

**RESOLUTION NO. 2026-\_\_\_**

**RESOLUTION OF THE NAPA COUNTY BOARD OF SUPERVISORS, STATE OF CALIFORNIA, AMENDING THE HOUSING LOAN TERMS BY AUTHORIZING THE LOAN TO BE UNSECURED AND DIRECTING STAFF TO RECONVEY THE DEED OF TRUST CURRENTLY SECURING THE LOAN**

**WHEREAS**, Napa County extended employment to Ryan John Alsop ("Employee") to serve as the Napa County Executive Officer and the parties executed an employment agreement, Agreement No. 230460B, dated June 13, 2023; and

**WHEREAS**, the Employment Agreement included a relocation incentive loan; and

**WHEREAS**, Section 4.4.6 of the Employment Agreement provides that the loan shall be in the amount of Seventy-Five Thousand Dollars (\$75,000), and shall be forgivable each year in the amount of Fifteen Thousand Dollars (\$15,000) per year for each year that Employee is employed by the County commencing from the anniversary of the loan closing date; and

**WHEREAS**, on July 25, 2023, the Board adopted Resolution No.2023-97, approving the relocation loan to assist Employee with the acquisition of a personal residence in Napa County ("the property"); and

**WHEREAS**, Section 4.4.6 of the Employment Agreement provides that a lien will be recorded against the property naming the County as having a security interest in the property for the amount of the loan; and

**WHEREAS**, to implement the terms of the Employment Agreement, Employee executed a Promissory Note dated August 28, 2023, secured by a Deed of Trust; and

**WHEREAS**, Employee has served as the Napa County Executive Officer continuously since August 7, 2023, with the Board having extended the terms of his employment from August 6, 2026, through December 31, 2029; and

**WHEREAS**, the requirement that the loan be secured has presented problems for Employee in refinancing his mortgage and accordingly a request has been made that the loan become unsecured; and

**WHEREAS**, the Board agrees with this request.

**NOW, THEREFORE, BE IT RESOLVED** that the Napa County Board of Supervisors hereby approves a modification to terms of the loan, removing the requirement that the loan be secured by Employee's property. The Board Chair, or designee, is hereby directed to execute reconveyance documents and any other required documents to release the

deed of trust, all in forms acceptable to the County Counsel.

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED**  
by the Napa County Board of Supervisors, State of California, at a regular meeting of the Board held on the 19th day of May 2026, by the following vote:

AYES: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_


NOES: SUPERVISORS \_\_\_\_\_

ABSTAIN: SUPERVISORS \_\_\_\_\_

ABSENT: SUPERVISORS \_\_\_\_\_

NAPA COUNTY, a political subdivision of the  
State of California

\_\_\_\_\_  
AMBER MANFREE, Chair of the  
Board of Supervisors

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| <p>APPROVED AS TO FORM<br/>Office of County Counsel</p> <p>By:  _____<br/>Deputy County Counsel</p> <p>Date: <u>May 13, 2026</u></p> | <p>APPROVED BY THE NAPA COUNTY<br/>BOARD OF SUPERVISORS</p> <p>Date: _____<br/>Processed By: _____<br/>_____<br/>Deputy Clerk of the Board</p> | <p>ATTEST: NEHA HOSKINS<br/>Clerk of the Board of Supervisors</p> <p>By: _____</p> |
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