



City of Coral Gables
Administrative Order of the City Manager

Administrative Order No.: 2026-01

Title: Paid Parental Leave – Eligibility Period

Ordered: March 9, 2026

Effective: March 9, 2026

AUTHORITY: Chapter 2, Article XI, Sec. 2-2162 of the City Code

PURPOSE: The Paid Parental Leave Policy, as set forth in Sec. 2-2162 of the City Code, provides a paid parental leave benefit to eligible City employees. By establishing the Policy in 2017, the City Commission recognized that the period following the birth, adoption, or foster placement of a child is critical for family bonding and employee well-being, and that financial pressures should not force eligible City employees to return to work prematurely. Offering paid parental leave helps improve recruitment, retention, morale, and productivity, and aligns the City with the policies of neighboring jurisdictions.

The Paid Parental Leave Policy provides for a six (6) week benefit during the first twelve (12) weeks after birth, adoption, or foster placement, with flexibility to allow for future increases by resolution or administrative order. This ensures that the policy can evolve over time to meet changing workforce and operational needs.

This Administrative Order increases the parental leave eligibility period set forth in Sec. 2-2162(c) from twelve (12) weeks after birth, adoption, or foster placement to twelve (12) months after birth, adoption or foster placement. This is intended to bring the City's Paid Parental Leave Policy into alignment with the parental leave provisions of the Family Medical Leave Act, contained in 29 CFR § 825.120, 121.

This change will allow eligible employees to take (6) weeks of paid parental leave during the first twelve (12) months following such birth, adoption, or foster placement. All other provisions of the City's Paid Parental Leave Policy remain unchanged, including the length of the six (6) week benefit.

The Human Resources & Risk Management Department is directed to update the Personnel Rules and Regulations and any applicable administrative procedures consistent with this Administrative Order.

EXPIRATION

This Order shall remain in effect until further notice or until superseded by action of the City Commission.

APPROVED BY:

Peter J. Iglesias, P.E.
City Manager

3/9/20
Date