

MEETING MINUTES
SALT LAKE CITY AND COUNTY BUILDING CONSERVANCY AND USE COMMITTEE
MEETING HELD, April 14, 2025

COMMITTEE MEMBERS PRESENT

Travis Sheppard, Committee Vice Chair
Mark Morris, Committee Member
Steven Burt, Committee Member
Caitlyn Barhorst, Committee Member
Robyn Taylor-Granda, Committee Member
Karen Ferguson, Committee Member
Kathy Davis, Committee Member

COMMITTEE MEMBER ABSENT

Catherine Tucker, Committee Chair



EX OFFICIO MEMBERS PRESENT

Josh Lander, SLC Facilities
Sean Fyfe, SLC Engineering
Laura Marshall, SLC Facilities
Karilyn Anderson, SLC Architect
Vivian Saumure, Law Office Manager
Cindy Lou Trishman, Deputy Director
of Operations and Administration

EX OFFICIO MEMBERS ABSENT

Jaysen Oldroyd, SLC Attorney's Office

Travis Sheppard welcomed everyone to today's Conservancy and Use Committee meeting. He began by asking each person to introduce themselves for a roll call. Those in attendance are as follows: Josh Lander, Building Administrator; Vivian Saumure, Law Office Manager; Cindy Lou Trishman, Deputy Director; Sean Fyfe, SLC Engineering; Karilyn Anderson, SLC Architect; Travis Sheppard, Committee Chair; Kathy Davis, Committee Member; Karen Ferguson, Committee Member; Mark Morris, Committee Member; Steven Burt, Committee Chair and Caitlyn Barhorst, Committee Member

Agenda Item 1: Review and Approval of Last Month's Meeting Minutes

The meeting began with a review of the minutes from the March 10, 2025, meeting. Kathy Davis pointed out a minor error in agenda item one, where the word "passed" had been misspelled as "past." The typo was promptly corrected.

After the correction, Karen Ferguson motioned to approve the minutes, and Mark Morris seconded the motion.

The motion to approve was passed with no further comments or adjustments.

Agenda Item 2: Review 5th Floor Breakroom Finishes Room 532

The second item involved an in-depth discussion on the finishes for the 5th-floor breakroom (Room 532), led by Karilyn Anderson. Karilyn provided a comprehensive overview of the project, emphasizing the importance of ensuring that the space aligns with the historical nature of the Salt Lake City County Building, despite being considered a lower-priority renovation.

She highlighted that the building's architectural style is Romanesque Revival, marked by grandeur, dark oak, stone fireplaces, lush entrance halls, and intricately carved ornamental details that reflect a medieval-inspired design. Given these features, Karilyn stressed the need to select finishes that are compatible with the building's historic aesthetic. This included a discussion on potential materials for cabinetry and other features, ensuring that they harmonize with the overall historical feel.

The committee spent a significant portion of the meeting considering various options for the finishes and materials. Key points of the conversation included selecting wood types, cabinet styles, and how these choices could either complement or clash with the existing architectural details. Additionally, there was a suggestion to incorporate arch elements into the cabinet designs, as this would echo the Romanesque style seen in the building's other features.

Further considerations included the longevity and durability of the materials chosen, as well as the potential for future maintenance. Karilyn clarified that the discussion would continue in future meetings, with the committee providing more input as different material options were explored.

The meeting continued with a discussion about necessary design adjustments to accommodate budget constraints. Several design elements were simplified to reduce costs. The most notable changes included the reduction in the complexity of the casework, the removal of the kitchen island, and the elimination of glass elements. Additionally, the refrigerator casework was kept to a minimum to cut costs.

The committee considered various cabinet options, with the suggestion to use custom plywood for cabinets and compare prices with pre-made options from Home Depot. The city's account with Home Depot would be used to explore potential savings. Floor tile selections were also revised, with a proposal to replace the original 2-inch tiles with 1-inch tiles and the consideration of using vinyl composite tile (VCT) for certain areas.

Several changes were also discussed regarding the layout, including the removal of the island and adjustments to the break room area. The committee considered subway tiles as a backsplash, with the suggestion to extend the tiles all the way up to the ceiling. The team also leaned towards a more minimalist approach for some cabinet designs, such as using exposed hinges and simplifying the shelving. The tile was proposed to be a base bid item rather than an alternative, allowing for potential cost reductions.

The committee also discussed the options for flooring. It was decided that vinyl flooring would be the base bid across all areas, with tiles considered as an alternate. For the kitchen and dining areas, tile would be used, while VCT would be used in the breakroom and closet if necessary.

