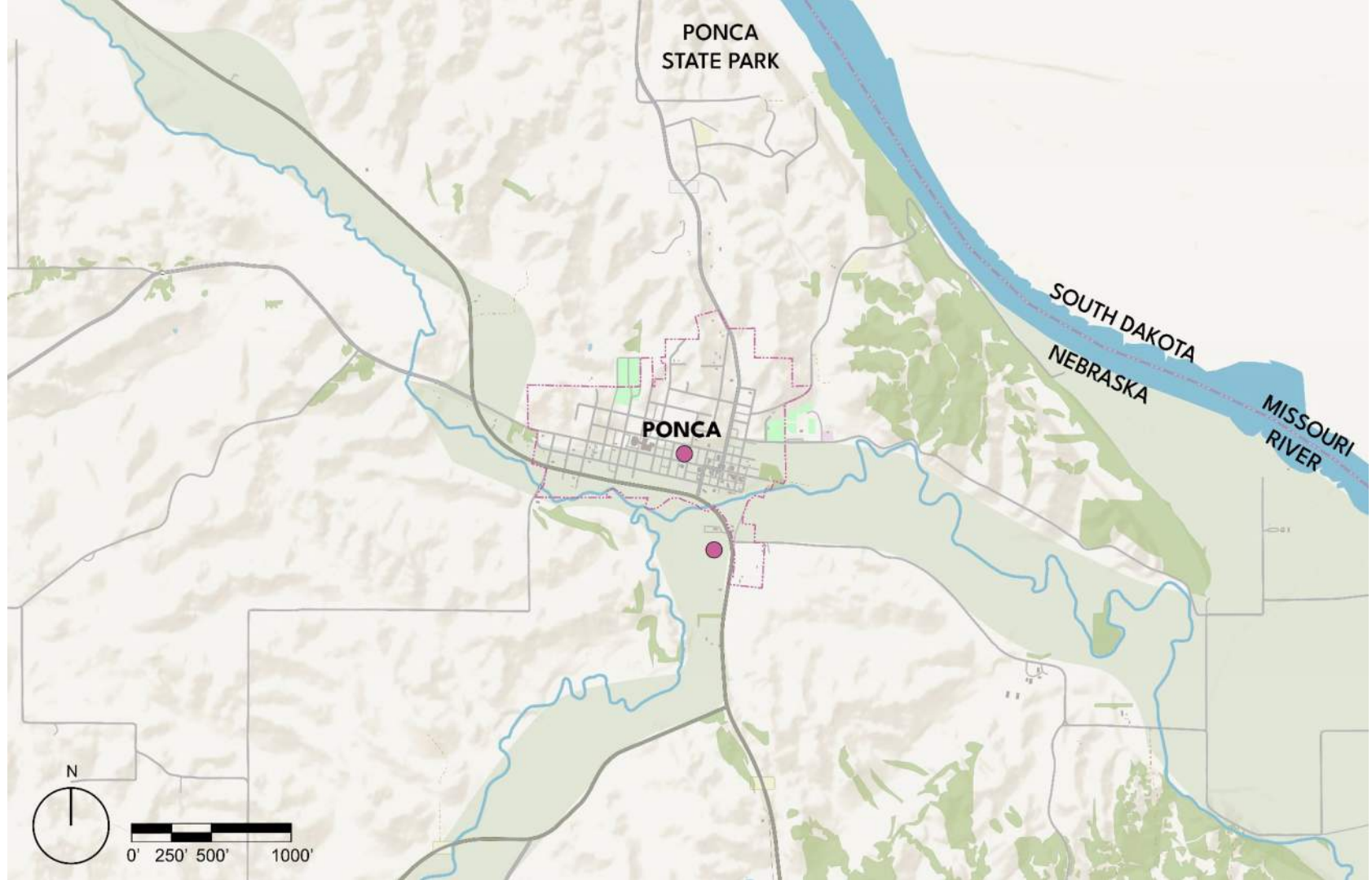
# Program Updates

# Program Update



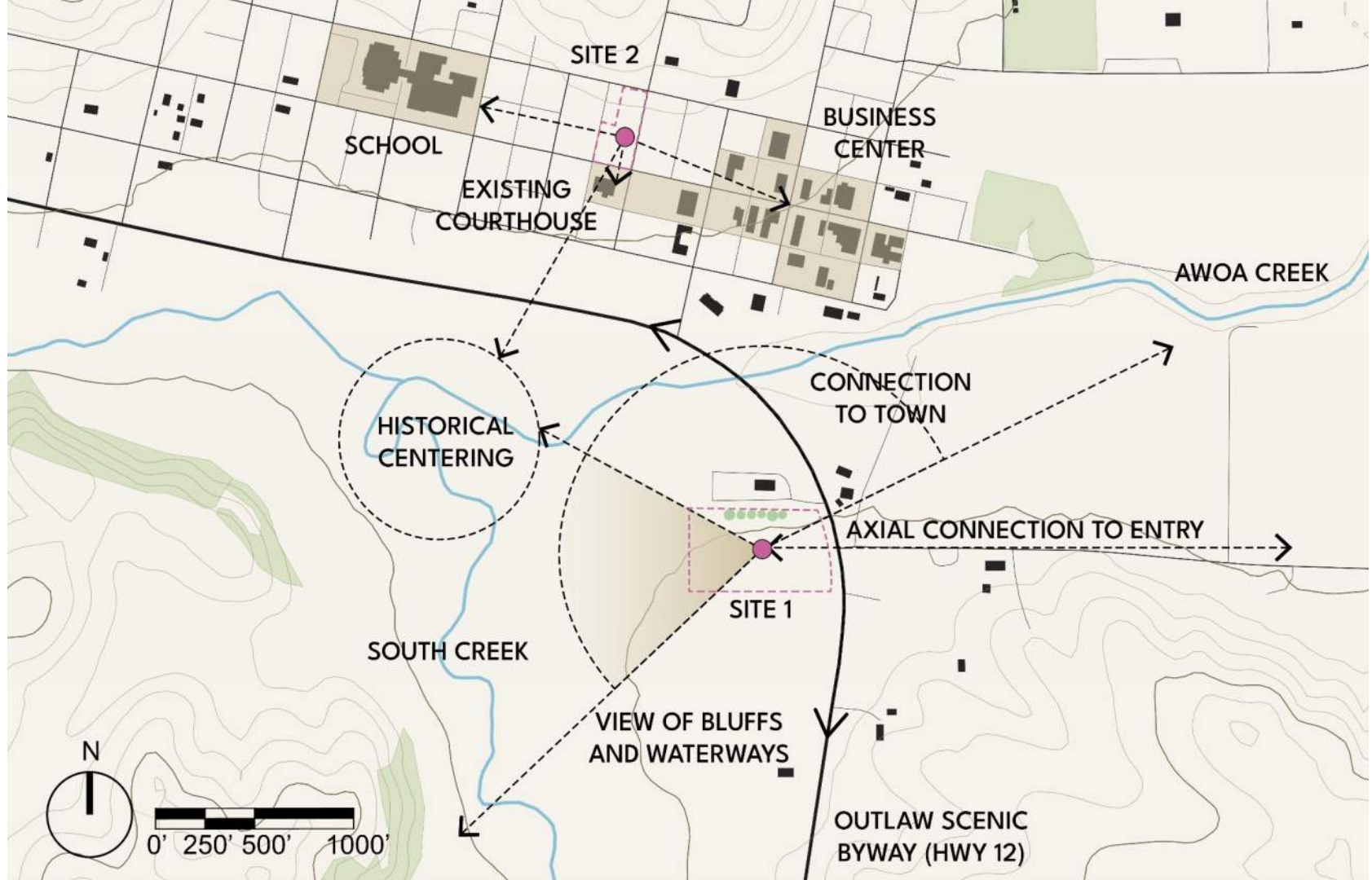
|                     |     |          |                    |           |
|---------------------|-----|----------|--------------------|-----------|
| DEPARTMENT          | QTY | SF       | GROSSING<br>FACTOR | TOTAL SF  |
| COUNTY CLERK OFFICE | 9   | 2,900 SF | 1.2                | 3,480 SF  |
| DEPARTMENT          | QTY | SF       | GROSSING<br>FACTOR | TOTAL SF  |
| ASSESSOR OFFICE     | 12  | 3,050 SF | 1.2                | 3,660 SF  |
| DEPARTMENT          | QTY | SF       | GROSSING<br>FACTOR | TOTAL SF  |
| COURTROOM           | 29  | 6,180 SF | 1.3                | 8,034 SF  |
| DEPARTMENT          | QTY | SF       | GROSSING<br>FACTOR | TOTAL SF  |
| DISPATCH            | 5   | 1,505 SF | 1.2                | 1,806 SF  |
| DEPARTMENT          | QTY | SF       | GROSSING<br>FACTOR | TOTAL SF  |
| GENERAL BUILDING    | 14  | 2,738 SF | 1.1                | 3,011 SF  |
| DEPARTMENT          | QTY | SF       | GROSSING<br>FACTOR | TOTAL SF  |
| SHERIFF             | 29  | 5,062 SF | 1.3                | 6,580 SF  |
| DEPARTMENT          | QTY | SF       | GROSSING<br>FACTOR | TOTAL SF  |
| TREASURER OFFICE    | 7   | 1,750 SF | 1.2                | 2,100 SF  |
| GRAND TOTAL SF      |     |          |                    | 28,671 SF |

