

**DATE:** November 25, 2020  
**TO:** SAA Board of Directors  
**FROM:** Tim Rogers and Shelli Swanson  
**SUBJECT:** **December 2, 2020 Special Board Meeting**

Transmitted with this memo are items for your review prior to the Wednesday, December 2 special board meeting.

Due to increased COVID-19 infection rates in Salina and Saline County the meeting will be held via a GoToMeeting video and audio link. Public access to the Salina Airport Authority's administrative offices is restricted at this time. Restricted public access to the SAA's administrative offices is the reason that the meeting will be held solely by means of interactive communications. All board meeting documents (agenda, agenda memo, financial statements, etc.) and written information to be discussed at the meeting can be viewed at the following board meeting packet link:

<https://www.salinaairport.com/public-information/board-meeting-documents.aspx>

To aid in transparency, the Airport Authority will take the following steps:

1. The meeting's video and audio will be recorded and be posted on the Airport Authority's website, [www.salinaairport.com](http://www.salinaairport.com)
2. Post the Airport Authority's meeting notice, agenda, agenda packet and other meeting documents on the Airport Authority's website, [www.salinaairport.com](http://www.salinaairport.com)
3. Post the meeting minutes to the Airport Authority's website, [www.salinaairport.com](http://www.salinaairport.com) as soon as possible after the meeting.

Members of the public may login to the meeting to listen, observe and/or participate in the board meeting. The login can be accomplished by telephone, smartphone, tablet, or computer. Meeting login instructions are:

Join meeting from your computer, tablet, or smartphone.

<https://global.gotomeeting.com/join/910006733>

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(For supported devices, tap a one-touch number below to join instantly.)

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- One-touch: <tel:+18722403311,910006733#>

Access Code: 910-006-733

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The special board meeting will focus on the following 2020 Airport Authority priorities.

- Support the K-State Global Aeronautics Initiative.
- Lease available SAA buildings and improved land.
- Secure additional architectural and engineering design capability to meet tenant expectations.
- Meet the Airport Authority's SCEDO Members Agreement obligations.
- Prepare the SAA's 2021 Operating Plan and Budget.

Please note the following agenda comments.

**Agenda Item #4 – K-State Global Aeronautics Initiative and K-State Polytechnic Campus Updates**  
(Rogers)

For over 50 years, the Salina Airport Authority and K-State Polytechnic have been closely associated and shared common goals and objectives. K-State Polytechnic's future growth and development is vital to maintaining the significant economic growth that is now occurring in Salina and Saline County.

In 2017, K-State president Dick Myers challenged university and Salina community stakeholders to look to the future and define a long-term vision for K-State Polytechnic aviation programs. President Myers' challenge became the K-State Global Aeronautics Initiative (GAI). The K-State GAI has grown to incorporate programs and opportunities that span both the K-State campus at Salina and Manhattan. Development of the GAI has also spurred the development of a comprehensive K-State Polytechnic Campus Vision. K-State Polytechnic's Dr. Alysia Starkey (CEO/Dean) and Lindsey Dreiling (executive director of aviation strategy) will attend the meeting to update you on the GAI and K-State Polytechnic Campus Vision.

**Agenda Item #5 – Consideration of Resolution No. 20-08 Authorizing the Execution of a Global Lease Amendment and the Execution of Certain Documents in Connection Therewith.** (Swanson)

At the Nov. 18, 2020 regular meeting, the Authority Board approved the terms of Addendum No. One to Sublease Agreement with Durham School Services, L.P. The Addendum provided for an additional 14,510.76 sq. of land for Durham's school bus parking lot which is part of their leased premises along with Bldg. 824 located at 2359 Hein. Ave., contained in the original Sublease Agreement.

The Sublease and Addendum are subordinate to the Site Lease and Taxable Lease Purchase Agreement ("Lease") with BSB Capital Inc., which provided the mechanism for funding the improvements to Bldg. 824 and the bus parking lot.

The enclosed Resolution No. 20-08 authorizes the modifications to the Site Lease and Lease by way of the Global Lease Amendment to modify the respective exhibits to include the additional 14,510.76 sq. ft. of land.

