ORANGE COUNTY LAFCO

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STAFF

Luis Tapia
Executive Officer

Scott Smith
General Counsel

MEETING DATE: November 18, 2026

8c | **Commission Discussion**

TO: Local Agency Formation Commission of Orange County

FROM: Commission Chair
General Counsel

SUBJECT: Adoption of a resolution approving the First Amendment to OC LAFCO's Executive Officer Employment Agreement for Luis Tapia, amending the OC LAFCO salary schedule accordingly.

BACKGROUND

Luis Tapia ("Tapia") has served as LAFCO Executive Officer effective October 1, 2025 ("Agreement"). Sections 4 and 6 of the Agreement provide that the salary provided to the Executive Officer may be increased by Commission action.

DISCUSSION

Pursuant to the Agreement and LAFCO policy, on October 14, 2026, the Commission completed Tapia's annual performance evaluation and salary review. The Commission decided to offer Tapia a two-percent cost-of-living adjustment effective July 1, 2026 (commensurate with COLAs given to OC LAFCO's other employees) and a three-percent merit increase effective on his October 1, 2026, anniversary. The Commission and Tapia now desire to amend the Agreement in the form of a First Amendment to the Executive Officer Employment Agreement in order to memorialize these adjustments and to move Tapia's performance evaluation to coincide with the end of each fiscal year.

Government Code subsections 54956(b) and 54957.6(a) require that any final Commission action on executive compensation occur during the non-consent public portion of a regular meeting. The attached Resolution provides final approval of the First Amendment to the Executive Officer Employment Agreement presented by the Commission's labor negotiator (its Chair) and accepted by Tapia.

RECOMMENDED ACTION
It is recommended that the Commission:

1. Adopt Resolution No. CP 26-11 approving the First Amendment to the Executive Officer Employment Agreement for the Position of LAFCO Executive Officer for Luis Tapia; and

2. Authorize Commission Chair Wendy Bucknum to execute and the Commission Clerk to attest to these documents.

Respectfully submitted,

SCOTT C. SMITH
OC LAFCO General Counsel

Wendy Bucknum
Chairperson of the OC LAFCO

Attachment 1: *Form of Resolution No. CP 26-11*

ATTACHMENT 1

CP 26-11

RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION OF ORANGE COUNTY, CALIFORNIA APPROVING THE FIRST AMENDMENT TO EXECUTIVE OFFICER EMPLOYMENT AGREEMENT WITH LUIS TAPIA AND AMENDING THE LAFCO SALARY SCHEDULE TO REFLECT THE AMENDMENT

November 11, 2026

On motion of Commissioner_____, duly seconded and carried, the following Resolution was adopted:

WHEREAS, Mr. Tapia has served capably as Executive Officer since October 1, 2025; and

WHEREAS, on October 14, 2026, LAFCO concluded the annual evaluation of Tapia's performance and annual salary review as required by Section 4 of the Agreement; and

WHEREAS, LAFCO and Mr. Tapia have agreed to the compensation, duties, and other terms and conditions in the attached First Amendment to Executive Officer Employment Agreement; and

NOW, THEREFORE, the Commission DOES HEREBY RESOLVE, DETERMINE, AND ORDER

1. That the First Amendment to Executive Officer Employment Agreement between LAFCO and Luis Tapia, attached to this Resolution as Exhibit "A" and incorporated herein by this reference is hereby approved ("First Amendment").

2. That the LAFCO salary schedule reflecting the terms of compensation in the Agreement, as amended by the First Amendment, attached to this Resolution as Exhibit "B" and incorporated herein by this reference is hereby approved as amended.

Ayes:

Noes:

STATE OF CALIFORNIA)

) SS.

COUNTY OF ORANGE)

I, Wendy Bucknum, Chair of the Local Agency Formation Commission of Orange County, California, hereby certify that the above and foregoing resolution was duly and regularly adopted by said Commission at a regular meeting thereof, held on the 18th day of November 2026.