# Site Design Options

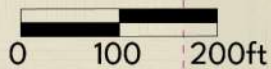














# CORNFIELD SITE

## PROS

- Larger site - future jail addition
- No existing buildings on site
- Adjacent to Annex Building
- Flat site
- Space for on-site parking
- Highway 12 access

## CONS

- Getting site utilities to site
- In floodplain
- Requires ~4 feet of fill

# URBAN SITE

## PROS

- In center of town
- Utilities are already at site
- Street parking
- Adjacent to existing Courthouse

## CONS

- Acquire & demo existing buildings
- Existing overhead power to be rerouted
- Existing alleys through site
- Utilities in alley will need to be rerouted
- No space for future jail
- Parking space limited



# ADJACENCY MATRIX V4

13 program blocks · color-coded · required + strong + nice + forbidden

V4 ADJACENCY MATRIX — 13 program blocks

|         | CLK | TRS | ASR | DSP | SHR | CRT | GEN | SEC | PUB-PRK | STF-PRK | CVP | SVY | SBY | STR-PRK |
|---------|-----|-----|-----|-----|-----|-----|-----|-----|---------|---------|-----|-----|-----|---------|
| CLK     |     | 2   | 2   |     |     | 2   | 2   | -1  | 3       |         | 2   |     | 1   | 2       |
| TRS     | 2   |     | 2   |     |     | 1   | 2   | -1  | 2       |         | 2   |     | 1   | 2       |
| ASR     | 2   | 2   |     |     |     | 1   | 2   | -1  | 3       |         | 2   |     | 1   | 2       |
| DSP     |     |     |     |     | 3   | 1   | 2   |     |         | 3       |     | 1   | 2   | 3       |
| SHR     |     |     |     | 3   |     | 3   | 1   | 3   | -1      | 3       | -1  | 2   | 2   | 3       |
| CRT     | 2   | 1   | 1   | 1   | 3   |     | 2   | 3   | 2       | 2       | 3   | 2   | 2   | 2       |
| GEN     | 2   | 2   | 2   | 2   | 1   | 2   |     | -1  | 3       | 2       | 3   | 3   | 2   | 3       |
| SEC     | -1  | -1  | -1  |     | 3   | 3   | -1  |     | -1      | 1       | -1  | 1   |     | -1      |
| PUB-PRK | 3   | 2   | 3   |     | -1  | 2   | 3   | -1  |         | 1       | 3   | -1  |     |         |
| STF-PRK |     |     |     | 3   | 3   | 2   | 2   | 1   | 1       |         | -1  | 2   | 3   |         |
| CVP     | 2   | 2   | 2   |     | -1  | 3   | 3   | -1  | 3       | -1      |     | -1  |     | -1      |
| SVY     |     |     |     | 1   | 2   | 2   | 3   | 1   | -1      | 2       | -1  |     | 1   | 1       |
| SBY     | 1   | 1   | 1   | 2   | 2   | 2   | 2   |     |         | 3       |     | 1   |     |         |
| STR-PRK | 2   | 2   | 2   | 3   | 3   | 2   | 3   | -1  |         |         | -1  | 1   |     |         |

|   |          |   |        |   |      |   |         |    |           |
|---|----------|---|--------|---|------|---|---------|----|-----------|
| 3 | Required | 2 | Strong | 1 | Nice | 0 | Neutral | -1 | Forbidden |
|---|----------|---|--------|---|------|---|---------|----|-----------|

## Program codes

|     |                          |
|-----|--------------------------|
| CLK | County Clerk             |
| TRS | Treasurer                |
| ASR | Assessor                 |
| DSP | Dispatch                 |
| SHR | Sheriff                  |
| CRT | Courtroom                |
| GEN | General Building / Lobby |

|         |                             |
|---------|-----------------------------|
| SEC     | Secure Outdoor / Sally Port |
| PUB-PRK | Public Parking              |
| STF-PRK | Staff Parking               |
| CVP     | Civic Plaza                 |
| SVY     | Service Yard                |
| SBY     | Staff Break Yard            |
| STR-PRK | Structured Parking (urban)  |

## Cell legend

|    |           |                    |
|----|-----------|--------------------|
| 3  | Required  | must share an edge |
| 2  | Strong    | should be near     |
| 1  | Nice      | nice-to-have prox. |
| 0  | Neutral   | no preference      |
| -1 | Forbidden | must be apart      |

## Required adjacencies

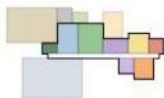
|                |                  |
|----------------|------------------|
| DSP    SHR     | shared 911 ops   |
| SHR    CRT     | prisoner flow    |
| SHR    SEC     | secure vehicular |
| CRT    SEC     | prisoner flow    |
| PUB-PRK    CLK | public counter   |
| PUB-PRK    ASR | public counter   |
| PUB-PRK    GEN | lobby entry      |

|                |                  |
|----------------|------------------|
| PUB-PRK    CVP | plaza threshold  |
| CVP    GEN     | lobby            |
| CVP    CRT     | ceremonial entry |
| STF-PRK    SHR | staff entry      |
| STF-PRK    DSP | staff entry      |
| STF-PRK    SBY | break yard       |
| STR-PRK    GEN | garage to lobby  |

