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## General Information

All County Board and Commission members must be residents of Los Alamos County. Lodgers' Tax Advisory Board members, except the at-large community member, do not need to be residents if they are employed/represent an attraction or hotel.

Once a resident fills out and submits this application, an interview is scheduled with the B&C's County Council liaison, the relevant staff liaison, and the B&C Chair. After the interviews, the applicants' names are presented to the full Council during a regularly scheduled Council meeting, where a vote is taken regarding the appointment of each applicant. Each applicant will be notified if they are appointed or not.

Only on-line applications will be considered.

*If you are interested in applying for Labor Relations Board, please contact Denise Cassel at 505-662-8047.*

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## Profile

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### Board and Commission Application

Note: Please be aware that as a public entity, the County of Los Alamos, is obligated to furnish this information to the public if requested. Note also that current LANL employees, if appointed to a Board or Commission, may be required by LANL to complete a 701 form.

Matthew

First Name

B

Middle Initial

Allen

Last Name

Street Address

City

Email Address

Primary Phone

Alternate Phone

Suite or Apt

State

Postal Code

**Party affiliation as registered: (Select one of the following) \***

☒ Other

**Registered to vote in Los Alamos?**

☒ Yes ☐ No

**How did you learn of this Board/Commission vacancy?**

Katie

**ATTACHMENT C**

Matthew B Allen

**Do you currently serve on any County Board or Commission?**

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☒ Yes ☐ No

**If yes, which one? (Los Alamos County law prohibits residents from serving concurrently on more than one County board except as expressly approved in writing by the County Council before the appointment is made.)**

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Lodger Tax

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## **Interests & Experiences**

**Which Boards would you like to apply for?**

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Lodgers' Tax Advisory: Submitted

**Why would you like to serve on this particular Board or Commission?**

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We opened a Bed and Breakfast last October of 2016. We pay Lodgers tax monthly and have a vested interest in the board and the funds used.

**What volunteer or professional activities have you participated in that could apply to this appointment?**

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Operate an Inn

**The time involved may be 10-15 hours per month or more. Are you able to serve the volunteer hours and attend training needed to perform your duties as an appointee?**

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Yes.

**What would you like to accomplish during your tenure on this Board or Commission? (Please identify any special interests you have that led you to become interested in serving on this Board or Commission.)**

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Increase tourism and advance the needs of Lodgers tax.

**Have you had any direct or indirect involvement with this Board or Commission or with the County staff supporting this Board or Commission or County Councilors? If so, please explain.**

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I have worked with staff members in paying Lodgers tax and getting information regarding hotels in Los Alamos.

**Are there any issue or matters, financial or otherwise, that you are now or might become involved in that may come before the Board or Commission for which you seek appointment?**

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Other than that I currently pay into Lodgers tax, no.

If you have any questions, please contact Barbara Lai at 505-663-3436 or [barbara.lai@lacnm.us](mailto:barbara.lai@lacnm.us)



**County Manager's Office**  
**BOARD & COMMISSION INTERVIEW QUESTIONS**  
**FOR B&C MEMBERS APPLYING FOR A SECOND TERM**

Matt Allen	LTAB	
Applicant's Name	Board or Commission	
Jennifer Olsen	Feb 9th, 2023	Interview Conducted:
Interviewer Name	Date/Time of Interview	_____ Personally _____ Telephone

***NOTE TO INTERVIEW PANEL: Please remember to use this interview as an opportunity to share Council's directives and guidance for B&C's.***

#	Question/Documented Response
1	<p>Since you are re-applying for this position, you must feel that the Board or Commission actions are worthwhile. What do you consider to be the positive aspects of the position? The negative?</p> <p>Datafy has been interesting and helpful as well as learning about Visit Widget. It is nice to see these things that can help with lodging, tourism, and business in general. Would like to keep the meetings to 90 minutes</p>
2	<p>What has the Board or Commission accomplished during your term? What have you been able to contribute to the accomplishments that you are pleased with?</p> <p>Accomplished - The short term rental study is being conducted. LTAB talked to Roswell and to Santa Fe in regards to this study. Matt can contribute a unique business idea in that he has short and long term stays and his business is smaller than a chain hotel. Looking forward to giving feedback on short term rental in the future.</p>
3	<p>What do you believe are the greatest issues facing the Board or Commission for which you've applied and how do you feel this Board or Commission can contribute to the resolution of these issues?</p> <p><i>[Note to interview panel: If the answer to this question appears to be off base with Council's goals or directives, please explore a little more.]</i></p> <p>Greatest issue is talked about almost every meeting - How do we get people to stay 1 night or more without returning to Santa Fe. Look at different ways to get the word out - but there are many more factors than just LTAB.</p>
4	<p>Now that you've served on this board or commission, how do you perceive the role of County Boards and Commissions in local government? Do you have suggestions for better operation of this board or commission? Of operations of the Board and Commission system in general?</p> <p>Boards are important for involving the every day person in county government. Involvement is key to get county decisions accepted. LTAB - visit the lodging possibilities in Los Alamos. Gets people into a more interactive mindset within businesses and within the community.</p>

