

**COOK COUNTY CLERK DAVID ORR**

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October 20, 2017

Dear Commissioners:

I am eager to work with you to help fill the gap of the FY18 budget caused by the repeal of the sweetened beverage tax. As you know, my office has taken on more responsibilities each year, while at the same time decreasing our FTE count. When I assumed this office in 1991, there were 316 employees (including 15 full-time temporary employees) and in the President's Recommendation for FY18, our proposed FTE count is 273. With the possible reductions listed below, our FTE count would be 268.

Below are some ways we are considering meeting the 10% (\$1,122,990) reduction:

- (1) Reduce FY2017 spending and use the savings to reprioritize FY18 expenditures for the March and November 2018 elections. This will allow us to reduce our FY18 budget. It would allow us to cut \$400,000 from our FY18 budget.
- (2) We are looking at the possibility of reducing \$325,000 from our FY18 Recommendation in the Elections Fund.
- (3) Additionally, we may eliminate three open positions, for a savings of approximately \$250,000.
- (4) We may not fill two positions that will be vacated by 12/1/17 through retirement, for a savings of \$160,000.
- (5) The office may take one furlough day in FY18 for a savings of \$70,000.
- (6) We are considering eliminating of positions through layoffs, if necessary.

These are difficult measures for our office to take because we have strived over many years to run an efficient office.

Please let me know if you have any additional questions.

Sincerely,  
*David Orr*

David Orr

cc: Toni Preckwinkle, President  
Ammar Rizki, Chief Financial Officer  
Tanya Anthony, Director, Budget and Management