

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

Approved March 25, 2025

Regular Public Meeting

Thursday, March 13, 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 Chair, Michelle Clein at 5:31 PM.

Roll Call of committee members present: Michelle Clein, Mike Durrie, Pamela Lichtenwalner, Kirk Marckwald, and Robert Steinberg.

Absent: None

Staff: Michelle Camacho, Miguel Liencres and Jennifer Menicucci.

2) Public Comment: Vice Chair Clein asked for public comment, None.

3) Approve Minutes from March 4, 2025: (Action Item)

Chair Clein asked the Committee to review the minutes.

Public Comment: None

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

Roll Call was taken of each Commissioner:

Ayes: Clein, Durrie, Lichtenwalner, Marckwald, Steinberg.

Noes: 0

Abstains: 0

Motion passes

4) Presentation of FY2023-24 Compliance Audit: (Action Item):

Ms. Michelle Camacho, Audit Manager from the County of Marin Finance Department presented to the Committee the Measure W West Marin Transient Occupancy Tax Compliance Audit for fiscal year July 1, 2023-June 30, 2024. The Committee reviewed with Ms. Camacho the history of the measure, the roles of Marin County Fire, Community Development Agency, and thoroughly reviewed the observation, findings, and Appendices. Commissioner Marckwald excused himself from the meeting at 6:33 PM.

The Committee thanked Ms. Camacho for the transparency and extra details requested by the Committee. The Committee asked for an unofficial update on the tax collections thus far for the current year. Ms. Camacho stated she would pull this information to be shared out with the Committee.

Public Comment: None

M/s Clein/Lichtenwalner moved in favor to bring forward to the Board of Supervisors the FY2023-24 Measure W Compliance Audit.

Roll Call was taken of each Commissioner:
Ayes: Clein, Lichtenwalner, Steinberg, and Durrie.
Noes: 0
Abstains: 0

Motion passes

5) Selection of sub-committee: (Action Item)

The Committee discussed candidates for who could participate on the sub-committee to write the letter to the Board of Supervisors. Mr. Kirk Marckwald let the Committee know before he departed that he would be available to participate on the letter sub-committee. The Committee also nominated Chair Clein.

Public Comment: None

M/s Clein/Steinberg moved in favor to have Commissioner Marckwald and Commissioner Clein be the sub-committee to draft the Committee letter to the Board of Supervisors.

Roll Call was taken of each Commissioner:
Ayes: Clein, Lichtenwalner, Steinberg, and Durrie.
Noes: 0
Abstains: 0

Motion passes

6) Announcements/Future Agenda items:

Last meeting is on Tuesday, March 25th.

7) Adjourn Meeting: Chair Clein moved to adjourn the meeting at 7:01 PM.

Public Comment: None.

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

Roll Call was taken of each Commissioner:
Ayes: Clein, Lichtenwalner, Steinberg, and Durrie.
Noes: 0
Abstains: 0

Motion passes

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