

**MEASURE W WEST MARIN TRANSIENT OCCUPANCY TAX RATE AREA
OVERSIGHT COMMITTEE**

Approved March 7, 2024

(MWWM TOT Oversight Committee)

Regular Public Meeting

Tuesday, March 7, 2023, 6:00 P.M.

Location: West Marin Multi-Services Center, 100 6th Street, Point Reyes Station

The County of Marin encourages a respectful dialogue that supports freedom of speech and values diversity of opinion. Committee members, staff, and the public are expected to be polite and courteous.

- 1) **Call to Order** by Chair, Pamela Lichtenwalner at 6:04 PM.
Roll Call of committee members present: Allan Bortel, Michelle Clein, Pamela Lichtenwalner, Kirk Marckwald, and Scoby Zook.
Staff: Michelle Camacho, Molly Kron, Rhonda Kutter, Mina Martinovich, and Jennifer Menicucci.
- 2) **Public Comment:** None
- 3) **Approve Minutes from February 9, 2023** (Action Item): Chair Pamela Lichtenwalner asked the Committee if there were any corrections, comments to the previously circulated minutes of February 9, 2023. With none, she then asked for any public comment. No public comment. Ms. Lichtenwalner moved for a motion to approve the February 9, 2023; minutes as presented. M/s Bortel/Clein moved to adopt the minutes of February 9, 2023.
Roll Call was taken of each Commissioner:
Ayes: All
Motion passes.
- 4) **Review proposed Amendments to the current Bylaws** (Action Item):
Mr. Scoby Zook and Mr. Kirk Marckwald reviewed the edits made by the sub-committee and staff, plus introduced the suggested edits from District 4 and the Commissions office. Then the Committee discussed the various changes with staff and aligned on the proposed discussed amendments. Ms. Lichtenwalner then asked for any public comment. No public comment. Ms. Lichtenwalner then moved for a motion to accept the revised edits to the bylaws per the conversation.
M/s Marckwald/Zook moved to accept the amendments to the bylaws per the conversation and forward the proposed amendments to the Board of Supervisors for approval.
Roll Call was taken of each Commissioner:
Ayes: All
Motion passes.
- 5) **Review proposed Committee Letter to the Board of Supervisors regarding the FY21-22 Audit Report** (Action Item):
Ms. Lichtenwalner thanked Ms. Clein for her work on drafting the Committee letter with her and opened up the meeting for discussion regarding any other comments or suggestions. Mr. Zook presented a revised ending to the letter which he read aloud to the group. The Committee and staff deliberated on the additional paragraphs discussing clarity of wording and intent of the comments. After much discussion the Committee aligned on the additional paragraphs to replace the last paragraph under the summary section. Ms. Lichtenwalner then asked for any public comment. No public comment. Ms. Lichtenwalner then moved for a motion to accept the letter with the incorporated language.

M/s Lichtenwalner/Marckwald moved to accept the letter with the incorporated language.

Roll Call was taken of each Commissioner:

Ayes: All

Motion passes.

- 6) **Adjourn the meeting** (Action Item): Chair, Pamela Lichtenwalner adjourns the meeting at 7:40 PM.

The agenda is available on the Internet at the [County's website](#). Due to the COVID-19 pandemic, this meeting will not be held in person. For information about participating in the MWWM TOT Oversight Committee meetings via Zoom, see information above or call (415) 473-7097. Individuals who require language translation, special assistance or a disability related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the staff support for the Committee, no later than 9:00 a.m. on the day before the meeting at (415) 473-7097 and/or email measurewoc@marincounty.org. Sufficient notification will enable the County to make reasonable arrangements for accommodations for this meeting, the materials related to it, and your ability to comment.

