

NEVADA COMMISSION FOR
CULTURAL CENTERS AND HISTORIC PRESERVATION (CCCHP)
GRANT APPLICATION FOR FY2019-2020

For SHPO use only
Initials: CH
Received: 02-27-20
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Delivery Svc: Hand Delivered

APPLICATION COVER PAGE (This *unaltered* form must be submitted with the application.)

Applicant Organization: Brewery Arts Center
EIN (Taxpayer Identification Number): 51-0183567
Mailing Address: 449 W. King Street
City: Carson City County: Carson City ZIP: 89703

Project Contact: Gina Lopez Hill Title: Executive Director
Daytime Phone: 775-883-1976 Evening Phone:

Fax: Email: gina@breweryarts.org

Project Title: BAC Performance Hall Energy Efficient Rehabilitation
Project Address: 511 W. King Street
City: Carson City County: Carson City ZIP: 89703

Project Type: ☒ Rehabilitation/Construction ☐ Planning/Construction ☐ Architectural/Engineering Study/Construction

Historic Property Name: St. Teresa of Avila Catholic Church Date Built: 1870

Property Insured: ☒ Yes; please enclose one copy of policy ☐ No; please explain:

Project Synopsis (brief):

The project upgrades plumbing, electrical service and lighting, sound systems, windows, flooring and HVAC systems to make necessary repairs and substantially reduce water and power consumption.

Proposed Start Date:

Proposed End Date:

Project Budget Summary:

Amount Requested: \$ 194,850

Proposed Match: Cash \$

In-Kind/Donations: \$ 19,485

Total Project Budget: \$ 214,335

Applicant's authorized signature:

Gina Hill

Name (please print): Gina Hill

Title: Executive Director

Date: 2-27-2020

**X I HAVE READ THE 2019-2020 CCCHP APPLICATION
GRANTS MANUAL***

***PLEASE NOTE—IF THIS PAGE IS NOT SIGNED, THE APPLICATION IS CONSIDERED
INCOMPLETE, AND CANNOT MOVE FORWARD IN THE FUNDING PROCESS.***

I HAVE READ THE GRANTS MANUAL AND COMPLETED THIS CCCHP APPLICATION FOR
2019-2020 AND CERTIFY THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT
TO THE BEST OF MY KNOWLEDGE.

Applicant's authorized signature:

A handwritten signature in black ink, appearing to read "Gina Lopez Hill", is written over a horizontal line.

Title: Executive Director

Name (*please print*): Gina Lopez Hill

Date: February 27, 2020

Brewery Arts Center Performance Hall

CCCHP Grant Application 2019

NARRATIVE DESCRIPTION

Project Description

The Brewery Arts Center, occupying two city blocks, is the only cultural campus within Carson City's West Side Historic District. The primary structures on its campus are the BAC administration and program building, formerly Carson Brewing Company, and the Performance Hall, formerly St. Teresa of Avila Catholic Church. Carson City government had owned the brewery building since 1975, but has entered an agreement to transfer the title to BAC, which is in process. The Performance Hall, built in 1870, was occupied as a Catholic Church from 1871 through 2000. In 2000, BAC purchased the building and converted the nave and apse into a 250-seat auditorium.

The Performance Hall, as St. Teresa of Avila Catholic Church, plays an important role in the cultural history of Carson City. The original structure built on this site in 1860 was the first church in Carson City. Wind blew down this church, and it was replaced in 1865 with a structure that was destroyed by fire within a few years. In 1870, a substantial masonry building was erected on the site, and it remains today as the Performance Hall. Many current community members share memories of attending St. Teresa's Church for Sunday mass and to celebrate the milestones in their lives. Their parents, grandparents, and great grandparents, if they lived in Carson City, also celebrated life's important moments in this building. This building represents cultural continuity within the community through the generations.

BAC is committed to rehabilitating and preserving the Performance Hall, both to preserve a part of Carson City history and to allow the building to continue playing an important cultural role in the community. To accomplish this, extensive rehabilitation will be required over time to assure the building survives and its historic features are restored and preserved. BAC's priorities in requesting funds for this project were to assure long-term survival of the building and to increase energy efficiency in everyday operations.

Energy efficiency improvements seek to reduce water and power usage in the building. To that end, BAC requests \$194,850 in funding to upgrade plumbing, electrical service and lighting, sound systems, windows, flooring, and HVAC systems throughout the building. Because no comprehensive improvements have been made in these areas since BAC purchased the building, the proposed improvements are necessary to support operations and allow occupancy into the future. The funding is itemized in the spreadsheet accompanying the budget. The proposed improvements include:

1. Plumbing Upgrades (\$6,300): Restrooms consume more water in commercial buildings than any other usage. Carson City Utilities has advised BAC that they could significantly reduce their water consumption by replacing their restroom appliances. BAC frequently encounters

plumbing problems with its restrooms, so feels replacement of most or all of the fixtures will need to occur within the next several years. This funding will replace 9 toilets with low-volume fixtures and 3 urinals with waterless models.

2. Electrical Upgrades (\$73,900): BAC will improve energy efficiency of electrical service with a new power supply for the outside of the building and by upgrading lighting. BAC will replace dimmers and lighting controls and will purchase LED stage lighting and lighting controls in place of the current systems to reduce energy usage and enhance performance quality.
3. Sound System (\$22,150): To further reduce energy consumption and increase the quality of performances, BAC will replace its sound system and purchase 2 Yamaha DZR12 speakers.
4. HVAC System (\$15,000): BAC does not know when the HVAC system was installed, but it was clearly some time ago. HVAC systems are also the second largest user of water in commercial buildings and are often the largest user of power. BAC proposes to replace two heat pumps and three air conditioning compressor units.
5. Window Rehabilitation (\$35,400): The windows are an important historic feature of this former church, which has 18 large windows and 6 smaller ones. The windows will be upgraded in a manner that is sensitive to their historic significance. By making them more resistant to weather, BAC will reduce energy consumption and better assure their long-term preservation.
6. Flooring (\$18,500): BAC will replace the lobby flooring with industrial laminate, lay new carpet in the green room, and install carpet squares in the theater. Uninsulated floors can result in significant heat loss, so flooring improvements will contribute to energy efficiency while improving the experience of the building's users.

Much of the rehabilitation and installation work can be done by the Project Manager. Where greater expertise is required, work will be done by licensed contractors selected through a competitive process. In addition, the following individuals will work on the project:

The project management team includes three personnel:

- J.P. Copoulos – Architectural Consultant will be responsible for assuring the historic integrity of all rehabilitation work. He has provided architectural services to BAC for the past 15 years, acting as lead architect on previous projects funded through State Historic Preservation Office, which included rehabilitation work to both the Carson Brewing Company building and the Performance Hall. For past projects, he has made extensive drawings of both structures and participated in planning for future improvements to the BAC campus. This experience provides him with an understanding of the structure that could not be equaled by any other consultant. Mr. Copoulos is a past member of the Carson City Historic Resources Commission, so he is familiar with local, state, and federal standards pertaining to modifications of historically significant buildings.
- Mike Wiencek – Project Manager is directly in charge of the project. He will verify project expenditures are appropriate and assure that all work complies with SHPO requirements. He will oversee the selection and performance of all contractors. He will attend inspections by building officials to assure the contractor complies with all

regulations. He will also work with the architectural consultant to identify and document requirements for rehabilitation and preservation of the Performance Hall.

- Gina Lopez Hill – Financial Manager, BAC Executive Director, will oversee all fiscal matters and will be responsible for managing and accounting for all funds. She will verify all expenditures and prepare or review grant financial reports.

Building Use/Community Involvement

BAC provides venues for all forms of art, with auditoriums for performances, classrooms for education, display areas for exhibitions, and facilities for community involvement, including a ballroom for larger meetings. Founded in 1975, by a group of artists yearning for a space of their own, BAC spearheaded a grassroots effort and raised \$300,000 to purchase the historic Carson Brewing Company building and turn it into a community gathering space for artists. After the purchase, they built an annex for a gallery, art classrooms and a black box theater. The Brewery Arts Center (BAC), a Nevada non-profit organization, was born. In 2000, the organization purchased the St. Teresa Catholic Church when the church built a new home and converted it into the Performance Hall. From the beginning, the identity of BAC has been strongly tied to the buildings that it owns and occupies.

Starting with that initial \$300,000 fund-raising effort in 1975, BAC's survival has depended on the ability of its board, staff, and members to attract the funds necessary to maintain its buildings and operate its programs. Unlike many nonprofits which are dependent on donors or grantors, BAC generates 70% of its funding from earned revenues from mission-related activities, including performances, events, facilities rentals, membership fees, and sale of other goods or services. This puts the organization in a strong position for sustainability, because over the past 45 years, BAC has demonstrated it can earn most of the money it needs to support itself.

However, BAC does not lack the ability to attract funding from grantors. BAC receives and successfully administers about 20 grants a year from nonprofit foundations and governmental sources. This includes \$1,052,184 in grants awarded by the State Historic Preservation Office since 1993. In addition, local residents individually have donated hundreds of thousands of dollars. Gina Lopez-Hill, Executive Director and proposed financial manager for this grant, has been responsible for managing BAC grants since 2014. Prior to joining BAC, she worked for nonprofit organizations, including a charter school, where she was responsible for acquiring and administering grant funds for capital improvements and ongoing operations. Ms. Hill has a track record of attracting donors who repeat their commitment to the Brewery Arts Center year after year. About 30% of BAC funding comes from grant awards from organizations including the Nevada Arts Council, Robert Z. Hawkins Foundation, John and Grace Nauman Foundation, Bessie Minor Swift Foundation, NV Energy Foundation, UNR, the Mortimer and Mimi Levitt Foundation, AARP, and private endowments.

For 45 years, the BAC campus has been dedicated dually to the arts and to the community. In addition to hosting over 100 cultural events a year, BAC provides a home to a number of organizations that similarly contribute to and strengthen the artistic and cultural opportunities available in Carson City. These include Nevada Artists Association, Wild Horse Children's Theater, Proscenium Players, Inc., KNVC Community Radio, Sierra Nevada Forums, Rotary Club International, TEDxCarsonCity, Joyful Noise Children's Choir, Music and Me, and Carson City Classic Cinema Club. BAC maintains collaborations with the Jazz and Beyond Music Festival, Sierra Nevada Ballet, Muscle Powered, Food 4 Thought, Carson City School District, and the Carson City Juvenile Probation Center. The BAC also manages the Historic Adam's House which houses drawing classes, art therapy for memory care and KNVC, Carson City's community radio station for which BAC is the licensee. The Performance Hall is available for use by these organizations as well as other community members who wish to rent it for appropriate uses.

The purpose of this proposed project is to assist in sustaining the Performance Hall as a viable venue long into the future. Thus, the improvements are looking to long-term preservation of building and sustenance of the funding to keep it in operation. Energy efficiency is an important priority in making these improvements. Energy efficient appliances will make necessary improvements while reducing operating costs of the Performance Hall and, thus, further contribute to the financial sustainability of the building.

In keeping with its commitment to community, BAC's cultural events contribute to the economic as well as the cultural vitality of Carson City. The Performance Hall boosts the area's ability to attract tourists and to provide alternative forms of entertainment to those who may have come for reasons other than engagement with the arts. The musical and theatrical events in and around the Performance Hall draw in non-local visitors to see the performance, which also contributes economically to a variety of hospitality and retail businesses in the area. BAC works with local businesses to increase the economic contribution of its events. For example, in December 2019, the Big Bad Voodoo Daddy concert, offered in partnership with a local casino, drew a sell-out crowd including a substantial number of people outside the Carson City area. Individuals who travel to Carson City for such events may like what they see and return to the area again.

BAC acts a portal to connect residents and tourists with to a broad range of art forms, including visual arts, music, dance, theatre, and mass media. However, it also offers opportunities for local artists to show their work or perform before an audience. For art to contribute to the cultural milieu of the area, the area must have artists. To attract and retain artists, the community must provide them with opportunities to promote and profit from their work.

Project Support/Financial

BAC is a beloved facility in Carson City and has received enthusiastic community financial support since its founding. Most recently, Carson City donated ownership of the Carson Brewing Company building to BAC, a strong show of community support contributing to the

long-term sustainability of the BAC organization. BAC recently received federal funding to assist with asbestos removal from the Performance Hall roof, and BAC will fund replacement of the roof through a loan or a grant from a local nonprofit foundation. The anticipated value of the roof replacement is \$60,000. BAC also provides all of the funding for repairs, maintenance, and operation of the Performance Hall.

During the course of this project, BAC will complete an inventory of rehabilitation work that needs to be done to restore historic features and to preserve the operating integrity of the building. Once the work program has been established, BAC will initiate a capital campaign to generate the necessary funding to complete this work. BAC will solicit donations from local residents, foundations, and government programs, who have shown in the past they are willing to contribute financially to the BAC's success.

The operation and maintenance of the Performance Hall have been BAC's ongoing responsibility for the past 20 years. BAC budgets annually for these expenditures and has been able historically to meet its financial obligations to keep the Performance Hall open and available to the community. As the venue for large performances, the Performance Hall generates a significant port of the income necessary to pay its operating expenses.

Planning

The proposed project has been identified as a high priority among the improvements required for the Performance Hall. However, during the course of the this project, BAC will complete an inventory of necessary improvements needed to protect the building into the future. This planning effort will include Architectural Consultant J.P. Copoulos, Project Director Mike Wiencek, and other members of the BAC staff and Board of Directors. BAC will also actively recruit community members to participate in the planning effort. Currently, BAC has over 420 active members who pay annual dues and attend membership meetings. These individuals have taken positive steps to become involved community members and supporters of the arts. Members will certainly be welcome to join the planning effort. However, BAC will also use this opportunity to recruit members of the community who have not previously joined BAC and who have the ability to contribute to planning effort. This will include civic and business leaders, but also those who patronize cultural events and see the value of supporting a strong artistic presence in Carson City. And, of course, local artists will be invited to participate.

