

**Council Meeting: June 10, 2008****SUBJECT: Consider Public Use of the Hendy Iron Man Museum for a Cultural Amenity Walkable from Downtown (Study Issue)****REPORT IN BRIEF**

The purpose of this study is to explore preliminary interest in the possible use of space on the Northrop Grumman Campus, near or including the Hendy Iron Man Museum, to merge several arts and cultural related organizations and provide Council the necessary information to make a decision on the viability and desirability of further pursuing this idea. The study discusses possible roles the City may play in a partnership with Northrop Grumman and/or the local arts organizations, and considers the issues surrounding ownership, liability, staffing and utility and other costs related to the creation of a cultural amenity at or near the Hendy Iron Man Museum site. In conducting this study, all of the identified artistic and local museum organizations were contacted to assess their interest in either relocating or merging together with other artist and museum associations, and the facilities representative from Northrop Grumman Corporation (NGC) was contacted in order to determine the types of facilities within the NGC campus they may consider making available.

Two of the local artist associations, the Art Club and the Photo Club, expressed a low to medium level of interest in this study, respectively. Both groups indicated an interest to join with other cultural organizations for the shared use of meeting and exhibit space. The Lace Museum expressed interest to consider relocation if the site was larger than their current location and could be designed to maintain the environmental controls a museum displaying antique fabrics would require. (Since the Sunnyvale Stamp Club uses City facilities to exhibit their collections, they were also contacted and responded that they had no interest in the study.)

While none of the groups contacted were interested in taking a leadership role and committing resources to work with other organizations to develop a museum or cultural facility on the Northrop Grumman campus, all of the groups, including the four local museums, the Moffett Field Museum, the Sunnyvale Historic Museum, the Lace Museum and the Hendy Iron Man Museum, indicated they would welcome the opportunity to share their exhibits on a rotating basis, if invited to do so.

In February 2008, NGC representatives, City staff and two representatives from the Lace Museum toured three areas Northrop Grumman indicated they may

consider making available for the purpose of a cultural amenity or museum facility, upon the approval of the local NGC's headquarters which is in Washington, D. C. The three locations on the NGC campus include open land off Sunnyvale Avenue where a new building could be constructed, a portion of space inside a two story Butler style building on Hendy Avenue where a new gallery/museum space could be constructed, or approximately 800-1000 square feet of space in the original 1909 Hendy Iron Works office building adjacent to the existing Hendy Iron Man Museum which could be renovated to include a small gallery space. Cost estimates range from \$1,000,000 to \$1,375,000 to construct a new museum facility on either the open space, or within the existing Butler building, while cost estimates to renovate space in the original Hendy Iron Works Office Building may range from \$250,000 to \$350,000 given the lack of air cooling and energy management systems in the building that would need to be added.

The local representatives from NGC remain supportive of their offer to consider a public facility on the Sunnyvale campus however, they were clear that their offer is pending final approval of their Corporate Headquarters, and their interest is limited to making the land or space available. They are not in a position to commit other resources, such as funding, for this project. The local museum associations that were contacted indicated an interest in the project to the extent they could rotate their temporary displays into new museum space if invited to do so. The local artist associations that were contacted also expressed a desire to have more space in which to exhibit and to conduct their meetings. Only the Lace Museum and Photo Club indicated they could consider making a contribution to the project if another organization assumed the leadership role to fund the new facility and cover much of its operating costs. In summary, the local organizations indicated that if the City constructed a new facility, they would be very interested in using it, and only the Lace Museum indicated that if the new facility were to become their primary location they would have some resources to contribute toward its construction and on-going expenses. Overall, the City would need to take the leadership role and plan to cover much of the costs for a new facility in order to bring this project to fruition.

Staff is recommending that Council direct staff to conclude this study and send a special appreciation to the local representatives from Northrop Grumman for the offer of space on it's campus and the for the time they have committed to assist with this study; and to send a letter to the local museums and artist associations to express appreciation for their participation in the study.

On May 21, 2008, this study was reviewed during a joint meeting of the Parks and Recreation Commission and the Arts Commission.

The Parks and Recreation Commission and the Arts Commission recommended that Council should direct staff to conclude this study and send a letter of appreciation to the representatives from Northrop Grumman for their offer of space and the time they had committed to assist with this study and to send a letter to the local museums and artist associations to express appreciation for their participation in the study.

BACKGROUND

The Hendy Iron Man Museum is located in a facility owned by Northrop Grumman and is located on Hendy Avenue, a block north of Evelyn Avenue on the north-side of the Caltrain Railway line, yet within three quarters of a mile of the downtown area. It exhibits materials of historical interest related to Hendy Iron Works, Westinghouse Electric and Northrop Grumman Corporation, and the museum has its own board of directors, separate from that of the Northrop Grumman Corporation (NGC). Due to security requirements of the NGC campus, the museum is open to the public only if the tours are scheduled in advance.

In 2007, the City Council approved a study issue to consider making the Hendy Iron Man Museum site more accessible to the public, integrating it with the downtown and expanding it to encompass the Lace Museum collection, Moffett Field Museum, the Sunnyvale Art Club, and the Sunnyvale Photography Club and/or other local cultural and arts resources that may be interested in participating. Representatives from Northrup Grumman indicated they would be willing to look into such a possibility, noting there are underutilized buildings within the NGC campus that could be renovated, and that they would consider moving the security fences to accommodate public use of their under-utilized buildings for this purpose.

The purpose of this study is to explore preliminary interest in the possible use of space on the Northrop Grumman campus, near or including the Hendy Iron Man Museum, to merge several arts and cultural related organizations and provide Council the necessary information to make a decision on the viability and desirability of further pursuing the idea. (Attachment A, Study Issue Paper DPR-18: Consider Public Use of the Hendy Iron Man Museum for a Cultural Amenity Walkable from Downtown.)

EXISTING POLICY

From the Arts Sub-Element: POLICY A.4. Further a sense of community identity through the promotion of the Arts.

B.3.c. Identify cultural groups in the community and explore ways to facilitate and build partnerships for the provision of culturally diverse arts-related programs.

D.2.a. Leverage available resources by pursuing co-funded and/or cooperative agreements for both expansion and maintenance of arts programs, facilities, and services, in order to maximize benefits to the community.

F.1.e. Evaluate opportunities to utilize regional arts facilities and resources.

DISCUSSION

Several steps were taken to measure the interest from local museums and artist associations in sharing a facility on the NGC campus in order to have a more permanent place to display their artworks and/or their interest in joining with each other, including the existing Hendy Iron Man Museum for a shared use of space. First, staff toured the local museum facilities – the Hendy Iron Works Museum, Moffett Field Museum, the Lace Museum and the Sunnyvale Historical Society and Museum Associations – and met with their local directors to discuss interest in the study. Second, a questionnaire along with a copy of the study issue paper was sent to the museum directors and local Sunnyvale artist associations, the Photography Club and the Sunnyvale Art Club to assess their interest in the project. Since they use City facilities to exhibit their collections, the Sunnyvale Stamp Club was also contacted and sent the same questionnaire. Included in the survey were questions related to the group’s preliminary interest to consider ways they may want to contribute to a project to renovate an existing building on the NGC campus for future exhibit or art gallery space and to potentially move into or use that space. (Attachment B: Questionnaire for Organizations Interested in a Museum Walkable from Downtown Sunnyvale). Finally, staff made phone calls and sent reminders to the organizations surveyed to encourage them to complete the questionnaire and to avail themselves to respond to questions the organizations may have.

Summary of Responses from Local Museum and Artist Associations

Of the seven organizations identified, five returned a completed survey (the Photo Club, the Art Club, the Stamp Club, the Lace Museum, and the Sunnyvale Historic Society) (Attachment C: Survey Responses) and two provided feedback in other ways - verbal response from the Moffett Field Museum and as an action item during a board meeting from the Hendy Iron Man Museum (Attachment D: Iron Man Museum Committee Minutes of May 1, 2007).

Opportunities and Constraints

In response to the survey questionnaire, the local museums and artist associations noted certain opportunities and constraints as they considered working toward the goal of a shared museum within walking distance from downtown. The opportunities include increased community awareness, reduced overhead and staffing needs, and opportunities for artists to present

their work to the public and possible increased attendance and increased artist club memberships.

The constraints included the development of environmental controls to serve a mixed museum use - air quality, humidity control, heating and lighting, and pest control; space needs for gift shops and warehousing and supply storage; classroom space; security of storage and display areas; and insurance coverage for a shared use of space are issues the groups identified that would need to be addressed. An important constraint is funding. The local artist clubs have dues that generally cover monthly meetings and costs directly associated with club activities but are not sufficient to cover on-going costs associated with space rental, staffing, utilities, maintenance and other overhead costs. None of the groups have funds to cover capital costs, except the Lace Museum which indicated they may have a small reserve of funds for that purpose. Two of the groups, the Photo Club and the Lace Museum indicated they may be in a position to assist in staffing and marketing a shared facility, while the remaining organizations indicated that they do not have, or would not be interested, in providing support to cover costs for a new facility.

