



**South Salt Lake City Council
Work Meeting**

Public notice is hereby given that the **South Salt Lake City Council** will hold a Work Meeting on **Wednesday, October 10, 2018** in the City Council Chambers, 220 East Morris Avenue, Suite 200, commencing at **6:30 p.m.**, or as soon thereafter as possible.

CITY COUNCIL

BEN PENDER
COREY THOMAS
SHARLA BYNUM
PORTIA MILA
SHANE SIWIK
MARK KINDRED
RAY DEWOLFE

Conducting: Ben Pender, Council Chair

MATTERS FOR DISCUSSION:

1. Parental Leave Discussion Mark Kindred

Adjourn

Posted October 5, 2018

Those needing auxiliary communicative aids or other services for this meeting should contact Craig Burton at 801-483-6027, giving at least 24 hours' notice.

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**CHERIE WOOD
MAYOR**

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CITY OF SOUTH SALT LAKE
CITY COUNCIL WORK MEETING

COUNCIL MEETING
Wednesday October 10, 2018
6:30 p.m.

CITY OFFICES
220 East Morris Avenue #200
South Salt Lake, Utah 84115

PRESIDING
CONDUCTING
Council Chair Ben Pender
Council Chair Ben Pender

COUNCIL MEMBERS PRESENT:
Sharla Beverly, Ray deWolfe, Mark Kindred, Portia Mila, Ben Pender,
Shane Siwik and Corey Thomas

Council Member Mila participated via telephone

STAFF PRESENT:
Mayor Cherie Wood
Hannah Vickery, Deputy City Attorney
Kyle Kershaw, Finance Director
Ron Morris, Fire Chief
Randy Sant, Economic Development Consultant
Craig Burton, City Recorder
Ariel Andrus, Deputy City Recorder

Matters for Discussion

1. **Parental Leave Discussion.** Council Member Kindred asked City Council Attorney, Doug Ahlstrom, a resolution addressing the HR policies and procedures manual. He would like to discuss the financial part of the parental leave policy tonight.

Finance Director, Kyle Kershaw, discussed the cost of parental leave. He gave the Council a handout that breaks down where the cost comes from and gave clarification on where the additional cost comes from. A copy is attached and incorporated by this reference.

Council Chair Pender feels that the City's sick bank is inadequate and that it something he would like to have looked at in the future.

Mr. Ahlstrom discussed the resolution that he drafted. A copy is attached and incorporated by this reference. He added that paid parental leave is a new policy across the nation and Salt Lake City adopted this policy in 2016.

Deputy City Attorney, Hannah Vickery, suggested that an ordinance specific to the needs

of South Salt Lake would be best when creating an ordinance regarding this issue.

Council Member Siwik suggested the Council continue this discussion and Council Member Kindred work with Mr. Ahlstrom on an ordinance.

The meeting adjourned at 7:02 p.m.



~~Ben Pender, Council Chair~~

L. SHANE SIWIK, Council Vice-Chair



Craig D. Burton, City Recorder

RESOLUTION NO. 2018-_____

**A RESOLUTION OF THE CITY OF SOUTH SALT LAKE CITY COUNCIL
ADOPTING PERSONNEL POLICIES AND PROCEDURES MANUAL SECTION
XIV PARAGRAPH 13, PARENTAL LEAVE**

WHEREAS, the City has established a Policies and Procedures Manual by which its employees are given direction and benefits; and

WHEREAS, this Council finds it to be in the best interest of its employees to adopt a new policy offering parental leave in cases of the birth or adoption of a child;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South Salt Lake:

Section 1. South Salt Lake City Personnel Policies and Procedures Manual Section XIV, Leaves of Absence, Paragraph 13 is hereby adopted to read:

13. Parental Leave.
 - a. Employees who are eligible for and meet the FMLA criteria are entitled to receive two weeks (80 hours) of consecutive paid leave due to the birth or adoption of a child. Birth mothers that are eligible for FMLA are entitled to an additional six weeks (240 hours) of consecutive paid leave immediately after the birth to recover from the physical and medical effects of pregnancy and childbirth. Employees may accrue holiday leave for holidays that occur during parental leave.
 - b. Employees will report the pending birth or adoption of a child to their supervisor as soon as practicable.
 - c. Administrators are responsible for approving parental leave requests and shall require documentation verifying the birth or adoption.
 - d. Parental leave must commence within six months of the birth or adoption of the child.