**Recommendation:** Approval of Resolution No. 20-08 Authorizing the Execution of a Global Lease Amendment and the Execution of Certain Documents in Connection Therewith.

**Agenda Item #6 – Selection of the Airport Authority’s On-Call Architectural Firm for Calendar Years 2021 through 2023** (Rogers and Swanson)

SAA staff published a notice to area architectural firms asking for statements of qualifications and interest for providing on-call, architectural services to the Airport Authority. The selection of an on-call firm would be for a three-year period, 2021 through 2023. The first project that on-call design and consulting services are needed is the design of new based aircraft storage hangars.

Three local architectural firms responded to the SAA’s solicitation:

- Bieberly Architects, PA
- Hutton
- Jones Gillam Renz Architects, Inc.

SAA staff interviewed each firm on November 23 – 25. Each firm was scored based upon the completeness of their written submittals, assessment of qualifications and capability to meet the Airport Authority’s facility design requirements. The firms ranked as follows:

1. Hutton
2. Jones Gillam Renz Architects, Inc
3. Bieberly Architects, PA

The scores were very close supporting the fact that all three are very capable. Hutton edges out the other two firms on two counts. First, more first-hand experience designing and constructing aircraft hangars. Second, Hutton architects has access to in-house construction cost estimators. It is important to note that Hutton is acquiring DMA Architects. DMA owner Donnie Marrs will continue with Hutton as a principal architect and consultant. The summary of the interview scoring is enclosed.

**Agenda Item #7 – Consideration of Candidates for Appointment to the Salina Community Economic Development Organization Board of Directors.** (Rogers)

As a founding member of the Salina Community Economic Development Organization (SCEDO) the Airport Authority appoints two members of the nine (9) member SCEDO board of directors. The SAA’s first two appointments were Pete Brundgardt (former Salina mayor and State senator) and Jeff Thompson (Salina Vortex). On December 18, 2019, the SAA board reappointed Pete to his final, full three (3) year term that expires on January 31, 2023.

Jeff Thompson is eligible for another full three (3) year term, however, let me know that he has decided to step down from the SCEDO board when his current term expires on **January 31, 2021**.

At previous board meetings, SAA board members identified Tom Dill, Jim Maes and Daran Neuschafer as candidates for appointment to the SCEDO board of directors. Each candidate has been contacted and is willing to accept an appointment to the SCEDO board. Candidate resumes are enclosed.

**Agenda Item #8 – Review and Discussion of the 2021 and 2022 Airport Authority Operating Plan Priorities** (Rogers)

At the special board meeting Shelli, Kenny and I will review a summary of priority projects, goals and objectives the will mostly likely span 2021 and 2022. Projects such as Runway 17/35 rehabilitation,

terminal building expansion, fuel farm rehabilitation and the Schilling cleanup are multi-year projects. Review and discussion of goals and objectives will enable staff to finalize the SAA's 2021 Operating Plan and Budget Report.

**Agenda Item #9 – Executive Session.** (Rogers)

An executive session is needed to discuss matters of non-elected personnel.

Please contact me if you have any questions or comments.

**SALINA AIRPORT AUTHORITY SPECIAL BOARD MEETING**  
**Hangar H600, First Floor Conference Room**  
**2720 Arnold Court**

**December 2, 2020 – 8:00 AM**

**AGENDA**

**Action Items**

1. Call to order. (Eichelberger)
  - a. Roll call and determine that a quorum is present.
  - b. Confirm that the meeting notice has been published.
  
2. Meeting procedures. (Rogers)
  - a. Mute all participant microphones, phones, or other electronic devices.
  - b. SAA board members, staff and presenters are required to state the individual's name each time the individual begins to speak or vote.
  - c. The **Visitor's Forum** that follows the **Directors' Forum** is the time for public comment.
  - d. Each board motion will be clearly stated before a board vote and the results of the vote will be announced.
  - e. All motions will identify the SAA board officer and/or staff member authorized to sign a legally binding document for the Airport Authority.
  - f. The meeting will be recorded (video and audio) and posted to the Airport Authority's web site.
  
