

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SAN BERNARDINO  
AND RECORD OF ACTION**

June 8, 2021

**FROM**

**MELISSA RUSSO, Director, County Museum**

**SUBJECT**

Agreement for Rains House Historic Site Manager

**RECOMMENDATION(S)**

Approve **Employment Agreement No. 21-405** with Judith Fulton for the provision of Historic Site Manager services for total compensation of \$23,510 (Salary - \$8,000, Benefits - \$15,510) at John Rains House in Rancho Cucamonga for the period of July 1, 2021 through June 30, 2022. (Presenter: Melissa Russo, Museum Director, 798-8608)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Ensure Development of a Well-Planned, Balanced, and Sustainable County.**

**Pursue County Goals and Objectives by Working with Other Agencies.**

**FINANCIAL IMPACT**

Approval of this employment contract will not result in the use of additional Discretionary General Funding (Net County Cost). The total annual compensation for the Historic Site Manager agreement is \$23,510. This is based on a cash stipend (\$8,000), use of the residence (valued at \$12,000), and utilities (valued at \$3,510).

The cash stipend portion of the compensation is the primary direct cost to the Department in connection with this contract. Adequate appropriation and revenue for this agreement is included in the Museum's 2021-22 recommended budget.

**BACKGROUND INFORMATION**

This item will approve one employment contract for the period of July 1, 2021 through June 30, 2022 to continue providing resident Historic Site Manager service at the John Rains House in Rancho Cucamonga. This individual resides on-site and performs a variety of tasks in order to facilitate public access and preserve the historic and aesthetic integrity of this Museum site. Employment contract compensation is based on a cash stipend, and valuation for use of residence and utilities.

This item aligns with the County and Chief Executive Officer Goal to Ensure Development of a Well Planned, Balanced, and Sustainable County by recognizing the historic sites as treasured amenities that provide a glimpse of our past heritage that can be shared with patrons.

The Museum recommends renewing the employment contract for Historic Site Manager at John Rains House as this is the same individual that was contracted for the last one year period. The

**Agreement for Rains House Historic Site Manager  
June 8, 2021**

individual will continue to reside on-site and perform a variety of tasks in order to facilitate public access and preserve the historic and aesthetic integrity of this Museum site. These tasks include conducting tours, performing maintenance or repairs, and providing security.

This individual will also continue to work the same schedule (hours/days) as stipulated in their previous contract. Other benefits within these agreements include coverage under the County's Worker's Compensation Insurance Program, health and dental plan options, participation in the County's PST Deferred Compensation, and vacation leave.

The hours of service provided by Judith Fulton are 30 hours per week; 9:00am to 3:00pm on Tuesdays through Saturdays.

The County Museum is recommending a new replacement agreement with this individual based on their experience and years of service to the Department. The agreement has a one-year term through June 30, 2022, but either party may terminate their agreement by giving the other party 15 days written notice.

**PROCUREMENT**

N/A

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Cynthia O'Neill, Deputy County Counsel, 387-5397) on April 28, 2021; Human Resources (Gina King, Human Resources Division Chief, 387-5571) on April 28, 2021; Finance (Elias Duenas, Finance Analyst, 387-4052) on May 6, 2021; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on May 21, 2021.

**Agreement for Rains House Historic Site Manager  
June 8, 2021**

Record of Action of the Board of Supervisors  
County of San Bernardino

**APPROVED (CONSENT CALENDAR)**

Moved: Janice Rutherford Seconded: Joe Baca, Jr.

Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: June 8, 2021



cc: Museum - Russo w/agree  
Contractor - C/O Museum w/agree  
File - w/agree  
CCM 06/10/2021