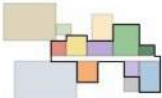
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Layouts #11...#50 • missing-only • 50 placed

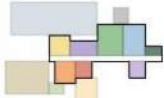
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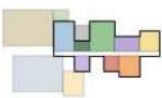
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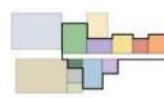
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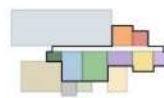
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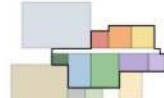
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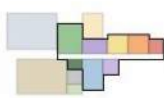
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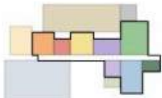
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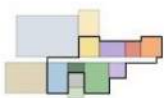
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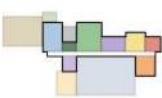
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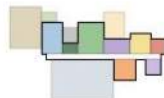
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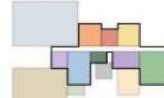
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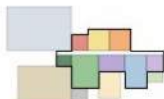
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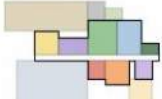
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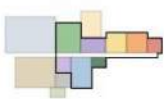
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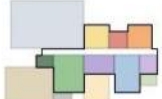
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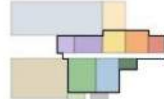
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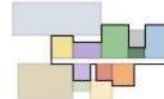
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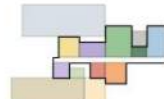
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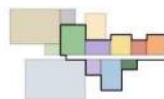
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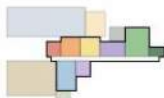
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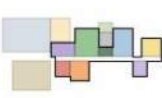
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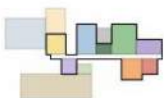
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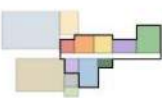
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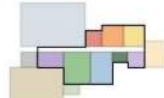
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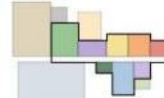
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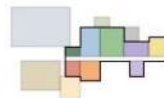
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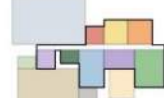
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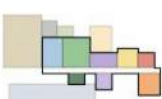
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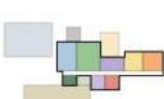
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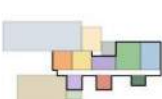
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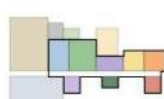
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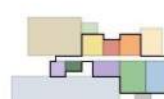
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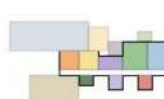
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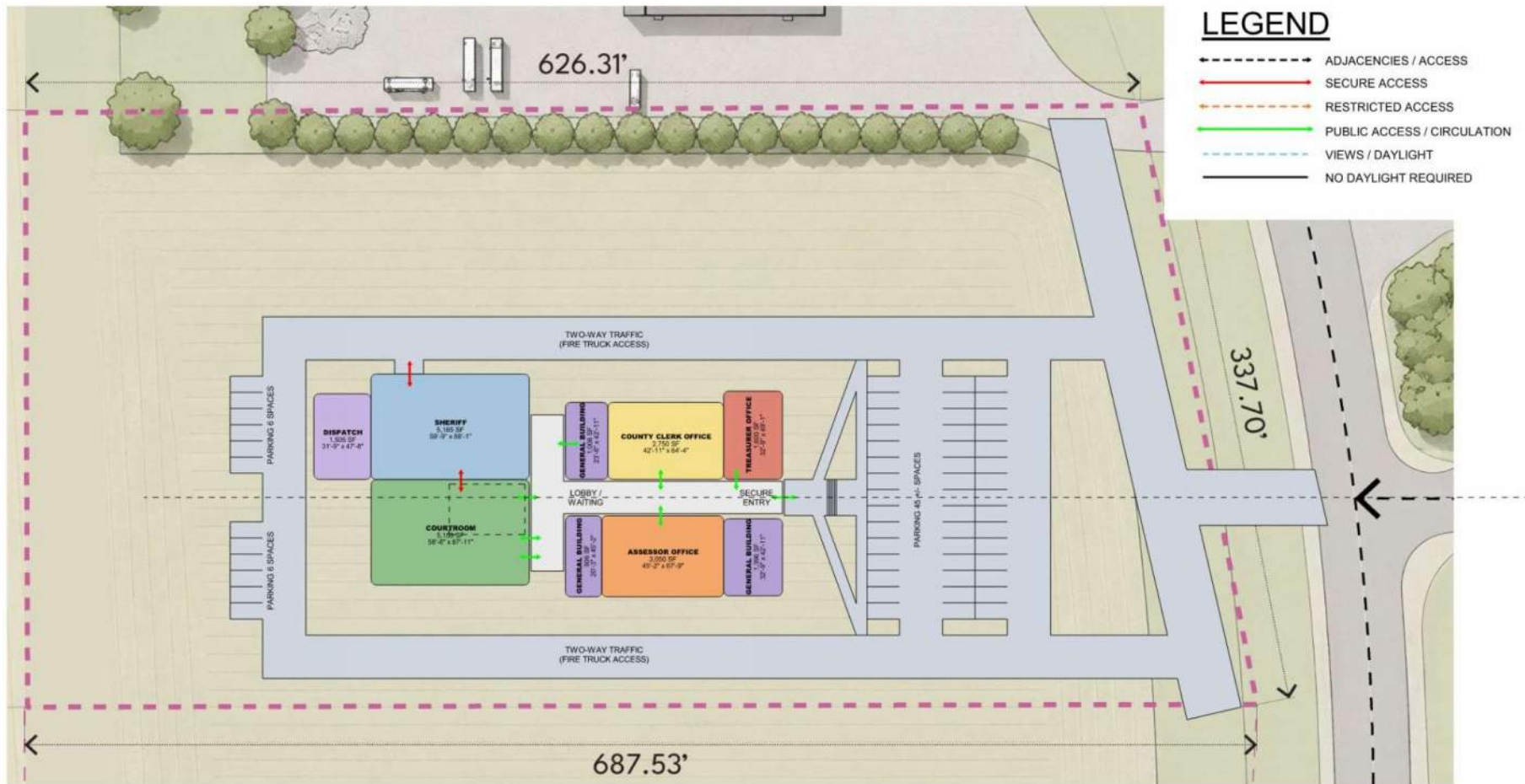
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# CENTRAL\_SPINE · URBAN (IN-TOWN PONCA) — REMAINING RUNS

