

MEASURE W WEST MARIN TRANSIENT OCCUPANCY TAX RATE AREA
OVERSIGHT COMMITTEE
(MWWM TOT Oversight Committee)

Approved March 13, 2025

Regular Public Meeting
Tuesday, March 4, 2025, 5:30 P.M.

Location: West Marin Multi-Services Center, One 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 Vice Chair, Michelle Clein at 5:28 PM.
Roll Call of committee members present: Michelle Clein, Mike Durrie, Pamela Lichtenwalner, Kirk Marckwald, and Robert Steinberg.
Absent: None
Staff: Miguel Liencres and Jennifer Menicucci.
- 2) **Public Comment:** Vice Chair Clein asked for public comment, None.
- 3) **Oath of Office:** Mr. Miguel Liencres administered the oath of office to reappointed members Ms. Pamela Lichtenwalner and Mr. Kirk Marckwald and to appointed member Robert Steinberg. All oaths were signed on March 4, 2025.
Public Comment: None
- 4) **Select a 2025-26 Chair and Vice-Chair:** (Action Item):
Committee discussed various persons for Chair/Vice Chair.
Public Comment: None
M/s Lichtenwalner/Marckwald moved to appoint Michelle Clein as Chair.
Roll Call was taken of each Commissioner:
Ayes: All
Noes: 0
Abstains: 0
Motion passes

M/s Lichtenwalner/Steinberg moved to appoint Pamela Lichtenwalner as Vice Chair.
Roll Call was taken of each Commissioner:
Ayes: All
Noes: 0
Abstains: 0
Motion passes
- 5) **Introductions** (Informational Item)
Each member introduced themselves to the Committee. Then the Brown Act highlights were reviewed, along with an update to the Committee from staff regarding the Oversight Committee informational video has not been completed

yet but staff will continue to work on this in late spring/summer.

Public Comment: None

6) Approve Minutes from March 26, 2024 (Action Item)

Chair Clein asked the Committee to review the minutes.

Public Comment: None

M/s Marckwald/Clein moved to approve the minutes as presented.

Roll Call was taken of each Commissioner:

Ayes: All

Noes: 0

Abstains: 0

Motion passes

7) Overview of Measure W Housing Working Group: (Informational Item)

The Committee discussed with staff the processes in place that Measure W Housing Working Group follow for their selection of projects, their priorities, and that the Board of Supervisors approve the recommendations made by the group. The Committee was informed that the Housing working group is a non-brown act group.

Public Comment: None.

8) Discussion on the Measure W TOT Oversight Committee's review of the County of Marin's Measure W Audit Report for the period of July 1, 2022, to June 30, 2023, Board Letter approved April 16, 2024. (Informational Item)

It was pointed out in the Committee letter from 2024 to the Board that the Appendix C in the audit report from last year helped with transparency for fire and the Committee would like to have the same transparency for housing in the current audit report.

Public Comment: None.

9) Announcements/Future Agenda items:

None

10) Adjourn Meeting: Chair Clein moved to adjourn the meeting at 6:13 PM.

Public Comment: None.

M/s Clein/Lichtenwalner moved to adjourn the meeting.

Roll Call was taken of each Commissioner:

Ayes: All

Noes: 0

Abstains: 0

Motion passes

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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.gov. 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.