



# San Bernardino County

## Legislation Text

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**File #: 6160, Agenda Item #: 39**

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

**June 14, 2022**

**FROM**

**MELISSA RUSSO, Director, County Museum**

**SUBJECT**

Employment Agreement for Johns Rains House Historic Site Manager

**RECOMMENDATION(S)**

Approve employment agreement with Judith Fulton for the provision of Historic Site Manager services at John Rains House in Rancho Cucamonga for total compensation of \$36,710 (Salary - \$8,000, Benefits - \$28,710) for the period of July 1, 2022 through June 30, 2023.

(Presenter: Melissa Russo, 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 and Stakeholders.**

**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 \$36,710. This is based on a cash stipend (\$8,000), use of the residence (valued at \$25,200), and utilities (valued at \$3,510).

The cash stipend portion of the compensation is the primary direct cost to the Museum in connection with this agreement. Adequate appropriation and revenue for this agreement are included in the Museum's 2022-23 recommended budget.

**BACKGROUND INFORMATION**

This item will approve one employment contract for the period of July 1, 2022 through June 30, 2023, to continue providing resident Historic Site Manager services at the John Rains House in Rancho Cucamonga. The Historic Site Manager 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 a new employment contract with Judith Fulton as the Historic Site Manager at the

John Rains House as this is the same individual that has been providing these services under an employment agreement since 2014. On June 8, 2021 (Item No. 49), the Board of Supervisors (Board) approved the current Agreement (No. 21-405) with Ms. Fulton to provide Historic Site Manager services from July 1, 2021 through June 30, 2022, in the amount of \$23,510 (Salary - \$8,000, Benefits - \$15,510). As Ms. Fulton lives onsite, the increase in the benefit total in the currently proposed agreement reflects an increase in rental comparables.

Ms. Fulton 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.

Ms. Fulton will also continue to work the same schedule (hours/days) as stipulated in the previous Agreement No. 21-405. 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 (Part Time, Seasonal, Temporary) Deferred Compensation, and vacation leave.

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

The County Museum is recommending a new agreement with Ms. Fulton based on her experience and years of service to the Museum. The agreement has a one-year term through June 30, 2023, but either party may terminate the 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, Principal Assistant County Council, 387-5455) on May 11, 2022; Human Resources (Gina King, Deputy Director, 387-5571) on May 19, 2022; Finance (Elias Duenas, Finance Analyst, 387-4052) on May 20, 2022; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on May 20, 2022.