

**Division:** Finance & Risk Management

**Program Characteristics:**

**Program Description**

The General Ledger (GL) program oversees the County's financial accounting and reporting. This includes essential financial functions like reconciling accounts, reviewing/approving transactions in Workday, reviewing capital assets, and preparing all required financial reports.

Key responsibilities include:

- Completing the County's Annual Comprehensive Financial Report (ACFR), which contains government-wide financial statements and individual fund financial statements for over 45 funds.
- Coordinating and completing the annual external financial audit.
- Monitoring monthly and year-end closing processes in Workday.
- Performing monthly bank and balance sheet reconciliations, and resolving any discrepancies
- Evaluating and implementing new accounting rules from the Governmental Accounting Standard Board (GASB).
- Helping develop, update and implement financial policies and procedures.
- Providing technical accounting assistance to departments.

In addition, General Ledger prepares the financial reports for three component units of the County: Mid-Multnomah County Street Lighting Service District No. 14, Dunthorpe-Riverdale Service District No. 1, and the Multnomah County Library District. The team is also responsible for maintaining the County's internal financial controls and the official list of all financial accounts (the chart of accounts).

**Equity Statement**

Services in this program are delivered uniformly to all customers while maintaining compliance. Staff work directly with internal customers to ensure that services are accessible and responsive to the needs of every customer by offering expert accounting guidance and helping to establish and update clear financial policies and procedures.

**Revenue/Expense Detail**

	2026 General Fund	2026 Other Funds	2027 General Fund	2027 Other Funds
Personnel	\$1,334,731	\$0	\$1,357,751	\$0
Contractual Services	\$4,000	\$0	\$4,000	\$0
Materials & Supplies	\$14,800	\$0	\$14,800	\$0
<b>Total GF/non-GF</b>	<b>\$1,353,531</b>	<b>\$0</b>	<b>\$1,376,551</b>	<b>\$0</b>
<b>Total Expenses:</b>	<b>\$1,353,531</b>		<b>\$1,376,551</b>	
<b>Program FTE</b>	7.00	0.00	7.00	0.00
<b>Program Revenues</b>				
Service Charges	\$20,000	\$0	\$20,000	\$0
<b>Total Revenue</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$0</b>

**Performance Measures**

Performance Measure	FY25 Actual	FY26 Estimate	FY27 Target
Number of properly stated balance sheet accounts per review of external auditors	300	300	300
Number of days Annual Comprehensive Financial Report (ACFR) is completed after fiscal year end	137	135	135