Other comments in the survey responses noted the location of the Hendy Iron Man Museum is not what one may consider “inviting” nor is it perceived as within walking distance from downtown, primarily due to it’s location on the opposite side of the Caltrain tracks. (The Lace Museum’s current location is closer to Sunnyvale’s new downtown development than is the Hendy Iron Man Museum.)

The survey also included a question asking the local artist associations and museums to identify their overall level of interest in working toward the goal of developing a shared museum facility combined with NGC’s Hendy Iron Works and other museums or cultural organizations. The question related to level of interest did not assume a willingness to contribute financially to the project other than a commitment of time for fundraising and planning. Options to respond to this question included:

- A High level of interest – the organization is willing to consider a leadership role and commit resources to work with other organizations to develop a museum or cultural facility within walking distance from downtown.
- A Medium level of interest – the organization is willing to participate in meetings and work with other organizations to develop a museum or cultural facility within walking distances from downtown Sunnyvale, but is not willing to take a leadership role.

- A Low level of interest – the organization would like to be kept informed on the progress of this project but is not in a position to commit any resources for it, at this time.
- The organization is not interested.

The survey also included questions to gage the organization's willingness to contribute resources to support a shared facility, and to gage the organizations need for additional resources to support the construction and operations of a cultural amenity walkable from downtown Sunnyvale.

Level of Interest by Local Art Clubs

Photo Club

The Photo Club's response to the survey indicated a *medium* level of interest in the project; they are willing to participate in meetings and work with other organizations to develop a museum or cultural facility within walking distance from downtown but are not willing to take a leadership role in the project. The Photo Club indicated a willingness to consider hosting their regular meetings in a new facility on the NGC campus if user fees are comparable to the fees they currently pay for their meetings in the Heritage Center on the Community Center Campus (currently \$10/ hour, two hour minimum). They also indicated an interest in:

- Joining with other cultural organizations for shared use of space
- Providing assistance to staff a shared facility
- Providing assistance to market and promote a shared facility

Sunnyvale Art Club

The Art Club's response to the survey indicated an overall *low* level of interest in the project in that they would like to be kept informed on the project's progress but are not in a position to commit any resources toward it. The Art Club did express an interest in relocation and joining with other cultural organizations for shared use of space. The Club did note one restraint; the current Club dues are just sufficient enough to cover postal services and monthly meeting room rental costs (\$10/hour, two hour minimum) and the Club does not have the financial resources to contribute to this project.

Sunnyvale Stamp Club

The response from the Sunnyvale Stamp Club indicated they are not interested in the project.

Level of Interest by Local Museums

The Lace Museum

The Lace Museum's response to the survey indicated a *medium* level of interest in the project. Similar to the Photo Club, they are willing to participate in meetings and work with other organizations to develop a museum or cultural facility within walking distance from downtown but are not willing to take a leadership role in the project. They also indicated an interest in relocating and fundraising to support a shared facility, and that they are in a position to make rental payments for use of space, provide a minimum of resources for capital improvements in a new location, and could provide assistance to staff and to market/promote a shared facility. Discussions with representatives from the Lace Museum indicate they are in need of 2,000 to 2,500 square feet of display space in addition to storage and office space, and their requirements for an environmentally controlled location in which to store the lace fabrics and materials is an important concern.

The Hendy Iron Man Museum

While the Iron Man Museum Committee (similar to a Board of Directors) did not complete the survey questionnaire, they met in May to consider the study and heard a presentation from staff on the study's objectives and key issues. During the meeting, the Committee came to the consensus they do not want to move the Museum from its present location, but would be willing to provide artifacts for display and publicity should such a combined museum be created. The President of the Iron Man Museum noted that they are independent of the NGC, which provides them free space but minimal monetary support and the museum's operations are completely supported by volunteers and donations – primarily donations from visitors to the museum. (Attachment D: May 1, 2007, Minutes of Iron Man Museum Committee.)

The Moffett Field Aviation Museum

The Moffett Field Museum verbally noted to staff that their roots are firmly located at Moffett Field, but they are very interested in opportunities to rotate exhibits into a new museum space in Sunnyvale should the opportunity become available to them.

Sunnyvale Historical Society and Museum Association

Similar to the comments from the Moffett Field Aviation Museum, the SHSMA completed the survey indicating their willingness to rotate exhibits into a museum space on the Northrop Grumman Campus, should that opportunity become available to them. The SHSMA indicated a *low* interest in this particular project; they would like to be kept informed of the project's progress but are not in a position to commit any resources toward it at this time. The SHSMA is currently in the process of relocating from their current space in the

Murphy Park Building while constructing a new facility at Heritage Park adjacent to the Sunnyvale Community Center.

Level of Support / Additional Resources Required

The survey included a question to determine the level of support or additional resources the local art clubs and museum organizations may need from the City in order to join together to develop a cultural amenity walkable from downtown Sunnyvale. The two organizations that responded, the Lace Museum and the Photo Club, indicated they would require initial support to bring the organizations to the table to 'get the ball rolling', one-time capital expense toward renovating and repairing a shared facility, support to cover specific costs for a limited period of time to allow the new facility/ organization to get on solid ground (Lace Museum) and on-going financial support for a portion of the operating costs (Photo Club and Lace Museum). Both organizations responded they were not interested in committing resources to take a leadership role to bring this project to fruition, but they would be interested in participating in meetings with other organizations to develop a museum facility within walking distance from downtown Sunnyvale.

Facilities Available at Northrop Grumman Campus

In February 2008, NGC representatives, City staff and two representatives from the Lace Museum toured three areas Northrop Grumman indicated they would consider making available for the purpose of a museum facility. The three locations on the NGC campus are described below:

1. Open land off Sunnyvale Avenue near the corner of Hendy Avenue upon which a new museum / gallery building could be constructed. (See Attachment E, Site Map of Corner of NGC Campus where Open Space is noted.)
2. Approximately half of the space in an existing two-story metal "Butler" style building (Building #123) on Hendy, near Sunnyvale Avenue, that could be renovated for a new museum or artist studio / gallery space. (See Attachment E, Site Map of Corner of NGC Campus where Building #123 is noted.)
3. Approximately 800 - 1,000 square feet of space that could be renovated inside the original Hendy Iron Works Office Building (Building #71) adjacent to the existing Hendy Iron Man Museum. (See Attachment F, Floor Plan of Building #71 where available space is noted.)

Each of the three areas would provide different opportunities and constraints for the purpose of a cultural amenity such as historical or art museum space. The site of the Northrop Grumman campus also provides opportunities and constraints that would be common to all three locations. The site is within

three quarters of a mile from Sunnyvale's downtown area may be considered within walking distance. A new museum or cultural amenity on the site would also be near the existing Hendy Iron Man Museum which is located in the original Hendy Iron Works building. Other benefits are that each of the proposed sites could have adjacent parking for staff and visitors, and any plan to combine or co-locate museum or cultural facilities would assist to maximize the number of visitors to the area.

Constraints of the site may include the need by Northrop Grumman Corporation to maintain high security access to its campus. Any structures to be used for a museum facility would require the security fences to be moved to make them more accessible to the general public. While this is an action NGC has indicated they are willing to do, it may affect building designs and site access issues that will need to be considered, therefore this is noted only for future reference. Another consideration is the need for a long term lease for the land and related risks to construct a new facility on leased property that may eventually need to be returned to NGC. The local representatives from Northrop Grumman noted that at this very early stage in determining the feasibility of this project, there are currently no firm commitments from Northrop Grumman and their Corporate Management needs to be involved before any final decisions are made regarding the space they may make available, however, at the present time the local representatives from Northrop Grumman remain supportive of a public facility on the Sunnyvale campus.

Open Land off Sunnyvale Avenue

The open land off Sunnyvale Avenue is near the corner of Hendy Avenue and currently used as open storage space. A new building designed and constructed to meet the requirements of a new museum facility or cultural amenity could readily be constructed on the site if funds were available to do so. The location off of Sunnyvale Avenue would provide direct access to the museum. Off street parking could be provided adjacent to the new facility and the option for additional on-street parking along Sunnyvale Avenue could be explored. Northrop Grumman staff indicated they could change the campus security fencing to allow the museum to remain outside of the security gate, and curb cuts from Sunnyvale Avenue into the site are currently in place.

Space in an Existing "Butler" Style Metal Building

The Butler style building is a two story metal structure currently used for storage and is readily seen from Hendy Avenue on the west side of the Northrop Grumman Campus. The NGC representatives indicated they could make up to half of the 11,800 sq. ft. structure available to the City for museum purposes, but would need to reserve the other half of the building for storage and future needs of the company. The Butler building is a combination steel and wood frame building with corrugated steel siding on a concrete slab. It is open to the

roof, with exposed support beams, on the inside. A new museum facility could be constructed on the inside of half the building. A benefit is that electrical, compressed air and natural gas service is currently provided on the site, and the ceilings are high enough to display a wide variety of large scale artworks or historical pieces. Constraints are similar to those of a new building. While the Butler style building has electric and gas lines in place, it does not have water services or restrooms, and the structure is not insulated. Since the original building was designed to be used for manufacturing and storage, it would require significant design and construction to create an environmentally sound interior museum space to support historical displays, artwork or museum quality fabrics and artifacts.