Layouts #11, #50 • missing-only • 48 placed

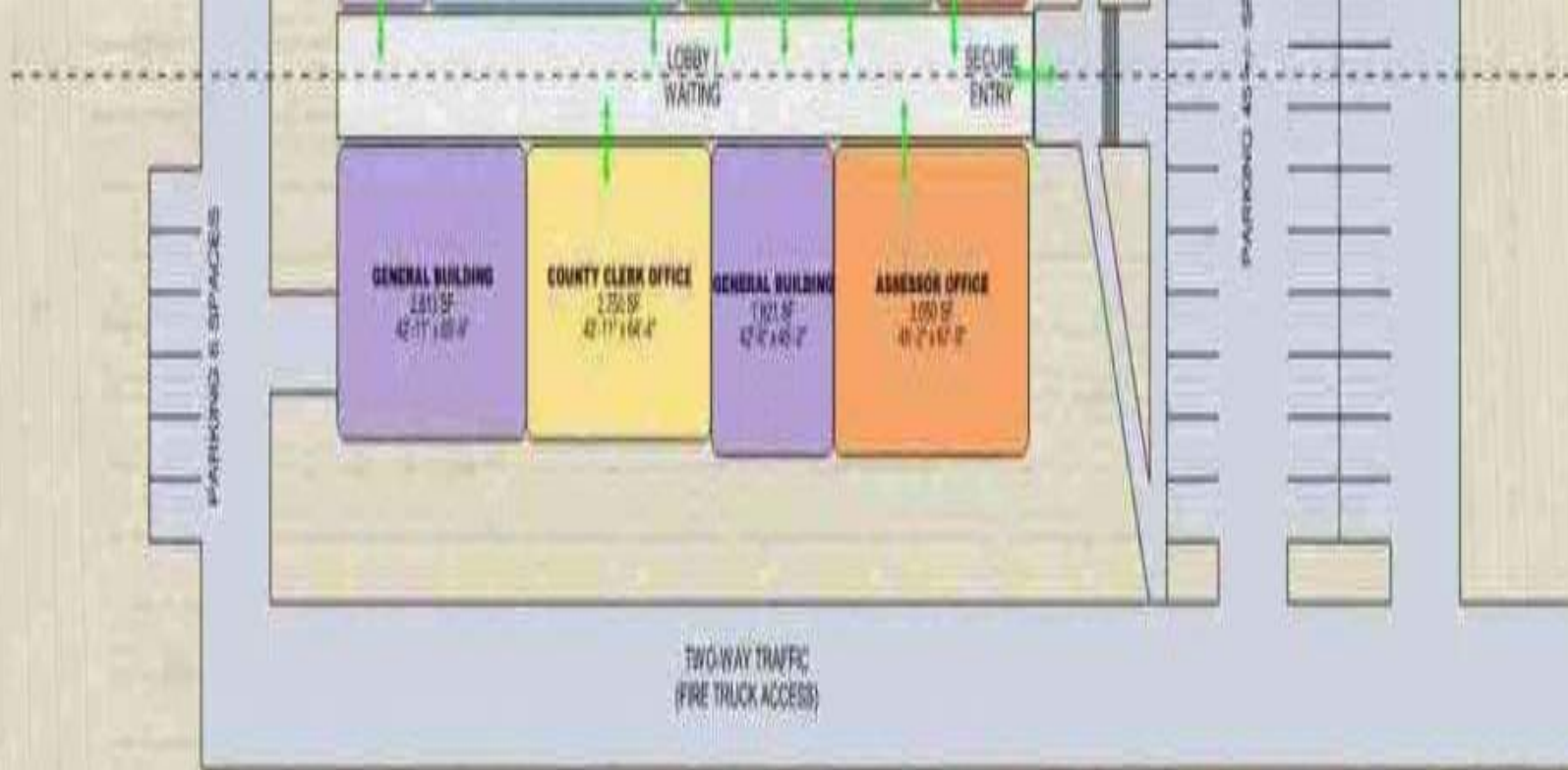




**Axial Courtroom Option**







**Main Street Option**



# Civic