GRANT APPLICATION FOR 2019-2020
PART III BUDGET FORM

Applicant: Brewery Arts Center Performance Hall

1. Personnel:

| | Position Title | Hours | Hourly Rate (HR) | ✓ if HR includes Fringe Benefits | % of HR that is a fringe benefit | Amount of fringe benefit | Total Amt | State Share | Non-State Share |
|------------|-----------------|-------|------------------|----------------------------------|----------------------------------|--------------------------|-----------|-------------|-----------------|
| a. | Project Manager | 320 | \$55.00 | | | 0.00 | 17,600.00 | 17,600.00 | |
| b. | | | | | | 0.00 | 0.00 | | |
| c. | | | | | | 0.00 | 0.00 | | |
| d. | | | | | | 0.00 | 0.00 | | |
| e. | | | | | | 0.00 | 0.00 | | |
| f. | | | | | | 0.00 | 0.00 | | |
| g. | | | | | | 0.00 | 0.00 | | |
| h. | | | | | | 0.00 | 0.00 | | |
| i. | | | | | | 0.00 | 0.00 | | |
| j. | | | | | | 0.00 | 0.00 | | |
| Sub-total: | | | | | | | 17,600.00 | \$17,600.00 | \$0.00 |

2. Travel: (see GSA rates in the application document)

| | | Rate | Miles/# of days | Total Amount | State Share | Non-State Share |
|------------|---|------|-----------------|--------------|-------------|-----------------|
| a. | Mileage | | | | | |
| | 1. Person #1- | | | 0.00 | | |
| | 2. Person #2- | | | 0.00 | | |
| b. | Per Diem (Breakfast) | | | 0.00 | | |
| | Per Diem (Lunch) | | | 0.00 | | |
| | Per Diem (Dinner) | | | 0.00 | | |
| c. | Transportation costs (parking fees, taxi, etc.) | | | 0.00 | | |
| d. | Lodging | | | | | |
| | 1. Weeknight (Sun-Th) | | | 0.00 | | |
| | 2. Weekend (Fri-Sat only) | | | 0.00 | | |
| e. | Other: | | | 0.00 | | |
| f. | Other: | | | 0.00 | | |
| Sub-total: | | | | \$0.00 | \$0.00 | \$0.00 |

GRANT APPLICATION FOR 2019-2020
PART III BUDGET FORM

3. Contractual Services: Attach itemized lists or contractor quotes showing the breakdown of materials and labor costs for all proposed work items

| | Contractual Service | Total Amount | State Share | Non-State |
|----|--------------------------|---------------------|---------------------|---------------|
| a. | Electrical Upgrades | 73,900.00 | 73,900.00 | |
| b. | Plumbing Upgrades | 6,300.00 | 6,300.00 | |
| c. | HVAC | 15,000.00 | 15,000.00 | |
| d. | Window Rehabilitation | 35,400.00 | 35,400.00 | |
| e. | Sound System | 22,150.00 | 22,150.00 | |
| f. | Flooring | 18,500.00 | 18,500.00 | |
| g. | Architectural Consultant | 6,000.00 | 6,000.00 | |
| | Sub-total: | \$177,250.00 | \$177,250.00 | \$0.00 |

| | | # of | Rate | Flat Rate | Amount | State Share | Non-State |
|----|-----------------------------|------|------|-----------|---------------|---------------|--------------------|
| a. | Photocopying | | | | | | |
| b. | Film and Processing | | | | | | |
| c. | Maps | | | | | | |
| d. | Postage | | | | | | |
| e. | Telephone | | | | | | |
| f. | Utilities | | | | | | |
| g. | Supplies (specify): | | | | | | |
| h. | 10% Administrative Overhead | | | | | | 19,485.00 |
| i. | Other (specify): | | | | | | |
| | Sub-total: | | | | \$0.00 | \$0.00 | \$19,485.00 |

5. Other (please specify or attach detailed budget):

| | | Rate | Amount | State Share | Non-State |
|----|-------------------|------|---------------|---------------|---------------|
| a. | | | | | |
| b. | | | | | |
| c. | | | | | |
| d. | | | | | |
| e. | | | | | |
| f. | | | | | |
| g. | | | | | |
| h. | | | | | |
| | Sub-total: | | \$0.00 | \$0.00 | \$0.00 |

GRANT APPLICATION FOR 2019-2020
PART III BUDGET FORM

6. Section #1- 5 Subtotals:

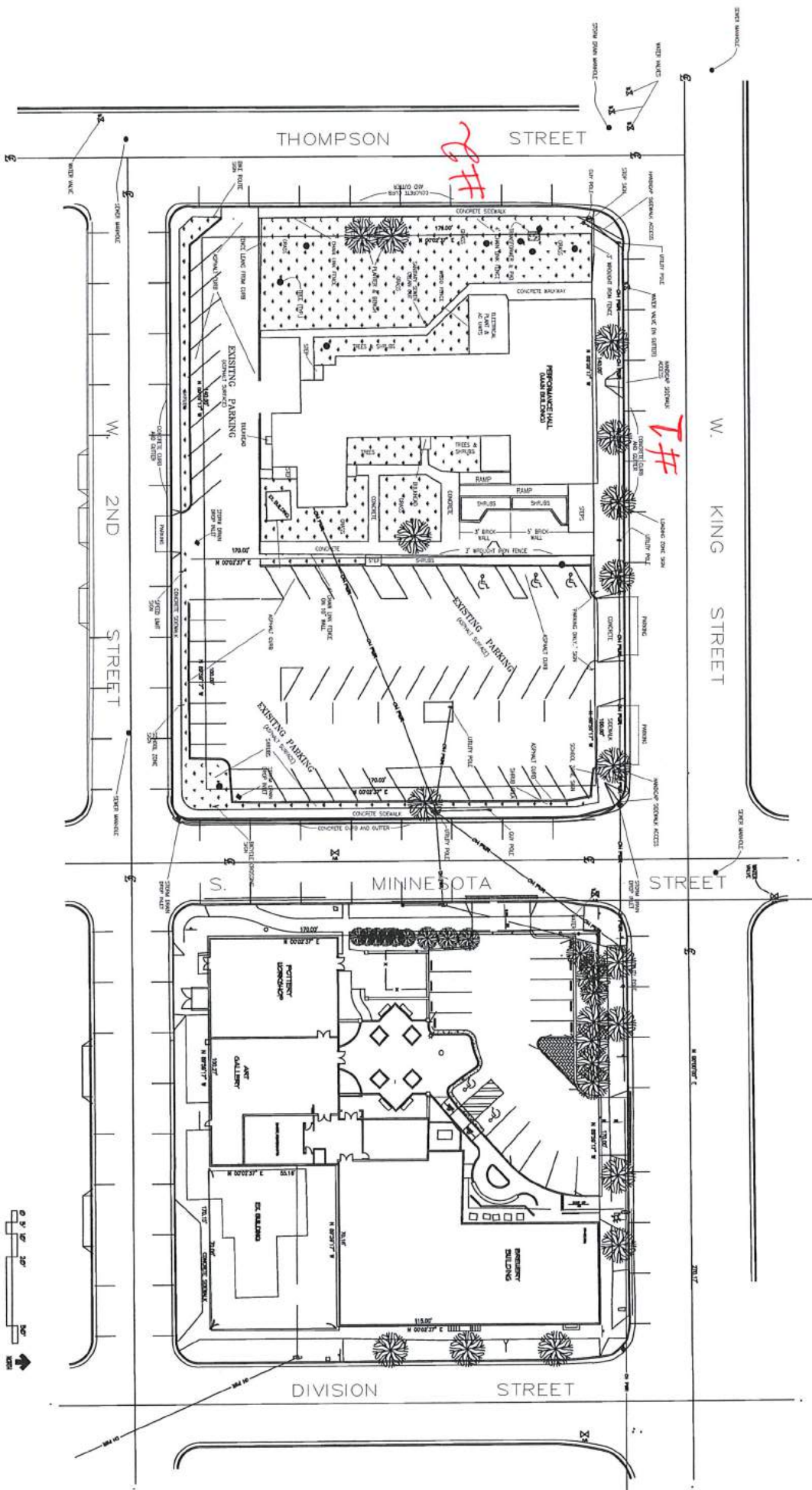
| | | Amounts | State Share | Non-State Share |
|----|----------------------|---------------------|---------------------|--------------------|
| 1. | Personnel | 17,600.00 | 17,600.00 | 0.00 |
| 2. | Travel | 0.00 | 0.00 | 0.00 |
| 3. | Contractual Services | 177,250.00 | 177,250.00 | 0.00 |
| 4. | Operating | 0.00 | 0.00 | 19,485.00 |
| 5. | Other | 0.00 | 0.00 | 0.00 |
| | Sub-total: | \$194,850.00 | \$194,850.00 | \$19,485.00 |

| | | | |
|-----|--|------------------|---------------------|
| 7. | Requested State Share Total: | Subtotal: | \$194,850.00 |
| 8. | Potential Non-State Share: | Subtotal: | \$19,485.00 |
| 10. | Proposed Project Costs Grand Total: | | \$214,335.00 |

Brewery Arts Center CCCHP Application
Performance Hall, 511 W. King, (St. Teresa's Catholic Church) Proposed Improvements

| | | | |
|------------------------------|--|--------|-----------------------|
| Electrical | | | <u>73,900</u> |
| Exterior | | 7,500 | |
| | Install new power supply for outside of buiding | 5,500 | |
| | Exterior lighting upgrades | 2,000 | |
| Interior | | 66,400 | |
| | Dimmers | 7,700 | |
| | Lighting controls | 40,000 | |
| | LED stage lighting | 8,700 | |
| | LED control board | 10,000 | |
| Plumbing | 3 waterless urinals, 9 toilets | | <u>6,300</u> |
| HVAC | 2 heat pumps in crawl space and 3 AC compressors behind fence on Thompson St | | <u>15,000</u> |
| Window Rehabilitation | | | <u>35,400</u> |
| | 18 large windows @ \$1,800 | | |
| | 6 small windows. @ \$500 | | |
| Sound System | | | <u>22,150</u> |
| | Sound System | 21,000 | |
| | 2 Yamaha DZR12 Speakers | 1,150 | |
| Flooring | | | <u>18,500</u> |
| | Industrial laminate flooring in lobby (\$5/sq ft) | 7,500 | |
| | Green room carpet | 5,500 | |
| | Carpet squares in theater | 5,500 | |
| Total | | | <u>171,250</u> |