3. Recognition of guests. (Eichelberger)
  
4. Additions to the agenda and agenda overview. (Rogers)
  
5. K-State Global Aeronautics Initiative and K-State Polytechnic Campus Vision Updates (Rogers)
  
6. Consideration of Resolution No. 20-08 Authorizing the Execution of a Global Lease Amendment associated with the Durham School Services, L.P. Site Lease and Lease Purchase Agreement (Swanson)
  
7. Selection of the Airport Authority's architectural and engineering firm for 2021 through 2023 for on-call services. (Rogers and Swanson)
  
8. Consideration of candidates for appointment to the Salina Community Economic Development Organization board of directors. (Rogers)
  
9. Review and discussion of 2021 and 2022 Airport Authority Operating Plan priorities. (Rogers)

**Staff Reports**

**Directors' Forum**

**Visitor's Questions and Comments**



## **Announcements**

### **Executive Session**

10. An executive session of the board of directors to discuss matters of non-elected personnel.  
(Eichelberger)

*I move that the Salina Airport Authority board of directors recess into executive session for 30 minutes to discuss the subjects of the initial phase of the Executive Director's performance evaluation and matters affecting the privacy interests of other individual employees based upon the need to discuss personnel matters of non-elected personnel pursuant to K.S.A. 75-4319(b)(1). The open meeting will resume in this room at \_\_\_\_ AM.*

No Airport Authority board action will be taken concerning the executive session discussion following the executive session.

### **Adjournment** (Eichelberger)

**RESOLUTION NO. 20-08**

**A RESOLUTION AUTHORIZING THE EXECUTION OF A GLOBAL LEASE AMENDMENT AND THE EXECUTION OF CERTAIN DOCUMENTS IN CONNECTION THEREWITH.**

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**WHEREAS**, under the constitution and statutes of the State of Kansas, particularly K.S.A. 10-1101 *et seq.* and K.S.A. 27-315 *et seq.*, the Salina Airport Authority (the “Authority”) is empowered to enter into certain leases, lease purchase agreements and installment purchase agreements for the lease and/or acquisition of property; and

**WHEREAS**, pursuant to the foregoing, the Authority has previously entered into the following agreements to finance the acquisition of improvements to certain real property owned by the Authority:

- Site Lease, dated as of August 12, 2020 (the “Site Lease”) between the Authority, as lessor, and BSB Capital, Inc. as lessee, relating to the lease of the certain real property as described therein (the “Land”) by the Authority to the Bank
- Taxable Lease Purchase Agreement, dated as of August 12, 2020 (the “Lease”) between the Bank, as lessor, and the Authority, as lessee, pursuant to which the Bank has provided funds to finance the acquisition, construction and equipping of certain improvements to the Land and the building(s) located thereon (the “Improvements,” and together with the Land, the “Project”) and leased the Project to the Authority upon such terms and conditions agreed to by the parties

;and

**WHEREAS**, the Authority has entered into a sublease pursuant to which the Project is subleased to Durham School Services L. P. (the “Subtenant”); and

**WHEREAS**, the Subtenant has the need to add certain additional real property (the “Additional Property”) to the Project; and

**WHEREAS**, *Schedule 1* to both the Site Lease and the Lease contain a legal description of the Land; and

**WHEREAS**, the governing body of the Authority (the “Governing Body”) finds it to be necessary and advisable to authorize the modification of *Schedule 1* to the Site Lease and Lease to include the Additional Property as set forth in the Global Lease Amendment presented to the Governing Body in connection herewith.

**THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE SALINA AIRPORT AUTHORITY, AS FOLLOWS:**

**Section 1. Lease Modifications.** The Chair is hereby authorized and directed to execute and deliver the Global Lease Amendment in substantially the form submitted to the Authority this date with such minor modifications as may be approved by legal counsel to the Authority. The Chair and Secretary

are also authorized to execute such other documents as are necessary to accomplish the intent of this Resolution, for and on behalf of and as the act and deed of the Authority. The Secretary is hereby authorized and directed to attest the execution of such documents, and all such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution. Any other documents relating to the Site Lease or the Lease or the improvements financed thereby which rely on or incorporate the provisions of the Site Lease or Lease are hereby deemed to be modified in order to conform such documents to the Site Lease and Lease, as modified by the Global Lease Amendment.

