



County of Los Alamos
BCC Meeting Minutes
Lodgers' Tax Advisory Board

1000 Central Avenue
Los Alamos, NM 87544

Jennifer Olsen, Chair; Dana Even; Kevin Holsapple; and Conner Tharp, Members

Tuesday, February 18, 2025

12:00 PM

1000 Central Avenue, Council
Chambers

NOTE: This meeting is in person and open to the public. However, for convenience, the following Zoom meeting link and/or telephone call in numbers may be used for public viewing and participation:

<https://us06web.zoom.us/j/85072848071>

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

**US: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 or +1 301
715 8592 or +1 312 626 6799 or +1 929 205 6099**

Webinar ID: 850-7284-8071

I. ADMINISTRATIVE ACTIONS

A. Call to Order/Introductions

The meeting was called to order at 12:07 p.m. by Chair Olsen. All board members were present in person.

Present 4 - Board Member Olsen, Board Member Tharp, Board Member Even and Board Member Holsapple

B. Approval of Today's Agenda

A motion was made by Member Even, seconded by Member Holsapple to approve the agenda. The motion passed unanimously.

C. Review/Approval of Meeting Minutes

A motion was made by Member Holsapple to approve the minutes, provided wording on page two where it said employers was changed to county employees. This motion was seconded by Member Even. The motion passed unanimously.

[19829-25](#)

Minutes from the Lodgers' Tax Advisory Board Meeting on January 21, 2025

Attachments: [LTABMeetingMinutes_Jan_21_2025](#)

I move the board approve the Lodgers' Tax Advisory Board Meeting minutes from January 21, 2025.

D. Public Comment for Items Not on the Agenda

No public comments were made.

II. PRESENTATIONS/DISCUSSIONS

A. [19830-25](#) Lodgers' Tax Advisory Board/Lodgers' Tax Code Presentation

Attachments: [LAC-Code-LTAB](#)
[LAC-Code-ARTICLE II. LODGER'S TAX](#)
[202412FundStatement-LodgersTax_Redacted](#)

B. [19833-25](#) Presentation by Kevin Holsapple on Business Questionnaire Results

Attachments: [Business Questionnaire Responses 1-30-2025](#)

Holsapple noted there were some updates to the presentation since it was submitted, but they didn't change the results too much.

C. [19835-25](#) 2025 LTAB Work Plan

Attachments: [2025 LTAB Work Plan BC Goals- 2-12-25 Draft](#)

After much discussion, the board came to a consensus on the 2025 LTAB Work Plan. Holsapple motioned to approve the 2025 Lodgers' Tax Advisory Board Work Plan as discussed today, and authorized Chair Olsen to sign and authorize the plan as discussed. The motion was seconded by Even. The motion passed unanimously.

I motion to approve the 2025 Lodgers' Tax Advisory Board Work Plan as discussed today. Further more, I authorize the Chair to sign and authorize the final plan. In the circumstance the Work Plan does not conform to what the Board discussed today, the Chair will bring the item back at the next meeting.

III. Monthly Reports

A. [19828-25](#) December 2024 Monthly Discover Los Alamos Report

Attachments: [Attachment A - December 2024 Monthly Discover Los Alamos Report](#)

While the presenter wasn't in attendance, Felton included this report for reference.

B. [19832-25](#) Sunny 505 Monthly Report

Attachments: [February 2025 - LTAB Overview](#)
[January 2025 Datafy Stats](#)
[February 2025 LTAB Report](#)

Presenter Jamie Dickerson provided an overview of their latest information.

IV. Election of Chair and Vice Chair, Action Needed

A motion was made by Even, and seconded by Holsapple, to keep Olsen as Chair.

A motion was made by Olsen, and seconded by Even for Tharp to become Vice Chair. Both motions passed unanimously.

V. Other Announcements (All)

Holsapple mentioned some communication he has had with other entities regarding tourism and also had a handout. It was determined this would be on the March agenda for transparency.

VI. NEXT MEETING(S)/FUTURE AGENDA ITEMS

VII. ADJOURN

A motion was made by Olsen, seconded by Member Even, that the meeting be adjourned. The motion passed unanimously.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the County Human Resources Division at 662-8040 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes can be provided in various accessible formats. Please contact the personnel in the Economic Development Department at 662-8087 if a summary or other type of accessible format is needed.