ATTACHMENT 1
EXTERIOR PHOTOGRAPHS AND SITE PLAN



#1



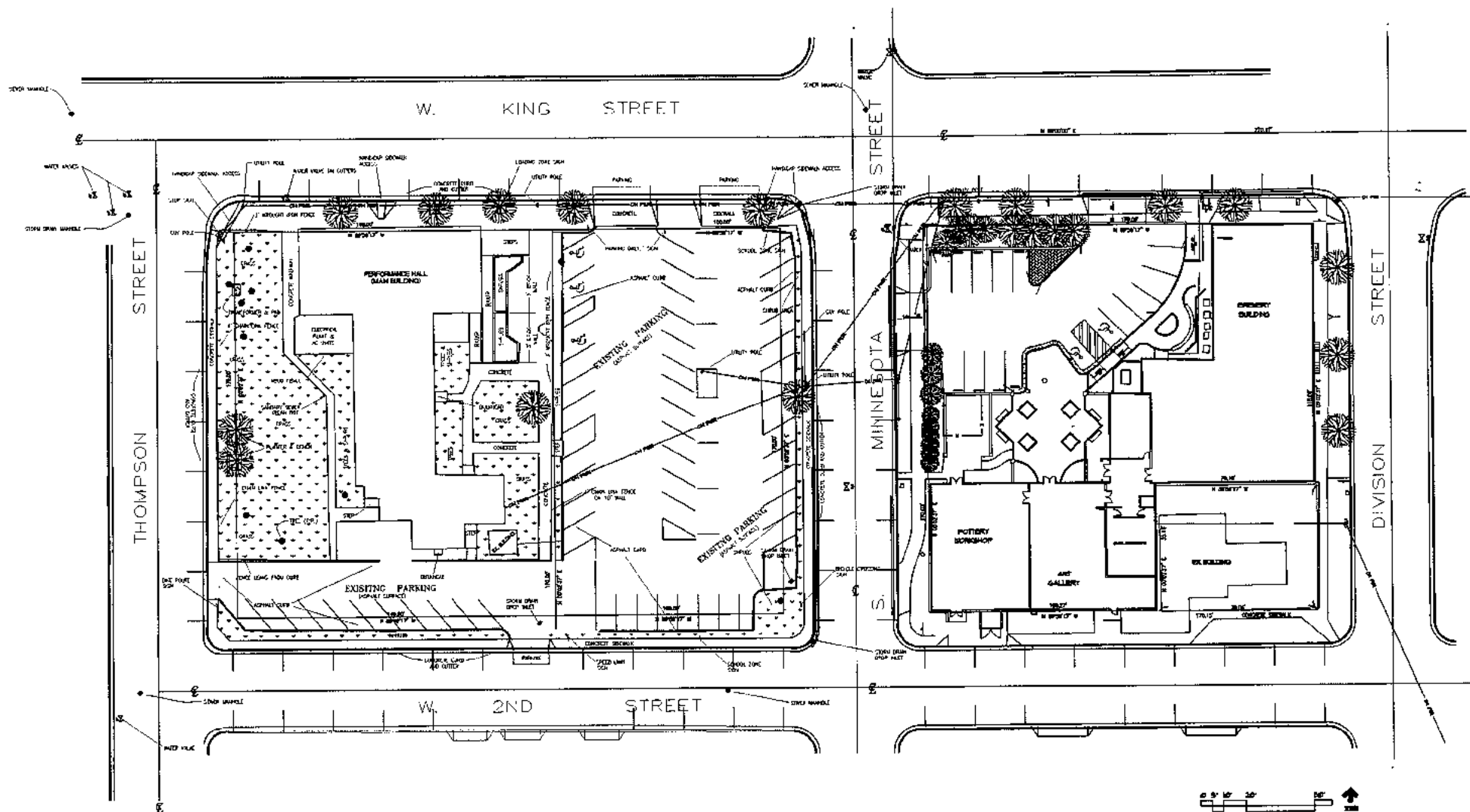
#2

Thompson St 100

tax

WY 0124

**ATTACHMENT 2:
INTERIOR PHOTOGRAPHS AND FLOOR PLAN**

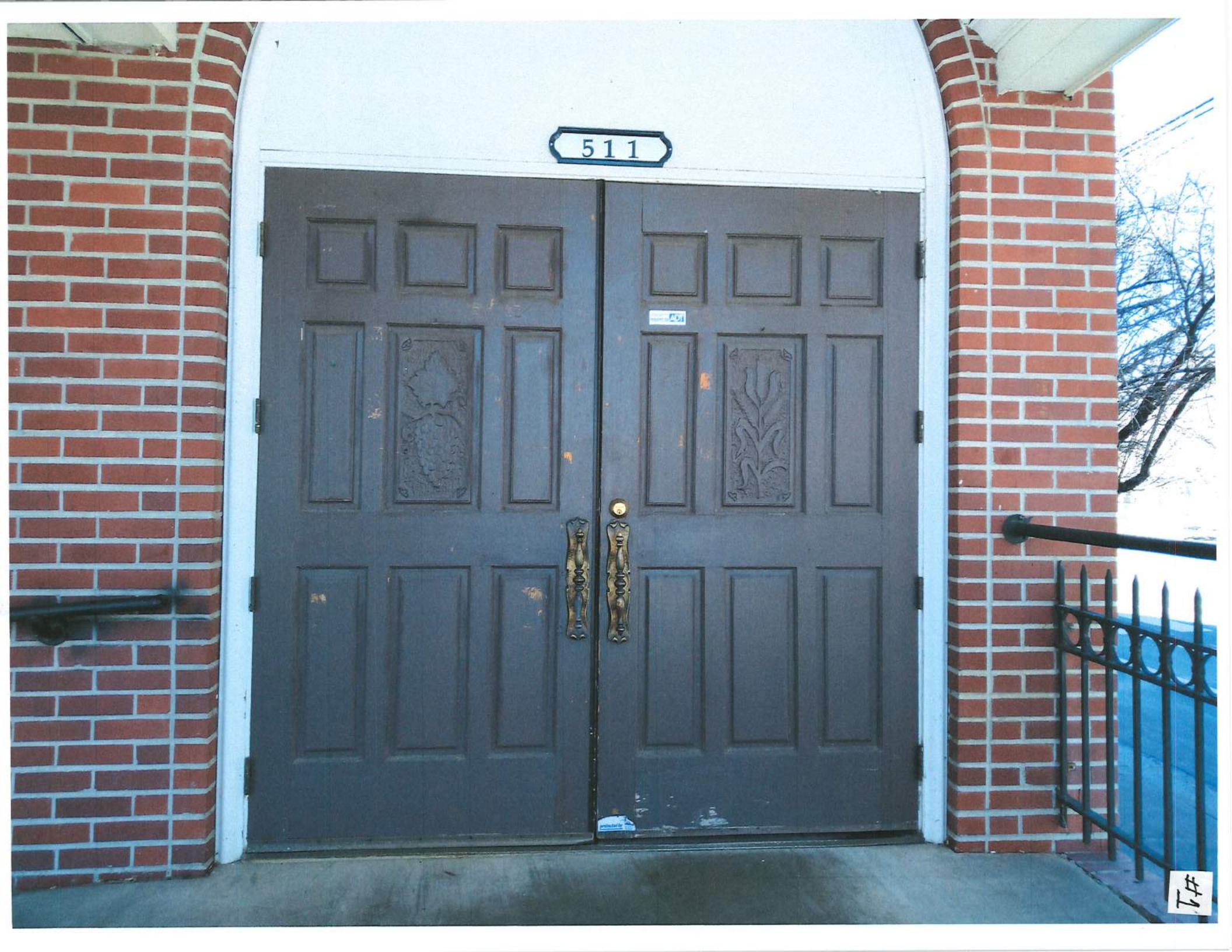


**Brewery Arts Center Performance Hall
CCCHP Grant Application 2019
Attachment 2: Interior Photos**

1. Front Door 511 W. King – East Side of Building
2. Auditorium with Seating
3. Stage
4. Stage Lighting
5. Large Window
6. Small Window
7. Auditorium Carpeting
8. Toilet

511

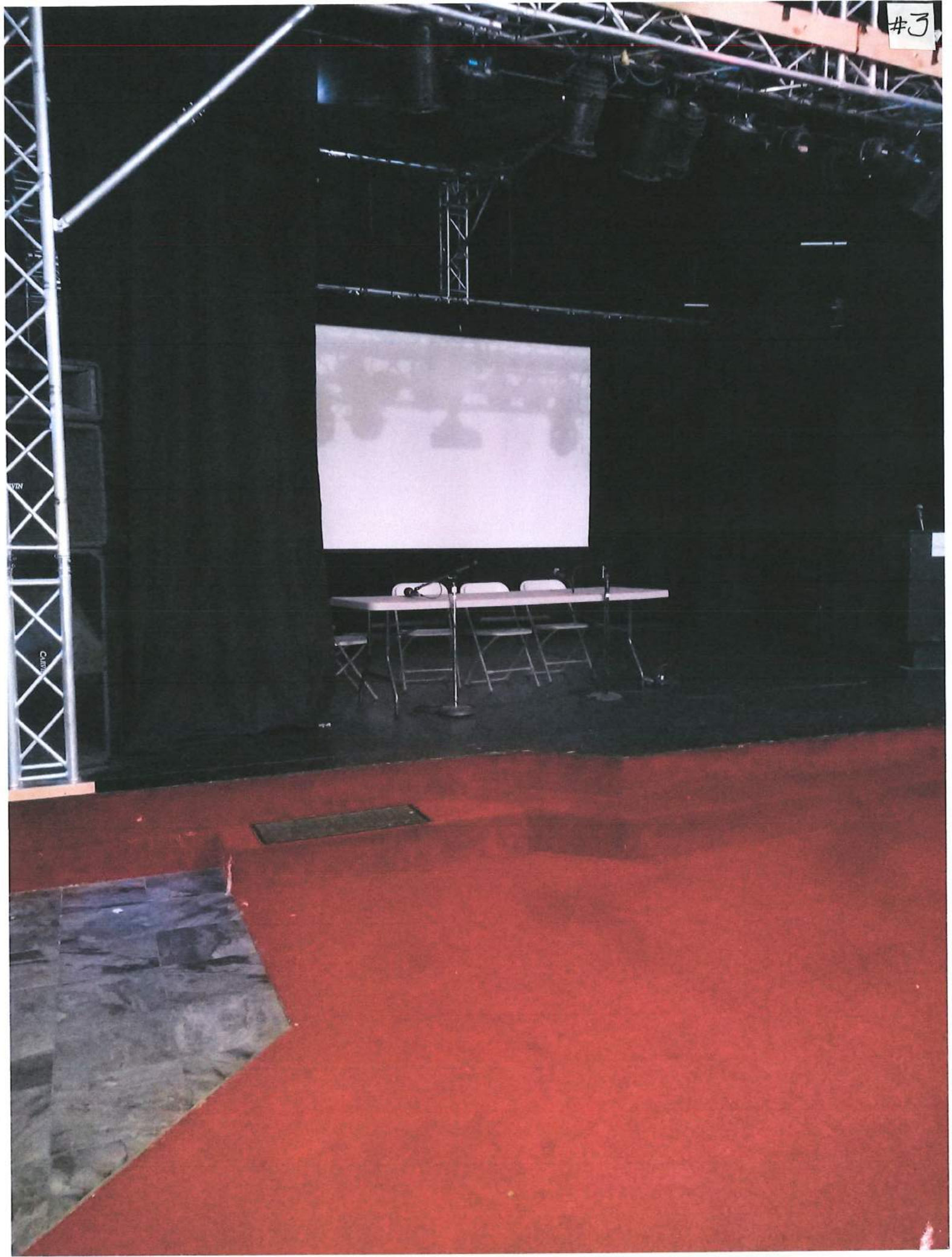
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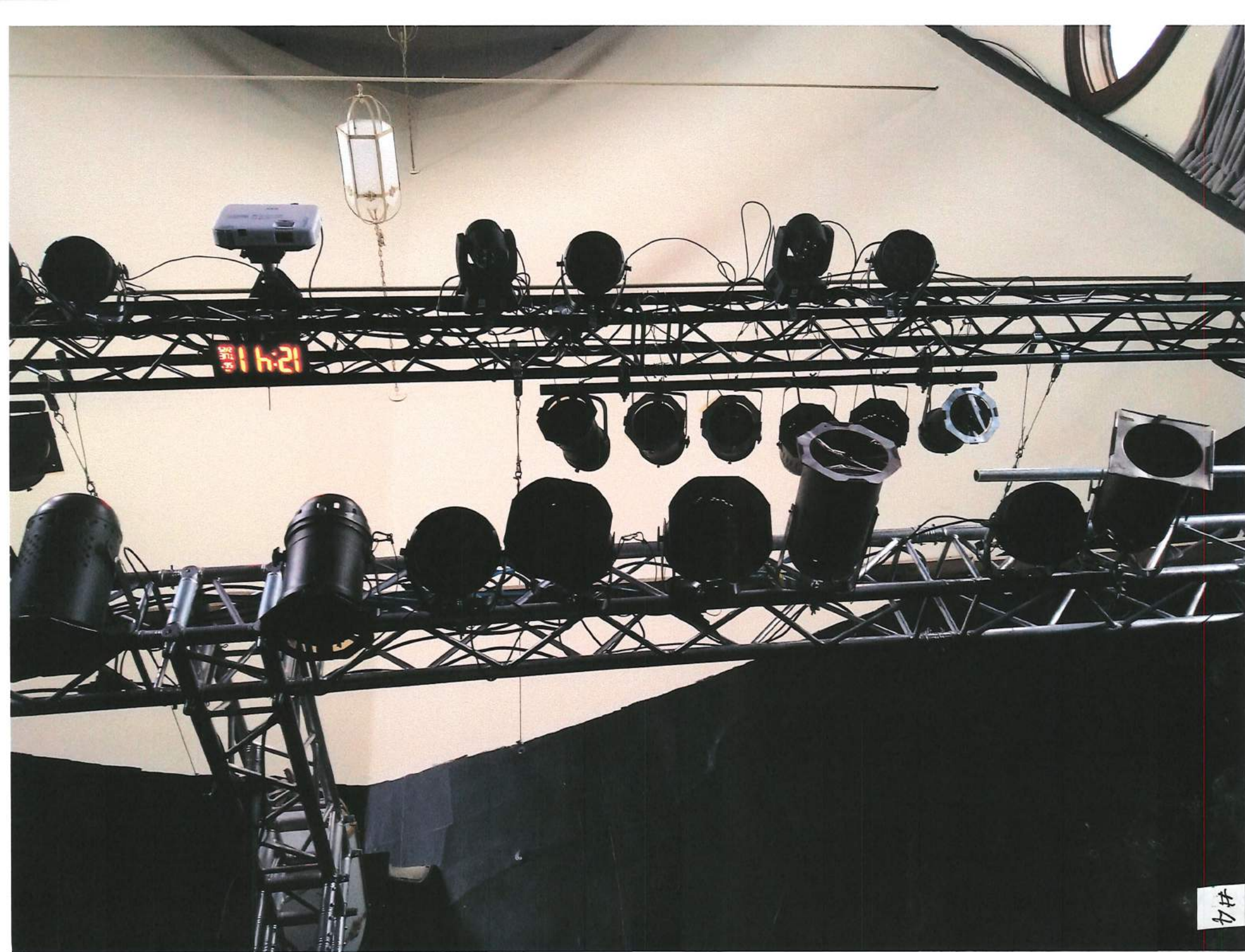


#2



#3



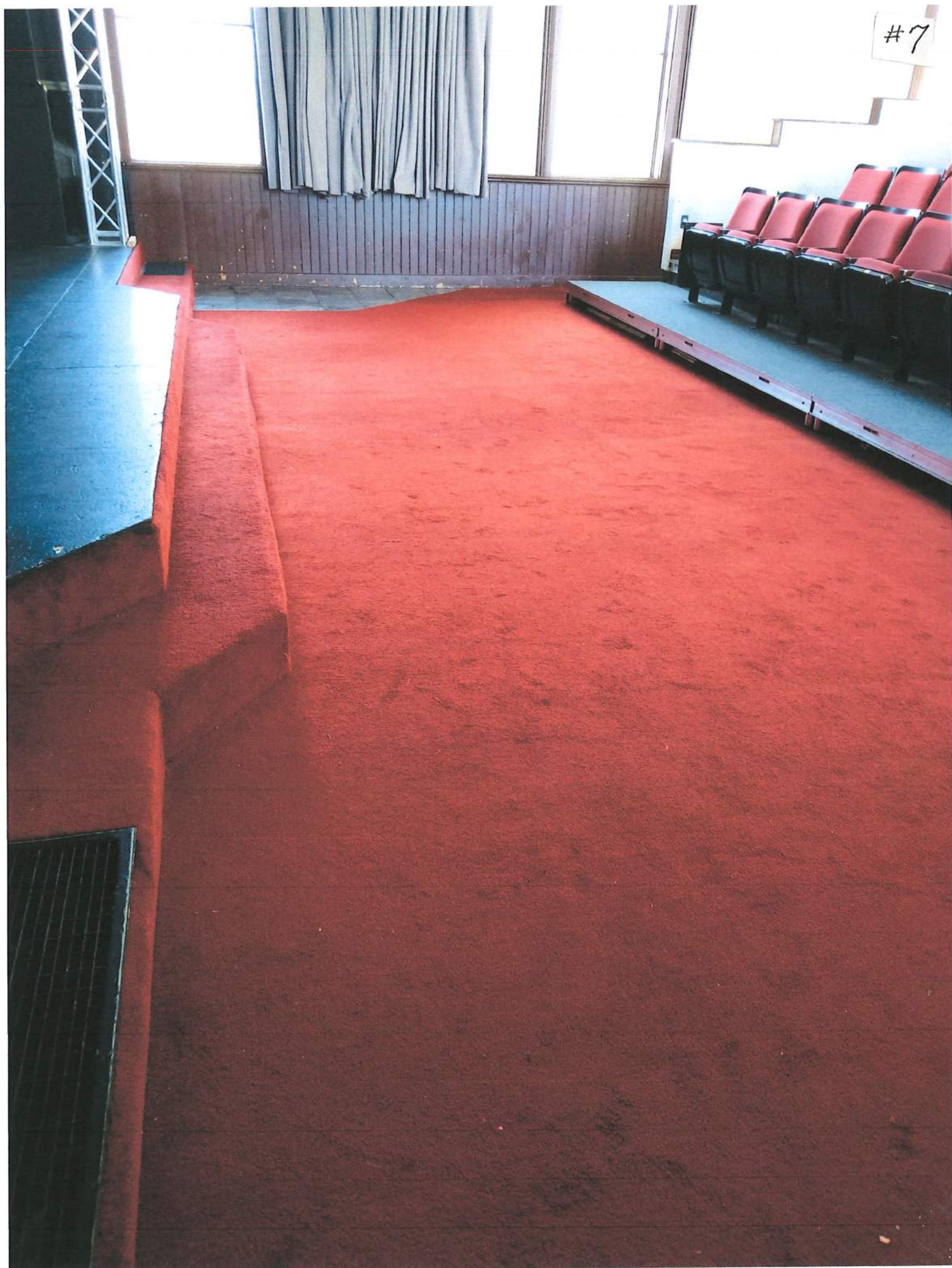


#5



#6





#8



Attachment 3

Brewery Arts Center Mission Statement and History

Mission Statement: *We are a non-profit organization that enriches the quality of life by cultivating arts and culture for all.*

Organization History

The Brewery Arts Center is a non-profit organization founded in 1975 by a group of Carson City artists yearning for a space of their own. The founding members raised \$300,000 to purchase the historic Carson Brewing Company Building and turn it into a community gathering space for artists. They built an annex to the brewery to house a gallery, art classroom, and a black box theater. In 2000, the organization purchased the St. Teresa Catholic Church building and converted it into a 250 seat Performance hall. In 2015 BAC was able to close Minnesota Street to traffic in between the two buildings to create a two city-block arts campus complete with facilities for visual arts, theatrical arts, dance and music, and outdoor art to include a Harmony Sculpture Park, two murals, rotating sculptures and in the summer months, an outdoor amphitheater.