**Section 2. Further Authority.** The Authority and its officers, agents and employees are hereby authorized and directed to take such other actions as may be necessary to carry out the transactions contemplated by this Resolution.

**Section 3. Effective Date.** This Resolution shall be in full force and effect from and after its adoption by the Authority.

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This resolution, upon motion duly made and seconded, passed this 2nd day of December, 2020.

**BOARD OF DIRECTORS  
SALINA AIRPORT AUTHORITY**

\_\_\_\_\_  
Kristin Gunn, Vice Chair

ATTEST:

(SEAL)

\_\_\_\_\_  
Troy L. Vancil, Secretary

**GLOBAL LEASE AMENDMENT**

**THIS GLOBAL LEASE AMENDMENT** (the “Global Lease Amendment”) dated as of December 2, 2020, between the Salina Airport Authority (the “Authority”), a body corporate and politic duly organized and existing under the constitution and laws of the State of Kansas, and BSB Capital, Inc., a banking corporation or association duly organized and existing under the laws of the United States of America or one of the states thereof (the “Bank”);

**WITNESSETH:**

**WHEREAS**, the Authority, as lessor, and the Bank, as lessee, have entered into a site lease dated as of August 12, 2020 (the “Site Lease”), pursuant to which the Authority has leased to the Bank certain real property (the “Land”); and

**WHEREAS**, the Authority, as lessee, and the Bank, as lessor, have entered into a Taxable Lease Purchase Agreement, dated as of August 12, 2020 (the “Lease”) pursuant to which the Bank has provided funds to finance the acquisition, construction and equipping of certain improvements to the Land and the building(s) located thereon (the “Improvements,” and together with the Land, the “Project”) and leased the Project to the Authority upon such terms and conditions agreed to by the parties; and

**WHEREAS**, the Authority has entered into a sublease pursuant to which the Project is subleased to Durham School Services L. P. (the “Subtenant”); and

**WHEREAS**, the Subtenant has the need to add additional real property to the Project (the “Additional Property”); and

**WHEREAS**, *Schedule 1* to both the Site Lease and the Lease contain a legal description of the Land; and

**WHEREAS**, *Section 9* of the Site Lease and *Section 13.05* of the Lease provide, respectively, that neither the Site Lease nor the Lease may be effectively amended, changed, modified, altered or supplemented except with the written consent of the Authority and the Bank; and

**WHEREAS**, the Authority and Bank find it to be necessary and advisable to modify *Schedule 1* to the Site Lease and Lease to include the Additional Property as set forth herein.

**NOW, THEREFORE**, in consideration of the premises and the mutual covenants and agreements herein set forth, the Authority and the Bank do hereby covenant and agree as follows:

**SECTION 1. Lease Amendment.** *Schedule 1* to the Site Lease and Lease is amended to conform to the legal description contained on *Schedule 1-A* hereto.

**SECTION 2. Ratification.** The rest and remainder of the Site Lease and the Lease not amended by **SECTION 1** hereof are ratified and confirmed.

**SECTION 3. Execution in Counterparts.** Separate counterparts of this Global Lease Amendment may be executed by the Bank and the Authority with the same force and effect as though the same counterpart had been executed by both the Bank and the Authority.

**SECTION 4. Successors.** This Global Lease Amendment shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

**SECTION 5. Electronic Transactions.** This Global Lease Amendment and the transactions related thereto and described herein may be conducted and documents may be stored by electronic means.

**SECTION 6. Complete Agreement.** The Site Lease and Lease, as modified by this Global Lease Amendment, constitute a final expression of the agreements between the parties hereto and such agreements may not be contradicted by evidence of any prior or contemporaneous oral agreement. No unwritten oral agreement between the parties exists.

