

Chapter 9: Leave

J. Paid Parental Leave

Full-time employees who have completed their probationary period and have worked for the City for one full calendar year are eligible for up to twelve (12) consecutive weeks of paid parental leave to bond with the newborn child or newly placed adoptive or foster child.

The paid leave shall be calculated using the employees' regular base rate of pay. The leave must be used as a consecutive 12-week block of time and must run concurrently with approved FMLA leave.

Employees must provide 30 days' advance notice, with any exceptions requiring City Manager approval. Such leave must be used within one (1) year of the birth or the placement of the child. Employees are entitled to a maximum of 12 weeks of Parental Leave in any given fiscal year. Parental Leave that is not used shall be forfeited and is not carried over from year to year or payable on separation for any reason. Parental Leave is not considered hours worked for the computation of overtime.