5	<p>Based on your experience serving on this board or commission, please share your thoughts on the communication methods between this Board and Council? How can we improve?</p> <p>More of making them aware of our monthly meetings. For the council member to be more involved.</p>
6	<p>Have you attended any training sessions related to your duties and responsibilities as a board member? Is there any training that you feel the County could provide to improve the effectiveness or efficiency of the board or commission system, as a whole, or of board or commission members individually?</p> <p>No - Has not attended a training. Would like to have a training as to what are board member expectations at even a general level.</p>
7	<p>What suggestions/comments would you like to offer in connection with your Board or Commission service so far?</p> <p>Get a better understanding of where Lodger's tax is used and how it benefits the county and the hotels or lodging establishments.</p>
8	<p>The purpose of this question is to make sure you are aware that, as a member of a Los Alamos County Board or Commission, your written communications, including e-mails, are public records (even if produced on your personal computer), and as such are subject to the New Mexico Inspection of Public Records Act. If any of these public records are requested for review/inspection under the Act you may need to produce them. Is this a deterrent to your willingness to continue serving on this Board?</p> <p>No</p>
9	<p>If this board decides (or is required) to "live stream" their meeting, will this be a deterrent to your willingness to continue serving on the board?</p> <p>No</p>
10	<p>Do you have any questions of the interview panel?</p>
11	<p><i>[Interview panel: Ask questions you think necessary for clarification of the answers this applicant provided on their application form or during this interview.]</i></p>

Notes

*Thank the applicant for their feedback on the B&C system, and their willingness to continue serving as a Board or Commission member.*



**County Manager's Office**  
**BOARD & COMMISSION INTERVIEW QUESTIONS**  
**FOR B&C MEMBERS APPLYING FOR A SECOND TERM**

**Matthew Allen**

**LTAB**

Applicant's Name

Board or Commission

**Randall Ryt**

**Thurs Feb 9, 2023**

Interview Conducted:

Interviewer Name

Date/Time of Interview

**ZOOM**

***NOTE TO INTERVIEW PANEL: Please remember to use this interview as an opportunity to share Council's directives and guidance for B& C's.***

#	Question/Documented Response
1	<p>Since you are re-applying for this position, you must feel that the Board or Commission actions are worthwhile. What do you consider to be the positive aspects of the position? The negative?</p> <p>Positive. lot of tourist applications County has taken on, like Datafy – has been interesting. VisitWigit App looked useful. Nice to be familiar with Oppenheimer marketing Negative. Perhaps have slightly shorter meetings.</p>
2	<p>What has the Board or Commission accomplished during your term? What have you been able to contribute to the accomplishments that you are pleased with?</p> <p>Accomplished but still in progress, short-term rental ordinance. Talked to other cities – Roswell and Santa Fe. Nice to see this moving on. Our B&amp;B has both and long term stays – so can have better feedback to the ordinance. Expect continuing input.</p>
3	<p>What do you believe are the greatest issues facing the Board or Commission for which you've applied and how do you feel this Board or Commission can contribute to the resolution of these issues?</p> <p><i>[Note to interview panel: If the answer to this question appears to be off base with Council's goals or directives, please explore a little more.]</i></p> <p>Getting visitors to stay more than 1 night or at least 1 night. LTAB can look at different ways to attract people to the County. Many other factors.</p>
4	<p>Now that you've served on this board or commission, how do you perceive the role of County Boards and Commissions in local government? Do you have suggestions for better operation of this board or commission? Of operations of the Board and Commission system in general?</p> <p>Involving everyday person in County government is always good. Better to involve more people in the decisions. LTAB – go visit the different lodging establishments. Get a better idea of what's out there. General would be good to see things in person.</p>

5	<p>Based on your experience serving on this board or commission, please share your thoughts on the communication methods between this Board and Council? How can we improve?</p> <p>Make aware of monthly meetings, Councilor attendance at meetings</p>
6	<p>Have you attended any training sessions related to your duties and responsibilities as a board member? Is there any training that you feel the County could provide to improve the effectiveness or efficiency of the board or commission system, as a whole, or of board or commission members individually?</p> <p>Training on what can be expected for any board member</p>
7	<p>What suggestions/comments would you like to offer in connection with your Board or Commission service so far?</p> <p>Better understanding of how lodger's taxes are used</p>
8	<p>The purpose of this question is to make sure you are aware that, as a member of a Los Alamos County Board or Commission, your written communications, including e-mails, are public records (even if produced on your personal computer), and as such are subject to the New Mexico Inspection of Public Records Act. If any of these public records are requested for review /inspection under the Act you may need to produce them. Is this a deterrent to your willingness to continue serving on this Board?</p> <p>No</p>
9	<p>If this board decides (or is required) to "live stream" their meeting, will this be a deterrent to your willingness to continue serving on the board?</p> <p>No</p>
10	<p>Do you have any questions of the interview panel?</p> <p>N/A</p>
11	<p><i>[interview panel: Ask questions you think necessary for clarification of the answers this applicant provided on their application form or during this interview.]</i></p> <p>N/A</p>

Notes

Thank the applicant for their feedback on the B&C system, and their willingness to continue serving as a Board or Commission member.