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**IN WITNESS WHEREOF**, the Authority and the Bank have caused this Global Lease Amendment to be executed by their respective authorized officials and officers, all as of the day and year first above written.

**SALINA AIRPORT AUTHORITY**

(Seal)

By: \_\_\_\_\_  
Name: Kristin Gunn, Vice Chair

ATTEST:

By: \_\_\_\_\_  
Name: Troy L. Vancil, Secretary

**ACKNOWLEDGMENT**

STATE OF KANSAS            )  
  ) SS.  
COUNTY OF SALINE        )

This instrument was acknowledged before me on December \_\_, 2020, by Kristin Gunn, Vice Chair, and Troy L. Vancil, Board Secretary, of the Salina Airport Authority, a body corporate and politic organized under the laws of the State of Kansas.

(Seal)

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

**BSB CAPITAL, INC.**

By: \_\_\_\_\_

Name: Ryan Commerford

Title: Chief Financial Officer

**ACKNOWLEDGMENT**

STATE OF KANSAS                    )  
  ) SS.  
COUNTY OF SALINE                )

This instrument was acknowledged before me on December \_\_\_\_, 2020, by Ryan Commerford, as Chief Financial Officer of BSB Capital, Inc., a banking corporation or association organized under the laws of the United States of America or one of the states thereof.

(Seal)

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

***SCHEDULE 1-A***

**REVISED PROPERTY DESCRIPTION**

The following described real estate located in Saline County, Kansas, as of the date hereof:

Lot 9, Block 1, Schilling Subdivision No. 3 to the City of Salina, Saline County, Kansas,

and

A tract of land situated in the southeast corner of Lot 2 Block 1, Schilling Subdivision No. 4 and further described as follows; Commencing at the southeast corner of said Lot 2 Block 1, Schilling Subdivision No. 4, said point being the point of beginning; Thence northerly along the east property line of said lot a distance of six hundred sixty eight feet (668.00') to a point on the east property line of said lot; Thence westerly parallel to the south property line of said lot a distance of one hundred forty five feet (145.00'); Thence southerly parallel to the east property line of said lot a distance of six hundred sixty eight feet (668.00') to a point on the south property line of said lot; Thence easterly along the south property line of said lot a distance of one hundred forty five feet (145.00') to the point of beginning. Said tract containing 96,870.764 square feet or 2.224 Acres more or less.

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2020 On-Call Architect Selection Committee Evaluation Results

**Firm Name:** Bieberly (11/25/20)

<u>Criteria No.</u>	<u>Committee</u>			<u>Total</u>
	<u>Eval. 1</u>	<u>Eval. 2</u>	<u>Eval. 3</u>	
1	14	11	12	37
2	20	18	19	57
3	8	6	8	22
4	15	12	13	40
5	10	10	13	33
6	10	10	10	30
7	14	14	15	43
8	10	8	9	27
9	14	13	13	40
10	9	9	10	28
11	10	9	10	29
12	5	5	5	15
	139	125	137	401

133.6667 AVERAGE  
89.11%

**Firm Name:** Hutton (11/24/20)

<u>Criteria No.</u>	<u>Committee</u>			<u>Total</u>
	<u>Eval. 1</u>	<u>Eval. 2</u>	<u>Eval. 3</u>	
1	15	14	14	43
2	20	18	18	56
3	10	9	10	29
4	14	14	14	42
5	15	14	15	44
6	9	9	9	27
7	14	14	15	43
8	10	10	9	29
9	15	15	14	44
10	10	9	9	28
11	10	10	10	30
12	5	5	5	15
	147	141	142	430

143.3333 AVERAGE  
95.56%

**Firm Name:** JGR (11/23/20)

<u>Criteria No.</u>	<u>Committee</u>			<u>Total</u>
	<u>Eval. 1</u>	<u>Eval. 2</u>	<u>Eval. 3</u>	
1	15	12	12	39
2	19	19	18	56
3	10	8	9	27
4	12	14	13	39
5	10	12	14	36
6	10	9	9	28
7	14	13	15	42
8	8	9	10	27
9	15	14	14	43
10	10	9	9	28
11	10	9	10	29
12	5	5	5	15
	138	133	138	409