The Brewery Arts Center arts education department includes classes in painting, sculpting, drawing, pottery, a chemical darkroom, jewelry making, theater, improvisation, dance, and music. The BAC programs art for 4 area elementary schools and the Juvenile Detention Center. It's acclaimed "Art in the Park" outreach program will enter its sixth year in 2020. Art in the Park is a pop-up art classroom which provides free art programming to anyone with a desire all summer long.

The organization is privately funded and the facility provides a home for 17 other non-profit organizations, and several dozen visual artists use the various art spaces every day of the week. The many collaborators who use the BAC include Nevada Artist Association, Wild Horse Children's Theater, Proscenium Players, Inc., KNVC Community Radio, Sierra Nevada Forums, Rotary Club International, TEDxCarsonCity, High Sierra Swing Dance Club, Improv club, Carson City Classic Cinema Club, Joyful Noise Youth Choir, Carson High School Theater Department, Wired Wednesday Film Club, the Jazz and Beyond Music Festival, Sierra Nevada Ballet, Community Yogi, Carson City School District

The BAC has one full time staff member and 3 part-time staff members and an army of loyal volunteers who make it all possible.

Attachment 4
Brewery Arts Center Prior CCCHP and CCA Grant Awards

The Brewery Arts Center facilities include two historically significant buildings, the Carson Brewing Company building built in 1860 and the BAC Performance Hall (formerly St. Teresa's Catholic Church) built in 1870. Since 1993, these building have received 12 SHPO awards valued at \$1,052,184.

The Brewery building, which includes annexes added in the 1970s, was owned by Carson City government until 2019, when the deed was transferred to BAC; however; grants for the Brewery were typically made directly to BAC, who managed the projects and the funding. Since 1993, BAC has received \$678,208 in CCCHP funding. All projects were successfully completed, except for the 2004 grant. In 2004, BAC was awarded \$20,000 to upgrade the Brewery's brick exterior façade, but did not actually receive the funding because SHPO grant monies were unavailable to fully fund the award.

| CARSON BREWING COMPANY GRANTS 1993 - 2009 | |
|--|------------------|
| Year | Amount |
| 2009 | \$130,000 |
| 2004 | 60,000 |
| 2001 | 36,090 |
| 1999 | 98,302 |
| 1998 | 69,270 |
| 1997 | 75,000 |
| 1996 | 170,635 |
| 1993 | 75,000 |
| Total | \$678,208 |

BAC purchased St. Teresa's Catholic Church in 2000 and, with the assistance of SHPO funding, remodeled the nave and apse into a 250-seat performance hall. Since 2002, BAC has received four SHPO grants amounting to \$373,976.

| BAC PERFORMANCE HALL GRANTS 1993 - 2009 | |
|--|------------------|
| Year | Amount |
| 2007 | \$95,000 |
| 2005 | 120,000 |
| 2003 | 100,000 |
| 2002 | 58,976 |
| Total | \$373,976 |

**ATTACHMENT 5:
INSURANCE POLICY**



A Head for Insurance. A Heart for Nonprofits.

ALLIANCE OF NONPROFITS FOR INSURANCE
RISK RETENTION GROUP (ANI)

www.insurancefor nonprofits.org

COMMERCIAL LINES COMMON POLICY DECLARATIONS

PRODUCER:

All-Cal Insurance Agency
505 Vernon St.
Roseville, CA 95678

POLICY NUMBER: 2020-62752

NAME OF INSURED AND MAILING ADDRESS:

Brewery Arts Center
449 W King St.
Carson City, NV 89703

POLICY PERIOD:

FROM 01/08/2020 TO 01/08/2021

AT 12:01 A.M. STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE

BUSINESS DESCRIPTION: Brings art to the community through displays, music, and performances.

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS
POLICY, WE AGREE WITH YOU TO PROVIDE THE COVERAGE AS STATED IN THIS POLICY.

THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PARTS FOR WHICH A PREMIUM IS INDICATED. THESE PREMIUMS MAY BE SUBJECT TO ADJUSTMENT.

| | PREMIUM |
|--|----------------|
| COMMERCIAL GENERAL LIABILITY COVERAGE PART - OCCURRENCE | \$2,770 |
| COMMERCIAL AUTO LIABILITY COVERAGE PART | \$250 |
| IMPROPER SEXUAL CONDUCT AND PHYSICAL ABUSE COVERAGE PART | \$1,100 |
| SOCIAL SERVICE PROFESSIONAL COVERAGE PART | \$500 |
| COMMERCIAL LIQUOR LIABILITY COVERAGE PART | INCLUDED |
| TERRORISM COVERAGE (Certified Acts) | Not Covered |
| TOTAL: | \$4,620 |

FORM(S) AND ENDORSEMENT(S) MADE A PART OF THIS POLICY AT TIME OF ISSUE:*

| | | | | | | |
|--------------------|-----------------------|--------------------|--------------------|--------------------|--------------------|------------------------|
| ANI-E069 GL 02 19, | ANI-E076 12 18, | ANI-E120 09 19, | ANI-E123 09 19, | ANI-RRG-AL 04 01, | ANI-RRG-E03 01 13, | ANI-RRG-E11 GL 09 19, |
| ANI-RRG-E15 01 17, | ANI-RRG-E22 09 19, | ANI-RRG-E25 12 15, | ANI-RRG-E26 11 17, | ANI-RRG-E28 01 99, | ANI-RRG-E29 12 09, | ANI-RRG-E33 GL 09 19, |
| ANI-RRG-E34 09 18, | ANI-RRG-E42 GL 09 19, | ANI-RRG-E5 07 15, | ANI-RRG-E56 01 17, | ANI-RRG-E59 02 12, | ANI-RRG-E60 07 12, | ANI-RRG-E81 02 19, |
| ANI-RRG-E67 09 17, | ANI-RRG-E70 03 19, | ANI-RRG-E72 01 17, | ANI-RRG-E74 03 14, | ANI-RRG-GL 04 01, | ANI-RRG-LL 04 01, | ANI-RRG-NPO-001 12 19, |
| ANI-RRG-SC 04 01, | ANI-RRG-X1 06 18, | CG 00 01 04 13, | CG 00 33 04 13, | CG 20 10 04 13, | CG 20 12 04 13, | CG 20 18 04 13, |
| CG 20 20 11 85, | CG 20 21 07 98, | CG 20 26 04 13, | CG 20 34 04 13, | CG 20 37 04 13, | CG 21 09 06 15, | CG 21 35 10 01, |
| CG 21 47 12 07, | CG 21 73 01 15, | CG 21 87 01 15, | CG 21 96 03 05, | CG 24 07 01 96, | IL 00 17 11 98, | IL 00 21 09 08, |
| IL 01 15 01 10, | SCHEDULE BA 01 80, | SCHEDULE G 01 80, | SCHEDULE L 01 80, | | | |

*Omits applicable forms and endorsement if shown in specific coverage part / coverage form declarations.

These declarations and the common policy declarations, if applicable, together with the common policy conditions, coverage form(s) and forms and endorsements, if any, issued to form a part thereof, complete the above numbered policy.

"NOTICE

This policy is issued by your risk retention group. Your risk retention group may not be subject to all of the insurance laws and regulations of your State. State Insurance Insolvency guaranty funds are not available for your risk retention group."

ANI-RRG-CO

BY

Samuel C. R.

(AUTHORIZED REPRESENTATIVE)

01/13/2020

(01038 - DB)



**ALLIANCE OF
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RISK RETENTION GROUP (ANI)**

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COMMERCIAL GENERAL LIABILITY COVERAGE PART DECLARATIONS

PRODUCER:

All-Cal Insurance Agency
505 Vernon St.
Roseville, CA 95678

POLICY NUMBER: 2020-62752

NAME OF INSURED AND MAILING ADDRESS:

Brewery Arts Center
449 W King St.
Carson City, NV 89703

POLICY PERIOD:

FROM 01/08/2020 TO 01/08/2021
AT 12:01 A.M. STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE

BUSINESS DESCRIPTION: Brings art to the community through displays, music, and performances.

**IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS
POLICY, WE AGREE WITH YOU TO PROVIDE THE COVERAGE AS STATED IN THIS POLICY.**

LIMITS OF COVERAGE:

| | |
|--|----------------------------|
| GENERAL AGGREGATE LIMIT (OTHER THAN PRODUCTS - COMPLETED OPERATIONS) | \$3,000,000 |
| PRODUCTS - COMPLETED OPERATIONS AGGREGATE LIMIT | \$3,000,000 |
| PERSONAL AND ADVERTISING INJURY LIMIT | \$1,000,000 |
| EACH OCCURRENCE LIMIT | \$1,000,000 |
| DAMAGE TO PREMISES RENTED TO YOU | \$500,000 any one premises |
| MEDICAL EXPENSE LIMIT | \$20,000 any one person |

ADDITIONAL COVERAGES:

PREMIUM

\$3,270

FORMS AND ENDORSEMENTS APPLICABLE TO THIS POLICY ARE INCLUDED IN COMMERCIAL LINES COMMON POLICY DECLARATIONS

01/15/2020

BY

Baruch E. R.
(AUTHORIZED REPRESENTATIVE)

THESE DECLARATIONS AND THE COMMON POLICY DECLARATIONS, IF APPLICABLE, TOGETHER WITH THE COMMON POLICY CONDITIONS, COVERAGE FORM(S) AND FORMS AND ENDORSEMENTS, IF ANY, ISSUED TO FORM A PART THEREOF, COMPLETE THE ABOVE NUMBERED POLICY.

"NOTICE : This Policy is issued by your risk retention group. Your risk retention group may not be subject to all the Insurance laws and regulations of your State. State Insurance Insolvency guaranty funds are not available for your risk retention group."

ANI-RRG-GL

(01036)



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**COMMERCIAL GENERAL LIABILITY
EXTENSION OF DECLARATIONS**

Schedule G

Page 1

POLICY NUMBER: 2020-62752

NAME OF INSURED: Brewery Arts Center

| PREMISES CODE/CLASS | *LOC | PREMIUM BASIS | RATE | *ADVANCED PREMIUM |
|--------------------------------|-------------|--------------------------|-------------|------------------------------|
| 10066/Art Gallery - NFP | 1 | 50,000 | 1.073 | \$54 |
| 49185/Theaters - NOC - NFP | 1 | 500 | 65.471 | \$33 |
| 49185/Theaters - NOC - NFP | 2 | 500 | 65.471 | \$33 |

ADDITIONAL COVERAGES

Activities/Field Trips:

| Event # | # of people | Description | |
|---------------------|--------------------|--------------------|---------|
| 1 | 2,500 | concert series | \$2,400 |
| Increased Aggregate | | | \$250 |

***See Common Declarations for Total Advanced Premium and Schedule 'L' for locations.**

1/15/2020

BY



(AUTHORIZED REPRESENTATIVE)

"NOTICE : This Policy is issued by your risk retention group. Your risk retention group may not be subject to all the insurance laws and regulations of your State. State insurance insolvency guaranty funds are not available for your risk retention group."

ANI - RRG - SCHEDULE G

(01036)



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**COMMERCIAL GENERAL LIABILITY
EXTENSION OF DECLARATIONS**

Schedule L

POLICY NUMBER: 2020-62752

Page 1

NAME OF INSURED: Brewery Arts Center

**PREMISES
LOC/BLDG**

**DESIGNATED PREMISES
ADDRESS, CITY, STATE, ZIP**

**ADDITIONAL INSUREDS
AND OTHER INTERESTS**

1

449 W King Street
Carson City, NV 89703

2

511 W King Street
Carson City, NV 89703

01/15/2020

BY

Panel C. R.

(AUTHORIZED REPRESENTATIVE)

"NOTICE : This Policy is issued by your risk retention group. Your risk retention group may not be subject to all the insurance laws and regulations of your State. State insurance insolvency guaranty funds are not available for your risk retention group."



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RISK RETENTION GROUP (ANI)**

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**IMPROPER SEXUAL CONDUCT AND PHYSICAL ABUSE LIABILITY
COVERAGE PART DECLARATIONS**

PRODUCER:

All-Cal Insurance Agency
505 Vernon St.
Roseville, CA 95678

POLICY NUMBER: 2020-62752

NAME OF INSURED AND MAILING ADDRESS:

Brewery Arts Center
449 W King St.
Carson City, NV 89703

POLICY PERIOD: FROM 1/8/2020 TO 1/8/2021
AT 12:01 A.M. STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE

BUSINESS DESCRIPTION: Brings art to the community through displays, music, and performances.

**IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS
POLICY, WE AGREE WITH YOU TO PROVIDE THE COVERAGE AS STATED IN THIS POLICY.**

| LIMITS OF COVERAGE: | PREMIUM |
|--------------------------------------|-------------------|
| GENERAL AGGREGATE LIMIT | \$500,000 \$1,100 |
| EACH CLAIM LIMIT | \$500,000 |

NOTE: The limit of liability available to pay judgements or settlements shall be reduced by amounts incurred for Defense Costs.

TOTAL PREMIUM:

\$1,100

FORMS AND ENDORSEMENTS APPLICABLE TO THIS COVERAGE PART AND MADE PART OF THIS POLICY AT THE TIME OF ISSUANCE:

ANI-E069 ISC 02 19, ANI-RRG-E57 02 12, ANI-RRG-ISCET 06 18

1/15/2020

BY

Samuel C. Q.

(AUTHORIZED REPRESENTATIVE)

THESE DECLARATIONS AND THE COMMON POLICY DECLARATIONS, IF APPLICABLE, TOGETHER WITH THE COMMON POLICY CONDITIONS, COVERAGE FORM(S) AND FORMS AND ENDORSEMENTS, IF ANY, ISSUED TO FORM A PART THEREOF, COMPLETE THE ABOVE NUMBERED POLICY.

