



# County of Los Alamos

## BCC Meeting Minutes

### Lodgers' Tax Advisory Board

1000 Central Avenue  
Los Alamos, NM 87544

*Jennifer Olsen, Chair; Conner Tharp, Vice-Chair; Dana Even; Kevin Holsapple; and Sonia Ruiz, Members*

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Tuesday, August 19, 2025

12:00 PM

1000 Central Avenue, Council  
Chambers

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**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**

Present 1 - Board Member Ruiz

Absent 2 - Board Member Olsen and Board Member Even

Remote 2 - Board Member Tharp and Board Member Holsapple

##### **B. Approval of Today's Agenda**

A motion was made by Vice Chair Tharp, seconded by Member Ruiz to approve the agenda. The motion passed unanimously, 3-0 for those in attendance.

##### **C. Review/Approval of Meeting Minutes**

A motion was made by Member Ruiz, seconded by Vice Chair Tharp, to approve the meeting minutes. The motion passed unanimously, 3-0 for those in attendance.

[20552-25](#)

Minutes from the Lodgers' Tax Advisory Board Meeting on July 15, 2025

**Attachments:** [LTABMeetingDraftedMinutes\\_7\\_15\\_2025](#)

I move the board approve the Lodgers' Tax Advisory Board meeting minutes from July 15, 2025.

**D. Public Comment for Items Not on the Agenda**

**II. PRESENTATIONS/DISCUSSIONS**

[20553-25](#) Boards & Commissions Training

**Attachments:** [County Orientation Manual and Procedural Rules for Members of Boards & Comr](#)

**III. OTHER ANNOUNCEMENTS/BOARD COMMUNICATIONS (ALL)**

**IV. NEXT MEETING(S)/FUTURE AGENDA ITEMS**

Member Holsapple noted that he would be sending some future agenda items to Chair Olsen. Staff Member Felton noted that during the next meeting they would be going through more of the Year 7 Review of the Tourism Strategic Plan.

**V. ADJOURN**

*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.*