

C.1.11 (Policy) Accounting for Capital Assets

Responsible Department: Vice Chancellor for Finance and Administration

Board Adoption: 2-23-10

Last Board Action: 2-23-10

Last Amended: 2-5-18, 8-12-25

This policy establishes the minimum cost value (capitalization amount) that shall be used to determine the capital assets to be recorded in Alamo Colleges District's annual financial statements.

Capital Asset Definition

Capital assets are tangible and intangible assets that are used in operations, have a value equal to or greater than the capitalization threshold (see table below) and meet the minimum useful life for the particular asset classification. They include land, land improvements, buildings and improvements, equipment, infrastructure, software, library books, works of art, historical treasures, leasehold improvements and technology systems.

Capitalization Method

Capital assets are reported in the Statement of Net Assets at historical cost. The cost of a capital asset should include ancillary charges (i.e., installation, freight and transportation charges) necessary to place the asset into use. Donated capital assets should be reported at their estimated fair market value at the time of donation, plus ancillary charges, if any.

Capitalized interest is included when material. In accordance with statements issued by the Financial Accounting Standards Board (FASB) Nos 34 and 62, *Capitalization of Interest Cost* and *Capitalization of Interest Cost in Situations Involving Certain Tax-Exempt Borrowings and Certain Gifts and Grants - an Amendment of FASB Statement No. 34*, the Alamo Colleges District considers the capitalization of interest cost on construction in progress that has been financed by long-term debt. These standards require that the interest cost offset by interest earnings on the related construction proceeds be capitalized as a part of each project unless the net effect is not considered material. No interest cost is capitalized when the interest earned has approximately equaled the interest cost to the Alamo Colleges District.

With the exception of land and works of art/historical treasures, capital assets are depreciated over their estimated useful lives. Depreciable assets are reported net of accumulated depreciation in the Statement of Net Assets with accumulated depreciation disclosed in the Notes to Financial Statements. Capital assets that are not being depreciated, such as land, are reported separately.

Capitalization Thresholds

Capital assets purchased or constructed by the Alamo Colleges District have a useful life of at least five years and a value equal to or greater than the established capitalization threshold. The following class of asset categories, capitalization thresholds, useful lives and salvage values are used by the Alamo Colleges District:

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Class of Asset Categories, Capitalization Thresholds, Useful Lives and Salvage Values

Class of Asset	Capitalization Threshold	Useful Life (Years)	Salvage Value
Land	\$10,000	N/D (1)	-
Land Improvements (Except Tennis Courts)	\$100,000	20	0%
Tennis Courts	\$10,000	7	0%
Buildings	\$100,000	40	10 %
Building Improvements	\$100,000	20	0%
Portable Buildings	\$10,000	10	10%
Machinery and Equipment (2)	\$10,000	5 - 10	0 %
Infrastructure	\$100,000	20	10 %
Software	\$10,000	5	0 %
Library Books	All	15	0 %
Works of Art/Historical Treasures	\$10,000	N/D (1)	-
Leasehold Improvements (3)	\$10,000	Life of Lease	0%
Technology Systems (3)	\$50,000	5	0%

(1) Not Depreciated

(2) For internal control and accountability purposes, non-library book assets costing less than \$5,000 may be recorded in the inventory system but are not depreciated. See procedure [C.2.7.4](#)

(3) See procedure [C.1.11.1](#) “*Leasehold Improvements*” and “*Technology Systems*”

Bulk Purchases

Bulk purchases are orders for multiple identical or similar items purchased together in a single transaction. Each bulk purchase will be assessed based on the total transaction amount and not the unit cost of individual items within the purchase.

A bulk purchase will be capitalized in its entirety if the total purchase amount equals or exceeds the amount determined to be significant to the College’s or the District’s total capital assets, as appropriate, and the items have a useful life of more than one year. General Accounting within Finance and Fiscal Services will be responsible for evaluating each bulk purchase against the capitalization criteria.