Space in the Original Hendy Iron Works Office Building

The Hendy Iron Man Museum is located in the original 1908 Hendy Iron Works Office Building. The space offered for use for a new museum or cultural amenity, comprises approximately 800-1000 square feet adjacent to and in the same building as the existing Hendy Iron Man Museum. This space includes what was once the original porch entryway to the Hendy Iron Works Office, and currently houses a mailroom and storage area that is not within the building's HVAC system. The use of this space would provide the opportunity to co-locate two types of museum facilities under one roof. Direct public access from Hendy Avenue into the original Hendy Iron Works Offices would be feasible with the renovation of the original entryway. This space would make the tie in with the current Hendy Iron Works Museum much more direct. However, the building has low ceilings, therefore would not provide an ideal space in which to display large wall pieces or objects, but it could provide a small space for art and photo exhibits as well as rotating displays that would fit within standard height ceilings. Criteria applying to historical building renovations or restorations would need to be met if this facility was to be remodeled for new use as a public facility.

The Role of the City and Other Considerations

There are several factors that would need to be addressed when planning a museum or cultural center or facility that would be open to the general public, similar to what is proposed to be located on the Northrop Grumman campus. The City's role in the proposed project may have the greatest impact in making this project come into fruition. Key factors to consider are whether the City wants to facilitate the creation of the proposed facility by bringing together other community leaders to work toward that goal, whether the City wants to offer financial incentives to support the development of a cultural amenity on the Northrop Grumman campus, and whether that level of support would be contingent upon other organizations providing all or a portion of the development or operating funds. Or should the City assume a role similar to that of a landlord – the City builds the facility and rents it on a long term basis

to organizations desiring to operate it as a cultural amenity or museum, and would this be contingent on the City having a long term lease or a similar type of arrangement, with Northrop Grumman Corporation?

Since the City currently owns land within walking distance from downtown along Mathilda Avenue and on the City Hall Campus, would the community be better served by developing a new museum facility on property the City already owns rather than on the Northrop Grumman campus where the only apparent advantage is the proximity of the existing Hendy Iron Man Museum? There are many other questions that would need to be considered including who, or what organization would be responsible to cover the new facility's operation and maintenance costs? The management of a museum or gallery facility includes responsibility to rotate displays on loan from other organizations which implies a responsibility to make sure the displays are safe, the facility is capable of accepting the displays, and that first amendment rights and freedoms of speech are maintained in judging works of art that are considered for public viewing in a City-owned gallery. If the City were to operate the facility with the support of local organizations, staff resources would be required to manage the scheduling and marketing of the museums programs and displays, the recruitment of volunteers, and the coordination of displays set-up and removal that are owned or managed by other organizations. Other issues related to security and liability would need to be addressed by the operator of the new facility – whether it is the City or another organization. Rather than delve into the details to answer these questions, the first consideration needs to be decided. That is the role the City is willing to assume.

Summary

The Northrop Grumman Corporation has suggested three sites on their Sunnyvale campus, one that may be available to renovate and two others that could be used for a new museum or cultural amenity, should there be sufficient interest and resources from local organizations and/or the City to fund and operate the facility in the future. The local representatives from NGC have indicated the company would assist to make the facilities available and move security fencing to provide public access, but the Corporation would not be in a position to fund construction and on-going operating and maintenance costs. In addition, they noted that their commitment is in the very early stages of this study to determine possibilities for the use of the site, and Northrop Grumman's Corporate Management would need to be involved before any of the sites could be realistically be determined or finalized.

Two artist and museum organizations, the Photo Club and the Lace Museum, responded to a survey distributed by staff, indicating a medium level of interest in pursuing a cultural amenity located on the Northrop Grumman campus. The Lace Museum, which currently occupies rental space on Sunnyvale Avenue

within walking distance from downtown, indicated an interest to consider relocating and a willingness to support a shared facility. The Lace Museum also indicated they have some resources to cover its on-going expenses and could possibly contribute a small amount of funds toward capital improvements to accommodate the museum in a new location.

The Sunnyvale Photo Club, who also indicated a medium level of interest in participating in this study, offered the possible use of club volunteers to assist in staffing a shared facility. The Photo Club and the Art Club indicated a desire to have more opportunities for exhibit space. None of the clubs and museum organizations indicated a willingness to take a leadership role in this project or to commit resources to work with other organizations to develop a museum or cultural facility within walking distance from downtown.

The most popular response to the staff survey indicated that almost all of the local artist and museum organizations surveyed would be very willing to provide rotating displays in a museum or gallery facility should one become available to them. This level of interest, coupled with the lack of interest to provide a leadership role to work with other organizations to develop a new facility, implies that the City would need to assume that leadership role and contribute a significant amount of time toward raising funds for a new facility, or the City could consider providing the capital funds for a new facility outright and seek support from the local organizations to cover on-going operations, including management of the facility, staffing to coordinate exhibits and scheduling, marketing and promotion, and on-going maintenance, or a combination of both.

Options

Options include continuing to pursue the development of a cultural amenity on the Northrop Grumman Campus by providing staff time to assume the leadership role to work with officials from Northrop Grumman and interested community leaders and organizations to select a specific site, facilitate a lease agreement or donation of space, and continue to seek another organization or individual to become more involved and assume the leadership role. Since the Lace Museum and the Photo Club expressed an interest in the project but were not willing to take that leadership role, staff could assume this position until more interest is developed and the project begins to take form or is underway. Estimated staff hours to take the lead, organize community members and work with the officials from Northrop Grumman to secure the site could vary widely depending on the level of response from the community and the amount of time Northrop Grumman Corporation would need to respond. To get the project underway, staff estimates it would take from 300 to 350 hours of management time and 120 to 150 hours of support staff time to coordinate the promotion of the project, facilitate meetings with community members and work with

Northrop Grumman to secure a site for the new facility. An additional 100 to 150 hours may be required to continue in the leadership role to facilitate the start of fund raising efforts for the project, which would need to be continued by non-City staff such as another organization and/or volunteers. This is a rough estimate at best, since the hours would be better determined after more information is gathered and a site for the new facility is selected.

A second option for City Council's consideration is to cover the majority of costs for a new museum facility and act as the lessee with NGC, so the facility would be constructed and available for use by local groups and organizations without needing to rely on community members to lead a fund-raising campaign for construction. This option would require the 300 to 350 hours of management staff and 120 to 150 hours of support staff hours to continue to work with officials from Northrop Grumman to confirm a site on the NGC campus and continue work to increase Community support for the project, but would not require another organizations or volunteers to assume a leadership role to raise funds for the construction of the new facility. The City Council would need to consider a more detailed request for funding for design and construction and on-going operating and maintenance costs once a location for the new facility is determined and the level of potential support is known. Costs estimates to construct a new facility approximately 2,500 square feet in size could range from \$1,000,000 to \$1,375,000, plus staff hours and the potential costs to mitigate any environmental impacts and unknown or unusual requirements of the site. Cost estimates for on-going operations and maintenance could range from \$125,000 to \$140,000 each year. This is a very rough estimate since the new facility's program needs to be better defined and a myriad of factors will influence on-going costs such as the type of building, its energy management systems, hours of operation, the level of support from volunteers to assist and the community's expectations related to the types of programs and exhibits to be featured.

Cost estimates to renovate space in the original Hendy Iron Works Office building may range from \$250,000 to \$350,000, plus staff hours and potential costs to mitigate any environmental impacts and unknown or unusual requirements. The cost estimate to operate and maintain this facility could range from \$30,000 to \$35,000 per year, and again this is a very rough estimate until the new facility's program is better defined and decisions made regarding its operations such as the level of staffing, scheduling, types of activities, and the level of maintenance responsibility to be assumed by the City.

A third option is to discontinue further research on this study and draw it to conclusion. Given the low level of interest expressed by the Sunnyvale Art Club and the Sunnyvale Historical Society and Museum Association; and the

medium level of interest expressed by the Photo Club and the Lace Museum who have indicated they are not interested in taking a leadership role in the project; and the lack of interest from the other clubs and local museums surveyed in the report, the City could discontinue the effort to pursue the creation of a cultural amenity or museum on the Northrop Grumman campus and inform NGC of its decision.

Should interest from local organizations increase in the future, the possibility always remains to assist by opening up avenues of communication with NGC or a similar organization at that time. Other opportunities to create museum or gallery display space may arise in the future as the City may consider adding onto or replacing some of its existing structures – City Hall or office space located at 505 West Olive Avenue, and both sites are within walking distance from downtown Sunnyvale.