IN WITNESS WHEREOF, I have hereunto set my hand this 18th day of November 2026.

Wendy Bucknum
Chairperson of the Orange County
Local Agency Formation Commission

By: _____
WENDY BUCKNUM

ATTEST:

_____
Cheryl Carter-Benjamin, Commission Clerk
Orange County LAFCO

EXHIBIT A

FIRST AMENDMENT TO EXECUTIVE OFFICER EMPLOYMENT AGREEMENT

November 18, 2026

This First Amendment to Executive Officer Employment Agreement ("First Amendment") is made by and between the Local Agency Formation Commission, County of Orange ("LAFCO" or the "Commission") and Luis Tapia ("Tapia"), an individual, both of whom agree as follows:

RECITALS

WHEREAS, the Parties entered into that certain Executive Officer Employment Agreement dated October 1, 2025, to establish the terms of Tapia's employment in the position of Executive Officer ("Agreement"); and

WHEREAS, on October 14, 2026, the Commission concluded the annual evaluation of Tapia's performance and annual salary review as required by Section 4 of the Agreement; and

WHEREAS, pursuant to Section 6 of the Agreement, following completion of the annual performance evaluation process LAFCO may, by resolution and/or amendment to the Agreement, adjust Tapia's salary and/or award a performance bonus; and

WHEREAS, the Parties now desire to amend the Agreement in order to increase Tapia's salary under the Agreement, with a cost-of-living adjustment effective on July 1, 2026 and a merit increase effective on October 1, 2026.

NOW, THEREFORE, in consideration for the mutual covenants herein, the Parties hereto agree as follows:

1. Performance Evaluation**:** Section 4 of the Agreement is hereby amended in its entirety to read as follows:

"In May of each year, beginning in 2027 LAFCO shall conduct an annual performance evaluation and an annual salary review using best efforts to perform that review in conformance with LAFCO policy for the performance evaluation process."

2. Salary: Section 5 of the Agreement is hereby amended in its entirety to read as follows:

"As salary for services rendered as Executive Officer, Tapia shall receive:

a. effective July 1, 2026, $210,120 per annum (or $17,510 per month), and
b. effective October 1, 2026, $216,424 per annum (or $18,035.33 monthly)

paid biweekly, which shall be paid in the same manner and at the same times as County of Orange employees generally.

3. Remaining Provisions. Except as otherwise specifically set forth in this First Amendment, the remaining provisions of the Agreement shall continue in full force and effect.

4. Acknowledgment and Consent**.** I, Luis Tapia, acknowledge that I have read and fully understand the terms and conditions of this First Amendment, and I consent and agree to each and every term and condition contained herein.

_____	_____
Luis Tapia	Wendy Bucknum, Chair
_____	_____
Date	Date
	Approved as to form:
	_____
	Best Best & Krieger LLP, General Counsel
	_____
	Date

OC LAFCO SALARY RANGES

CLASSIFICATION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
Executive Officer	$216,424.00									
Assistant Executive Officer	$137,891.73	$141,339.02	$144,872.50	$148,494.31	$152,206.67	$156,011.84	$159,912.13	$163,909.93	$168,007.69	$172,207.88
Senior Policy Analyst	$97,576.17	$100,078.13	$102,644.23	$105,276.14	$107,975.53	$110,744.13	$113,583.72	$116,496.13	$119,483.21	$122,546.88
Policy Analyst II	$85,327.40	$87,460.58	$89,647.10	$91,888.27	$94,185.48	$96,540.12	$98,953.63	$101,427.46	$103,963.15	$106,562.23
Policy Analyst I	$77,574.28	$79,513.64	$81,501.48	$83,571.37	$85,627.50	$87,768.18	$89,962.39	$92,211.45	$94,516.74	$96,879.65
Office Manager/Commission Clerk	$68,690.21	$70,407.47	$72,167.64	$73,971.85	$75,821.14	$77,716.67	$79,659.59	$81,651.07	$83,692.35	$85,784.66