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ANI-RRG-ISC



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**IMPROPER SEXUAL CONDUCT AND PHYSICAL ABUSE LIABILITY
COVERAGE PART DECLARATIONS**

PRODUCER:

All-Cal Insurance Agency
505 Vernon St.
Roseville, CA 95678

POLICY NUMBER: 2020-62752

NAME OF INSURED AND MAILING ADDRESS:

Brewery Arts Center

449 W King St.
Carson City, NV 89703

POLICY PERIOD: FROM 1/8/2020 TO 1/8/2021
AT 12:01 A.M. STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE

BUSINESS DESCRIPTION: Brings art to the community through displays, music, and performances.

**IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS
POLICY, WE AGREE WITH YOU TO PROVIDE THE COVERAGE AS STATED IN THIS POLICY.**

| LIMITS OF COVERAGE: | PREMIUM |
|--------------------------------------|-------------------|
| GENERAL AGGREGATE LIMIT | \$500,000 \$1,100 |
| EACH CLAIM LIMIT | \$500,000 |

NOTE: The limit of liability available to pay judgements or settlements shall be reduced by amounts incurred for Defense Costs.

TOTAL PREMIUM:

\$1,100

FORMS AND ENDORSEMENTS APPLICABLE TO THIS COVERAGE PART AND MADE PART OF THIS POLICY AT THE TIME OF ISSUANCE:

ANI-E069 ISC 02 19, ANI-RRG-E57 02 12, ANI-RRG-ISCET 06 18

1/15/2020

BY

(AUTHORIZED REPRESENTATIVE)

THESE DECLARATIONS AND THE COMMON POLICY DECLARATIONS, IF APPLICABLE, TOGETHER WITH THE COMMON POLICY CONDITIONS, COVERAGE FORM(S) AND FORMS AND ENDORSEMENTS, IF ANY, ISSUED TO FORM A PART THEREOF, COMPLETE THE ABOVE NUMBERED POLICY.

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SOCIAL SERVICE PROFESSIONAL COVERAGE FORM DECLARATIONS

PRODUCER:

All-Cal Insurance Agency
505 Vernon St.
Roseville, CA 95678

POLICY NUMBER: 2020-62752

NAME OF INSURED AND MAILING ADDRESS:

Brewery Arts Center

449 W King St.
Carson City, NV 89703

POLICY PERIOD: FROM 1/8/2020 TO 1/8/2021
AT 12:01 A.M. STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE

BUSINESS DESCRIPTION: Brings art to the community through displays, music, and performances.

**IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS
POLICY, WE AGREE WITH YOU TO PROVIDE THE COVERAGE AS STATED IN THIS POLICY.**

LIMITS OF COVERAGE:

| | | PREMIUM |
|---|--------------------|----------------|
| SOCIAL SERVICE PROFESSIONAL AGGREGATE LIMIT | \$1,000,000 | \$500 |
| SOCIAL SERVICE PROFESSIONAL EACH EVENT LIMIT | \$1,000,000 | |

TOTAL PREMIUM:

\$500

FORMS AND ENDORSEMENTS APPLICABLE TO THIS COVERAGE PART AND MADE PART OF THIS POLICY AT THE TIME OF ISSUANCE:

ANI-E069 SSP 02 19, ANI-E125 11 19, ANI-RRG-E02 01 17, ANI-RRG-E11 SSP 09 19, ANI-RRG-E32 01 17, ANI-RRG-E33 SSP 09 19, ANI-RRG-E42 SSP 09 19

COUNTERSIGNED:

BY

(AUTHORIZED REPRESENTATIVE)

THESE DECLARATIONS AND THE COMMON POLICY DECLARATIONS, IF APPLICABLE, TOGETHER WITH THE COMMON POLICY CONDITIONS, COVERAGE FORM(S) AND FORMS AND ENDORSEMENTS, IF ANY, ISSUED TO FORM A PART THEREOF, COMPLETE THE ABOVE NUMBERED POLICY.

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ANI-RRG-SSP



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SCHEDULE A - SCHEDULE OF UNDERLYING INSURANCE

POLICY NUMBER: 2020-62752-UMB

CONTROL NUMBER: 62752

NAME OF INSURED: Brewery Arts Center

| TYPE OF POLICY | APPLICABLE LIMITS | INSURER POLICY # | APPLICABLE PERIOD |
|---|--|---|--------------------------|
| (A) Automobile Liability Business Auto | Bodily Injury and Property Damage Combined Single Limit Uninsured/Underinsured Motorist | ANI-RRG 2020-62752 N/A (Does not include:Terrorism Coverage - Certified Acts) | 01/08/2020 to 01/08/2021 |
| (B) Commercial General Liability | Each Occurrence Limit General Aggregate Limit Products/Completed Operations Aggregate Limit Personal & Advertising Injury Limit Damage to Premises Rented to You (any one premises) | \$1,000,000 \$3,000,000 \$3,000,000 \$1,000,000 N/A (Does not include:Terrorism Coverage - Certified Acts) | 01/08/2020 to 01/08/2021 |
| (C) Social Service Professional Liability | Each Occurrence Limit Aggregate Limit | N/A N/A | |
| (D) Standard Workers Compensation & Employers Liability | Coverage B - Employers Liability Bodily Injury by Accident Bodily Injury by Disease Bodily Injury by Disease | N/A N/A N/A Each Accident Each Employee Policy Limit | |
| (E) Improper Sexual Conduct | Each Occurrence Limit General Aggregate Limit | N/A N/A | |
| (F) Directors' And Officers' | Each Wrongful Act Limit Aggregate Limit | N/A N/A | |
| (G) Liquor Liability | Each Common Cause Limit Aggregate Limit | N/A N/A | |
| (H) Employee Benefits Liability | Each Employee Aggregate Limit | N/A N/A | |



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RISK RETENTION GROUP (ANI)

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COMMERCIAL UMBRELLA POLICY DECLARATIONS

PRODUCER:

All-Cal Insurance Agency
505 Vernon St.
Roseville, CA 95678

POLICY NUMBER: 2020-62752-UMB

Item 1 NAME OF INSURED AND MAILING ADDRESS:

Brewery Arts Center
449 W King St.
Carson City, NV 89703

Item 2 POLICY PERIOD:

FROM 1/8/2020 TO 1/8/2021

BUSINESS DESCRIPTION:

AT 12:01 A.M. STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE
Brings art to the community through displays, music, and performances.

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS
POLICY, WE AGREE WITH YOU TO PROVIDE THE COVERAGE AS STATED IN THIS POLICY.

Item 3 THE ANNUAL AND MINIMUM PREMIUM DUE AT INCEPTION:

\$600

Item 4 LIMITS OF INSURANCE:

| | | |
|----|--|-----------|
| a. | Each Occurrence (other than Directors' & Officers' Liability, Improper Sexual Conduct and Physical Abuse Liability, and Social Service Professional Liability) | 1,000,000 |
| | Each Wrongful Act - Directors' & Officers' Liability | Excluded |
| | Each Occurrence - Improper Sexual Conduct Liability | Excluded |
| | Each Occurrence - Social Service Professional Liability | Excluded |
| b. | Products Completed Operations Aggregate [(where applicable)] | 1,000,000 |
| c. | General Aggregate | 1,000,000 |
| d. | Directors' & Officers' Liability Aggregate | Excluded |
| e. | Improper Sexual Conduct Liability Aggregate | Excluded |
| f. | Social Services Professional Liability Aggregate | Excluded |

Item 5 RETROACTIVE DATES - SEE SCHEDULE OF UNDERLYING INSURANCE

FORMS AND ENDORSEMENTS ATTACHED TO THIS POLICY AT INCEPTION (NUMBER AND EDITION DATE):

ANI-RRG-E42 UMB 09 19, CU 21 33 01 15, SCHEDULE A 01 80, UMB 231 06 18, UMB 232 06 16, UMB-100 08 18, UMB61 05 13

These declarations and the common policy declarations, if applicable, together with the common policy conditions, coverage form(s) and forms and endorsements, if any, issued to form a part thereof, complete the above numbered policy.

"NOTICE

This policy is issued by your risk retention group. Your risk retention group may not be subject to all of the insurance laws and regulations of your State. State insurance insolvency guaranty funds are not available for your risk retention group."

BY

Patricia C. Q.

(AUTHORIZED REPRESENTATIVE)
COUNTERSIGNED: 1/15/2020

ANI - RRG - UMB



INDEX OF FORMS ATTACHED TO THE POLICY

POLICY NUMBER: 2020-62752-UMB

NAME OF INSURED: Brewery Arts Center

Page 1

UMBRELLA FORMS AND ENDORSEMENTS

FORM NUMBER/EDITION DATE

Nuclear, Chemical and Biological Hazard Exclusion
Exclusion of Terrorism
Schedule A - Schedule of Underlying Insurance
Privacy Liability and Cyber Coverage Exclusion
Medical Payments Exclusion
Commercial Umbrella Coverage Form
Employers' Liability Exclusion

ANI-RRG-E42 UMB 09
CU 21 33 01 15
SCHEDULE A 01 80
UMB 231 06 16
UMB 232 06 16
UMB-100 08 18
UMB61 05 13



**NORTH AMERICAN
ELITE INSURANCE COMPANY**
1200 Main Suite 800 Kansas City, MO 64105
Fax Number: 913-676-6226
Phone: 800-255-6931

BUSINESSOWNERS POLICY DECLARATIONS

PRODUCER:

POLICY NUMBER: CWB0018527-00 - 62752

1009984
AMS Insurance Services, Inc.
P.O. Box 8507
Santa Cruz, CA 95061-8507

NAME OF INSURED AND MAILING ADDRESS:

Brewery Arts Center
449 W King St.
Carson City, NV 89703

POLICY PERIOD: FROM: 01/08/2020 TO: 01/08/2021
AT 12:01 A.M.* STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE.

*Exceptions: 12:00 noon in Maine, Michigan, North Carolina and Virginia

BUSINESS DESCRIPTION: Brings art to the community through displays, music, and performances.

**IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS
POLICY, WE AGREE WITH YOU TO PROVIDE THE COVERAGE AS STATED IN THIS POLICY.**

(See SCHEDULE A for applicable coverage information & limits)

SECTION I - PROPERTY

POLICY DEDUCTIBLE: \$1,000

BUILDINGS

\$3,199

BUSINESS PERSONAL PROPERTY (BPP)

\$690

BOP Enhancement Endorsement (NAE-AMS-002)

\$583

Miscellaneous Inland Marine Coverage

\$900

Terrorism Coverage (Certified Acts):

\$46

OPTIONAL COVERAGES:

\$500 deductible applies to the following optional coverages:

Employee Dishonesty Coverage

\$255

SECTION II - LIABILITY

N/A (Not Available in this Policy)

TOTAL PREMIUM

\$5,673

FORM(S) AND ENDORSEMENT(S) MADE A PART OF THIS POLICY AT TIME OF ISSUE:

| | | | | | | |
|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| BP 01 88 05 10, | BP 05 68 01 15, | NAE-AMS-000 01 14, | NAE-AMS-002 07 13, | NAE-AMS-003 07 13, | NAE-AMS-004 10 02, | NAE-AMS-009 01 15, |
| NAE-AMS-021 01 15, | NAE-AMS-DEC 07 13, | SCHEDULE A 07 13, | SP 38 81 12 17, | SP 56 94 10 12, | SP 6 068 01 15 | |

AUTOMATIC INCREASE IN INSURANCE : 8%

Named Insured Representative

All-Cal Insurance Agency
505 Vernon St.
Roseville, CA 95678
800-841-1776

COUNTERSIGNATURE USE ONLY:

Countersigned at: _____ By: _____ Date: _____

Issuing Office : Santa Cruz

Issued Date : 01/15/2020

NAE-AMS-DEC (07/13)

Page 1 of 2

**NORTH AMERICAN ELITE INSURANCE COMPANY
BUSINESSOWNERS PROPERTY POLICY
EXTENSION OF DECLARATIONS
SCHEDULE A**

POLICY NUMBER: CWB0018527-00 - 62752
AGENCY NAME: Brewery Arts Center

| Loc | Bldg | Coverage | Address | Class Code | Limit | Premium |
|-----|------|---|--|------------|--------------------------|------------------|
| 1 | 1 | Business Personal Property | 449 W King Street Carson City, NV 89703 event center | 49185 | \$100,000 | \$374 |
| 2 | 1 | Building (Replacement Cost) Business Personal Property | 511 W King Street Carson City, NV 89703 event center | 49185 | \$2,500,000 \$100,000 | \$3,199 \$316 |

| | | |
|-------------------------------------|----------|-------|
| Employee Dishonesty (2 Location(s)) | \$50,000 | \$255 |
| Forgery & Alteration | \$50,000 | Incl. |

MISCELLANEOUS INLAND MARINE COVERAGE SCHEDULE: (NAE-AMS-003)

| Description of Property | Limit | Premium |
|---|----------|---------|
| miscellaneous equipment Music and sound equipment | \$50,000 | \$900 |

Deductible: \$1,000

Note: The minimum premium for Inland Marine is \$100

In Witness Whereof, the issuing Company has caused this policy to be signed officially below.

W. J. G. G. G.

President

Elvira B. Kenny

Secretary

North American Elite Insurance Company



**ALLIANCE OF
NONPROFITS FOR
INSURANCE**

A Head for Insurance. A Heart for Nonprofits.

**ALLIANCE OF NONPROFITS FOR INSURANCE
RISK RETENTION GROUP (ANI)**

www.insurancefornonprofits.org

ACCIDENT INSURANCE PROGRAM

MASTER POLICY - MHH010307

Underwritten by: QBE Insurance Corporation

Statement of Coverage

Part 1

PARTICIPATING ORGANIZATION: Brewery Arts Center
449 W King St.
Carson City, NV 89703

CONTROL #: 62752

COVERAGE TERM: 01/08/2020 to 01/08/2021

SUMMARY OF BENEFITS PLAN C

| | |
|----------------------------------|-------------|
| Accidental Death | \$50,000 |
| Accidental Dismemberment Maximum | \$50,000 |
| Accidental Paralysis | \$25,000 |
| Aggregate Limit of Liability | \$1,000,000 |
| Excess Accident Medical | \$50,000 |
| Deductible | \$50 |

COVERED PERSONS

Participants & Volunteers

OPTIONAL COVERED ACTIVITIES

None

ANNUAL PREMIUM: \$336

Please refer to Part 2 of the Statement of Coverage for a more complete description of the benefits provided by this program, including program exclusions and limitations.