Section 2. Effective Date. This Resolution will take effect upon execution by the Mayor or after fifteen days from transmission to the office of the Mayor if neither approved nor disapproved by the Mayor.

DATED this _____ day of _____, 2018.

BY THE CITY COUNCIL:

Ben Pender, Council Chair

ATTEST:

Craig D. Burton, City Recorder

City Council Vote as Recorded:

Bynum _____
deWolfe _____
Kindred _____
Mila _____
Pender _____
Siwik _____
Thomas _____

Transmitted to the Mayor's office on this _____ day of _____, 2018.

Craig D. Burton, City Recorder

MAYOR'S ACTION: _____

Dated this _____ day of _____, 2018.

Cherie Wood, Mayor

ATTEST:

Craig D. Burton, City Recorder

ESTIMATED PAID PARENTAL LEAVE COST BASED ON PREVIOUS FISCAL YEAR BIRTHS/ADOPTIONS

POSITION	DEPT.	HOURLY RATE	HOURS OF PAID PARENTAL LEAVE	AMOUNT PAID FOR LEAVE	Add Salaries Based Benefits @ 21.6%	REPLACEMENT EMPLOYEE COST	Add Salaries Based Benefits @ 9.65%	TOTAL EXPENDED FOR PARENTAL LEAVE
Firefighter	Fire	\$27.82	80	\$2,226	\$481	\$2,226	\$215	\$5,147
Firefighter	Fire	\$24.73	80	\$1,978	\$427	\$1,978	\$191	\$4,575
Firefighter	Fire	\$28.93	80	\$2,314	\$500	\$2,314	\$223	\$5,352
Firefighter	Fire	\$31.53	80	\$2,522	\$545	\$2,522	\$243	\$5,833
Firefighter	Fire	\$22.87	80	\$1,830	\$395	\$1,830	\$177	\$4,231
Department Total								\$25,138
					@ 34.4%	@ 1.5	@ 9.65%	
Police Officer	Police	\$19.74	80	\$1,579	\$543	\$2,369	\$229	\$4,720
Police Officer	Police	\$22.87	80	\$1,830	\$629	\$2,744	\$265	\$5,468
Police Officer	Police	\$21.98	80	\$1,758	\$605	\$2,638	\$255	\$5,255
Police Officer	Police	\$30.09	80	\$2,407	\$828	\$3,611	\$348	\$7,195
Police Officer	Police	\$21.98	80	\$1,758	\$605	\$2,638	\$255	\$5,255
Police Officer	Police	\$21.73	80	\$1,738	\$598	\$2,608	\$252	\$5,196
Police Officer	Police	\$22.87	80	\$1,830	\$629	\$2,744	\$265	\$5,468
Records Clerk	Police	\$18.94	80	\$1,515	\$521	N/A	N/A	\$2,036
Victim Advocate	Police	\$23.34	80	\$1,867	\$642	N/A	N/A	\$2,510
Department Total								\$43,103
					@ 25.9%		@ 25.9%	
Court Clerk	Justice Court	\$17.33	80	\$1,386	\$359	N/A	N/A	\$1,745
Department Total								\$1,745
GIS Specialist	Administration	\$24.01	80	\$1,921	\$497	N/A	N/A	\$2,418
Special Proj Coord	Administration	\$25.30	80	\$2,024	\$524	N/A	N/A	\$2,548
Department Total								\$4,967
TOTAL ESTIMATED PARENTAL LEAVE PAY								\$74,953
* Employees would be "freeing up" 2 weeks of their sick/vacation leave so the total would potentially double								\$74,953
ESTIMATED TOTAL EXPENSE ADDING SICK/VACATION UNEXPENDED DURING PARENTAL LEAVE								\$149,906