FISCAL IMPACT

OPTION #1: The staff hours to continue to pursue the development of a cultural amenity on the Northrop Grumman Campus range from 300 to 350 hours of management time, and 120 to 150 hours of support staff. These hours can be absorbed within the Parks and Recreation Department in FY2008/2009 however current projects such as the Parks of the Future Study, and assignments expected to result from that study would be delayed and fewer hours would be available for any new study issues that may be undertaken during 2009.

OPTION #2: Should the City Council consider funding the new facility, costs for renovation or new construction would vary based on the size of the structure and types of displays and activities that would be featured. The range of estimated renovation or new construction costs for the three types of spaces and estimated on-going operation and maintenance costs are shown below.

| Cost Estimates for Options for New Museum or Cultural Amenity on Northrop Grumman Campus | | | | | | |
|---|---|------------------------------|--|---|-----------------|--|
| | Description | # Square Feet | Cost Estimate (range / sq. ft.) | Renovation/ Construction Cost Estimate | | On-Going Operating & Maintenance Cost |
| | | | | Low | High | |
| A | Renovate Space in Original Hendy Iron Works Office Building | 800 - 1,000 | \$250 – \$350 | \$250,000 | \$350,000 | \$30,000 - \$33,000 |
| B | Construct Museum facility within existing Butler Building | 2,500 | \$400 – \$450 | \$1.0 Million | \$1.125 Million | \$125,000- \$140,000 |
| C | Construct new Museum Facility on Open Space | 2,500 | \$450 – \$550 | \$1.125 Million | \$1,375 Million | \$125,000- \$140,000 |

Currently, there are no Capital or Operating funds planned or approved to cover costs for a new cultural amenity or museum on the Northrop Grumman Campus.

OPTION #3: There is no fiscal impact to discontinue further work on this study and draw it to conclusion.

PUBLIC CONTACT

Public contact was made through posting of the Parks and Recreation and Arts Commission and Council agendas on the City’s official notice bulletin board, posting of the agendas and report on the City’s web page, publication of the Council agenda in the San Jose Mercury News, and the availability of the report in the City Clerk’s office, Library, Parks and Recreation Administration, Community Center, and Senior Center.

Copies of this report were also provided to the chairpersons or presidents of the organizations included in the study, the Hendy Iron Works Museum, the Lace Museum, the Sunnyvale Historic Society and Museum Association, the Moffett Field Museum, and the Sunnyvale Art Club and Photo Club, as well as the contacts with the local Northrop Grumman Corporation.

Notice of Commission and Council meetings regarding this report was also distributed to the “Friends of Parks and Recreation” mailing list (a list of organizations and individuals who have expressed an interest in Parks and Recreation issues).

ALTERNATIVES

1. Direct staff to continue to pursue the development of a cultural amenity on the Northrop Grumman campus by working with community leaders and Northrop Grumman representatives until a local organization or individuals assume that effort toward raising funds to construct the new facility; and return to Council with periodic updates of that effort so that Council may consider other options and commitments of resources, such as capital funding that may be required from the City.
2. Direct staff to work with officials from Northrop Grumman and interested community leaders and organizations to select a specific site on the Northrop Grumman Campus and return to Council with a proposed agreement with Northrop Grumman for the use of space and a related capital project request for the new or renovated facility. The project request will include a description of the types of programs to be offered in the new facility and include detailed operational and maintenance costs for Council's consideration.
3. Direct staff to conclude this study and send a letter of appreciation to the representatives from Northrop Grumman for their offer of space and the time they had committed to assist with this study and to send a letter to the local museums and artist associations to express appreciation for their participation in the study.
4. Other options as determined by Council.

RECOMMENDATION

Staff recommends Alternative No. 3: Direct staff to conclude this study and send a letter of appreciation to the representatives from Northrop Grumman for their offer of space and the time they had committed to assist with this study and to send a letter to the local museums and artist associations to express appreciation for their participation in the study.

While a few of the local artist and museum organizations expressed an interest in the outcome of this study, they did not indicate an interest in taking a leadership role to raise funds or bring other organizations to the table to develop a plan to create museum or cultural amenity on the Northrop Grumman campus. While the City could assume the leadership role to develop a new facility to create new exhibit space in the Sunnyvale community, this will require additional resources to cover the capital costs as well as the ongoing operations and maintenance a new facility would require. The Council may want to consider the development of a new museum facility in the future, on

properties the City already owns within walking distance from downtown Sunnyvale.

Although it is not within walking distance from downtown, the new Sunnyvale History Museum, scheduled to open on September 27, 2008 and located on the Community Center campus, plans to offer limited opportunities to local artist and museum organizations to exhibit in the new facility in conjunction with exhibits and events planned by the Historical Society.

On May 21, 2008, this study was reviewed during a joint meeting of the Parks and Recreation and the Arts Commission.

The Parks and Recreation Commission recommended Alternative No. 3: Council should direct staff to conclude this study and send a letter of appreciation to the representatives from Northrop Grumman for their offer of space and the time they had committed to assist with this study and to send a letter to the local museums and artist associations to express appreciation for their participation in the study. (Motion passed 4-0 with Vice Chair Colvin absent.)

The Arts Commission recommended Alternative No. 3: Council should direct staff to conclude this study and send a letter of appreciation to the representatives from Northrop Grumman for their offer of space and the time they had committed to assist with this study and to send a letter to the local museums and artist associations to express appreciation for their participation in the study. (Motion passed 5-0.)

Reviewed by:

David A. Lewis, Director, Department of Parks and Recreation
Prepared by: Cathy E. Merrill, Assistant to the Director

Approved by:

Amy Chan
City Manager

Attachments

- A. Study Issue Paper DPR-18: Consider Public Use of the Hendy Iron Man Museum for a Cultural Amenity Walkable from Downtown
- B. Questionnaire for Organizations Interested in a Museum Walkable from Downtown Sunnyvale
- C. Survey Responses
- D. Iron Man Museum Committee Minutes of May 1, 2007
- E. Site Map of Corner of NGC Campus
- F. Floor Plan of Building #71

Proposed New Council Study Issue

| | |
|------------------------------|--|
| Number | DPR-18 |
| Status | Above the line |
| Calendar Year | 2007 |
| New or Previous | New |
| Title | Consider Public Use of the Hendy Iron Man Museum for a Cultural Amenity Walkable from Downtown |
| Lead Department | Parks and Recreation |
| Element or SubElement | Arts Sub-Element |

1. What are the key elements of the issue? What precipitated it?

The Hendy Iron Man Museum is owned by Northrop Grumman and is located on Hendy Avenue. It exhibits materials of historical interest related to Hendy Iron Works, Westinghouse Electric and Northrop Grumman. It is open to the public if tours are scheduled in advance. The site is within walking distance of the downtown area.

Councilmember Moylan has broached the idea of making the site more accessible to the public, integrating it with the downtown and expanding it to encompass the Lace Museum collection, Moffett Field Museum, the Sunnyvale Art Club and the Sunnyvale Photography Club and/or other local cultural and arts resources. Representatives from Northrup Grumman have indicated they would be willing to look into such a possibility.

This Study Issue would explore the idea of using the Hendy Iron Man Museum and its facility to merge several arts and cultural related resources on a preliminary basis in order to give Council the necessary information to make a decision on the viability and desirability of further pursuing the idea. Key elements of this study would include: exploration of potential interest, synergies and/or duplication with Northrup Grumman and other local arts and cultural organizations; identification of opportunities and constraints associated with the existing Hendy Iron Man Museum site and facilities; exploration of what role the City would be required to play in any partnership; exploration of issues surrounding ownership, liability, staffing, utility and other costs; relationship to Sunnyvale Historical Society and Museum Association's Heritage Park Museum; and identification of steps necessary if Council wished to pursue creation of a cultural amenity at the Hendy Iron Man Museum further.

2. How does this relate to the General Plan or existing City Policy?

From the Arts Sub-Element:

POLICY A.4. Further a sense of community identity through the promotion of the Arts.

B.3.c. Identify cultural groups in the community and explore ways to facilitate and build partnerships for the provision of culturally diverse arts-related programs.

D.2.a. Leverage available resources by pursuing co-funded and/or cooperative agreements for both expansion and maintenance of arts programs, facilities, and services, in order to maximize benefits to the community.

F.1.e. Evaluate opportunities to utilize regional arts facilities and resources.

3. Origin of issue

Council Member(s) Moylan
General Plan
City Staff
Public
Board or Commission none

4. **Multiple Year Project?** No **Planned Complete Date** 09/18/07

5. **Expected participation involved in the study issue process?**

Does Council need to approve a work plan? No

Does this issue require review by a Board/Commission? Yes

If so, which?

Arts Commission, Parks and Recreation Commission

Is a Council Study Session anticipated? No

What is the public participation process?

Meetings with representatives of arts and cultural organizations. Public hearings before the Parks and Recreation and the Arts Commissions and City Council.