Date: 01/15/2020

ACCIDENT INSURANCE

STATEMENT OF COVERAGE

Part 2

Underwritten by: QBE Insurance Corporation

This Statement of Coverage confirms that Blanket Accidental Death, Dismemberment, Paralysis and Accident Medical Expense benefits are provided to Covered Persons volunteering, or participating, in activities that are supervised and sponsored by the Participating Organization (Organization) named in Part 1, under Policy # MHH010307, issued by QBE to: Volunteers Insurance Services® Association Alliance Member Services, Nonprofits Insurance Alliance of California, Alliance of Nonprofits for Insurance.

Covered Persons

- All designated, recorded Volunteers participating in a volunteer project through the Organization's program, if Volunteers are listed in Part 1.
- All registered Participants participating in supervised and sponsored Organization activities, if Participants are listed in Part 1.

Covered Activities

Volunteers and Participants are covered while participating in all activities which are supervised and sponsored by the Organization named in Part 1.

Accidental Death, Dismemberment & Paralysis (Plegia) Benefits

| | |
|--|----------|
| Loss of Life..... | \$50,000 |
| Loss of any combination of two: hands, feet, eyesight, speech and hearing..... | \$50,000 |
| Total paralysis of upper and lower limbs, both lower limbs, or upper and lower limbs on one side of the body..... | \$25,000 |
| Loss of one hand, one foot, sight in one eye, speech or hearing..... | \$25,000 |
| Loss of thumb and index finger of same hand..... | \$12,500 |
| Loss of Life due to heart failure..... | \$10,000 |

Accident Medical Expense Benefits

| | |
|--|---|
| Maximum Benefits for any one Covered Accident..... | Refer to Part 1 |
| Benefit Period for any one Covered Accident..... | 52 weeks |
| Deductible..... | Refer to Part 1 |
| Scope of Coverage..... | Excess—pays benefits after any other Health Care Plans have paid benefits |
| Benefit Amount Payable..... | 100% of Usual and Customary charges, up to Maximum Benefit per Covered Accident |
| Covered Expenses Include..... | In & Out-Patient Hospital, Ambulatory Medical Center & Emergency Room, Physician visits & surgery, diagnostic tests, nursing services and ambulance charges |
| Dental Expenses..... | \$1,000 maximum benefit, up to \$300 per tooth |

Accidental Death, Dismemberment and Paralysis benefits: Loss of hand or foot means complete severance through or above the wrist or ankle joint. Loss of sight means the total, permanent loss of sight of the eye. The loss of sight must be irrecoverable by natural, surgical or artificial means. Loss of speech means total, permanent and irrecoverable loss of audible communication. Loss of hearing means total and permanent loss of hearing in both ears which cannot be corrected by any means. Loss of a thumb and index finger means complete severance through or above the metacarpophalangeal joints (the joints between the fingers and the hand). Severance means the complete separation and dismemberment of the part from the body. Paralysis means loss of use, without severance, of a limb. This loss must be determined by a physician to be complete and not reversible. If the same accident causes more than one of these losses, we will pay the largest amount that applies.

Exclusions and Limitations:

Coverage is not provided for any accident which is caused by or results from any of the following:

- Intentionally self-inflicted injury, suicide or any attempt thereof while sane or insane;
- commission or attempt to commit a felony or an assault; commission of or active participation in a riot or insurrection;
- bungee-cord jumping, parachuting, skydiving, parasailing, hang-gliding;
- declared or undeclared war or act of war;
- flight in, boarding or alighting from an aircraft, except as a fare-paying passenger on a regularly scheduled commercial airline;
- travel in or on any on-road and off-road motorized vehicle that does not require licensing as a motor vehicle; participation in any motorized race or contest of speed;
- an accident if the covered person is the operator of a motor vehicle and does not possess a valid motor vehicle operator's license, unless the covered person holds a valid learners permit and the covered person is participating in a driver's education program;
- sickness, disease, bodily or mental infirmity, bacterial or viral infection or medical or surgical treatment thereof, except for any bacterial infection resulting from an accidental external cut or wound or accidental ingestion of contaminated food;
- travel or activity outside the United States or Canada, unless advance written approval is provided;
- the covered person being legally intoxicated as determined according to the laws of the jurisdiction in which the covered accident occurred;
- voluntary ingestion of any narcotic, drug, poison, gas or fumes, unless prescribed or taken under the direction of a physician and taken in accordance with the prescribed dosage;
- injuries compensable under Workers' Compensation law or any similar law;
- an accident which occurs while the covered person is driving a private passenger automobile while intoxicated.
- Benefits will not be paid for any hospital stay that is not considered appropriate treatment for the condition and locality.
- Overnight Supervised and Sponsored Activities and related travel are not covered, unless agreed to in writing by the Company.
- In addition, benefits will not be paid for services or treatment rendered by any person who is employed or retained by the policyholder or living in the covered person's household or provided by a parent, sibling, spouse or child of either the covered person or the covered person's spouse, or the covered person.
- The Accidental Death, Dismemberment and Paralysis aggregate limit of liability is \$1,000,000.

Accident Medical Benefit limitations and excluded expenses:

- cosmetic surgery, except for reconstructive surgery needed as the result of a covered injury;
- any elective or routine treatment, surgery, health treatment, or examination;
- blood, blood plasma, or blood storage, except expenses by a hospital for processing or administration of blood;
- examination or prescription for initial eyeglasses, contact lenses or hearing aids;
- treatment in any Veteran's Administration, Federal, or state facility, unless there is a legal obligation to pay;
- services or treatment provided by persons who do not normally charge for their services, unless there is a legal obligation to pay;
- rest cures or custodial care;
- repair or replacement of existing dentures, partial dentures, braces or bridgework;
- personal services such as television and telephone or transportation;
- expenses payable by any automobile insurance policy without regard to fault;
- services or treatment provided by an infirmary operated by the policyholder;
- treatment of injuries that result over a period of time (such as blisters, tennis elbow, etc.), and that are a normal, foreseeable result of participation in the covered activity;

Attachment 6
List of Current Board Members

Mike Wiencek, President

Ken Farley, Vice President

Michelle Nadalin, Secretary

Ben Steele, Treasurer

Melanie Tiffin

Jonathan Rogers

Karen Lentz-Feith

Kurt Meyer

**ATTACHMENT 7:
RESUMES OF KEY PERSONNEL**

J.P. COPOULOS, ARCHITECT

P.O. BOX 2517 CARSON CITY, NEVADA 89702 775 885 7907



ARCHITECT JOHN P. COPOULOS

LICENSING California, Nevada, New York, New Mexico
NCARB Certified, LEED AP

KEY AREAS OF EXPERIENCE Public Works; Site Planning; Historic Preservation;
Construction Administration and Management; Solar
Design Background; PC CAD & Rendering Experience.

| | | |
|-------------------------|---|---|
| TYPICAL PROJECTS | Centro Market Herbert Muro Carson City, Nevada. | Comstock Office Building Nevada State Public Works Bd Virginia City, Nevada |
| | Station 37 Central Lyon County Fire Stage coach, Nevada | Farmers Bank Building Remodel Bently Enterprises Minden, Nevada |
| | Seeliger School Remodel Carson City School District Carson City, Nevada | Performance Hall Brewery Arts Center Carson City, Nevada |

EDUCATIONAL HIGHLIGHTS Received B.F.A. Degree in Architecture,
University of New Mexico, Albuquerque, New Mexico,
August 1975. Emphasis on design with planning,
engineering, and solar energy background.

Received B.S. Degree in Business Administration,
Ithaca College, Ithaca, New York, June 1973. Majored
in business administration with a minor in accounting.

J.P. COPOULOS, ARCHITECT

P.O. BOX 2517 CARSON CITY, NEVADA 89702 775 885 7907

WORK EXPERIENCE Principal, J.P. Copoulos, Architect, Carson City Nevada, June 1989 to Present.
Architecture, planning, and CAD Consulting firm.

Architect, Design Concepts West, Carson City, Nevada, January 1982 to May 1989.
Architecture, landscape, and planning firm.

Project Manager, Resource Concepts Inc, Carson City, Nevada, November 1979 to January 1983. Architecture planning, and engineering firm using a multi-disciplinary approach to project design.

AWARDS Design team participation in master planning and park design for the Elmer H. Anderson Parks Excellence" first place award for Rancho San Rafael Park; Reno, Nevada. 2000 Award of Excellence in Design for Historic Preservation C.V.I.C. Hall; Douglas County Planning Commission; Minden, Nevada. Design participation and park design for the Elmer H. Anderson Parks Excellence" first place award for Fuji Park Rehabilitation; Carson City, Nevada.

PROFESSIONAL AFFILIATIONS American Institute of Architects, National Trust for Historic Preservation, Member US Green Building Council, Member Rotary Club of Carson City, Member AHEPA.

PAST AFFILIATIONS Chairman Carson City Historic Commission, Member Comstock Historic District Commission, Member Nevada State Museum Board

Michael F. Wiencek

412 W 3rd Street
Carson City, Nevada 89703
(775) 315-3244
mikey@breweryarts.org

EXPERIENCE

2012-2018 - Comstock Propane

- Commercial Tanker Driver/Service Technician
 - Class A Commercial Drivers License with Double/Triple Trailer, Tanker, and Hazardous Materials endorsements
 - Certified through State of Nevada LP Gas Board

2007-2012 - Naturally Beautiful Gardens

An Award-winning Design and Landscape Company

- Project Foreman
 - Managed staff and laborers on complex Landscape Projects
 - Managed Customer Relations
 - Coordinated deliveries, inventory, and vendors on projects
 - Executed custom landscape designs after design stage to completion

2000-2004 - The Home Depot

Store #4002 Tigard, Oregon

- Clinic Instructor – Taught all the Home Improvement classes to Staff and Customers
- Kids Workshop Captain and School & Scout Liaison
- Team Depot Leader – Coordinated Volunteer Projects throughout the community
- Public Relations/TV personality
 - Regular guest on Good Day Oregon and AM Northwest (CBS/NBC)

1996-2000 - CBS/Infinity Broadcasting

101.1 KUFO & 107.5 KBBT “The Beat”

- Promotions Administrator for two radio stations
 - Managed Promotion Department part-timers and interns
 - Created and carried out sales promotions and special events
 - On-site talent at promotional events, concerts, parties, and large public events
 - Designed and built 4 Parade floats for participation in the Starlight Parade in 1998 and 1999. Won Best Commercial Float – 1999 ☺
- On-Air – Sidekick/Producer of “Totally 80’s” show - Saturday evenings DJ – Nights/weekends on 107.5 The Beat

1994-1996 - Nationwide Communications

99.9 FM KISW

- Promotions Assistant – In-house and On-site
- Assisted Promotion Director in execution of on-air giveaways and contests
- Coordinated and executed special on-site promotions and events
- “Prize Cannon Guy” – Entertained crowds and audiences at Mariners’ games, hockey and soccer games, movie premieres, concerts, etc

Other Experience

1996-1999 - Norris & Stevens Property Management/Laurelwood Estates

- Assistant Property Manager
 - Duties included customer service, sales, tenant relations, as well as purchase orders and inventory, leases, evictions, and other related legal issues

EDUCATION

1996 – 1998 **Mount Hood Community College**
Associates Degree Program
Radio Broadcasting

REFERENCES

Joyce Harrington International Property Manager (775) 230-0641
Bliss Bungalow

James Rowley **President/Landscape Designer** **(775) 267-5234**
Naturally Beautiful Gardens

Angela Sullivan Yoga Instructor (775) 888-9642
Sun Mountain Yoga

EXTRA-CIRRICULAR ACTIVITIES

- *House Captain – Christmas in April* A charity organization created to repair/renovate houses in one day at no cost for elderly, disabled, and/or low-income families. As house captain, I was responsible for coordinating materials, volunteers, contractors, and overseeing all projects related to my assigned house.
- *Camp Cheerful*, Strongsville, Ohio - Resident camp counselor at a summer camp for handicapped/disabled adults and children.
- Co-writer/director of "*Altered Reality*" – a 1999 independent short film – assisted in the coordination, casting, and production as well.
- Active in Theater and Concert production
- President of the Board of Directors, Brewery Arts Center

Professional Experience

Brewery Arts Center, Carson City, NV
March 2015 – Present **Executive Director**

Achievements:

- 6-figure turn around
- National and local grant awards received

Responsibilities

- Grant writing, fiscal responsibility and oversight
- Artist coordinator / booking agent
- Hiring staff
- Partner Liaison
- Building and ground oversight
- Accounts payable/receivable
- Mission accountability

IGNNK, Inc., Carson City, NV
July 2004- 2015 **Director of Creativity & Special Events**

Achievements:

- Assisted in the development of an online professional development program
- Handled all aspects of customer service, troubleshooting and technical support for those taking the online programs

Responsibilities:

- Technical support
- Customer Relations
- Communication Timeline
- Feedback and assessment
- Goal Setting

ICDA Charter High School, Reno, NV
Aug. 2001-June 2004 **Performing Arts Director**

Achievements:

- Developed Performing Arts Program
- Recruitment and Retention Strategy for Students
- Manager of Performing Arts Campus

Responsibilities:

- Teacher Selection
- Curriculum Approval
- Program and show producer
- Grant Writer

Eldorado Hotel Casino, Reno, NV

July 1999-August 2001 **Dir. Of VIP Services and Special Events**

Achievements:

- Instilled ultimate customer services practices to my employees
- Trained several entry level employs up to management positions

Responsibilities:

- Managed and scheduled VIP Services Department
- Worked with marketing departments to maintain key messaging to customers
- Maintained budget
- Handled and resolved customer complaints
- Multi department coordination for property wide special events

Peppermill Hotel Casino, Reno, NV

Sept. 1996-July 1999 **Concierge/VIP Services Manager**

Achievements:

- Assisted in the conception and development of department
- Developed in-house customer service training program for employees

Responsibilities:

- Managed and scheduled VIP Services Department
- Maintained budget
- Handled and resolved customer complaints
- Managed Staff
- Staff Selection

Education

University of Phoenix, Reno, NV

Post Graduate work

University of Nevada, Las Vegas, Las Vegas, NV

Bachelor of Arts

June 1994

Awards

DaVos Scholarship UNLV (1990), Outstanding Graduating Senior UNLV-College of Fine Arts (1994), Nevada Women's Fund: Woman of the Year (1997), Reno Gazette Journal, Best of Education Award (2002), Featured Artist- Artown (2007), Foundation for the Betterment of Carson City-Organization of the Year Award (Let Them Be Kids 2013), Northern Nevada Business Weekly's Finalists Circle for the Sierra Nevada Top-20 Powerful Women (April 2018)

ATTACHMENT 8: LONG-TERM PLAN

The Brewery Arts Center Board of Directors and staff established this five-year plan in January 2017 and updates it annually.

