



County Administrator

18 North County Street – 9th Floor  
Waukegan Illinois 60085-4334  
Phone 847 377 2250  
Fax 847 360 6732

May 15, 2025

Regina M. Tuczak

Dear Ms. Tuczak:

I am delighted to offer you the position of Chief Financial Officer/Director of Finance. The beginning annual salary will be \$188,000, with annual salary adjustments beginning December 1, 2025. You will receive health, dental, and vision insurance benefits as well as retirement benefits equivalent to those of all County employees. Lake County will pay normal and reasonable professional dues, seminar and/or conference fees to support your employment as Chief Financial Officer/Director of Finance.

You will accrue vacation time at a rate of 3 weeks per year. Given the proximity of your planned vacation in August 2025 to your start date, any time that cannot be covered by appropriate accrued benefit time will be unpaid. Benefit time other than vacation, such as sick and personal days, are earned as dictated in the Lake County Policies and Procedures.

You will be considered an at-will employee and may be terminated at any time with or without cause by the County Administrator. You may be eligible for severance consistent with County policy and/or applicable State statute.

All items above are intended to be consistent with County policies and procedures and are the same as provided by the County to all employees with the exception of the vacation accrual, your planned vacation in August 2025, and your at will employment status. Your start date will be mutually determined but will be no later than July 14, 2025.

This offer is contingent upon your successful completion of a background and pre-employment drug screening. You will receive an email from Steffanie Valencia, HR Generalist, regarding the scheduling of your screenings.

We are looking forward to you becoming a member of the Lake County team, and I am excited about the fresh perspective that you will provide. If you agree, please sign and date the letter and return to me.

LAKE COUNTY, ILLINOIS by:

  
\_\_\_\_\_  
Patrice Sutton  
County Administrator, Lake County

5-15-2025  
Date

Accepted by:

  
\_\_\_\_\_  
Regina Tuczak

May 17, 2025  
Date