

**RESOLUTION NO: 2026-09**

**A RESOLUTION ADOPTING PARENTAL LEAVE AND SUPPLEMENTAL POST-PARTUM RECOVERY LEAVE FOR FULL-TIME EMPLOYEES**

**WHEREAS**, the City employs multiple individuals on a full-time basis; and

**WHEREAS**, the City Council finds that providing paid leave for employees to bond with children who are brought into the employee's home through birth or adoption will improve the lives and morale of employees; and

**WHEREAS**, the City Council finds that providing supplemental post-partum recovery leave will help employees who give birth to take adequate time to medically recover from childbirth, thus improving their health and well-being,

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF FARMINGTON CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1: Adoption of Policy.** The City Council of Farmington City hereby adopts the policies attached to this Resolution, and directs that they be added to the City's Personnel Procedures Manual.

**Section 2: Severability.** If any section, clause, or provision of this Resolution is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby and shall remain in full force and effect.

**Section 3: Effective Date** This Resolution shall become effective immediately, and parental leave shall be accessible to otherwise-eligible employees who have added a child to their family through birth or adoption on or after March 3, 2025.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF FARMINGTON CITY, STATE OF UTAH, THIS 3RD DAY OF MARCH 2026.**

**ATTEST:**

  
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DeAnn Carlile, City Recorder

**FARMINGTON CITY**  
  
\_\_\_\_\_  
Brett Anderson, Mayor



607.3.7 PARENTAL LEAVE.

- (a) Scope and intent. Farmington City will provide eligible employees up to four weeks of paid parental leave for the birth or adoption of a child, to be used within the first 12 months of the birth or adoption event. The adoption of a new spouse's child is excluded from this policy.
- (b) Eligibility. Employees are eligible for parental leave, subject to the provisions of this subsection, if the employee is:
  - 1) Currently employed in a full-time, benefitted position at the time when the birth or adoption occurs; and
  - 2) One of the following:
    - A) the birth-mother or birth-father of a newborn child,
    - B) an adoptive parent of a minor child, or
    - C) the legal parent of a newborn child born through surrogacy.
- (c) Relation to other leave. Parental leave is in addition to other paid leave described in this Procedure Manual, and runs concurrent (at the same time) with applicable FMLA (job protection) leave. If an employee is not eligible for FMLA leave or has exhausted their FMLA leave, parental leave does not provide an extension of that leave.
- (d) First date of eligibility. Parental leave for newborn children begins upon the date of the child's birth; parental leave for adoption begins on the date on which the adoption has been finalized by appropriate legal proceedings. Other leave must be utilized for absences that occur prior to these dates.
- (e) Amount of leave. Eligible employees who access parental leave may be awarded:
  - 1) For full-time employees, 160 hours of paid leave; or
  - 2) For full-time firefighters working 48-hour shifts, 224 hours of paid leave.
- (f) Consecutive or intermittent. Employees may choose to use all leave at one time, or intermittently throughout the year following the first date of eligibility. Paid parental leave may not be used or extended beyond this 12-month time frame.
- (g) Rolling time frame for leave eligibility. An employee may not receive more than the paid parental leave described in subsection (e) per rolling 12-month time frame, regardless of whether multiple birth or adoption events occur within that time frame.
- (h) Intermittent leave option. If an employee chooses to access paid parental leave on an intermittent basis, they must give advance notice and receive approval for intermittent leave from their supervisor, under the same framework provided in FMLA for intermittent leave.
- (i) Schedule of pay. Paid parental leave is compensated at 100 percent of the employee's regular hourly rate of pay. Paid parental leave is utilized like other forms of leave and is paid on a bi-weekly basis on regularly scheduled pay dates.

- (j) Not overtime. An employee's paid parental leave hours are not considered as time worked for purposes of calculating overtime, nor may they result in an employee being paid out greater than their normally scheduled hours during a pay period.
- (k) Unused leave – termination. An employee will not be paid for unused leave. Any unused leave that has not expired due to the 12-month use requirement will expire upon an employee's termination and will not be paid at separation.
- (l) Administrative leave. If administrative leave is offered by the City (such as for inclement weather) on a day on which the employee is absent and using paid parental leave, the employee will continue to use paid parental leave for those hours or days. The administrative leave to which they might have otherwise been permitted to access does not extend the paid parental leave entitlement, and is not accessible to the employee.
- (m) Timing of request. The employee will provide their supervisor and the human resource department with notice of the request for leave at least thirty (30) days prior to the anticipated date of the leave (or if the leave was not foreseeable, as soon as possible). The City understands that the date provided may be approximate and subject to adjustment due to the uncertain timing associated with both childbirth and adoption.

#### 608.3.8 POST-PARTUM RECOVERY SUPPLEMENTAL LEAVE.

- (a) Scope and intent. The City provides short-term disability insurance (SDI) for all full-time employees at no cost to the employee. This subsection allows employees to utilize SDI coverage and to access additional medical leave to provide wages unpaid by SDI for up to four weeks.
- (b) Eligibility. To be eligible for post-partum recovery supplemental leave, the employee must:
  - 1) Be eligible for coverage under the SDI policy acquired by the City;
  - 2) Physically give birth to a child; and
  - 3) File their SDI claim and have it approved by the SDI provider.
- (c) Application. To access post-partum recovery supplemental leave, the employee must complete their short-term disability insurance claim and submit it to the HR Manager in accordance with subsection 607.2.2 of this Procedure Manual.
- (d) SDI provides wage replacement at 70% of ordinary wages. Post-partum recovery supplemental leave will make up the gap between 100% pay and 70% pay for up to four weeks.
- (e) Post-partum recovery supplemental leave is not available once SDI coverage expires and is limited to four weeks, even if SDI coverage extends beyond that time frame.