

**EMPLOYMENT AGREEMENT
CHIEF COUNTY ASSESSMENT OFFICER
(ALSO KNOWN AS SUPERVISOR OF ASSESSMENTS)**

This Employment Agreement is entered into this 14th day of July, 2026, by and between COUNTY OF LAKE, ILLINOIS, a body politic and corporate, hereinafter referred to as the “Employer,” and Nathan Herbst, hereinafter referred to as the “Chief County Assessment Officer” and both together referred to as “Parties”.

RECITALS

WHEREAS, pursuant to 35 ILCS 200/3-5, the office of supervisor of assessments shall be filled by appointment by the presiding officer of the county board with the advice and consent of the county board; and

WHEREAS, the Chief County Assessment Officer has certified to the county clerk that he meets the required qualifications through the possession of a Certified Illinois Assessing Official certificate from the Illinois Property Assessment Institute; and

WHEREAS, the Chief County Assessment Officer also has the necessary experience and qualifications to hold the office; and

WHEREAS, the Lake County Board Chair, Sandra Hart, submits the appointment of Nathan Herbst to the County Board for its approval; and

WHEREAS, Nathan Herbst wishes to accept this Employment Agreement and the position of Chief County Assessment Officer in accordance with the terms and conditions contained herein.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Parties agree as follows:

SECTION 1. DUTIES AND FUNCTIONS. The Employer agrees to employ Nathan Herbst as the Chief County Assessment Officer of Lake County to perform all legally permissible and proper executive and administrative duties and functions of the Supervisor of Assessments and Chief County Assessment Officer.

SECTION 2. TERM OF THE AGREEMENT. This Agreement shall remain in full force and effect from July 15, 2026 through July 14, 2030.

SECTION 3. SALARY.

In consideration of the Employee’s performance of his duties, the Employer shall initially pay the Employee an annual salary of One Hundred, Fifty-Five Thousand Dollars (\$155,000.00) effective the first payroll following the commencement of the

term of this Agreement. This compensation will be subject to income tax, payroll taxes and other required withholding and will be paid in bi-weekly installments. Any increase in salary will be in accordance with the policies and procedures established for all other county employees.

SECTION 5. **BENEFITS.**

During the term of this Agreement, the Chief County Assessment Officer will also receive the following benefits:

A. **Dues/Subscriptions and Professional Development Expenses.** The Employer will budget and pay for professional dues, subscriptions, and professional development of the Chief County Assessment Officer necessary for execution of his job duties and for the benefit of the County, subject to budget limitations.

F. **Vacation Leave.** The Chief County Assessment Officer will accrue vacation time at a rate of three weeks per year. Any vacation leave accrued under these terms and remaining unused at the termination of this Agreement will be paid to the Chief County Assessment Officer pursuant to County policy.

G. **Sick Leave, Personal Leave, and Holidays.** The Chief County Assessment Officer shall receive sick leave, personal leave, and holiday benefits in accordance with the Lake County Employee Policies and Procedures.

J. **Group Insurance Benefits.** The Chief County Assessment Officer shall have access to health, dental, vision and any other insurance benefit coverage equal to all other County employees.

K. **Retirement Benefits.** The Employer agrees to initiate and/or maintain the Chief County Assessment Officer's enrollment in the Illinois Municipal Retirement Fund (IMRF) and to make all appropriate contributions on behalf of the Chief County Assessment Officer.

L. **Liability Insurance.** The Employer agrees that the Chief County Assessment Officer shall be covered by liability insurance carried by the Employer for itself and its officers and employees covering the Chief County Assessment Officer to the same extent as other County employees. This requirement may be met through a self-insurance fund.

SECTION 6. **TERMINATION.**

A. **By the County Board.** The county board, by a vote of 2/3 of its members, may dismiss a supervisor of assessments before the expiration of his term for misfeasance, malfeasance, or nonfeasance in the performance of the

duties of the office. Should the county board dismiss the supervisor of assessments, it shall specify its reasons in writing. The dismissed supervisor may, within 21 days after receipt of the statement of reasons for dismissal, request a hearing before the county board. The county board shall conduct a hearing within 30 days of a timely request, and may reverse the dismissal by a vote of a majority of the members present.

- B. **Resignation/Retirement.** The Chief County Assessment Officer will have the right to voluntarily resign/retires from this position thereby terminating this Agreements upon a minimum of sixty (60) days advance written notice to the County Board.

SECTION 7. **SEVERANCE PAY.**

- A. This position is not eligible for severance.

SECTION 8. **GENERAL TERMS AND CONDITIONS.**

A. **Prior Agreements.** This Agreement is the complete agreement of the Parties and supersedes all prior understandings, whether oral or written. The Parties do not rely upon any representation, promise, inducement, or statement of intention that is not part of this Agreement, and no party shall be bound by or liable for any alleged misrepresentation, inducement, or statement of intention that is not part of this Agreement.

B. **Outside Employment.** The Chief County Assessment Officer shall not engage in any activity for which he receives compensation without prior approval of the County Administrator. The Chief County Assessment Officer agrees that he shall not engage in any outside activity which may create an actual or perceived conflict of interest. The Chief County Assessment Officer shall annually complete a Statement of Economic Interest and file a copy with the Lake County Clerk.

D. **Compliance with the Law.** The Chief County Assessment Officer will perform all duties and obligations hereunder in complete compliance with all applicable federal, state, and local laws, ordinances, rules, and regulations.

F. **Amendment or Modification.** Any amendment or modification of this Agreement is invalid and ineffective unless reduced to writing and signed by both parties.

G. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be an original and all of which shall constitute one and the same instrument.

H. **Certification**. The individuals executing this Agreement on behalf of the Parties certify by their signatures that they are duly authorized to sign this Agreement on behalf of the Parties and that this Agreement has been authorized by each party.

I. **Applicable Law**. This Agreement shall be construed and governed in accordance with the laws of the State of Illinois.

J. **Severability**. If any provision or portion of this Agreement is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining provision or portions shall not be affected, but shall continue to be valid and in force to the fullest extent allowed by law.

K. **Entire Agreement**. This Agreement contains all the terms and conditions agreed to by the Parties, and no other agreements, oral or otherwise regarding the subject matter of this Agreement shall be deemed to exist or to bind either of the Parties hereto.

Adopted this 14th day of July, 2026.

ATTEST:

Lake County Clerk

Lake County Board Chair

ACCEPTED BY:

Nathan Herbst

Chief County Assessor