Priorities And Goals of the BAC 2016-2021

The Brewery Arts Center (BAC) is a regional arts organization that provides cultural experiences to people from cradle to grave. Over the next five years, the BAC establish itself as the premier, regionally significant arts organization within a 50-mile radius of Carson City.

Assessment of Needs:

The BAC will be the regional arts organization that provides:

- supplementary arts programs in the schools; - CURRENTLY IN 3 SCHOOLS AND JUVENILE HALL
- space to celebrate diversity and culture; DIVERSITY IN PROGRAMMING (LEVITT)
- an artsy hang out space; - TRANSFORMATION TO EXPRESSO YOURSELF
- inspiration, education, and place-building. HARMONY PARK, TEDX, LEVITT AMP-PLACEMAKING

Goals to Meet Needs:

In order to meet the needs of the population in the 50-mile radius area, the BAC will develop programming in (1) Music; (2) the Performing Arts (3) Film; (4) a Multi Media Center; (5) Classes; (6) Kids; and (7) Rentals.

The following will be explored and developed in each area:

Music

- Chamber Concert
- Latino Music Series
- Pursue Block Booking Opportunities
- Monthly Open Mic Night
- Alt Rock and Electronic Music
- Free Concerts - LEVITT

Performing Arts

- The BAC will be the alternative venue for Performing Arts groups
- The BAC will commit to offering edgier topics and Indy performances

Film

- The BAC will offer Film and Director Nights
- The BAC will be the prime venue for the international film festival

- The BAC will Collaborate with film makers to put on workshops
- The BAC will continue to provide space for the Classic Cinema Club
- The BAC will sponsor or host Quarterly or Seasonal Film Festivals

Multi Media Center

- The BAC will provide a Dark Room for community use
- The BAC will serve as an Educational Development space
- The BAC will sponsor Artists in Residence
- The BAC will focus on Photography and Film
- The BAC will develop a Recording Studio
- The BAC will recruit Guest Teachers for workshops

Classes

- The BAC will continue and expand Arts in the Park to include more days and more locations
- The BAC will increase evening and weekend classes
- The BAC will increase participation in new classes
- The BAC will introduce Cooking Classes (Healthy cooking, Canning/preserving)
- The BAC will partner with the Farmers Market and Carson-Tahoe Hospital
- The BAC will offer instruction in Metal Work, Soldering, and Light Welding
- In five years, the BAC will be the premier place for Arts Education

Kids

- The BAC will offer more After School Programming
- The BAC will offer Summer Classes
- The BAC will continue and expand Art in the Park
- The BAC will offer free entrance to children 12 and under when with a paid adult
- The BAC will educate parents and children about etiquette at public performances

Rentals

- The BAC will maximize rentals during holidays
- The BAC will focus on rentals for Memorials and Wedding receptions
- The BAC will grow Rental Revenue by 25percent each year
- The BAC will enforce a four hour limit on events

Checklist and Timeline of BAC Capital Expense Items

| <u>IMMEDIATE</u> | <u>SIX MONTHS</u> | <u>ONE YEAR</u> | <u>2 OR 3 YEARS</u> | <u>FIVE YEARS</u> |
|--|---|--|--|--|
| Seal Black Box Roof Complete | Paint, Clean, Organize the green room in PH and clean carpet \$500/ Completed | Replace curtains in the PH \$1000 | Paint inside of the PH \$8,000 | Combine the Campus across Minnesota St. \$50,000 |
| Hire employee to manage the artisan store; increase BAC commission. Complete | Replace the Roof on the PH \$100,000 SHIPPO | Acoustic modification in the PH \$5000 | Full LED light array and integrated controls in PH \$30,000/\$15kTourism grant pending | Replace wooden floors in BB if necessary \$10,000 |
| Replace light fixtures in Orange Lobby Use equipment on site | Campus wide energy assessment \$0/NV Energy COMPLETE | Clean theater Seats in the PH AND replace broken ones \$4500 | ADA ramp and load in for PH back load in \$10,000 | General Maintenance in Office (Ceiling Tiles, Lights, Computers, Furniture) \$15,000 |
| Redesign and reprint of Membership Brochures & membership benefits Complete | Replace missing bricks in steps PH \$100 | Improve PH lobby lights and install dance floor \$2500 | Paint trim and PH steeple \$25,000 recommended to include in PH roof repair budget | Replace windows on the Brewery Building for energy efficiency \$20,000 |
| Upgrade art room with new easels tables, paint, ect. COMPLETE | Improve lighting on campus grounds and buildings \$2000 | Fix broken windows in PH \$3000 | Replace curtains in the Ball Room \$1500 | Permanent Amphitheater shell and storage \$2.5 Million |
| Remodel and improve the economic viability of Artisan COMPLETE | Better trash cans throughout campus \$2500 | Improve campus-wide signage \$1200 | Refurbish the remaining bricks on the Brewery Building \$150,000 SHIPPO | |
| | More and stronger electrical outlets pottery room Complete | Creation of a street mural on campus Shelved | Refurbish the Brewers Mural \$2000 | |
| | Replace carpet in the dry classroom In Progress | Replace chairs in the Black Box \$7500 | | |
| | New cabinets in the art room \$500/Complete | Purchase proper theatrical curtains for the BB In Progress | | |

Prioritized items are in grey totaling \$88,200.00

| | | | | |
|-------------------------|---|---|----------------------------|--------------------------|
| | Combine and Improve Green Room in the Black Box \$1000/In progress | Improve handicap access into the BB COMPLETE | | |
| | Improve hallway entrance from Artisan Store to Black Box \$700 | Paint mural on west wall of Annex Building Complete | | |
| | Purchase wireless mics COMPLETE | Landscape south side of Annex Building & Front of mural \$550 | | |
| | Add Cooking classes to the class offerings Shelved | New sound system in Performance Hall \$20000 | | |
| <u>IMMEDIATE</u> | <u>SIX MONTHS</u> | <u>ONE YEAR</u> | <u>2 OR 3 YEARS</u> | <u>FIVE YEARS</u> |
| | Change locks and handles on Artisan Store Complete | Expand Arts in the Park to include the Bridge Church food service for the needy In progress | | |
| | Re-paint the south side of Annex Building \$500 | Grand drape in Performance Hall \$5600 | | |
| | Hand rail on steps to back entrance/exit in Annex Building Complete | Cable ramps \$3000 | | |
| | Cut split tree by the fire pit Complete | Artistic bike racks \$4000 | | |
| | Repair water boxes on both sides of Annex Building \$250 | Trusses for lighting fixtures in Performance hall \$5500 | | |
| | Get signage downtown Complete | | | |
| | Purchase 2 sound monitors for Campus Sound System COMPLETE | | | |
| | | | | |

Prioritized items are in grey totaling \$88,200.00

Prioritized items are in grey

\$88,200.00

Annual Events and Fundraisers:

- Fall Membership Drive (Sept-Oct) with Oktoberfest Celebration
- February Winter Wine and All That Jazz
- Spring Membership Drive (Apr-May) & Thank you event
- Joe McCarthy fundraising for Balloon Payment (\$189K in 2018)

Key relationships:

- CT Hospital
- WNC
- CCSD
- NNDA
- Carson City Govt.
- Senior Center

**ATTACHMENT 9:
BREWERY ARTS CENTER ANNUAL ACTIVITIES
2019**

BAC 2019 Events and Classes

C5: Sierra Madre – January 1, 2019
Zentangle: Going in Circles – January 12, 2019
Beginning/Intermediate Adult Pottery – Jan 11, 2019
Zentangle: Grown Your Own Tangle Garden – Jan 19, 2019
Celtic Music: The Fire – January 19, 2019
Achieving Professional Results Using Your Point and Shoot – January 26, 2019
Open Studio Basic Painting – January 2019- December 2019
Friday Night Improv – Friday 1, 2019
Beginning/Intermediate Adult Pottery – February 7, 2019
Zentangle 101 – February 9, 2019
Zentangle: Tangling on Fabric – February 16, 2019
Advanced Zentangle – Feb 23, 2019
Friday Night Improv – March 1, 2019
Screenwriting 101 w/ Sean Mick – March 2, 2019
C5: His Girl Friday – March 5, 2019
Beginning/Intermediate Adult Pottery – March 6, 2019
Rosebud's Dance Band – March 7, 2019
Improvisational Acting for Youth – Feb 12, 2019-March 9, 2019
TheatreWorks: Stewart Little – March 9, 2019
The World Famous Glenn Miller Orchestra – March 13, 2019
Celtic Music: Ciana – March 16, 2019
Friday night Improv – March 16, 2019
Zentangle: Made in the Shade – March 29, 2019
TEDxCarsonCity2019 – March 29, 2019
C5: Bonnie and Clyde – April 2, 2019
Beginning/Intermediate Adult Pottery – April 3, 2019
Friday night Improv – April 5, 2019
Zentangle: The Dark Side of Tangling – April 6, 2019
Rosebud's Dance Band – April 6, 2019
Celtic Music: TresNoctambule – April 6, 2019
Michelle Powers Senior – April 7, 2019
Brews, Brats, and Ballet – April 13, 2019
Sierra Sweethearts – February 15, 2019
Celtic Music – Golden Bough – April 20, 2019
PPI: Doubt, a Parable – April 26, 2019
Zentangle: A Tangled Hair Day – April 27, 2019
Beginning/Intermediate Adult Pottery – May 1, 2019
Friday Night Improv: May – May 3, 2019
C5: 12 Angry Men – May 7, 2019
Open Studio Painting – November 29-May 8, 2019
Celtic Music: Fiachra O' Regan & Sophie Lavoie – May 17, 2019
Zentangle: Going in Circles – May 18, 2019
Improvisation Acting for Youth Ages 9-14: April 23, 2019-May 25, 2019

Andrew Sullivan w/ Keith Alan Barnett – May 25, 2019
 Open Studio Pottery – May 26 – May 27, 2019
 Paint Cherry Blossoms: Dana Childs – May 29, 2019
 Zentangle: Explosion Box – June 1, 2019
 Beginning/Intermediate Adult Pottery – June 03, 2019
 C5: High Noon – June 04, 2019
 Friday Night Improve: June – June 07, 2019
 Zentangle 101 – June 08, 2019
 Indie Film America – June 17, 2019
 C5: The Little Mermaid – June 19, 2019
 Advanced Zentangle: 2019 Summer – June 22, 2019
 Levitt Amp: Antsy McClain – June 22, 2019
 Exploring Nature through Arts and Crafts – June 24, 2019
 Levitt Amp: Jordan T – June 29, 2019
 C5: Here to Eternity – July 2, 2019
 Beginning/Intermediate Adult Pottery – July 3, 2019
 Friday Night Improv: July – July 5, 2019
 Levitt Amp: Alex Nester – July 6, 2019
 Levitt Amp: The Novelists – July 6, 2019
 Levitt Amp: The Mother Hips – July 13, 2019
 C5: Monster's University – July 17, 2019
 Beginning/Intermediate Adult Pottery – January – July 19, 2019
 Zentangle Inspired Art – July 20, 2019
 Levitt Amp: Terrance Simien – July 20, 2019
 Levitt Amp: Josh Hoyer and Soul Colossal – July 27, 2019
 Levitt Amp: Remember Jones – July 27, 2019
 Levitt Amp: Flor de Toloache – August 3, 2019
 C5: Time Machine – August 6, 2019
 Beginning/Intermediate Adult Pottery – August 7, 2019
 After School Art – January 15, 2019 – August 8, 2019
 Levitt Amp: Dead Winter Carpenters – August 10, 2019
 Levitt Amp: Wicked Tinkers – August 17, 2019
 C5: West Side Story – August 21, 2019
 Zentangle: Renaissance Style – August 24, 2019
 Levitt Amp: The Brevet – August 24, 2019
 C5: The Post Man Always Rings Twice – September 3 2019
 Beginning/Intermediate Adult Pottery –September 4, 2019,
 C5: Hook – September 18, 2019
 Zentangle: Beyond Renaissance Tiles – September 7, 2019
 Wine and Chocolate Paring – September 25, 2019
 Zentangle 101 – September 28, 2019
 Beatles Flashback – September 28, 2019
 C5: Charade – October 1, 2019
 Beginning/Intermediate Adult Pottery- October 02, 2019

Improvisation Acting for Youth – October 15, 2019
Celtic Music: Fiddlers 2 – October 19, 2019
Advanced Zentangle – Oct 26, 2019
Spirits and Chocolate Pairing – November 1, 2019
Evening with the Divas – November 2, 2019
C5: An American in Paris - November 5, 2019
Beginning/Intermediate Adult Pottery – November 6, 2019
Open Studio Painting and Drawing: All Levels – October 9, 2019-November 13, 2019
Tangled Labyrinths: A-Ma-Zentangle – November 2-November 16, 2019
Celtic Music: Cooking with Turf – November 16, 2019
An Intimate Evening with Mike Nash – November 22, 2019
PPI: War of the Worlds – November 22-November 23, 2019
C5: The Man Who Came to Dinner – December 3, 2019
Southwestern Pilgrimage, ft. Randy Brooks – December 8, 2019
TekkenPo Kai Martial Arts – Jan 15, 2018-December 15, 2019
Holiday Craft Camp: Ages 6-13 – December 16, 2019
Drawing Open Studio: Adam's House – December 17, 2019
Joyful Noise – December 19, 2019
Meaningful Mantras (Zentangle) – December 7-December 21, 2019
Beginning/Intermediate Adult Pottery – December, 2019
Phil Kline's Unsilent Night – December 22, 2019
Tintabulations Hand bell Ensemble – December 22, 2019

ATTACHMENT 10:
BREWERY ARTS CENTER 2018 AUDIT

**Brewery Arts Center
Financial Statements
For the Year Ended June 30, 2018
(With Independent Auditor's Report)**

STRONG McPHERSON & COMPANY

Certified Public Accountants

RENO:
Danny R. Strong, CPA
Merlin S. Belnap, CPA
Edna K. Helmers, CPA

CARSON CITY:
Michael L. Williams, CPA

Members
American Institute of Certified Public Accountants

5865 Tyrone Road Suite 102
Reno, NV 89502
Tele. (775) 826-9400
Fax (775) 826-9266

901 East 2nd Street
Carson City, NV 89701
Tele. (775) 882-4460
Fax (775) 882-4531

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of
Brewery Arts Center

We have audited the accompanying financial statements of Brewery Arts Center (a nonprofit organization), which comprise the statement of financial position as of June 30, 2018, and the related statement of activities and cash flows for the year then ended and the statement of functional expenses for the year ended June 30, 2018, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Brewery Arts Center as of June 30, 2018, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.