Field Option

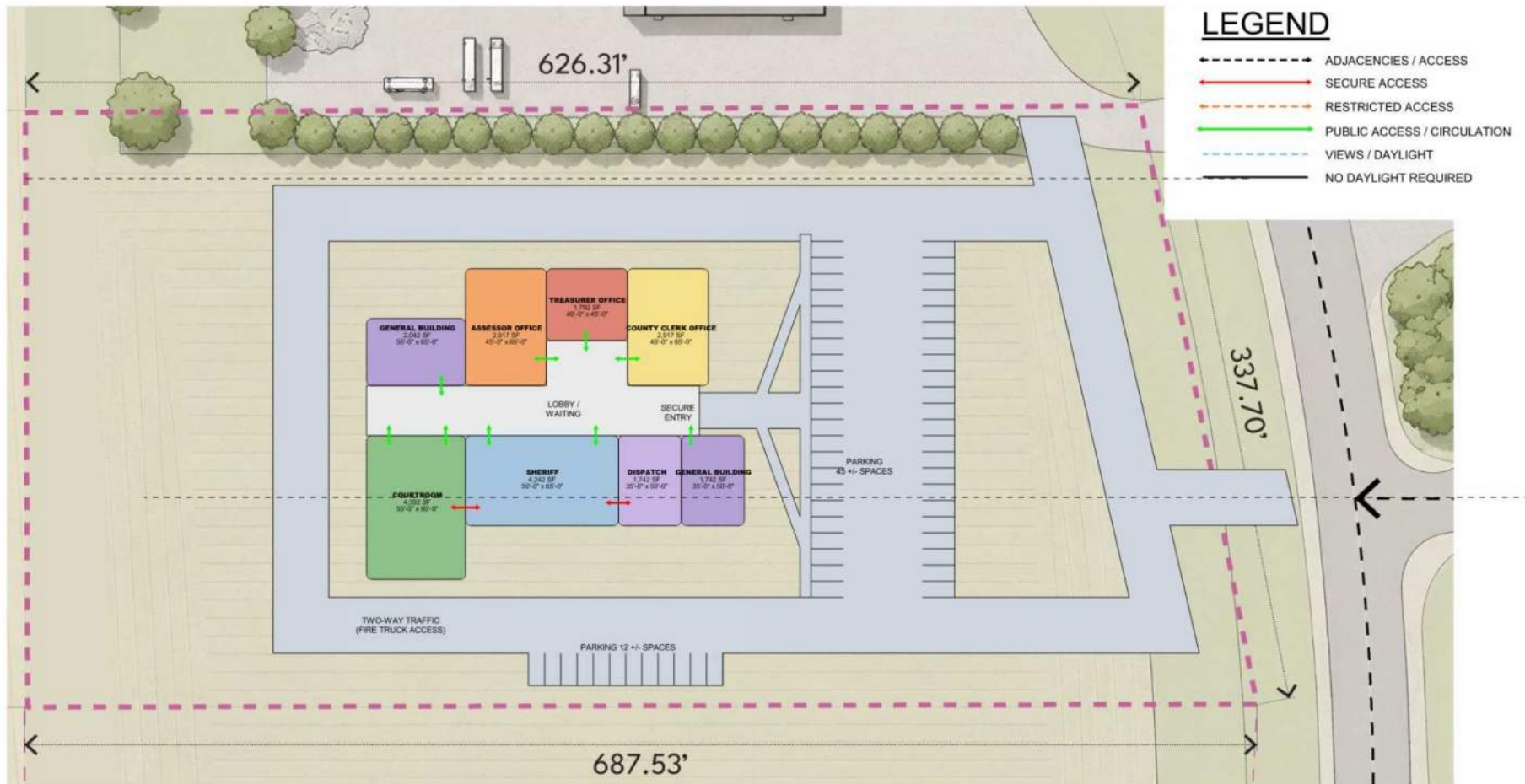




**South Entrance Option**







**Axis to the West**



# Linear Bar Option



LEVEL 1

1" = 50'-0"