6. **Cost of Study**

Operating Budget Program covering costs

601: Parks and Recreation Administration

Project Budget covering costs

Budget modification \$ amount needed for study

Explain below what the additional funding will be used for

7. **Potential fiscal impact to implement recommendations in the Study approved by Council**

Capital expenditure range \$500 - \$50K

Operating expenditure range \$51K - \$100K

New revenues/savings range None

Explain impact briefly

Capital and operating costs could vary from none to significant depending on whether or not Council wished to pursue a partnership for operation of a new amenity and depending on the terms of any partnership agreement.

8. **Recommendation for this calendar year**

Board or Commission ranked this study issue ____ of ____

Defer, Drop

Board or Commission ranking comments

On October 11, 2006 the Parks and Recreation Commission voted unanimously to recommend that Council drop this study issue.

On October 18, 2006 the Arts Commission voted unanimously to recommend that Council defer this item for study until after calendar year 2007.

Staff Recommendation None

If 'For Study' or 'Against Study', explain

9. **Estimated consultant hours for completion of the study issue**

| Managers | Role | Manager | Hours | | | |
|-----------------|-------------|----------------|--------------|-----|------------|---|
| | Lead | Merrill, Cathy | Mgr CY1: | 150 | Mgr CY2: | 0 |
| | | | Staff CY1: | 100 | Staff CY2: | 0 |
| | Support | Lewis, David | Mgr CY1: | 20 | Mgr CY2: | 0 |
| | | | Staff CY1: | 20 | Staff CY2: | 0 |
| | Support | Moglen, Diane | Mgr CY1: | 10 | Mgr CY2: | 0 |
| | | | Staff CY1: | 0 | Staff CY2: | 0 |
| | Support | Steward, Nancy | Mgr CY1: | 10 | Mgr CY2: | 0 |
| | | | Staff CY1: | 0 | Staff CY2: | 0 |
| | Interdep | Ryan, Trudi | Mgr CY1: | 20 | Mgr CY2: | 0 |
| | | | Staff CY1: | 0 | Staff CY2: | 0 |
| | Interdep | Witthaus, Jack | Mgr CY1: | 20 | Mgr CY2: | 0 |
| | | | Staff CY1: | 0 | Staff CY2: | 0 |

Total Hours CY1: 350

Total Hours CY2: 0

Note: If staff's recommendation is 'For Study' or 'Against Study', the Director should note the relative importance of this Study to other major projects that the Department is currently working on or that are soon to begin, and the impact on existing services/priorities.

Reviewed by

Department Director **Date**

Approved by

City Manager **Date**



**QUESTIONNAIRE FOR ORGANIZATIONS INTERESTED IN A MUSEUM
WALKABLE FROM DOWNTOWN SUNNYVALE**

Thank you for completing this questionnaire as the information gathered will be helpful in planning the future direction of the study, "Consider Public Use of the Hendy Iron Man Museum for a Cultural Amenity Walkable from Downtown." While the responses should be that of the organization's governing body and not just those of a single member, this does not obligate your organization in any manner. Your time to assist in this study is appreciated. If you have questions please contact Cathy Merrill, Assistant to the Director of Parks and Recreation, (408) 730-7531 or cmerrill@ci.sunnyvale.ca.us. It will be very helpful to receive your organization's response by **August 17, 2007**. A self-addressed stamped envelope is included for your convenience in returning the questionnaire.

NAME OF ORGANIZATION _____

NAME AND POSITON OF PERSON COMPLETING SURVEY _____

DATE OF GOVERNING BOARD ACTION IN RESPONSE TO THIS SURVEY: _____

Please attach copy of Board Minutes when this survey was discussed (if available).

-
1. There may be significant opportunities and constraints in consideration of your organization's participation working toward the goal of a single museum within walking distance from downtown Sunnyvale.
 - a. Please identify what may be significant opportunities for your organization as it relates to this study. (Opportunities may include community awareness, increased attendance, reduced overhead, centralized and shared resources, etc.):

- b. Please identify what may be significant constraints. (Constraints could include location, funding, space requirements, customer base, security, etc.):

2. Is your organization interested in: (Please check those that apply.)

- a. _____ Relocation?
- b. _____ Joining with other cultural organizations for shared use of space?
- c. _____ Providing support to fund a shared facility?
- d. _____ Fundraising to support a shared facility?
- e. _____ Other (please identify)

3. Is your organization in a position to: (Please check those that apply.)

- a. _____ Make rental payments for use of space?
- b. _____ Provide assistance to raise funds for a shared facility?
- c. _____ Provide resources for capital improvements in a new location?
- d. _____ Provide assistance to staff a shared facility?
- e. _____ Provide assistance to market/ promote a shared facility?
- f. _____ Other (please identify):

4. What level of support or additional resources may your organization need in order to join with other organizations to develop a cultural amenity walkable from downtown Sunnyvale?

- a. _____ Initial support to bring the organizations to the table and 'get the ball rolling.'
- b. _____ Financial support such as:
 - i. _____ One-time capital expense toward renovating and repairing a shared facility.
 - ii. _____ Support to cover specific costs for a limited period of time to allow the new facility/ organization to get on solid ground.
 - iii. _____ On-going support for a portion of the operating costs.
 - iv. _____ No financial support from other sources.

5. Please identify your organization's overall level of interest in working toward the goal of developing a museum facility combined with Northrup-Grumman's Hendy Iron Works and other museums and/or cultural organizations, that is accessible from downtown Sunnyvale:
- a. _____ High (Organization is willing to consider a leadership role and commit resources to work with other organizations to develop a museum or cultural facility within walking distance from downtown.)
 - b. _____ Medium (Organization is willing to participate in meetings and work with other organizations to develop a museum or cultural facility within walking distance from downtown Sunnyvale, but is not is not willing to take a leadership role.)
 - c. _____ Low (Organization would like to be kept informed on the progress of this project but is not in a position to commit any resources for it, at this time.)
 - d. _____ Not Interested.

If you are aware of other organizations serving Sunnyvale that may be interested in participating in this endeavor, but are not among those identified below, please provide the organization's name and contact information or ask them to contact Sunnyvale's Parks and Recreation Department at (408) 730-7517 or cmerrill@ci.sunnyvale.ca.us .

Thank you for taking the time to provide your organization's information and interest in this study. If you have other comments or suggestions, please include them in the space below or send them to:

Ms. Cathy Merrill, Assistant to the Director
Department of Parks and Recreation
P. O. Box 3707
Sunnyvale, CA 94088-3707
cmerrill@ci.sunnyvale.ca.us
Fax: (408) 737-4946

COMMENTS:



**QUESTIONNAIRE FOR ORGANIZATIONS INTERESTED IN A MUSEUM
WALKABLE FROM DOWNTOWN SUNNYVALE**

Thank you for completing this questionnaire as the information gathered will be helpful in planning the future direction of the study, "Consider Public Use of the Hendy Iron Man Museum for a Cultural Amenity Walkable from Downtown." While the responses should be that of the organization's governing body and not just those of a single member, this does not obligate your organization in any manner. Your time to assist in this study is appreciated. If you have questions please contact Cathy Merrill, Assistant to the Director of Parks and Recreation, (408) 730-7531 or cmerrill@ci.sunnyvale.ca.us. It will be very helpful to receive your organization's response by **August 10, 2007**. A self-addressed stamped envelope is included for your convenience in returning the questionnaire.

NAME OF ORGANIZATION Sunnyvale Photographic Club

NAME AND POSITON OF PERSON COMPLETING SURVEY Keith Schwamkrug, President

DATE OF GOVERNING BOARD ACTION IN RESPONSE TO THIS SURVEY: August 8, 2007

Please attach copy of Board Minutes when this survey was discussed (if available).

1. There may be significant opportunities and constraints in consideration of your organization's participation working toward the goal of a single museum within walking distance from downtown Sunnyvale.

a. Please identify what may be significant opportunities for your organization as it relates to this study. (Opportunities may include community awareness, increased attendance, reduced overhead, centralized and shared resources, etc.):

- Community awareness
- Opportunities to present our art to the public
- Increased attendance and club membership

b. Please identify what may be significant constraints. (Constraints could include location, funding, space requirements, customer base, security, etc.):

- The only significant constraint is funding. The Photo Club is funded entirely by minimal annual dues pay be each member. The dues that are collected are only sufficient to cover the small operating expenses the club incurs each year.

2. Is your organization interested in: (Please check those that apply.)

- a. Relocation? (only if usage fees are comparable to the fees for the Heritage Bldg)
- b. Joining with other cultural organizations for shared use of space?
- c. Providing support to fund a shared facility?
- d. Fundraising to support a shared facility?
- e. Other (please identify)

3. Is your organization in a position to: (Please check those that apply.)

- a. Make rental payments for use of space?
- b. Provide assistance to raise funds for a shared facility?
- c. Provide resources for capital improvements in a new location?
- d. Provide assistance to staff a shared facility?
- e. Provide assistance to market/ promote a shared facility?
- f. Other (please identify):

4. What level of support or additional resources may your organization need in order to join with other organizations to develop a cultural amenity walkable from downtown Sunnyvale?