Reno, Nevada
February 8, 2019

danny@strongmcperson.com
merlin@strongmcperson.com
edna@strongmcperson.com

Website: www.strongmcperson.com

mike@strongmcperson.com

**Brewery Arts Center
Statement of Financial Position
June 30, 2018**

| Assets | |
|--|-------------------|
| Current Assets | |
| Cash and cash equivalents | \$ 9,550 |
| Accounts receivable | 4,077 |
| Endowment fund | 11,356 |
| Total Current Assets | <u>24,983</u> |
| Fixed Assets | |
| Buildings | 770,659 |
| Furniture and equipment | 458,490 |
| Building improvements | 256,415 |
| Land | 2,396 |
| | <u>1,487,960</u> |
| Less accumulated depreciation | 829,205 |
| Net Fixed Assets | <u>658,755</u> |
| Total Assets | <u>\$ 683,738</u> |
| Liabilities and Net Assets | |
| Current Liabilities | |
| Accounts payable | \$ 30,704 |
| Payroll liabilities | 4,509 |
| Current portion of note payable | 7,183 |
| Current portion of bank loan payable | 4,040 |
| Current portion of bank line of credit | 2,012 |
| Total Current Liabilities | <u>48,448</u> |
| Long-term Liabilities | |
| Note payable | 178,030 |
| Bank loan payable | 2,076 |
| Bank line of credit | 7,697 |
| Total Long-Term Liabilities | <u>187,803</u> |
| Total Liabilities | 236,251 |
| Net Assets | <u>447,487</u> |
| Total Liabilities and Net Assets | <u>\$ 683,738</u> |

The accompanying notes are an integral part of these financial statements
See Accountant's Audit Report

**Brewery Arts Center
Statement of Activities
For the Year Ended June 30, 2018**

| | Unrestricted | Temporarily Restricted | Total |
|---------------------------------------|---------------|---------------------------|---------------|
| Revenue and Support | | | |
| Event revenue | \$ 152,238 | \$ - | \$ 152,238 |
| Contributions and grants | 45,864 | 65,976 | 111,840 |
| Facility use | 59,532 | - | 59,532 |
| Concession revenue | 45,187 | - | 45,187 |
| Cafe revenue | 31,222 | - | 31,222 |
| Class fees | 7,972 | - | 7,972 |
| Membership fees | 3,785 | - | 3,785 |
| Art sales | 2,882 | - | 2,882 |
| Endowment fund earnings | 508 | - | 508 |
| Net assets released from restrictions | 65,976 | (65,976) | - |
| Total Revenue and Support | 415,166 | - | 415,166 |
| Expenses | | | |
| Cost of goods sold - Cafe | 10,244 | - | 10,244 |
| Functional expenses: | | | |
| Programs | 401,212 | - | 401,212 |
| Management | 109,808 | - | 109,808 |
| Fund raising | 4,547 | - | 4,547 |
| Total Expenses | 525,811 | - | 525,811 |
| Change in net assets | (110,645) | - | (110,645) |
| Net Assets, Beginning of year | 558,132 | - | 558,132 |
| Net Assets, End of year | \$ 447,487 | \$ - | \$ 447,487 |

The accompanying notes are an integral part of these financial statements
See Accountant's Audit Report

Brewery Arts Center
Statement of Functional Expenses
For the Year Ended June 30, 2018

| | <u>Program</u> | <u>Management</u> | <u>Fund Raising</u> | <u>Total</u> |
|----------------------------------|-------------------|-------------------|---------------------|-------------------|
| Functional Expenses | | | | |
| Wages | \$ 110,504 | \$ 27,626 | \$ - | \$ 138,130 |
| Payroll taxes | 17,022 | 4,256 | - | 21,278 |
| Advertising | 1,944 | - | 1,945 | 3,889 |
| Bank charges | - | 2,433 | - | 2,433 |
| Artist commissions | 7,807 | - | 2,602 | 10,409 |
| Contract labor | 58,705 | - | - | 58,705 |
| Depreciation | 27,414 | 9,138 | - | 36,552 |
| Dues and subscriptions | 674 | 673 | - | 1,347 |
| Equipment rental | 6,973 | - | - | 6,973 |
| Event expenses | 118,503 | - | - | 118,503 |
| Insurance | - | 23,818 | - | 23,818 |
| Interest | - | 11,335 | - | 11,335 |
| Legal and professional | 1,444 | 1,444 | - | 2,888 |
| Licenses and fees | 1,287 | 1,286 | - | 2,573 |
| Maintenance and repairs | 6,643 | 6,642 | - | 13,285 |
| Meals and entertainment | - | 231 | - | 231 |
| Office supplies | 9,838 | 9,837 | - | 19,675 |
| Outside services | 366 | 366 | - | 732 |
| Property taxes | 33 | 33 | - | 66 |
| Rent | - | 5 | - | 5 |
| Utilities | 32,055 | 10,685 | - | 42,740 |
| Total Functional Expenses | <u>\$ 401,212</u> | <u>\$ 109,808</u> | <u>\$ 4,547</u> | <u>\$ 515,567</u> |

The accompanying notes are an integral part of these financial statements
See Accountant's Audit Report

**Brewery Arts Center
Statement of Cash Flows
For the Year Ended June 30, 2018**

| | |
|---|-----------------|
| Cash Flows from Operating Activities | |
| (Decrease) in net assets | \$ (110,645) |
| Adjustments to reconcile (decrease) in net assets to net cash (used by) operating activities: | |
| Depreciation | 36,552 |
| Changes in assets and liabilities: | |
| (Increase) in accounts receivable | (4,077) |
| Increase in accounts payable | 5,638 |
| Increase in payroll liabilities | 2,002 |
| Cash (used by) operating activities | <u>(70,530)</u> |
| Cash Flows from Investing Activities | |
| Decrease in endowment fund | (488) |
| Cash (used by) investing activities | <u>(488)</u> |
| Cash Flows from Financing Activities | |
| Repayments of note payable | (14,805) |
| Repayments of bank loan payable | (3,975) |
| Repayments of bank line of credit | (3,542) |
| Borrowings of bank line of credit | 3,920 |
| Cash (used by) financing activities | <u>(18,402)</u> |
| Decrease in cash | (89,420) |
| Cash, Beginning of year | <u>98,970</u> |
| Cash, End of year | <u>\$ 9,550</u> |
| Supplemental Disclosures of Cash Flow Information: | |
| Interest paid | \$ 11,335 |
| Taxes paid | \$ - |

The accompanying notes are an integral part of these financial statements
See Accountant's Audit Report

Notes to Financial Statements

**Brewery Arts Center
Notes to Financial Statements
June 30, 2018**

Note 1: Nature of Organization

Brewery Arts Center ("BAC") was incorporated in the State of Nevada as a non-profit corporation on September 19, 1975. BAC embraces its vision of growing artists and the artistic community in Carson City and the surrounding area, recognizing responsibility to be a catalyst for economic and educational growth and community collaborations by developing a creative, active and engaged community.

BAC was formed by a group of artists looking for a space to gather the community around the arts. Today, BAC promotes the arts in Carson City and the surrounding area by providing concerts, classes, movies, performances, and other events throughout the year to members of the community.

A majority of BAC's revenue comes from events held at their facility as well as grants received from various organizations. BAC also has a cafe that provides a spot for community members to eat and relax while enjoying the arts.

A volunteer Board of Directors ("Board") oversees the operation of BAC while staff members are involved in the day to day operations.

As a non-profit organization, BAC is exempt from income taxes under Internal Revenue Code Section 501(c)(3) for all program related activities and exempted activities. Currently all sources BAC utilizes to generate revenue are exempt from income taxes.

Note 2: Summary of Significant Accounting Policies

For financial statement purposes, the accounting policies of BAC conform to generally accepted accounting principles in the United States of America. The following is a summary of significant policies:

Basis of Accounting

BAC is a non-profit corporation that uses accrual accounting in accordance with accounting principles generally accepted in the United States of America. Revenue is recorded when earned and expenses are recognized when incurred.

Inventories

BAC has no inventory. Materials and supplies used in the cafe are expensed as cost of goods sold when purchased

See Accountant's Audit Report

Brewery Arts Center
Notes to Financial Statements - Continued
June 30, 2018

Note 2: Summary of Significant Accounting Policies, continued

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Accounts Receivable and Uncollectible Accounts

Accounts receivable are valued based on the amount that management expects to collect. No allowance for bad debts has been calculated as management has determined all the accounts receivable are collectible. If an account receivable is deemed uncollectible, it is expensed in the current period.

Fixed Assets

Purchased fixed assets are stated at cost. These assets are depreciated on the straight line method over estimated useful lives of 5 to 39 years. BAC expenses in the current period any fixed assets that are deemed to be immaterial in cost.

Revenues

BAC records revenue received as an increase in unrestricted, temporarily restricted or permanently restricted net assets depending on the existence or nature of any donor restrictions. Revenues are generally available for unrestricted use in the programs of BAC.

Temporarily restricted revenue received in the year ended June 30, 2018 and their restricted use is outlined as followed:

| | |
|----------------------------|-----------------|
| Grants: | |
| Levitt free concert series | \$58,076 |
| Art in the Park | 4,000 |
| TEDx Carson City | 2,500 |
| Payroll | <u>1,400</u> |
| Grants Total: | <u>\$65,976</u> |

As of June 30, 2018, all net assets of BAC were unrestricted.

See Accountant's Audit Report

Brewery Arts Center
Notes to Financial Statements - Continued
June 30, 2018

Note 3: Cash and Cash Equivalents

For the statement of cash flows, cash and cash equivalents includes cash on hand and cash in bank accounts.

Note 4: Endowment Fund

BAC has an endowment fund held by the Community Foundation of Western Nevada. The endowment fund is unrestricted and can be used by BAC by having Board approval to utilize the assets. Return objectives, risk parameters, and spending policies concerning the funds is made under discretion of the Board.

Endowment fund composition by type of net assets as of June 30, 2018:

| | <u>Unrestricted</u> | <u>Restricted</u> | <u>Total</u> |
|----------------|---------------------|-------------------|-----------------|
| Endowment fund | <u>\$11,356</u> | <u>\$0</u> | <u>\$11,356</u> |
| Total | <u>\$11,356</u> | <u>\$0</u> | <u>\$11,356</u> |

Changes in endowment fund for the year ended June 30, 2018:

| | <u>Unrestricted</u> | <u>Restricted</u> | <u>Total</u> |
|-----------------------------------|---------------------|-------------------|-----------------|
| Endowment fund, beginning of year | \$10,868 | \$0 | \$10,868 |
| Investment revenue | 508 | 0 | 508 |
| Account fees | <u>(20)</u> | <u>0</u> | <u>(20)</u> |
| Endowment fund, end of year | <u>\$11,356</u> | <u>\$0</u> | <u>\$11,356</u> |

See Accountant's Audit Report

Brewery Arts Center
Notes to Financial Statements - Continued
June 30, 2018

Note 5: Note Payable

BAC has a note from a private party collateralized by the performance hall. The note has a principal balance of \$185,213 as of June 30, 2018. A new note was signed on July 10, 2018 with the same party and is amortized over 15 years with a maturity of July 30, 2023. The interest rate on the note adjusts annually on July 30th and is based on the Wells Fargo Prime Rate plus 1% which is 6% as of June 30, 2018.

| | |
|----------------------------|-------------------|
| Note payable June 30, 2018 | \$ 185,213 |
| Less current maturities | <u>7,183</u> |
| | <u>\$ 178,030</u> |

Amounts payable in the next five years and thereafter:

| <u>Year Ending June 30</u> | |
|----------------------------|-------------------|
| 2019 | \$ 7,183 |
| 2020 | 8,299 |
| 2021 | 8,811 |
| 2022 | 9,355 |
| 2023 | 9,932 |
| Thereafter | <u>141,633</u> |
| | <u>\$ 185,213</u> |

Note 6: Bank Loan Payable

BAC has an operating loan with their bank that is collateralized by a Uniform Commercial Code filing by the bank. The loan has an interest rate of 6.5% annually. The loan is due on January 25, 2020.

| | |
|---------------------------------|-----------------|
| Bank loan payable June 30, 2018 | \$ 6,116 |
| Less current maturities | <u>4,040</u> |
| | <u>\$ 2,076</u> |

Amounts payable in the two next years:

| <u>Year Ending June 30</u> | |
|----------------------------|-----------------|
| 2019 | \$ 4,040 |
| 2020 | <u>2,076</u> |
| | <u>\$ 6,116</u> |

See Accountant's Audit Report

Brewery Arts Center
Notes to Financial Statements - Continued
June 30, 2018

Note 7: Bank Line of Credit

BAC has an unsecured \$10,000 business line of credit through their bank, of which \$291 was unused as of June 30, 2018. The line of credit has an interest rate of 13% annually. Principal and interest are due on October 15, 2045.

| | |
|---|-----------------|
| Bank line of credit payable June 30, 2018 | \$ 9,709 |
| Less current maturities | <u>2,012</u> |
| | <u>\$ 7,697</u> |

Amounts payable in the five next years and thereafter:

| <u>Year Ending June 30</u> | |
|----------------------------|-----------------|
| 2019 | \$ 2,012 |
| 2020 | 1,595 |
| 2021 | 1,265 |
| 2022 | 1,002 |
| 2023 | 795 |
| Thereafter | <u>3,040</u> |
| | <u>\$ 9,709</u> |

Note 8: Leases

BAC leases municipal property from the city of Carson City. Lease terms outline that a \$1 lease payment be made annually. The lease was formed June 24, 1977 and will expire June 24, 2076. Rent expense of \$5 for five years of rent was paid and recorded in the year ended June 30, 2018.

BAC leases a copier machine for use in its office. The lease was formed on April 17, 2014 and is for 60 months. The lease will expire on April 17, 2019. Monthly payments of \$240 are required under the lease. The payments are expensed as incurred. \$2,400 of lease payments are due in the year ending June 30, 2019.

Note 9: Subsequent Events

Subsequent events were evaluated by management through February 8, 2019 the date the financial statements were available to be issued. No matters were identified which would have a material effect on the financial statements.

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