136.3333 AVERAGE  
90.89%

**Ranking Total Composite Score**

	<b>Firm</b>
1	Hutton
2	JGR
3	Bieberly

# Tom Dill

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1821 Glen Ave  
Salina, KS 67401

Cell Phone 785-226-2562  
Work Phone 785-823-5133

Email..Personal [dilltad@gmail.com](mailto:dilltad@gmail.com)  
Work [tom.dill@edwardjones.com](mailto:tom.dill@edwardjones.com)

## **Current:**

Financial Advisor- Retiring  
Edward Jones  
1502 E. Iron Ave  
Salina, KS 67401  
August, 1999-Present

## **Previous:**

CPA and shareholder of Pottberg, Dill, Gassman & Hoffman,  
a Certified Public Accounting Firm with offices in  
Junction City, Manhattan and Abilene, KS  
1984- August, 1999

## **Education:**

1973-1977, BS Degree Agricultural Economics, Kansas State University  
1978-1980, BS Degree Accounting, Kansas State University

## **Experience and Expertise:**

Previously Certified Public Accountant  
Securities licenses Series 07, Series 63, Series 66  
Insurance Licensure

## **Community and Professional Service**

Current:

Co-Chair of the St Mary Parish Capital Campaign  
St Mary Renovation Committee

Past:

- Kansas Department of Wildlife, Parks and Tourism Commission Member
- Salina Health Education Foundation d/b/a Salina Family Healthcare Center Finance Committee Member
- 2004 - Current Salina Chamber Member
- Greater Salina Community Foundation Board Member
- Greater Salina Community Foundation Finance Committee Chairman
- Greater Salina Community Foundation Finance Committee
- St Mary Queen of the Universe Parish - Finance committee
- St Mary Queen of the Universe Parish - Parish Council
- Military Affairs Council Chairman for the Salina Chamber of Commerce
- Junction City/Geary County Economic Development Commission
- Geary Community Hospital Board
- Geary Community Hospital Board Chairman
- Leadership Kansas Class of 1990
- Junction City Kiwanis Club Past President

- St Michael's Parish Church
  - Finance Council Chair
  - Renovation Committee Chair
- Numerous other activities and memberships in the past 40 years

**Personal:**  
**Family**

I married Carla June Henn on October 7, 1978 in El Dorado, KS.

We have four children. Matt Dill, and wife Kristen reside in Salina, KS, Jackie Bacon and husband Mark reside in Lincoln, NE, Michael Dill and wife Grace reside in Denver, CO, and Chris Dill, resides in Washington DC. We have 8 grandchildren and the 9th due this month of October.

**Hobbies**

I enjoy bow hunting and have for 40 years. I am incorporating a wildlife and quality deer management program on my farm and usually spend weekends working at the farm.

Carla and I enjoy traveling. We have been blessed to travel throughout the United States and have traveled to several foreign countries including Ireland, Switzerland, Scotland, Italy, Poland, Chile, Argentina, United Arab Emirates, Oman, Spain, Slovenia, South Africa, Tanzania, New Zealand, Peru, Viet Nam, Cambodia, Costa Rica, Germany, Amsterdam, Panama and the Holy Land in Israel.



## **James C. Maes**

415 Upper Mill Heights Dr., Salina, KS  
[Jimm@comprorealty.com](mailto:Jimm@comprorealty.com) - 785-452-8807

### **Summary:**

Strong Educational and Work History in Community Planning, Zoning, Real Estate Development, Design and Construction, throughout the United States and Canada.

### **Experience:**

- 1974 – 1978 - Assistant City Planner, City of Salina, Kansas.
- 1978 – 1983 - Developer for Development Consultants, Inc. Salina, Kansas.
  - Developed and Managed 14, Section 8, Elderly Housing Projects throughout Kansas, including Johnstown Towers and Oakdale Plaza in Salina.
- 1983 – 2003 – Vice President of Real Estate and Environmental Compliance, Blue Beacon International, Salina, KS.