- a. Initial support to bring the organizations to the table and 'get the ball rolling.'
- b. Financial support such as:
 - i. One-time capital expense toward renovating and repairing a shared facility.
 - ii. Support to cover specific costs for a limited period of time to allow the new facility/ organization to get on solid ground.
 - iii. On-going support for a portion of the operating costs.
 - iv. No financial support from other sources.

5. Please identify your organization's overall level of interest in working toward the goal of developing a museum facility combined with Northrup-Grumman's Hendy Iron Works and other museums and/or cultural organizations, that is accessible from downtown Sunnyvale:
- a. _____ High (Organization is willing to consider a leadership role and commit resources to work with other organizations to develop a museum or cultural facility within walking distance from downtown.)
 - b. X Medium (Organization is willing to participate in meetings and work with other organizations to develop a museum or cultural facility within walking distance from downtown Sunnyvale, but is not is not willing to take a leadership role.)
 - c. _____ Low (Organization would like to be kept informed on the progress of this project but is not in a position to commit any resources for it, at this time.)
 - d. _____ Not Interested.

If you are aware of other organizations serving Sunnyvale that may be interested in participating in this endeavor, but are not among those identified below, please provide the organization's name and contact information or ask them to contact Sunnyvale's Parks and Recreation Department at (408) 730-7517 or cmerrill@ci.sunnyvale.ca.us .

Thank you for taking the time to provide your organization's information and interest in this study. If you have other comments or suggestions, please include them in the space below or send them to:

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P. O. Box 3707
Sunnyvale, CA 94088-3707
cmerrill@ci.sunnyvale.ca.us

COMMENTS:



QUESTIONNAIRE FOR ORGANIZATIONS INTERESTED IN A MUSEUM WALKABLE FROM DOWNTOWN SUNNYVALE

Thank you for completing this questionnaire as the information gathered will be helpful in planning the future direction of the study, "Consider Public Use of the Hendy Iron Man Museum for a Cultural Amenity Walkable from Downtown." While the responses should be that of the organization's governing body and not just those of a single member, this does not obligate your organization in any manner. Your time to assist in this study is appreciated. If you have questions please contact Cathy Merrill, Assistant to the Director of Parks and Recreation, (408) 730-7531 or cmerrill@ci.sunnyvale.ca.us. It will be very helpful to receive your organization's response by **August 17, 2007**. A self-addressed stamped envelope is included for your convenience in returning the questionnaire.

NAME OF ORGANIZATION _____ Sunnyvale Art Club

NAME AND POSITON OF PERSON COMPLETING SURVEY _____ Jorge Castrillo President

DATE OF GOVERNING BOARD ACTION IN RESPONSE TO THIS SURVEY: 10-19-07

Please attach copy of Board Minutes when this survey was discussed (if available).

-
1. There may be significant opportunities and constraints in consideration of your organization's participation working toward the goal of a single museum within walking distance from downtown Sunnyvale.
 - a. Please identify what may be significant opportunities for your organization as it relates to this study. (Opportunities may include community awareness, increased attendance, reduced overhead, centralized and shared resources, etc.):

This is a good opportunity for the community of Sunnyvale and other towns to know that Sunnyvale has art.

- b. Please identify what may be significant constraints. (Constraints could include location, funding, space requirements, customer base, security, etc.):

We are a non-profit organization, our members (50) year fee is enough to pay the P.O. BOX and the rental for the please we meet every month.

Is your organization interested in: (Please check those that apply.)

- c. Relocation?
- d. Joining with other cultural organizations for shared use of space?
- e. Providing support to fund a shared facility?
- f. Fundraising to support a shared facility?
- g. Other (please identify)

2. Is your organization in a position to: (Please check those that apply.)

- a. Make rental payments for use of space?
- b. Provide assistance to raise funds for a shared facility?
- c. Provide resources for capital improvements in a new location?
- d. Provide assistance to staff a shared facility?
- e. Provide assistance to market/ promote a shared facility?
- f. Other (please identify):

3. What level of support or additional resources may your organization need in order to join with other organizations to develop a cultural amenity walkable from downtown Sunnyvale?

- a. Initial support to bring the organizations to the table and 'get the ball rolling.'
- b. Financial support such as:
 - i. One-time capital expense toward renovating and repairing a shared facility.
 - ii. Support to cover specific costs for a limited period of time to allow the new facility/ organization to get on solid ground.
 - iii. On-going support for a portion of the operating costs.
 - iv. No financial support from other sources.

4. Please identify your organization's overall level of interest in working toward the goal of developing a museum facility combined with Northrup-Grumman's Hendy Iron Works and other museums and/or cultural organizations, that is accessible from downtown Sunnyvale:
- a. _____ High (Organization is willing to consider a leadership role and commit resources to work with other organizations to develop a museum or cultural facility within walking distance from downtown.)
 - b. _____ Medium (Organization is willing to participate in meetings and work with other organizations to develop a museum or cultural facility within walking distance from downtown Sunnyvale, but is not is not willing to take a leadership role.)
 - c. X Low (Organization would like to be kept informed on the progress of this project but is not in a position to commit any resources for it, at this time.)
 - d. _____ Not Interested.

If you are aware of other organizations serving Sunnyvale that may be interested in participating in this endeavor, but are not among those identified below, please provide the organization's name and contact information or ask them to contact Sunnyvale's Parks and Recreation Department at (408) 730-7517 or cmerrill@ci.sunnyvale.ca.us .

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P. O. Box 3707
Sunnyvale, CA 94088-3707
cmerrill@ci.sunnyvale.ca.us
Fax: (408) 737-4946

COMMENTS:

If you have any questions about our organization please contact me.
Thanks for let consider the Sunnyvale Art Club on your project.

Best regards,

Jorge Castrillo



QUESTIONNAIRE FOR ORGANIZATIONS INTERESTED IN A MUSEUM WALKABLE FROM DOWNTOWN SUNNYVALE

Thank you for completing this questionnaire as the information gathered will be helpful in planning the future direction of the study, "Consider Public Use of the Hendy Iron Man Museum for a Cultural Amenity Walkable from Downtown." While the responses should be that of the organization's governing body and not just those of a single member, this does not obligate your organization in any manner. Your time to assist in this study is appreciated. If you have questions please contact Cathy Merrill, Assistant to the Director of Parks and Recreation, (408) 730-7531 or cmerrill@ci.sunnyvale.ca.us. It will be very helpful to receive your organization's response by **August 10, 2007**. A self-addressed stamped envelope is included for your convenience in returning the questionnaire.

NAME OF ORGANIZATION Sunnyvale Stamp Society

NAME AND POSITION OF PERSON COMPLETING SURVEY Not interested

DATE OF GOVERNING BOARD ACTION IN RESPONSE TO THIS SURVEY: _____

Please attach copy of Board Minutes when this survey was discussed (if available).

1. There may be significant opportunities and constraints in consideration of your organization's participation working toward the goal of a single museum within walking distance from downtown Sunnyvale.

a. Please identify what may be significant opportunities for your organization as it relates to this study. (Opportunities may include community awareness, increased attendance, reduced overhead, centralized and shared resources, etc.):

b. Please identify what may be significant constraints. (Constraints could include location, funding, space requirements, customer base, security, etc.):

RECEIVED

AUG 10 2007

DPR ADMIN

2. Is your organization interested in: (Please check those that apply.)

- a. _____ Relocation?
- b. _____ Joining with other cultural organizations for shared use of space?
- c. _____ Providing support to fund a shared facility?
- d. _____ Fundraising to support a shared facility?
- e. _____ Other (please identify)

3. Is your organization in a position to: (Please check those that apply.)

- a. _____ Make rental payments for use of space?
- b. _____ Provide assistance to raise funds for a shared facility?
- c. _____ Provide resources for capital improvements in a new location?
- d. _____ Provide assistance to staff a shared facility?
- e. _____ Provide assistance to market/ promote a shared facility?
- f. _____ Other (please identify):

4. What level of support or additional resources may your organization need in order to join with other organizations to develop a cultural amenity walkable from downtown Sunnyvale?

- a. _____ Initial support to bring the organizations to the table and 'get the ball rolling.'
- b. _____ Financial support such as:
 - i. _____ One-time capital expense toward renovating and repairing a shared facility.
 - ii. _____ Support to cover specific costs for a limited period of time to allow the new facility/ organization to get on solid ground.
 - iii. _____ On-going support for a portion of the operating costs.
 - iv. _____ No financial support from other sources.

