



## MEMORANDUM

**TO:** Mayor and City Council

**FROM:** Joya Hayes, Human Resources and Civil Service Director

**THRU:** Anne Morgan, Interim Deputy City Manager

**DATE:** December 17, 2021

**SUBJECT:** Extension Request Resolution No. 20211209-60 (Parental Leave)

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The purpose of this memorandum is to provide both an update to Council on the actions already completed related to Resolution No. 20211209-60 and to request an extension of time from the due date of January 6, 2022, to complete the work requested.

On December 9, 2021, staff provided Council with a [memorandum](#) addressing the costs involved with the proposed parental leave benefits. We will review and update that memorandum considering the additional benefits contemplated in Resolution 20211209-60. In addition, to ensure the stakeholder process Council requested, the Human Resources Department, along with the Labor Relations Office, and the Public Safety departments are convening stakeholder meetings, including union representatives and others. We believe we can complete this further analysis and stakeholder process by the end of February 2022.

cc: Spencer Cronk, City Manager  
Rey Arellano, Assistant City Manager