



A Tradition of Stewardship  
A Commitment to Service

County Executive Office  
1195 Third Street, Room 310 Napa, CA 94559-3082  
(707) 253-4421 FAX (707) 253-4176  
APPLICATION FOR APPOINTMENT TO  
BOARD, COMMISSION, COMMITTEE OR TASK FORCE

RECEIVED

JAN 26 2017

eAFA

NAPA COUNTY  
EXECUTIVE OFFICE

**PLEASE TYPE OR PRINT (Complete pages 1 through 3)**

NOTE: Applications are public records that are subject to disclosure under the California Public Records Act. Information provided by the applicant is not regarded as confidential except for the addresses and phone numbers of references and the applicant's personal information including home and work addresses, phone numbers and email address.

PLEASE NOTE THAT APPOINTEES MAY BE REQUIRED BY STATE LAW AND COUNTY CONFLICT OF INTEREST CODE TO FILE FINANCIAL DISCLOSURE STATEMENTS.

For information about Form 700 Conflict of Interest Code click on this link [Committee List of Form 700 Filers](#)

\*Application for Appointment to: (Name of Board, Commission, Committee or Task Force)

Napa County Local Food Advisory Council

\*Category of membership for which you are applying:

(This information can be found on the news release announcing the opening. You may apply for more than one category if more than one position is open.)

At large

\*Supervisory District in which you reside:

1st

\*Full Name:

David Layland

\*Date:

1/26/2017

\*Current Occupation: (within the last twelve (12) months)

President, Napa Farmers Market

\*Current License: (Professional or Occupational, date of issue and/or expiration including status)

None

\*Education/Experience: (A resume may be attached containing this and any other information that would be helpful to the Board in evaluating your application.)

BS in Accounting, Certified Public Accountant  
45 years of experience in finance and accounting - Retired since January 2012

\*Community Participation: (Nature of activity and community location)

Past President UC Master Gardeners of Napa County  
Member, Napa Valley Coalition of Nonprofits Safety Net Food Committee

\*Other County Board/Commission/Committee on which you serve/have served:

\*Application for Appointment to: (Name of Board, Commission, Committee or Task Force)

Napa County Local Food Advisory Council

Names, addresses and phone number of three (3) individuals familiar with your background:

\*Name:

Carrie Strohl

\*Address:

[Redacted Address]

\*City:

NAPA

\*State:

CA

\*Zip Code:

94559

\*Telephone:

[Redacted Telephone]

\*Name:

Robert Langer

\*Address:

[Redacted Address]

\*City:

Chicago

\*State:

IL

\*Zip Code:

60614

\*Telephone:

[Redacted Telephone]

\*Name:

Karen Schuppert

\*Address:

[Redacted Address]

\*City:

Napa

\*State:

CA

\*Zip Code:

94559

\*Telephone:

[Redacted Telephone]

Name and occupation of spouse within the last 12 months, if married (For Conflict of Interest purposes):

Retired

\*Please explain your reasons for wishing to serve and, in your opinion, how you feel you could contribute:

I have been interested in local food matters for many years and have regularly attended Food Council meetings since inception. I am president of the board of directors of the Napa farmers Market

\*Application for Appointment to: (Name of Board, Commission, Committee or Task Force)

Napa County Local Food Advisory Council

APPLICANTS APPOINTED BY THE BOARD OF SUPERVISORS WILL BE REQUIRED TO TAKE AN OATH OF OFFICE.

All applications will be kept on file for one year from the date of application.

PERSONAL INFORMATION

The following information is provided in confidence, but may be used by the Board of Supervisors when making the appointment, or be used by the Committee/Commission/Board/Task Force following appointment for purposes of communicating with the appointee.

\*Full Name:

David Layland

\*email Address:

[Redacted]

\*Home Address:

[Redacted]

\*Work Address:

None

\*City:

NAPA

\*State:

CA

\*Zip Code:

94558

\*City:

Napa

\*State:

CA

\*Zip Code:

94558

\*Telephone:

[Redacted]

\*Telephone:

[Redacted]

## DAVID N. LAYLAND



RECEIVED

JAN 26 2017

NAPA COUNTY  
EXECUTIVE OFFICE

### SUMMARY

Proven **financial manager** with over twenty years experience with major national firms. A self motivated team player with strong organizational, communications, analytical, computer and interpersonal skills. Experienced in financial reporting, budgeting, taxation, strategic planning, job cost, computer systems, administration and employee benefits. Strong bottom line orientation.

---

### PROFESSIONAL EXPERIENCE

JONES LANG LA SALLE INCORPORATED, San Francisco, CA.  
*International real estate services company.*

Vice President / Finance Director  
1999 - 2012

**Responsibilities:** manage all accounting, financial reporting, budgeting and forecasting and job cost activities for the project management of over 7,000,000 square feet of real estate nationwide for a major financial services client. Supervise staff of five clerical and professional employees.

**Accomplishments:** established Finance Department including selection and training of staff; installed project management tracking database; designed and implemented client billing process; and, provided accounting transition for client merger.

Finance Manager  
1997 - 1998

**Responsibilities:** managed all accounting, financial reporting, budgeting and job cost activities for the facilities and project management of over 5,000,000 square feet of real estate nationwide for a major high tech client. Supervised staff of eight clerical and professional employees.

**Accomplishments:** restructured Finance Department to provide better service to the client; installed local area network for accounting system; transition planning for restructuring of facilities management alliance; developed and presented proposal for project management accounting services; developed variance reporting system; reduced month end report preparation time by over 50%; established program to reduce vendor payment time from over 60 days to under 30 days.

TISHMAN MIDWEST MANAGEMENT CORP., Chicago, IL  
1983 – 1997

*National real estate leasing, management, construction and development company.*

Vice President & Controller

## DAVID N. LAYLAND

Page 2

**Responsibilities:** managed all financial activities of Company including supervision of all accounting and reporting functions for parent and subsidiary corporations, joint ventures and managed properties; cash management; corporate and joint venture liaison with outside auditors, banks, lenders and partners; strategic planning and budgeting; corporate and partnership taxation; asset management. Supervised staff of seven clerical and professional employees.

**Accomplishments:** developed Company's first five year strategic plan; established profit center based accounting and reporting systems; participated in workout of loans; developed liquidation plan for joint venture; presented accounting capabilities for new business proposals; developed cost reduction program reducing overhead by one-third; selected and implemented fully integrated PC based computer system. Oversaw rightsizing of Company to eliminate unprofitable business lines and achieve stability.

*Prior to 1983, continuously employed in the real estate industry and as a Certified Public Accountant*

## EDUCATION

DePaul University

Completed courses in Finance and Taxation towards Master of Business Administration Degree.

Roosevelt University

Bachelor of Science in Business Administration      Major - Accounting      Minor – Finance

## PROFESSIONAL DESIGNATION & AFFILIATIONS

Certified Public Accountant - Illinois  
American Institute of Certified Public Accountants  
Illinois CPA Society