5. Please identify your organization's overall level of interest in working toward the goal of developing a museum facility combined with Northrup-Grumman's Hendy Iron Works and other museums and/or cultural organizations, that is accessible from downtown Sunnyvale:
- a. _____ High (Organization is willing to consider a leadership role and commit resources to work with other organizations to develop a museum or cultural facility within walking distance from downtown.)
 - b. _____ Medium (Organization is willing to participate in meetings and work with other organizations to develop a museum or cultural facility within walking distance from downtown Sunnyvale, but is not is not willing to take a leadership role.)
 - c. _____ Low (Organization would like to be kept informed on the progress of this project but is not in a position to commit any resources for it, at this time.)
 - d. _____ Not Interested.

If you are aware of other organizations serving Sunnyvale that may be interested in participating in this endeavor, but are not among those identified below, please provide the organization's name and contact information or ask them to contact Sunnyvale's Parks and Recreation Department at (408) 730-7517 or cmerrill@ci.sunnyvale.ca.us .

Thank you for taking the time to provide your organization's information and interest in this study. If you have other comments or suggestions, please include them in the space below or send them to:

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Department of Parks and Recreation
P. O. Box 3707
Sunnyvale, CA 94088-3707
cmerrill@ci.sunnyvale.ca.us

COMMENTS:



QUESTIONNAIRE FOR ORGANIZATIONS INTERESTED IN A MUSEUM WALKABLE FROM DOWNTOWN SUNNYVALE

Thank you for completing this questionnaire as the information gathered will be helpful in planning the future direction of the study, "Consider Public Use of the Hendy Iron Man Museum for a Cultural Amenity Walkable from Downtown." While the responses should be that of the organization's governing body and not just those of a single member, this does not obligate your organization in any manner. Your time to assist in this study is appreciated. If you have questions please contact Cathy Merrill, Assistant to the Director of Parks and Recreation, (408) 730-7531 or cmerrill@ci.sunnyvale.ca.us. It will be very helpful to receive your organization's response by August 10, 2007. A self-addressed stamped envelope is included for your convenience in returning the questionnaire.

NAME OF ORGANIZATION The Lace Museum

NAME AND POSITON OF PERSON COMPLETING SURVEY Suzanne Meyer, Museum Director

DATE OF GOVERNING BOARD ACTION IN RESPONSE TO THIS SURVEY: 8/20/07

checkbox Please attach copy of Board Minutes when this survey was discussed (if available).

- 1. There may be significant opportunities and constraints in consideration of your organization's participation working toward the goal of a single museum within walking distance from downtown Sunnyvale.
a. Please identify what may be significant opportunities for your organization as it relates to this study. (Opportunities may include community awareness, increased attendance, reduced overhead, centralized and shared resources, etc.):

see attached

- b. Please identify what may be significant constraints. (Constraints could include location, funding, space requirements, customer base, security, etc.):

see attached

RECEIVED
AUG 27 2007
DPR ADMIN

2. Is your organization interested in: (Please check those that apply.)

- a. Relocation?
- b. Joining with other cultural organizations for shared use of space?
- c. Providing support to fund a shared facility?
- d. Fundraising to support a shared facility?
- e. Other (please identify)

3. Is your organization in a position to: (Please check those that apply.)

- a. Make rental payments for use of space?
- b. Provide assistance to raise funds for a shared facility?
- c. Provide resources for capital improvements in a new location? *Minimal*
- d. Provide assistance to staff a shared facility?
- e. Provide assistance to market/ promote a shared facility?
- f. Other (please identify):

4. What level of support or additional resources may your organization need in order to join with other organizations to develop a cultural amenity walkable from downtown Sunnyvale?

- a. Initial support to bring the organizations to the table and 'get the ball rolling.'
- b. Financial support such as:
 - i. One-time capital expense toward renovating and repairing a shared facility.
 - ii. Support to cover specific costs for a limited period of time to allow the new facility/ organization to get on solid ground.
 - iii. On-going support for a portion of the operating costs.
 - iv. *possibly* No financial support from other sources.

5. Please identify your organization's overall level of interest in working toward the goal of developing a museum facility combined with Northrup-Grumman's Hendy Iron Works and other museums and/or cultural organizations, that is accessible from downtown Sunnyvale:
- a. _____ High (Organization is willing to consider a leadership role and commit resources to work with other organizations to develop a museum or cultural facility within walking distance from downtown.)
 - b. Medium (Organization is willing to participate in meetings and work with other organizations to develop a museum or cultural facility within walking distance from downtown Sunnyvale, but is not willing to take a leadership role.)
 - c. _____ Low (Organization would like to be kept informed on the progress of this project but is not in a position to commit any resources for it, at this time.)
 - d. _____ Not Interested.

If you are aware of other organizations serving Sunnyvale that may be interested in participating in this endeavor, but are not among those identified below, please provide the organization's name and contact information or ask them to contact Sunnyvale's Parks and Recreation Department at (408) 730-7517 or cmerrill@ci.sunnyvale.ca.us.

Thank you for taking the time to provide your organization's information and interest in this study. If you have other comments or suggestions, please include them in the space below or send them to:

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Department of Parks and Recreation
P. O. Box 3707
Sunnyvale, CA 94088-3707
cmerrill@ci.sunnyvale.ca.us

COMMENTS:

Sunnyvale Questionnaire

1. Significant opportunities and constraints

a. Significant opportunities –

1. Increased community awareness, reduced overhead, reduced staffing needs.

b. Significant constraints –

1. Environmental control – air quality, humidity control, heating, and lighting, and pest control.
2. We would need space for special gift and supply shop.
3. Space requirement would need to include large storage space and classroom space.
4. Security of storage and displays would be a concern.
5. Insurance coverage.
6. The location of the Iron Man Museum is not what we would consider walking distance from downtown for most of the people who visit our museum.
7. The current location of the Iron Man Museum is not very inviting.



QUESTIONNAIRE FOR ORGANIZATIONS INTERESTED IN A MUSEUM WALKABLE FROM DOWNTOWN SUNNYVALE

Thank you for completing this questionnaire as the information gathered will be helpful in planning the future direction of the study, "Consider Public Use of the Hendy Iron Man Museum for a Cultural Amenity Walkable from Downtown." While the responses should be that of the organization's governing body and not just those of a single member, this does not obligate your organization in any manner. Your time to assist in this study is appreciated. If you have questions please contact Cathy Merrill, Assistant to the Director of Parks and Recreation, (408) 730-7531 or cmerrill@ci.sunnyvale.ca.us. It will be very helpful to receive your organization's response by **August 10, 2007**. A self-addressed stamped envelope is included for your convenience in returning the questionnaire.

NAME OF ORGANIZATION Sunnyvale Historical Society

NAME AND POSITON OF PERSON COMPLETING SURVEY Rosa M. Romano

DATE OF GOVERNING BOARD ACTION IN RESPONSE TO THIS SURVEY: 8/11/07

Please attach copy of Board Minutes when this survey was discussed (if available).

1. There may be significant opportunities and constraints in consideration of your organization's participation working toward the goal of a single museum within walking distance from downtown Sunnyvale.

a. Please identify what may be significant opportunities for your organization as it relates to this study. (Opportunities may include community awareness, increased attendance, reduced overhead, centralized and shared resources, etc.):

b. Please identify what may be significant constraints. (Constraints could include location, funding, space requirements, customer base, security, etc.):

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2. Is your organization interested in: (Please check those that apply.)

- a. Relocation?
- b. Joining with other cultural organizations for shared use of space?
- c. Providing support to fund a shared facility?
- d. Fundraising to support a shared facility?
- e. Other (please identify)

We are currently in process of relocation

3. Is your organization in a position to: (Please check those that apply.)

- a. Make rental payments for use of space?
- b. Provide assistance to raise funds for a shared facility?
- c. Provide resources for capital improvements in a new location?
- d. Provide assistance to staff a shared facility?
- e. Provide assistance to market/ promote a shared facility?
- f. Other (please identify):

SEE ABOVE

4. What level of support or additional resources may your organization need in order to join with other organizations to develop a cultural amenity walkable from downtown Sunnyvale?

- a. Initial support to bring the organizations to the table and 'get the ball rolling.'
- b. Financial support such as:
 - i. One-time capital expense toward renovating and repairing a shared facility.
 - ii. Support to cover specific costs for a limited period of time to allow the new facility/ organization to get on solid ground.
 - iii. On-going support for a portion of the operating costs.
 - iv. No financial support from other sources.

5. Please identify your organization's overall level of interest in working toward the goal of developing a museum facility combined with Northrup-Grumman's Hendy Iron Works and other museums and/or cultural organizations, that is accessible from downtown Sunnyvale:
- a. High (Organization is willing to consider a leadership role and commit resources to work with other organizations to develop a museum or cultural facility within walking distance from downtown.)
 - b. Medium (Organization is willing to participate in meetings and work with other organizations to develop a museum or cultural facility within walking distance from downtown Sunnyvale, but is not willing to take a leadership role.)
 - c. Low (Organization would like to be kept informed on the progress of this project but is not in a position to commit any resources for it, at this time.)
 - d. Not Interested.