**County Manager's Office**  
**BOARD & COMMISSION INTERVIEW QUESTIONS**  
**FOR B&C MEMBERS APPLYING FOR A SECOND TERM**

Matthew Allen

LTAB

Applicant's Name

Board or Commission

Kelly Stewart

Thursday, Feb. 9, 2023

Interviewer Name

Date/Time of Interview

Interview Conducted:

\_\_\_\_ Personally

  X   Zoom

***NOTE TO INTERVIEW PANEL: Please remember to use this interview as an opportunity to share Council's directives and guidance for B&C's.***

#	Question/Documented Response
1	<p>Since you are re-applying for this position, you must feel that the Board or Commission actions are worthwhile. What do you consider to be the positive aspects of the position? The negative?</p> <ul style="list-style-type: none"><li>• PROS – Data apps like Datafy and VisitWidget will be helpful. Also, it's helpful to be familiar with the Project Oppenheimer initiative.</li><li>• CONS – Trim down meetings from 2 hours to 90 minutes.</li></ul>
2	<p>What has the Board or Commission accomplished during your term? What have you been able to contribute to the accomplishments that you are pleased with?</p> <p>Monitoring and advocating for a Short-term Rental study for the Los Alamos market. LTAB has hosted presentations from the cities of Roswell and Santa Fe to understand issues. CDD is now executing the study.</p> <p>Contribution? Still to come. Pueblo Canyon Inn as a bed and breakfast, similar to short-term rentals, has a similar perspective and can give unique perspective vs. the bigger hotels/franchises,.</p>
3	<p>What do you believe are the greatest issues facing the Board or Commission for which you've applied and how do you feel this Board or Commission can contribute to the resolution of these issues?</p> <p><i>[Note to interview panel: If the answer to this question appears to be off base with Council's goals or directives, please explore a little more.]</i></p> <p>Getting visitors to come to Los Alamos and stay longer than one night or longer. LTAB needs to consider new ways to attract people to Los Alamos. This capacity may be beyond LTAB's control.</p>
4	<p>Now that you've served on this board or commission, how do you perceive the role of County Boards and Commissions in local government? Do you have suggestions for better operation of this board or commission? Of operations of the Board and Commission system in general?</p> <p>As an LTAB board member and as a former County employee, boards and commissions are a critical way to involve the "everyday person" in County government—which is always a good. thing. It is the best way to ensure Council's final decisions will be accepted by most residents.</p>

5	<p>Based on your experience serving on this board or commission, please share your thoughts on the communication methods between this Board and Council? How can we improve?</p> <p>Field trips to lodging establishments. Good for people to understand the stakeholders. It is a good way for board members to get out of meeting mode and see how stakeholders are making decisions.</p>
6	<p>Have you attended any training sessions related to your duties and responsibilities as a board member? Is there any training that you feel the County could provide to improve the effectiveness or efficiency of the board or commission system, as a whole, or of board or commission members individually?</p> <p>Would appreciate an orientation re what a board member is expected to do or contribute.</p>
7	<p>What suggestions/comments would you like to offer in connection with your Board or Commission service so far?</p> <p>A better understanding of how Lodgers' Tax revenues are used and how they benefit the County and hotels.</p>
8	<p>The purpose of this question is to make sure you are aware that, as a member of a Los Alamos County Board or Commission, your written communications, including e-mails, are public records (even if produced on your personal computer), and as such are subject to the New Mexico Inspection of Public Records Act. If any of these public records are requested for review/inspection under the Act you may need to produce them. Is this a deterrent to your willingness to continue serving on this Board?</p> <p>No.</p>
9	<p>If this board decides (or is required) to "live stream" their meeting, will this be a deterrent to your willingness to continue serving on the board?</p> <p>No.</p>
10	<p>Do you have any questions of the interview panel?</p> <p>No.</p>
11	<p><i>[Interview panel: Ask questions you think necessary for clarification of the answers this applicant provided on their application form or during this interview.]</i></p> <p>No.</p>

Notes

*Thank the applicant for their feedback on the B&C system, and their willingness to continue serving as a Board or Commission member.*