For sinks, the team preferred stainless steel sinks due to their durability, especially in commercial settings where the sink would experience high levels of use. Ceramic sinks were ruled out due to concerns about their susceptibility to damage over time. The team concluded that the proposed materials and design elements were in keeping with the period style and design guidelines while staying within the constraints of the available budget.

The conversation shifted to the idea of using open shelves as a feature to reflect a third color in the design. Incorporating oak wood from the building into the cabinetry design was discussed, particularly for the shelves. The committee agreed that oak would tie the design together and help integrate the historical aesthetic into the updated design. They also agreed that if the cabinet were to be painted, that the color should reflect the color palette of the building. Sticking to the approved color scheme. They reinforced that for stained cabinets, they should stick to oak.

The committee then discussed the choice between framed and frameless cabinetry. While both options were acceptable, recommendations came up for framed cabinetry as it felt more consistent with the building's design. However, there was a division of opinion on this, and the cost differences between the two styles were also considered, with the frameless option being slightly more expensive.

The conversation then moved to appliances, particularly the refrigerator. The idea of using a retro fridge with colored doors was discussed, but concerns about cost and whether the fridge would be suitable for the space led to a preference for a minimalist refrigerator design. The committee also discussed the dishwasher, and there were no objections to using a stainless-steel finish for the appliances. Ultimately, the committee agreed that appliances should not be considered a factor for voting on. So the attorneys may pick the appropriate appliance as needed.

The design for the break room was also reviewed, with suggestions including hexagonal tiles for the flooring. However, concerns about the lack of a border led to the decision to add a border that would match the building's existing tiles. The committee also discussed the use of vinyl flooring in the break room, with the possibility of downgrading from ceramic tile depending on budget constraints.

Sean Fyfe inquired whether the committee could designate a representative to make decisions on its behalf between meetings, to avoid delays and keep the project moving forward.

Motion 1: Approval of Design Elements

Motion Made By: Steve Burt

Seconded By: Kathy

Vote: Unanimous approval (Kathy, Karen Ferguson, Travis Sheppard, Caitlyn Barhorst and Mark Morris voted "Aye")

Approved Items:

Cabinets: Approved as presented — either framed or frameless.

Floor Tile and Border: Ceramic floor tile approved as presented. If the budget does not allow ceramic, the vinyl floor acceptable but we need to see a border around the spaces. In either case, a border must be included to match the building's style.

Countertops: Approved as shown (white, neutral quartz).

If the budget requires a downgrade, it must be similar in appearance to the quartz.

Backsplash: Approved — subway tile in running bond pattern.

Cabinet Colors: Approved 3-color cabinet scheme as presented, no dark wood, stick with oak.

Strong preference for staying within the building's established color palette (e.g., oak for stain and compatible paint).

Cabinet Pulls: Approved antique brass pulls or something similar.

Wire pulls are not approved.

Motion 2: Appointment of a Committee Representative

Motion Made By: Steve

Seconded By: Kathy

Vote: Unanimous approval (Kathy, Karen Ferguson, Travis Sheppard, Caitlyn Barhorst and Mark Morris voted "Aye")

Approved Action:

Karen Ferguson was officially appointed as the committee's representative to make decisions on behalf of the committee between meetings based on the direction of the current motion.

Agenda Item 3: Other Building Projects or Updates

The final agenda item focused on providing updates and discussing other ongoing building projects. Josh Lander raised the topic of the status of the fountains. Josh provided a progress update on the fountains, noting that Robinson Iron, the company handling the restoration, had made substantial progress. They had successfully removed the zinc coating and completed necessary repairs. Currently, they were applying a new coating to the fountains to preserve their historical value.

The committee agreed that a public update on the fountains would be helpful, possibly on the Public Lands website, and Josh mentioned that an engineering update page might also be beneficial to inform the public about the ongoing restoration work. The importance of communicating this progress was stressed, especially since there had been several public inquiries about the fountains.

Next, the committee discussed the status of the grounds' security features, noting that this project had stalled due to funding limitations. There was speculation that the focus might shift to the Green Loop Library Plaza project, which could further delay security upgrades. Additionally, updates on the progress of the cashier and ticketing windows were discussed. There had been some delays in the custom stanchions required for the ticketing windows, but these were expected to be resolved soon.

A set of pictures showcasing the ongoing work on the fountains, including repairs to the structural elements and the application of a primer coat, was shared with the committee. Josh also provided an interesting piece of information: the original fabricator of the fountains still possessed the original templates, which were being used in the current restoration efforts to ensure authenticity.

Lastly, the committee discussed whether there were any other building projects that needed attention. No new projects were presented, and after confirming there were no further updates, the meeting was adjourned. Karen Ferguson made the motion to adjourn, and Kathy Davis seconded it. The meeting concluded with all agenda items addressed.