

**RESOLUTION APPROVING THE ADOPTION OF A
BEREAVEMENT LEAVE POLICY FOR OKLAHOMA
CITY PUBLIC PROPERTY AUTHORITY GOLF SYSTEM
EMPLOYEES, RETROACTIVE TO JULY 1, 2024.**

WHEREAS, the Oklahoma City Golf Commission is currently working with staff to update the Golf System's personnel policies which were last revised in 2015; and

WHEREAS, one policy that the Golf Commission identified that needed to be addressed immediately was the lack of a Bereavement Leave Policy for golf employees; and

WHEREAS, this policy (Attachment A) would give a maximum of three workdays off with pay in the event of a death in the family of the employee or employee's spouse; and

WHEREAS, the policy also defines when this benefit may be applied; and

WHEREAS, the Golf Commission believes it to be in the best interest of the Oklahoma City Public Property Authority to adopt this policy and approved this recommendation to the OCPPA on August 7, 2024; and

NOW, THEREFORE, BE IT RESOLVED by the Trustees of the Oklahoma City Public Property Authority approve the adoption of a Bereavement Leave Policy for Oklahoma City Public Property Authority Golf System Employees, retroactive to July 1, 2024.


ADOPTED by the Trustees and **APPROVED** by the Chairman of the Oklahoma City Public Property Authority this 27TH day of AUGUST, 2024.

ATTEST:



SECRETARY





CHAIRMAN

REVIEWED as to form and legality.



ASSISTANT MUNICIPAL COUNSELOR

ATTACHMENT “A”

OCPPA BEREAVEMENT LEAVE POLICY

A maximum of three (3) workdays off with pay may be granted in the event of a death in the family of the employee or employee’s spouse. Family, for the purposes of this section, is defined as spouse, parents, step-parents, children, step-children, son-in-law, daughter-in-law, brothers, sisters, step-brothers, step-sisters, grandparents, great-grandparents, grandchildren and great-grandchildren of the employee or the employee’s spouse.