LEVEL 2

1" = 50'-0"

## LEGEND

- > ADJACENCIES / ACCESS
- > SECURE ACCESS
- > RESTRICTED ACCESS
- > PUBLIC ACCESS / CIRCULATION
- > VIEWS / DAYLIGHT
- > NO DAYLIGHT REQUIRED



# Square Option



LEVEL 1

1" = 50'-0"



LEVEL 2

1" = 50'-0"

## LEGEND

- - - - - ADJACENCIES / ACCESS
- SECURE ACCESS
- - - - - RESTRICTED ACCESS
- PUBLIC ACCESS / CIRCULATION
- - - - - VIEWS / DAYLIGHT
- NO DAYLIGHT REQUIRED





# ROM Cost Estimate

# ROM Cost Estimate

| ESTIMATED ROM BUILDING CONSTRUCTION COSTS             |           |       | NOTES                                                 |
|-------------------------------------------------------|-----------|-------|-------------------------------------------------------|
| NEW BUILDING CONSTRUCTION COST                        | 27,800 SF | \$425 | \$11,815,000 CMR Delivery, July 2027 bidding timeline |
| CORNFIELD SITE                                        |           |       |                                                       |
| Property Purchase                                     | 5 AC      |       | \$75,000 Per Purchase Agreement                       |
| Utilities Extension                                   |           |       | \$350,000 Allowance                                   |
| Raise Site 4.5 feet                                   | 5,000 CY  | \$25  | \$125,000 Allowance                                   |
| Paving: Parking and Drives                            | 57,500 SF | \$10  | \$575,000 Allowance                                   |
| Zoning?                                               |           |       | \$TBD Allowance                                       |
| DOWNTOWN SITE                                         |           |       |                                                       |
| Properties Purchase (Church + House + Lot)            |           |       | \$650,000 County Estimate                             |
| +Timeline for Negotiations?                           |           |       |                                                       |
| Alley Utilities Rework                                |           |       | \$300,000 Allowance                                   |
| Demolition of 121 N Iowa Street (Church)              | 3,013 SF  | \$15  | \$45,195 Allowance                                    |
| Demolition of 307 W Third St (House)                  | 1,760 SF  | \$8   | \$14,080 Allowance                                    |
| Paving: Parking and Drives                            | 9,500 SF  | \$10  | \$95,000 Allowance                                    |
| 2 Elevators                                           |           |       | \$400,000 Allowance (may not be needed)               |
| Zoning?                                               |           |       | \$TBD Allowance                                       |
| ROM CONSTRUCTION COST ESTIMATES                       |           |       |                                                       |
| Cornfield Site                                        |           |       | \$12,940,000                                          |
| Downtown Site                                         |           |       | \$13,319,275                                          |
| OVERHEAD COSTS                                        |           |       |                                                       |
| Design Fees: Arch, Civil, Mech, Elect, Plumb & Struct | 8.0%      |       | \$1,035,200 (Cornfield Site) Allowance                |
| FF&E (Furniture, Fixtures & Equipment)                |           |       | \$TBD Allowance                                       |
| Surveying                                             |           |       | \$15,000 Allowance                                    |
| Geotechnical                                          |           |       | \$64,700 Allowance                                    |
| Permits                                               |           |       | \$77,640 Allowance                                    |
| Testing & Special Inspections                         |           |       | \$64,700 Allowance                                    |
| Stormwater Management                                 |           |       | \$25,000 Allowance                                    |
| ROUGH ORDER MAGNITUDE PROJECT COST                    |           |       | <b>\$14,222,240 (Cornfield Site)</b>                  |
| Budget                                                |           |       | \$12,500,000                                          |
| Over/Under                                            |           |       | -\$1,722,240                                          |
| Approx SF reduction needed if allowance costs hold    |           |       | -4,000 SF                                             |

## NOTES:

Existing Courthouse demolition & HazMat abatement is not included  
Does not include legal, financing, etc costs

