



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 3/3/2026

To: Sonoma County Board of Supervisors

Department or Agency Name(s): Human Resources Department

Staff Name and Phone Number: Janell Crane, 707-565-2885

Vote Requirement: Majority

Supervisory District(s): Countywide

Title:

County Executive Appointment and Personal Services Agreement

Recommended Action:

Authorize the Chair of the Board to execute a Personal Services Agreement with David Guhin appointing him as the County Executive of the County of Sonoma placing him at the "F" step of the salary range with the agreement term of April 20, 2026, through April 20, 2029.

Executive Summary:

Based on a nationwide search and extensive hiring process, the Board selected David Guhin as Sonoma County's next County Executive. Mr. Guhin has served more than 20 years in public service in Sonoma County, including as City Manager for the City of Sonoma, Executive Director of the Federal Indians of Graton Rancheria, and Assistant City Manager for the City of Santa Rosa.

The three-year Personal Services agreement, with an effective starting date of April 20, 2026, places David Guhin at the "F" step of the current salary range for County Executive, which is \$377,226 annually, and enables Mr. Guhin to receive other negotiated and typical fringe benefits such as sick and vacation accrual, and health and welfare benefits where eligibility is met pursuant to the County's Salary Resolution.

Discussion:

The recommended action of approving the Chair of the Board of Supervisors to execute a three-year Personal Services Agreement with David Guhin is the final step in appointing a new County Executive.

As a result of the incumbent County Executive, Maria Christina Rivera's retirement, the Board of Supervisors requested Human Resources (HR) initiate the recruitment process for County Executive. HR selected an executive search firm to conduct the recruitment. The recruitment process has been underway since September 2025 and included an extensive campaign; a survey for stakeholders to provide input on important priorities and ideal candidate characteristics; an interview with a select panel of community and government partners and leaders, and County department and agency heads; and interviews with the Board of Supervisors. The recruitment effort resulted in 104 applicants of which 12 were deemed to be the most qualified. The candidate pool was narrowed to nine candidates who were invited to be interviewed by the Board.

The County Executive is the principal administrative official of the County and carries out the policy direction of the Board of Supervisors. The position acts as an agent for the Board with responsibility for the prompt and efficient delivery of county services, as well as being responsible for the administration and execution of all aspects of County government within the Board of Supervisors' mission and legislative scope.

Primary duties of the position include, but are not limited to: directing and coordinating the administration of all County functions and activities; advising the Board on significant policy issues including the County's Strategic Plan; community outreach and communication strategies; conducting administrative studies of County operations, procedures, and department budget requests; preparing and making recommendations to the Board for decision; developing collaborative working relationships with the State, local government entities, and tribes; and preparing the County budget.

The County Executive serves as the overall Emergency Director and as the Clerk of the Board. The position is the appointing authority for the heads of the Community Development Commission, Economic Development Collaborative, Emergency Management, Health Services, Human Resources, Human Services, Information Systems, Office of Equity, Permit Sonoma, Public Infrastructure, and Regional Parks departments. The County Executive's Office operating budget currently totals approximately \$23 million for the 2025-2026 fiscal year and a team equivalent to 72 full time equivalent positions, which includes the five Sonoma County Supervisors and their District staff.

Mr. Guhin has more than two decades of government leadership experience within Sonoma County, most recently as the City Manager for the City of Sonoma. Mr. Guhin spent more than 18 years within the City of

Santa Rosa in roles including the Director of Santa Rosa Water, Director of Planning and Economic Development, and Assistant City Manager. He was also Executive Director of Government Operations for the Federated Indians of Graton Rancheria. Mr. Guhin brings a deep understanding of public administration across city, county, and tribal systems, and the complex operational, policy, and community issues facing Sonoma County. He has a Bachelor of Science degree in Civil Engineering from South Dakota School of Mines and Technology and a Master of Arts degree in Organizational Development from Sonoma State University.

The Personal Services Agreement with David Guhin places him at the “F” step of the salary range for the position, which is \$377,226 annually, and enables Mr. Guhin to receive other negotiated and typical fringe benefits such as sick and vacation accrual, and health and welfare benefits where eligibility is met pursuant to the County’s [Salary Resolution](#). The term of the agreement is three years with an effective starting date of April 20, 2026.

Strategic Plan:

N/A

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

N/A

FISCAL SUMMARY

Expenditures	FY25-26 Adopted	FY26-27 Projected	FY27-28 Projected
Budgeted Expenses	\$111,801	\$507,245	\$522,462
Additional Appropriation Requested			
Total Expenditures	\$111,801	\$507,245	\$522,462
Funding Sources			
General Fund/WA GF	\$111,801	\$507,245	\$522,462
State/Federal			
Fees/Other			
Use of Fund Balance			
General Fund Contingencies			
Total Sources	\$111,801	\$507,245	\$522,462

Narrative Explanation of Fiscal Impacts:

The salary and benefit costs of the County Executive are already included in the adopted departmental budget.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)
N/A			

Narrative Explanation of Staffing Impacts (If Required):

None. This position is already allocated.

Attachments:

Personal Services Agreement for County Executive David Guhin

Related Items "On File" with the Clerk of the Board:

None.