If you are aware of other organizations serving Sunnyvale that may be interested in participating in this endeavor, but are not among those identified below, please provide the organization's name and contact information or ask them to contact Sunnyvale's Parks and Recreation Department at (408) 730-7517 or cmerrill@ci.sunnyvale.ca.us.

Thank you for taking the time to provide your organization's information and interest in this study. If you have other comments or suggestions, please include them in the space below or send them to:

Ms. Cathy Merrill, Assistant to the Director
Department of Parks and Recreation
P. O. Box 3707
Sunnyvale, CA 94088-3707
cmerrill@ci.sunnyvale.ca.us

COMMENTS:

Cathy,
I was not able to discuss this with the Board. We take August off & will meet in September again. Keep us informed and we will do what we can to help.
Rosa

IRON MAN MUSEUM COMMITTEE

The Museum Committee meets on the first Tuesday of Each month at 11:30 A.M. in the 71 East Conference Room

Minutes of May 1, 2007 Meeting/Agenda for June 5, 2007

Attendees noted by X

| Name | Present | Name | Present |
|---------------------|----------------|---------------------|----------------|
| J. Austin | X | T. Lohr | X |
| B. Anderson | X | D. Martin | X |
| R. Anderson | X | E. Novak | |
| D. Baer | X | A. Penner | X |
| M. Bellis | X | J. Perry | X |
| A. Foster | | D. Sharp | |
| C. Jensen | | E. Thomas | X |
| A. Kolegraff | X | S. Rasmussen | |
| P. Krug | X | | |

NOTE: Welcome back Paul!!

Tours:

- The Argonauts Historical Society of San Jose will have a group of 17 members visiting the Museum on Thursday, May 10, at 10:00 a.m. Paul, Marv and Eric will docent.
- The Golden Gate Chapter of the Association of Old Crows (AOC) has scheduled a tour of the plant by 25 to 30 members on Tuesday, May 15. We will open the Museum from 5:00 to 6:00 P.M. with Paul, Jack, Ron and Eric as docents. Kris Falconer, NGMC Coordinator for the plant tour, attended our meeting.

Museum Goals for 2007

1. Excerpt material from the Charlie Giguere scrapbooks for display in the Museum.
2. Increase public awareness of the Museum and promote group tours.
3. Upgrade Museum displays by adding descriptive captions.
4. Pursue expansion of the Museum's total area.

Old Business

**Paul
Deb
Dick** Obtain reduced versions (11"x17" per panel) of the timeline for sale in the Museum. Action pending. Dick will take care of having them printed and Deb will cover the cost of production.

Dick Dick will pursue the making of an historic plaque to be mounted on the Hendy water tank. Action pending.

**Paul
Dick** Paul will coordinate the preparation of a series of historic articles for publication in Marine Soundings and Dick will assist. Action pending.

**Ron
Paul** The Museum's Polaris/Poseidon Missile Compartment model, which was loaned to NGMS Programs and returned to us in a damaged condition, has been sent to retiree Walt Steever to make the necessary repairs at NGMS expense. Ron Anderson will keep us informed on status. In addition, Paul will call Walt.

All It had been suggested by Marv that the Museum celebrate a "20th Anniversary" this year, but the question was raised as to when the Museum was actually founded. Jack reported that the first Museum Committee meeting was held on April 12, 1984 and that the Museum opened in late September or early October of that year. All this aside, it was generally agreed that a "volunteers luncheon" would be in order and that Edith be asked to help organize it. This matter was not pursued at the May meeting.

Jack The Sunnyvale Historical Society is in the process of planning the exhibits to be displayed in their soon-to-be-built Heritage House Museum. It is important that the history of Hendy, Westinghouse & Northrop Grumman be adequately represented therein. Toward this end we have offered a set of our timeline panels for permanent display. Jack has contacted the Society in an effort to assure that our interests will be fulfilled and will attend their May meeting.

New Business

All Cathy Merrill, Assistant to the City of Sunnyvale Parks and Recreation Director, attended the meeting to discuss the issues described in Debra Martin's e-mail of April 16 (Attachment 1) relative to a combined City museum and to determine the Committee's interest in this proposal. The consensus of the Committee was that we do not want to move our Museum from its present location but would be willing to provide artifacts for display and publicity, should such a combined museum be created. The possibility of providing space for subject museum on Northrop Grumman property is an issue that Ms.

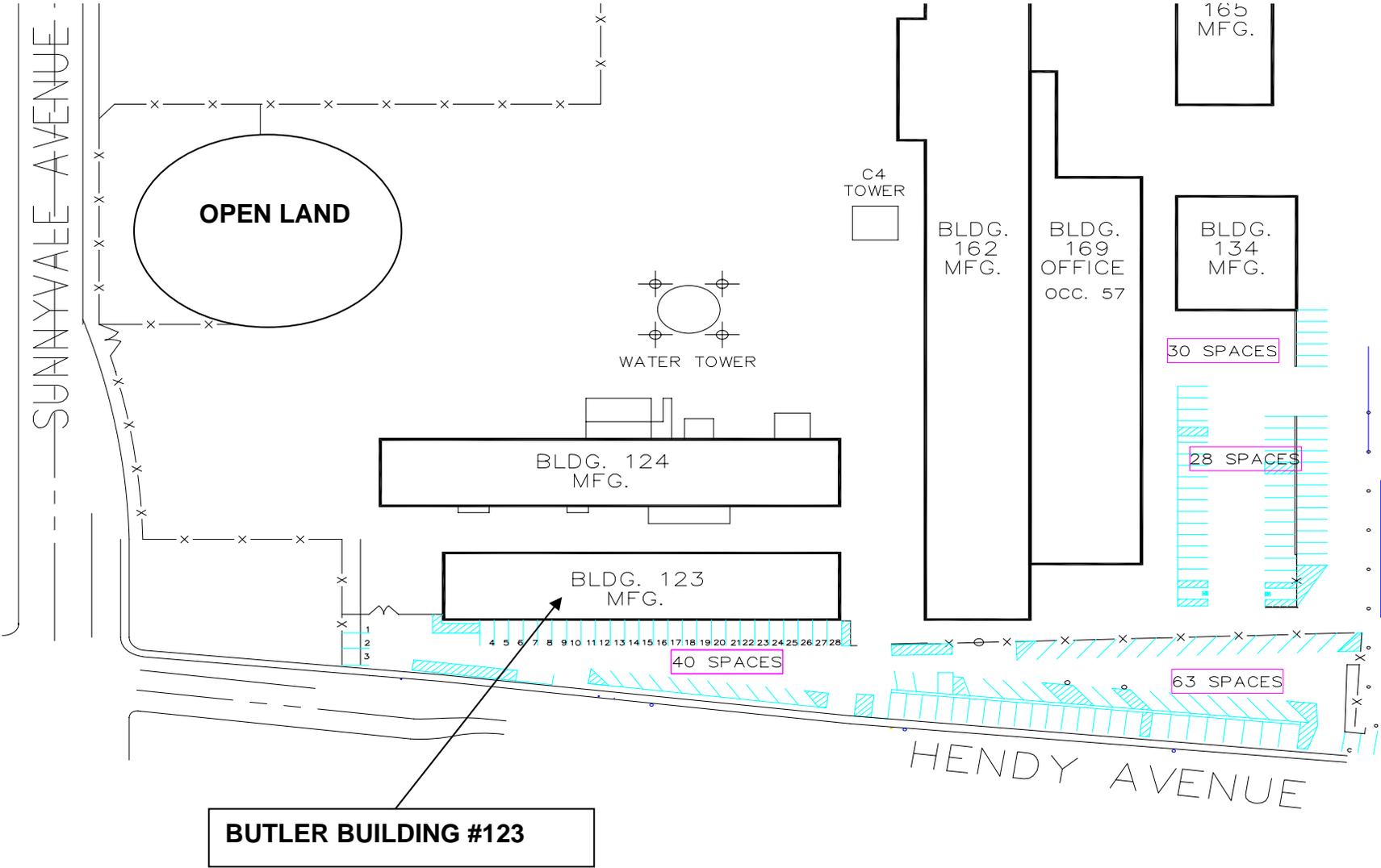
Merrill will discuss with NGMS management. Her findings and recommendations are scheduled to be presented to the City Council at their meeting on Tuesday, September 18.

Jack
Deb

Brad Reinhart, a volunteer for the restoration of the SS Red Oak Victory ship, visited the Museum on April 9 and requested that we make known to NGMS employees and retirees their need for volunteers with technical expertise in restoring their main propulsion turbines and turbo-generator sets (Attachment 2). Jack will prepare and submit to Deb an appropriate request for publication in Marine Soundings.

ATTACHMENT E

Northrop Grumman Hendy Ave & Sunnyvale Ave Corner
Layout Showing Building 123 and adjacent fence lines along both avenues.



Northrop Grumman Historic Building 71 First Floor – Iron Man Museum

Possible Expansion Areas = Southeast corner of the 1908 Hendy Office Building (Bldg. 71) adjacent to the existing Iron Man Museum

