

**RESOLUTION NO. 8343**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, AMENDING RESOLUTION 8289 ESTABLISHING THE SALARY AND BENEFITS FOR CERTAIN EMPLOYEES IN CLASSIFICATIONS DESIGNATED AS DEPARTMENT HEADS TO ADD PAID PARENTAL LEAVE TIME**

**WHEREAS**, under California State Law, the City Council is vested with the authority to designate classifications as being Department Heads; and

**WHEREAS**, the City Council has established and designated the following classifications as Department Heads; (1) City Clerk, (2) Deputy City Manager/Economic Development, (3) Director of Community Development, (4) Director of Finance, (5) Director of Public Works, (6) Director of Recreation and Community Services, (7) Police Chief; and

**WHEREAS**, the classification designated as department heads of the City of San Fernando as critical to the City's efficient and effective operations, the City Council recognizes the management nature and responsibilities of the positions; and

**WHEREAS**, the City Council approved Resolution No. 8289 which outlines salaries and benefits for positions designated as Department Heads ("Department Heads") for the period of January 1, 2024 through June 30, 2028; and

**WHEREAS**, the City Council desires to provide competitive salary and benefits to its employees and modify Resolution No. 8289 to include a newly established Paid Parental Leave program for unit employees.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY RESOLVE, FIND, DETERMINE, AND ORDER AS FOLLOWS:**

**SECTION 1.** That portion of Exhibit "1" of Resolution No. 8289 – Leave Benefits, of the said Resolution, adopted on March 18, 2024, be amended by **adding** the following:

**6.02 PAID PARENTAL LEAVE TIME**


The City will implement the Paid Parental Leave Time (PPT) program beginning the effective July 1, 2024. This program provides eligible employees who experience a qualifying event up to twelve (12) weeks (480 hours) of 100% paid time off for pregnancy disability and/or to bond with their new child during Federal Family and Medical Leave Act (FMLA) and/or California Family Right Act (CFRA) approved leave. Use of PPT shall be limited to twelve (12) weeks (480 hours) as part of the employee's FMLA/CFRA entitlement during the employee's 12-month FMLA/CFRA anniversary period.

- A. **Employee Eligibility:** Eligibility shall be in accordance with the eligibility requirement for the FMLA/CFRA article in the aforementioned MOU.
- B. **Qualifying Events:** Paid Parental Time shall be available to eligible employees who have experience one of the following qualifying events:
1. Birth of a child;
  2. Disability due to pregnancy;
  3. Long-term placement of a child for foster care;
  4. Placement of a child for adoption; or
  5. Placement of a child for legal guardianship;
- C. **Definitions:** The following definitions are included to clarify family relationship as defined in the Family and Medical Leave Act and the California Family Rights Act:
- Parent: means a biological, step-, adoptive, or foster parent, an individual who stands or stood *in loco parentis* to an employee or a legal guardian. This term does not include parents-in-law. Persons who are *in loco parentis* include those with day-to-day responsibilities to care for or financially support a child or, in the case of a parent of an employee, who had such responsibility for the employee when the employee was a child. A biological or legal relationship is not necessary.
- Child: Means a biological, step-, adopted, or foster child, a legal ward, or a child of a person standing *in loco parentis*, who is either under age 18 or age 18 or older and incapable of self-care because of a mental or physical disability.
- D. **PPT Usage:** Paid Parental Time may be used at the employee's discretion without regard to any other available paid time off balance. All eligible employees with a qualifying event shall receive twelve (12) weeks (480 hours) of PPT regardless of any other paid time off balances (i.e., sick leave, vacation, compensatory time off, during pregnancy or bonding FML and taken on a continuous or intermittent basis in no less than one (1) hour increments. Employees must conclude PPT within one (1) year of the child's birth or placement. Paid Parental Time will be administered in the same manner as all other paid time off balances. Paid Parental Time does not accrue, carry over, or pay out upon retirement or separation from City Service.
- E. **Compliance and Administration of PPT:** It is the intent of the parties that the provisions and administration of this article be in compliance with the Family and Medical Leave Act of 1993, the California Family Rights Act of 1993, and the Pregnancy Disability provisions of the California Fair Employment and Housing Act.

**SECTION 2.** Except as amended herein, all other provisions of the said Resolution No. 8289 between the City and Department Head designated positions, adopted on March 18, 2024, remain unchanged and in full force and effect.

**SECTION 3.** The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the Office of the City Clerk.

**PASSED, APPROVED, AND ADOPTED** this 18<sup>th</sup> day of November 2024.

  
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Celeste T. Rodriguez, Mayor of the City of  
San Fernando, California

**ATTEST:**

  
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Julia Fritz, City Clerk

CERTIFICATION

I, City Clerk of the City of San Fernando, California, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 8343 which was regularly introduced and adopted by the City Council of the City of San Fernando, California, at a regular meeting thereof held on the 18<sup>th</sup> day of November, 2024, by the following vote of the City Council:

**AYES:** Garcia, Solorio, Fajardo, Mendoza, Rodriguez - 5

**NAYS:** None

**ABSENT:** None

**ABSTAINED:** None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Fernando, California, this 26<sup>th</sup> day of November, 2024.

  
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Julia Fritz, City Clerk