### **Developed and Constructed:**

- Approximately 70 Blue Beacon Truck Washes throughout the United States and Canada.
- 3 Petro Truck Stops .
- 3 Nationally Franchised Hotels, Holiday Inn and two Country Inn and Suites.
- 6 Green Lantern Convenience Stores and Car Washes.
- Franchised Several Food Services, including Wendy’s, Pizza Hut, Baskin Robbins, Iron Skillet.
- 2003 – Present - Broker Partner, ComPro Realty, LLC, Commercial Real Estate Sales and Development.
  - Partner in the Ownership and Redevelopment of the United Building.
  - Developed and Consulted in Several Housing Subdivisions.
  - Partner in the Development and Operation of 5 Mr. Goodcents Sandwich Shops.
  - Owned, Developed and Constructed Commercial Strip Center, Country Side Addition, and a 46 Unit Country Inn and Suites Hotel, Junction City, Kansas.
  - Partner in Redevelopment of Sunset Plaza.

### **Education:**

- Master’s Degree in Regional and Community Planning from Kansas State University.

# Daran R. Neuschafer

**2126 Melrose Lane  
Salina, Kansas 67401**

**Phone: 785-825-9169  
Cell: 785-822-4113  
Email: [dneuscha@amfam.com](mailto:dneuscha@amfam.com)**

## Professional Summary

Insurance agent with management experience and exceptional people skills. Versed in sales development and policy retention/service. A results-oriented, strategic sales professional with 25 years in the personal and commercial insurance industry. Built a dynamic, customer-service focused insurance agency from a small book to a state leading agency which recently opened a branch location in the Kansas City area. Consistently produced in top ten percent of peer group, achieving company-wide recognition as a 24-year All-American Hall-of-Fame agency.

## Core Qualifications

- Results-oriented
  - Client-focused
  - Team leadership
  - Self-motivated
- Training and development
  - Budgeting/expense control
  - Computer proficient
  - Creative problem solving

## Experience

*Neuschafer & Associates, Inc. - American Family Insurance – Insurance Agent* August 1995 to Current  
*Salina, Kansas*

Took over agency book of approximately 600 policies and grew agency to over 4700 in force policies today, generating approximately \$5 million in premium.

Agency is consistently recognized among the leaders in production both on a state- and company-wide basis.

Agency is recognized as an All-American Hall-of-Fame agency.

Train, manage, and motivate a full-time staff of four licensed customer service reps

Successfully served as mentor agent to three agents-in-training. All three went on to further their insurance careers.

Consistently one of the district and state leaders in profitability.

*Moss Sales & Service Inc. – Inside sales/service manager* December 1989 to July 1995  
*Salina, Kansas*

Successfully led key projects which resulted in increased sales/profits for parts & service division.

Completed all company insurance renewals including property, Workers' Compensation, general liability, cargo, aviation documents.

Prepared correspondence, accounting and financial documents for analysis.

Managed personnel and service operations across 10 states.

## Education

**Kansas State University, Manhattan, Kansas** 1989

Bachelor of Science – Accounting and Finance

Member of Pi Kappa Alpha fraternity

Intercollegiate athlete – men's golf team (four year letter winner)

Two-time All-Big 8 Conference All-Academic team selection

Member Athletic Department Student Advisory Committee

## Professional Affiliations

Elected to American Family National Agency Advisor group (past National Co-Chair, past state rep, past district rep)

Member National Association of Insurance and Financial Advisors (past president local chapter)

Member Kansas State University Alumni Association (past national board member)

Member Salina Area Chamber of Commerce (past board chair)

Member Salina Noon Rotary Club (past president)

Member KSU-Polytechnic Dean's Advisory Council (past chair)

Board Member, Plains State Bank (BANK VI), Salina, KS (past chairman of the board)

Member Salina Regional Health Center Foundation board

Member American Family Insurance Political Action Committee (president)

Member Salina Airport Authority (past chairman)