

**MINUTES**  
**PORT OF SIUSLAW WORK SESSION**

Wednesday, March 17, 2021 6:00pm  
Port of Siuslaw Conference Room  
100 Harbor St, Florence, OR 97439 OR

**Teleconference call in # 1-317-762-7200 ID# 2236457409**  
These minutes were approved at the 4-21-21 Commission Meeting

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Attending via zoom Terry Duman, President; Craig Zolezzi, 2nd VP

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Attending via in person Bill Meyer, 1<sup>st</sup> VP, Robert Ward, Treasurer

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Join Zoom Meeting

<https://zoom.us/j/96534996499?pwd=QS9wODY1dmpCRmw5clU3cHZxMHJhdz09>

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**Call to Order** 6:08pm and roll call.

**Public Comment:** *No public comment*

- 1. Review and discuss Resolution 10-16-19.** Reservation Policy: Huntington said the current reservation policy needs some changes. Stewart read each of the bullet points from Resolution 3-17-21. She explained how the monthly and multi monthly cancellations would work. Stewart did several different scenarios to help explain it. Ward wanted to know if we are in line with other Ports and we are. Stewart asked the Commissioners if they would want to do a flat fee of \$500.00 penalty for pushing back the dates on multi monthly reservations or charge 50% penalty for each month being changed or pushed back. The Commissioners decided on using the 50%. Zolezzi wanted to know if we have those customers sign something? Stewart said trying to keep track of that wouldn't work. The customers doing it on line have to check a box. Ward asked for a recommendation. Wilson said to use the 50% method. Ward wanted to know approximately how many customers we have that play the system. Huntington said there was a lot until last year when they all heard there were no refunds. Ward asked if someone can't keep the first two months of a reservation and they let their kids come and use it. Stewart said that's hard to police and we are still getting the money. Huntington said there are some legitimate reasons to give a refund and he would like the authority to be able to do it. The Commissioners want a better legal wording besides "Commission Guidelines". Stewart will reach out to the Attorney's. Meyer said we can adopt this resolution and then amend next month with the proper wording.

**Motion will be made at the Regular Commission Meeting starting at 7:00pm.**

**Adjourn** 6:44pm