# Schedule Review + CMR Update

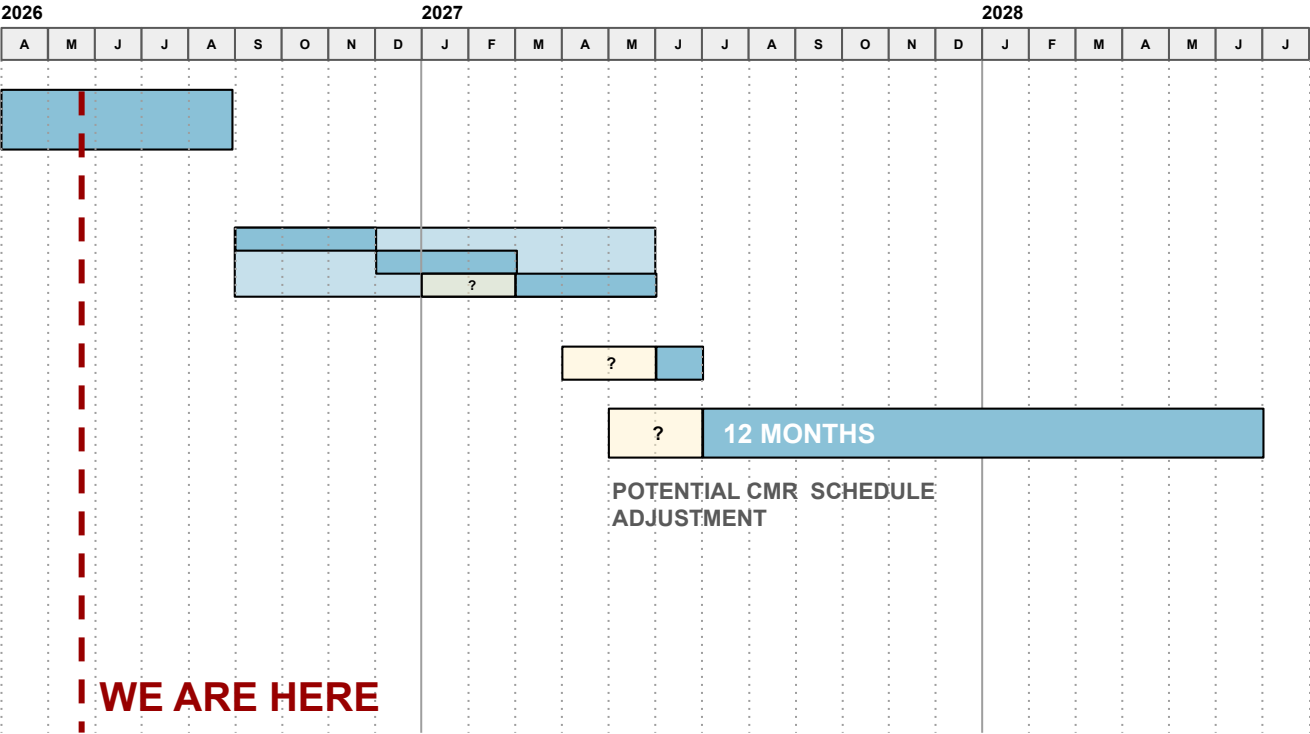
# Preliminary Full Project Schedule

**Master Planning +  
Community Engagement**

**Project Design**  
Schematic Design  
Design Development  
Construction Documents

**Bidding**

**Construction**



# Master Planning Schedule

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## PHASE

## COMPLETION

## ACTIVITIES / DELIVERABLES

### 1) Information Gathering

May

Information Gathering  
AdHoc Committee Formed  
Funding Scenarios Developed - Resolution Approved  
Draft Space Programming Developed  
Site Options Studied

Background Information Analysis  
Draft Space Program  
Master Plan + Project Schedules  
DA Davidson: Draft Financial Plan

### 2) Space Programming + Design Test Fit

June

Department Leads Program Review  
Programming Reviewed/Approved - AdHoc Committee  
Conceptual Test Fit for Preferred Site - Building Layouts  
Initial Cost Estimates Shared with Board  
AdHoc Committee Direction

Space Program  
Conceptual Test Fit Design Options  
→ Site/Program Plan, Rough Massing Models  
Cost Estimate

### 3) Master Planning + Community Engagement

July

Community Input Meetings  
Develop Master Plan Solution  
AdHoc Committee Direction

Community Presentations  
Master Plan Refined to a Preferred Option  
Cost Estimate

### 4) Final Program

August

Board Approval on Final MP Design

Final Master Plan:  
→ Site Plan, Floor Plan, Massing Model  
Cost Estimate



# CMR Update

- May 12 Board of Supervisors adopted policy/rules and approved RFP for CMR
- May 14 RFP published in Nebraska Journal Leader, Wakefield Republican and A&D Technical
  - Eleven firms are currently plan holders
- June 15, 1:00 p.m. Proposals due in County Clerk's office
- June 16 - 19 BVH reviews proposals
- June 19 (time TBD) AdHoc Committee reviews & scores proposals identifies firms to be interviewed
- Week of June 29 interviews with 2-4 firms (need to establish date/times)
- Prior to July 9 Negotiations with priority firm(s) - Board of Supervisors AdHoc Members w/BVH assistance
- July 14 Board of Supervisors approves CMR firm

# Thank You

**BVH**  
ARCHITECTURE

NEUMANN MONSON **ARCHITECTS**